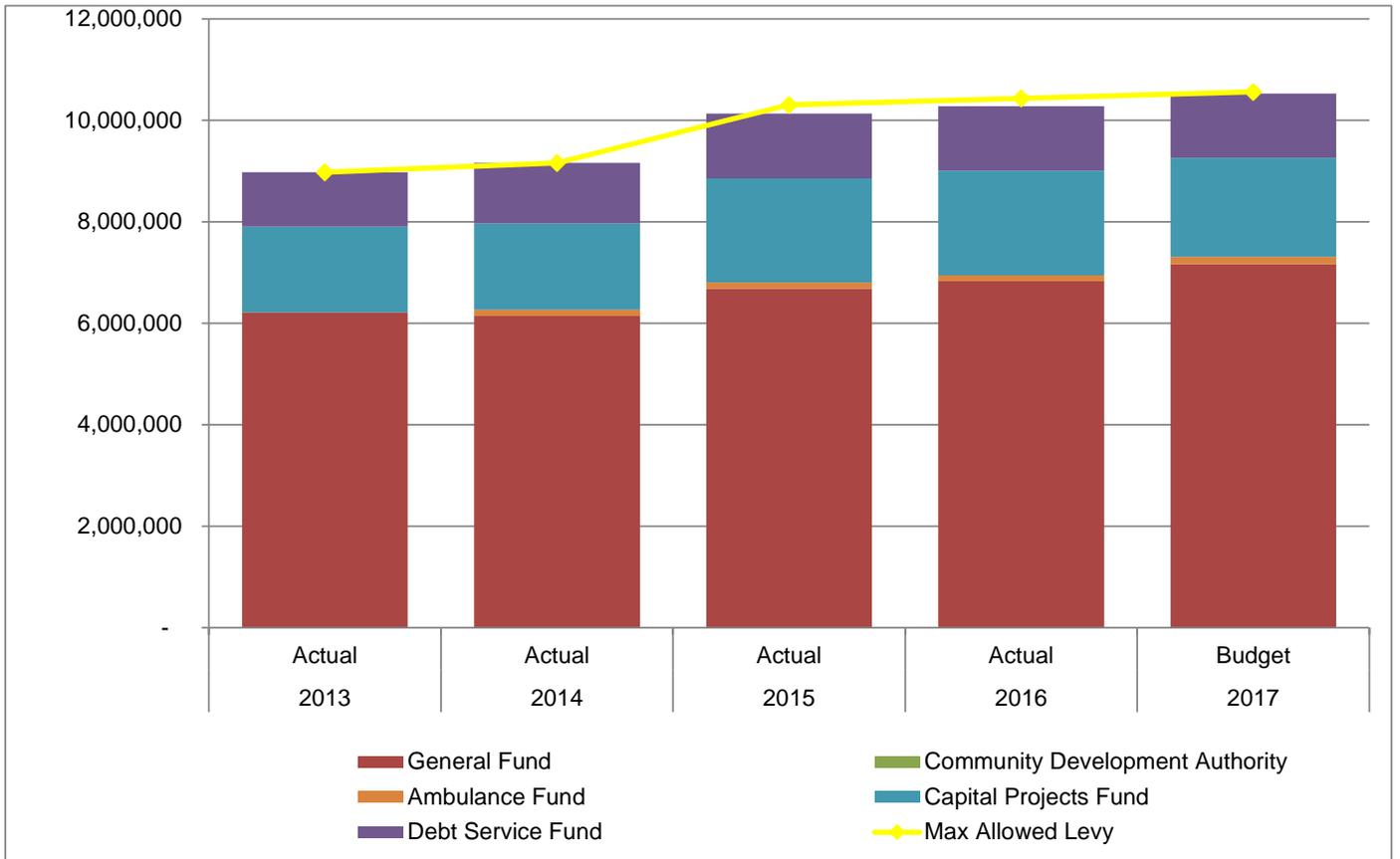


**City of Oconomowoc**  
**Budget Summaries**  
**2017 Budget**

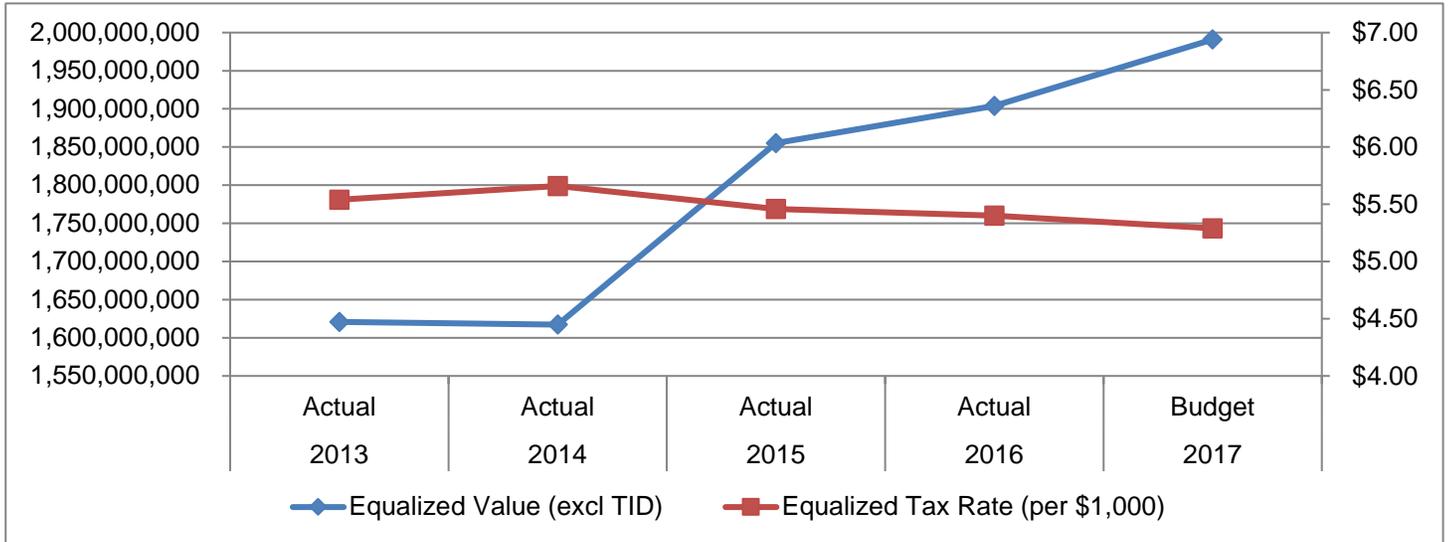
# City of Oconomowoc Property Tax Levy History 2017 Budget

|                                      | 2013<br>Actual   | 2014<br>Actual   | 2015<br>Actual    | 2016<br>Actual    | 2017<br>Budget    |
|--------------------------------------|------------------|------------------|-------------------|-------------------|-------------------|
| Property Tax Levy                    |                  |                  |                   |                   |                   |
| General Fund                         | 6,214,967        | 6,146,898        | 6,684,405         | 6,826,068         | 7,164,252         |
| Community Development Authority      | -                | -                | -                 | -                 | -                 |
| Ambulance Fund                       | -                | 120,000          | 120,000           | 120,000           | 145,000           |
| Debt Service Fund                    | 1,068,185        | 1,193,665        | 1,279,035         | 1,271,767         | 1,264,829         |
| Capital Projects Fund                | 1,693,125        | 1,699,155        | 2,048,675         | 2,061,500         | 1,953,800         |
| Total Property Tax Levy              | <b>8,976,277</b> | <b>9,159,718</b> | <b>10,132,115</b> | <b>10,279,335</b> | <b>10,527,881</b> |
| Levy Limit Calculation               |                  |                  |                   |                   |                   |
| Net New Construction                 | 0.95%            | 0.62%            | 1.88%             | 1.89%             | 1.51%             |
| Minimum Levy Limit                   | 0.00%            | 0.0%             | 0.0%              | 0.0%              | 0.0%              |
| Levy Limit Percentage                | 0.95%            | 0.62%            | 1.88%             | 1.89%             | 1.51%             |
| Base Levy                            | 8,392,274        | 8,474,533        | 8,391,298         | 8,796,332         | 8,959,805         |
| Adjustment Net New Construction      | 79,307           | 52,288           | 157,835           | 166,339           | 135,562           |
| All Other Adjustments                | 504,761          | 632,899          | 1,755,605         | 1,319,681         | 1,312,814         |
| <b>Allowable Levy - No Carryover</b> | <b>8,976,342</b> | <b>9,159,720</b> | <b>10,304,738</b> | <b>10,282,352</b> | <b>10,408,181</b> |
| <b>Max Allowed Levy</b>              | <b>8,976,840</b> | <b>9,160,283</b> | <b>10,305,303</b> | <b>10,434,334</b> | <b>10,562,371</b> |
| <b>Excess Levy Capacity</b>          | <b>563</b>       | <b>565</b>       | <b>173,188</b>    | <b>154,999</b>    | <b>34,490</b>     |

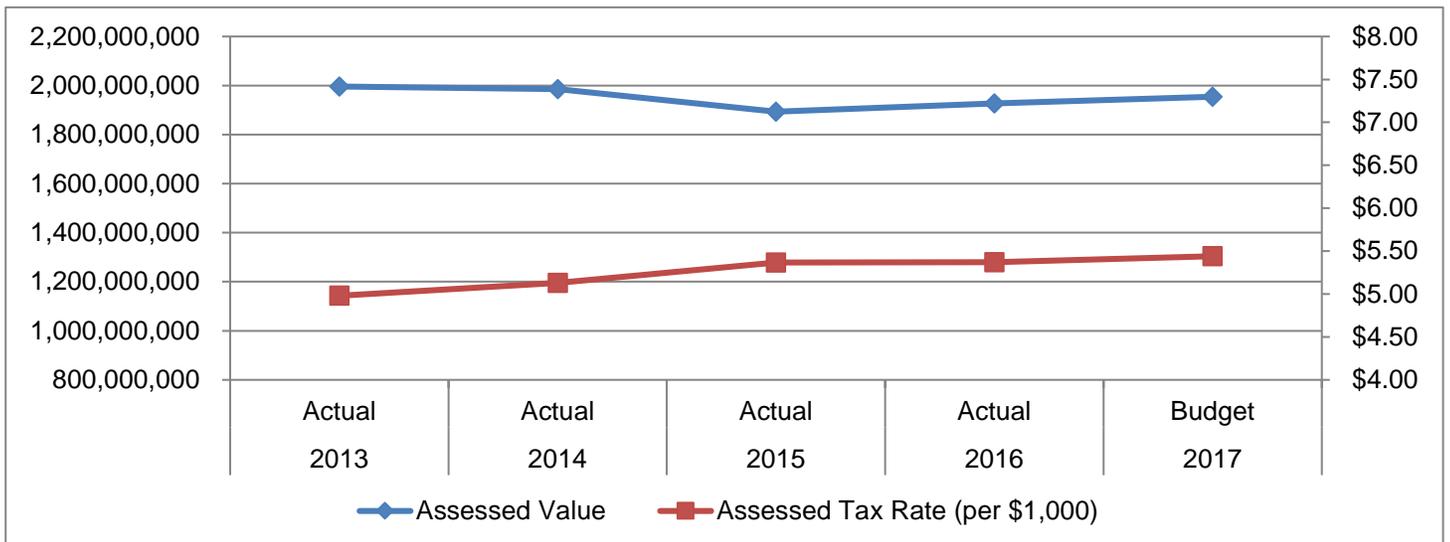


# City of Oconomowoc Property Tax Rate History 2017 Budget

|                                  | 2013<br>Actual | 2014<br>Actual | 2015<br>Actual | 2016<br>Actual | 2017<br>Budget |
|----------------------------------|----------------|----------------|----------------|----------------|----------------|
| Equalized Value (excl TID)       | 1,620,989,100  | 1,617,270,600  | 1,855,001,800  | 1,904,156,300  | 1,990,954,200  |
| Equalized Tax Rate (per \$1,000) | \$ 5.54        | \$ 5.66        | \$ 5.46        | \$ 5.40        | \$ 5.29        |



|                                 | 2013<br>Actual | 2014<br>Actual | 2015<br>Actual | 2016<br>Actual | 2017<br>Budget |
|---------------------------------|----------------|----------------|----------------|----------------|----------------|
| Assessed Value                  | 1,996,070,799  | 1,985,602,287  | 1,893,455,895  | 1,927,470,812  | 1,954,160,868  |
| Assessed Tax Rate (per \$1,000) | \$ 4.98        | \$ 5.13        | \$ 5.37        | \$ 5.37        | \$ 5.44        |
| Median Home Value               |                |                |                | \$ 221,000     | \$ 221,000     |
| Taxes on Median Home            |                |                |                | \$ 1,187       | \$ 1,202       |



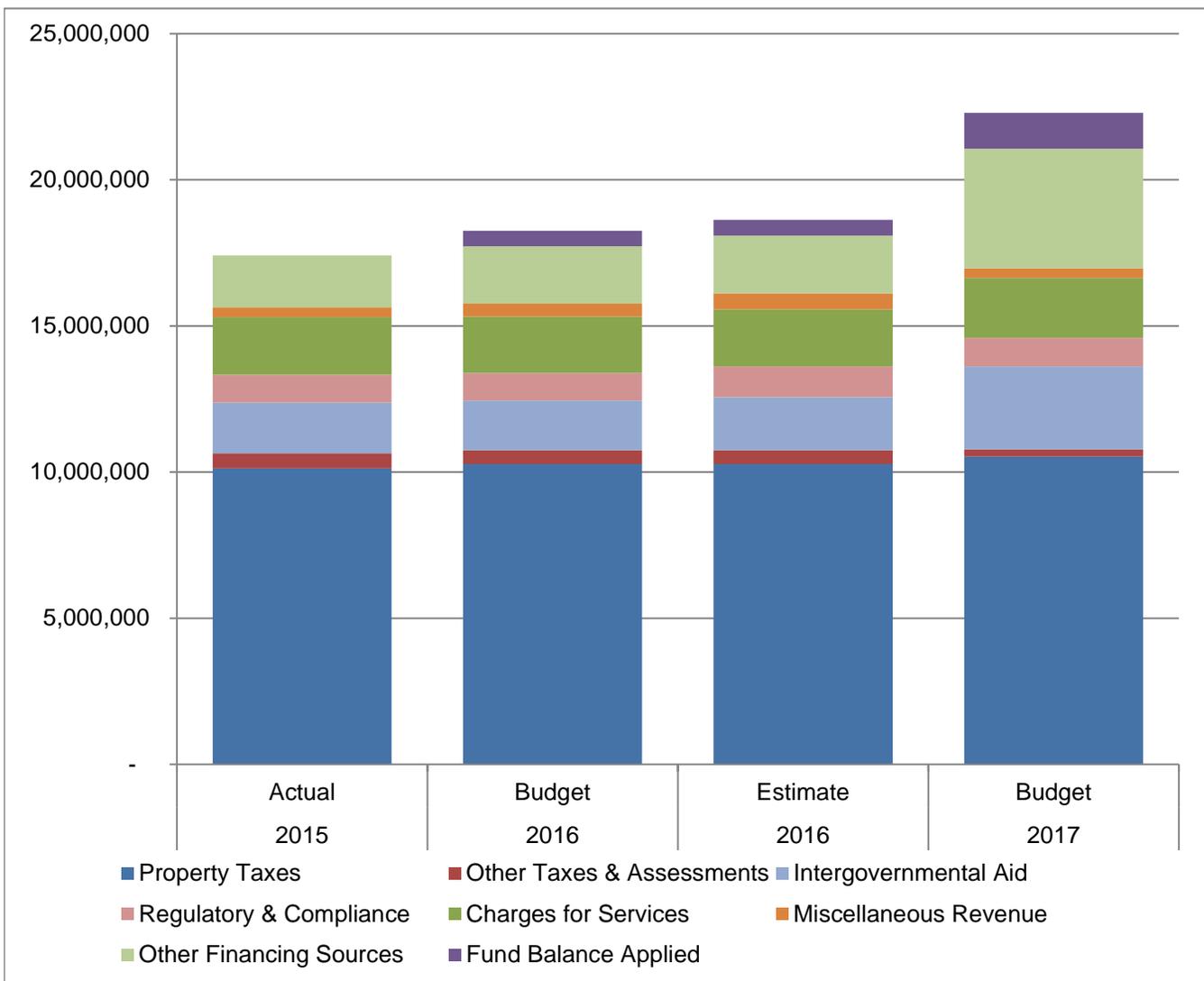
# CITY OF OCONOMOWOC LAST TEN FISCAL YEARS

| FISCAL YEAR                            | 2008          | 2009          | 2010          | 2011          | 2012          | 2013          | 2014          | 2015          | 2016          | 2017          |
|--|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| Population                             | 14,300        | 14,330        | 15,759        | 15,805        | 15,834        | 16,004        | 16,293        | 16,464        | 16,656        | N/A           |
| Equalized Property Value               | 2,015,197,301 | 2,061,037,900 | 2,019,391,100 | 2,018,359,000 | 1,921,427,200 | 1,795,970,900 | 1,799,980,600 | 1,860,351,900 | 1,918,686,500 | 2,010,432,900 |
| Equalized Values - TID Out             | 1,738,067,900 | 1,766,233,800 | 1,758,058,100 | 1,770,629,700 | 1,708,708,100 | 1,620,989,100 | 1,617,270,600 | 1,855,001,800 | 1,904,156,300 | 1,990,954,200 |
| % Increase/(Decrease)                  | 3.83%         | 1.62%         | (0.46%)       | 0.72%         | (3.50%)       | (5.13%)       | (0.23%)       | 14.70%        | 2.65%         | 4.56%         |
| Assessed Property Value                | 1,548,288,252 | 2,029,463,916 | 2,044,826,820 | 2,034,389,209 | 1,994,922,238 | 1,996,070,799 | 1,985,602,287 | 1,893,455,895 | 1,927,470,812 | 1,954,160,868 |
| % of Value Assessed                    | 76.72%        | 98.47%        | 99.16%        | 100.79%       | 102.44%       | 110.49%       | 110.27%       | 101.40%       | 100.17%       | TBD           |
| City Property Tax Levy                 | \$7,741,629   | \$7,929,394   | \$8,121,307   | \$8,325,172   | \$8,575,367   | \$8,976,277   | \$9,159,719   | \$10,132,115  | \$10,279,335  | \$10,527,881  |
| % Increase in Tax Levy                 | 3.47%         | 2.43%         | 2.42%         | 2.51%         | 3.01%         | 4.68%         | 2.04%         | 10.62%        | 1.45%         | 2.42%         |
| Net New Construction                   | \$79,347,000  | \$77,413,800  | \$27,225,000  | \$18,747,800  | \$6,289,100   | \$18,152,200  | \$11,089,500  | \$33,856,600  | \$35,182,600  | \$29,029,800  |
| % Increase/(Decrease)                  | 4.20%         | 3.84%         | 1.32%         | 0.93%         | 0.31%         | 0.94%         | 0.62%         | 1.88%         | 1.89%         | 1.51%         |
| Allowable Levy Under Levy Limits       | \$7,798,282   | \$8,043,244   | \$8,341,195   | \$8,659,033   | \$8,575,865   | \$8,976,840   | \$9,160,283   | \$10,305,303  | \$10,434,334  | \$10,562,371  |
| \$ Increase/(Decrease)                 | \$316,475     | \$301,615     | \$411,801     | \$537,726     | \$250,693     | \$401,473     | \$184,006     | \$1,145,584   | \$302,219     | \$283,036     |
| Equalized Value Tax Rate (Per \$1,000) | \$4.45        | \$4.49        | \$4.62        | \$4.70        | \$5.02        | \$5.54        | \$5.66        | \$5.46        | \$5.40        | \$5.29        |
| % Increase/(Decrease)                  | (0.45%)       | 0.90%         | 2.90%         | 1.73%         | 6.81%         | 10.36%        | 2.17%         | (3.53%)       | (1.10%)       | (2.04%)       |
| Assessed Value Tax Rate (Per \$1,000)  | \$5.80        | \$4.56        | \$4.56        | \$4.66        | \$4.83        | \$4.98        | \$5.13        | \$5.37        | \$5.37        | \$5.44        |
| % Increase/(Decrease)                  | 2.25%         | (21.34%)      | 0.00%         | 2.19%         | 3.65%         | 3.11%         | 3.01%         | 4.68%         | 0.00%         | 1.30%         |
| General Obligation Debt (at 12/31)     | \$17,266,903  | \$21,689,656  | \$20,932,245  | \$27,259,310  | \$29,860,470  | \$17,740,000  | \$13,050,000  | \$15,233,712  | \$13,808,896  | \$13,808,896  |
| Legal Debt Limit (at 12/31)            | \$103,051,895 | \$100,969,555 | \$100,917,950 | \$96,071,360  | \$89,798,545  | \$89,999,030  | \$93,017,595  | \$95,934,325  | \$100,521,645 | \$101,526,861 |
| % of Debt Limit Used                   | 17%           | 21%           | 21%           | 28%           | 33%           | 20%           | 14%           | 16%           | 14%           | 14%           |

\*N/A Information not available at time of printing  
\*\*City Credit Rating: Aa2 Moody's Investors Service

## City of Oconomowoc Revenues by Type - All Levy Funds 2017 Budget

|                           | 2015<br>Actual    | 2016<br>Budget    | 2016<br>Estimate  | 2017<br>Budget    |
|---------------------------|-------------------|-------------------|-------------------|-------------------|
| Property Taxes            | 10,132,115        | 10,279,335        | 10,279,335        | 10,527,881        |
| Other Taxes & Assessments | 507,930           | 465,590           | 472,590           | 246,535           |
| Intergovernmental Aid     | 1,742,575         | 1,701,381         | 1,809,266         | 2,842,459         |
| Regulatory & Compliance   | 942,580           | 940,130           | 1,049,572         | 977,555           |
| Charges for Services      | 1,972,769         | 1,931,180         | 1,953,480         | 2,049,901         |
| Miscellaneous Revenue     | 334,512           | 445,189           | 551,765           | 324,490           |
| Other Financing Sources   | 1,785,091         | 1,960,000         | 1,976,000         | 4,090,850         |
| Fund Balance Applied      | -                 | 535,000           | 535,000           | 1,235,850         |
| <b>Total</b>              | <b>17,417,573</b> | <b>18,257,805</b> | <b>18,627,008</b> | <b>22,295,521</b> |



**CITY OF OCONOMOWOC  
SIGNIFICANT REVENUE CHANGES  
2017 BUDGET**

The City of Oconomowoc has experienced many changes in the past year that affect the 2017 budget. Below are brief descriptions of some of the significant changes in revenues from the 2016 adopted budget.

**Tax Levy**

The total tax levy of \$10,527,881 an increase of \$248,546 or (2.40%) from the prior year. The major changes include: a net decrease in debt levy in correlation with fluctuations of amortization schedules, decrease in capital project fund levy; increase in ambulance fund levy, and an increase for General Fund (\$338,184). The levy increase is limited to the City's net new construction and adjustment in debt service plus allowable carryover from the previous year levy capacity. This budget complies with the State of Wisconsin levy limit requirements.

Explanations for certain significant changes are included below.

**Equalized Tax Rate**

The equalized tax rate per \$1,000 will decrease from \$5.40 in 2016 to \$5.29 in 2017 (2.06%). See the "Equalized Tax Rate" graph on page 3 for the past trend.

The City's equalized value excluding TID increment (used for the calculation of the equalized value rate) increased 4.56%, primarily due to economic change and net new construction. For the City overall, the equalized property value including TID increment increased 4.78% from the prior year comprising of:

| <b>Category</b>  | <b>Inc (Dec)</b> |
|--|------------------|
| Economic Change – increase due to inflation                            | 2.771%           |
| New Construction – increase due to new construction of property        | 1.513%           |
| Personal Property Change – all changes in value for personal property. | (.564%)          |
| Other Change – other miscellaneous changes                             | 1.06%            |

**Taxes (Excluding Property)**

The public accommodation tax (aka room tax) received from local hotels and bed & breakfast establishments is expected to increase slightly 2017, however the amount that the City retains for general purposes remains unchanged from the 2016 budget as a result of the 2015-2017 Wisconsin biennial budget process. Legislation was passed limiting the amount that the City may retain for General purposes to an ultimate rate of 30% of total revenues over the next several years. As a result the City will see a gradual decline in the amounts retained for general purposes through 2021.

## **Intergovernmental Aid**

The City's intergovernmental aid is expected to increase slightly compared to prior years. The State budget maintained revenue funding at current levels. The City's General Transportation Aid received from the State is expected to decrease due to lower eligible costs related to street projects. This decrease is offset by an increase in budgeted Local Road Improvement Aid, which is a biennial program. The City also expects to see an increase in the computer exemption aid relating to higher values of assessed exempt equipment. Included in the 2017 budget is a grant related to the hiring of an additional police officer. The City is not expected to qualify for Expenditure Restraint Aid from the State for 2017.

## **Building and Related Permit Revenue**

Building permit revenue is expected to increase approximately \$44,000, an increase in plumbing permits of approximately \$3,900, respectively has also been budgeted. The increase relates to the projected future developments.

## **Fire Protective Service Contracts**

The City currently provides fire service for two contract agencies that is based on the proportionate share of each municipality's equalized value to the total. Also, the 2% fire dues received by the contract agencies from the State are remitted to the City. This contract revenue is expected to increase \$34,785 due to an increase in the contracting entity's equalized values.

## **Non-Resident Sanitary Districts**

An annual charge is assessed to sanitary districts based on residential equivalent connections (RECs). Based on the annual contractual increase, it is expected that these fees will increase \$15,000.

## **Park and Recreation Programming**

Individual program popularity continues to vary from year to year, however programs are continually monitored and revised to ensure programming meets community interests and needs. Adult program participants are expected to decrease from the 2016 budgeted level, while adult sports are expected to increase, with the net impact a decrease in revenues of approximately \$13,000. Youth program and youth sports participation is expected to grow increasing revenues approximately \$38,000.

## **Community Center Rentals**

The City is expecting to see an increase in the community center rentals, based on current trends and improvements and increasing number of rentals. Revenue is budgeted to increase \$31,500.

## **Interest on Investments**

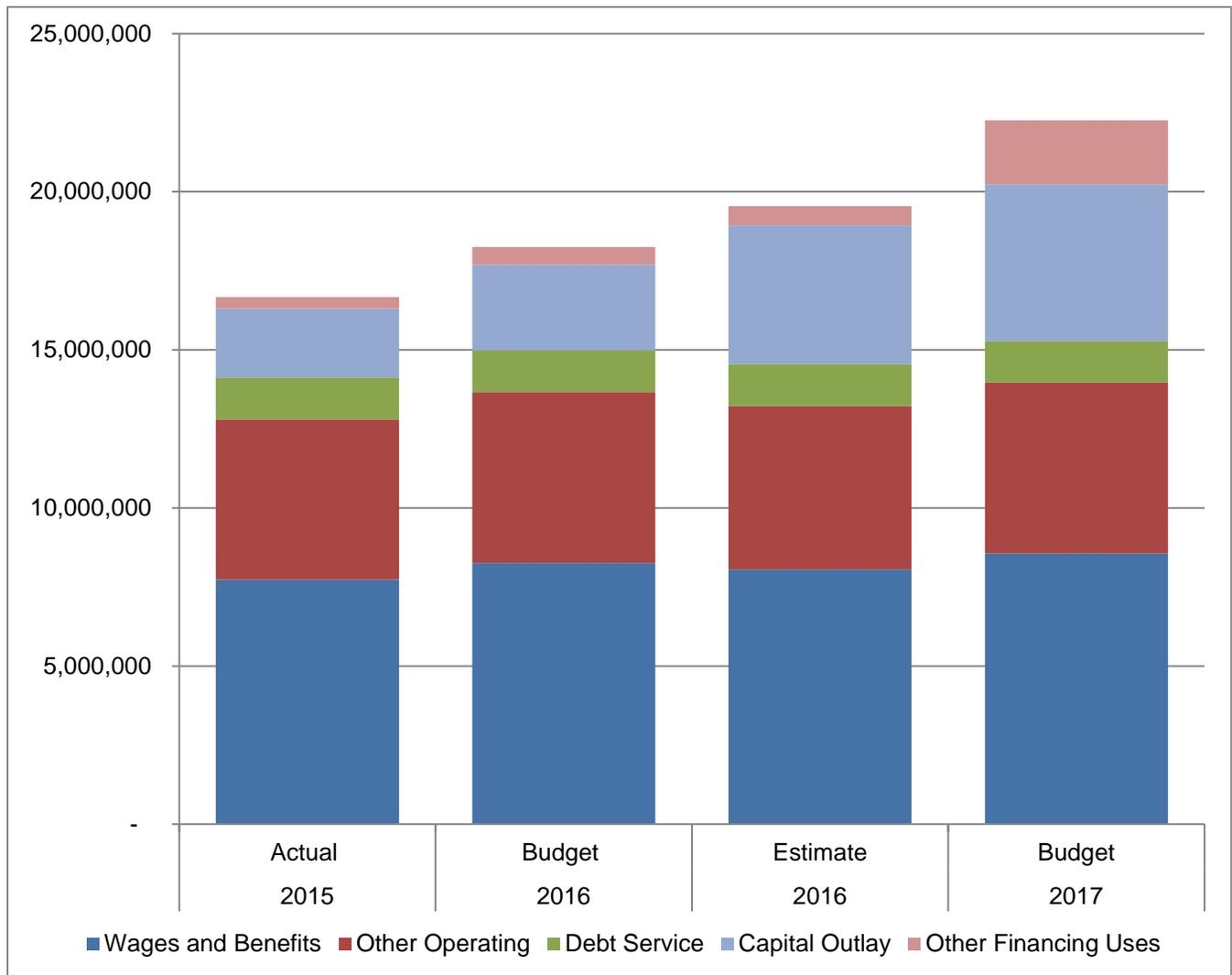
The City uses an outside investment manager to recommend investments and manage the City's liquid cash. With increases in investment markets and the continued diversification of the portfolio, the interest revenue budgeted in the General Fund is expected to increase.

### **Utility Fund Tax Equivalent**

The property tax equivalent charged to the Water and Electric utilities is expected to increase \$80,000. The amount charged is derived from a formula prescribed by the Public Service Commission (PSC) and is calculated using the value of assets in service for each of the utilities and a portion of the City's tax rate.

## City of Oconomowoc Expenditures by Type - All Levy Funds 2017 Budget

|                      | 2015<br>Actual    | 2016<br>Budget    | 2016<br>Estimate  | 2017<br>Budget    |
|----------------------|-------------------|-------------------|-------------------|-------------------|
| Wages and Benefits   | 7,731,928         | 8,260,687         | 8,058,296         | 8,559,898         |
| Other Operating      | 5,068,949         | 5,404,124         | 5,169,983         | 5,409,624         |
| Debt Service         | 1,324,274         | 1,319,531         | 1,319,530         | 1,312,814         |
| Capital Outlay       | 2,178,144         | 2,707,500         | 4,383,685         | 4,944,650         |
| Other Financing Uses | 363,521           | 559,000           | 613,110           | 2,037,850         |
| <b>Total</b>         | <b>16,666,815</b> | <b>18,250,842</b> | <b>19,544,604</b> | <b>22,264,836</b> |



# City of Oconomowoc

## Assumptions

### 2017 Budget

|                                 | <u>2013</u><br><u>Actual</u> | <u>2014</u><br><u>Actual</u> | <u>2015</u><br><u>Actual</u> | <u>2016</u><br><u>Budget</u> | <u>2016</u><br><u>Actual</u> | <u>2017</u><br><u>Budget</u> |
|---------------------------------|------------------------------|------------------------------|------------------------------|------------------------------|------------------------------|------------------------------|
| COLA Adjustment                 | 1.00%                        | 2.00%                        | 2.25%                        | 2%/1% (d)                    | 2%/1% (d)                    | 2.00%                        |
| Elected Officials               | 0.00%                        | 1.00%                        | 0.00%                        | 2.00%                        | 2.00%                        | 0.00%                        |
| Effective term                  | 2014-2015                    | 2015-2016                    | 2016-2017                    | 2017-2018                    | 2017-2018                    | 2018-2019                    |
| Police                          | 0.50%                        | 3.00%                        | 2.00%                        | 2.00%                        | 2.00%                        | 2.00%                        |
| WERC                            | N/A                          | N/A                          | N/A                          | N/A                          | N/A                          | N/A                          |
| Health Insurance                |                              |                              |                              |                              |                              |                              |
| Total Premium Increase          | 3.3% (a)                     | 1.5%                         | -2.7% (c)                    | 3.0%                         | 2.8%                         | 3.0%                         |
| City Contribution               | 90% LCP<br>88% tier 1        |
| Police Contribution             | 90% LCP<br>88% tier 1        |
| WRS Retirement Rates - Employer |                              |                              |                              |                              |                              |                              |
| General                         | 6.65%                        | 7.00%                        | 6.80%                        | 6.60%                        | 6.60%                        | 6.80%                        |
| Elected                         | 7.00%                        | 7.75%                        | 7.70%                        | 6.60%                        | 6.60%                        | 6.80%                        |
| Police                          | 18.80%                       | 14.81% (b)                   | 11.43%                       | 9.49%                        | 9.49%                        | 10.80%                       |
| Fire                            | 14.75%                       | 13.91% (b)                   | 13.23%                       | 13.29%                       | 13.29%                       | 15.10%                       |
| WRS Retirement Rates - Employee |                              |                              |                              |                              |                              |                              |
| General                         | 6.65%                        | 7.00%                        | 6.80%                        | 6.60%                        | 6.60%                        | 6.80%                        |
| Elected                         | 7.00%                        | 7.75%                        | 7.70%                        | 6.60%                        | 6.60%                        | 6.80%                        |
| Police                          | 0.00%                        | 2.50% (b)                    | 5.00%                        | 6.60%                        | 6.60%                        | 6.80%                        |
| Fire                            | 6.65%                        | 7.00%                        | 6.80%                        | 6.60%                        | 6.60%                        | 6.80%                        |
| Social Security/Medicare Rate   | 7.65%                        | 7.65%                        | 7.65%                        | 7.65%                        | 7.65%                        | 7.65%                        |
| Workers Compensation Mod        | 0.86                         | 0.99                         | 1.16                         | 1.11                         | not available                | 0.89                         |
| Utility Rate Increases          |                              |                              |                              |                              |                              |                              |
| Wastewater                      | 3.0%                         | 3.0%                         | 3.0%                         | 7.5%                         | 7.5%                         | 3.0%                         |
| Water                           | 0.0%                         | 0.0%                         | 0.0%                         | 0.0%                         | 0.0%                         | 5.0%                         |
| Electric                        | 0.3%                         | 7.0%                         | 1.5%                         | 2.8%                         | 2.8%                         | 2.0%                         |
| Gasoline Avg Cost/Gallon        |                              |                              |                              |                              |                              |                              |
| Unleaded                        | \$3.72                       | \$3.62                       | \$2.77                       | \$2.75                       | not available                | \$2.40                       |
| Diesel                          | \$3.59                       | \$3.53                       | \$2.42                       | \$3.25                       | not available                | \$2.85                       |
| Developments                    |                              |                              |                              |                              |                              |                              |
| New Single Family Homes         | 55                           | 36                           | 50                           | 94                           | not available                | 60                           |
| New Multi Family Units          | 60                           | 50                           | 0                            | 96                           | not available                | 86                           |
| New/Remodel Commercial          | 39                           | 42                           | 31                           | 40                           | not available                | 40                           |

**Notes:**

- (a) Increase in premiums of lowest cost plan (LCP). In 2013, the LCP changed from United HealthCare to WEA Trust.
- (b) Decrease in rates for public safety employees due to change in funding status of duty disability program; employee contribution of 2.5% per union contract.
- (c) Decrease in premiums of lowest cost plan (LCP). In 2015 the LCP changed from WEA Trust to
- (d) Budgeted COLA increase of 2% effective January 1, and additional 1% effective July 1

# City of Oconomowoc Budgeted Positions 2017 Budget

|                         | 2014         | 2015         | 2016         | 2017         |
|-------------------------|--------------|--------------|--------------|--------------|
| <b>General City</b>     |              |              |              |              |
| Full-Time Employees/FTE | 78 / 79.58   | 79 / 80.60   | 80 / 81.10   | 82 / 83.60   |
| Part-Time Employees/FTE | 254 / 34.14  | 251 / 32.81  | 252 / 34.09  | 239 / 33.96  |
| Total Employees/FTE     | 332 / 113.72 | 330 / 113.41 | 332 / 115.19 | 321 / 117.56 |
| <b>Utilities</b>        |              |              |              |              |
| Full-Time Employees/FTE | 37 / 38.63   | 37 / 38.66   | 37 / 38.66   | 37 / 38.58   |
| Part-Time Employees/FTE | 5 / 1.70     | 6 / 2.07     | 6 / 2.26     | 6 / 2.28     |
| Total Employees/FTE     | 42 / 40.33   | 43 / 40.73   | 43 / 40.92   | 43 / 40.86   |
| <b>Total City</b>       |              |              |              |              |
| Full-Time Employees/FTE | 115 / 118.21 | 116 / 119.26 | 117 / 119.76 | 119 / 122.18 |
| Part-Time Employees/FTE | 259 / 35.84  | 257 / 34.88  | 258 / 36.35  | 245 / 36.24  |
| Total Employees/FTE     | 374 / 154.05 | 373 / 154.14 | 375 / 156.11 | 364 / 158.42 |

\* Amounts are assigned based on the department of the employee's primary job function

## Changes from Year to Year

### Changes from 2014 to 2015

- 1) Use of contracted services for Assistant City Attorney vs part-time position.
- 2) Addition of DPW part-time intern and Wastewater part-time seasonal due to increased city projects.
- 3) Adjustment of DPW, P&R, and Wastewater overtime hours based on history.
- 4) Addition of full-time Community Outreach & Services position, funded by the elimination of one P&R part-time administrative assistant position and one seasonal P&R administrative assistant position.
- 5) Changes in P&R programming instructors based on increased/decreased attendance in individual programs.
- 6) Shift of existing two POC Fire members to newly created Captain positions.
- 7) Shift of one DPW crew member and one P&R crew member to newly created foreman positions.
- 8) Elimination of part-time Technology intern position from the budget.

### Changes from 2015 to 2016

- 1) Changes in P&R programming instructors based on increased/decreased attendance in individual programs.
- 2) Increase in P&R part-time Community Center building maintenance and supervision hours due to increased use of community center.
- 3) Addition of one part-time Children's Librarian position.
- 4) Increase in part-time Circulation and Reference hours due to expanded library hours.
- 5) Addition of one full time Technology position beginning July 2016.
- 6) Increase in Part Time Utility Clerk hours.

### Changes from 2016 to 2017

- 1) Use of contracted services for City Attorney vs full time position.
- 2) Addition of two full time police officer positions.
- 3) Transition of part time Police Clerk to a full time position.
- 4) One full time Library Cataloger position was eliminated
- 5) Addition of one full time Special Services Librarian position.
- 6) Part-time Children's Librarian position created in 2016 was eliminated and job duties transitioned to the full time Special Services Librarian position.
- 7) Increase in Part Time Utility Clerk hours.
- 8) Decrease in Wastewater overtime hours.
- 9) Decrease in part time P&R Programming employee count due to change in method of budgeting. Effective 2017 budget any part time staff with 0 hours have been removed lowering the employee count.
- 10) Addition of one part time HR Assistant position.

**CITY OF OCONOMOWOC  
SIGNIFICANT EXPENDITURE CHANGES  
2017 BUDGET**

The City of Oconomowoc has experienced many changes in the past year that affect the 2017 budget. Below are brief descriptions of some of the significant changes in expenditures from the 2016 adopted budget.

**Salaries and Benefits**

This budget includes a cost-of-living increase in wages for eligible City employees of 2.00% effective January 1, (\$115,600). Step increases under the City's adopted pay plan also resulted in an increase (\$72,000). Increases in budgeted full time police positions ( two police officers and moving a part time clerk to full time) as a result of study conducted during 2016 resulted in an increase (\$130,000). The retirement of the City Attorney and subsequent contract with an outside firm decreased wages and benefits (\$83,000).

Health insurance premiums for the City's Lowest Qualified Plan are projected to increase 3.0% (\$43,300).

Wisconsin Retirement System (WRS) employer contribution rates included within the budget increased over the prior year by 0.2% for general employees, 1.2% for protective with social security, and 1.7% for protective without social security (\$36,500).

**Professional Services**

Building inspections are a contracted service and are paid based on a percentage of building and related permit revenue received by the City. As a result of the increased revenue expected for 2017, the cost for the related service is also expected to increase (\$26,300). Also as mentioned above, subsequent to the retirement of the City Attorney the City contracted with an outside firm, increasing professional services charges (\$119,000)

**Electric and Water**

Electric and water costs are budgeted to decrease approximately \$43,000 from the prior year primarily due to a decrease in costs from the new LED lights.

**Gas and Heat**

The 2017 budget includes a decrease of approximately \$39,000 relating the cost of gas and heat based on historical expenditures and projected future trends.

**Publicity**

Budgeted funds for publicity decreased approximately \$25,000, which is the result of a shift in usage of funds to a different account for a one time project to replace wayfinding signs in 2017.

## **Gas and Diesel**

Forecasted gasoline prices are expected to drop as compared to the budgeted 2016 prices. The price of regular unleaded is expected to decrease to \$2.40 per gallon as compared to the budgeted \$2.75 per gallon in 2016. Diesel is also expected to decrease to \$2.85 per gallon from the budgeted \$3.25 per gallon in 2016. The forecasted decrease is estimated to save the city approximately \$16,000.

## **Fleet Maintenance**

Effective January 1, 2013, general fleet maintenance costs were consolidated in a new fleet maintenance internal service fund. The two mechanics (one from DPW and one from utilities) were also moved to the new Fleet Maintenance department. During 2014 the Fleet Department implemented new software which allowed for an increase in data and information available. With a full year in the system the department has been able to better forecast expected repairs and projected costs. As a result of this additional data the fleet allocation to the 2017 General Fund has decreased by \$13,000.

## **Technology**

The City continues to make significant commitments to information technology projects in recent years including new servers, the implementation of iPads, and a scheduled replacement plan for our aging technology. The 2017 budget incorporates a variety of initiatives, including replacement of a server & network performance and storage devices. The 2017 budget also includes wages and benefits for a full year for the new technology support position, which was budgeted for half of a year in the 2016 budget. The costs associated with these new and continued initiatives have increased the allocation to the 2017 General Fund by \$50,000.

## **Risk Management/Insurance**

The City uses an internal service fund for risk management and insurance costs. The costs for these programs are accumulated in the separate fund and allocated to the various City departments. The City's worker's compensation mod factor is expected to decrease from 1.11 to .89, which resulted in a decrease in the allocation of risk management/insurance charges to the General Fund by \$29,000 in the 2017 budget.

## **Grants**

Grants budgeted decreased approximately \$55,000, from the prior year, with the majority of the decrease relating to a one time use of earmarked funds for a major façade grant to be utilized to develop a larger grant/loan program to initiate projects with increasing impacts on the aesthetics for Downtown Oconomowoc.

## **Debt Service**

The total Debt Service levy is decreasing \$6,938 in the 2017 budget, due to decreasing debt balances.

## **Capital Improvements**

All capital projects for 2017 have been recorded in the capital improvements fund. The tax levy for the capital improvement fund is expected to decrease \$88,700, however expenditures are expected to increase approximately \$2,286,300, with \$1,950,000 is funded through the use of reserves, and the remaining through intergovernmental aid.

# City of Oconomowoc

## Categories & Departments for Expenditure Activities

### 2017 Budget

#### 500 - Elected Officials/Administration

|                          |     |
|--------------------------|-----|
| City Council             | GG  |
| Mayor                    | GG  |
| City Administrator       | GG  |
| Legal                    | GG  |
| Transfers to Other Funds | OFU |

#### 501 - Finance Department

|                         |    |
|-------------------------|----|
| General Accounting      | GG |
| Payroll/Human Resources | GG |
| Treasury                | GG |
| Property Assessment     | GG |
| Risk Management         | GG |
| Sealer Of Weights       | PS |

#### 502 - City Clerk

|                            |    |
|----------------------------|----|
| City Clerk                 | GG |
| Licenses & Permits         | GG |
| Elections                  | GG |
| Codification of Ordinances | GG |

#### 503 - Police Department

|                        |    |
|------------------------|----|
| Police Administration  | PS |
| Police Dispatch Center | PS |
| Police Operations      | PS |
| Police Training        | PS |
| Water Safety Patrol    | PS |

#### 504 - Fire Department

|                                       |    |
|---------------------------------------|----|
| Fire Department Administration        | PS |
| Fire Department Suppression & Hydrant | PS |
| Fire Prevention                       | PS |
| Fire Department Training              | PS |
| Equipment & Vehicle Maintenance       | PS |
| Fire Station #1                       | PS |
| Fire Station #2                       | PS |
| Emergency Government                  | PS |

#### 505 - Department of Public Works

|   |    |
|---|----|
| Department of Public Works Administration | PW |
| Engineering                               | PW |
| Municipal Garage                          | PW |
| Equipment & Vehicle Maintenance           | PW |
| Gasoline Purchases                        | PW |
| Street Maintenance                        | PW |
| Bridges                                   | PW |
| Curb & Gutter                             | PW |
| Street Cleaning                           | PW |
| Snow & Ice Removal                        | PW |
| Street Signs & Markings                   | PW |
| Traffic Control                           | PW |

#### 505 - Department of Public Works (continued)

|                        |      |
|------------------------|------|
| Street Lighting        | PW   |
| Sidewalks & Crosswalks | PW   |
| Storm Water Sewers     | PW   |
| Parking Lots           | PW   |
| Dam Maintenance        | PS   |
| Lakes                  | C&D  |
| City Buildings         | GG   |
| Inspections            | PS   |
| Weed Control           | C&D  |
| Cemetery               | H&HS |
| Animal Pound           | H&HS |

#### 506 - Library

LIB

#### 507 - Parks, Recreation, and Forestry

|                            |      |
|----------------------------|------|
| Recreation Administration  | P&R  |
| Community Center           | P&R  |
| Recreation Center          | P&R  |
| Recreation Programming     | P&R  |
| Fitness Programs           | P&R  |
| Ballet & Social Dance      | P&R  |
| Adult Sports               | P&R  |
| Pee Wee Programming        | P&R  |
| Youth Baseball & Softball  | P&R  |
| Youth Football             | P&R  |
| Waterfront                 | P&R  |
| Skating Rinks              | P&R  |
| Tennis Programs            | P&R  |
| Special Programming        | P&R  |
| Parks & Playgrounds        | P&R  |
| Athletic Fields & Courts   | P&R  |
| Public Concerts            | P&R  |
| Special Events             | P&R  |
| Tree & Brush Control       | PW   |
| Transportation for Elderly | H&HS |

#### 508 - Planning Department

C&D

#### 509 - Bureau of Economic Development

C&D

|                     |
|---------------------|
| <b>Category Key</b> |
|---------------------|

|                              |      |
|------------------------------|------|
| General City Government      | GG   |
| Public Safety                | PS   |
| Public Works                 | PW   |
| Health and Human Services    | H&HS |
| Library                      | LIB  |
| Parks and Recreation         | P&R  |
| Conservation and Development | C&D  |
| Other Financing Uses         | OFU  |



# **GENERAL FUND**

## **Fund 100**



# City of Oconomowoc General Fund 2017 Budget

|  | 2015<br>Actual   | 2016<br>Budget   | 2016<br>Estimate | 2017<br>Budget     |
|--|------------------|------------------|------------------|--------------------|
| Fund 100 - General Fund                                    |                  |                  |                  |                    |
| Beginning Fund Balance                                     | 8,767,066        | 8,628,412        | 9,106,018        | 8,998,467          |
| Revenues (excluding property tax,<br>fund balance applied) | 6,041,920        | 5,979,486        | 6,225,689        | 6,066,530          |
| Fund Balance Applied                                       | -                | 535,000          | 535,000          | 1,235,850          |
| Property Tax   | 6,684,405        | 6,826,068        | 6,826,068        | 7,164,252          |
| Expenditures   | 12,387,373       | 13,340,554       | 13,159,308       | 14,466,632         |
| Increase/(Decrease) in Fund Balance                        | <u>338,952</u>   | <u>(535,000)</u> | <u>(107,551)</u> | <u>(1,235,850)</u> |
| Ending Fund Balance  | <u>9,106,018</u> | <u>8,093,412</u> | <u>8,998,467</u> | <u>7,762,617</u>   |
| Components of Fund Balance Change                          |                  |                  |                  |                    |
| Application of Fund Balance                                |                  |                  |                  |                    |
| Within Adopted Budget                                      | (211,455)        | (535,000)        | (535,000)        | (1,235,850)        |
| Additional Fund Balance                                    |                  |                  |                  |                    |
| Use Approved   | (98,936)         | -                |                  | -                  |
| Budget Carryovers & Designations                           | (143,259)        | -                | (283,134)        | -                  |
| Surplus/(Deficit) Operational                              | 792,602          | -                | 710,583          | -                  |
| Increase/(Decrease) in Fund Balance                        | <u>338,952</u>   | <u>(535,000)</u> | <u>(107,551)</u> | <u>(1,235,850)</u> |

# City of Oconomowoc

## General Fund - By Department

### 2017 Budget

|  | 2015<br>Actual | 2016<br>Budget | 2016<br>Estimate | 2017<br>Budget |
|--|----------------|----------------|------------------|----------------|
| <b>Dept 500 - Elected Officials/Administration</b>             |                |                |                  |                |
| Revenues (excluding property tax,<br>fund balance applied)     | 2,644,717      | 2,620,185      | 2,661,732        | 2,734,210      |
| Property Tax   | 6,684,405      | 6,826,068      | 6,826,068        | 7,164,252      |
| Fund Balance Applied   | -              | 535,000        | 535,000          | 1,235,850      |
| Expenditures   | 694,270        | 917,722        | 929,874          | 1,707,003      |
| Revenue/(Net Cost) of Department<br>(excluding property taxes) | 1,950,447      | 2,237,463      | 2,266,858        | 2,263,057      |
| <b>Dept 501 - Finance Department</b>                           |                |                |                  |                |
| Revenues (excluding property tax,<br>fund balance applied)     | 80,220         | 70,840         | 116,412          | 115,525        |
| Fund Balance Applied   | -              | -              | -                | -              |
| Expenditures   | 464,763        | 501,293        | 485,130          | 544,356        |
| Revenue/(Net Cost) of Department<br>(excluding property taxes) | (384,543)      | (430,453)      | (368,718)        | (428,831)      |
| <b>Dept 502 - City Clerk</b>                                   |                |                |                  |                |
| Revenues (excluding property tax,<br>fund balance applied)     | 53,311         | 63,535         | 61,471           | 59,905         |
| Expenditures   | 267,366        | 305,172        | 300,434          | 298,382        |
| Revenue/(Net Cost) of Department<br>(excluding property taxes) | (214,055)      | (241,637)      | (238,963)        | (238,477)      |
| <b>Dept 503 - Police Department</b>                            |                |                |                  |                |
| Revenues (excluding property tax,<br>fund balance applied)     | 401,806        | 437,365        | 418,876          | 458,542        |
| Fund Balance Applied   | -              | -              | -                | -              |
| Expenditures   | 3,215,786      | 3,437,302      | 3,438,482        | 3,756,467      |
| Revenue/(Net Cost) of Department<br>(excluding property taxes) | (2,813,980)    | (2,999,937)    | (3,019,606)      | (3,297,925)    |
| <b>Dept 504 - Fire Department</b>                              |                |                |                  |                |
| Revenues (excluding property tax,<br>fund balance applied)     | 294,282        | 290,055        | 303,750          | 325,055        |
| Fund Balance Applied   | -              | -              | -                | -              |
| Expenditures   | 1,750,431      | 1,789,362      | 1,756,822        | 1,873,124      |
| Revenue/(Net Cost) of Department<br>(excluding property taxes) | (1,456,149)    | (1,499,307)    | (1,453,072)      | (1,548,069)    |

# City of Oconomowoc

## General Fund - By Department

### 2017 Budget

|  | 2015<br>Actual | 2016<br>Budget | 2016<br>Estimate | 2017<br>Budget |
|--|----------------|----------------|------------------|----------------|
| Dept 505 - Department of Public Works                          |                |                |                  |                |
| Revenues (excluding property tax,<br>fund balance applied)     | 1,405,232      | 1,339,830      | 1,475,090        | 1,362,085      |
| Fund Balance Applied   | -              | -              | -                | -              |
| Expenditures   | 2,805,581      | 2,903,031      | 2,804,393        | 2,939,647      |
| Revenue/(Net Cost) of Department<br>(excluding property taxes) | (1,400,349)    | (1,563,201)    | (1,329,303)      | (1,577,562)    |
| Dept 506 - Library   |                |                |                  |                |
| Revenues (excluding property tax,<br>fund balance applied)     | 428,631        | 427,091        | 431,435          | 446,422        |
| Fund Balance Applied   | -              | -              | -                | -              |
| Expenditures   | 1,115,408      | 1,122,254      | 1,237,993        | 1,144,415      |
| Revenue/(Net Cost) of Department<br>(excluding property taxes) | (686,777)      | (695,163)      | (806,558)        | (697,993)      |
| Dept 507 - Parks, Recreation, and Forestry                     |                |                |                  |                |
| Revenues (excluding property tax,<br>fund balance applied)     | 488,074        | 500,465        | 519,803          | 549,246        |
| Fund Balance Applied   | -              | -              | -                | -              |
| Expenditures   | 1,605,863      | 1,759,501      | 1,727,522        | 1,802,086      |
| Revenue/(Net Cost) of Department<br>(excluding property taxes) | (1,117,789)    | (1,259,036)    | (1,207,719)      | (1,252,840)    |
| Dept 508 - Planning Department                                 |                |                |                  |                |
| Revenues (excluding property tax,<br>fund balance applied)     | 20,850         | 14,540         | 18,090           | 14,050         |
| Expenditures   | 233,644        | 276,498        | 257,282          | 259,280        |
| Revenue/(Net Cost) of Department<br>(excluding property taxes) | (212,794)      | (261,958)      | (239,192)        | (245,230)      |
| Dept 509 - Bureau of Economic Development                      |                |                |                  |                |
| Revenues (excluding property tax,<br>fund balance applied)     | 224,796        | 215,580        | 219,030          | 1,490          |
| Fund Balance Applied   | -              | -              | -                | -              |
| Expenditures   | 234,262        | 328,419        | 221,374          | 141,873        |
| Revenue/(Net Cost) of Department<br>(excluding property taxes) | (9,466)        | (112,839)      | (2,344)          | (140,383)      |

Note: See appendix for additional details by account number.

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND REVENUES**

**REVENUES**

|            |  |
|------------|--|
| <b>401</b> | <b><i>Taxes</i></b>                          |
|            |  |
| <b>402</b> | <b><i>Special Assessments</i></b>            |
|            |  |
| <b>403</b> | <b><i>Intergovernmental Revenues</i></b>     |
|            |  |
| <b>404</b> | <b><i>Licenses and Permits</i></b>           |
|            |  |
| <b>405</b> | <b><i>Penalties and Fines</i></b>            |
|            |  |
| <b>406</b> | <b><i>Public Charges for Service</i></b>     |
|            |  |
| <b>407</b> | <b><i>Interfund Charges For Services</i></b> |
|            |  |
| <b>408</b> | <b><i>Miscellaneous Revenues</i></b>         |
|            |  |
| <b>410</b> | <b><i>Other Financing Sources</i></b>        |
|            |  |
| <b>410</b> | <b><i>Fund Balance Applied</i></b>           |

Note: See appendices for revenues by department.

# City of Oconomowoc General Fund 2017 Budget

|                                | 2015<br>Actual    | 2016<br>Adopted   | June 2016<br>YTD Actual | 2016<br>Estimate  | 2017<br>Proposed  | %<br>Change |
|--------------------------------|-------------------|-------------------|-------------------------|-------------------|-------------------|-------------|
| <b>Revenues</b>                |                   |                   |                         |                   |                   |             |
| Taxes                          | 7,176,282         | 7,276,658         | 3,634,952               | 7,283,658         | 7,395,787         | 1.6%        |
| Special Assessments            | 16,054            | 15,000            | 6,686                   | 15,000            | 15,000            | 0.0%        |
| Intergovernmental Revenues     | 1,736,181         | 1,697,221         | 849,847                 | 1,703,516         | 1,767,459         | 4.1%        |
| Licenses and Permits           | 638,629           | 618,130           | 481,164                 | 753,872           | 681,430           | 10.2%       |
| Penalties & Fines              | 303,950           | 322,000           | 154,259                 | 295,700           | 296,125           | -8.0%       |
| Public Charges for Services    | 1,111,336         | 1,130,590         | 661,413                 | 1,139,690         | 1,235,111         | 9.2%        |
| Interfund Charges for Services | 49,188            | 36,290            | 18,143                  | 36,290            | 30,290            | -16.5%      |
| Miscellaneous Revenues         | 252,295           | 234,665           | 201,655                 | 333,031           | 254,580           | 8.5%        |
| Subtotal Operating Revenues    | 11,283,915        | 11,330,554        | 6,008,120               | 11,560,757        | 11,675,782        | 3.0%        |
| Other Financing Sources        | 1,442,410         | 1,475,000         | 739,566                 | 1,491,000         | 1,555,000         | 5.4%        |
| Fund Balance Applied           | -                 | 535,000           | -                       | 535,000           | 1,235,850         | 131.0%      |
| <b>Total Revenues</b>          | <b>12,726,325</b> | <b>13,340,554</b> | <b>6,747,686</b>        | <b>13,586,757</b> | <b>14,466,632</b> | <b>8.4%</b> |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND EXPENDITURES**

**EXPENDITURES**

|            |  |
|------------|--|
| <b>100</b> | <b><i>Wages and Benefits</i></b>               |
|            |  |
| <b>200</b> | <b><i>Purchased Services</i></b>               |
|            |  |
| <b>300</b> | <b><i>Operating Supplies and Expenses</i></b>  |
|            |  |
| <b>400</b> | <b><i>Maintenance of City Property</i></b>     |
|            |  |
| <b>500</b> | <b><i>Fixed Charges</i></b>                    |
|            |  |
| <b>700</b> | <b><i>Contributions, Grants and Others</i></b> |
|            |  |
| <b>800</b> | <b><i>Capital Outlay</i></b>                   |
|            |  |
| <b>900</b> | <b><i>Other Financing Uses</i></b>             |
|            |  |

Note: See appendices for detailed expenditures by department.

# City of Oconomowoc General Fund 2017 Budget

|                                 | 2015<br>Actual    | 2016<br>Adopted   | June 2016<br>YTD Actual | 2016<br>Estimate  | 2017<br>Proposed  | %           |
|---------------------------------|-------------------|-------------------|-------------------------|-------------------|-------------------|-------------|
|                                 |                   |                   |                         |                   |                   | Change      |
| <b><u>Expenditures</u></b>      |                   |                   |                         |                   |                   |             |
| Wages and Benefits              | 7,479,888         | 7,997,535         | 3,477,485               | 7,795,105         | 8,269,828         | 3.4%        |
| Purchased Services              | 1,517,959         | 1,558,778         | 740,049                 | 1,551,181         | 1,655,067         | 6.2%        |
| Operating Supplies and Expenses | 785,062           | 876,882           | 418,448                 | 813,890           | 833,839           | -4.9%       |
| Maintenance of City Property    | 223,036           | 282,764           | 120,746                 | 273,416           | 336,753           | 19.1%       |
| Fixed Charges                   | 1,895,310         | 1,910,345         | 976,695                 | 1,911,716         | 1,960,795         | 2.6%        |
| Contributions, Grants & Others  | 90,014            | 154,250           | 67,106                  | 90,000            | 81,500            | -47.2%      |
| Capital Outlay                  | 32,583            | 1,000             | 1,192                   | 165,000           | 16,000            | 1500.0%     |
| Other Financing Uses            | 363,521           | 559,000           | -                       | 559,000           | 1,312,850         | 134.9%      |
|                                 | <u>12,387,373</u> | <u>13,340,554</u> | <u>5,801,721</u>        | <u>13,159,308</u> | <u>14,466,632</u> | <u>8.4%</u> |



## **OTHER GOVERNMENTAL FUNDS**

**Miscellaneous Special Revenue Funds**

**Impact Fee Special Revenue Funds**

**Debt Service Fund**

**Capital Projects Funds**

**Internal Service Funds**



# City of Oconomowoc

## Other Governmental Funds

### 2017 Budget

|   | 2015<br>Actual | 2016<br>Budget | 2016<br>Estimate | 2017<br>Budget |
|---|----------------|----------------|------------------|----------------|
| Fund 204 - Ambulance                                    |                |                |                  |                |
| Beginning Fund Balance                                  | 1,046,380      | 827,798        | 1,193,054        | 1,017,260      |
| Revenues (excluding property tax, fund balance applied) | 836,171        | 771,085        | 787,236          | 792,250        |
| Property Tax  | 120,000        | 120,000        | 120,000          | 145,000        |
| Expenditures  | 809,497        | 874,257        | 1,083,030        | 896,740        |
| Revenue/(Net Cost)                                      | 146,674        | 16,828         | (175,794)        | 40,510         |
| Ending Fund Balance                                     | 1,193,054      | 844,626        | 1,017,260        | 1,057,770      |
| Fund 205 - Garbage & Refuse Collection                  |                |                |                  |                |
| Beginning Fund Balance                                  | 170,117        | 173,572        | 202,615          | 243,156        |
| Revenues (excluding fund balance applied)               | 955,580        | 961,590        | 981,675          | 996,510        |
| Expenditures  | 923,082        | 960,919        | 941,134          | 978,726        |
| Revenue/(Net Cost)                                      | 32,498         | 671            | 40,541           | 17,784         |
| Ending Fund Balance                                     | 202,615        | 174,243        | 243,156          | 260,940        |
| Fund 206 - Park Land Acquisition                        |                |                |                  |                |
| Beginning Fund Balance                                  | 29,577         | 14,124         | 14,012           | -              |
| Revenues (excluding fund balance applied)               | 144            | 100            | 3,540            | -              |
| Expenditures  | 15,709         | 14,224         | 17,552           | -              |
| Revenue/(Net Cost)                                      | (15,565)       | (14,124)       | (14,012)         | -              |
| Ending Fund Balance                                     | 14,012         | -              | -                | -              |
| Fund 207 - Park Land Improvement                        |                |                |                  |                |
| Beginning Fund Balance                                  | 71,384         | 71,574         | 66,595           | 66,820         |
| Revenues (excluding fund balance applied)               | 211            | 85             | 225              | 175            |
| Expenditures  | 5,000          | 20,000         | -                | 20,000         |
| Revenue/(Net Cost)                                      | (4,789)        | (19,915)       | 225              | (19,825)       |
| Ending Fund Balance                                     | 66,595         | 51,659         | 66,820           | 46,995         |

# City of Oconomowoc

## Other Governmental Funds

### 2017 Budget

|  | 2015<br>Actual | 2016<br>Budget | 2016<br>Estimate | 2017<br>Budget |
|--|----------------|----------------|------------------|----------------|
| Fund 210 - Woodcreek Stormwater              |                |                |                  |                |
| Beginning Fund Balance                       | 81,918         | 83,778         | 84,359           | 87,121         |
| Revenues (excluding fund balance applied)    | 7,248          | 7,200          | 7,750            | 7,750          |
| Expenditures                                 | 4,807          | 4,761          | 4,988            | 5,317          |
| Revenue/(Net Cost)                           | 2,441          | 2,439          | 2,762            | 2,433          |
| Ending Fund Balance                          | 84,359         | 86,217         | 87,121           | 89,554         |
| Fund 213 - River Watershed                   |                |                |                  |                |
| Beginning Fund Balance                       | -              | 4              | 3,717            | 3,714          |
| Revenues (excluding fund balance applied)    | 83,973         | 280,250        | 199,588          | 291,900        |
| Expenditures                                 | 80,256         | 280,249        | 199,591          | 291,902        |
| Revenue/(Net Cost)                           | 3,717          | 1              | (3)              | (2)            |
| Ending Fund Balance                          | 3,717          | 5              | 3,714            | 3,712          |
| Fund 220 - Highways & Other Transportation   |                |                |                  |                |
| Beginning Fund Balance                       | 478,267        | 491,267        | 437,106          | (413,094)      |
| Revenues (excluding fund balance applied)    | 26,106         | 20,000         | 462,600          | 15,600         |
| Expenditures                                 | 67,267         | 400,000        | 885,000          | 15,000         |
| Revenue/(Net Cost)                           | (41,161)       | (380,000)      | (422,400)        | 600            |
| Increase in/(Reduction of) Interfund Payable | -              | -              | 427,800          | (13,300)       |
| Net Adjustment to Fund Balance               | (41,161)       | (380,000)      | (850,200)        | 13,900         |
| Ending Fund Balance                          | 437,106        | 111,267        | (413,094)        | (399,194)      |
| Fund 221 - Law Enforcement                   |                |                |                  |                |
| Beginning Fund Balance                       | 176,879        | 6,214          | 57,294           | 90,544         |
| Revenues (excluding fund balance applied)    | 23,109         | 31,300         | 33,250           | 21,900         |
| Expenditures                                 | 142,694        | -              | -                | 10,000         |
| Revenue/(Net Cost)                           | (119,585)      | 31,300         | 33,250           | 11,900         |
| Ending Fund Balance                          | 57,294         | 37,514         | 90,544           | 102,444        |

# City of Oconomowoc

## Other Governmental Funds

### 2017 Budget

|   | 2015<br>Actual | 2016<br>Budget | 2016<br>Estimate | 2017<br>Budget |
|---|----------------|----------------|------------------|----------------|
| <b>Fund 222 - Fire Protection &amp; Emergency</b>       |                |                |                  |                |
| Beginning Fund Balance                                  | (125,312)      | (107,907)      | (100,178)        | (65,553)       |
| Revenues (excluding fund balance applied)               | 25,222         | 31,020         | 35,060           | 25,550         |
| Expenditures  | 88             | 30,300         | 34,435           | 23,300         |
| Revenue/(Net Cost)                                      | 25,134         | 720            | 625              | 2,250          |
| Increase in/(Reduction of) Interfund Payable            | -              | (30,200)       | (34,000)         | (23,000)       |
| Net Adjustment to Fund Balance                          | 25,134         | 30,920         | 34,625           | 25,250         |
| Ending Fund Balance                                     | (100,178)      | (76,987)       | (65,553)         | (40,303)       |
| <b>Fund 223 - Parks, Playgrounds &amp; Other</b>        |                |                |                  |                |
| Beginning Fund Balance                                  | 547,125        | 606,215        | 616,140          | 459,340        |
| Revenues (excluding fund balance applied)               | 69,522         | 1,072,350      | 143,200          | 2,671,000      |
| Expenditures  | 507            | 1,750,000      | 300,000          | 3,125,000      |
| Revenue/(Net Cost)                                      | 69,015         | (677,650)      | (156,800)        | (454,000)      |
| Increase in/(Reduction of) Interfund Payable            | -              | 790,000        | -                | 2,142,600      |
| Net Adjustment to Fund Balance                          | 69,015         | (1,467,650)    | (156,800)        | (2,596,600)    |
| Ending Fund Balance                                     | 616,140        | (861,435)      | 459,340          | (2,137,260)    |
| <b>Fund 250 - Community Development Authority</b>       |                |                |                  |                |
| Beginning Fund Balance                                  | 54,707         | 52,837         | 54,749           | 54,924         |
| Revenues (excluding property tax, fund balance applied) | 155            | 135            | 175              | 175            |
| Expenditures  | 113            | 10,000         | -                | 10,000         |
| Revenue/(Net Cost)                                      | 42             | (9,865)        | 175              | (9,825)        |
| Ending Fund Balance                                     | 54,749         | 42,972         | 54,924           | 45,099         |

# City of Oconomowoc

## Other Governmental Funds

### 2017 Budget

|   | 2015<br>Actual | 2016<br>Budget | 2016<br>Estimate | 2017<br>Budget |
|---|----------------|----------------|------------------|----------------|
| Fund 255 - Tourism                                      |                |                |                  |                |
| Beginning Fund Balance                                  | -              | -              | -                | -              |
| Revenues (excluding property tax, fund balance applied) | -              | -              | -                | 220,160        |
| Expenditures  | -              | -              | -                | 196,499        |
| Revenue/(Net Cost)                                      | -              | -              | -                | 23,661         |
| Ending Fund Balance                                     | -              | -              | -                | 23,661         |
| Fund 300 - Debt Service                                 |                |                |                  |                |
| Beginning Fund Balance                                  | 33,690         | 35,832         | 45,477           | 47,228         |
| Revenues (excluding fund balance applied)               | 57,026         | 47,764         | 49,514           | 697,985        |
| Property Tax  | 1,279,035      | 1,271,767      | 1,271,767        | 1,264,829      |
| Expenditures  | 1,324,274      | 1,319,531      | 1,319,530        | 1,962,814      |
| Revenue/(Net Cost)                                      | 11,787         | -              | 1,751            | -              |
| Reduction of Interfund Payable                          | -              | -              | -                | -              |
| Net Adjustment to Fund Balance                          | 11,787         | -              | 1,751            | -              |
| Ending Fund Balance                                     | 45,477         | 35,832         | 47,228           | 47,228         |
| Fund 404 - Tax Incremental District #4                  |                |                |                  |                |
| Beginning Fund Balance                                  | (147,290)      | (405,960)      | (200,385)        | (648,456)      |
| Revenues (excluding fund balance applied)               | 108,691        | 269,700        | 643,988          | 613,377        |
| Expenditures  | 161,786        | 306,890        | 827,059          | 611,525        |
| Increase/(Decrease) in Fund Balance                     | (53,095)       | (37,190)       | (183,071)        | 1,852          |
| Increase in/(Reduction of) Interfund Payable            | -              | -              | 265,000          | 255,000        |
| Net Adjustment to Fund Balance                          | (53,095)       | (37,190)       | (448,071)        | (253,148)      |
| Ending Fund Balance                                     | (200,385)      | (443,150)      | (648,456)        | (901,604)      |

# City of Oconomowoc

## Other Governmental Funds

### 2017 Budget

|   | 2015<br>Actual | 2016<br>Budget | 2016<br>Estimate | 2017<br>Budget |
|---|----------------|----------------|------------------|----------------|
| <b>Fund 408 - Capital Improvements</b>                  |                |                |                  |                |
| Beginning Fund Balance                                  | 2,242,879      | 815,101        | 2,496,180        | 1,325,002      |
| Revenues (excluding property tax, fund balance applied) | 350,188        | 645,000        | 750,059          | 2,974,850      |
| Fund Balance Applied                                    | -              | -              | -                | -              |
| Property Tax  | 2,048,675      | 2,061,500      | 2,061,500        | 1,953,800      |
| Expenditures  | 2,145,562      | 2,706,500      | 3,982,737        | 4,928,650      |
| Increase/(Decrease) in Fund Balance                     | 253,301        | -              | (1,171,178)      | -              |
| Ending Fund Balance                                     | 2,496,180      | 815,101        | 1,325,002        | 1,325,002      |
| <b>Fund 700 - Technology</b>                            |                |                |                  |                |
| Beginning Fund Balance                                  | 379,574        | 360,221        | 452,156          | 495,363        |
| Revenues (excluding fund balance applied)               | 508,892        | 626,530        | 627,397          | 693,780        |
| Expenditures  | 436,310        | 626,437        | 584,190          | 693,883        |
| Revenue/(Net Cost)                                      | 72,582         | 93             | 43,207           | (103)          |
| Ending Fund Balance                                     | 452,156        | 360,314        | 495,363          | 495,260        |
| <b>Fund 720 - Risk Management/Insurance</b>             |                |                |                  |                |
| Beginning Fund Balance                                  | 213,137        | 216,253        | 213,764          | 244,973        |
| Revenues (excluding fund balance applied)               | 569,985        | 569,815        | 598,254          | 533,790        |
| Expenditures  | 569,358        | 594,899        | 567,046          | 533,138        |
| Revenue/(Net Cost)                                      | 627            | (25,084)       | 31,209           | 652            |
| Ending Fund Balance                                     | 213,764        | 191,169        | 244,973          | 245,624        |
| <b>Fund 730 - Fleet Maintenance</b>                     |                |                |                  |                |
| Beginning Fund Balance                                  | 123,809        | 224,456        | 344,612          | 343,777        |
| Revenues (excluding fund balance applied)               | 599,650        | 521,860        | 522,960          | 465,020        |
| Expenditures  | 378,847        | 521,481        | 523,795          | 465,254        |
| Revenue/(Net Cost)                                      | 220,803        | 379            | (835)            | (234)          |
| Ending Fund Balance                                     | 344,612        | 224,835        | 343,777          | 343,543        |

**CITY OF OCONOMOWOC  
2017 BUDGET  
OTHER GOVERNMENTAL FUND REVENUES**

**REVENUES**

|            |  |
|------------|--|
| <b>401</b> | <b><i>Taxes</i></b>                          |
|            |  |
| <b>402</b> | <b><i>Special Assessments</i></b>            |
|            |  |
| <b>403</b> | <b><i>Intergovernmental Revenues</i></b>     |
|            |  |
| <b>405</b> | <b><i>Penalties and Fines</i></b>            |
|            |  |
| <b>406</b> | <b><i>Public Charges for Service</i></b>     |
|            |  |
| <b>407</b> | <b><i>Interfund Charges For Services</i></b> |
|            |  |
| <b>408</b> | <b><i>Miscellaneous Revenues</i></b>         |
|            |  |
| <b>410</b> | <b><i>Other Financing Sources</i></b>        |
|            |  |

Note: See appendices for revenues by fund.

**City of Oconomowoc  
Other Governmental Funds  
2017 Budget**

|                                | <b>2015<br/>Actual</b> | <b>2016<br/>Adopted</b> | <b>June 2016<br/>YTD Actual</b> | <b>2016<br/>Estimate</b> | <b>2017<br/>Budget</b> | <b>%<br/>Change</b> |
|--------------------------------|------------------------|-------------------------|---------------------------------|--------------------------|------------------------|---------------------|
| <b><u>Revenues</u></b>         |                        |                         |                                 |                          |                        |                     |
| Taxes                          | 3,543,744              | 3,708,267               | 1,856,545                       | 3,713,089                | 3,924,506              | 5.8%                |
| Special Assessments            | 7,000                  | 7,000                   | 3,725                           | 7,450                    | 7,450                  | 6.4%                |
| Intergovernmental Revenues     | 131,009                | 133,160                 | 237,250                         | 258,031                  | 1,228,000              | 822.2%              |
| Penalties & Fines              | 140,636                | 163,000                 | 143,200                         | 241,000                  | 315,100                | 93.3%               |
| Public Charges for Services    | 1,652,008              | 1,606,850               | 749,827                         | 1,620,050                | 1,641,000              | 2.1%                |
| Interfund Charges for Services | 1,639,370              | 1,711,505               | 855,753                         | 1,711,505                | 1,683,140              | -1.7%               |
| Miscellaneous Revenues         | 132,883                | 424,019                 | 103,511                         | 271,227                  | 360,855                | -14.9%              |
| Subtotal Operating Revenues    | 7,246,651              | 7,753,801               | 3,949,811                       | 7,822,352                | 9,160,051              | 18.1%               |
| Other Financing Sources        | 422,937                | 1,555,250               | 95,275                          | 1,477,386                | 5,225,350              | 236.0%              |
| Fund Balance Applied           | -                      | -                       | -                               | -                        | -                      | -100.0%             |
| <b>Total Revenues</b>          | <b>7,669,587</b>       | <b>9,309,051</b>        | <b>4,045,086</b>                | <b>9,299,739</b>         | <b>14,385,401</b>      | <b>54.5%</b>        |

**CITY OF OCONOMOWOC  
2017 BUDGET  
OTHER GOVERNMENTAL FUND EXPENDITURES**

**EXPENDITURES**

|            |  |
|------------|--|
| <b>100</b> | <b><i>Wages and Benefits</i></b>               |
|            |  |
| <b>200</b> | <b><i>Purchased Services</i></b>               |
|            |  |
| <b>300</b> | <b><i>Operating Supplies and Expenses</i></b>  |
|            |  |
| <b>400</b> | <b><i>Maintenance of City Property</i></b>     |
|            |  |
| <b>500</b> | <b><i>Fixed Charges</i></b>                    |
|            |  |
| <b>600</b> | <b><i>Debt Expenditures</i></b>                |
|            |  |
| <b>700</b> | <b><i>Contributions, Grants and Others</i></b> |
|            |  |
| <b>800</b> | <b><i>Capital Outlay</i></b>                   |
|            |  |
| <b>900</b> | <b><i>Other Financing Uses</i></b>             |
|            |  |

Note: See appendices for detailed expenditures by fund.

# City of Oconomowoc

## Other Governmental Funds

### 2017 Budget

|                                 | 2015<br>Actual   | 2016<br>Adopted   | June 2016<br>YTD Actual | 2016<br>Estimate  | 2017<br>Budget    | %            |
|---------------------------------|------------------|-------------------|-------------------------|-------------------|-------------------|--------------|
|                                 |                  |                   |                         |                   |                   | Change       |
| <b>Expenditures</b>             |                  |                   |                         |                   |                   |              |
| Wages and Benefits              | 536,154          | 567,326           | 262,761                 | 606,108           | 730,570           | 28.8%        |
| Purchased Services              | 1,699,065        | 1,536,060         | 837,573                 | 1,594,298         | 1,598,431         | 4.1%         |
| Operating Supplies and Expenses | 185,402          | 237,515           | 113,785                 | 235,818           | 352,736           | 48.5%        |
| Maintenance of City Property    | 159,738          | 306,750           | 99,915                  | 296,689           | 249,132           | -18.8%       |
| Fixed Charges                   | 630,469          | 714,871           | 320,368                 | 657,327           | 668,338           | -6.5%        |
| Debt Expenditures               | 1,331,100        | 1,359,971         | 1,170,625               | 1,464,105         | 1,365,889         | 0.4%         |
| Contributions, Grants & Others  | 350,899          | 527,230           | 154,187                 | 369,345           | 499,000           | -5.4%        |
| Capital Outlay                  | 2,172,325        | 5,170,724         | 1,252,045               | 5,992,285         | 8,578,650         | 65.9%        |
| Other Financing Uses            | 1,450            | -                 | 19,325                  | 54,110            | 725,000           | 0.0%         |
|                                 | <u>7,066,601</u> | <u>10,420,447</u> | <u>4,230,584</u>        | <u>11,270,085</u> | <u>14,767,747</u> | <u>41.7%</u> |



# **GENERAL FUND**

## **Fund 100**

**GENERAL FUND  
REVENUE BUDGET SUMMARY**

| ACCOUNT TITLE                     | A/C  | 2015<br>ACTUAL     | 2016<br>ADOPTED    | 6/30/2016<br>ACTUAL | 2016<br>ESTIMATE   | 2017<br>PROPOSED   | %<br>CHANGE |
|-----------------------------------|------|--------------------|--------------------|---------------------|--------------------|--------------------|-------------|
| <b>TAXES</b>                      |      |                    |                    |                     |                    |                    |             |
| General Property Taxes            | 1110 | \$6,684,405        | \$6,826,068        | \$3,414,208         | \$6,826,068        | \$7,164,252        | 5.0%        |
| Public Accomodation Tax           | 1210 | \$420,653          | \$395,000          | \$191,664           | \$407,000          | \$180,000          | -54.4%      |
| General Sales Tax/Retail Discount | 1222 | \$62               | \$25               | \$20                | \$25               | \$25               |             |
| Payments in Lieu of Taxes         | 1320 | \$30,642           | \$31,565           | \$15,780            | \$31,565           | \$32,510           | 3.0%        |
| Interest on Taxes                 | 1800 | \$25,047           | \$24,000           | \$13,280            | \$19,000           | \$19,000           | -20.8%      |
| AG Use Conversion                 | 1900 | \$15,473           |                    |                     |                    |                    |             |
| <b>TOTAL TAXES</b>                |      | <b>\$7,176,282</b> | <b>\$7,276,658</b> | <b>\$3,634,952</b>  | <b>\$7,283,658</b> | <b>\$7,395,787</b> | <b>1.6%</b> |

**SPECIAL ASSESSMENTS**

|                                  |      |                 |                 |                |                 |                 |  |
|----------------------------------|------|-----------------|-----------------|----------------|-----------------|-----------------|--|
| Special Assessments - Water Main | 2210 | \$4,130         |                 |                |                 |                 |  |
| Special Assessments - Sidewalk   | 2212 | \$11,924        | \$15,000        | \$6,686        | \$15,000        | \$15,000        |  |
| <b>TOTAL SPECIAL ASSESSMENTS</b> |      | <b>\$16,054</b> | <b>\$15,000</b> | <b>\$6,686</b> | <b>\$15,000</b> | <b>\$15,000</b> |  |

**INTERGOVERNMENTAL AID**

|  |      |                    |                    |                  |                    |                    |             |
|--|------|--------------------|--------------------|------------------|--------------------|--------------------|-------------|
| Federal Aid - Public Safety            | 3211 |                    |                    |                  |                    | \$67,885           |             |
| Federal Aid - Public Safety            | 3212 |                    | \$1,000            | \$3,578          | \$3,578            | \$2,000            | 100.0%      |
| State Aid - Shared Revenues            | 3441 | \$244,980          | \$243,500          | \$121,750        | \$246,000          | \$246,000          | 1.0%        |
| State Aid - Fire Insurance Tax         | 3442 | \$65,497           | \$68,550           | \$36,970         | \$71,245           | \$71,250           | 3.9%        |
| State Aid - Computer Exemption         | 3443 | \$29,893           | \$23,000           | \$11,500         | \$23,000           | \$32,000           | 39.1%       |
| State Aid - Law Enforcement            | 3521 | \$7,740            | \$4,160            |                  | \$3,840            | \$3,840            | -7.7%       |
| State Aid - Boat Safety                | 3522 | \$5,683            | \$9,920            | \$4,696          | \$6,747            | \$6,747            | -32.0%      |
| State Aid - Other Public Safety - Fire | 3529 | \$5,738            | \$6,900            |                  | \$6,900            | \$6,900            |             |
| State Aid - Transportation             | 3530 | \$958,871          | \$950,000          | \$475,708        | \$951,415          | \$900,000          | -5.3%       |
| State Aid - Local Road Improvement     | 3533 | \$21,953           |                    |                  |                    | \$22,515           |             |
| State Aid - State Facility             | 3610 | \$3,310            | \$2,800            | \$1,710          | \$3,400            | \$3,400            | 21.4%       |
| County Aid - Library                   | 3720 | \$283,103          | \$281,657          | \$140,953        | \$281,657          | \$289,622          | 2.8%        |
| Intersystem Library Aid                | 3721 | \$109,413          | \$105,734          | \$52,981         | \$105,734          | \$115,300          | 9.0%        |
| <b>TOTAL INTERGOVERNMENTAL AID</b>     |      | <b>\$1,736,181</b> | <b>\$1,697,221</b> | <b>\$849,847</b> | <b>\$1,703,516</b> | <b>\$1,767,459</b> | <b>4.1%</b> |

**LICENSES AND PERMITS**

|                                   |      |                  |                  |                  |                  |                  |              |
|-----------------------------------|------|------------------|------------------|------------------|------------------|------------------|--------------|
| Liquor/Malt Beverage License      | 4410 | \$30,525         | \$38,100         | \$47,690         | \$38,500         | \$39,530         | 3.8%         |
| Cigarette License                 | 4413 | \$1,600          | \$1,500          | \$1,400          | \$1,400          | \$1,700          | 13.3%        |
| Operator's License                | 4414 | \$10,960         | \$9,000          | \$9,565          | \$9,500          | \$10,300         | 14.4%        |
| Soft Drink License                | 4415 | \$5              |                  |                  |                  |                  |              |
| Sundry License                    | 4416 | \$2,965          | \$3,150          | \$2,685          | \$3,000          | \$4,000          | 27.0%        |
| Dog & Cat License - City Share    | 4423 | \$3,029          | \$2,700          | \$1,274          | \$2,700          | \$2,700          |              |
| Cable TV Franchise Payment        | 4424 | \$264,477        | \$255,000        | \$129,606        | \$267,000        | \$268,000        | 5.1%         |
| Fireworks Permits                 | 4430 |                  | \$100            |                  |                  |                  | -100.0%      |
| Building Permits                  | 4431 | \$224,891        | \$217,245        | \$236,510        | \$325,000        | \$261,500        | 20.4%        |
| Building Plan review              | 4433 | \$2,310          | \$2,030          | \$1,435          | \$3,024          | \$2,000          | -1.5%        |
| Plat Review Fees                  | 4434 |                  | \$255            |                  | \$255            | \$200            | -21.6%       |
| Electrical Permits                | 4435 | \$38,329         | \$36,120         | \$17,167         | \$34,958         | \$35,000         | -3.1%        |
| Plumbing Permits                  | 4436 | \$49,474         | \$41,195         | \$25,113         | \$53,947         | \$45,000         | 9.2%         |
| Zoning and Planning Permits       | 4437 | \$4,925          | \$4,500          | \$3,775          | \$5,000          | \$4,000          | -11.1%       |
| Miscellaneous Permits             | 4439 | \$5,140          | \$7,235          | \$4,945          | \$9,588          | \$7,500          | 3.7%         |
| <b>TOTAL LICENSES AND PERMITS</b> |      | <b>\$638,629</b> | <b>\$618,130</b> | <b>\$481,164</b> | <b>\$753,872</b> | <b>\$681,430</b> | <b>10.2%</b> |

**PENALTIES AND FINES**

|                                  |      |                  |                  |                  |                  |                  |              |
|----------------------------------|------|------------------|------------------|------------------|------------------|------------------|--------------|
| Court Penalties and Fines        | 5112 | \$222,549        | \$250,000        | \$112,250        | \$225,000        | \$225,875        | -9.7%        |
| Parking Violations               | 5130 | \$54,637         | \$52,000         | \$31,797         | \$52,000         | \$52,000         |              |
| Warrant Fees                     | 5135 | \$17,677         | \$20,000         | \$9,107          | \$17,500         | \$17,500         | -12.5%       |
| Judgements and Damages           | 5150 | \$9,087          |                  | \$1,105          | \$1,200          | \$750            |              |
| <b>TOTAL PENALTIES AND FINES</b> |      | <b>\$303,950</b> | <b>\$322,000</b> | <b>\$154,259</b> | <b>\$295,700</b> | <b>\$296,125</b> | <b>-8.0%</b> |

| ACCOUNT TITLE                            | A/C  | 2015<br>ACTUAL     | 2016<br>ADOPTED    | 6/30/2016<br>ACTUAL | 2016<br>ESTIMATE   | 2017<br>PROPOSED   | %<br>CHANGE |
|--|------|--------------------|--------------------|---------------------|--------------------|--------------------|-------------|
| <b>PUBLIC CHARGES FOR SERVICES</b>       |      |                    |                    |                     |                    |                    |             |
| Administration Revenue                   | 6110 | \$46,847           | \$43,000           | \$20,852            | \$43,000           | \$48,700           | 13.3%       |
| License Publication Fees                 | 6112 | \$1,140            | \$960              | \$1,005             | \$1,025            | \$1,000            | 4.2%        |
| Other Public Charges for Services        | 6114 | \$31,240           | \$31,200           | \$19,257            | \$33,773           | \$33,000           | 5.8%        |
| Copying                                  | 6116 | \$12,840           | \$12,500           | \$6,158             | \$12,650           | \$14,250           | 14.0%       |
| Animal Pound                             | 6210 | \$96               | \$100              | \$48                | \$115              | \$115              | 15.0%       |
| Police Service - Radio                   | 6215 | \$22,000           | \$23,000           | \$23,000            | \$23,000           | \$24,000           | 4.3%        |
| Police Service - CSO                     | 6216 | \$6,546            | \$6,000            | \$3,700             | \$6,000            | \$6,500            | 8.3%        |
| Police Service - Other                   | 6218 | \$10,120           | \$9,600            | \$8,932             | \$9,600            | \$10,000           | 4.2%        |
| Police Service - Water Patrol            | 6219 | \$1,466            | \$1,700            | \$507               | \$507              | \$2,000            | 17.6%       |
| Fire Department Protective Services      | 6221 | \$192,969          | \$188,215          | \$89,136            | \$191,360          | \$223,000          | 18.5%       |
| Hazardous Material Disposal Fees         | 6223 | \$5,493            | \$3,000            | \$3,470             | \$4,500            | \$4,500            | 50.0%       |
| Fire Services Fees                       | 6224 | \$570              | \$600              |                     | \$600              | \$600              |             |
| Parking Permits                          | 6330 | \$3,655            | \$4,100            | \$1,170             | \$4,100            | \$3,750            | -8.5%       |
| Non-Resident Sanitary District           | 6410 | \$346,704          | \$360,000          | \$181,433           | \$358,800          | \$375,000          | 4.2%        |
| Weed and Nuisance Control                | 6441 | \$2,742            | \$1,500            | \$2,120             | \$2,200            | \$1,500            |             |
| Community Center                         | 6720 | \$89,392           | \$82,500           | \$80,397            | \$95,000           | \$114,050          | 38.2%       |
| Adult Programs                           | 6722 | \$42,395           | \$59,655           | \$22,250            | \$56,000           | \$45,328           | -24.0%      |
| Adult Sports                             | 6723 | \$20,743           | \$20,450           | \$11,635            | \$19,000           | \$21,700           | 6.1%        |
| Youth Programs                           | 6724 | \$44,172           | \$41,870           | \$35,459            | \$41,870           | \$57,947           | 38.4%       |
| Youth Sports                             | 6725 | \$61,450           | \$67,515           | \$42,803            | \$67,515           | \$89,386           | 32.4%       |
| Waterfront                               | 6726 | \$130,202          | \$137,625          | \$82,424            | \$137,625          | \$130,335          | -5.3%       |
| Parks and Playground                     | 6727 | \$15,591           | \$16,000           | \$10,362            | \$11,200           | \$11,200           | -30.0%      |
| Athletic Fields and Courts               | 6728 | \$1,462            | \$1,500            | \$971               | \$1,500            | \$1,500            | 0.0%        |
| City Room Rentals                        | 6741 | \$5,628            | \$8,000            | \$2,861             | \$5,750            | \$5,750            | -28.1%      |
| City Staff Review Fees                   | 6842 | \$15,875           | \$10,000           | \$11,463            | \$13,000           | \$10,000           |             |
| <b>TOTAL PUBLIC CHARGES FOR SERVICES</b> |      | <b>\$1,111,336</b> | <b>\$1,130,590</b> | <b>\$661,413</b>    | <b>\$1,139,690</b> | <b>\$1,235,111</b> | <b>9.2%</b> |

#### **INTERFUND CHARGES FOR SERVICES**

|   |      |                 |                 |                 |                 |                 |               |
|---|------|-----------------|-----------------|-----------------|-----------------|-----------------|---------------|
| Utility Share Attorney Expense              | 7413 | \$4,680         | \$4,680         | \$2,340         | \$4,680         |                 | -100.0%       |
| WWTP Share Attorney Expense                 | 7416 | \$2,340         | \$2,340         | \$1,170         | \$2,340         |                 | -100.0%       |
| Police Services - Radio                     | 7421 | \$38,493        | \$25,570        | \$12,783        | \$25,570        | \$26,565        | 3.9%          |
| Library Plowing Expense                     | 7430 | \$3,675         | \$3,700         | \$1,850         | \$3,700         | \$3,725         | 0.7%          |
| <b>TOTAL INTERFUND CHARGES FOR SERVICES</b> |      | <b>\$49,188</b> | <b>\$36,290</b> | <b>\$18,143</b> | <b>\$36,290</b> | <b>\$30,290</b> | <b>-16.5%</b> |

#### **MISCELLANEOUS REVENUES**

|   |      |                  |                  |                  |                  |                  |             |
|---|------|------------------|------------------|------------------|------------------|------------------|-------------|
| Interest on Investments                   | 8110 | \$43,499         | \$37,000         | \$40,060         | \$85,860         | \$86,000         | 132.4%      |
| Rent of City Buildings                    | 8211 | \$75,676         | \$75,320         | \$32,585         | \$71,030         | \$72,185         | -4.2%       |
| Rent of City Owned Land                   | 8212 | \$2,350          | \$2,200          | \$1,900          | \$2,200          | \$2,200          |             |
| Sale of City Property                     | 8310 | \$24,257         | \$21,500         | \$55,853         | \$66,371         | \$600            | -97.2%      |
| Purchasing Card Rebate                    | 8430 | \$15,346         | \$15,695         | \$16,091         | \$16,095         | \$16,245         | 3.5%        |
| Donations - Individuals and Organizations | 8501 | \$10,036         | \$7,550          | \$7,199          | \$11,479         | \$7,500          | -0.7%       |
| Donations - Youth Baseball                | 8502 | \$3,000          | \$3,600          | \$3,000          | \$3,600          | \$3,600          |             |
| Donations - Athletic Fields               | 8504 | \$15,780         | \$18,000         | \$14,400         | \$18,000         | \$18,000         |             |
| Donations - Tax Exempt Organizations      | 8505 | \$40,420         | \$41,000         | \$23,376         | \$46,935         | \$41,500         | 1.2%        |
| Miscellaneous Revenues                    | 8900 | \$21,931         | \$12,800         | \$7,191          | \$11,461         | \$6,750          | -47.3%      |
| <b>TOTAL MISCELLANEOUS REVENUES</b>       |      | <b>\$252,295</b> | <b>\$234,665</b> | <b>\$201,655</b> | <b>\$333,031</b> | <b>\$254,580</b> | <b>8.5%</b> |

#### **OTHER FINANCING SOURCES**

|                                       |      |                    |                    |                  |                    |                    |              |
|---------------------------------------|------|--------------------|--------------------|------------------|--------------------|--------------------|--------------|
| Transfer/Tax from Municipal Utilities | 9600 | \$1,215,960        | \$1,250,000        | \$627,066        | \$1,266,000        | \$1,330,000        | 6.4%         |
| Transfer from Other Funds             | 9601 | \$226,450          | \$225,000          | \$112,500        | \$225,000          | \$225,000          |              |
| General Fund Balance Applied          | 9999 |                    | \$535,000          |                  | \$535,000          | \$1,235,850        | 131.0%       |
| <b>TOTAL OTHER FINANCING SOURCES</b>  |      | <b>\$1,442,410</b> | <b>\$2,010,000</b> | <b>\$739,566</b> | <b>\$2,026,000</b> | <b>\$2,790,850</b> | <b>38.8%</b> |

|                             |  |                     |                     |                    |                     |                     |             |
|-----------------------------|--|---------------------|---------------------|--------------------|---------------------|---------------------|-------------|
| <b>GRAND TOTAL DEPT 100</b> |  | <b>\$12,726,325</b> | <b>\$13,340,554</b> | <b>\$6,747,686</b> | <b>\$13,586,757</b> | <b>\$14,466,632</b> | <b>8.4%</b> |
|-----------------------------|--|---------------------|---------------------|--------------------|---------------------|---------------------|-------------|

**GENERAL FUND  
EXPENDITURE BUDGET SUMMARY**

| ACCOUNT TITLE | A/C | 2015<br>ACTUAL | 2016<br>ADOPTED | 6/30/2016<br>ACTUAL | 2016<br>ESTIMATE | 2017<br>PROPOSED | %<br>CHANGE |
|---------------|-----|----------------|-----------------|---------------------|------------------|------------------|-------------|
|---------------|-----|----------------|-----------------|---------------------|------------------|------------------|-------------|

**WAGES AND BENEFITS**

|                                   |     |                    |                    |                    |                    |                    |             |
|-----------------------------------|-----|--------------------|--------------------|--------------------|--------------------|--------------------|-------------|
| Salaries                          | 111 | \$1,777,627        | \$1,788,813        | \$851,036          | \$1,725,784        | \$1,795,640        | 0.4%        |
| Compensatory Time Payout          | 112 | \$3,445            | \$8,352            | \$2,196            | \$8,353            | \$8,677            | 3.9%        |
| Part-Time Wages with Benefits     | 113 | \$167,051          | \$213,749          | \$81,928           | \$195,923          | \$199,632          | -6.6%       |
| Officer Salaries                  | 115 | \$1,524,598        | \$1,345,277        | \$737,888          | \$1,351,590        | \$1,493,271        | 11.0%       |
| Officer Over-Time Salaries        | 116 | \$29,668           | \$54,540           | \$7,493            | \$54,535           | \$55,626           | 2.0%        |
| Firefighter Salaries              | 119 | \$335,511          | \$302,163          | \$137,144          | \$289,921          | \$313,032          | 3.6%        |
| Paid-On-Call Wages                | 120 | \$61,862           | \$64,263           | \$24,913           | \$64,262           | \$65,548           | 2.0%        |
| Crew Regular Wages                | 121 | \$599,377          | \$637,785          | \$278,495          | \$607,285          | \$625,053          | -2.0%       |
| Crew Over-Time Wages              | 122 | \$50,073           | \$44,371           | \$11,582           | \$42,821           | \$43,180           | -2.7%       |
| Part-Time Wages without Benefits  | 125 | \$405,987          | \$455,473          | \$148,354          | \$432,733          | \$456,160          | 0.2%        |
| Library Sunday Hours              | 126 | \$4,964            | \$3,558            | \$2,794            | \$3,558            | \$3,629            | 2.0%        |
| Longevity                         | 133 | \$3,541            | \$3,777            | \$1,356            | \$3,362            | \$3,051            | -19.2%      |
| Paid-On-Call Training Wages       | 137 | \$34,651           | \$39,152           | \$14,427           | \$39,151           | \$39,934           | 2.0%        |
| FICA                              | 151 | \$381,245          | \$417,371          | \$175,061          | \$406,007          | \$431,267          | 3.3%        |
| Wisconsin Retirement System       | 152 | \$426,317          | \$417,538          | \$182,310          | \$407,207          | \$470,447          | 12.7%       |
| Sick Leave                        | 153 | \$79,735           | \$285,979          | \$44,354           | \$279,083          | \$294,342          | 2.9%        |
| Health Insurance                  | 154 | \$1,349,018        | \$1,432,469        | \$684,382          | \$1,413,695        | \$1,476,564        | 3.1%        |
| Life Insurance                    | 155 | \$11,153           | \$12,396           | \$5,440            | \$11,508           | \$12,439           | 0.4%        |
| Vacation Leave                    | 156 | \$127,097          | \$336,473          | \$67,171           | \$328,530          | \$343,485          | 2.1%        |
| Holiday Leave                     | 157 | \$89,038           | \$185,878          | \$18,436           | \$181,610          | \$192,278          | 3.4%        |
| Wages and Benefits Reimbursement  | 159 | (\$58,287)         | (\$51,841)         | (\$25,919)         | (\$51,815)         | (\$53,427)         | 3.1%        |
| Funeral Leave                     | 161 | \$1,434            |                    | \$211              |                    |                    |             |
| Jury Pay                          | 162 |                    |                    | \$813              |                    |                    |             |
| Worker's Compensation/Hurt-on-Job | 163 | \$140              |                    | \$146              |                    |                    |             |
| Compensatory Time Earned          | 164 | \$74,643           |                    | \$25,476           |                    |                    |             |
| <b>TOTAL WAGES &amp; BENEFITS</b> |     | <b>\$7,479,888</b> | <b>\$7,997,535</b> | <b>\$3,477,485</b> | <b>\$7,795,105</b> | <b>\$8,269,828</b> | <b>3.4%</b> |

**PURCHASED SERVICES**

|  |     |                    |                    |                  |                    |                    |             |
|--|-----|--------------------|--------------------|------------------|--------------------|--------------------|-------------|
| Outside and Professional Services (Non-IT) | 210 | \$771,438          | \$748,907          | \$368,283        | \$889,556          | \$930,132          | 24.2%       |
| Outside and Professional Services (IT)     | 211 | \$33,088           | \$35,600           | \$7,299          | \$29,600           | \$33,200           | -6.7%       |
| Library Programs                           | 212 | \$8,832            | \$6,000            | \$5,437          | \$6,258            | \$8,000            | 33.3%       |
| Electric and Water                         | 222 | \$536,257          | \$552,876          | \$256,853        | \$459,125          | \$509,755          | -7.8%       |
| Gas and Heat                               | 224 | \$44,732           | \$85,550           | \$26,437         | \$42,657           | \$45,717           | -46.6%      |
| Telephone                                  | 225 | \$23,664           | \$25,010           | \$11,740         | \$25,404           | \$25,030           | 0.1%        |
| Internet and Cable                         | 226 | \$5,528            | \$5,380            | \$1,143          | \$5,530            | \$8,500            | 58.0%       |
| Repair and Maintenance Contracts (Non-IT)  | 240 | \$50,660           | \$63,165           | \$46,144         | \$65,254           | \$65,765           | 4.1%        |
| Repair and Maintenance Contracts (IT)      | 241 | \$18,855           | \$20,355           | \$13,605         | \$20,217           | \$21,148           | 3.9%        |
| Police Radio Services                      | 292 | \$14,480           | \$10,450           | \$3,085          | \$7,330            | \$7,570            | -27.6%      |
| Refuse Collection                          | 297 | \$10,425           | \$5,485            | \$25             | \$250              | \$250              | -95.4%      |
| <b>TOTAL PURCHASED SERVICES</b>            |     | <b>\$1,517,959</b> | <b>\$1,558,778</b> | <b>\$740,049</b> | <b>\$1,551,181</b> | <b>\$1,655,067</b> | <b>6.2%</b> |

**OPERATING SUPPLIES AND EXPENSES**

|                      |     |          |          |          |          |          |        |
|----------------------|-----|----------|----------|----------|----------|----------|--------|
| Office Supplies      | 310 | \$22,328 | \$27,655 | \$9,872  | \$27,210 | \$26,630 | -3.7%  |
| Postage              | 311 | \$15,287 | \$18,885 | \$6,885  | \$19,327 | \$15,620 | -17.3% |
| Printing             | 313 | \$18,445 | \$22,570 | \$9,189  | \$22,146 | \$20,435 | -9.5%  |
| Membership Dues      | 320 | \$18,535 | \$19,855 | \$14,987 | \$18,976 | \$19,330 | -2.6%  |
| Books and References | 321 | \$83,292 | \$88,510 | \$38,572 | \$85,179 | \$82,430 | -6.9%  |
| Periodicals          | 322 | \$22,132 | \$20,975 | \$7,999  | \$21,191 | \$21,189 | 1.0%   |
| Audio Visual         | 323 | \$12,572 | \$19,210 | \$7,030  | \$19,210 | \$22,500 | 17.1%  |
| Licenses and Permits | 324 | \$5,060  | \$4,905  | \$4,869  | \$5,665  | \$3,810  | -22.3% |
| Electronic Media     | 325 | \$2,738  | \$2,285  | \$3,049  | \$3,200  | \$2,500  | 9.4%   |
| Publicity            | 326 | \$39,559 | \$65,340 | \$15,828 | \$40,675 | \$7,370  | -88.7% |
| Training and Travel  | 330 | \$43,072 | \$66,520 | \$24,476 | \$58,700 | \$70,860 | 6.5%   |
| Car Allowance        | 332 | \$15,927 | \$16,497 | \$8,136  | \$16,497 | \$15,702 | -4.8%  |

| ACCOUNT TITLE                              | A/C | 2015<br>ACTUAL   | 2016<br>ADOPTED  | 6/30/2016<br>ACTUAL | 2016<br>ESTIMATE | 2017<br>PROPOSED | %<br>CHANGE  |
|--|-----|------------------|------------------|---------------------|------------------|------------------|--------------|
| Operating Supplies and Expenses            | 340 | \$320,185        | \$297,730        | \$179,696           | \$291,695        | \$321,273        | 7.9%         |
| Safety Supplies                            | 341 | \$19,527         | \$31,365         | \$18,799            | \$32,376         | \$33,915         | 8.1%         |
| Hazardous Materials Supplies and Expenses  | 342 | \$2,695          | \$1,500          | \$1,715             | \$1,500          | \$1,500          |              |
| Janitorial Supplies                        | 343 | \$21,252         | \$20,115         | \$16,838            | \$21,255         | \$21,160         | 5.2%         |
| Computer and Technology Equipment          | 345 |                  |                  |                     |                  | \$8,000          |              |
| Clothing and Tool Allowance                | 346 | \$23,813         | \$29,365         | \$10,861            | \$36,435         | \$32,465         | 10.6%        |
| Gas and Diesel                             | 351 | \$98,644         | \$123,600        | \$39,646            | \$92,653         | \$107,150        | -13.3%       |
| <b>TOTAL OPERATING SUPPLIES &amp; EXP.</b> |     | <b>\$785,062</b> | <b>\$876,882</b> | <b>\$418,448</b>    | <b>\$813,890</b> | <b>\$833,839</b> | <b>-4.9%</b> |

#### MAINTENANCE OF CITY PROPERTY

|  |     |                  |                  |                  |                  |                  |              |
|--|-----|------------------|------------------|------------------|------------------|------------------|--------------|
| Repair/Maintenance of Buildings            | 400 | \$49,496         | \$70,425         | \$48,872         | \$74,258         | \$101,205        | 43.7%        |
| Repair/Maintenance of Grounds              | 410 | \$112,020        | \$148,830        | \$47,427         | \$147,700        | \$188,480        | 26.6%        |
| Repair/Maintenance of Vehicles (Non-Fleet) | 425 | \$1,593          | \$6,650          | \$508            | \$1,650          | \$2,550          | -61.7%       |
| Repair/Maintenance of Equipment (Non-Flee  | 435 | \$59,926         | \$56,859         | \$23,939         | \$49,808         | \$44,518         | -21.7%       |
| <b>TOTAL MAINTENANCE OF CITY PROPERTY</b>  |     | <b>\$223,036</b> | <b>\$282,764</b> | <b>\$120,746</b> | <b>\$273,416</b> | <b>\$336,753</b> | <b>19.1%</b> |

#### FIXED CHARGES

|                            |     |                    |                    |                  |                    |                    |             |
|----------------------------|-----|--------------------|--------------------|------------------|--------------------|--------------------|-------------|
| Fleet Maintenance          | 508 | \$399,500          | \$333,120          | \$166,560        | \$333,120          | \$320,310          | -3.8%       |
| Technology                 | 509 | \$310,000          | \$374,250          | \$187,125        | \$374,250          | \$422,930          | 13.0%       |
| Risk Management            | 510 | \$312,405          | \$329,225          | \$164,612        | \$329,225          | \$300,680          | -8.7%       |
| Rent                       | 530 | \$59,409           | \$59,750           | \$51,400         | \$61,121           | \$62,175           | 4.1%        |
| Hydrant Rental             | 531 | \$813,996          | \$814,000          | \$406,998        | \$814,000          | \$854,700          | 5.0%        |
| <b>TOTAL FIXED CHARGES</b> |     | <b>\$1,895,310</b> | <b>\$1,910,345</b> | <b>\$976,695</b> | <b>\$1,911,716</b> | <b>\$1,960,795</b> | <b>2.6%</b> |

#### CONTRIBUTIONS, GRANTS & OTHERS

|   |     |                 |                  |                 |                 |                 |               |
|---|-----|-----------------|------------------|-----------------|-----------------|-----------------|---------------|
| Donations                                 | 720 | \$73,470        | \$82,250         | \$62,464        | \$79,000        | \$65,000        | -21.0%        |
| Grants                                    | 730 | \$15,685        | \$70,000         | \$5,000         | \$10,000        | \$15,000        | -78.6%        |
| Illegal Taxes and Uncollectible Accounts  | 790 | \$860           | \$2,000          | (\$358)         | \$1,000         | \$1,500         | -25.0%        |
| <b>TOTAL CONTRIB, GRANTS &amp; OTHERS</b> |     | <b>\$90,014</b> | <b>\$154,250</b> | <b>\$67,106</b> | <b>\$90,000</b> | <b>\$81,500</b> | <b>-47.2%</b> |

|                                     |  |                     |                     |                    |                     |                     |             |
|-------------------------------------|--|---------------------|---------------------|--------------------|---------------------|---------------------|-------------|
| <b>TOTAL OPERATING EXPENDITURES</b> |  | <b>\$11,991,269</b> | <b>\$12,780,554</b> | <b>\$5,800,529</b> | <b>\$12,435,308</b> | <b>\$13,137,782</b> | <b>2.8%</b> |
|-------------------------------------|--|---------------------|---------------------|--------------------|---------------------|---------------------|-------------|

#### CAPITAL OUTLAY

|                             |     |                 |                |                |                  |                 |                |
|-----------------------------|-----|-----------------|----------------|----------------|------------------|-----------------|----------------|
| Capital Improvements        | 820 | \$7,793         | \$1,000        |                | \$143,000        |                 | -100.0%        |
| Capital Buildings           | 822 | \$24,790        |                | \$1,192        | \$22,000         |                 |                |
| Replacement Reserve         | 850 |                 |                |                |                  | \$16,000        |                |
| <b>TOTAL CAPITAL OUTLAY</b> |     | <b>\$32,583</b> | <b>\$1,000</b> | <b>\$1,192</b> | <b>\$165,000</b> | <b>\$16,000</b> | <b>1500.0%</b> |

#### OTHER FINANCING USES

|                                       |     |                  |                  |  |                  |                    |               |
|---------------------------------------|-----|------------------|------------------|--|------------------|--------------------|---------------|
| Contingency                           | 900 |                  | \$74,000         |  | \$74,000         | \$77,000           | 4.1%          |
| Transfer to Debt Service Fund         | 913 | \$9,820          |                  |  |                  |                    |               |
| Transfer to Capital Improvements Fund | 914 | \$332,861        | \$485,000        |  | \$485,000        | \$1,235,850        | 154.8%        |
| Transfer to River Watershed           | 917 | \$20,840         |                  |  |                  |                    |               |
| <b>TOTAL OTHER FINANCING USES</b>     |     | <b>\$363,521</b> | <b>\$559,000</b> |  | <b>\$559,000</b> | <b>\$1,312,850</b> | <b>134.9%</b> |

|                             |  |                     |                     |                    |                     |                     |             |
|-----------------------------|--|---------------------|---------------------|--------------------|---------------------|---------------------|-------------|
| <b>GRAND TOTAL DEPT 100</b> |  | <b>\$12,387,373</b> | <b>\$13,340,554</b> | <b>\$5,801,721</b> | <b>\$13,159,308</b> | <b>\$14,466,632</b> | <b>8.4%</b> |
|-----------------------------|--|---------------------|---------------------|--------------------|---------------------|---------------------|-------------|



# **GENERAL FUND**

## **Department 500 Elected Officials/Administration**



**City of Oconomowoc  
Elected Officials/Administration  
Department 500  
2017 Budget**

Summary

|  | <b>2015<br/>Actual</b> | <b>2016<br/>Budget</b> | <b>2016<br/>Estimate</b> | <b>2017<br/>Budget</b> |
|--|------------------------|------------------------|--------------------------|------------------------|
| <b>Revenues</b>  |                        |                        |                          |                        |
| Taxes (excluding property)                                     | 242,560                | 211,565                | 221,565                  | 212,510                |
| Special Assessments  | 4,130                  | -                      | -                        | -                      |
| Intergovernmental Aid  | 278,183                | 269,300                | 272,400                  | 281,400                |
| Licenses & Permits   | 264,477                | 255,000                | 267,000                  | 268,000                |
| Public Charges for Services                                    | 346,704                | 360,000                | 358,800                  | 375,000                |
| Interfund Charges for Services                                 | 7,020                  | 7,020                  | 7,020                    | -                      |
| Miscellaneous Revenues   | 59,234                 | 42,300                 | 43,947                   | 42,300                 |
| Other Financing Sources  | 1,442,410              | 1,475,000              | 1,491,000                | 1,555,000              |
| Fund Balance Applied   | -                      | 535,000                | 535,000                  | 1,235,850              |
| Subtotal Operating Revenues                                    | <u>2,644,717</u>       | <u>3,155,185</u>       | <u>3,196,732</u>         | <u>3,970,060</u>       |
| Property Taxes   | <u>6,684,405</u>       | <u>6,826,068</u>       | <u>6,826,068</u>         | <u>7,164,252</u>       |
| Subtotal Revenues  | <u>9,329,122</u>       | <u>9,981,253</u>       | <u>10,022,800</u>        | <u>11,134,312</u>      |
| <b>Expenditures</b>  |                        |                        |                          |                        |
| Total by Object  |                        |                        |                          |                        |
| City Council   | 29,570                 | 103,637                | 103,337                  | 106,537                |
| Mayor  | 16,243                 | 22,754                 | 18,488                   | 18,530                 |
| City Administrator   | 79,061                 | 110,144                | 100,837                  | 122,086                |
| Legal  | 205,875                | 196,188                | 222,211                  | 224,000                |
| Transfers to Other Funds                                       | 363,521                | 485,000                | 485,000                  | 1,235,850              |
| Subtotal Expenditures  | <u>694,270</u>         | <u>917,722</u>         | <u>929,874</u>           | <u>1,707,003</u>       |
| Net Cost/(Revenue) of Department<br>(excluding property taxes) | <u>(1,950,447)</u>     | <u>(2,237,463)</u>     | <u>(2,266,858)</u>       | <u>(2,263,057)</u>     |
| Net EV Tax Levy per \$1,000                                    | \$ (1.05)              | \$ (1.18)              | \$ (1.19)                | \$ (1.14)              |

# City of Oconomowoc Elected Officials/Administration Department 500 2017 Budget

## Department Objective

This department includes the top-level management of the City. Policymaking and legislative authority is vested in the City Council, which consists of a mayor and an eight-member council. This governing council is responsible for passing ordinances, adopting the budget, and setting policies and priorities. The City Administrator is responsible for carrying out the policies and ordinances of the governing council and for overseeing the day-to-day operations of the City government.

## Department Goals and Initiatives for 2017

- **Public Safety** – In 2017 the City will make additional investments into public safety. Through the recommendation of a staffing study performed in the police department the City will be taking the first step to address staffing needs by adding a full-time officer to the department and increasing a part time administrative support position to full time. If successful in obtaining a COPS grant, matching funds have been included for a second full time police officer. In addition the City will be exploring options for the expansion of the police department at a new location. The City recognizes the importance of fire/ems station coverage provided by paid on call members and will increase the pay rate for these duties.
- **Waterfront Redevelopment** – The City is in the process of redeveloping the waterfront area behind City Hall. This includes the reconstruction of the Fowler Lake shoreline, park and boat launch areas. In addition the reconstruction of the north parking lot behind city hall will improve the layout and connectivity throughout this area.
- **Park Development** – The City will continue to invest in park facilities in the City to enhance recreational and community gathering opportunities. This includes acquisition of property for a northeast regional park.
- **Downtown Redevelopment** – The City will continue to focus on the vitality of downtown through private redevelopment opportunities in addition to the investments noted above along our lake shore. Through TIF funding we will reconstruct/repair the Collins Street parking lot retaining wall, steps and railings. The Council will continue to work on the Downtown Design Ordinance and then the East Wisconsin Avenue Corridor.
- **Summit Avenue Corridor** – With the completion of the state's reconstruction of Highway 67, the City will continue to encourage re/development opportunities along the corridor. The pedestrian underpass at Oconomowoc Parkway will provide safe route for bicyclists and pedestrians.

## Major Changes From Prior Years

- **Public Accommodation Tax:** Room tax law changes will require that a greater percentage of room tax collections be spent on tourism promotion and advertising for the lodging industry. For 2017 the capped amount will be the amount spent in 2014, and so on until 2021 and thereafter when the capped amount would be limited to amount spent in 2010. The City will be able to retain the greater of the capped amount or 30 percent of the current year room tax collections.
- **Council iPads:** During 2016 iPads were deployed to council members for the electronic distribution of some meeting agendas. This is expected to continue in future years providing savings of time as well as printing costs and make information more readily available.
- **City Attorney:** During 2016 the City Attorney retired and a new attorney was hired. Costs relating to this increased significantly and shifted from in house wages and benefits to professional services.

## **Budgeted Positions**

| <b>Description</b>      | <b>2014</b>  | <b>2015</b>  | <b>2016</b>  | <b>2017</b>  |
|-------------------------|--------------|--------------|--------------|--------------|
| Full-Time Employees/FTE | 2.00 / 2.00  | 2.00 / 2.00  | 2.00 / 2.00  | 1.00 / 1.00  |
| Part-Time Employees/FTE | 10.00 / 0.80 | 9.00 / 0.58  | 9.00 / 0.58  | 9.00 / 0.58  |
| Total Employees/FTE     | 12.00 / 2.80 | 11.00 / 2.58 | 11.00 / 2.58 | 10.00 / 1.58 |

### Changes from 2014 to 2015:

- Since the resignation of the Assistant City Attorney, the City has contracted this position. It is now paid out of professional services instead of wages and benefits.

### Changes from 2016 to 2017:

- The City Attorney retired in 2016 and the City has contracted this position. It is now paid out of professional services instead of wages and benefits.

## **Department Outputs/Outcomes/Performance Measurements**

| <b>Description</b>                                     | <b>2014<br/>Actual</b> | <b>2015<br/>Actual</b> | <b>2016<br/>Budget</b> | <b>2017<br/>Budget</b> |
|--|------------------------|------------------------|------------------------|------------------------|
| Budgeted Expenditures –<br>All Funds Including Utility | \$65.3<br>Million*     | \$53.7<br>million      | \$56.1<br>million      | \$61.6<br>million      |
| Population   | 16,293                 | 16,464                 | 16,656                 | N/A                    |
| Net New Construction                                   | \$11.1<br>million      | \$33.9<br>million      | \$35.2<br>million      | \$29.0<br>million      |
| Ordinances approved by Council                         | 22                     | 15                     | 25                     | 20                     |
| Resolutions approved by Council                        | 52                     | 61                     | 65                     | 65                     |
| Public hearings before Council                         | 11                     | 10                     | 10                     | 10                     |

\*Includes TID 4 expenditures for debt payoff of \$5.1 million and TID 3 donor increment of \$3.2 million.

**CITY OF OCONOMOWOC  
2017 BUDGET  
ELECTED OFFICIALS/ADMINISTRATION REVENUES**

**REVENUES**

|                                       |  |
|---------------------------------------|--|
| <b>Taxes</b>                          |  |
| <i>General Property Tax</i>           | 2016 tax levy collected in 2017  |
| <i>Public Accommodation Tax</i>       | Room tax at 6%   |
| <i>Payment in Lieu of Tax</i>         | Payment in lieu of taxes from Lutheran Homes of Oconomowoc (LHO)                         |
| <i>AG Use Conversion</i>              |  |
| <b>Special Assessments</b>            |  |
| <i>Spec Assmnt - Water Main</i>       |  |
| <b>Intergovernmental Revenues</b>     |  |
| <i>State Aid - Shared Revenue</i>     | Unrestricted state aid provided to municipalities  |
| <i>State Aid - Computer Exempt</i>    | State payment to offset the property tax loss due to the exemption of business computers |
| <i>State Aid - Facility</i>           | State payment for cost of municipal services provided to state facility (Armory)         |
| <b>Licenses and Permits</b>           |  |
| <i>Cable TV Franchise</i>             | 5% of gross cable TV fees  |
| <b>Public Charges for Services</b>    |  |
| <i>Non-Res Sanitary Sewer</i>         | Annual charge to sanitary districts based on residential equivalent connections          |
| <b>Interfund Charges for Services</b> |  |
| <i>Utility Share Attorney</i>         | Approximately 20% of the contracted city attorney costs                                  |
| <i>WWTP Share Attorney</i>            | Approximately 10% of the contracted city attorney costs                                  |
| <b>Miscellaneous Revenues</b>         |  |
| <i>Rent City Land</i>                 | City Plaza, Silver Lake, and George Webb rentals   |
| <i>Sale of City Property</i>          |  |
| <i>Purchasing Card Rebate</i>         | Rebate earned on purchasing card payments  |
| <i>Donations - Tax Exempt Org</i>     | Oconomowoc Memorial Hospital   |
| <i>Miscellaneous Revenue</i>          |  |

# CITY OF OCONOMOWOC

## 2017 BUDGET

### ELECTED OFFICIALS/ADMINISTRATION - REVENUES

| ACCT NO                           | ACCOUNT DESCRIPTION                 | 2015<br>ACTUAL   | 2016<br>ADOPTED  | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET   | PERCENT<br>CHANGE |
|-----------------------------------|-------------------------------------|------------------|------------------|-------------------|-------------------|------------------|-------------------|
| <u>TAXES</u>                      |                                     |                  |                  |                   |                   |                  |                   |
| 100-401-1110-000                  | GENERAL PROPERTY TAXES              | 6,684,405        | 6,826,068        | 3,414,208         | 6,826,068         | 7,164,752        | 4.96%             |
| 100-401-1210-000                  | PUBLIC ACCOMMODATION TAX            | 196,445          | 180,000          | 89,507            | 190,000           | 180,000          | .00%              |
| 100-401-1320-000                  | PAYMENTS IN LIEU OF TAXES           | 30,642           | 31,565           | 15,780            | 31,565            | 32,510           | 2.99%             |
| 100-401-1900-000                  | AG USE CONVERSION                   | 15,473           | 0                | 0                 | 0                 | 0                | .00%              |
|                                   | <b>TOTAL TAXES</b>                  | <b>6,926,964</b> | <b>7,037,633</b> | <b>3,519,495</b>  | <b>7,047,633</b>  | <b>7,377,262</b> | <b>4.83%</b>      |
| <u>SPECIAL ASSESSMENTS</u>        |                                     |                  |                  |                   |                   |                  |                   |
| 100-402-2210-000                  | SPEC ASSMNT - WATER MAIN            | 4,130            | 0                | 0                 | 0                 | 0                | .00%              |
|                                   | <b>TOTAL SPECIAL ASSESSMENTS</b>    | <b>4,130</b>     | <b>0</b>         | <b>0</b>          | <b>0</b>          | <b>0</b>         | <b>.00%</b>       |
| <u>INTERGOVERNMENTAL AID</u>      |                                     |                  |                  |                   |                   |                  |                   |
| 100-403-3441-000                  | STATE AID - SHARED REVENUE          | 244,980          | 243,500          | 121,750           | 246,000           | 246,000          | 1.03%             |
| 100-403-3443-000                  | STATE AID - COMPUTER EXEMP          | 29,893           | 23,000           | 11,500            | 23,000            | 32,000           | 39.13%            |
| 100-403-3610-000                  | STATE AID - STATE FACILITY          | 3,310            | 2,800            | 1,710             | 3,400             | 3,400            | 21.43%            |
|                                   | <b>TOTAL INTERGOVERNMENTAL A</b>    | <b>278,183</b>   | <b>269,300</b>   | <b>134,960</b>    | <b>272,400</b>    | <b>281,400</b>   | <b>4.49%</b>      |
| <u>LICENSES &amp; PERMITS</u>     |                                     |                  |                  |                   |                   |                  |                   |
| 100-404-4424-000                  | CABLE TV FRANCHISE PAYMEN           | 264,477          | 255,000          | 129,606           | 267,000           | 268,000          | 5.10%             |
|                                   | <b>TOTAL LICENSES &amp; PERMITS</b> | <b>264,477</b>   | <b>255,000</b>   | <b>129,606</b>    | <b>267,000</b>    | <b>268,000</b>   | <b>5.10%</b>      |
| <u>PUBLIC CHARGES FOR SERVICE</u> |                                     |                  |                  |                   |                   |                  |                   |
| 100-406-6410-000                  | NON-RESIDENT SANITARY DIST          | 346,704          | 360,000          | 181,433           | 358,800           | 375,000          | 4.17%             |
|                                   | <b>TOTAL PUBLIC CHARGES FOR S</b>   | <b>346,704</b>   | <b>360,000</b>   | <b>181,433</b>    | <b>358,800</b>    | <b>375,000</b>   | <b>4.17%</b>      |
| <u>INTERFUND CHARGES FOR SER</u>  |                                     |                  |                  |                   |                   |                  |                   |
| 100-407-7413-000                  | UTILITY SHARE ATTORNEY EXP          | 4,680            | 4,680            | 2,340             | 4,680             | 0                | -100.00%          |
| 100-407-7416-000                  | WWTP SHARE ATTORNEY EXPE            | 2,340            | 2,340            | 1,170             | 2,340             | 0                | -100.00%          |
|                                   | <b>TOTAL INTERFUND CHARGES F</b>    | <b>7,020</b>     | <b>7,020</b>     | <b>3,510</b>      | <b>7,020</b>      | <b>0</b>         | <b>-100.00%</b>   |
| <u>MISCELLANEOUS REVENUES</u>     |                                     |                  |                  |                   |                   |                  |                   |
| 100-408-8212-000                  | RENT OF CITY OWNED LAND             | 2,350            | 2,200            | 1,900             | 2,200             | 2,200            | .00%              |
| 100-408-8310-000                  | SALE OF CITY PROPERTY               | 0                | 0                | 1,646             | 1,646             | 0                | .00%              |
| 100-408-8430-000                  | PURCHASING CARD REBATE              | 116              | 100              | 101               | 101               | 100              | .00%              |
| 100-408-8505-000                  | DONATIONS - TAX EXEMPT ORG          | 40,000           | 40,000           | 20,000            | 40,000            | 40,000           | .00%              |
| 100-408-8900-000                  | MISC REVENUE                        | 16,768           | 0                | 0                 | 0                 | 0                | .00%              |
|                                   | <b>TOTAL MISCELLANEOUS REVEN</b>    | <b>59,234</b>    | <b>42,300</b>    | <b>23,646</b>     | <b>43,947</b>     | <b>42,300</b>    | <b>.00%</b>       |

**CITY OF OCONOMOWOC  
2017 BUDGET  
ELECTED OFFICIALS/ADMINISTRATION REVENUES**

**REVENUES**

| <b><i>Other Financing Sources</i></b> |   |
|---------------------------------------|---|
| <i>Transf/Tax From Utility</i>        | Property tax equivalent charged to Water and Electric Utilities based on their taxable assets under Public Service Commission (PSC) formula |
| <i>Transf From Other Funds</i>        | Transfer of capital from Wastewater (\$150,000) and Electric Utilities (\$75,000)   |
| <i>Gen Fund Balance Applied</i>       | General fund reserves used for Pedestrian Parkway \$150,000; North Parking Lot \$835,850; section 3 of Fowler Lake Shoreline \$250,000      |

**CITY OF OCONOMOWOC  
2017 BUDGET**

**ELECTED OFFICIALS/ADMINISTRATION - REVENUES**

| ACCT NO                        | ACCOUNT DESCRIPTION        | 2015<br>ACTUAL          | 2016<br>ADOPTED         | 06/2016<br>ACTUAL       | 2016<br>ESTIMATED        | 2017<br>BUDGET           | PERCENT<br>CHANGE    |
|--------------------------------|----------------------------|-------------------------|-------------------------|-------------------------|--------------------------|--------------------------|----------------------|
| <u>OTHER FINANCING SOURCES</u> |                            |                         |                         |                         |                          |                          |                      |
| 100-410-9600-000               | TRANSFER/TAX FROM MUNI UTI | 1,215,960               | 1,250,000               | 627,066                 | 1,266,000                | 1,330,000                | 6.40%                |
| 100-410-9601-000               | TRANSFER FROM OTHER FUND   | 226,450                 | 225,000                 | 112,500                 | 225,000                  | 225,000                  | .00%                 |
| 100-410-9999-000               | GENERAL FUND BALANCE APPLI | 0                       | 535,000                 | 0                       | 535,000                  | 1,235,850                | 131.00%              |
| TOTAL OTHER FINANCING SOUR     |                            | <u>1,442,410</u>        | <u>2,010,000</u>        | <u>739,566</u>          | <u>2,026,000</u>         | <u>2,790,850</u>         | <u>38.85%</u>        |
| TOTAL FUND REVENUES            |                            | <u><u>9,329,122</u></u> | <u><u>9,981,253</u></u> | <u><u>4,732,216</u></u> | <u><u>10,022,800</u></u> | <u><u>11,134,312</u></u> | <u><u>11.55%</u></u> |



**DEPARTMENT 500 - ELECTED OFFICIALS/ADMINISTRATION  
EXPENDITURE BUDGET SUMMARY**

| ACCOUNT TITLE                                 | A/C | 2015<br>ACTUAL   | 2016<br>ADOPTED  | 6/30/2016<br>ACTUAL | 2016<br>ESTIMATE | 2017<br>PROPOSED   | %<br>CHANGE   |
|---|-----|------------------|------------------|---------------------|------------------|--------------------|---------------|
| <b><u>WAGES AND BENEFITS</u></b>              |     |                  |                  |                     |                  |                    |               |
| Salaries                                      | 111 | \$96,226         | \$108,926        | \$43,686            | \$66,730         | \$50,410           | -53.7%        |
| Part-Time Wages with Benefits                 | 113 | \$10,989         | \$13,105         | \$6,049             | \$13,105         | \$13,105           |               |
| Part-Time Wages without Benefits              | 125 | \$27,218         | \$26,044         | \$12,021            | \$26,044         | \$26,044           | 0.0%          |
| FICA  | 151 | \$10,869         | \$12,423         | \$5,100             | \$9,090          | \$7,964            | -35.9%        |
| Wisconsin Retirement System                   | 152 | \$8,067          | \$8,789          | \$3,539             | \$5,922          | \$5,091            | -42.1%        |
| Sick Leave                                    | 153 | \$400            | \$4,176          | \$115               | \$3,712          | \$4,260            | 2.0%          |
| Health Insurance                              | 154 | \$16,118         | \$29,027         | \$10,945            | \$22,041         | \$9,387            | -67.7%        |
| Life Insurance                                | 155 | \$248            | \$296            | \$182               | \$313            | \$366              | 23.7%         |
| Vacation Leave                                | 156 | \$3,541          | \$4,640          | \$3,152             | \$4,125          | \$4,733            | 2.0%          |
| Holiday Leave                                 | 157 | \$2,218          | \$2,320          | \$408               | \$2,062          | \$2,367            | 2.0%          |
| Funeral Leave                                 | 161 | \$526            |                  |                     |                  |                    |               |
| Compensatory Time Earned                      | 164 | \$3,474          |                  | \$204               |                  |                    |               |
| <b>TOTAL WAGES &amp; BENEFITS</b>             |     | <b>\$179,892</b> | <b>\$209,746</b> | <b>\$85,401</b>     | <b>\$153,145</b> | <b>\$123,727</b>   | <b>-41.0%</b> |
| <b><u>PURCHASED SERVICES</u></b>              |     |                  |                  |                     |                  |                    |               |
| Outside and Professional Services (Non-IT)    | 210 | \$126,550        | \$105,000        | \$29,412            | \$178,500        | \$224,000          | 113.3%        |
| Telephone                                     | 225 | \$198            | \$240            | \$130               | \$260            | \$260              | 8.3%          |
| <b>TOTAL PURCHASED SERVICES</b>               |     | <b>\$126,748</b> | <b>\$105,240</b> | <b>\$29,542</b>     | <b>\$178,760</b> | <b>\$224,260</b>   | <b>113.1%</b> |
| <b><u>OPERATING SUPPLIES AND EXPENSES</u></b> |     |                  |                  |                     |                  |                    |               |
| Office Supplies                               | 310 | \$31             | \$535            |                     | \$310            | \$310              | -42.1%        |
| Postage                                       | 311 | \$72             | \$90             | \$23                | \$35             | \$10               | -88.9%        |
| Printing                                      | 313 | \$146            | \$200            |                     | \$200            | \$200              |               |
| Membership Dues                               | 320 | \$1,663          | \$1,845          | \$1,706             | \$1,810          | \$1,845            |               |
| Books and References                          | 321 | \$6,870          | \$6,700          | \$3,216             | \$3,225          |                    | -100.0%       |
| Periodicals                                   | 322 | \$18             | \$50             |                     | \$50             | \$50               |               |
| Licenses and Permits                          | 324 | \$82             |                  |                     |                  | \$85               |               |
| Training and Travel                           | 330 | \$687            | \$5,000          | \$424               | \$4,000          | \$4,000            | -20.0%        |
| Car Allowance                                 | 332 | \$2,637          | \$2,946          | \$1,473             | \$2,946          | \$2,946            |               |
| Operating Supplies and Expenses               | 340 | \$182            | \$900            | \$253               | \$923            | \$1,600            | 77.8%         |
| <b>TOTAL OPERATING SUPPLIES &amp; EXP.</b>    |     | <b>\$12,388</b>  | <b>\$18,266</b>  | <b>\$7,095</b>      | <b>\$13,499</b>  | <b>\$11,046</b>    | <b>-39.5%</b> |
| <b><u>FIXED CHARGES</u></b>                   |     |                  |                  |                     |                  |                    |               |
| Technology                                    | 509 | \$11,720         | \$25,470         | \$12,735            | \$25,470         | \$35,120           | 37.9%         |
| <b>TOTAL FIXED CHARGES</b>                    |     | <b>\$11,720</b>  | <b>\$25,470</b>  | <b>\$12,735</b>     | <b>\$25,470</b>  | <b>\$35,120</b>    | <b>37.9%</b>  |
| <b>TOTAL OPERATING EXPENDITURES</b>           |     | <b>\$330,749</b> | <b>\$358,722</b> | <b>\$134,772</b>    | <b>\$370,874</b> | <b>\$394,153</b>   | <b>9.9%</b>   |
| <b><u>OTHER FINANCING USES</u></b>            |     |                  |                  |                     |                  |                    |               |
| Contingency                                   | 900 |                  | \$74,000         |                     | \$74,000         | \$77,000           | 4.1%          |
| Transfer to Debt Service Fund                 | 913 | \$9,820          |                  |                     |                  |                    |               |
| Transfer to Capital Improvements Fund         | 914 | \$332,861        | \$485,000        |                     | \$485,000        | \$1,235,850        | 154.8%        |
| Transfer to River Watershed                   | 917 | \$20,840         |                  |                     |                  |                    |               |
| <b>TOTAL OTHER FINANCING USES</b>             |     | <b>\$363,521</b> | <b>\$559,000</b> |                     | <b>\$559,000</b> | <b>\$1,312,850</b> | <b>134.9%</b> |
| <b>GRAND TOTAL DEPT 500</b>                   |     | <b>\$694,270</b> | <b>\$917,722</b> | <b>\$134,772</b>    | <b>\$929,874</b> | <b>\$1,707,003</b> | <b>86.0%</b>  |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - CITY COUNCIL**

The City Council consists of eight part-time aldermen, two elected from each of the City's four aldermanic districts. The Council meets the first and third Tuesdays of every month. The Council handles constituent concerns and sets policy for the City. There are five Committees of the Council: Protection & Welfare, Public Services, Finance, Personnel, and Utility. These Council Committees meet on an as needed basis.

**Category: General City Government**

**EXPENDITURES: Account # 500-0100**

|            |   |   |
|------------|---|---|
| <b>100</b> | <b><i>Wages and Benefits</i></b>              |   |
| 125        | <i>Part-Time Wages without Benefits</i>       | Eight part-time alderman - 50%<br>(Remainder of salary allocated as follows: 20% to Wastewater Utility, 10% to Water Utility, and 20% to Electric Utility). The comptroller receives an additional \$50 per month   |
| 151        | <i>FICA</i>                                   | Employer share of Social Security and Medicare  |
| <b>300</b> | <b><i>Operating Supplies and Expenses</i></b> |   |
| 310        | <i>Office Supplies</i>                        |   |
| 313        | <i>Printing</i>                               | Business cards for new Council members  |
| 330        | <i>Training and Travel</i>                    | Annual league dinner, new alderman training session, and League of Wisconsin Municipalities conference  |
| 340        | <i>Operating Supplies and Expenses</i>        | Miscellaneous supplies and expenses   |
| <b>900</b> | <b><i>Other Financing Uses</i></b>            |   |
| 900        | <i>Contingency</i>                            | As part of the City's reserve policy, the City shall establish a contingent reserve to provide for unanticipated expenditures of a nonrecurring nature, or to meet unexpected small increases in service delivery costs. This reserve will be maintained by at least one-half of one percent of the general operating fund. |

**CITY OF OCONOMOWOC**  
**2017 BUDGET**  
**GENERAL FUND - CITY COUNCIL**

| <b>ACCT NO</b>   | <b>ACCOUNT DESCRIPTION</b>              | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> |
|------------------|---|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
|                  | <u>WAGES &amp; BENEFITS</u>             |                        |                         |                           |                           |                        |
| 100-500-0100-125 | CITY COUNCIL P/T WAGES                  | 27,218                 | 26,044                  | 12,021                    | 26,044                    | 26,044                 |
| 100-500-0100-151 | CITY COUNCIL FICA                       | 2,084                  | 1,992                   | 921                       | 1,992                     | 1,992                  |
|                  | TOTAL WAGES & BENEFITS                  | 29,302                 | 28,036                  | 12,942                    | 28,036                    | 28,036                 |
|                  | <u>OPERATING SUPPLIES &amp; EXPENSE</u> |                        |                         |                           |                           |                        |
| 100-500-0100-310 | CITY COUNCIL OFFICE SUPPLIES            | 0                      | 100                     | 0                         | 0                         | 0                      |
| 100-500-0100-313 | CITY COUNCIL PRINTING                   | 146                    | 200                     | 0                         | 200                       | 200                    |
| 100-500-0100-330 | CITY COUNCIL TRAIN/TRAVEL               | 0                      | 1,000                   | 0                         | 1,000                     | 1,000                  |
| 100-500-0100-340 | CITY COUNCIL OPER SUP/EXP               | 122                    | 300                     | 0                         | 100                       | 300                    |
|                  | TOTAL OPERATING SUPPLIES & EXP          | 268                    | 1,600                   | 0                         | 1,300                     | 1,500                  |
|                  | <u>CONTINGENCY</u>                      |                        |                         |                           |                           |                        |
| 100-500-0100-900 | CITY COUNCIL CONTINGENCY                | 0                      | 74,000                  | 0                         | 74,000                    | 77,000                 |
|                  | TOTAL CONTINGENCY                       | 0                      | 74,000                  | 0                         | 74,000                    | 77,000                 |
|                  | TOTAL CITY COUNCIL                      | 29,570                 | 103,636                 | 12,942                    | 103,336                   | 106,536                |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - MAYOR**

The Mayor, as chief executive officer of the City, presides at all council meetings, signs all legal documents, acts as the chief spokesperson for the City, testifies at hearings, meets with persons interested in the City, writes letters to legislators regarding municipal matters, and appoints committees, boards, and commissions. The Mayor is responsible for overall planning and goal setting as well as assuring execution of Council decisions.

**Category: General City Government**

**EXPENDITURES: Account # 500-0200**

|            |  |  |
|------------|--|--|
| <b>100</b> | <b><i>Wages and Benefits</i></b>   |  |
| 113        | <i>Part-Time Wages with Benefits</i>                                       | Mayor - 50%<br>(Remainder of salary allocated as follows: 20% to Wastewater Utility, 10% to Water Utility, and 20% to Electric Utility)  |
| 151        | <i>FICA</i>  | Employer share of Social Security and Medicare   |
| 152        | <i>Wisconsin Retirement System</i>   | Employer share of required contribution  |
| 154        | <i>Health Insurance</i>  | Employer share of premiums   |
| 155        | <i>Life Insurance</i>  | Employer share of premiums   |
| <b>200</b> | <b><i>Purchased Services</i></b>   |  |
| 225        | <i>Telephone</i>   | Cell phone allowance \$40 per month (split based on salary allocation)   |
| <b>300</b> | <b><i>Operating Supplies and Expenses</i></b>                              |  |
| 310        | <i>Office Supplies</i>   |  |
| 311        | <i>Postage</i>   |  |
| 320        | <i>Membership Dues</i>   | International Council of Shopping Centers  |
| 330        | <i>Training and Travel</i>   | Meetings of Executive Committee of the League of Wisconsin Municipalities, Annual League Conference, National League of Cities Conference, International Council of Shopping Centers, and other workshops and meetings |
| 332        | <i>Car Allowance</i>   | \$275 per month (split based on salary allocation)   |
| 340        | <i>Operating Supplies and Expenses</i> Miscellaneous supplies and expenses |  |

**CITY OF OCONOMOWOC**  
**2017 BUDGET**  
**GENERAL FUND - MAYOR**

| <b>ACCT NO</b>                           | <b>ACCOUNT DESCRIPTION</b> | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> |
|--|----------------------------|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
| <u>WAGES &amp; BENEFITS</u>              |                            |                        |                         |                           |                           |                        |
| 100-500-0200-113                         | MAYOR P/T WAGES W BEN      | 10,989                 | 13,105                  | 6,049                     | 13,105                    | 13,105                 |
| 100-500-0200-151                         | MAYOR FICA                 | 951                    | 1,147                   | 529                       | 1,147                     | 1,147                  |
| 100-500-0200-152                         | MAYOR WRS                  | 841                    | 865                     | 399                       | 865                       | 891                    |
| 100-500-0200-154                         | MAYOR HEALTH INS           | 1,745                  | 4,314                   | 0                         | 0                         | 0                      |
| 100-500-0200-155                         | MAYOR LIFE INS             | 14                     | 13                      | 38                        | 61                        | 77                     |
| TOTAL WAGES & BENEFITS                   |                            | 14,540                 | 19,444                  | 7,015                     | 15,178                    | 15,220                 |
| <u>PURCHASED SERVICES</u>                |                            |                        |                         |                           |                           |                        |
| 100-500-0200-225                         | MAYOR TELEPHONE            | 198                    | 240                     | 120                       | 240                       | 240                    |
| TOTAL PURCHASED SERVICES                 |                            | 198                    | 240                     | 120                       | 240                       | 240                    |
| <u>OPERATING SUPPLIES &amp; EXPENSES</u> |                            |                        |                         |                           |                           |                        |
| 100-500-0200-310                         | MAYOR OFFICE SUPPLIES      | 0                      | 10                      | 0                         | 10                        | 10                     |
| 100-500-0200-311                         | MAYOR POSTAGE              | 0                      | 10                      | 0                         | 10                        | 10                     |
| 100-500-0200-320                         | MAYOR MEMBERSHIPS          | 0                      | 100                     | 0                         | 100                       | 100                    |
| 100-500-0200-330                         | MAYOR TRAIN/TRAVEL         | 80                     | 1,000                   | 0                         | 1,000                     | 1,000                  |
| 100-500-0200-332                         | MAYOR CAR ALLOWANCE        | 1,365                  | 1,650                   | 825                       | 1,650                     | 1,650                  |
| 100-500-0200-340                         | MAYOR OPER SUP/EXP         | 60                     | 300                     | 0                         | 300                       | 300                    |
| TOTAL OPERATING SUPPLIES & EXP           |                            | 1,505                  | 3,070                   | 825                       | 3,070                     | 3,070                  |
| TOTAL MAYOR                              |                            | 16,243                 | 22,754                  | 7,960                     | 18,488                    | 18,530                 |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - CITY ADMINISTRATOR**

The City Administrator/Treasurer is responsible for over-seeing the day-to-day functions of the City. These duties include effectuating all actions of the Council; directing, coordinating, and expediting the activities of all City departments; directing and controlling the efficient performance of all City employees' duties; supervising the preparation of the annual operating and long-term capital budgets; and staying current and reporting to the Mayor and Council on issues that affect the City.

**Category: General City Government**

**EXPENDITURES: Account # 500-0300**

|            |   |  |
|------------|---|--|
| <b>100</b> | <b>Wages and Benefits</b>                             |  |
| 111        | <i>Salaries</i>                                       | City Administrator - 45%<br>(Remainder of salary allocated as follows: 5% to Library, 20% to Wastewater Utility, 10% to Water Utility, and 20% to Electric Utility)    |
| 151        | <i>FICA</i>   | Employer share of Social Security and Medicare   |
| 152        | <i>Wisconsin Retirement System</i>                    | Employer share of required contribution  |
| 153        | <i>Sick Leave</i>                                     |  |
| 154        | <i>Health Insurance</i>                               | Employer share of premiums   |
| 155        | <i>Life Insurance</i>                                 | Employer share of premiums   |
| 156        | <i>Vacation Leave</i>                                 |  |
| 157        | <i>Holiday Leave</i>                                  |  |
| 161        | <i>Funeral Leave</i>                                  |  |
| 164        | <i>Compensatory Time Earned</i>                       |  |
| <b>200</b> | <b>Purchased Services</b>                             |  |
| 225        | <i>Telephone</i>                                      |  |
| <b>300</b> | <b>Operating Supplies and Expense</b>                 |  |
| 310        | <i>Office Supplies</i>                                |  |
| 320        | <i>Membership Dues</i>                                |  |
|            | International City/County Management Association      | \$ 1,075   |
|            | Wisconsin City/County Management Association          | \$ 200   |
|            | Institute of Management Accountants                   | \$ 250   |
|            | Wisconsin Public Employer Labor Relations Association | \$ 195   |
|            | Wisconsin Government Finance Officers Association     | \$ 25  |
| 322        | <i>Periodicals</i>                                    | Wisconsin Taxpayer and other publications  |
| 324        | <i>Licenses and Permits</i>                           | CPA license renewal (every other year)   |
| 330        | <i>Training and Travel</i>                            | League of Municipalities conference, City Managers Conference, Executive Conferences, State/University Extension Conferences, and National Conference of City Managers |
| 332        | <i>Car Allowance</i>                                  | \$240 per month (split based on salary allocation)   |
| 340        | <i>Operating Supplies and Expenses</i>                | Miscellaneous supplies and expenses  |
| <b>500</b> | <b>Fixed Charges</b>                                  |  |
| 509        | <i>Technology</i>                                     | Payment to Technology Internal Service Fund 700 for system support, repairs, maintenance and depreciation  |

**CITY OF OCONOMOWOC**  
**2017 BUDGET**  
**GENERAL FUND - CITY ADMINISTRATOR**

| <b>ACCT NO</b>                            | <b>ACCOUNT DESCRIPTION</b>  | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> |
|---|-----------------------------|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
| <u>WAGES &amp; BENEFITS</u>               |                             |                        |                         |                           |                           |                        |
| 100-500-0300-111                          | CITY ADMIN SALARIES         | 42,333                 | 49,416                  | 20,624                    | 43,930                    | 50,410                 |
| 100-500-0300-151                          | CITY ADMIN FICA             | 3,755                  | 4,731                   | 1,903                     | 4,206                     | 4,825                  |
| 100-500-0300-152                          | CITY ADMIN WRS              | 3,565                  | 3,996                   | 1,617                     | 3,553                     | 4,200                  |
| 100-500-0300-153                          | CITY ADMIN SICK LEAVE       | 400                    | 4,176                   | 115                       | 3,712                     | 4,260                  |
| 100-500-0300-154                          | CITY ADMIN HEALTH INS       | 3,747                  | 9,670                   | 4,051                     | 8,101                     | 9,387                  |
| 100-500-0300-155                          | CITY ADMIN LIFE INS         | 234                    | 283                     | 144                       | 252                       | 289                    |
| 100-500-0300-156                          | CITY ADMIN VACATION         | 3,541                  | 4,640                   | 3,152                     | 4,125                     | 4,733                  |
| 100-500-0300-157                          | CITY ADMIN HOLIDAY          | 2,218                  | 2,320                   | 408                       | 2,062                     | 2,367                  |
| 100-500-0300-161                          | CITY ADMIN FUNERAL LEAVE    | 526                    | 0                       | 0                         | 0                         | 0                      |
| 100-500-0300-164                          | CITY ADMIN COMP TIME EARNED | 3,474                  | 0                       | 204                       | 0                         | 0                      |
| <b>TOTAL WAGES &amp; BENEFITS</b>         |                             | <b>63,793</b>          | <b>79,232</b>           | <b>32,218</b>             | <b>69,941</b>             | <b>80,471</b>          |
| <u>PURCHASED SERVICES</u>                 |                             |                        |                         |                           |                           |                        |
| 100-500-0300-225                          | CITY ADMIN TELEPHONE        | 0                      | 0                       | 10                        | 20                        | 20                     |
| <b>TOTAL PURCHASED SERVICES</b>           |                             | <b>0</b>               | <b>0</b>                | <b>10</b>                 | <b>20</b>                 | <b>20</b>              |
| <u>OPERATING SUPPLIES &amp; EXPENSES</u>  |                             |                        |                         |                           |                           |                        |
| 100-500-0300-310                          | CITY ADMIN OFFICE SUPPLIES  | 0                      | 300                     | 0                         | 300                       | 300                    |
| 100-500-0300-320                          | CITY ADMIN MEMBERSHIPS      | 1,663                  | 1,745                   | 1,706                     | 1,710                     | 1,745                  |
| 100-500-0300-322                          | CITY ADMIN PERIODICALS      | 18                     | 50                      | 0                         | 50                        | 50                     |
| 100-500-0300-324                          | CITY ADMIN LIC/PERMIT       | 82                     | 0                       | 0                         | 0                         | 85                     |
| 100-500-0300-330                          | CITY ADMIN TRAIN/TRAVEL     | 512                    | 2,000                   | 424                       | 2,000                     | 2,000                  |
| 100-500-0300-332                          | CITY ADMIN CAR ALLOWANCE    | 1,273                  | 1,296                   | 648                       | 1,296                     | 1,296                  |
| 100-500-0300-340                          | CITY ADMIN OPER SUP/EXP     | 0                      | 50                      | 0                         | 50                        | 1,000                  |
| <b>TOTAL OPERATING SUPPLIES &amp; EXP</b> |                             | <b>3,548</b>           | <b>5,441</b>            | <b>2,778</b>              | <b>5,406</b>              | <b>6,476</b>           |
| <u>FIXED CHARGES</u>                      |                             |                        |                         |                           |                           |                        |
| 100-500-0300-509                          | CITY ADMIN TECHNOLOGY       | 11,720                 | 25,470                  | 12,735                    | 25,470                    | 35,120                 |
| <b>TOTAL FIXED CHARGES</b>                |                             | <b>11,720</b>          | <b>25,470</b>           | <b>12,735</b>             | <b>25,470</b>             | <b>35,120</b>          |
| <b>TOTAL CITY ADMINISTRATOR</b>           |                             | <b>79,061</b>          | <b>110,143</b>          | <b>47,741</b>             | <b>100,837</b>            | <b>122,087</b>         |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - LEGAL**

This budget provides for the contracted services of the City Attorney and contracted part-time Assistant City Attorney. Duties include attending Council meetings, drafting legal documents, and representing the City in all legal actions. The Assistant City Attorney handles all traffic and police matters for the City.

**Category: General City Government**

**EXPENDITURES: Account # 500-0400**

|            |   |  |
|------------|---|--|
| <b>100</b> | <b><i>Wages and Benefits</i></b>  |  |
| 111        | <i>Salaries</i>   |  |
| 151        | <i>FICA</i>   | Employer share of Social Security and Medicare |
| 152        | <i>Wisconsin Retirement System</i>  | Employer share of required contribution        |
| 154        | <i>Health Insurance</i>   | Employer share of premiums                     |
| <b>200</b> | <b><i>Purchased Services</i></b>  |  |
| 210        | <i>Outside/Prof Services (Non-IT)</i>   |  |
|            | City Attorney (split with utilities; 70% City 30% Utilities)                    | \$140,000                                      |
|            | Contracted Assistant City Attorney  | \$ 45,000                                      |
|            | Labor Attorney for grievances, negotiations and other labor matter consultation | \$ 20,000                                      |
|            | Outside legal service for court matters, arbitration, and lawsuits              | \$ 18,500                                      |
|            | Miscellaneous Items (recording fees, title searches, etc.)                      | \$ 500   |
| <b>300</b> | <b><i>Operating Supplies and Expense</i></b>                                    |  |
| 310        | <i>Office Supplies</i>  |  |
| 311        | <i>Postage</i>  |  |
| 321        | <i>Books and References</i>   |  |
| 330        | <i>Training and Travel</i>  |  |
| 340        | <i>Operating Supplies and Expenses</i>  |  |

**CITY OF OCONOMOWOC**  
**2017 BUDGET**  
**GENERAL FUND - LEGAL**

| <b>ACCT NO</b>   | <b>ACCOUNT DESCRIPTION</b>               | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> |
|------------------|--|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
|                  | <u>WAGES &amp; BENEFITS</u>              |                        |                         |                           |                           |                        |
| 100-500-0400-111 | LEGAL SALARIES                           | 53,893                 | 59,510                  | 23,062                    | 22,800                    | 0                      |
| 100-500-0400-151 | LEGAL FICA                               | 4,079                  | 4,553                   | 1,747                     | 1,744                     | 0                      |
| 100-500-0400-152 | LEGAL WRS                                | 3,661                  | 3,928                   | 1,522                     | 1,505                     | 0                      |
| 100-500-0400-154 | LEGAL HEALTH INS                         | 10,625                 | 15,043                  | 6,894                     | 13,940                    | 0                      |
|                  | TOTAL WAGES & BENEFITS                   | 72,258                 | 83,034                  | 33,225                    | 39,989                    | 0                      |
|                  | <u>PURCHASED SERVICES</u>                |                        |                         |                           |                           |                        |
| 100-500-0400-210 | LEGAL OUTSD SVCS NON-IT                  | 126,550                | 105,000                 | 29,412                    | 178,500                   | 224,000                |
|                  | TOTAL PURCHASED SERVICES                 | 126,550                | 105,000                 | 29,412                    | 178,500                   | 224,000                |
|                  | <u>OPERATING SUPPLIES &amp; EXPENSES</u> |                        |                         |                           |                           |                        |
| 100-500-0400-310 | LEGAL OFFICE SUPPLIES                    | 31                     | 125                     | 0                         | 0                         | 0                      |
| 100-500-0400-311 | LEGAL POSTAGE                            | 72                     | 80                      | 23                        | 25                        | 0                      |
| 100-500-0400-321 | LEGAL BOOKS & REF                        | 6,870                  | 6,700                   | 3,216                     | 3,225                     | 0                      |
| 100-500-0400-330 | LEGAL TRAIN/TRAVEL                       | 95                     | 1,000                   | 0                         | 0                         | 0                      |
| 100-500-0400-340 | LEGAL OPER SUP/EXP                       | 0                      | 250                     | 253                       | 473                       | 0                      |
|                  | TOTAL OPERATING SUPPLIES & EXP           | 7,068                  | 8,155                   | 3,492                     | 3,723                     | 0                      |
|                  | TOTAL LEGAL                              | 205,876                | 196,189                 | 66,129                    | 222,212                   | 224,000                |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - INTERFUND TRANSFERS**

This account records the transfer of funds from the General Fund to other City funds.

**Category: Other Financing Use**

**EXPENDITURES: Account # 500-0900**

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|            |   |
|------------|---|
| <b>900</b> | <b><i>Other Financing Uses</i></b>  |
| 913        | <i>Transfer to Debt Service</i>   |
| 914        | <i>Transfer to Capital Improvements Fund</i> General fund reserves used for Pedestrian Parkway \$150,000; North Parking Lot \$835,850; section 3 of Fowler Lake Shoreline \$250,000 |
| 917        | <i>Transfer to River Watershed</i>  |

# CITY OF OCONOMOWOC

## 2017 BUDGET

### GENERAL FUND - INTERFUND TRANSFERS

| ACCT NO          | ACCOUNT DESCRIPTION           | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET |
|------------------|-------------------------------|----------------|-----------------|-------------------|-------------------|----------------|
|                  | TRANSFERS TO OTHER FUNDS      |                |                 |                   |                   |                |
| 100-500-0900-913 | TRANSFER TO DEBT SERVICE      | 9,820          | 0               | 0                 | 0                 | 0              |
| 100-500-0900-914 | TRANSFER TO CAPITAL IMPR FUND | 332,861        | 485,000         | 0                 | 485,000           | 1,235,850      |
| 100-500-0900-917 | TRANSFER TO RIVER WATERSHED   | 20,840         | 0               | 0                 | 0                 | 0              |
|                  | TOTAL TRANSFERS TO OTHER FUND | 363,521        | 485,000         | 0                 | 485,000           | 1,235,850      |
|                  | TOTAL INTERFUND TRANSFERS     | 363,521        | 485,000         | 0                 | 485,000           | 1,235,850      |



# **GENERAL FUND**

## **Department 501 Finance Department**



**City of Oconomowoc  
Finance Department  
Department 501  
2017 Budget**

Summary

|  | <b>2015<br/>Actual</b> | <b>2016<br/>Budget</b> | <b>2016<br/>Estimate</b> | <b>2017<br/>Budget</b> |
|--|------------------------|------------------------|--------------------------|------------------------|
| <b>Revenues</b>  |                        |                        |                          |                        |
| Taxes (excluding property)                                     | 25,109                 | 24,025                 | 19,025                   | 19,025                 |
| Public Charges for Services                                    | 9,797                  | 8,000                  | 9,000                    | 8,000                  |
| Miscellaneous Revenues   | 45,314                 | 38,815                 | 88,387                   | 88,500                 |
| Subtotal Operating Revenues                                    | <u>80,220</u>          | <u>70,840</u>          | <u>116,412</u>           | <u>115,525</u>         |
| <b>Expenditures</b>  |                        |                        |                          |                        |
| Total by Object  |                        |                        |                          |                        |
| General Accounting   | 206,524                | 236,503                | 218,964                  | 241,822                |
| Payroll/Human Resources  | 68,113                 | 64,618                 | 66,971                   | 95,823                 |
| Treasury   | 83,137                 | 89,954                 | 88,589                   | 91,691                 |
| Property Assessment  | 100,588                | 103,817                | 104,206                  | 108,619                |
| Sealer Of Weights  | 6,400                  | 6,400                  | 6,400                    | 6,400                  |
| Subtotal Expenditures  | <u>464,763</u>         | <u>501,293</u>         | <u>485,130</u>           | <u>544,356</u>         |
| Net Cost/(Revenue) of Department<br>(excluding property taxes) | <u>384,543</u>         | <u>430,453</u>         | <u>368,718</u>           | <u>428,831</u>         |
| Net EV Tax Levy per \$1,000                                    | \$ 0.21                | \$ 0.23                | \$ 0.19                  | \$ 0.22                |

# City of Oconomowoc Finance Department Department 501 2017 Budget

## Department Objective

The Finance Department supports all departments by allocating and monitoring the organization's resources, processing financial transactions, providing financial planning services, and providing information and analysis as a basis for decision making. Department functions include accounts payable, accounts receivable/collection, financial reporting, budget preparation, utility billing, debt management, investment management, payroll/human resources, assessment process, risk management, and technology support.

## Department Goals and Initiatives for 2017

- Office and Workflow Remodel: As a part of the long term financial plan the finance department area will be remodeled during 2017. An integral part of this project will be the review of the current layout, storage of documents, and equipment to determine the best way to streamline the workflow and create a more efficient working environment.
- Implementation of Electronic Document Management: As part of the continued roll out of the city's document management system, the Finance Department expects to evaluate current methods of routing, approving, and storing financial records and determine how to best utilize this system in relation to these processes.

## Major Changes From Prior Years

- Credit Card Acceptance Project: Currently the City uses at least four different vendors for credit card acceptance and there is interest from other departments in accepting credit cards for payment. During 2016 the City is reviewing vendors and will be selecting the best fit with implementation to occur late in 2016.
- New Performance Management Software: Performance management software will be implemented in 2016. This software will replace the current paper based system currently used. Managers will be able to better track their department's goals and employee's performance.

## Budgeted Positions

| Description             | 2014        | 2015        | 2016        | 2017        |
|-------------------------|-------------|-------------|-------------|-------------|
| Full-Time Employees/FTE | 6.00 / 6.00 | 6.00 / 6.00 | 6.00 / 6.00 | 6.00 / 6.00 |
| Part-Time Employees/FTE | 1.00 / 0.37 | 1.00 / 0.37 | 1.00 / 0.37 | 2.00 / 0.77 |
| Total Employees/FTE     | 7.00 / 6.37 | 7.00 / 6.37 | 7.00 / 6.37 | 7.00 / 6.37 |

### Changes from 2016 to 2017:

- Addition of one part time Human Resources Assistant position.

**Department Outputs/Outcomes/Performance Measurements**

| <b>Description</b>   | <b>2014<br/>Actual</b> | <b>2015<br/>Actual</b> | <b>2016<br/>Budget</b> | <b>2017<br/>Budget</b> |
|--|------------------------|------------------------|------------------------|------------------------|
| Credit Rating – GO Debt                                    | Aa2                    | Aa2                    | Aa2                    | Aa2                    |
| GFOA Certificate of Achievement                            | Yes                    | TBD                    | Yes                    | Yes                    |
| GFOA PAFR Award  | Yes                    | TBD                    | Yes                    | Yes                    |
| Rate of Return on Investments                              |                        |                        |                        |                        |
| LGIP   | 0.10%                  | 0.15%                  | 0.10%                  | 0.45%                  |
| Checking and Related                                       | 0.27%                  | 0.15%                  | 0.20%                  | 0.81%                  |
| Other Investments  | 0.73%                  | 0.32%                  | 0.50%                  | 0.50%                  |
| Fed Funds Rate - Benchmark                                 | 0.09%                  | 0.13%                  | 0.75%                  | 0.50%                  |
| Accounts Payable Checks Written                            | 2,661                  | 2,483                  | 2,600                  | 2,600                  |
| Purchasing Card Activity                                   | \$2,219,824            | \$2,412,970            | \$2,220,000            | \$2,500,000            |
| Number of Assessable Parcels<br>(real & personal property) | 6,721                  | 6,846                  | 7,100                  | 7,200                  |
| Assessed Value (used for<br>calculating budgeted tax rate) | \$1.83 billion         | \$1.90 billion         | \$1.93 billion         | \$1.93 billion         |
| W-2s Issued<br>(Number of Employees)                       | 356                    | 350                    | 350                    | 350                    |

**CITY OF OCONOMOWOC  
2017 BUDGET  
FINANCE DEPARTMENT REVENUES**

**REVENUES**

|  |   |   |
|--|---|---|
|  | <b><i>Taxes</i></b>                       |   |
|  | <i>General Sales Tax</i>                  | Discount on remittance of sales tax                               |
|  | <i>Interest on Taxes</i>                  | Interest collected on delinquent real and personal property taxes |
|  | <b><i>Public Charges for Services</i></b> |   |
|  | <i>Other Public Charges</i>               | Fees for research on tax search requests, NSF, and miscellaneous  |
|  | <b><i>Miscellaneous Revenues</i></b>      |   |
|  | <i>Interest on Investment</i>             | Interest earned on temporary investments                          |
|  | <i>Purch Card Rebate</i>                  | Rebate earned on purchasing card payments                         |
|  | <i>Miscellaneous Revenues</i>             |   |

**CITY OF OCONOMOWOC  
2017 BUDGET**

**FINANCE DEPARTMENT - REVENUES**

| ACCT NO                           | ACCOUNT DESCRIPTION         | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET | PERCENT<br>CHANGE |
|-----------------------------------|-----------------------------|----------------|-----------------|-------------------|-------------------|----------------|-------------------|
| <u>TAXES</u>                      |                             |                |                 |                   |                   |                |                   |
| 100-401-1222-001                  | GEN SALES TAX/RETAIL DISCOU | 62             | 25              | 20                | 25                | 25             | .00%              |
| 100-401-1800-001                  | INTEREST ON TAXES           | 25,047         | 24,000          | 13,280            | 19,000            | 19,000         | -20.83%           |
|                                   | TOTAL TAXES                 | 25,109         | 24,025          | 13,301            | 19,025            | 19,025         | -20.81%           |
| <u>PUBLIC CHARGES FOR SERVICE</u> |                             |                |                 |                   |                   |                |                   |
| 100-406-6114-001                  | OTHER PUBLIC CHARGES FOR S  | 9,797          | 8,000           | 5,521             | 9,000             | 8,000          | .00%              |
|                                   | TOTAL PUBLIC CHARGES FOR S  | 9,797          | 8,000           | 5,521             | 9,000             | 8,000          | .00%              |
| <u>MISCELLANEOUS REVENUES</u>     |                             |                |                 |                   |                   |                |                   |
| 100-408-8110-001                  | INTEREST ON INVESTMENTS     | 43,499         | 37,000          | 40,060            | 85,860            | 86,000         | 132.43%           |
| 100-408-8430-001                  | PURCHASING CARD REBATE      | 1,815          | 1,815           | 2,527             | 2,527             | 2,500          | 37.74%            |
| 100-408-8900-001                  | MISC REVENUE                | 0              | 0               | 0                 | 0                 | 0              | .00%              |
|                                   | TOTAL MISCELLANEOUS REVEN   | 45,314         | 38,815          | 42,588            | 88,387            | 88,500         | 128.00%           |
|                                   | TOTAL FUND REVENUES         | 80,220         | 70,840          | 61,409            | 116,412           | 115,525        | 63.08%            |



**DEPARTMENT 501 - FINANCE DEPARTMENT  
EXPENDITURE BUDGET SUMMARY**

| ACCOUNT TITLE                                    | A/C | 2015<br>ACTUAL   | 2016<br>ADOPTED  | 6/30/2016<br>ACTUAL | 2016<br>ESTIMATE | 2017<br>PROPOSED | %<br>CHANGE   |
|--|-----|------------------|------------------|---------------------|------------------|------------------|---------------|
| <b><u>WAGES AND BENEFITS</u></b>                 |     |                  |                  |                     |                  |                  |               |
| Salaries   | 111 | \$182,022        | \$195,883        | \$83,828            | \$188,529        | \$203,374        | 3.8%          |
| Part-Time Wages without Benefits                 | 125 | \$6,768          | \$9,002          | \$3,161             | \$9,120          | \$25,953         | 188.3%        |
| Longevity  | 133 | \$133            | \$132            | \$55                | \$132            | \$132            |               |
| FICA   | 151 | \$16,294         | \$18,635         | \$7,726             | \$18,007         | \$20,675         | 10.9%         |
| Wisconsin Retirement System                      | 152 | \$14,566         | \$15,483         | \$6,766             | \$14,933         | \$16,613         | 7.3%          |
| Sick Leave                                       | 153 | \$5,833          | \$16,170         | \$9,729             | \$15,595         | \$16,840         | 4.1%          |
| Health Insurance                                 | 154 | \$70,384         | \$74,436         | \$35,473            | \$70,947         | \$75,284         | 1.1%          |
| Life Insurance                                   | 155 | \$206            | \$252            | \$120               | \$244            | \$282            | 11.6%         |
| Vacation Leave                                   | 156 | \$9,960          | \$13,429         | \$4,586             | \$13,343         | \$14,608         | 8.8%          |
| Holiday Leave                                    | 157 | \$9,169          | \$8,983          | \$1,710             | \$8,664          | \$9,355          | 4.1%          |
| Compensatory Time Earned                         | 164 | \$7,342          |                  | \$2,619             |                  |                  |               |
| <b>TOTAL WAGES &amp; BENEFITS</b>                |     | <b>\$322,677</b> | <b>\$352,408</b> | <b>\$155,774</b>    | <b>\$339,515</b> | <b>\$383,116</b> | <b>8.7%</b>   |
| <b><u>PURCHASED SERVICES</u></b>                 |     |                  |                  |                     |                  |                  |               |
| Outside and Professional Services (Non-IT)       | 210 | \$102,841        | \$100,110        | \$47,432            | \$100,710        | \$105,225        | 5.1%          |
| Repair and Maintenance Contracts (Non-IT)        | 240 | \$37             | \$25             | \$74                | \$125            | \$125            | 400.0%        |
| <b>TOTAL PURCHASED SERVICES</b>                  |     | <b>\$102,878</b> | <b>\$100,135</b> | <b>\$47,506</b>     | <b>\$100,835</b> | <b>\$105,350</b> | <b>5.2%</b>   |
| <b><u>OPERATING SUPPLIES AND EXPENSES</u></b>    |     |                  |                  |                     |                  |                  |               |
| Office Supplies                                  | 310 | \$2,064          | \$2,250          | \$1,096             | \$2,250          | \$2,250          |               |
| Postage  | 311 | \$4,413          | \$4,750          | \$908               | \$4,750          | \$4,875          | 2.6%          |
| Printing   | 313 | \$1,320          | \$2,280          | \$233               | \$2,010          | \$2,190          | -3.9%         |
| Membership Dues                                  | 320 | \$1,410          | \$1,870          | \$1,210             | \$1,550          | \$1,900          | 1.6%          |
| Books and References                             | 321 | \$22             | \$150            | \$22                | \$150            | \$150            |               |
| Periodicals                                      | 322 | \$290            | \$445            | \$252               | \$440            | \$445            |               |
| Licenses and Permits                             | 324 | \$166            | \$175            |                     | \$10             | \$175            |               |
| Publicity  | 326 | \$279            | \$175            | \$63                | \$175            | \$175            |               |
| Training and Travel                              | 330 | \$2,372          | \$5,160          | \$735               | \$3,040          | \$5,220          | 1.2%          |
| Operating Supplies and Expenses                  | 340 | \$3,652          | \$1,310          | \$129               | \$1,310          | \$1,800          | 37.4%         |
| <b>TOTAL OPERATING SUPPLIES &amp; EXP.</b>       |     | <b>\$15,988</b>  | <b>\$18,565</b>  | <b>\$4,647</b>      | <b>\$15,685</b>  | <b>\$19,180</b>  | <b>3.3%</b>   |
| <b><u>FIXED CHARGES</u></b>                      |     |                  |                  |                     |                  |                  |               |
| Technology                                       | 509 | \$22,100         | \$27,710         | \$13,855            | \$27,710         | \$34,770         | 25.5%         |
| Rent   | 530 | \$260            | \$475            | \$74                | \$385            | \$440            | -7.4%         |
| <b>TOTAL FIXED CHARGES</b>                       |     | <b>\$22,360</b>  | <b>\$28,185</b>  | <b>\$13,929</b>     | <b>\$28,095</b>  | <b>\$35,210</b>  | <b>24.9%</b>  |
| <b><u>CONTRIBUTIONS, GRANTS &amp; OTHERS</u></b> |     |                  |                  |                     |                  |                  |               |
| Illegal Taxes and Uncollectible Accounts         | 790 | \$860            | \$2,000          | (\$358)             | \$1,000          | \$1,500          | -25.0%        |
| <b>TOTAL CONTRIB, GRANTS &amp; OTHERS</b>        |     | <b>\$860</b>     | <b>\$2,000</b>   | <b>(\$358)</b>      | <b>\$1,000</b>   | <b>\$1,500</b>   | <b>-25.0%</b> |
| <b>TOTAL OPERATING EXPENDITURES</b>              |     | <b>\$464,763</b> | <b>\$501,293</b> | <b>\$221,497</b>    | <b>\$485,130</b> | <b>\$544,356</b> | <b>8.6%</b>   |
| <b>GRAND TOTAL DEPT 501</b>                      |     | <b>\$464,763</b> | <b>\$501,293</b> | <b>\$221,497</b>    | <b>\$485,130</b> | <b>\$544,356</b> | <b>8.6%</b>   |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - GENERAL ACCOUNTING**

**Category: General City Government**

**EXPENDITURES: Account # 501-1100**

|            |  |   |
|------------|--|---|
| <b>100</b> | <b>Wages and Benefits</b>              |   |
| 111        | Salaries                               | Director of Finance/Administrative Services - 32.5%<br>Accounting Manager - 70%<br>Accountant - 20%<br>Financial Clerk-Treasury - 5%<br>Financial Clerk-Accounts Payable - 30%  |
| 125        | Part-Time Wages without Benefits       | Summer and winter intern (60% of 760 hrs)   |
| 133        | Longevity                              | Financial Clerk - Accounts Payable  |
| 151        | FICA                                   | Employer share of Social Security and Medicare  |
| 152        | Wisconsin Retirement System            | Employer share of required contribution   |
| 153        | Sick Leave                             |   |
| 154        | Health Insurance                       | Employer share of premiums  |
| 155        | Life Insurance                         | Employer share of premiums  |
| 156        | Vacation Leave                         |   |
| 157        | Holiday Leave                          |   |
| 164        | Compensatory Time Earned               |   |
| <b>200</b> | <b>Purchased Services</b>              |   |
| 210        | Outside/Prof Services (Non-IT)         | Background checks \$25; shredding \$250; Government Finance Officers Association review fee for Certificate of Achievement for Excellence in Financial Reporting \$505 and Popular Annual Financial Reporting Award Program \$225; annual audit by an outside Certified Public Accountant – the total cost budgeted is \$31,675 which is shared by other departments as follows:<br><br>General Accounting                      \$14,945      Library                                      \$1,489<br>Ambulance Fund                          \$1,750      Utilities (\$4,498 each)                      \$13,494 |
| <b>300</b> | <b>Operating Supplies and Expenses</b> |   |
| 310        | Office Supplies                        |   |
| 311        | Postage                                |   |
| 313        | Printing                               | CAFR covers                                      \$25<br>City budget books                                      \$600<br>Letterhead and envelopes                                      \$125<br>Accounts payable checks                                      \$100<br>Miscellaneous                                      \$100  |
| 320        | Membership Dues                        | GFOA \$340; WGFOA \$75; WICPA \$590   |
| 321        | Books and References                   | Publications and miscellaneous items  |
| 322        | Periodicals                            | GAAFR, Wisconsin Taxpayer Alliance, Wisconsin Tax Focus   |
| 324        | Licenses and Permits                   | CPA license renewals \$165; business tax renewal \$10   |
| 326        | Publicity                              | Job postings  |
| 330        | Training and Travel                    | GFOA, WGFOA, and MTAW conferences/meetings; purchasing card user group meeting; GAAP update; and other training sessions  |
| 340        | Operating Supplies and Expenses        | Miscellaneous supplies and expenses   |
| <b>500</b> | <b>Fixed Charges</b>                   |   |
| 509        | Technology                             | Payment to Technology Internal Service Fund 700 for system support, repairs, maintenance and depreciation   |

**CITY OF OCONOMOWOC**  
**2017 BUDGET**  
**GENERAL FUND - GENERAL ACCOUNTING**

| <b>ACCT NO</b>                            | <b>ACCOUNT DESCRIPTION</b>  | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> |
|---|-----------------------------|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
| <u>WAGES &amp; BENEFITS</u>               |                             |                        |                         |                           |                           |                        |
| 100-501-1100-111                          | GEN ACCTG SALARIES          | 93,702                 | 104,665                 | 43,977                    | 96,167                    | 103,469                |
| 100-501-1100-125                          | GEN ACCTG P/T WAGES         | 4,061                  | 5,401                   | 1,896                     | 5,472                     | 5,586                  |
| 100-501-1100-133                          | GEN ACCTG LONGEVITY         | 73                     | 72                      | 30                        | 72                        | 72                     |
| 100-501-1100-151                          | GEN ACCTG FICA              | 8,489                  | 10,008                  | 3,970                     | 9,220                     | 9,917                  |
| 100-501-1100-152                          | GEN ACCTG WRS               | 7,492                  | 8,278                   | 3,441                     | 7,594                     | 8,435                  |
| 100-501-1100-153                          | GEN ACCTG SICK LEAVE        | 2,915                  | 8,645                   | 3,061                     | 7,930                     | 8,550                  |
| 100-501-1100-154                          | GEN ACCTG HEALTH INS        | 32,961                 | 35,882                  | 16,679                    | 33,359                    | 34,360                 |
| 100-501-1100-155                          | GEN ACCTG LIFE INS          | 92                     | 128                     | 58                        | 118                       | 128                    |
| 100-501-1100-156                          | GEN ACCTG VACATION          | 5,220                  | 7,233                   | 2,821                     | 6,481                     | 7,210                  |
| 100-501-1100-157                          | GEN ACCTG HOLIDAY           | 4,718                  | 4,803                   | 870                       | 4,406                     | 4,750                  |
| 100-501-1100-164                          | GEN ACCTG COMP TIME EARNED  | 3,670                  | 0                       | 1,387                     | 0                         | 0                      |
| <b>TOTAL WAGES &amp; BENEFITS</b>         |                             | <b>163,393</b>         | <b>185,115</b>          | <b>78,190</b>             | <b>170,819</b>            | <b>182,477</b>         |
| <u>PURCHASED SERVICES</u>                 |                             |                        |                         |                           |                           |                        |
| 100-501-1100-210                          | GEN ACCTG OUTSD SVCS NON-IT | 14,701                 | 15,550                  | 10,312                    | 14,950                    | 15,950                 |
| <b>TOTAL PURCHASED SERVICES</b>           |                             | <b>14,701</b>          | <b>15,550</b>           | <b>10,312</b>             | <b>14,950</b>             | <b>15,950</b>          |
| <u>OPERATING SUPPLIES &amp; EXPENSES</u>  |                             |                        |                         |                           |                           |                        |
| 100-501-1100-310                          | GEN ACCTG OFFICE SUPPLIES   | 1,397                  | 1,500                   | 864                       | 1,500                     | 1,500                  |
| 100-501-1100-311                          | GEN ACCTG POSTAGE           | 714                    | 750                     | 306                       | 750                       | 750                    |
| 100-501-1100-313                          | GEN ACCTG PRINTING          | 827                    | 950                     | 106                       | 900                       | 950                    |
| 100-501-1100-320                          | GEN ACCTG MEMBERSHIPS       | 525                    | 1,015                   | 340                       | 680                       | 1,005                  |
| 100-501-1100-321                          | GEN ACCTG BOOKS & REF       | 22                     | 150                     | 22                        | 150                       | 150                    |
| 100-501-1100-322                          | GEN ACCTG PERIODICALS       | 98                     | 145                     | 60                        | 145                       | 145                    |
| 100-501-1100-324                          | GEN ACCTG LIC/PERMIT        | 166                    | 175                     | 0                         | 10                        | 175                    |
| 100-501-1100-326                          | GEN ACCTG PUBLICITY         | 121                    | 50                      | 0                         | 50                        | 50                     |
| 100-501-1100-330                          | GEN ACCTG TRAIN/TRAVEL      | 1,373                  | 2,845                   | 273                       | 750                       | 2,900                  |
| 100-501-1100-340                          | GEN ACCTG OPER SUP/EXP      | 1,088                  | 550                     | 0                         | 550                       | 1,000                  |
| <b>TOTAL OPERATING SUPPLIES &amp; EXP</b> |                             | <b>6,331</b>           | <b>8,130</b>            | <b>1,971</b>              | <b>5,485</b>              | <b>8,625</b>           |
| <u>FIXED CHARGES</u>                      |                             |                        |                         |                           |                           |                        |
| 100-501-1100-509                          | GEN ACCTG TECHNOLOGY        | 22,100                 | 27,710                  | 13,855                    | 27,710                    | 34,770                 |
| <b>TOTAL FIXED CHARGES</b>                |                             | <b>22,100</b>          | <b>27,710</b>           | <b>13,855</b>             | <b>27,710</b>             | <b>34,770</b>          |
| <b>TOTAL GENERAL ACCOUNTING</b>           |                             | <b>206,525</b>         | <b>236,505</b>          | <b>104,328</b>            | <b>218,964</b>            | <b>241,822</b>         |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - PAYROLL/HUMAN RESOURCES**

Category: General City Government

**EXPENDITURES: Account # 501-1200**

|            |  |   |         |
|------------|--|---|---------|
| <b>100</b> | <b>Wages and Benefits</b>              |   |         |
| 111        | Salaries                               | Human Resource Manager - 50%<br>Accountant - 15%  |         |
| 125        | Part-Time Wages without Benefits       | Human Resources Assistant - 100%<br>Summer and winter intern (20% of 760 hrs)                                       |         |
| 151        | FICA                                   | Employer share of Social Security and Medicare  |         |
| 152        | Wisconsin Retirement System            | Employer share of required contribution   |         |
| 153        | Sick Leave                             |   |         |
| 154        | Health Insurance                       | Employer share of premiums  |         |
| 155        | Life Insurance                         | Employer share of premiums  |         |
| 156        | Vacation Leave                         |   |         |
| 157        | Holiday Leave                          |   |         |
| 164        | Compensatory Time Earned               |   |         |
| <b>200</b> | <b>Purchased Services</b>              |   |         |
| 210        | Outside/Prof Services (Non-IT)         | Job classificatons as required  | \$1,750 |
|            |  | Dependent care flexible spending plan fees  | \$1,100 |
|            |  | Employee Assessments  | \$800   |
|            |  | Background checks   | \$10    |
|            |  | Miscellaneous   | \$15    |
| <b>300</b> | <b>Operating Supplies and Expenses</b> |   |         |
| 310        | Office Supplies                        |   |         |
| 311        | Postage                                |   |         |
| 313        | Printing                               | Business cards and miscellaneous forms  |         |
| 320        | Membership Dues                        | Society of Human Resource Managers  | \$190   |
|            |  | WPELRA  | \$210   |
|            |  | MAMEA   | \$30    |
|            |  | Metro Milwaukee SHRM  | \$100   |
|            |  | World at Work   | \$245   |
| 322        | Periodicals                            | Manager's Legal Bulletin  | \$200   |
|            |  | Miscellaneous   | \$100   |
| 330        | Training and Travel                    | SHRM, WPELRA, MAMEA conferences/meeting, various other seminars to keep current with federal and state requirements |         |
| 340        | Operating Supplies and Expenses        |   |         |

**CITY OF OCONOMOWOC  
2017 BUDGET**

**GENERAL FUND - PAYROLL/HUMAN RESOURCES**

| ACCT NO                                  | ACCOUNT DESCRIPTION          | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET |
|--|------------------------------|----------------|-----------------|-------------------|-------------------|----------------|
| <u>WAGES &amp; BENEFITS</u>              |                              |                |                 |                   |                   |                |
| 100-501-1200-111                         | PAYROLL/HR SALARIES          | 31,185         | 32,215          | 12,233            | 33,884            | 39,833         |
| 100-501-1200-125                         | PAYROLL/HR P/T WAGES         | 1,354          | 1,800           | 632               | 1,824             | 18,505         |
| 100-501-1200-151                         | PAYROLL/HR FICA              | 2,623          | 3,088           | 1,318             | 3,243             | 5,064          |
| 100-501-1200-152                         | PAYROLL/HR WRS               | 2,492          | 2,546           | 1,213             | 2,677             | 3,243          |
| 100-501-1200-153                         | PAYROLL/HR SICK LEAVE        | 387            | 2,660           | 5,040             | 2,798             | 3,289          |
| 100-501-1200-154                         | PAYROLL/HR HEALTH INS        | 11,497         | 11,813          | 5,898             | 11,795            | 14,358         |
| 100-501-1200-155                         | PAYROLL/HR LIFE INS          | 39             | 36              | 20                | 38                | 63             |
| 100-501-1200-156                         | PAYROLL/HR VACATION          | 1,114          | 2,217           | 87                | 2,331             | 2,741          |
| 100-501-1200-157                         | PAYROLL/HR HOLIDAY           | 1,594          | 1,478           | 306               | 1,554             | 1,827          |
| 100-501-1200-164                         | PAYROLL/HR COMP TIME EARNED  | 2,417          | 0               | 712               | 0                 | 0              |
| TOTAL WAGES & BENEFITS                   |                              | 54,702         | 57,853          | 27,459            | 60,144            | 88,923         |
| <u>PURCHASED SERVICES</u>                |                              |                |                 |                   |                   |                |
| 100-501-1200-210                         | PAYROLL/HR OUTSD SVCS NON-IT | 8,916          | 3,600           | 1,330             | 3,660             | 3,675          |
| TOTAL PURCHASED SERVICES                 |                              | 8,916          | 3,600           | 1,330             | 3,660             | 3,675          |
| <u>OPERATING SUPPLIES &amp; EXPENSES</u> |                              |                |                 |                   |                   |                |
| 100-501-1200-310                         | PAYROLL/HR OFFICE SUPPLIES   | 272            | 300             | 169               | 300               | 300            |
| 100-501-1200-311                         | PAYROLL/HR POSTAGE           | 163            | 300             | 155               | 300               | 300            |
| 100-501-1200-313                         | PAYROLL/HR PRINTING          | 36             | 100             | 0                 | 100               | 100            |
| 100-501-1200-320                         | PAYROLL/HR MEMBERSHIPS       | 785            | 755             | 760               | 760               | 775            |
| 100-501-1200-322                         | PAYROLL/HR PERIODICALS       | 192            | 300             | 192               | 295               | 300            |
| 100-501-1200-330                         | PAYROLL/HR TRAIN/TRAVEL      | 571            | 900             | 393               | 900               | 900            |
| 100-501-1200-340                         | PAYROLL/HR OPER SUP/EXP      | 2,479          | 510             | 0                 | 510               | 550            |
| TOTAL OPERATING SUPPLIES & EXP           |                              | 4,498          | 3,165           | 1,669             | 3,165             | 3,225          |
| TOTAL PAYROLL/HUMAN RESOURCE             |                              | 68,116         | 64,618          | 30,458            | 66,969            | 95,823         |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - TREASURY**

**Category: General City Government**

**EXPENDITURES: Account # 501-1300**

|            |  |  |   |
|------------|--|--|---|
| <b>100</b> | <b>Wages and Benefits</b>                      |  |   |
| 111        | <i>Salaries</i>                                | Director of Finance/Administrative Services - 5%<br>Accounting Manager - 10%<br>Accountant - 5%<br>Financial Clerk-Treasury - 50%<br>Financial Clerk-Accounts Payable - 15%  |   |
| 125        | <i>Part-Time Wages without Benefits</i>        | Summer and winter intern (20% of 760 hrs)  |   |
| 133        | <i>Longevity</i>                               | Financial Clerk - Accounts Payable   |   |
| 151        | <i>FICA</i>                                    | Employer share of Social Security and Medicare   |   |
| 152        | <i>Wisconsin Retirement System</i>             | Employer share of required contribution  |   |
| 153        | <i>Sick Leave</i>                              |  |   |
| 154        | <i>Health Insurance</i>                        | Employer share of premiums   |   |
| 155        | <i>Life Insurance</i>                          | Employer share of premiums   |   |
| 156        | <i>Vacation Leave</i>                          |  |   |
| 157        | <i>Holiday Leave</i>                           |  |   |
| 164        | <i>Compensatory Time Earned</i>                |  |   |
| <b>200</b> | <b>Purchased Services</b>                      |  |   |
| 210        | <i>Outside/Prof Services (Non-IT)</i>          | County tax listing service<br>(\$1.55 x 7,159 parcels at 50%)<br>Inserting and sealing tax bills<br>Collection agency fees<br>Positive Pay and ACH block/filter bank controls<br>Bank hosting fee<br>Miscellaneous | \$5,550<br>\$550<br>\$300<br>\$660<br>\$600<br>\$40 |
| 240        | <i>Repair/Maint. Contracts (Non-IT)</i>        | Portion of postage meter   |   |
| <b>300</b> | <b>Operating Supplies and Expenses</b>         |  |   |
| 310        | <i>Office Supplies</i>                         |  |   |
| 311        | <i>Postage</i>                                 | Tax bills<br>Tax reminder postcards<br>Miscellaneous   | \$2,775<br>\$625<br>\$400                           |
| 313        | <i>Printing</i>                                | Tax bills<br>Tax reminder postcards<br>Miscellaneous   | \$865<br>\$175<br>\$100                             |
| 320        | <i>Membership Dues</i>                         | Municipal Treasurer's Association of Wisconsin 2 @ \$60  |   |
| 330        | <i>Training and Travel</i>                     | WGFOA, GFOA, and MTAW conferences/meetings, purchasing card user group meeting, GAAP update, and other training sessions   |   |
| 340        | <i>Operating Supplies and Expenses</i>         | Postage meter supplies, miscellaneous supplies, and expenses   |   |
| <b>500</b> | <b>Fixed Charges</b>                           |  |   |
| 530        | <i>Rent</i>                                    | Postage meter (rented portion) and post office box (split with utilities)  |   |
| <b>700</b> | <b>Contributions, Grants, and Others</b>       |  |   |
| 790        | <i>Illegal Taxes &amp; Uncollectible Accts</i> | Refunds and write-offs, including delinquent personal property taxes   |   |

**CITY OF OCONOMOWOC**  
**2017 BUDGET**  
**GENERAL FUND - TREASURY**

| ACCT NO                                  | ACCOUNT DESCRIPTION        | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET |
|--|----------------------------|----------------|-----------------|-------------------|-------------------|----------------|
| <u>WAGES &amp; BENEFITS</u>              |                            |                |                 |                   |                   |                |
| 100-501-1300-111                         | TREASURY SALARIES          | 38,098         | 39,188          | 18,557            | 38,762            | 39,771         |
| 100-501-1300-125                         | TREASURY P/T WAGES         | 1,354          | 1,800           | 632               | 1,824             | 1,862          |
| 100-501-1300-133                         | TREASURY LONGEVITY         | 36             | 36              | 15                | 36                | 36             |
| 100-501-1300-151                         | TREASURY FICA              | 3,474          | 3,709           | 1,634             | 3,713             | 3,809          |
| 100-501-1300-152                         | TREASURY WRS               | 3,027          | 3,081           | 1,397             | 3,083             | 3,259          |
| 100-501-1300-153                         | TREASURY SICK LEAVE        | 1,720          | 3,217           | 955               | 3,219             | 3,303          |
| 100-501-1300-154                         | TREASURY HEALTH INS        | 17,620         | 18,180          | 8,726             | 17,453            | 17,977         |
| 100-501-1300-155                         | TREASURY LIFE INS          | 47             | 55              | 26                | 55                | 56             |
| 100-501-1300-156                         | TREASURY VACATION          | 2,155          | 2,459           | 1,019             | 2,902             | 2,980          |
| 100-501-1300-157                         | TREASURY HOLIDAY           | 1,887          | 1,787           | 354               | 1,788             | 1,835          |
| 100-501-1300-164                         | TREASURY COMP TIME EARNED  | 665            | 0               | 272               | 0                 | 0              |
| TOTAL WAGES & BENEFITS                   |                            | 70,083         | 73,512          | 33,587            | 72,835            | 74,888         |
| <u>PURCHASED SERVICES</u>                |                            |                |                 |                   |                   |                |
| 100-501-1300-210                         | TREASURY OUTSD SVCS NON-IT | 7,021          | 6,960           | 890               | 7,500             | 7,700          |
| 100-501-1300-240                         | TREASURY MAINT CONT NON-IT | 37             | 25              | 74                | 125               | 125            |
| TOTAL PURCHASED SERVICES                 |                            | 7,058          | 6,985           | 964               | 7,625             | 7,825          |
| <u>OPERATING SUPPLIES &amp; EXPENSES</u> |                            |                |                 |                   |                   |                |
| 100-501-1300-310                         | TREASURY OFFICE SUPPLIES   | 396            | 450             | 63                | 450               | 450            |
| 100-501-1300-311                         | TREASURY POSTAGE           | 3,443          | 3,675           | 446               | 3,675             | 3,800          |
| 100-501-1300-313                         | TREASURY PRINTING          | 457            | 1,230           | 127               | 1,010             | 1,140          |
| 100-501-1300-320                         | TREASURY MEMBERSHIPS       | 100            | 100             | 110               | 110               | 120            |
| 100-501-1300-330                         | TREASURY TRAIN/TRAVEL      | 396            | 1,375           | 69                | 1,350             | 1,380          |
| 100-501-1300-340                         | TREASURY OPER SUP/EXP      | 85             | 150             | 129               | 150               | 150            |
| TOTAL OPERATING SUPPLIES & EXP           |                            | 4,877          | 6,980           | 944               | 6,745             | 7,040          |
| <u>FIXED CHARGES</u>                     |                            |                |                 |                   |                   |                |
| 100-501-1300-530                         | TREASURY RENTS             | 260            | 475             | 74                | 385               | 440            |
| TOTAL FIXED CHARGES                      |                            | 260            | 475             | 74                | 385               | 440            |
| <u>CONTRIBUTIONS, GRANTS &amp; OTHER</u> |                            |                |                 |                   |                   |                |
| 100-501-1300-790                         | TREASURY UNCOL ACCT/ILL TX | 860            | 2,000           | ( 358)            | 1,000             | 1,500          |
| TOTAL CONTRIBUTIONS, GRANTS &            |                            | 860            | 2,000           | ( 358)            | 1,000             | 1,500          |
| TOTAL TREASURY                           |                            | 83,138         | 89,952          | 35,211            | 88,590            | 91,693         |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - PROPERTY ASSESSMENT**

**Category: General City Government**

**EXPENDITURES: Account # 501-1400**

|            |   |   |  |
|------------|---|---|--|
| <b>100</b> | <b><i>Wages and Benefits</i></b>              |   |  |
| 111        | <i>Salaries</i>                               | Director of Finance/Administrative Services - 5%<br>Accounting Manager - 5%<br>Accountant - 5%<br>Financial Clerk-Treasury - 10%<br>Financial Clerk-Accounts Payable - 10%<br>Administrative Assistant - 5% |  |
| 133        | <i>Longevity</i>                              | Financial Clerk - Accounts Payable  |  |
| 151        | <i>FICA</i>                                   | Employer share of Social Security and Medicare  |  |
| 152        | <i>Wisconsin Retirement System</i>            | Employer share of required contribution   |  |
| 153        | <i>Sick Leave</i>                             |   |  |
| 154        | <i>Health Insurance</i>                       | Employer share of premiums  |  |
| 155        | <i>Life Insurance</i>                         | Employer share of premiums  |  |
| 156        | <i>Vacation Leave</i>                         |   |  |
| 157        | <i>Holiday Leave</i>                          |   |  |
| 164        | <i>Compensatory Time Earned</i>               |   |  |
| <b>200</b> | <b><i>Purchased Services</i></b>              |   |  |
| 210        | <i>Outside/Prof Services (Non-IT)</i>         | 50% County service for assessment roll<br>Board of Review per diem<br>City Assessor Contract<br>State Manufacturing Assessment services<br>Miscellaneous  | \$5,550<br>\$650<br>\$60,000<br>\$5,200<br>\$100 |
| <b>300</b> | <b><i>Operating Supplies and Expenses</i></b> |   |  |
| 311        | <i>Postage</i>                                |   |  |
| 326        | <i>Publicity</i>                              | Meeting notifications   |  |
| 330        | <i>Training and Travel</i>                    | Board of Review certification and recertification   |  |
| 340        | <i>Operating Supplies and Expenses</i>        | Board of review meeting expense<br>Miscellaneous supplies and expenses  | \$50<br>\$50                                     |

# CITY OF OCONOMOWOC

## 2017 BUDGET

### GENERAL FUND - PROPERTY ASSESSMENT

| ACCT NO                                  | ACCOUNT DESCRIPTION         | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET |
|--|-----------------------------|----------------|-----------------|-------------------|-------------------|----------------|
| <u>WAGES &amp; BENEFITS</u>              |                             |                |                 |                   |                   |                |
| 100-501-1400-111                         | ASSESSMENT SALARIES         | 19,038         | 19,815          | 9,062             | 19,716            | 20,301         |
| 100-501-1400-133                         | ASSESSMENT LONGEVITY        | 24             | 24              | 10                | 24                | 24             |
| 100-501-1400-151                         | ASSESSMENT FICA             | 1,708          | 1,830           | 804               | 1,831             | 1,885          |
| 100-501-1400-152                         | ASSESSMENT WRS              | 1,556          | 1,579           | 715               | 1,580             | 1,676          |
| 100-501-1400-153                         | ASSESSMENT SICK LEAVE       | 810            | 1,648           | 674               | 1,649             | 1,698          |
| 100-501-1400-154                         | ASSESSMENT HEALTH INS       | 8,306          | 8,561           | 4,170             | 8,340             | 8,590          |
| 100-501-1400-155                         | ASSESSMENT LIFE INS         | 28             | 34              | 16                | 34                | 35             |
| 100-501-1400-156                         | ASSESSMENT VACATION         | 1,471          | 1,520           | 659               | 1,628             | 1,677          |
| 100-501-1400-157                         | ASSESSMENT HOLIDAY          | 971            | 916             | 181               | 916               | 943            |
| 100-501-1400-164                         | ASSESSMENT COMP TIME EARNED | 590            | 0               | 247               | 0                 | 0              |
| TOTAL WAGES & BENEFITS                   |                             | 34,502         | 35,927          | 16,538            | 35,718            | 36,829         |
| <u>PURCHASED SERVICES</u>                |                             |                |                 |                   |                   |                |
| 100-501-1400-210                         | ASSESSMENT PROF SVCS NON-IT | 65,803         | 67,600          | 28,500            | 68,200            | 71,500         |
| TOTAL PURCHASED SERVICES                 |                             | 65,803         | 67,600          | 28,500            | 68,200            | 71,500         |
| <u>OPERATING SUPPLIES &amp; EXPENSES</u> |                             |                |                 |                   |                   |                |
| 100-501-1400-311                         | ASSESSMENT POSTAGE          | 94             | 25              | 1                 | 25                | 25             |
| 100-501-1400-326                         | ASSESSMENT PUBLICITY        | 159            | 125             | 63                | 125               | 125            |
| 100-501-1400-330                         | ASSESSMENT TRAIN/TRAVEL     | 32             | 40              | 0                 | 40                | 40             |
| 100-501-1400-340                         | ASSESSMENT OPER SUP/EXP     | 0              | 100             | 0                 | 100               | 100            |
| TOTAL OPERATING SUPPLIES & EXP           |                             | 285            | 290             | 64                | 290               | 290            |
| TOTAL PROPERTY ASSESSMENT                |                             | 100,590        | 103,817         | 45,102            | 104,208           | 108,619        |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - SEALER OF WEIGHTS AND MEASURES**

This is a statutory service as provided for in State Statutes Chapter 62. The City contracts with the State of Wisconsin to do the inspection of business establishments in the City that have weight and measure devices.

**Category: Public Safety**

**EXPENDITURES: Account # 501-1500**

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|            |                                       |  |
|------------|---------------------------------------|--|
| <b>200</b> | <b><i>Purchased Services</i></b>      |  |
| 210        | <i>Outside/Prof Services (Non-IT)</i> | A fee is charged by the State based on actual inspections of businesses in the City. |

**CITY OF OCONOMOWOC**  
**2017 BUDGET**  
**GENERAL FUND - SEALER OF WEIGHTS**

| ACCT NO          | ACCOUNT DESCRIPTION            | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET |
|------------------|--------------------------------|----------------|-----------------|-------------------|-------------------|----------------|
|                  | <u>PURCHASED SERVICES</u>      |                |                 |                   |                   |                |
| 100-501-1500-210 | SLR OF WGHTS OUTSD SVCS NON-IT | 6,400          | 6,400           | 6,400             | 6,400             | 6,400          |
|                  | TOTAL PURCHASED SERVICES       | 6,400          | 6,400           | 6,400             | 6,400             | 6,400          |
|                  | TOTAL SEALER OF WEIGHTS        | 6,400          | 6,400           | 6,400             | 6,400             | 6,400          |



# **GENERAL FUND**

**Department 502  
City Clerk**



**City of Oconomowoc  
City Clerk  
Department 502  
2017 Budget**

Summary

|  | <b>2015<br/>Actual</b> | <b>2016<br/>Budget</b> | <b>2016<br/>Estimate</b> | <b>2017<br/>Budget</b> |
|--|------------------------|------------------------|--------------------------|------------------------|
| <b>Revenues</b>  |                        |                        |                          |                        |
| Licenses & Permits   | 49,084                 | 54,550                 | 55,100                   | 58,230                 |
| Public Charges for Services                                    | 1,441                  | 1,460                  | 1,425                    | 1,500                  |
| Miscellaneous Revenues   | 2,786                  | 7,525                  | 4,946                    | 175                    |
| Subtotal Operating Revenues                                    | <u>53,311</u>          | <u>63,535</u>          | <u>61,471</u>            | <u>59,905</u>          |
| <b>Expenditures</b>  |                        |                        |                          |                        |
| Total by Object  |                        |                        |                          |                        |
| City Clerk   | 190,066                | 203,452                | 201,236                  | 213,781                |
| Licenses And Permits   | 20,985                 | 21,778                 | 21,587                   | 22,457                 |
| Elections  | 54,843                 | 77,542                 | 76,111                   | 60,645                 |
| Codification Of Ordinances                                     | 1,471                  | 2,400                  | 1,500                    | 1,500                  |
| Subtotal Expenditures  | <u>267,366</u>         | <u>305,172</u>         | <u>300,434</u>           | <u>298,382</u>         |
| Net Cost/(Revenue) of Department<br>(excluding property taxes) | <u>214,055</u>         | <u>241,637</u>         | <u>238,963</u>           | <u>238,477</u>         |
| Net EV Tax Levy per \$1,000                                    | \$ 0.12                | \$ 0.13                | \$ 0.13                  | \$ 0.12                |

# City of Oconomowoc

## City Clerk

### Department 502

### 2017 Budget

#### Department Objective

The Clerk's Department supports the Mayor, Council, City Administrator and all departments by providing parliamentary guidance, administrative services, and record retention. Department functions are to attend Council and other City meetings; prepare and distribute agendas and minutes; create and process ordinances, resolutions, agreements, licenses, legal publications and other legal documents; run elections; process annexations and attachments; conduct Board of Review; maintain department website pages; and most importantly manage public documents and records.

#### Department Goals and Initiatives for 2017

- Elections: The continual changes to election laws and the most recent replacement of the Statewide Voter Registration System (SVRS) with the WisVote System has created challenges for the department. Continual training is necessary for staff and poll workers in addition to changing processes, creating revised training materials and Election Day documents as well as in-office procedures. The heavy 2016 election year, facilitating the increase in absentee voting, and the unscheduled special elections in prior years has left the department behind in election clerical duties. With only two elections planned in 2017 this will be a year to catchup.
- Department Processes: Due to the retirement of the City Attorney and other staff as well as employee turnover, the department is adjusting to doing business differently. As of this writing, the full effect of what those changes will be in 2017 has not been determined. In preparation for this, the department started drafting certain documents in 2016 as well as looking at overall processes to ensure capturing all documents necessary to move projects forward.
- Municipal Code: Review the Municipal Code, specifically Chapters 1, 2, 9 and 12 and bring recommended changes forward. Some of those changes include to administratively approve Temporary Class "B" Picnic Licenses, a drone ordinance, order of business, etc. The department has already started the process for some of the changes in 2016.
- General Office Area Remodel: The Clerk's Department in a joint effort with the Finance Department will undertake the remodeling of the General Office area.

#### Major Changes From Prior Years

- Digital Documents: Starting in May 2016 the Clerk's Department took steps to move all meeting packets as well as various documents previously distributed as hard copy to elected officials and City staff to a digital format. We will continue moving that process forward where applicable to include licensing, elections, records requests, etc.
- Elections and Requirements: Starting in January 2016, the new WisVote System went live (replaced SVRS) which required all department staff to be trained on the new system. The new system has different procedure requirements which means different recordkeeping processes to facilitate voting. The City also purchased new voting equipment which was implemented starting with the February 2016 election that required training for both staff and pollworkers. Additionally, Photo ID was implemented starting with the February 2016 election. So far 2016 has been a heavy year for election changes that included getting four new Chief Inspectors and two new Nursing Home deputies on board. In-office absentee voting is expected to be 50% of all voters for the November election and due to the large turnout anticipated, the Clerk's Department will spend time setting up voting at City Hall and coordinating 6 – 8 volunteers a day for two weeks just to administer absentee voting.

- **Council Initiatives:** Committee-Of-The-Whole and various other Committee Meetings are held on a more frequent basis to address Council concerns and initiatives. One of the main focuses is alcohol licensing. The Clerk’s Department has been reviewing and will continue to review Chapter 12 of the Municipal Code specifically related to the requirements/criteria for revocation of a license, non-renewal of a license and best use of a “Class B” alcohol license.
- **Department Processes:** In June 2016 the department started moving the process forward for all meeting packets and various documents to be distributed digitally to all elected officials and City staff instead of hard copy. Moving to a digital format takes training and time.

**Budgeted Positions**

| Description             | 2014         | 2015         | 2016         | 2017         |
|-------------------------|--------------|--------------|--------------|--------------|
| Full-Time Employees/FTE | 3.00 / 3.00  | 3.00 / 3.00  | 3.00 / 3.00  | 3.00 / 3.00  |
| Part-Time Employees/FTE | 29.00 / 0.18 | 29.00 / 0.14 | 29.00 / 0.20 | 29.00 / 0.33 |
| Total Employees/FTE     | 32.00 / 3.18 | 32.00 / 3.14 | 32.00 / 3.20 | 32.00 / 3.33 |

*Note: Budget includes a standard 28 pollworker positions, however actual number of pollworkers may vary. Hours needed to meet election requirements are adjusted up and down on an annual basis vs the number of positions.*

Changes from 2014 to 2015:

- Decrease in pollworker hours based on offices included in the election (limited effect on FTE).

Changes from 2015 to 2016:

- Increase in pollworker hours based on offices included in the election (limited effect on FTE).

Changes from 2016 to 2017:

- Decrease in pollworker hours based on offices included in the election (limited effect on FTE).
- City Clerk summer intern position increased to 630 hours (limited effect on FTE)

**Department Outputs/Outcomes/Performance Measurements**

| Description                    | 2014 Actual | 2015 Actual | 2016 Budget | 2017 Budget |
|--------------------------------|-------------|-------------|-------------|-------------|
| Licenses                       | 977         | 964         | 925         | 950         |
| Newspaper Publications         | 137         | 129         | 200         | 150         |
| Notifications Mailed           | 247         | 149         | 200         | 200         |
| Certified Mailings             | 3           | 18          | 5           | 10          |
| Registered Voters              | 10,424      | 10,370      | 10,900      | 10,900      |
| Absentee Voters                | 3,159       | 635         | 5,000       | 700         |
| New Voter Registrations        | 956         | 75          | 1,000       | 300         |
| Number of elections            |             |             |             |             |
| Presidential (highest turnout) | -           | -           | 2           | -           |
| Gubernatorial (medium turnout) | 2           | -           | -           | -           |
| Local/Other (lowest turnout)   | <u>1</u>    | <u>4</u>    | <u>2</u>    | <u>2</u>    |
| Total                          | 3           | 4           | 4           | 2           |

**CITY OF OCONOMOWOC  
2017 BUDGET  
CITY CLERK REVENUES**

**REVENUES**

| <b>Licenses and Permits</b>        |          |  |
|------------------------------------|----------|--|
| <i>LIQ/MALT Bev License</i>        |          |  |
| 24                                 | \$600    | Regular "Class B" Retail licenses (combo liquor and beer)  |
| 2                                  | \$600    | Exception "Class B" Retail licenses (combo liquor and beer)  |
| 9                                  | \$600    | Reserve "Class B" licenses (initial fee \$10,000 plus \$600 for license)   |
| 9                                  | \$100    | Class "B" Fermented Malt licenses  |
| 2                                  | \$50     | Class "B" Fermented Malt Six-Month licenses  |
| 9                                  | \$600    | Class "A" Retail licenses (combo liquor and beer)  |
| 7                                  | \$100    | Class "A" Fermented Malt licenses  |
| 12                                 | \$100    | Class "C" Wine licenses and Special (picnic) Class "B" Fermented Malt licenses   |
| 23                                 | \$10     | Temporary Class "B" (Picnic) Fermented Malt licenses   |
| 1                                  | \$10,000 | The City has 2 Reserve "Class B" Licenses available: 1 on hold by Council action for future downtown development and 1 available   |
| <i>Cigarette License</i>           |          | \$100 per license  |
| <i>Operator's License</i>          |          | \$30 for bartender license, \$15 for provisional license   |
| <i>Soft Drink License</i>          |          | Discontinued as of 4/7/2015  |
| <i>Sundry License</i>              |          | \$25 per amusement device and \$150 for an amusement operator's license; \$100 per solicitors/peddlers license; \$20 per taxicab driver and \$25 for 1st vehicle and \$5 for each additional vehicle; \$40 per second-hand dealers license; \$75 per theatre license |
| <i>Dog/Cat License</i>             |          | License fee is \$10 for spayed/neutered pet or \$15 if not spayed/neutered. City retains \$4 per license   |
| <i>Fireworks Permits</i>           |          | \$100 per permit   |
| <b>Public Charges for Services</b> |          |  |
| <i>License Pub Fees</i>            |          | \$15 for each alcohol license application published in paper   |
| <i>Copying</i>                     |          | Fees for making copies of various documents (\$0.25/page)  |
| <b>Miscellaneous Revenues</b>      |          |  |
| <i>Sale of City Property</i>       |          |  |
| <i>Purch Card Rebate</i>           |          | Rebate earned on purchasing card payments  |
| <i>Donations - Indiv/Org</i>       |          |  |
| <i>Miscellaneous Revenues</i>      |          |  |

**CITY OF OCONOMOWOC**  
**2017 BUDGET**  
**CITY CLERK - REVENUES**

| ACCT NO                           | ACCOUNT DESCRIPTION          | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATE | 2017<br>BUDGET | PERCENT<br>CHANGE |
|-----------------------------------|------------------------------|----------------|-----------------|-------------------|------------------|----------------|-------------------|
| <u>LICENSES &amp; PERMITS</u>     |                              |                |                 |                   |                  |                |                   |
| 100-404-4410-002                  | LIQ/MALT BEVERAGE LICENSE    | 30,525         | 38,100          | 47,690            | 38,500           | 39,530         | 3.75%             |
| 100-404-4413-002                  | CIGARETTE LICENSE            | 1,600          | 1,500           | 1,400             | 1,400            | 1,700          | 13.33%            |
| 100-404-4414-002                  | OPERATOR'S LICENSE           | 10,960         | 9,000           | 9,565             | 9,500            | 10,300         | 14.44%            |
| 100-404-4415-002                  | SOFT DRINK LICENSE           | 5              | 0               | 0                 | 0                | 0              | .00%              |
| 100-404-4416-002                  | SUNDRY LICENSE               | 2,965          | 3,150           | 2,685             | 3,000            | 4,000          | 26.98%            |
| 100-404-4423-002                  | DOG & CAT LICENSE - CITY SHA | 3,029          | 2,700           | 1,274             | 2,700            | 2,700          | .00%              |
| 100-404-4430-002                  | FIREWORKS PERMITS            | 0              | 100             | 0                 | 0                | 0              | -100.00%          |
| TOTAL LICENSES & PERMITS          |                              | 49,084         | 54,550          | 62,614            | 55,100           | 58,230         | 6.75%             |
| <u>PUBLIC CHARGES FOR SERVICE</u> |                              |                |                 |                   |                  |                |                   |
| 100-406-6112-002                  | LICENSE PUBLICATION FEES     | 1,140          | 960             | 1,005             | 1,025            | 1,000          | 4.17%             |
| 100-406-6116-002                  | COPYING                      | 301            | 500             | 337               | 400              | 500            | .00%              |
| TOTAL PUBLIC CHARGES FOR S        |                              | 1,441          | 1,460           | 1,342             | 1,425            | 1,500          | 2.74%             |
| <u>MISCELLANEOUS REVENUES</u>     |                              |                |                 |                   |                  |                |                   |
| 100-408-8310-002                  | SALE OF CITY PROPERTY        | 2,500          | 0               | 0                 | 450              | 0              | .00%              |
| 100-408-8430-002                  | PURCHASING CARD REBATE       | 157            | 175             | 226               | 226              | 175            | .00%              |
| 100-408-8501-002                  | DONATIONS - INDIVIDUALS/ORG  | 129            | 0               | 0                 | 0                | 0              | .00%              |
| 100-408-8900-002                  | CLERK - MISCELLANEOUS REVE   | 0              | 7,350           | 0                 | 4,270            | 0              | -100.00%          |
| TOTAL MISCELLANEOUS REVEN         |                              | 2,786          | 7,525           | 226               | 4,946            | 175            | -97.67%           |
| TOTAL FUND REVENUES               |                              | 53,311         | 63,535          | 64,182            | 61,471           | 59,905         | -5.71%            |



**DEPARTMENT 502 - CITY CLERK  
EXPENDITURE BUDGET SUMMARY**

| ACCOUNT TITLE                                 | A/C | 2015<br>ACTUAL   | 2016<br>ADOPTED  | 6/30/2016<br>ACTUAL | 2016<br>ESTIMATE | 2017<br>PROPOSED | %<br>CHANGE   |
|---|-----|------------------|------------------|---------------------|------------------|------------------|---------------|
| <b><u>WAGES AND BENEFITS</u></b>              |     |                  |                  |                     |                  |                  |               |
| Salaries                                      | 111 | \$119,168        | \$124,743        | \$61,465            | \$124,383        | \$127,587        | 2.3%          |
| Crew Regular Wages                            | 121 | \$1,657          | \$1,914          | \$1,710             | \$1,879          | \$1,878          | -1.9%         |
| Crew Over-Time Wages                          | 122 | \$367            | \$490            | \$683               | \$490            | \$485            | -1.0%         |
| Part-Time Wages without Benefits              | 125 | \$9,788          | \$24,213         | \$9,142             | \$24,213         | \$15,690         | -35.2%        |
| Longevity                                     | 133 | \$3              | \$4              | \$5                 | \$3              | \$3              | -9.7%         |
| FICA  | 151 | \$11,018         | \$11,932         | \$5,362             | \$11,931         | \$12,541         | 5.1%          |
| Wisconsin Retirement System                   | 152 | \$9,970          | \$10,125         | \$4,679             | \$10,124         | \$10,698         | 5.7%          |
| Sick Leave                                    | 153 | \$2,712          | \$10,414         | \$2,399             | \$10,416         | \$10,686         | 2.6%          |
| Health Insurance                              | 154 | \$52,963         | \$54,255         | \$27,649            | \$54,227         | \$55,853         | 2.9%          |
| Life Insurance                                | 155 | \$608            | \$566            | \$325               | \$566            | \$675            | 19.2%         |
| Vacation Leave                                | 156 | \$10,653         | \$10,056         | \$2,569             | \$10,441         | \$10,742         | 6.8%          |
| Holiday Leave                                 | 157 | \$6,113          | \$5,785          | \$847               | \$5,786          | \$5,937          | 2.6%          |
| Compensatory Time Earned                      | 164 | \$6,122          |                  | \$1,219             |                  |                  |               |
| <b>TOTAL WAGES &amp; BENEFITS</b>             |     | <b>\$231,142</b> | <b>\$254,497</b> | <b>\$118,056</b>    | <b>\$254,460</b> | <b>\$252,775</b> | <b>-0.7%</b>  |
| <b><u>PURCHASED SERVICES</u></b>              |     |                  |                  |                     |                  |                  |               |
| Outside and Professional Services (Non-IT)    | 210 | \$1,471          | \$2,800          | \$497               | \$1,700          | \$1,900          | -32.1%        |
| Repair and Maintenance Contracts (Non-IT)     | 240 | \$2,237          | \$1,875          | \$74                | \$1,234          | \$1,235          | -34.1%        |
| Repair and Maintenance Contracts (IT)         | 241 | \$250            | \$250            | \$250               | \$250            | \$250            |               |
| <b>TOTAL PURCHASED SERVICES</b>               |     | <b>\$3,958</b>   | <b>\$4,925</b>   | <b>\$821</b>        | <b>\$3,184</b>   | <b>\$3,385</b>   | <b>-31.3%</b> |
| <b><u>OPERATING SUPPLIES AND EXPENSES</u></b> |     |                  |                  |                     |                  |                  |               |
| Office Supplies                               | 310 | \$1,027          | \$1,100          | \$490               | \$800            | \$1,000          | -9.1%         |
| Postage                                       | 311 | \$1,196          | \$3,800          | \$1,274             | \$3,450          | \$925            | -75.7%        |
| Printing                                      | 313 | \$553            | \$500            |                     | \$500            | \$400            | -20.0%        |
| Membership Dues                               | 320 | \$5,936          | \$6,000          | \$5,971             | \$5,971          | \$6,120          | 2.0%          |
| Periodicals                                   | 322 | \$224            | \$185            | \$187               | \$229            | \$232            | 25.4%         |
| Publicity                                     | 326 | \$2,359          | \$2,700          | \$530               | \$2,625          | \$2,500          | -7.4%         |
| Training and Travel                           | 330 | \$4,084          | \$5,155          | \$1,184             | \$3,250          | \$5,280          | 2.4%          |
| Operating Supplies and Expenses               | 340 | \$313            | \$6,670          | \$4,905             | \$6,300          | \$4,595          | -31.1%        |
| Gas and Diesel                                | 351 | \$140            | \$100            | \$64                | \$125            | \$100            |               |
| <b>TOTAL OPERATING SUPPLIES &amp; EXP.</b>    |     | <b>\$15,831</b>  | <b>\$26,210</b>  | <b>\$14,604</b>     | <b>\$23,250</b>  | <b>\$21,152</b>  | <b>-19.3%</b> |
| <b><u>FIXED CHARGES</u></b>                   |     |                  |                  |                     |                  |                  |               |
| Technology                                    | 509 | \$16,330         | \$19,440         | \$9,720             | \$19,440         | \$20,970         | 7.9%          |
| Rent  | 530 | \$105            | \$100            | \$74                | \$100            | \$100            |               |
| <b>TOTAL FIXED CHARGES</b>                    |     | <b>\$16,435</b>  | <b>\$19,540</b>  | <b>\$9,794</b>      | <b>\$19,540</b>  | <b>\$21,070</b>  | <b>7.8%</b>   |
| <b>TOTAL OPERATING EXPENDITURES</b>           |     | <b>\$267,366</b> | <b>\$305,172</b> | <b>\$143,274</b>    | <b>\$300,434</b> | <b>\$298,382</b> | <b>-2.2%</b>  |
| <b>GRAND TOTAL DEPT 502</b>                   |     | <b>\$267,366</b> | <b>\$305,172</b> | <b>\$143,274</b>    | <b>\$300,434</b> | <b>\$298,382</b> | <b>-2.2%</b>  |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - CITY CLERK**

**Category: General City Government**

**EXPENDITURES Acct #502-2100**

|            |   |  |   |
|------------|---|--|---|
| <b>100</b> | <b>Wages and Benefits</b>               |  |   |
| 111        | <i>Salaries</i>                         | City Clerk - 80%<br>Deputy Clerk - 60%<br>Administrative Clerk - 40%   |   |
| 125        | <i>Part-Time Wages without Benefits</i> | Summer help for projects (250 hours)   |   |
| 151        | <i>FICA</i>                             | Employer share of Social Security and Medicare   |   |
| 152        | <i>Wisconsin Retirement System</i>      | Employer share of required contribution  |   |
| 153        | <i>Sick Leave</i>                       |  |   |
| 154        | <i>Health Insurance</i>                 | Employer share of premiums   |   |
| 155        | <i>Life Insurance</i>                   | Employer share of premiums   |   |
| 156        | <i>Vacation Leave</i>                   |  |   |
| 157        | <i>Holiday Leave</i>                    |  |   |
| 164        | <i>Compensatory Time Earned</i>         |  |   |
| <b>200</b> | <b>Purchased Services</b>               |  |   |
| 210        | <i>Outside/Prof Services (Non-IT)</i>   | Court reporter attendance at meetings and transcription of minutes<br>\$100; recording fees \$100  |   |
| 240        | <i>Repair/Maint Contracts (Non-IT)</i>  | Postage meter maintenance contract   |   |
| <b>300</b> | <b>Operating Supplies and Expenses</b>  |  |   |
| 310        | <i>Office Supplies</i>                  |  |   |
| 311        | <i>Postage</i>                          |  |   |
| 313        | <i>Printing</i>                         |  |   |
| 320        | <i>Membership Dues</i>                  | League of Wisconsin Municipalities<br>Wisconsin Municipal Clerk's Assoc (WMCA)<br>Metro Clerk's Association<br>International Institute of Municipal Clerks Assoc (IIMC)  | \$5,735<br>\$195<br>\$35<br>\$155                         |
| 322        | <i>Periodicals</i>                      | Journal Sentinel, Oconomowoc Focus, and Oconomowoc Enterprise  |   |
| 326        | <i>Publicity</i>                        | Legal publications   |   |
| 330        | <i>Training and Travel</i>              | Clerk's Institute Master Academy at University of<br>Wisconsin-Green Bay<br><br>Wisconsin Clerk's quarterly meetings and/or Metro<br>Clerk's<br><br>International IIMC Conference<br>WMCA Conference for Clerk and Deputy Clerk<br><br>Miscellaneous | \$800<br><br><br>\$150<br><br>\$2,730<br>\$1,200<br>\$150 |
| 340        | <i>Operating Supplies and Expenses</i>  | Miscellaneous supplies and expenses  |   |
| <b>500</b> | <b>Fixed Charges</b>                    |  |   |
| 509        | <i>Technology</i>                       | Payment to Technology Internal Service Fund 700 for system support,<br>repairs, maintenance and depreciation   |   |
| 530        | <i>Rent</i>                             | Postage meter rental (rented portion of Pitney Bowes machine)  |   |

**CITY OF OCONOMOWOC**  
**2017 BUDGET**  
**GENERAL FUND - CITY CLERK**

| <b>ACCT NO</b>                            | <b>ACCOUNT DESCRIPTION</b>   | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> |
|---|------------------------------|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
| <u>WAGES &amp; BENEFITS</u>               |                              |                        |                         |                           |                           |                        |
| 100-502-2100-111                          | CITY CLERK SALARIES          | 87,620                 | 91,700                  | 45,361                    | 91,465                    | 93,762                 |
| 100-502-2100-125                          | CITY CLERK P/T WAGES         | 956                    | 2,563                   | 992                       | 2,563                     | 6,615                  |
| 100-502-2100-151                          | CITY CLERK FICA              | 8,001                  | 8,689                   | 3,831                     | 8,691                     | 9,217                  |
| 100-502-2100-152                          | CITY CLERK WRS               | 7,225                  | 7,327                   | 3,325                     | 7,329                     | 7,743                  |
| 100-502-2100-153                          | CITY CLERK SICK LEAVE        | 1,951                  | 7,657                   | 1,652                     | 7,658                     | 7,853                  |
| 100-502-2100-154                          | CITY CLERK HEALTH INS        | 37,575                 | 38,606                  | 19,301                    | 38,602                    | 39,760                 |
| 100-502-2100-155                          | CITY CLERK LIFE INS          | 452                    | 420                     | 235                       | 420                       | 506                    |
| 100-502-2100-156                          | CITY CLERK VACATION          | 7,705                  | 7,412                   | 1,836                     | 7,666                     | 7,890                  |
| 100-502-2100-157                          | CITY CLERK HOLIDAY           | 4,492                  | 4,254                   | 604                       | 4,255                     | 4,363                  |
| 100-502-2100-164                          | CITY CLERK COMP TIME EARNED  | 4,602                  | 0                       | 925                       | 0                         | 0                      |
| <b>TOTAL WAGES &amp; BENEFITS</b>         |                              | <b>160,579</b>         | <b>168,628</b>          | <b>78,062</b>             | <b>168,649</b>            | <b>177,709</b>         |
| <u>PURCHASED SERVICES</u>                 |                              |                        |                         |                           |                           |                        |
| 100-502-2100-210                          | CITY CLERK OUTSD SVCS NON-IT | 0                      | 200                     | 0                         | 200                       | 200                    |
| 100-502-2100-240                          | CITY CLERK MAINT CONT NON-IT | 37                     | 0                       | 74                        | 74                        | 75                     |
| <b>TOTAL PURCHASED SERVICES</b>           |                              | <b>37</b>              | <b>200</b>              | <b>74</b>                 | <b>274</b>                | <b>275</b>             |
| <u>OPERATING SUPPLIES &amp; EXPENSES</u>  |                              |                        |                         |                           |                           |                        |
| 100-502-2100-310                          | CITY CLERK OFFICE SUPPLIES   | 1,011                  | 1,000                   | 478                       | 700                       | 800                    |
| 100-502-2100-311                          | CITY CLERK POSTAGE           | 324                    | 400                     | 159                       | 375                       | 350                    |
| 100-502-2100-313                          | CITY CLERK PRINTING          | 0                      | 100                     | 0                         | 100                       | 100                    |
| 100-502-2100-320                          | CITY CLERK MEMBERSHIPS       | 5,936                  | 6,000                   | 5,971                     | 5,971                     | 6,120                  |
| 100-502-2100-322                          | CITY CLERK PERIODICALS       | 224                    | 185                     | 187                       | 229                       | 232                    |
| 100-502-2100-326                          | CITY CLERK PUBLICITY         | 1,674                  | 2,100                   | 411                       | 2,000                     | 1,900                  |
| 100-502-2100-330                          | CITY CLERK TRAIN/TRAVEL      | 3,721                  | 4,900                   | 1,033                     | 3,000                     | 5,030                  |
| 100-502-2100-340                          | CITY CLERK OPER SUP/EXP      | 126                    | 400                     | 147                       | 400                       | 195                    |
| <b>TOTAL OPERATING SUPPLIES &amp; EXP</b> |                              | <b>13,016</b>          | <b>15,085</b>           | <b>8,386</b>              | <b>12,775</b>             | <b>14,727</b>          |
| <u>FIXED CHARGES</u>                      |                              |                        |                         |                           |                           |                        |
| 100-502-2100-509                          | CITY CLERK TECHNOLOGY        | 16,330                 | 19,440                  | 9,720                     | 19,440                    | 20,970                 |
| 100-502-2100-530                          | CITY CLERK RENTS             | 105                    | 100                     | 74                        | 100                       | 100                    |
| <b>TOTAL FIXED CHARGES</b>                |                              | <b>16,435</b>          | <b>19,540</b>           | <b>9,794</b>              | <b>19,540</b>             | <b>21,070</b>          |
| <b>TOTAL CITY CLERK</b>                   |                              | <b>190,067</b>         | <b>203,453</b>          | <b>96,316</b>             | <b>201,238</b>            | <b>213,781</b>         |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - LICENSES AND PERMITS**

The City Clerk's office processes many types of licenses during the year including various types of liquor licenses, bartender's licenses and other miscellaneous licenses.

**Category: General City Government**

**EXPENDITURES: Account # 502-2200**

|            |   |  |
|------------|---|--|
| <b>100</b> | <b><i>Wages and Benefits</i></b>              |  |
| 111        | <i>Salaries</i>                               | City Clerk - 5%<br>Deputy Clerk - 15%<br>Administrative Clerk - 5% |
| 151        | <i>FICA</i>                                   | Employer share of Social Security and Medicare                     |
| 152        | <i>Wisconsin Retirement System</i>            | Employer share of required contribution                            |
| 153        | <i>Sick Leave</i>                             |  |
| 154        | <i>Health Insurance</i>                       | Employer share of premiums   |
| 155        | <i>Life Insurance</i>                         | Employer share of premiums   |
| 156        | <i>Vacation Leave</i>                         |  |
| 157        | <i>Holiday Leave</i>                          |  |
| 164        | <i>Compensatory Time Earned</i>               |  |
| <b>200</b> | <b><i>Purchased Services</i></b>              |  |
| 210        | <i>Outside/Prof Services (Non-IT)</i>         | Court reporter attendance at hearings                              |
| 241        | <i>Repair/Maint Contracts (IT)</i>            | Annual maintenance for dog licensing software                      |
| <b>300</b> | <b><i>Operating Supplies and Expenses</i></b> |  |
| 311        | <i>Postage</i>                                |  |
| 313        | <i>Publicity</i>                              |  |
| 330        | <i>Training and Travel</i>                    |  |
| 340        | <i>Operating Supplies and Expenses</i>        |  |

**CITY OF OCONOMOWOC**  
**2017 BUDGET**  
**GENERAL FUND - LICENSES AND PERMITS**

| <b>ACCT NO</b>                            | <b>ACCOUNT DESCRIPTION</b>    | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> |
|---|-------------------------------|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
| <u>WAGES &amp; BENEFITS</u>               |                               |                        |                         |                           |                           |                        |
| 100-502-2200-111                          | LIC/PERMITS SALARIES          | 10,823                 | 11,325                  | 5,558                     | 11,280                    | 11,605                 |
| 100-502-2200-151                          | LIC/PERMITS FICA              | 988                    | 1,046                   | 463                       | 1,047                     | 1,077                  |
| 100-502-2200-152                          | LIC/PERMITS WRS               | 894                    | 903                     | 408                       | 903                       | 957                    |
| 100-502-2200-153                          | LIC/PERMITS SICK LEAVE        | 219                    | 943                     | 247                       | 944                       | 971                    |
| 100-502-2200-154                          | LIC/PERMITS HEALTH INS        | 5,213                  | 5,355                   | 2,680                     | 5,361                     | 5,522                  |
| 100-502-2200-155                          | LIC/PERMITS LIFE INS          | 47                     | 44                      | 25                        | 44                        | 50                     |
| 100-502-2200-156                          | LIC/PERMITS VACATION          | 1,049                  | 887                     | 197                       | 934                       | 961                    |
| 100-502-2200-157                          | LIC/PERMITS HOLIDAY           | 556                    | 524                     | 88                        | 524                       | 539                    |
| 100-502-2200-164                          | LIC/PERMITS COMP TIME EARNED  | 520                    | 0                       | 98                        | 0                         | 0                      |
| <b>TOTAL WAGES &amp; BENEFITS</b>         |                               | <b>20,309</b>          | <b>21,027</b>           | <b>9,764</b>              | <b>21,037</b>             | <b>21,682</b>          |
| <u>PURCHASED SERVICES</u>                 |                               |                        |                         |                           |                           |                        |
| 100-502-2200-210                          | LIC/PERMITS OUTSD SVCS NON-IT | 0                      | 200                     | 0                         | 0                         | 200                    |
| 100-502-2200-241                          | LIC/PERMITS MAINT CONT IT     | 250                    | 250                     | 250                       | 250                       | 250                    |
| <b>TOTAL PURCHASED SERVICES</b>           |                               | <b>250</b>             | <b>450</b>              | <b>250</b>                | <b>250</b>                | <b>450</b>             |
| <u>OPERATING SUPPLIES &amp; EXPENSES</u>  |                               |                        |                         |                           |                           |                        |
| 100-502-2200-311                          | LIC/PERMITS POSTAGE           | 65                     | 100                     | 29                        | 75                        | 75                     |
| 100-502-2200-326                          | LIC/PERMITS PUBLICITY         | 229                    | 200                     | 23                        | 225                       | 250                    |
| 100-502-2200-330                          | LIC/PERMITS TRAIN/TRAVEL      | 83                     | 0                       | 0                         | 0                         | 0                      |
| 100-502-2200-340                          | LIC/PERMITS OPER SUP/EXP      | 50                     | 0                       | 0                         | 0                         | 0                      |
| <b>TOTAL OPERATING SUPPLIES &amp; EXP</b> |                               | <b>427</b>             | <b>300</b>              | <b>52</b>                 | <b>300</b>                | <b>325</b>             |
| <b>TOTAL LICENSES AND PERMITS</b>         |                               | <b>20,986</b>          | <b>21,777</b>           | <b>10,066</b>             | <b>21,587</b>             | <b>22,457</b>          |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - ELECTIONS**

There will be two elections in 2017: February 21 – Spring Primary and April 4 – Spring Election.

**Category: General City Government**

**EXPENDITURES: Account # 502-2300**

|            |   |  |
|------------|---|--|
| <b>100</b> | <b>Wages and Benefits</b>               |  |
| 111        | <i>Salaries</i>                         | City Clerk - 15%<br>Deputy Clerk - 15%<br>Administrative Clerk - 15%   |
| 121        | <i>Crew Regular Wages</i>               | DPW crew employees to deliver and pick up voting scanners and troubleshooting on election days   |
| 122        | <i>Crew Over-Time Wages</i>             | DPW crew employees on election nights  |
| 125        | <i>Part-Time Wages without Benefits</i> | Pollworkers and/or Special Voting Deputies   |
| 133        | <i>Longevity</i>                        | DPW crew employees   |
| 151        | <i>FICA</i>                             | Employer share of Social Security and Medicare   |
| 152        | <i>Wisconsin Retirement System</i>      | Employer share of required contribution  |
| 153        | <i>Sick Leave</i>                       |  |
| 154        | <i>Health Insurance</i>                 | Employer share of premiums   |
| 155        | <i>Life Insurance</i>                   | Employer share of premiums   |
| 156        | <i>Vacation Leave</i>                   |  |
| 157        | <i>Holiday Leave</i>                    |  |
| 164        | <i>Compensatory Time Earned</i>         |  |
| <b>200</b> | <b>Purchased Services</b>               |  |
| 240        | <i>Repair/Maint. Contracts (Non-IT)</i> | Maintenance contracts on four DS 200 scanners and four Express Vote machines, plus support agreement   |
| <b>300</b> | <b>Operating Supplies and Expenses</b>  |  |
| 310        | <i>Office Supplies</i>                  |  |
| 311        | <i>Postage</i>                          | Absentee/Military/Overseas ballot mailing  |
| 313        | <i>Printing</i>                         | Sample and official ballots and required City-specific signage forms   |
| 326        | <i>Publicity</i>                        | Legal notices and publications   |
| 330        | <i>Training and Travel</i>              | Annual election workshop for poll workers and staff, equipment maintenance training, and travel on election days   |
| 340        | <i>Operating Supplies and Expenses</i>  | Generic signage at polls, meals on election days, absentee envelopes (outside and certification) and miscellaneous supplies and expenses, food and drink for in-office election volunteer(s), payment to Waukesha County for new election equipment \$4,270/ year through 2018 |
| 351        | <i>Gas and Diesel</i>                   | Use of DPW vehicle on election days, 36 gallons non-lead fuel @ 2.40/gallon  |

**CITY OF OCONOMOWOC**  
**2017 BUDGET**  
**GENERAL FUND - ELECTIONS**

| <b>ACCT NO</b>                           | <b>ACCOUNT DESCRIPTION</b>                | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> |
|--|---|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
| <u>WAGES &amp; BENEFITS</u>              |   |                        |                         |                           |                           |                        |
| 100-502-2300-111                         | ELECTIONS SALARIES                        | 20,725                 | 21,718                  | 10,546                    | 21,638                    | 22,220                 |
| 100-502-2300-121                         | ELECTIONS CREW WAGES                      | 1,657                  | 1,914                   | 1,710                     | 1,879                     | 1,878                  |
| 100-502-2300-122                         | ELECTIONS O/T WAGES                       | 367                    | 490                     | 683                       | 490                       | 485                    |
| 100-502-2300-125                         | ELECTIONS P/T WAGES                       | 8,832                  | 21,650                  | 8,150                     | 21,650                    | 9,075                  |
| 100-502-2300-133                         | ELECTIONS LONGEVITY                       | 3                      | 4                       | 5                         | 3                         | 3                      |
| 100-502-2300-151                         | ELECTIONS FICA                            | 2,029                  | 2,196                   | 1,069                     | 2,194                     | 2,247                  |
| 100-502-2300-152                         | ELECTIONS WRS                             | 1,851                  | 1,894                   | 946                       | 1,892                     | 1,998                  |
| 100-502-2300-153                         | ELECTIONS SICK LEAVE                      | 543                    | 1,814                   | 500                       | 1,814                     | 1,863                  |
| 100-502-2300-154                         | ELECTIONS HEALTH INS                      | 10,176                 | 10,294                  | 5,668                     | 10,263                    | 10,571                 |
| 100-502-2300-155                         | ELECTIONS LIFE INS                        | 108                    | 103                     | 65                        | 103                       | 119                    |
| 100-502-2300-156                         | ELECTIONS VACATION                        | 1,899                  | 1,757                   | 536                       | 1,841                     | 1,891                  |
| 100-502-2300-157                         | ELECTIONS HOLIDAY                         | 1,066                  | 1,008                   | 155                       | 1,008                     | 1,035                  |
| 100-502-2300-164                         | ELECTIONS COMP TIME EARNED                | 1,000                  | 0                       | 196                       | 0                         | 0                      |
|  | <b>TOTAL WAGES &amp; BENEFITS</b>         | <b>50,256</b>          | <b>64,842</b>           | <b>30,229</b>             | <b>64,775</b>             | <b>53,385</b>          |
| <u>PURCHASED SERVICES</u>                |   |                        |                         |                           |                           |                        |
| 100-502-2300-240                         | ELECTIONS MAINT CONT NON-IT               | 2,200                  | 1,875                   | 0                         | 1,160                     | 1,160                  |
|  | <b>TOTAL PURCHASED SERVICES</b>           | <b>2,200</b>           | <b>1,875</b>            | <b>0</b>                  | <b>1,160</b>              | <b>1,160</b>           |
| <u>OPERATING SUPPLIES &amp; EXPENSES</u> |   |                        |                         |                           |                           |                        |
| 100-502-2300-310                         | ELECTIONS OFFICE SUPPLIES                 | 16                     | 100                     | 12                        | 100                       | 200                    |
| 100-502-2300-311                         | ELECTIONS POSTAGE                         | 807                    | 3,300                   | 1,086                     | 3,000                     | 500                    |
| 100-502-2300-313                         | ELECTIONS PRINTING                        | 553                    | 400                     | 0                         | 400                       | 300                    |
| 100-502-2300-326                         | ELECTIONS PUBLICITY                       | 456                    | 400                     | 96                        | 400                       | 350                    |
| 100-502-2300-330                         | ELECTIONS TRAIN/TRAVEL                    | 280                    | 255                     | 151                       | 250                       | 250                    |
| 100-502-2300-340                         | ELECTIONS OPER SUP/EXP                    | 137                    | 6,270                   | 4,757                     | 5,900                     | 4,400                  |
| 100-502-2300-351                         | ELECTIONS GAS/DIESEL                      | 140                    | 100                     | 64                        | 125                       | 100                    |
|  | <b>TOTAL OPERATING SUPPLIES &amp; EXP</b> | <b>2,389</b>           | <b>10,825</b>           | <b>6,166</b>              | <b>10,175</b>             | <b>6,100</b>           |
|  | <b>TOTAL ELECTIONS</b>                    | <b>54,845</b>          | <b>77,542</b>           | <b>36,395</b>             | <b>76,110</b>             | <b>60,645</b>          |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - CODIFICATION OF ORDINANCES**

This task is covered under legislative support and the City Clerk is responsible for implementation. The City Clerk verifies each new ordinance before adoption into our Code Book.

**Category: General City Government**

**EXPENDITURES: Account # 502-2400**

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| <b>200</b> | <b><i>Purchased Services</i></b>      |  |
|------------|---------------------------------------|--|
| 210        | <i>Outside/Prof Services (Non-IT)</i> | Ordinances are sent for codification twice a year, in January and July, in order to incorporate the ordinances passed during the previous six-month period into our Code Book. The codifier also incorporates any changes in law automatically at the time they codify. This budget fluctuates according to the number of ordinances adopted by the Council. In addition, there is an annual charge of \$550 for online access and \$75 per folio CD supplement to update the electronic database. |

# CITY OF OCONOMOWOC

## 2017 BUDGET

### GENERAL FUND - CODIFICATION OF ORDINANCES

| ACCT NO          | ACCOUNT DESCRIPTION            | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET |
|------------------|--------------------------------|----------------|-----------------|-------------------|-------------------|----------------|
|                  | <u>PURCHASED SERVICES</u>      |                |                 |                   |                   |                |
| 100-502-2400-210 | CODIF OF ORD OUTSD SVCS NON-IT | 1,471          | 2,400           | 497               | 1,500             | 1,500          |
|                  | TOTAL PURCHASED SERVICES       | 1,471          | 2,400           | 497               | 1,500             | 1,500          |
|                  | TOTAL CODIFICATION OF ORDINANC | 1,471          | 2,400           | 497               | 1,500             | 1,500          |



# **GENERAL FUND**

## **Department 503 Police Department**



# City of Oconomowoc Police Department Department 503 2017 Budget

Summary

|  | 2015<br>Actual   | 2016<br>Budget   | 2016<br>Estimate | 2017<br>Budget   |
|--|------------------|------------------|------------------|------------------|
| <b>Revenues</b>  |                  |                  |                  |                  |
| Intergovernmental Aid  | 13,423           | 15,080           | 14,165           | 80,472           |
| Penalties & Fines  | 295,106          | 322,000          | 294,500          | 295,375          |
| Public Charges for Services                                    | 50,973           | 50,600           | 49,307           | 52,450           |
| Interfund Charges for Services                                 | 38,493           | 25,570           | 25,570           | 26,565           |
| Miscellaneous Revenues   | 3,811            | 24,115           | 35,334           | 3,680            |
| Subtotal Operating Revenues                                    | <u>401,806</u>   | <u>437,365</u>   | <u>418,876</u>   | <u>458,542</u>   |
| <b>Expenditures</b>  |                  |                  |                  |                  |
| Total by Object  |                  |                  |                  |                  |
| Police Administration  | 647,887          | 670,272          | 673,081          | 740,557          |
| Police Dispatch Center   | 560,446          | 590,718          | 591,287          | 612,398          |
| Police Operations  | 1,992,477        | 2,144,468        | 2,142,424        | 2,371,390        |
| Police Training  | 10,463           | 19,130           | 19,175           | 19,134           |
| Water Safety Patrol  | 4,513            | 12,715           | 12,515           | 12,988           |
| Subtotal Expenditures  | <u>3,215,786</u> | <u>3,437,302</u> | <u>3,438,482</u> | <u>3,756,467</u> |
| Net Cost/(Revenue) of Department<br>(excluding property taxes) | <u>2,813,980</u> | <u>2,999,937</u> | <u>3,019,606</u> | <u>3,297,925</u> |
| Net EV Tax Levy per \$1,000                                    | \$ 1.52          | \$ 1.58          | \$ 1.59          | \$ 1.66          |

# City of Oconomowoc Police Department Department 503 2017 Budget

## Department Objective

The City of Oconomowoc Police Department is a professional Police Department dedicated to providing the highest quality police service to the citizens we serve. Our mission is to protect life and property; prevent crime, reduce the fear of crime, apprehend those who violate our laws; and provide needed services to this community.

## Department Goals and Initiatives for 2017

- Additional Manpower: One additional officer will be added to patrol division and one half time position as an evidence clerk. The patrol officer position will change the department's staffing levels, which have been the same since 1981. The evidence clerk will assume duties currently done by a Detective and Captain. This non-sworn position will provide the detective bureau with additional manhours for investigations, and additional administrative hours. Additional manpower to the police department was determined by a 2016 study and Five Year Strategic Plan, which was done by the University of North Texas, Department of Criminal Justice.
- New Police Station: Continue to search for a site for a new police station and determine the space needs of police department.
- Body Cameras: In 2016, the department purchased new squad and body cameras. The squad camera system is operational, and the body cameras, which interface with the squad cameras, will be released by September 2016. The release of the body cameras is delayed due to concerns over the battery life. The department will be implementing the mandatory use of body cameras on patrol officers. Once implemented, 2017 will be a period of transition.  
In addition, the department is attempting to secure funds, through grants and donations, to purchase body cameras for the motorcycle officers, detectives and school resource officer. These cameras would integrate with the squad and patrol officer body camera system.
- Radio System: A new county-wide radio system should be in place by the end of 2016 that will allow inter-operability with Milwaukee County. The County coordinated the new project and installed the infrastructure but the City is responsible for purchasing our own radios. The project has been delayed on the county level due to infrastructure issues. Once implemented, 2017 will be a period of transition.
- Municipal Court Interface: Implementation of new software program, which will allow the police department and municipal court's record management system to interface.

## Major Changes From Prior Years

- Squad Camera Replacement: The squad camera system is operational
- ICAC: An officer completed extensive ICAC (Internet Crimes Against Children) training, and has begun conducting child pornography/exploitation investigations.

## **Budgeted Positions**

| <b>Description</b>      | <b>2014</b>   | <b>2015</b>   | <b>2016</b>   | <b>2017</b>   |
|-------------------------|---------------|---------------|---------------|---------------|
| Full-Time Employees/FTE | 28.00 / 28.68 | 28.00 / 28.68 | 28.00 / 28.68 | 31.00 / 31.68 |
| Part-Time Employees/FTE | 20.00 / 2.36  | 20.00 / 2.37  | 20.00 / 2.38  | 19.00 / 1.88  |
| Total Employees/FTE     | 48.00 / 31.04 | 48.00 / 31.05 | 48.00 / 31.06 | 50.00 / 33.56 |

### Changes from 2016 to 2017:

- Addition of two full time Police Officer positions.
- Current part time Police Clerk position has been made a full time position.

## **Department Outputs/Outcomes/Performance Measurements**

| <b>Description</b>                             | <b>2014<br/>Actual</b> | <b>2015<br/>Actual</b> | <b>2016<br/>Budget</b> | <b>2017<br/>Budget</b> |
|--|------------------------|------------------------|------------------------|------------------------|
| Reportable Traffic Accidents                   | 409                    | 495                    | 525                    | 530                    |
| Public Program Presentations                   | 26                     | 24                     | 30                     | 30                     |
| Index Crimes                                   | 254                    | 211                    | 300                    | 300                    |
| Traffic Monitor Deployments                    | 11                     | 10                     | 20                     | 25                     |
| 911 Calls for Service                          | 2,185*                 | 9,376                  | 2,100*                 | 9,500                  |
| Adult and Juvenile Arrests                     | 7,231                  | 6,023                  | 6,000                  | 6,300                  |
| Warrants Processed at PD                       | 138                    | 149                    | 150                    | 150                    |
| Parking Citations                              | 1,695                  | 1,783                  | 1,900                  | 1,900                  |
| Total City Calls for Service                   | 35,644                 | 38,589                 | 35,750                 | 39,000                 |
| Speed Enforcement (motor vehicle and speeding) | 2,015                  | 1,845                  | 2,100                  | 2,200                  |
| Complaints                                     | 6,843*                 | 15,670                 | 7,700*                 | 16,000                 |
| Mutual Aid (assist other agencies)             | 161**                  | 342                    | 100**                  | 350                    |

\*During 2015 a new CAD system was implemented changing the way certain calls were handled. The new system now reflects all calls received by dispatch, whereas under the old system certain calls (like transfers, hang ups, etc) were not included.

\*\*Previous system did not always record mutual aid calls correctly

**CITY OF OCONOMOWOC  
2017 BUDGET  
POLICE DEPARTMENT REVENUES**

**REVENUES**

|                                       |  |
|---------------------------------------|--|
| <b>Intergovernmental Revenues</b>     |  |
| <i>Fed Aid - Cops Grant</i>           | Federal grant for hire of additional police officer  |
| <i>Fed Aid - Public Safety</i>        | Bureau of Justice Assistance grant for four ballistic vests for the Police Department (based on number of vests purchased in the previous year)                                  |
| <i>State Aid - Law Enf Impr</i>       | State formula reimbursement for annual mandated training of Police Officers  |
| <i>State Aid - Boat Safety</i>        | State reimbursement for the cost for local boat patrol (Average approx. 60%)   |
| <b>Penalties and Fines</b>            |  |
| <i>Court Penalty/Fines</i>            | Revenues collected from violations   |
| <i>Parking Violations</i>             | \$25 charge for parking violation  |
| <i>Warrant Fees</i>                   | \$50 fee   |
| <i>Judgements &amp; Damages</i>       |  |
| <b>Public Charges for Services</b>    |  |
| <i>Other Public Charges</i>           | Vehicle impound charges  |
| <i>Copying</i>                        | Fee for copies of accident and other police reports  |
| <i>Police SVCS - Radio</i>            | Contracted dispatch services with the Town of Oconomowoc   |
| <i>Police SVCS - CSO</i>              | Revenue received from municipal court for bailiff services plus other CSO services   |
| <i>Police SVCS - Other</i>            | Police Officer labor invoices \$1,400; fingerprinting (60 x \$25); background checks (320 x \$20); certified local record checks (20 x \$15); court ordered PBT (10 x \$40/year) |
| <i>Police SVCS - WTR Patrol</i>       | Revenue received from Town of Oconomowoc for the City's patrol services  |
| <i>Parking Permits</i>                | Permits for City owned parking lots – \$25/month or \$250/year   |
| <b>Interfund Charges for Services</b> |  |
| <i>Police SVCS - Radio</i>            | Allocated share of dispatch service with other City departments  |
| <b>Miscellaneous Revenues</b>         |  |
| <i>Sale of City Property</i>          | Disposition of surplus property, including lifecycled vehicles   |
| <i>Purch Card Rebate</i>              | Rebate earned on purchasing card payments  |
| <i>Donations - Indiv/Org</i>          | Waukesha County Crimestoppers \$1000   |
| <i>Miscellaneous Revenues</i>         | \$25 employment application fee  |

**CITY OF OCONOMOWOC**  
**2017 BUDGET**  
**POLICE DEPARTMENT - REVENUES**

| ACCT NO                           | ACCOUNT DESCRIPTION         | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET | PERCENT<br>CHANGE |
|-----------------------------------|-----------------------------|----------------|-----------------|-------------------|-------------------|----------------|-------------------|
| <u>INTERGOVERNMENTAL AID</u>      |                             |                |                 |                   |                   |                |                   |
| 100-403-3211-003                  | FEDERAL AID - COPS GRANT    | 0              | 0               | 0                 | 0                 | 67,885         | .00%              |
| 100-403-3212-003                  | FEDERAL AID - PUBLIC SAFETY | 0              | 1,000           | 3,578             | 3,578             | 2,000          | 100.00%           |
| 100-403-3521-003                  | STATE AID - LAW ENFORCMNT I | 7,740          | 4,160           | 0                 | 3,840             | 3,840          | -7.69%            |
| 100-403-3522-003                  | STATE AID - BOAT SAFETY     | 5,683          | 9,920           | 4,696             | 6,747             | 6,747          | -31.99%           |
| TOTAL INTERGOVERNMENTAL A         |                             | 13,423         | 15,080          | 8,274             | 14,165            | 80,472         | 433.63%           |
| <u>PENALTIES &amp; FINES</u>      |                             |                |                 |                   |                   |                |                   |
| 100-405-5112-003                  | COURT PENALTIES AND FINES   | 222,549        | 250,000         | 112,250           | 225,000           | 225,875        | -9.65%            |
| 100-405-5130-003                  | PARKING VIOLATIONS          | 54,637         | 52,000          | 31,797            | 52,000            | 52,000         | .00%              |
| 100-405-5135-003                  | WARRANT FEES                | 17,677         | 20,000          | 9,107             | 17,500            | 17,500         | -12.50%           |
| 100-405-5150-003                  | JUDGEMENTS & DAMAGES        | 243            | 0               | 0                 | 0                 | 0              | .00%              |
| TOTAL PENALTIES & FINES           |                             | 295,106        | 322,000         | 153,154           | 294,500           | 295,375        | -8.27%            |
| <u>PUBLIC CHARGES FOR SERVICE</u> |                             |                |                 |                   |                   |                |                   |
| 100-406-6114-003                  | OTHER PUBLIC CHARGES FOR S  | 1,326          | 1,200           | 320               | 1,200             | 1,200          | .00%              |
| 100-406-6116-003                  | COPYING                     | 5,861          | 5,000           | 2,437             | 4,900             | 5,000          | .00%              |
| 100-406-6215-003                  | POLICE SERVICE - RADIO      | 22,000         | 23,000          | 23,000            | 23,000            | 24,000         | 4.35%             |
| 100-406-6216-003                  | POLICE SERVICE - CSO        | 6,546          | 6,000           | 3,700             | 6,000             | 6,500          | 8.33%             |
| 100-406-6218-003                  | POLICE SERVICE - OTHER      | 10,120         | 9,600           | 8,932             | 9,600             | 10,000         | 4.17%             |
| 100-406-6219-003                  | POLICE SERVICE - WATER PATR | 1,466          | 1,700           | 507               | 507               | 2,000          | 17.65%            |
| 100-406-6330-003                  | PARKING PERMITS             | 3,655          | 4,100           | 1,170             | 4,100             | 3,750          | -8.54%            |
| TOTAL PUBLIC CHARGES FOR S        |                             | 50,973         | 50,600          | 40,067            | 49,307            | 52,450         | 3.66%             |
| <u>INTERFUND CHARGES FOR SER</u>  |                             |                |                 |                   |                   |                |                   |
| 100-407-7421-003                  | POLICE SRVC - RADIO         | 38,493         | 25,570          | 12,783            | 25,570            | 26,565         | 3.89%             |
| TOTAL INTERFUND CHARGES F         |                             | 38,493         | 25,570          | 12,783            | 25,570            | 26,565         | 3.89%             |
| <u>MISCELLANEOUS REVENUES</u>     |                             |                |                 |                   |                   |                |                   |
| 100-408-8310-003                  | SALE OF CITY PROPERTY       | 0              | 21,000          | 30,849            | 30,900            | 0              | -100.00%          |
| 100-408-8430-003                  | PURCHASING CARD REBATE      | 864            | 865             | 1,434             | 1,434             | 1,430          | 65.32%            |
| 100-408-8501-003                  | DONATIONS - INDIVIDUALS/ORG | 1,997          | 1,300           | 3,000             | 3,000             | 1,000          | -23.08%           |
| 100-408-8900-003                  | MISC REVENUE                | 950            | 950             | 0                 | 0                 | 1,250          | 31.58%            |
| TOTAL MISCELLANEOUS REVEN         |                             | 3,811          | 24,115          | 35,283            | 35,334            | 3,680          | -84.74%           |
| TOTAL FUND REVENUES               |                             | 401,806        | 437,365         | 249,561           | 418,876           | 458,542        | 4.84%             |

**DEPARTMENT 503 - POLICE DEPARTMENT  
EXPENDITURE BUDGET SUMMARY**

| ACCOUNT TITLE | A/C | 2015<br>ACTUAL | 2016<br>ADOPTED | 6/30/2016<br>ACTUAL | 2016<br>ESTIMATE | 2017<br>PROPOSED | %<br>CHANGE |
|---------------|-----|----------------|-----------------|---------------------|------------------|------------------|-------------|
|---------------|-----|----------------|-----------------|---------------------|------------------|------------------|-------------|

**WAGES AND BENEFITS**

|                                   |     |                    |                    |                    |                    |                    |              |
|-----------------------------------|-----|--------------------|--------------------|--------------------|--------------------|--------------------|--------------|
| Salaries                          | 111 | \$284,270          | \$243,143          | \$132,124          | \$243,932          | \$293,928          | 20.9%        |
| Compensatory Time Payout          | 112 | \$3,445            | \$8,352            | \$2,196            | \$8,353            | \$8,677            | 3.9%         |
| Part-Time Wages with Benefits     | 113 | \$28,778           | \$34,264           | \$14,341           | \$34,273           | \$15,105           | -55.9%       |
| Officer Salaries                  | 115 | \$1,524,598        | \$1,345,277        | \$737,888          | \$1,351,590        | \$1,493,271        | 11.0%        |
| Officer Over-Time Salaries        | 116 | \$29,668           | \$54,540           | \$7,493            | \$54,535           | \$55,626           | 2.0%         |
| Part-Time Wages without Benefits  | 125 | \$51,234           | \$71,632           | \$29,519           | \$68,164           | \$73,073           | 2.0%         |
| Longevity                         | 133 | \$660              | \$665              | \$275              | \$665              | \$780              | 17.3%        |
| FICA                              | 151 | \$144,628          | \$158,611          | \$69,738           | \$158,782          | \$174,541          | 10.0%        |
| Wisconsin Retirement System       | 152 | \$196,165          | \$180,108          | \$80,560           | \$180,615          | \$223,353          | 24.0%        |
| Sick Leave                        | 153 |                    | \$101,394          |                    | \$101,718          | \$112,403          | 10.9%        |
| Health Insurance                  | 154 | \$487,221          | \$511,841          | \$253,328          | \$506,655          | \$560,718          | 9.5%         |
| Life Insurance                    | 155 | \$3,979            | \$4,746            | \$2,108            | \$4,525            | \$4,817            | 1.5%         |
| Vacation Leave                    | 156 |                    | \$140,511          |                    | \$138,577          | \$147,318          | 4.8%         |
| Holiday Leave                     | 157 |                    | \$73,569           |                    | \$73,778           | \$81,406           | 10.7%        |
| Wages and Benefits Reimbursement  | 159 | (\$58,287)         | (\$51,841)         | (\$25,919)         | (\$51,815)         | (\$53,427)         | 3.1%         |
| <b>TOTAL WAGES &amp; BENEFITS</b> |     | <b>\$2,696,360</b> | <b>\$2,876,812</b> | <b>\$1,303,650</b> | <b>\$2,874,346</b> | <b>\$3,191,590</b> | <b>10.9%</b> |

**PURCHASED SERVICES**

|  |     |                 |                 |                 |                 |                 |              |
|--|-----|-----------------|-----------------|-----------------|-----------------|-----------------|--------------|
| Outside and Professional Services (Non-IT) | 210 | \$30,909        | \$26,780        | \$19,041        | \$26,780        | \$28,800        | 7.5%         |
| Outside and Professional Services (IT)     | 211 | \$1,650         | \$7,600         | \$600           | \$5,100         | \$4,100         | -46.1%       |
| Gas and Heat                               | 224 |                 | \$50            |                 |                 |                 | -100.0%      |
| Telephone                                  | 225 | \$10,420        | \$11,200        | \$5,203         | \$11,200        | \$11,200        |              |
| Repair and Maintenance Contracts (Non-IT)  | 240 | \$42,241        | \$44,505        | \$37,969        | \$44,500        | \$45,000        | 1.1%         |
| Repair and Maintenance Contracts (IT)      | 241 | \$8,178         | \$8,180         | \$8,178         | \$8,178         | \$8,423         | 3.0%         |
| <b>TOTAL PURCHASED SERVICES</b>            |     | <b>\$93,398</b> | <b>\$98,315</b> | <b>\$70,991</b> | <b>\$95,758</b> | <b>\$97,523</b> | <b>-0.8%</b> |

**OPERATING SUPPLIES AND EXPENSES**

|  |     |                 |                  |                 |                  |                  |              |
|--|-----|-----------------|------------------|-----------------|------------------|------------------|--------------|
| Office Supplies                            | 310 | \$6,683         | \$8,500          | \$2,361         | \$8,500          | \$7,500          | -11.8%       |
| Postage                                    | 311 | \$1,991         | \$2,500          | \$838           | \$2,550          | \$2,350          | -6.0%        |
| Printing                                   | 313 | \$1,935         | \$2,500          | \$109           | \$2,500          | \$2,000          | -20.0%       |
| Membership Dues                            | 320 | \$500           | \$250            | \$335           | \$335            | \$400            | 60.0%        |
| Periodicals                                | 322 | \$77            | \$80             | \$35            | \$80             | \$80             |              |
| Licenses and Permits                       | 324 | \$212           | \$250            | \$381           | \$490            | \$490            | 96.0%        |
| Publicity                                  | 326 | \$291           |                  |                 |                  |                  |              |
| Training and Travel                        | 330 | \$13,763        | \$18,200         | \$8,707         | \$18,300         | \$19,200         | 5.5%         |
| Operating Supplies and Expenses            | 340 | \$18,069        | \$16,740         | \$9,162         | \$22,804         | \$21,850         | 30.5%        |
| Safety Supplies                            | 341 | \$527           | \$7,150          | \$4,907         | \$7,150          | \$5,150          | -28.0%       |
| Janitorial Supplies                        | 343 | \$50            | \$240            | \$65            | \$240            | \$240            |              |
| Clothing and Tool Allowance                | 346 | \$11,590        | \$14,325         | \$6,401         | \$21,395         | \$17,225         | 20.2%        |
| Gas and Diesel                             | 351 | \$41,717        | \$52,720         | \$18,947        | \$45,515         | \$46,074         | -12.6%       |
| <b>TOTAL OPERATING SUPPLIES &amp; EXP.</b> |     | <b>\$97,402</b> | <b>\$123,455</b> | <b>\$52,247</b> | <b>\$129,859</b> | <b>\$122,559</b> | <b>-0.7%</b> |

**MAINTENANCE OF CITY PROPERTY**

|  |     |                |                |              |                |                |             |
|--|-----|----------------|----------------|--------------|----------------|----------------|-------------|
| Repair/Maintenance of Buildings            | 400 | \$16           |                |              |                |                |             |
| Repair/Maintenance of Vehicles (Non-Fleet) | 425 | \$280          | \$750          | \$36         | \$750          | \$1,000        | 33.3%       |
| Repair/Maintenance of Equipment (Non-Flee  | 435 | \$2,366        | \$7,350        | \$504        | \$7,350        | \$7,350        |             |
| <b>TOTAL MAINTENANCE OF CITY PROPERTY</b>  |     | <b>\$2,662</b> | <b>\$8,100</b> | <b>\$540</b> | <b>\$8,100</b> | <b>\$8,350</b> | <b>3.1%</b> |

| ACCOUNT TITLE                       | A/C | 2015<br>ACTUAL     | 2016<br>ADOPTED    | 6/30/2016<br>ACTUAL | 2016<br>ESTIMATE   | 2017<br>PROPOSED   | %<br>CHANGE |
|-------------------------------------|-----|--------------------|--------------------|---------------------|--------------------|--------------------|-------------|
| <b>FIXED CHARGES</b>                |     |                    |                    |                     |                    |                    |             |
| Fleet Maintenance                   | 508 | \$39,970           | \$31,960           | \$15,980            | \$31,960           | \$30,170           | -5.6%       |
| Technology                          | 509 | \$130,310          | \$136,320          | \$68,160            | \$136,320          | \$159,230          | 16.8%       |
| Risk Management                     | 510 | \$114,520          | \$120,280          | \$60,140            | \$120,280          | \$103,200          | -14.2%      |
| Rent                                | 530 | \$41,164           | \$42,060           | \$41,359            | \$41,859           | \$43,845           | 4.2%        |
| <b>TOTAL FIXED CHARGES</b>          |     | <b>\$325,964</b>   | <b>\$330,620</b>   | <b>\$185,639</b>    | <b>\$330,419</b>   | <b>\$336,445</b>   | <b>1.8%</b> |
| <b>TOTAL OPERATING EXPENDITURES</b> |     | <b>\$3,215,786</b> | <b>\$3,437,302</b> | <b>\$1,613,067</b>  | <b>\$3,438,482</b> | <b>\$3,756,467</b> | <b>9.3%</b> |
| <b>GRAND TOTAL DEPT 503</b>         |     | <b>\$3,215,786</b> | <b>\$3,437,302</b> | <b>\$1,613,067</b>  | <b>\$3,438,482</b> | <b>\$3,756,467</b> | <b>9.3%</b> |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - POLICE ADMINISTRATION**

**Category: Public Safety**

**EXPENDITURES Acct #503-3100**

|            |  |  |         |
|------------|--|--|---------|
| <b>100</b> | <b>Wages and Benefits</b>              |  |         |
| 111        | Salaries                               | Full-time Police Clerks  |         |
| 112        | Compensatory Time Payout               | Full-time Police Clerks  |         |
| 113        | Part-Time Wages with Benefits          |  |         |
| 115        | Officer Salaries                       | Public Safety Director (84%), Captain (100%), and Lieutenant (20%)   |         |
| 133        | Longevity                              | Captain  |         |
| 151        | FICA                                   | Employer share of Social Security and Medicare   |         |
| 152        | Wisconsin Retirement System            | Employer share of required contribution  |         |
| 153        | Sick Leave                             |  |         |
| 154        | Health Insurance                       | Employer share of premiums   |         |
| 155        | Life Insurance                         | Employer share of premiums   |         |
| 156        | Vacation Leave                         |  |         |
| 157        | Holiday Leave                          |  |         |
| <b>200</b> | <b>Purchased Services</b>              |  |         |
| 210        | Outside/Prof Services (Non-IT)         | Janitorial services  |         |
| 211        | Outside/Prof Services (IT)             | Services for Police computer network   |         |
| 225        | Telephone                              | Mobile telephones  | \$2,500 |
|            |  | Administrative telephone lines   | \$5,500 |
| 240        | Repair/Maint Contracts (Non-IT)        |  |         |
| <b>300</b> | <b>Operating Supplies and Expenses</b> |  |         |
| 310        | Office Supplies                        |  |         |
| 311        | Postage                                |  |         |
| 313        | Printing                               | Parking Citations  | \$1,000 |
|            |  | Parking Permits  | \$300   |
|            |  | Miscellaneous forms  | \$700   |
| 320        | Membership Dues                        | FBI National Academy   | \$85    |
|            |  | Waukesha County Chief's Assoc.   | \$50    |
|            |  | Wisconsin Chief of Police Assoc.   | \$100   |
|            |  | IACP   | \$150   |
| 322        | Periodicals                            | Oconomowoc Enterprise and Oconomowoc Focus   |         |
| 330        | Training and Travel                    | Miscellaneous mileage  |         |
| 340        | Operating Supplies and Expenses        | Miscellaneous supplies and expenses  |         |
| 343        | Janitorial Supplies                    |  |         |
| 346        | Clothing and Tool Allowance            | Chief, Captain, and Lieutenant (\$700 per employee), balances carry forward  |         |
| <b>400</b> | <b>Maintenance of City Property</b>    |  |         |
| 400        | Repair/Maint of Buildings              |  |         |
| 435        | Repair/Maint of Equip. (Non-Fleet)     |  |         |
| <b>500</b> | <b>Fixed Charges</b>                   |  |         |
| 509        | Technology                             | Payment to Technology Internal Service Fund 700 for system support, repairs, maintenance and depreciation                                    |         |
| 510        | Risk Management                        | Payment to Risk Management Internal Service Fund 720 for insurance premiums, safety committee administration, and risk management activities |         |

# CITY OF OCONOMOWOC

## 2017 BUDGET

### GENERAL FUND - POLICE ADMINISTRATION

| ACCT NO                                  | ACCOUNT DESCRIPTION                       | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET |
|--|---|----------------|-----------------|-------------------|-------------------|----------------|
| <u>WAGES &amp; BENEFITS</u>              |   |                |                 |                   |                   |                |
| 100-503-3100-111                         | POLICE ADMIN SALARIES                     | 48,279         | 40,758          | 22,556            | 40,763            | 82,761         |
| 100-503-3100-112                         | POLICE ADMIN COMP PAYOUT                  | 955            | 1,435           | 0                 | 1,435             | 1,488          |
| 100-503-3100-113                         | POLICE ADMIN P/T WAGES W BEN              | 21,870         | 19,460          | 11,189            | 19,464            | 0              |
| 100-503-3100-115                         | POLICE ADMIN OFFICER SALARIES             | 199,817        | 166,568         | 94,298            | 168,127           | 172,815        |
| 100-503-3100-133                         | POLICE ADMIN LONGEVITY                    | 240            | 240             | 100               | 240               | 240            |
| 100-503-3100-151                         | POLICE ADMIN FICA                         | 20,889         | 21,465          | 9,882             | 21,615            | 24,093         |
| 100-503-3100-152                         | POLICE ADMIN WRS                          | 27,540         | 24,487          | 11,186            | 24,673            | 29,987         |
| 100-503-3100-153                         | POLICE ADMIN SICK LEAVE                   | 0              | 18,718          | 0                 | 18,854            | 21,601         |
| 100-503-3100-154                         | POLICE ADMIN HEALTH INS                   | 50,960         | 52,402          | 25,953            | 51,892            | 75,538         |
| 100-503-3100-155                         | POLICE ADMIN LIFE INS                     | 1,239          | 1,319           | 685               | 1,328             | 1,480          |
| 100-503-3100-156                         | POLICE ADMIN VACATION                     | 0              | 22,716          | 0                 | 22,904            | 24,039         |
| 100-503-3100-157                         | POLICE ADMIN HOLIDAY                      | 0              | 10,690          | 0                 | 10,765            | 12,001         |
|  | <b>TOTAL WAGES &amp; BENEFITS</b>         | <b>371,789</b> | <b>380,258</b>  | <b>175,849</b>    | <b>382,060</b>    | <b>446,043</b> |
| <u>PURCHASED SERVICES</u>                |   |                |                 |                   |                   |                |
| 100-503-3100-210                         | POLICE ADMIN OUTSD SVCS NON-IT            | 4,727          | 4,560           | 2,280             | 4,560             | 4,680          |
| 100-503-3100-211                         | POLICE ADMIN PROF SVCS IT                 | 1,650          | 4,000           | 600               | 4,000             | 3,000          |
| 100-503-3100-225                         | POLICE ADMIN TELEPHONE                    | 7,407          | 8,000           | 3,697             | 8,000             | 8,000          |
| 100-503-3100-240                         | POLICE ADMIN MAINT CONT NON-IT            | 1,999          | 0               | 0                 | 0                 | 0              |
|  | <b>TOTAL PURCHASED SERVICES</b>           | <b>15,783</b>  | <b>16,560</b>   | <b>6,577</b>      | <b>16,560</b>     | <b>15,680</b>  |
| <u>OPERATING SUPPLIES &amp; EXPENSES</u> |   |                |                 |                   |                   |                |
| 100-503-3100-310                         | POLICE ADMIN OFFICE SUPPLIES              | 6,683          | 8,500           | 2,361             | 8,500             | 7,500          |
| 100-503-3100-311                         | POLICE ADMIN POSTAGE                      | 1,971          | 2,500           | 801               | 2,500             | 2,300          |
| 100-503-3100-313                         | POLICE ADMIN PRINTING                     | 1,935          | 2,500           | 109               | 2,500             | 2,000          |
| 100-503-3100-320                         | POLICE ADMIN MEMBERSHIPS                  | 485            | 235             | 320               | 320               | 385            |
| 100-503-3100-322                         | POLICE ADMIN PERIODICALS                  | 77             | 80              | 35                | 80                | 80             |
| 100-503-3100-330                         | POLICE ADMIN TRAIN/TRAVEL                 | 2,518          | 500             | 587               | 600               | 1,500          |
| 100-503-3100-340                         | POLICE ADMIN OPER SUP/EXP                 | 846            | 500             | 312               | 500               | 300            |
| 100-503-3100-343                         | POLICE ADMIN JANITOR SUP                  | 50             | 240             | 65                | 240               | 240            |
| 100-503-3100-346                         | POLICE ADMIN CLOTH/TOOL ALLOW             | 898            | 1,800           | 867               | 2,620             | 2,100          |
|  | <b>TOTAL OPERATING SUPPLIES &amp; EXP</b> | <b>15,463</b>  | <b>16,855</b>   | <b>5,457</b>      | <b>17,860</b>     | <b>16,405</b>  |
| <u>MAINTENANCE OF CITY PROPERTY</u>      |   |                |                 |                   |                   |                |
| 100-503-3100-400                         | POLICE ADMIN REPAIR AND MAINT             | 16             | 0               | 0                 | 0                 | 0              |
| 100-503-3100-435                         | POLICE ADMIN RPR/MNT EQUIP NF             | 7              | 0               | 0                 | 0                 | 0              |
|  | <b>TOTAL MAINTENANCE OF CITY PROP</b>     | <b>23</b>      | <b>0</b>        | <b>0</b>          | <b>0</b>          | <b>0</b>       |
| <u>FIXED CHARGES</u>                     |   |                |                 |                   |                   |                |
| 100-503-3100-509                         | POLICE ADMIN TECHNOLOGY                   | 130,310        | 136,320         | 68,160            | 136,320           | 159,230        |
| 100-503-3100-510                         | POLICE ADMIN RISK MGMT                    | 114,520        | 120,280         | 60,140            | 120,280           | 103,200        |
|  | <b>TOTAL FIXED CHARGES</b>                | <b>244,830</b> | <b>256,600</b>  | <b>128,300</b>    | <b>256,600</b>    | <b>262,430</b> |
|  | <b>TOTAL POLICE ADMINISTRATION</b>        | <b>647,888</b> | <b>670,273</b>  | <b>316,183</b>    | <b>673,080</b>    | <b>740,558</b> |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - POLICE DISPATCH CENTER**

The City of Oconomowoc Police Department provides dispatch services for City police, fire, and ambulance, and other City departments. In addition other area municipalities also contract with the City for dispatch services.

**Category: Public Safety**

**EXPENDITURES: Account # 503-3200**

|            |  |   |          |
|------------|--|---|----------|
| <b>100</b> | <b>Wages and Benefits</b>              |   |          |
| 111        | Salaries                               | Five full-time Dispatchers  |          |
| 112        | Compensatory Time Payout               | Five full-time Dispatchers (295 hours)  |          |
| 113        | Part-Time Wages with Benefits          | Part-time Dispatchers who fill in for vacation, sick, or in-service training school (700 hours) |          |
| 115        | Officer Salaries                       | Lieutenant (80%)  |          |
| 125        | Part-Time Wages without Benefits       | Part-time Dispatchers who fill in for vacation, sick, or in-service training school (700 hours) |          |
| 133        | Longevity                              | Four full-time Dispatchers  |          |
| 151        | FICA                                   | Employer share of Social Security and Medicare  |          |
| 152        | Wisconsin Retirement System            | Employer share of required contribution   |          |
| 153        | Sick Leave                             |   |          |
| 154        | Health Insurance                       | Employer share of premiums  |          |
| 155        | Life Insurance                         | Employer share of premiums  |          |
| 156        | Vacation Leave                         |   |          |
| 157        | Holiday Leave                          |   |          |
| <b>200</b> | <b>Purchased Services</b>              |   |          |
| 210        | Outside/Prof Services (Non-IT)         | Electronic monitoring service   |          |
| 211        | Outside/Prof Services (IT)             | Computer Aided Dispatch (CAD) software changes  |          |
| 224        | Gas and Heat                           |   |          |
| 225        | Telephone                              | Phone lines for radio equipment   |          |
| 240        | Repair/Maint Contracts (Non-IT)        | Time system   | \$9,100  |
|            |  | Operating costs for trunked radio   | \$17,500 |
|            |  | Alarm radio tower building  | \$250    |
|            |  | Phone system  | \$11,455 |
|            |  | Nexlog  | \$3,700  |
| 241        | Repair/Maint Contracts (IT)            | Radio service contract  |          |
| <b>300</b> | <b>Operating Supplies and Expenses</b> |   |          |
| 320        | Membership Dues                        | Southeast Wisconsin Communications Resource/Support Group                                       |          |
| 324        | Licenses and Permits                   |   |          |
| 326        | Publicity and Advertising              |   |          |
| 330        | Training and Travel                    | CIB conference, power phone training, and NENA conference                                       |          |
| 340        | Operating Supplies and Expenses        | Part-time Dispatcher clothing   | \$250    |
|            |  | Miscellaneous supplies and expenses   | \$750    |
| 346        | Clothing and Tool Allowance            | Five full-time Dispatchers (\$225 per Dispatcher), balances do not carry forward                |          |
| <b>400</b> | <b>Maintenance of City Property</b>    |   |          |
| 435        | Repair/Maint of Equip. (Non-Fleet)     | Repairs to dispatch equipment and radios  |          |
| <b>500</b> | <b>Fixed Charges</b>                   |   |          |
| 530        | Rent                                   | CAD subscription  |          |

# CITY OF OCONOMOWOC

## 2017 BUDGET

### GENERAL FUND - POLICE DISPATCH CENTER

| ACCT NO                                  | ACCOUNT DESCRIPTION                       | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET |
|--|---|----------------|-----------------|-------------------|-------------------|----------------|
| <u>WAGES &amp; BENEFITS</u>              |   |                |                 |                   |                   |                |
| 100-503-3200-111                         | DISPATCH SALARIES                         | 235,991        | 202,385         | 109,568           | 203,169           | 211,167        |
| 100-503-3200-112                         | DISPATCH COMP PAYOUT                      | 2,490          | 6,917           | 2,196             | 6,917             | 7,189          |
| 100-503-3200-113                         | DISPATCH P/T WAGES W BEN                  | 6,908          | 14,803          | 3,152             | 14,809            | 15,105         |
| 100-503-3200-115                         | DISPATCH OFFICER SALARIES                 | 66,369         | 56,595          | 31,573            | 56,603            | 58,154         |
| 100-503-3200-125                         | DISPATCH P/T WAGES                        | 14,004         | 10,574          | 17,396            | 10,578            | 10,790         |
| 100-503-3200-133                         | DISPATCH LONGEVITY                        | 420            | 425             | 175               | 425               | 540            |
| 100-503-3200-151                         | DISPATCH FICA                             | 24,779         | 26,534          | 12,429            | 26,627            | 27,582         |
| 100-503-3200-152                         | DISPATCH WRS                              | 24,235         | 24,198          | 10,593            | 24,278            | 26,634         |
| 100-503-3200-153                         | DISPATCH SICK LEAVE                       | 0              | 21,664          | 0                 | 21,747            | 22,546         |
| 100-503-3200-154                         | DISPATCH HEALTH INS                       | 87,439         | 89,923          | 44,452            | 88,917            | 91,584         |
| 100-503-3200-155                         | DISPATCH LIFE INS                         | 425            | 558             | 247               | 560               | 580            |
| 100-503-3200-156                         | DISPATCH VACATION                         | 0              | 21,450          | 0                 | 21,732            | 22,529         |
| 100-503-3200-157                         | DISPATCH HOLIDAY                          | 0              | 12,036          | 0                 | 12,082            | 12,526         |
|  | <b>TOTAL WAGES &amp; BENEFITS</b>         | <b>463,060</b> | <b>488,062</b>  | <b>231,781</b>    | <b>488,444</b>    | <b>506,926</b> |
| <u>PURCHASED SERVICES</u>                |   |                |                 |                   |                   |                |
| 100-503-3200-210                         | DISPATCH OUTSD SVCS NON-IT                | 240            | 220             | 120               | 220               | 220            |
| 100-503-3200-211                         | DISPATCH PROF SVCS IT                     | 0              | 1,100           | 0                 | 1,100             | 1,100          |
| 100-503-3200-224                         | DISPATCH GAS/HEAT                         | 0              | 50              | 0                 | 0                 | 0              |
| 100-503-3200-225                         | DISPATCH TELEPHONE                        | 3,013          | 3,200           | 1,507             | 3,200             | 3,200          |
| 100-503-3200-240                         | DISPATCH MAINT CONT NON-IT                | 40,242         | 41,505          | 34,974            | 41,505            | 42,005         |
| 100-503-3200-241                         | DISPATCH MAINT CONT IT                    | 8,178          | 8,180           | 8,178             | 8,178             | 8,423          |
|  | <b>TOTAL PURCHASED SERVICES</b>           | <b>51,673</b>  | <b>54,255</b>   | <b>44,779</b>     | <b>54,203</b>     | <b>54,948</b>  |
| <u>OPERATING SUPPLIES &amp; EXPENSES</u> |   |                |                 |                   |                   |                |
| 100-503-3200-320                         | DISPATCH MEMBERSHIPS                      | 15             | 15              | 15                | 15                | 15             |
| 100-503-3200-324                         | DISPATCH OPER LIC/PERMIT                  | 0              | 0               | 240               | 240               | 240            |
| 100-503-3200-326                         | DISPATCH PUBLICITY                        | 291            | 0               | 0                 | 0                 | 0              |
| 100-503-3200-330                         | DISPATCH TRAIN/TRAVEL                     | 2,688          | 2,800           | 1,696             | 2,800             | 2,800          |
| 100-503-3200-340                         | DISPATCH OPER SUP/EXP                     | 2,024          | 1,000           | 365               | 1,000             | 1,000          |
| 100-503-3200-346                         | DISPATCH CLOTH/TOOL ALLOW                 | 1,066          | 1,125           | 732               | 1,125             | 1,125          |
|  | <b>TOTAL OPERATING SUPPLIES &amp; EXP</b> | <b>6,084</b>   | <b>4,940</b>    | <b>3,048</b>      | <b>5,180</b>      | <b>5,180</b>   |
| <u>MAINTENANCE OF CITY PROPERTY</u>      |   |                |                 |                   |                   |                |
| 100-503-3200-435                         | DISPATCH RPR/MNT EQUIP NF                 | 65             | 3,500           | 85                | 3,500             | 3,500          |
|  | <b>TOTAL MAINTENANCE OF CITY PROP</b>     | <b>65</b>      | <b>3,500</b>    | <b>85</b>         | <b>3,500</b>      | <b>3,500</b>   |
| <u>FIXED CHARGES</u>                     |   |                |                 |                   |                   |                |
| 100-503-3200-530                         | DISPATCH RENT                             | 39,564         | 39,960          | 39,959            | 39,959            | 41,845         |
|  | <b>TOTAL FIXED CHARGES</b>                | <b>39,564</b>  | <b>39,960</b>   | <b>39,959</b>     | <b>39,959</b>     | <b>41,845</b>  |
|  | <b>TOTAL POLICE DISPATCH CENTER</b>       | <b>560,446</b> | <b>590,717</b>  | <b>319,652</b>    | <b>591,286</b>    | <b>612,399</b> |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - POLICE OPERATIONS**

Category: Public Safety

**EXPENDITURES: Account # 503-3300**

|            |  |  |  |          |
|------------|--|--|--|----------|
| <b>100</b> | <b>Wages and Benefits</b>              |  |  |          |
| 115        | Officer Salaries                       | 14 uniformed Officers (including one Public School Liaison Officer), 3 Sergeants, and 2 Detectives who provide 24-hour service           |  |          |
| 116        | Officer Over-Time Salaries             | Special events, emergencies, sick and vacation coverage (1,625 hours)  |  |          |
| 125        | Part-Time Wages without Benefits       | 4 part-time Officers to cover for in-service training, sick, and vacation leaves (1,085 hours); Community Service Officers (1,392 hours) |  |          |
| 151        | FICA                                   | Employer share of Social Security and Medicare   |  |          |
| 152        | Wisconsin Retirement System            | Employer share of required contribution  |  |          |
| 153        | Sick Leave                             |  |  |          |
| 154        | Health Insurance                       | Employer share of premiums   |  |          |
| 155        | Life Insurance                         | Employer share of premiums   |  |          |
| 156        | Vacation Leave                         |  |  |          |
| 157        | Holiday Leave                          |  |  |          |
| 159        | Wages & Benefits Reimbursement         | Reimbursement for Public School Liaison Officer  |  |          |
| <b>200</b> | <b>Purchased Services</b>              |  |  |          |
| 210        | Outside/Prof Services (Non-IT)         |  |  |          |
|            | Police and fire commission svcs        | \$250  | Vehicle towing and storage               | \$1,500  |
|            | Fees for parking tickets sent to DOT   | \$750  | Prisoner housing                         | \$17,000 |
|            | Police record checks                   | \$3,400  | Blood draws                              | \$500    |
|            | Fire extinguisher inspection           | \$500  |  |          |
| 211        | Outside/Prof Services (IT)             |  |  |          |
| 240        | Repair/Maint. Contracts (Non-IT)       | Livescan fingerprinting system maintenance contract  |  |          |
| <b>300</b> | <b>Operating Supplies and Expenses</b> |  |  |          |
| 311        | Postage                                |  |  |          |
| 324        | Licenses and Permits                   | New squad registration   |  |          |
| 330        | Training and Travel                    | Court-related travel expenses  |  |          |
| 340        | Operating Supplies and Expenses        |  |  |          |
|            | Crime scene evidence equipment         | \$1,000  | Equipment for new hired officers         | \$5,000  |
|            | Crime prevention program               | \$2,500  | Replace Damaged equip/uniforms           | \$750    |
|            | Crimestopper tip payments              | \$300  | Photo expense                            | \$200    |
|            | Replace CSO equipment & uniforms       | \$550  | Drug investigations                      | \$200    |
|            | Replace part-time officer equipment    | \$500  | Miscellaneous supplies & exp             | \$4,000  |
| 341        | Safety Supplies                        |  |  |          |
|            | First aid and supplies (squads)        | \$150  | Replace 4 ballistic vests                | \$1,000  |
|            | AED supplies                           | \$4,000  |  |          |
| 346        | Clothing and Tool Allowance            | 18 Officers and 2 Detectives (\$700 per employee), balances carry forward  |  |          |
| 351        | Gas and Diesel                         | 19,000 gallons non-lead fuel @ \$2.40/gallon   |  |          |
| <b>400</b> | <b>Maintenance of City Property</b>    |  |  |          |
| 425        | Repair/ Maint of Vehicles (Non-Fleet)  | Car washes   |  |          |
| 435        | Repair/Maint of Equip. (Non-Fleet)     |  |  |          |
|            | Fire extinguisher repair               | \$50   | Portable radio batteries and accessories | \$1,250  |
|            | Fire extinguisher recharging           | \$250  | Batteries                                | \$300    |
|            | Mobile and portable radio repair       | \$1,500  |  |          |
| <b>500</b> | <b>Fixed Charges</b>                   |  |  |          |
| 508        | Fleet Maintenance                      | Payment to Fleet Maintenance Internal Service Fund 730 for vehicle and equipment repairs, maintenance, and tires                         |  |          |
| 530        | Rent                                   | Harley Davidson lease  |  |          |

**CITY OF OCONOMOWOC**  
**2017 BUDGET**  
**GENERAL FUND - POLICE OPERATIONS**

| <b>ACCT NO</b>                            | <b>ACCOUNT DESCRIPTION</b>   | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> |
|---|------------------------------|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
| <u>WAGES &amp; BENEFITS</u>               |                              |                        |                         |                           |                           |                        |
| 100-503-3300-115                          | POLICE OPS SALARIES          | 1,257,925              | 1,118,563               | 611,643                   | 1,123,309                 | 1,258,682              |
| 100-503-3300-116                          | POLICE OPS O/T SALARIES      | 29,668                 | 54,540                  | 7,493                     | 54,535                    | 55,626                 |
| 100-503-3300-125                          | POLICE OPS P/T WAGES         | 33,970                 | 54,773                  | 11,481                    | 51,485                    | 55,874                 |
| 100-503-3300-151                          | POLICE OPS FICA              | 98,612                 | 109,860                 | 47,297                    | 109,802                   | 122,099                |
| 100-503-3300-152                          | POLICE OPS WRS               | 144,334                | 131,086                 | 58,747                    | 131,326                   | 166,341                |
| 100-503-3300-153                          | POLICE OPS SICK LEAVE        | 0                      | 61,012                  | 0                         | 61,117                    | 68,256                 |
| 100-503-3300-154                          | POLICE OPS HEALTH INS        | 348,469                | 369,516                 | 182,636                   | 365,846                   | 393,596                |
| 100-503-3300-155                          | POLICE OPS LIFE INS          | 2,313                  | 2,860                   | 1,172                     | 2,628                     | 2,747                  |
| 100-503-3300-156                          | POLICE OPS VACATION          | 0                      | 96,345                  | 0                         | 93,942                    | 100,751                |
| 100-503-3300-157                          | POLICE OPS HOLIDAY           | 0                      | 50,843                  | 0                         | 50,931                    | 56,880                 |
| 100-503-3300-159                          | POLICE OPS WAGE & BEN REIMB  | ( 58,287)              | ( 51,841)               | ( 25,919)                 | ( 51,815)                 | ( 53,427)              |
| <b>TOTAL WAGES &amp; BENEFITS</b>         |                              | <b>1,857,004</b>       | <b>1,997,557</b>        | <b>894,550</b>            | <b>1,993,106</b>          | <b>2,227,425</b>       |
| <u>PURCHASED SERVICES</u>                 |                              |                        |                         |                           |                           |                        |
| 100-503-3300-210                          | POLICE OPS OUTSD SVCS NON-IT | 25,942                 | 22,000                  | 16,641                    | 22,000                    | 23,900                 |
| 100-503-3300-211                          | POLICE OPS PROF SVCS IT      | 0                      | 2,500                   | 0                         | 0                         | 0                      |
| 100-503-3300-240                          | POLICE OPS MAINT CONT NON-IT | 0                      | 3,000                   | 2,995                     | 2,995                     | 2,995                  |
| <b>TOTAL PURCHASED SERVICES</b>           |                              | <b>25,942</b>          | <b>27,500</b>           | <b>19,636</b>             | <b>24,995</b>             | <b>26,895</b>          |
| <u>OPERATING SUPPLIES &amp; EXPENSES</u>  |                              |                        |                         |                           |                           |                        |
| 100-503-3300-311                          | POLICE OPS POSTAGE           | 20                     | 0                       | 36                        | 50                        | 50                     |
| 100-503-3300-324                          | POLICE OPS OPER LIC/PERMIT   | 212                    | 250                     | 141                       | 250                       | 250                    |
| 100-503-3300-330                          | POLICE OPS TRAIN/TRAVEL      | 215                    | 1,000                   | 215                       | 1,000                     | 1,000                  |
| 100-503-3300-340                          | POLICE OPS OPER SUP/EXP      | 13,461                 | 9,700                   | 8,118                     | 15,764                    | 15,000                 |
| 100-503-3300-341                          | POLICE OPS SAFETY SUP        | 527                    | 7,150                   | 4,907                     | 7,150                     | 5,150                  |
| 100-503-3300-346                          | POLICE OPS CLOTH/TOOL ALLOW  | 9,625                  | 11,400                  | 4,802                     | 17,650                    | 14,000                 |
| 100-503-3300-351                          | POLICE OPS GAS/DIESEL        | 41,363                 | 52,250                  | 18,637                    | 45,000                    | 45,600                 |
| <b>TOTAL OPERATING SUPPLIES &amp; EXP</b> |                              | <b>65,423</b>          | <b>81,750</b>           | <b>36,856</b>             | <b>86,864</b>             | <b>81,050</b>          |
| <u>MAINTENANCE OF CITY PROPERTY</u>       |                              |                        |                         |                           |                           |                        |
| 100-503-3300-425                          | POLICE OPS RPR/MNT VEH NF    | 280                    | 750                     | 36                        | 750                       | 1,000                  |
| 100-503-3300-435                          | POLICE OPS RPR/MNT EQUIP NF  | 2,260                  | 3,350                   | 418                       | 3,350                     | 3,350                  |
| <b>TOTAL MAINTENANCE OF CITY PROP</b>     |                              | <b>2,540</b>           | <b>4,100</b>            | <b>454</b>                | <b>4,100</b>              | <b>4,350</b>           |
| <u>FIXED CHARGES</u>                      |                              |                        |                         |                           |                           |                        |
| 100-503-3300-508                          | POLICE OPS FLEET             | 39,970                 | 31,960                  | 15,980                    | 31,960                    | 30,170                 |
| 100-503-3300-530                          | POLICE OPS RENT/LEASE        | 1,600                  | 1,600                   | 1,400                     | 1,400                     | 1,500                  |
| <b>TOTAL FIXED CHARGES</b>                |                              | <b>41,570</b>          | <b>33,560</b>           | <b>17,380</b>             | <b>33,360</b>             | <b>31,670</b>          |
| <b>TOTAL POLICE OPERATIONS</b>            |                              | <b>1,992,479</b>       | <b>2,144,467</b>        | <b>968,876</b>            | <b>2,142,425</b>          | <b>2,371,390</b>       |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - POLICE TRAINING**

Wisconsin State Law requires that Chiefs, Captains, and Lieutenants be re-certified as Police Officers. Each Police Officer is required by Wisconsin State law to be re-certified annually. State reimbursement of approximately \$150 per Officer (26) recorded as revenue \$3,840.

**Category: Public Safety**

**EXPENDITURES: Account # 503-3400**

|            |   |  |
|------------|---|--|
| <b>100</b> | <b><i>Wages and Benefits</i></b>              |  |
| 151        | <i>FICA</i>                                   | Tax on meal reimbursements   |
| 154        | <i>Health Insurance</i>                       | Employer share of premiums   |
| 155        | <i>Life Insurance</i>                         | Employer share of premiums   |
| <b>300</b> | <b><i>Operating Supplies and Expenses</i></b> |  |
| 330        | <i>Training and Travel</i>                    | Police conferences, Wisconsin Chief's conference, Attorney General Conference, Traffic Safety Conference and Waukesha County Chief's Association Meetings, including tuition, meals, and mileage |
| 340        | <i>Operating Supplies and Expenses</i>        | Ammunition and targets   |
| 351        | <i>Gas and Diesel</i>                         | 14 gallons non-lead fuel @ \$2.40/gallon   |
| <b>400</b> | <b><i>Maintenance of City Property</i></b>    |  |
| 435        | <i>Repair/Maint of Equip. (Non-Fleet)</i>     |  |
| <b>500</b> | <b><i>Fixed Charges</i></b>                   |  |
| 530        | <i>Rent</i>                                   | Oconomowoc Gun Club and Village of Oconomowoc Lake   |

**CITY OF OCONOMOWOC**  
**2017 BUDGET**  
**GENERAL FUND - POLICE TRAINING**

| <b>ACCT NO</b>   | <b>ACCOUNT DESCRIPTION</b>                | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> |
|------------------|---|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
|                  | <u>WAGES &amp; BENEFITS</u>               |                        |                         |                           |                           |                        |
| 100-503-3400-151 | POLICE TRAIN FICA                         | 64                     | 0                       | 53                        | 0                         | 0                      |
| 100-503-3400-154 | POLICE TRAIN HEALTH INS                   | 208                    | 0                       | 175                       | 0                         | 0                      |
| 100-503-3400-155 | POLICE TRAIN LIFE INS                     | 1                      | 0                       | 1                         | 0                         | 0                      |
|                  | <b>TOTAL WAGES &amp; BENEFITS</b>         | <b>273</b>             | <b>0</b>                | <b>229</b>                | <b>0</b>                  | <b>0</b>               |
|                  | <u>OPERATING SUPPLIES &amp; EXPENSES</u>  |                        |                         |                           |                           |                        |
| 100-503-3400-330 | POLICE TRAIN TRAIN/TRAVEL                 | 8,320                  | 13,500                  | 6,146                     | 13,500                    | 13,500                 |
| 100-503-3400-340 | POLICE TRAIN OPER SUP/EXP                 | 1,739                  | 5,100                   | 78                        | 5,100                     | 5,100                  |
| 100-503-3400-351 | POLICE TRAIN GAS/DIESEL                   | 98                     | 30                      | 62                        | 75                        | 34                     |
|                  | <b>TOTAL OPERATING SUPPLIES &amp; EXP</b> | <b>10,157</b>          | <b>18,630</b>           | <b>6,286</b>              | <b>18,675</b>             | <b>18,634</b>          |
|                  | <u>MAINTENANCE OF CITY PROPERTY</u>       |                        |                         |                           |                           |                        |
| 100-503-3400-435 | POLICE TRAIN RPR/MNT EQUIP NF             | 34                     | 0                       | 0                         | 0                         | 0                      |
|                  | <b>TOTAL MAINTENANCE OF CITY PROP</b>     | <b>34</b>              | <b>0</b>                | <b>0</b>                  | <b>0</b>                  | <b>0</b>               |
|                  | <u>FIXED CHARGES</u>                      |                        |                         |                           |                           |                        |
| 100-503-3400-530 | POLICE TRAIN RENT                         | 0                      | 500                     | 0                         | 500                       | 500                    |
|                  | <b>TOTAL FIXED CHARGES</b>                | <b>0</b>               | <b>500</b>              | <b>0</b>                  | <b>500</b>                | <b>500</b>             |
|                  | <b>TOTAL POLICE TRAINING</b>              | <b>10,464</b>          | <b>19,130</b>           | <b>6,515</b>              | <b>19,175</b>             | <b>19,134</b>          |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - WATER SAFETY PATROL**

The Police Department starts boat patrol on April 1st and ends in November. It is in operation four to seven days a week from 9:00 a.m. to 11:00 p.m., but may vary due to the activity on the lake. A percentage of the wages and equipment are reimbursed by the Department of Natural Resources. State Aid for boat safety received in 2016 was \$4,696. The Police Department billed the Town of Oconomowoc in 2016 for patrolling their portion of Lac La Belle for a total of \$2,000.

**Category: Public Safety**

**EXPENDITURES: Account # 503-3500**

|            |   |  |
|------------|---|--|
| <b>100</b> | <b>Wages and Benefits</b>                 |  |
| 115        | <i>Officer Salaries</i>                   | Sergeant (100 hours)   |
| 125        | <i>Part-Time Wages and Benefits</i>       | Part-time Officer (200 hours)                                |
| 151        | <i>FICA</i>                               | Tax on meal reimbursements                                   |
| 152        | <i>Wisconsin Retirement System</i>        | Employer share of required contribution                      |
| 154        | <i>Health Insurance</i>                   | Employer share of premiums                                   |
| 155        | <i>Life Insurance</i>                     | Employer share of premiums                                   |
| <b>300</b> | <b>Operating Supplies and Expenses</b>    |  |
| 330        | <i>Training and Travel</i>                | Mileage to DNR audit and DNR conference                      |
| 340        | <i>Operating Supplies and Expenses</i>    | Miscellaneous supplies and expenses                          |
| 351        | <i>Gas and Diesel</i>                     | 183 gallons non-lead fuel @ \$2.40/gallon                    |
| <b>400</b> | <b>Maintenance of City Property</b>       |  |
| 435        | <i>Repair/Maint of Equip. (Non-Fleet)</i> | Tune-up, parts, motor and boat repairs, winterizing, and oil |

**CITY OF OCONOMOWOC**  
**2017 BUDGET**  
**GENERAL FUND - WATER SAFETY PATROL**

| ACCT NO                                  | ACCOUNT DESCRIPTION            | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET |
|--|--------------------------------|----------------|-----------------|-------------------|-------------------|----------------|
| <u>WAGES &amp; BENEFITS</u>              |                                |                |                 |                   |                   |                |
| 100-503-3500-115                         | WATER PATROL SALARIES          | 488            | 3,551           | 373               | 3,550             | 3,621          |
| 100-503-3500-125                         | WATER PATROL P/T WAGES         | 3,260          | 6,285           | 642               | 6,101             | 6,409          |
| 100-503-3500-151                         | WATER PATROL FICA              | 284            | 752             | 78                | 738               | 767            |
| 100-503-3500-152                         | WATER PATROL WRS               | 56             | 337             | 35                | 337               | 391            |
| 100-503-3500-154                         | WATER PATROL HEALTH INS        | 146            | 0               | 112               | 0                 | 0              |
| 100-503-3500-155                         | WATER PATROL LIFE INS          | 1              | 9               | 2                 | 9                 | 10             |
|  | TOTAL WAGES & BENEFITS         | 4,235          | 10,934          | 1,242             | 10,735            | 11,198         |
| <u>OPERATING SUPPLIES &amp; EXPENSES</u> |                                |                |                 |                   |                   |                |
| 100-503-3500-330                         | WATER PATROL TRAIN/TRAVEL      | 23             | 400             | 63                | 400               | 400            |
| 100-503-3500-340                         | WATER PATROL OPER SUP/EXP      | 0              | 440             | 289               | 440               | 450            |
| 100-503-3500-351                         | WATER PATROL GAS/DIESEL        | 255            | 440             | 248               | 440               | 440            |
|  | TOTAL OPERATING SUPPLIES & EXP | 278            | 1,280           | 600               | 1,280             | 1,290          |
| <u>MAINTENANCE OF CITY PROPERTY</u>      |                                |                |                 |                   |                   |                |
| 100-503-3500-435                         | WATER PATROL RPR/MNT EQUIP NF  | 0              | 500             | 0                 | 500               | 500            |
|  | TOTAL MAINTENANCE OF CITY PROP | 0              | 500             | 0                 | 500               | 500            |
|  | TOTAL WATER SAFETY PATROL      | 4,513          | 12,714          | 1,842             | 12,515            | 12,988         |



# **GENERAL FUND**

**Department 504  
Fire Department**



# City of Oconomowoc

## Fire Department

### Department 504

### 2017 Budget

Summary

|  | 2015<br>Actual | 2016<br>Budget | 2016<br>Estimate | 2017<br>Budget |
|--|----------------|----------------|------------------|----------------|
| <b>Revenues</b>  |                |                |                  |                |
| Intergovernmental Aid  | 71,235         | 75,450         | 78,145           | 78,150         |
| Public Charges for Services                                    | 199,131        | 191,815        | 196,544          | 228,200        |
| Miscellaneous Revenues   | 23,916         | 22,790         | 29,061           | 18,705         |
| Subtotal Operating Revenues                                    | 294,282        | 290,055        | 303,750          | 325,055        |
| <b>Expenditures</b>  |                |                |                  |                |
| Total by Object  |                |                |                  |                |
| Fire Department Administration                                 | 254,274        | 260,488        | 255,714          | 272,773        |
| Fire Department Suppression & Hydrant                          | 969,118        | 992,264        | 990,982          | 1,040,361      |
| Fire Prevention  | 154,583        | 157,853        | 151,042          | 167,969        |
| Fire Department Training                                       | 109,523        | 119,706        | 117,770          | 124,286        |
| Equipment & Vehicle Maintenance                                | 213,567        | 194,100        | 187,427          | 208,473        |
| Fire Station #1  | 23,250         | 21,795         | 19,427           | 24,827         |
| Fire Station #2  | 25,849         | 42,630         | 33,985           | 34,409         |
| Emergency Government   | 268            | 525            | 475              | 525            |
| Subtotal Expenditures  | 1,750,431      | 1,789,362      | 1,756,822        | 1,873,624      |
| Net Cost/(Revenue) of Department<br>(excluding property taxes) | 1,456,149      | 1,499,307      | 1,453,072        | 1,548,569      |
| Net EV Tax Levy per \$1,000                                    | \$ 0.78        | \$ 0.79        | \$ 0.76          | \$ 0.78        |

# City of Oconomowoc Fire Department Department 504 2017 Budget

## Department Objective

The Oconomowoc Fire Department provides effective life safety, emergency medical, and property conservation services to the citizens of Oconomowoc and our fire and EMS contract areas. These services are provided in a cost effective manner utilizing an average of 50 paid-on-call (POC) and scheduled Ambulance Crew members and 6 full-time personnel. The Emergency Management portion of the Department maintains the weather warning siren on City Hall.

## Department Goals and Initiatives for 2017

- Shared Services: Since mid-December of 2014, we have been providing shared Ambulance coverage with Dousman Fire District from 6:00 a.m. through 4:00 p.m. weekdays at Fire Station #2. These shared services have dramatically reduced response times to areas south of Pabst Road, while being fiscally responsible and beneficial for both entities. While the shared services have focused primarily on Ambulance responses, we have also implemented limited shared fire services. This has allowed us to cover many of the common requests for service during these hours without the need of toning out the entire Fire Department. This significantly reduces response times as well as expenses by not having to do an “All Call” response for the Fire Department, when only a four person Engine company is needed to mitigate the situation. Our goal is to implement this service improvement on a 24/7/365 basis for our entire response area. This budget will also contain several shared services initiatives built around joint purchases of similar services and equipment. To date, this has involved joint purchases and sharing of personal protective equipment, janitorial supplies and computer software programs. For example, members that are on both Departments share one set of common personal protective (PPE) clothing while on duty with either Department. This is in place of needing two sets of PPE.
- Fire Inspections: The Fire Department performs life safety building inspections for 885 existing public occupancies twice a year. We also provide plan review, alarm and sprinkler system testing, pre-occupancy and occupancy inspections on all new, remodeled, or change of occupancy buildings. The number of these inspections continues to increase with the many new building projects completed in 2015 and 2106. Projects that are in progress, notably in the northeast corner of the City, will dramatically increase both our inspection responsibilities and number of emergency responses.
- Staffing Improvements: A 42 year veteran member retired June 1. With the shared services initiatives and several other variables that have developed, new options in staffing are being considered. These range from the status quo, to going back to a traditional Fire Department rank structure with a Fire Chief, to a shared Chief, to several other options to make the best use of the funds from the vacant full-time Lieutenant position and the savings from the shared services initiatives.

## Changes from Previous Years

- Occupancy Changes at Fire Station #2: Fire Station #2 was originally designed to be a shared station for two mutual aid Fire Departments. It is currently being shared with Dousman Fire District. Both departments utilize Station #2 to provide EMS and Fire services to under-served portions of their response area. Additional benefit may be gained by expanding the sharing of full- and part-time staff to expand operations to 24/7 Fire and EMS coverage. Additional data has been gathered through the last half of 2014, all of 2015 and the first half of 2016 and is being evaluated to realize the full extent of the benefits of shared services.
- Fire Station #1: Station #1 at South Concord Road and West Second Street will continue to be the permanent central base of operations for the Department. Significant remodeling projects were completed in 2015. Carpeting was installed in the classroom to improve comfort, acoustics and

appearance. The primary purpose in remodeling the dorm rooms was to make them as close to the same as the dorm rooms at Station 2. This included converting the common dorm rooms with two or more occupants into private rooms. It also added a private shower room and a second accessible bathroom. Finally, new office cubicles were installed for three of the full time staff and for use as the station "Watch Desk".

**Budgeted Positions**

| <b>Description</b>      | <b>2014</b>  | <b>2015</b>  | <b>2016</b>  | <b>2017</b>  |
|-------------------------|--------------|--------------|--------------|--------------|
| Full-Time Employees/FTE | 6.00 / 6.35  | 6.00 / 6.35  | 6.00 / 6.35  | 6.00 / 6.35  |
| Part-Time Employees/FTE | 14.00 / 2.76 | 14.00 / 2.76 | 14.00 / 2.74 | 14.00 / 2.74 |
| Total Employees/FTE     | 20.00 / 9.11 | 20.00 / 9.11 | 20.00 / 9.09 | 20.00 / 9.09 |

Changes from 2014 to 2015:

- Shift of existing two POC members to newly created Captain positions.

**Department Outputs/Outcomes/Performance Measurements**

| <b>Description</b>                               | <b>2014<br/>Actual</b> | <b>2015<br/>Actual</b> | <b>2016<br/>Budget</b> | <b>2017<br/>Budget</b> |
|--|------------------------|------------------------|------------------------|------------------------|
| Number of Fire Calls                             | 433                    | 457                    | 435                    | 450                    |
| HAZMAT Cleanup<br>(gallons of clean-up material) | 200                    | 200                    | 200                    | 200                    |
| Fire Inspections                                 | 1,555                  | 1,617                  | 1,550                  | 1,625                  |
| Fire Inspection Violations                       | 1,131                  | 1,156                  | 1,300                  | 1,300                  |
| City/Contract/Mutual Aid<br>Responses            | 329/64/75              | 353/40/64              | 325/58/57              | 330/63/57              |
| Structural Fires                                 | 30                     | 33                     | 30                     | 30                     |
| Population Served                                |                        |                        |                        |                        |
| City   | 16,293                 | 16,464                 | 16,293                 | 16,464                 |
| Contract Areas                                   | <u>2,270</u>           | <u>3,079</u>           | <u>2,270</u>           | <u>3,079</u>           |
| Total  | 18,563                 | 19,543                 | 18,563                 | 19,543                 |

**CITY OF OCONOMOWOC  
2017 BUDGET  
FIRE DEPARTMENT REVENUES**

**REVENUES**

|                                    |  |
|------------------------------------|--|
| <b>Intergovernmental Revenues</b>  |  |
| <i>State Aid - Fire Ins Tax</i>    | Net receipt from the 2% tax on fire insurance premiums in the City   |
| <i>State Aid - Other PS</i>        | Medical care transportation services supplemental payment  |
| <b>Public Charges for Services</b> |  |
| <i>Other Public Charges</i>        |  |
| <i>Fire Protect Service</i>        | The Town of Oconomowoc and Village of Lac La Belle contract for fire protection services rendered by City based on equalized values and cost factors. Also includes 2% state fire dues |
| <i>Hazardous Disp Fees</i>         | Revenue from spill clean up based on \$35 per gallon disposal volume   |
| <i>Fire Service Fees</i>           | Charges to responsible parties for resources expended during response for hazardous material, and certain fires, when a responsible party is identified                                |
| <b>Miscellaneous Revenues</b>      |  |
| <i>Rent City Buildings</i>         | Rent from Village of Summit for Fire Station #2 (based on 50% of operating expenditures)   |
| <i>Sale of City Property</i>       |  |
| <i>Purch Card Rebate</i>           | Rebate earned on purchasing card payments  |
| <i>Donations Tax Exempt</i>        |  |

**CITY OF OCONOMOWOC**  
**2017 BUDGET**  
**FIRE DEPARTMENT - REVENUES**

| ACCT NO                           | ACCOUNT DESCRIPTION          | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET | PERCENT<br>CHANGE |
|-----------------------------------|------------------------------|----------------|-----------------|-------------------|-------------------|----------------|-------------------|
| <u>INTERGOVERNMENTAL AID</u>      |                              |                |                 |                   |                   |                |                   |
| 100-403-3442-004                  | STATE AID - FIRE INSURANCE T | 65,497         | 68,550          | 36,970            | 71,245            | 71,250         | 3.94%             |
| 100-403-3529-004                  | STATE AID - OTHER PS - FIRE  | 5,738          | 6,900           | 0                 | 6,900             | 6,900          | .00%              |
| TOTAL INTERGOVERNMENTAL A         |                              | 71,235         | 75,450          | 36,970            | 78,145            | 78,150         | 3.58%             |
| <u>PUBLIC CHARGES FOR SERVICE</u> |                              |                |                 |                   |                   |                |                   |
| 100-406-6114-004                  | OTHER PUBLIC CHARGES FOR S   | 100            | 0               | 112               | 84                | 100            | .00%              |
| 100-406-6221-004                  | FIRE DEPT PROTECTIVE SERVIC  | 192,969        | 188,215         | 89,136            | 191,360           | 223,000        | 18.48%            |
| 100-406-6223-004                  | HAZARDOUS MATL DISPOSAL F    | 5,493          | 3,000           | 3,470             | 4,500             | 4,500          | 50.00%            |
| 100-406-6224-004                  | FIRE SERVICES FEES           | 570            | 600             | 0                 | 600               | 600            | .00%              |
| TOTAL PUBLIC CHARGES FOR S        |                              | 199,131        | 191,815         | 92,718            | 196,544           | 228,200        | 18.97%            |
| <u>MISCELLANEOUS REVENUES</u>     |                              |                |                 |                   |                   |                |                   |
| 100-408-8211-004                  | RENT OF CITY BUILDINGS       | 22,703         | 21,290          | 5,560             | 17,000            | 17,205         | -19.19%           |
| 100-408-8310-004                  | SALE OF CITY PROPERTY        | 0              | 0               | 628               | 10,550            | 0              | .00%              |
| 100-408-8430-004                  | PURCHASING CARD REBATE       | 1,213          | 1,500           | 1,076             | 1,076             | 1,500          | .00%              |
| 100-408-8505-004                  | DONATIONS - TAX EXEMPT ORG   | 0              | 0               | 435               | 435               | 0              | .00%              |
| TOTAL MISCELLANEOUS REVEN         |                              | 23,916         | 22,790          | 7,699             | 29,061            | 18,705         | -17.92%           |
| TOTAL FUND REVENUES               |                              | 294,282        | 290,055         | 137,387           | 303,750           | 325,055        | 12.07%            |

**DEPARTMENT 504 - FIRE DEPARTMENT  
EXPENDITURE BUDGET SUMMARY**

| ACCOUNT TITLE | A/C | 2015<br>ACTUAL | 2016<br>ADOPTED | 6/30/2016<br>ACTUAL | 2016<br>ESTIMATE | 2017<br>PROPOSED | %<br>CHANGE |
|---------------|-----|----------------|-----------------|---------------------|------------------|------------------|-------------|
|---------------|-----|----------------|-----------------|---------------------|------------------|------------------|-------------|

**WAGES AND BENEFITS**

|                                   |     |                  |                  |                  |                  |                  |             |
|-----------------------------------|-----|------------------|------------------|------------------|------------------|------------------|-------------|
| Salaries                          | 111 | \$8,852          | \$7,491          | \$4,133          | \$7,493          | \$7,729          | 3.2%        |
| Part-Time Wages with Benefits     | 113 | \$8,617          | \$9,360          | \$4,449          | \$9,362          | \$9,648          | 3.1%        |
| Firefighter Salaries              | 119 | \$335,511        | \$302,163        | \$137,144        | \$289,921        | \$313,032        | 3.6%        |
| Paid-On-Call Wages                | 120 | \$61,862         | \$64,263         | \$24,913         | \$64,262         | \$65,548         | 2.0%        |
| Crew Regular Wages                | 121 | \$1,803          | \$4,796          | \$762            | \$4,797          | \$5,020          | 4.7%        |
| Longevity                         | 133 | \$384            | \$402            | \$160            | \$402            | \$162            | -59.6%      |
| Paid-On-Call Training Wages       | 137 | \$34,651         | \$39,152         | \$14,427         | \$39,151         | \$39,934         | 2.0%        |
| FICA                              | 151 | \$12,757         | \$13,946         | \$5,614          | \$13,713         | \$15,319         | 9.8%        |
| Wisconsin Retirement System       | 152 | \$52,818         | \$52,671         | \$22,560         | \$50,536         | \$60,837         | 15.5%       |
| Sick Leave                        | 153 | \$8,986          | \$24,373         | \$10,358         | \$24,378         | \$24,943         | 2.3%        |
| Health Insurance                  | 154 | \$105,797        | \$109,442        | \$49,952         | \$108,449        | \$124,916        | 14.1%       |
| Life Insurance                    | 155 | \$1,162          | \$1,182          | \$571            | \$1,171          | \$1,210          | 2.4%        |
| Vacation Leave                    | 156 | \$8,753          | \$25,615         | \$7,842          | \$21,786         | \$22,310         | -12.9%      |
| Holiday Leave                     | 157 | \$4,692          | \$13,541         | \$876            | \$13,543         | \$13,857         | 2.3%        |
| <b>TOTAL WAGES &amp; BENEFITS</b> |     | <b>\$646,645</b> | <b>\$668,397</b> | <b>\$283,761</b> | <b>\$648,964</b> | <b>\$704,466</b> | <b>5.4%</b> |

**PURCHASED SERVICES**

|  |     |                 |                 |                 |                 |                 |               |
|--|-----|-----------------|-----------------|-----------------|-----------------|-----------------|---------------|
| Outside and Professional Services (Non-IT) | 210 | \$24,471        | \$25,895        | \$15,582        | \$26,693        | \$25,723        | -0.7%         |
| Electric and Water                         | 222 | \$21,675        | \$25,315        | \$10,260        | \$22,080        | \$22,350        | -11.7%        |
| Gas and Heat                               | 224 | \$7,994         | \$16,420        | \$4,664         | \$8,157         | \$8,317         | -49.3%        |
| Telephone                                  | 225 | \$1,590         | \$1,625         | \$804           | \$1,625         | \$1,625         |               |
| Repair and Maintenance Contracts (Non-IT)  | 240 | \$252           | \$400           | \$171           | \$400           | \$400           |               |
| Repair and Maintenance Contracts (IT)      | 241 | \$1,888         | \$1,925         | \$384           | \$1,925         | \$1,925         |               |
| Police Radio Services                      | 292 | \$10,200        | \$6,170         | \$3,085         | \$6,170         | \$6,410         | 3.9%          |
| <b>TOTAL PURCHASED SERVICES</b>            |     | <b>\$68,070</b> | <b>\$77,750</b> | <b>\$34,950</b> | <b>\$67,050</b> | <b>\$66,750</b> | <b>-14.1%</b> |

**OPERATING SUPPLIES AND EXPENSES**

|  |     |                 |                 |                 |                 |                 |             |
|--|-----|-----------------|-----------------|-----------------|-----------------|-----------------|-------------|
| Office Supplies                            | 310 | \$777           | \$1,000         | \$482           | \$1,000         | \$1,000         |             |
| Postage                                    | 311 | \$489           | \$380           | \$184           | \$450           | \$450           | 18.4%       |
| Printing                                   | 313 | \$345           | \$350           | \$238           | \$355           | \$300           | -14.3%      |
| Membership Dues                            | 320 | \$440           | \$465           | \$420           | \$460           | \$460           | -1.1%       |
| Books and References                       | 321 | \$1,256         | \$1,510         | \$1,305         | \$1,550         | \$1,555         | 3.0%        |
| Periodicals                                | 322 | \$20            |                 |                 |                 |                 |             |
| Licenses and Permits                       | 324 |                 |                 | \$71            | \$71            |                 |             |
| Training and Travel                        | 330 | \$4,600         | \$5,740         | \$813           | \$5,740         | \$5,740         |             |
| Operating Supplies and Expenses            | 340 | \$16,038        | \$24,965        | \$11,936        | \$23,065        | \$22,320        | -10.6%      |
| Safety Supplies                            | 341 | \$8,734         | \$17,690        | \$8,874         | \$17,746        | \$22,690        | 28.3%       |
| Hazardous Materials Supplies and Expenses  | 342 | \$2,695         | \$1,500         | \$1,715         | \$1,500         | \$1,500         |             |
| Janitorial Supplies                        | 343 | \$2,216         | \$2,170         | \$421           | \$2,170         | \$2,170         |             |
| Clothing and Tool Allowance                | 346 | \$9,647         | \$11,100        | \$2,639         | \$11,100        | \$11,100        |             |
| Gas and Diesel                             | 351 | \$9,269         | \$11,190        | \$3,161         | \$10,085        | \$8,799         | -21.4%      |
| <b>TOTAL OPERATING SUPPLIES &amp; EXP.</b> |     | <b>\$56,525</b> | <b>\$78,060</b> | <b>\$32,259</b> | <b>\$75,292</b> | <b>\$78,084</b> | <b>0.0%</b> |

**MAINTENANCE OF CITY PROPERTY**

|  |     |                 |                 |                |                 |                 |               |
|--|-----|-----------------|-----------------|----------------|-----------------|-----------------|---------------|
| Repair/Maintenance of Buildings            | 400 | \$2,558         | \$3,500         | \$1,502        | \$3,536         | \$8,600         | 145.7%        |
| Repair/Maintenance of Grounds              | 410 | \$49            | \$400           |                | \$200           | \$200           | -50.0%        |
| Repair/Maintenance of Vehicles (Non-Fleet) | 425 | \$263           | \$250           | \$128          | \$250           | \$250           |               |
| Repair/Maintenance of Equipment (Non-Flee  | 435 | \$17,821        | \$9,880         | \$5,399        | \$9,830         | \$26,074        | 163.9%        |
| <b>TOTAL MAINTENANCE OF CITY PROPERTY</b>  |     | <b>\$20,691</b> | <b>\$14,030</b> | <b>\$7,029</b> | <b>\$13,816</b> | <b>\$35,124</b> | <b>150.3%</b> |

| ACCOUNT TITLE                       | A/C | 2015<br>ACTUAL     | 2016<br>ADOPTED    | 6/30/2016<br>ACTUAL | 2016<br>ESTIMATE   | 2017<br>PROPOSED   | %<br>CHANGE |
|-------------------------------------|-----|--------------------|--------------------|---------------------|--------------------|--------------------|-------------|
| <b>FIXED CHARGES</b>                |     |                    |                    |                     |                    |                    |             |
| Fleet Maintenance                   | 508 | \$63,930           | \$49,480           | \$24,740            | \$49,480           | \$41,670           | -15.8%      |
| Technology                          | 509 | \$31,840           | \$34,670           | \$17,335            | \$34,670           | \$40,860           | 17.9%       |
| Risk Management                     | 510 | \$47,035           | \$49,925           | \$24,962            | \$49,925           | \$47,845           | -4.2%       |
| Rent                                | 530 | \$1,699            | \$2,050            | \$1,311             | \$2,625            | \$2,625            | 28.0%       |
| Hydrant Rental                      | 531 | \$813,996          | \$814,000          | \$406,998           | \$814,000          | \$854,700          | 5.0%        |
| <b>TOTAL FIXED CHARGES</b>          |     | <b>\$958,500</b>   | <b>\$950,125</b>   | <b>\$475,346</b>    | <b>\$950,700</b>   | <b>\$987,700</b>   | <b>4.0%</b> |
| <b>TOTAL OPERATING EXPENDITURES</b> |     | <b>\$1,750,431</b> | <b>\$1,788,362</b> | <b>\$833,346</b>    | <b>\$1,755,822</b> | <b>\$1,872,124</b> | <b>4.7%</b> |
| <b>CAPITAL OUTLAY</b>               |     |                    |                    |                     |                    |                    |             |
| Capital Improvements                | 820 |                    | \$1,000            |                     | \$1,000            |                    | -100.0%     |
| Replacement Reserve                 | 850 |                    |                    |                     |                    | \$1,000            |             |
| <b>TOTAL CAPITAL OUTLAY</b>         |     |                    | <b>\$1,000</b>     |                     | <b>\$1,000</b>     | <b>\$1,000</b>     |             |
| <b>GRAND TOTAL DEPT 504</b>         |     | <b>\$1,750,431</b> | <b>\$1,789,362</b> | <b>\$833,346</b>    | <b>\$1,756,822</b> | <b>\$1,873,124</b> | <b>4.7%</b> |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - FIRE DEPARTMENT ADMINISTRATION**

**Category: Public Safety**

**EXPENDITURES Acct #504-4100**

|            |  |  |
|------------|--|--|
| <b>100</b> | <b>Wages and Benefits</b>              |  |
| 111        | Salaries                               | Public Safety Director - 8%  |
| 113        | Part-Time Wages with Benefits          | Administrative Assistant - 44.5%   |
| 119        | Firefighter Salaries                   | Deputy Chief - 30%<br>Lieutenant - 45%<br>Four Firefighters - 15% each   |
| 133        | Longevity                              | Deputy Chief   |
| 151        | FICA                                   | Employer share of Social Security and Medicare; includes Mandatory Medicare  |
| 152        | Wisconsin Retirement System            | Employer share of required contribution  |
| 153        | Sick Leave                             |  |
| 154        | Health Insurance                       | Employer share of premiums   |
| 155        | Life Insurance                         | Employer share of premiums   |
| 156        | Vacation Leave                         |  |
| 157        | Holiday Leave                          |  |
| <b>200</b> | <b>Purchased Services</b>              |  |
| 210        | Outside/Prof Services (Non-IT)         | Fire/EMS service study with Waukesha County  |
| 225        | Telephone                              | Monthly line and toll charges and three mobile phones in ambulances  |
| 240        | Repair/Maint Contracts (Non-IT)        | Office copier contract for Station #2 (67% paid by Ambulance Fund)   |
| 241        | Repair /Maint Contracts (IT)           | Firehouse Enterprise System software support (67% is \$1,000 paid by Ambo Fund)<br>Avaya phone system \$925                      |
| 292        | Police Radio Services                  | Fire Portion of Police Dispatch costs  |
| <b>300</b> | <b>Operating Supplies and Expenses</b> |  |
| 310        | Office Supplies                        |  |
| 311        | Postage                                | Stamps and shipping for administrative purposes  |
| 313        | Printing                               | Stationery, letterhead, envelopes, business cards, & member ID cards   |
| 320        | Membership Dues                        | Waukesha County Fire Chiefs Assoc \$150<br>National Fire Protection Assoc \$175<br>Wisconsin State Fire Chief's Association \$95 |
| 330        | Training and Travel                    | Spring and Fall Fire Chief's education meetings \$990<br>State Chief's convention and pre-conference seminar \$700               |
| 340        | Operating Supplies and Expenses        | Paid-on-call staff retention awards \$1,000<br>Annual recognition banquet \$3,445<br>Badges \$340                                |
| 346        | Clothing and Tool Allowance            | Deputy Chief and Lieutenant (\$500 each)   |

# CITY OF OCONOMOWOC

## 2017 BUDGET

### GENERAL FUND - FIRE DEPARTMENT ADMINISTRATION

| ACCT NO                                  | ACCOUNT DESCRIPTION          | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET |
|--|------------------------------|----------------|-----------------|-------------------|-------------------|----------------|
| <u>WAGES &amp; BENEFITS</u>              |                              |                |                 |                   |                   |                |
| 100-504-4100-111                         | FIRE ADMIN SALARIES          | 8,852          | 7,491           | 4,133             | 7,493             | 7,729          |
| 100-504-4100-113                         | FIRE ADMIN P/T WAGES W BEN   | 8,617          | 9,360           | 4,449             | 9,362             | 9,648          |
| 100-504-4100-119                         | FIRE ADMIN SALARIES          | 80,975         | 76,384          | 31,444            | 75,704            | 79,975         |
| 100-504-4100-133                         | FIRE ADMIN LONGEVITY         | 180            | 180             | 75                | 180               | 72             |
| 100-504-4100-151                         | FIRE ADMIN FICA              | 2,024          | 2,307           | 1,028             | 2,272             | 2,848          |
| 100-504-4100-152                         | FIRE ADMIN WRS               | 13,926         | 13,903          | 5,971             | 13,585            | 16,106         |
| 100-504-4100-153                         | FIRE ADMIN SICK LEAVE        | 4,238          | 6,766           | 5,129             | 6,767             | 6,934          |
| 100-504-4100-154                         | FIRE ADMIN HEALTH INS        | 27,904         | 28,680          | 13,154            | 28,564            | 31,403         |
| 100-504-4100-155                         | FIRE ADMIN LIFE INS          | 458            | 486             | 225               | 485               | 498            |
| 100-504-4100-156                         | FIRE ADMIN VACATION          | 4,075          | 8,012           | 4,132             | 6,288             | 6,453          |
| 100-504-4100-157                         | FIRE ADMIN HOLIDAY           | 2,212          | 3,759           | 413               | 3,760             | 3,852          |
| TOTAL WAGES & BENEFITS                   |                              | 153,461        | 157,328         | 70,153            | 154,460           | 165,518        |
| <u>PURCHASED SERVICES</u>                |                              |                |                 |                   |                   |                |
| 100-504-4100-210                         | FIRE ADMIN OUTSD SVCS NON-IT | 0              | 1,000           | 1,000             | 1,000             | 0              |
| 100-504-4100-225                         | FIRE ADMIN TELEPHONE         | 1,465          | 1,500           | 741               | 1,500             | 1,500          |
| 100-504-4100-240                         | FIRE ADMIN MAINT CONT NON-IT | 252            | 400             | 171               | 400               | 400            |
| 100-504-4100-241                         | FIRE ADMIN MAINT CONT IT     | 1,888          | 1,925           | 384               | 1,925             | 1,925          |
| 100-504-4100-292                         | FIRE ADMIN POLICE RADIO SRV  | 10,200         | 6,170           | 3,085             | 6,170             | 6,410          |
| TOTAL PURCHASED SERVICES                 |                              | 13,805         | 10,995          | 5,381             | 10,995            | 10,235         |
| <u>OPERATING SUPPLIES &amp; EXPENSES</u> |                              |                |                 |                   |                   |                |
| 100-504-4100-310                         | FIRE ADMIN OFFICE SUPPLIES   | 777            | 1,000           | 482               | 1,000             | 1,000          |
| 100-504-4100-311                         | FIRE ADMIN POSTAGE           | 196            | 100             | 68                | 100               | 100            |
| 100-504-4100-313                         | FIRE ADMIN PRINTING          | 94             | 200             | 86                | 200               | 200            |
| 100-504-4100-320                         | FIRE ADMIN MEMBERSHIPS       | 400            | 425             | 420               | 420               | 420            |
| 100-504-4100-330                         | FIRE ADMIN TRAIN/TRAVEL      | 1,131          | 1,690           | 579               | 1,690             | 1,690          |
| 100-504-4100-340                         | FIRE ADMIN OPER SUP/EXP      | 5,952          | 4,535           | 642               | 2,635             | 4,785          |
| 100-504-4100-346                         | FIRE ADMIN CLOTH/TOOL ALLOW  | 966            | 1,000           | 310               | 1,000             | 1,000          |
| TOTAL OPERATING SUPPLIES & EXP           |                              | 9,516          | 8,950           | 2,587             | 7,045             | 9,195          |

CITY OF OCONOMOWOC

2017 BUDGET

GENERAL FUND - FIRE DEPARTMENT ADMINISTRATION

EXPENDITURES Acct #504-4100

| 500 | <i>Fixed Charges</i>   |  |
|-----|------------------------|--|
| 509 | <i>Technology</i>      | Payment to Technology Internal Service Fund 700 for system support, repairs, maintenance and depreciation                                    |
| 510 | <i>Risk Management</i> | Payment to Risk Management Internal Service Fund 720 for insurance premiums, safety committee administration, and risk management activities |
| 530 | <i>Rent</i>            | Bottle free water cooler rental for Stations #1 and #2 (50% paid by Ambulance Fund)  |

# CITY OF OCONOMOWOC

## 2017 BUDGET

### GENERAL FUND - FIRE DEPARTMENT ADMINISTRATION

| ACCT NO          | ACCOUNT DESCRIPTION            | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET |
|------------------|--------------------------------|----------------|-----------------|-------------------|-------------------|----------------|
|                  | <u>FIXED CHARGES</u>           |                |                 |                   |                   |                |
| 100-504-4100-509 | FIRE ADMIN TECHNOLOGY          | 31,840         | 34,670          | 17,335            | 34,670            | 40,860         |
| 100-504-4100-510 | FIRE ADMIN RISK MGMT           | 45,005         | 47,895          | 23,948            | 47,895            | 45,815         |
| 100-504-4100-530 | FIRE ADMIN RENT                | 647            | 650             | 324               | 650               | 650            |
|                  | TOTAL FIXED CHARGES            | 77,492         | 83,215          | 41,607            | 83,215            | 87,325         |
|                  | TOTAL FIRE DEPARTMENT ADMINIST | 254,274        | 260,488         | 119,728           | 255,715           | 272,773        |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - FIRE DEPARTMENT SUPPRESSION AND HYDRANT**

In 2015, the Fire Department responded to 457 fire calls. The City contracts our fire protection services to the Village of Lac La Belle and portions of the Town of Oconomowoc.

**Category: Public Safety**

**EXPENDITURES: Account # 504-4200**

|            |   |  |   |
|------------|---|--|---|
| <b>100</b> | <b>Wages and Benefits</b>                 |  |   |
| 119        | <i>Firefighter Salaries</i>               | Deputy Chief - 5%<br>Lieutenant - 10%<br>Four Firefighters - 10% each  |   |
| 120        | <i>Paid-on-Call Wages</i>                 | Long duration fire calls of 20 Firefighters * 16 calls * 5 hours per call = 1,600 hours; short duration fire calls of 4 Firefighters * 347 calls * 1 hour per call = 1,390 |   |
| 133        | <i>Longevity</i>                          | Deputy Chief   |   |
| 151        | <i>FICA</i>                               | Employer share of Social Security and Medicare; includes Mandatory Medicare  |   |
| 152        | <i>Wisconsin Retirement System</i>        | Employer share of required contribution  |   |
| 153        | <i>Sick Leave</i>                         |  |   |
| 154        | <i>Health Insurance</i>                   | Employer share of premiums   |   |
| 155        | <i>Life Insurance</i>                     | Employer share of premiums   |   |
| 156        | <i>Vacation Leave</i>                     |  |   |
| 157        | <i>Holiday Leave</i>                      |  |   |
| <b>200</b> | <b>Purchased Services</b>                 |  |   |
| 210        | <i>Outside/Prof Services (Non-IT)</i>     | Technical rescue services retainer contract<br>Sewing patches  | \$6,528<br>\$100                          |
| <b>300</b> | <b>Operating Supplies and Expenses</b>    |  |   |
| 311        | <i>Postage</i>                            |  |   |
| 340        | <i>Operating Supplies and Expenses</i>    |  |   |
|            | 120 gallons "Class A" firefighting foam   | \$3,400  | Photo film cards for investigations \$100 |
|            | Dive team equipment                       | \$2,000  | Uniform clothing \$3,000                  |
|            | Rapid intervention crew (IRC) equip.      | \$2,000  | Miscellaneous supplies \$850              |
|            | Food for extended fire calls              | \$1,000  | Reflective panels for SCBA \$1,000        |
|            | Hose trays for 4791                       | \$2,000  |   |
| 341        | <i>Safety Supplies</i>                    |  |   |
|            | Replacement of fire safety equipment      | \$600  | Protective clothing \$10,000              |
|            | SCBA facepieces                           | \$7,500  | Nomex hoods \$600                         |
|            | Fire boots                                | \$1,500  | 25 cases "Squincher" drink \$925          |
|            | Fire gloves                               | \$1,500  | Ice for rehab (20 bags) \$65              |
| 342        | <i>Hazardous Materials Supplies/Exp</i>   | Hazardous material equipment purchase and used absorbent disposal costs (offset by fees charged to responsible parties)  |   |
| 346        | <i>Clothing and Tool Allowance</i>        | Full-time firefighter clothing reimbursement<br>Expense allowance for POC to defray cost of clothing expenses responding to fires  | \$2,000<br>\$8,100                        |
| <b>400</b> | <b>Maintenance of City Property</b>       |  |   |
| 435        | <i>Repair/Maint of Equip. (Non-Fleet)</i> | Repair and evaluation of protective clothing; hose and nozzle repairs; cold water rescue suit repairs; fire extinguisher hydro testing and recharge                        |   |
| <b>500</b> | <b>Fixed Charges</b>                      |  |   |
| 531        | <i>Hydrant Rental</i>                     | Estimated hydrant rental paid to Water Utility based on Public Service Commission formula  |   |

# CITY OF OCONOMOWOC

## 2017 BUDGET

### GENERAL FUND - FIRE DPT SUPPRESSION-HYDRANT

| ACCT NO                                  | ACCOUNT DESCRIPTION                       | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET   |
|--|---|----------------|-----------------|-------------------|-------------------|------------------|
| <u>WAGES &amp; BENEFITS</u>              |   |                |                 |                   |                   |                  |
| 100-504-4200-119                         | SUPP/HYDRNT SALARIES                      | 32,903         | 29,560          | 13,514            | 28,336            | 30,627           |
| 100-504-4200-120                         | SUPP/HYDRNT PAID ON CALL WAGE             | 61,862         | 64,263          | 24,913            | 64,262            | 65,548           |
| 100-504-4200-133                         | SUPP/HYDRNT LONGEVITY                     | 36             | 36              | 15                | 36                | 12               |
| 100-504-4200-151                         | SUPP/HYDRNT FICA                          | 5,586          | 5,329           | 2,197             | 5,306             | 5,542            |
| 100-504-4200-152                         | SUPP/HYDRNT WRS                           | 6,924          | 6,244           | 3,025             | 6,031             | 7,085            |
| 100-504-4200-153                         | SUPP/HYDRNT SICK LEAVE                    | 834            | 2,317           | 880               | 2,318             | 2,370            |
| 100-504-4200-154                         | SUPP/HYDRNT HEALTH INS                    | 10,204         | 10,493          | 4,802             | 10,393            | 12,026           |
| 100-504-4200-155                         | SUPP/HYDRNT LIFE INS                      | 120            | 132             | 60                | 131               | 135              |
| 100-504-4200-156                         | SUPP/HYDRNT VACATION                      | 830            | 2,412           | 671               | 2,029             | 2,077            |
| 100-504-4200-157                         | SUPP/HYDRNT HOLIDAY                       | 436            | 1,287           | 81                | 1,288             | 1,317            |
|  | <b>TOTAL WAGES &amp; BENEFITS</b>         | <b>119,735</b> | <b>122,073</b>  | <b>50,158</b>     | <b>120,130</b>    | <b>126,739</b>   |
| <u>PURCHASED SERVICES</u>                |   |                |                 |                   |                   |                  |
| 100-504-4200-210                         | SUPP/HYDRNT OUTSD SVCS NON-IT             | 7,168          | 6,100           | 6,528             | 6,628             | 6,628            |
|  | <b>TOTAL PURCHASED SERVICES</b>           | <b>7,168</b>   | <b>6,100</b>    | <b>6,528</b>      | <b>6,628</b>      | <b>6,628</b>     |
| <u>OPERATING SUPPLIES &amp; EXPENSES</u> |   |                |                 |                   |                   |                  |
| 100-504-4200-311                         | SUPP/HYDRNT POSTAGE                       | 204            | 0               | 87                | 100               | 100              |
| 100-504-4200-340                         | SUPP/HYDRNT OPER SUP/EXP                  | 5,422          | 18,245          | 10,869            | 18,245            | 15,350           |
| 100-504-4200-341                         | SUPP/HYDRNT SAFETY SUP                    | 8,734          | 17,690          | 8,854             | 17,725            | 22,690           |
| 100-504-4200-342                         | SUPP/HYDRNT HAZ MATL SUP/EXP              | 2,695          | 1,500           | 1,715             | 1,500             | 1,500            |
| 100-504-4200-346                         | SUPP/HYDRNT CLOTH/TOOL ALLOW              | 8,681          | 10,100          | 2,329             | 10,100            | 10,100           |
|  | <b>TOTAL OPERATING SUPPLIES &amp; EXP</b> | <b>25,736</b>  | <b>47,535</b>   | <b>23,854</b>     | <b>47,670</b>     | <b>49,740</b>    |
| <u>MAINTENANCE OF CITY PROPERTY</u>      |   |                |                 |                   |                   |                  |
| 100-504-4200-435                         | SUPP/HYDRNT RPR/MNT EQUIP NF              | 2,483          | 2,555           | 130               | 2,555             | 2,555            |
|  | <b>TOTAL MAINTENANCE OF CITY PROP</b>     | <b>2,483</b>   | <b>2,555</b>    | <b>130</b>        | <b>2,555</b>      | <b>2,555</b>     |
| <u>FIXED CHARGES</u>                     |   |                |                 |                   |                   |                  |
| 100-504-4200-531                         | SUPP/HYDRNT HYDRANT RENTAL                | 813,996        | 814,000         | 406,998           | 814,000           | 854,700          |
|  | <b>TOTAL FIXED CHARGES</b>                | <b>813,996</b> | <b>814,000</b>  | <b>406,998</b>    | <b>814,000</b>    | <b>854,700</b>   |
|  | <b>TOTAL FIRE DPT SUPPRESSION-HYD</b>     | <b>969,118</b> | <b>992,263</b>  | <b>487,668</b>    | <b>990,983</b>    | <b>1,040,362</b> |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - FIRE PREVENTION**

The Oconomowoc Fire Department is charged with inspecting all 885 public buildings and occupancies in our primary and contract coverage area. All must be inspected once a year and approximately 675 occupancies twice a year. Along with re-inspections, in 2016 we will issue approximately 2,500 correction orders and confirm that the corrections were made either by re-inspection or self-certification forms completed by the building owner.

The City receives 2% of the fire insurance premiums paid by citizens of Oconomowoc. In 2016, the City received \$71,245 from fire insurance premiums.

**Category: Public Safety**

**EXPENDITURES: Account # 504-4300**

|            |   |  |
|------------|---|--|
| <b>100</b> | <b><i>Wages and Benefits</i></b>              |  |
| 119        | <i>Firefighter Salaries</i>                   | Deputy Chief - 10%<br>Lieutenant - 20%<br>Four Firefighters - 35% each           |
| 133        | <i>Longevity</i>                              | Deputy Chief   |
| 151        | <i>FICA</i>                                   | Employer share of Social Security and Medicare; includes Mandatory Medicare      |
| 152        | <i>Wisconsin Retirement System</i>            | Employer share of required contribution  |
| 153        | <i>Sick Leave</i>                             |  |
| 154        | <i>Health Insurance</i>                       | Employer share of premiums   |
| 155        | <i>Life Insurance</i>                         | Employer share of premiums   |
| 156        | <i>Vacation Leave</i>                         |  |
| 157        | <i>Holiday Leave</i>                          |  |
| <b>300</b> | <b><i>Operating Supplies and Expenses</i></b> |  |
| 311        | <i>Postage</i>                                | Mailing plan documents   |
| 313        | <i>Printing</i>                               | Pre-occupancy and occupancy inspection carbonless forms and business cards       |
| 320        | <i>Membership Dues</i>                        | Wisconsin Fire Inspectors Association  |
| 321        | <i>Books and References</i>                   | National Fire Protection Association Codes \$1,305<br>ICC Fire Code update \$250 |
| 330        | <i>Training and Travel</i>                    | Fire Inspectors conference, public education tuition, and mileage                |

**CITY OF OCONOMOWOC**  
**2017 BUDGET**  
**GENERAL FUND - FIRE PREVENTION**

| <b>ACCT NO</b>                            | <b>ACCOUNT DESCRIPTION</b>    | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> |
|---|-------------------------------|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
| <u>WAGES &amp; BENEFITS</u>               |                               |                        |                         |                           |                           |                        |
| 100-504-4300-119                          | FIRE PREVENT SALARIES         | 101,781                | 89,899                  | 42,464                    | 85,036                    | 92,713                 |
| 100-504-4300-133                          | FIRE PREVENT LONGEVITY        | 72                     | 72                      | 30                        | 72                        | 24                     |
| 100-504-4300-151                          | FIRE PREVENT FICA             | 1,083                  | 1,355                   | 564                       | 1,274                     | 1,597                  |
| 100-504-4300-152                          | FIRE PREVENT WRS              | 14,071                 | 14,319                  | 5,967                     | 13,572                    | 16,630                 |
| 100-504-4300-153                          | FIRE PREVENT SICK LEAVE       | 1,668                  | 6,995                   | 1,760                     | 6,996                     | 7,153                  |
| 100-504-4300-154                          | FIRE PREVENT HEALTH INS       | 31,033                 | 31,916                  | 14,663                    | 31,550                    | 37,121                 |
| 100-504-4300-155                          | FIRE PREVENT LIFE INS         | 256                    | 237                     | 124                       | 233                       | 242                    |
| 100-504-4300-156                          | FIRE PREVENT VACATION         | 1,660                  | 6,894                   | 1,342                     | 6,128                     | 6,269                  |
| 100-504-4300-157                          | FIRE PREVENT HOLIDAY          | 872                    | 3,886                   | 163                       | 3,887                     | 3,974                  |
| <b>TOTAL WAGES &amp; BENEFITS</b>         |                               | <b>152,496</b>         | <b>155,573</b>          | <b>67,077</b>             | <b>148,748</b>            | <b>165,723</b>         |
| <u>OPERATING SUPPLIES &amp; EXPENSES</u>  |                               |                        |                         |                           |                           |                        |
| 100-504-4300-311                          | FIRE PREVENT POSTAGE          | 9                      | 30                      | 0                         | 0                         | 0                      |
| 100-504-4300-313                          | FIRE PREVENT PRINTING         | 250                    | 150                     | 152                       | 155                       | 100                    |
| 100-504-4300-320                          | FIRE PREVENT MEMBERSHIPS      | 40                     | 40                      | 0                         | 40                        | 40                     |
| 100-504-4300-321                          | FIRE PREVENT BOOKS & REFERENC | 1,256                  | 1,510                   | 1,305                     | 1,550                     | 1,555                  |
| 100-504-4300-330                          | FIRE PREVENT TRAIN/TRAVEL     | 533                    | 550                     | 24                        | 550                       | 550                    |
| <b>TOTAL OPERATING SUPPLIES &amp; EXP</b> |                               | <b>2,088</b>           | <b>2,280</b>            | <b>1,481</b>              | <b>2,295</b>              | <b>2,245</b>           |
| <b>TOTAL FIRE PREVENTION</b>              |                               | <b>154,584</b>         | <b>157,853</b>          | <b>68,558</b>             | <b>151,043</b>            | <b>167,968</b>         |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - FIRE DEPARTMENT TRAINING**

**Category: Public Safety**

**EXPENDITURES: Account # 504-4400**

|            |   |   |         |
|------------|---|---|---------|
| <b>100</b> | <b>Wages and Benefits</b>                 |   |         |
| 119        | <i>Firefighter Salaries</i>               | Deputy Chief - 10%<br>Lieutenant - 15%<br>Four Firefighters - 10% each  |         |
| 133        | <i>Longevity</i>                          | Deputy Chief  |         |
| 137        | <i>Paid-on-Call Training Wages</i>        | Firefighter drills based on 26 drills (average of 2 per month) x 23 volunteers x 2.5 hours; RIC drills based on 1 per month x 7 volunteers x 12 months x 2 hours dive team drills based on 1 per month x 3 volunteers x 12 months x 4 hours |         |
| 151        | <i>FICA</i>                               | Employer share of Social Security and Medicare; includes Mandatory Medicare   |         |
| 152        | <i>Wisconsin Retirement System</i>        | Employer share of required contribution   |         |
| 153        | <i>Sick Leave</i>                         |   |         |
| 154        | <i>Health Insurance</i>                   | Employer share of premiums  |         |
| 155        | <i>Life Insurance</i>                     | Employer share of premiums  |         |
| 156        | <i>Vacation Leave</i>                     |   |         |
| 157        | <i>Holiday Leave</i>                      |   |         |
| <b>200</b> | <b>Purchased Services</b>                 |   |         |
| 210        | <i>Outside/Prof Services (Non-IT)</i>     | Annual physical exams for all existing firefighters<br>47 @ \$191   | \$8,980 |
|            |   | Pre-placement physicals for new firefighters not including respirator fit testing 8 @ \$210   | \$1,680 |
| <b>300</b> | <b>Operating Supplies and Expenses</b>    |   |         |
| 322        | <i>Periodicals</i>                        |   |         |
| 330        | <i>Training and Travel</i>                | Firefighting and dive team training , tuition, mileage, and food for training events  |         |
| 340        | <i>Operating Supplies and Expenses</i>    | Training equipment  |         |
| 351        | <i>Gas and Diesel</i>                     | Kerosene for drip torch   |         |
| <b>400</b> | <b>Maintenance of City Property</b>       |   |         |
| 435        | <i>Repair/Maint of Equip. (Non-Fleet)</i> |   |         |

# CITY OF OCONOMOWOC

## 2017 BUDGET

### GENERAL FUND - FIRE DEPARTMENT TRAINING

| ACCT NO                                  | ACCOUNT DESCRIPTION           | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET |
|--|-------------------------------|----------------|-----------------|-------------------|-------------------|----------------|
| <u>WAGES &amp; BENEFITS</u>              |                               |                |                 |                   |                   |                |
| 100-504-4400-119                         | FIRE TRAIN SALARIES           | 38,983         | 35,721          | 15,627            | 34,689            | 37,145         |
| 100-504-4400-133                         | FIRE TRAIN LONGEVITY          | 60             | 60              | 25                | 60                | 24             |
| 100-504-4400-137                         | FIRE TRAIN POC TRAINING WAGES | 34,651         | 39,152          | 14,427            | 39,151            | 39,934         |
| 100-504-4400-151                         | FIRE TRAIN FICA               | 3,027          | 3,468           | 1,303             | 3,444             | 3,697          |
| 100-504-4400-152                         | FIRE TRAIN WRS                | 6,758          | 6,682           | 2,894             | 6,469             | 7,661          |
| 100-504-4400-153                         | FIRE TRAIN SICK LEAVE         | 1,413          | 2,831           | 1,710             | 2,832             | 2,898          |
| 100-504-4400-154                         | FIRE TRAIN HEALTH INS         | 12,285         | 12,630          | 5,785             | 12,537            | 14,235         |
| 100-504-4400-155                         | FIRE TRAIN LIFE INS           | 159            | 149             | 81                | 148               | 152            |
| 100-504-4400-156                         | FIRE TRAIN VACATION           | 1,358          | 3,126           | 1,026             | 2,551             | 2,614          |
| 100-504-4400-157                         | FIRE TRAIN HOLIDAY            | 737            | 1,573           | 138               | 1,573             | 1,610          |
| TOTAL WAGES & BENEFITS                   |                               | 99,431         | 105,392         | 43,016            | 103,454           | 109,970        |
| <u>PURCHASED SERVICES</u>                |                               |                |                 |                   |                   |                |
| 100-504-4400-210                         | FIRE TRAIN OUTSD SVCS NON-IT  | 6,904          | 10,660          | 5,179             | 10,660            | 10,660         |
| TOTAL PURCHASED SERVICES                 |                               | 6,904          | 10,660          | 5,179             | 10,660            | 10,660         |
| <u>OPERATING SUPPLIES &amp; EXPENSES</u> |                               |                |                 |                   |                   |                |
| 100-504-4400-322                         | FIRE TRAIN PERIODICALS        | 20             | 0               | 0                 | 0                 | 0              |
| 100-504-4400-330                         | FIRE TRAIN TRAIN/TRAVEL       | 2,936          | 3,500           | 210               | 3,500             | 3,500          |
| 100-504-4400-340                         | FIRE TRAIN OPER SUP/EXP       | 118            | 150             | 0                 | 150               | 150            |
| 100-504-4400-351                         | FIRE TRAIN GAS/DIESEL         | 0              | 5               | 0                 | 5                 | 5              |
| TOTAL OPERATING SUPPLIES & EXP           |                               | 3,074          | 3,655           | 210               | 3,655             | 3,655          |
| <u>MAINTENANCE OF CITY PROPERTY</u>      |                               |                |                 |                   |                   |                |
| 100-504-4400-435                         | FIRE TRAIN RPR/MTN EQUIP NF   | 113            | 0               | 0                 | 0                 | 0              |
| TOTAL MAINTENANCE OF CITY PROP           |                               | 113            | 0               | 0                 | 0                 | 0              |
| TOTAL FIRE DEPARTMENT TRAINING           |                               | 109,522        | 119,707         | 48,405            | 117,769           | 124,285        |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - EQUIPMENT AND VEHICLE MAINTENANCE**

**Category: Public Safety**

**EXPENDITURES: Account # 504-4500**

|            |  |  |   |
|------------|--|--|---|
| <b>100</b> | <b>Wages and Benefits</b>              |  |   |
| 119        | Firefighter Salaries                   | Deputy Chief - 5%<br>Lieutenant - 10%<br>Four Firefighters - 30% each  |   |
| 133        | Longevity                              | Deputy Chief   |   |
| 151        | FICA                                   | Employer share of Social Security and Medicare; includes Mandatory Medicare for Deputy Chief and four full-time Firefighters   |   |
| 152        | Wisconsin Retirement System            | Employer share of required contribution  |   |
| 153        | Sick Leave                             |  |   |
| 154        | Health Insurance                       | Employer share of premiums   |   |
| 155        | Life Insurance                         | Employer share of premiums   |   |
| 156        | Vacation Leave                         |  |   |
| 157        | Holiday Leave                          |  |   |
| <b>200</b> | <b>Purchased Services</b>              |  |   |
| 210        | Outside/Prof Services (Non-IT)         | Annual fee for quarterly testing of SCBA air<br>Annual re-calibration of SCBA units<br>Electronic monitoring service<br>Annual inspection of breathing air compress<br>Annual hose testing | \$475<br>\$1,500<br>\$220<br>\$600<br>\$3,400 |
| <b>300</b> | <b>Operating Supplies and Expenses</b> |  |   |
| 311        | Postage                                | SCBA bottles, oil sample (U/L test), shipping fees for radio and pager repair, NICAD battery disposal  |   |
| 324        | Licenses and Permits                   |  |   |
| 340        | Operating Supplies and Expenses        | Miscellaneous shop supplies  |   |
| 351        | Gas and Diesel                         | 1,940 gallons non-lead fuel<br>780 gallons diesel fuel<br>Tool fuel<br>Fuel for Hotsy Pressure Washer  | \$4,656<br>\$2,223<br>\$890<br>\$25           |
| <b>400</b> | <b>Maintenance of City Property</b>    |  |   |
| 400        | Repair/Maint of Buildings              |  |   |
| 425        | Repair/Maint of Vehicles (Non-Fleet)   | Vehicle wash; miscellaneous maintenance  |   |
| 435        | Repair/Maint of Equip. (Non-Fleet)     |  |   |
|            | Radio communication & pager maint      | \$1,500  | Pressure washer maintenance \$400             |
|            | Rescue tool portable pump maint        | \$400  | Knox Box Upgrade \$5,694                      |
|            | Radio & pager batteries                | \$1,000  | Replacement lights for 4784 \$2,605           |
|            | SCBA repairs                           | \$1,000  | Ten replacement pagers \$4,750                |
|            | Fire extinguisher repairs              | \$375  | Radio repairs OIC \$850                       |
|            | Dive team annual regulator service     | \$900  | 5 speaker mics for portable radios \$1,895    |
|            | Fire extinguisher recharging           | \$650  |   |
| <b>500</b> | <b>Fixed Charges</b>                   |  |   |
| 508        | Fleet Maintenance                      | Payment to Fleet Maintenance Internal Service Fund 730 for vehicle and equipment repairs, maintenance, and tires   |   |

# CITY OF OCONOMOWOC

## 2017 BUDGET

### GENERAL FUND - EQUIP/VEHICLE MAINTENANCE

| ACCT NO                                  | ACCOUNT DESCRIPTION            | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET |
|--|--------------------------------|----------------|-----------------|-------------------|-------------------|----------------|
| <u>WAGES &amp; BENEFITS</u>              |                                |                |                 |                   |                   |                |
| 100-504-4500-119                         | EQ/VEH MAINT SALARIES          | 80,870         | 70,598          | 34,095            | 66,155            | 72,573         |
| 100-504-4500-133                         | EQ/VEH MAINT LONGEVITY         | 36             | 36              | 15                | 36                | 12             |
| 100-504-4500-151                         | EQ/VEH MAINT FICA              | 899            | 1,119           | 465               | 1,049             | 1,250          |
| 100-504-4500-152                         | EQ/VEH MAINT WRS               | 11,016         | 11,204          | 4,652             | 10,563            | 13,012         |
| 100-504-4500-153                         | EQ/VEH MAINT SICK LEAVE        | 834            | 5,464           | 880               | 5,465             | 5,587          |
| 100-504-4500-154                         | EQ/VEH MAINT HEALTH INS        | 24,370         | 25,066          | 11,547            | 24,745            | 29,451         |
| 100-504-4500-155                         | EQ/VEH MAINT LIFE INS          | 169            | 156             | 81                | 152               | 159            |
| 100-504-4500-156                         | EQ/VEH MAINT VACATION          | 830            | 5,171           | 671               | 4,789             | 4,897          |
| 100-504-4500-157                         | EQ/VEH MAINT HOLIDAY           | 436            | 3,036           | 81                | 3,036             | 3,104          |
|  | TOTAL WAGES & BENEFITS         | 119,460        | 121,850         | 52,487            | 115,990           | 130,045        |
| <u>PURCHASED SERVICES</u>                |                                |                |                 |                   |                   |                |
| 100-504-4500-210                         | EQ/VEH MAINT OUTSD SVCS NON-IT | 7,936          | 6,195           | 1,265             | 6,195             | 6,195          |
|  | TOTAL PURCHASED SERVICES       | 7,936          | 6,195           | 1,265             | 6,195             | 6,195          |
| <u>OPERATING SUPPLIES &amp; EXPENSES</u> |                                |                |                 |                   |                   |                |
| 100-504-4500-311                         | EQ/VEH MAINT POSTAGE           | 80             | 250             | 29                | 250               | 250            |
| 100-504-4500-324                         | EQ/VEH MAINT LIC/PERMIT        | 0              | 0               | 71                | 71                | 0              |
| 100-504-4500-340                         | EQ/VEH MAINT OPER SUP/EXP      | 350            | 250             | 220               | 250               | 250            |
| 100-504-4500-351                         | EQ/VEH MAINT GAS/DIESEL        | 8,853          | 10,000          | 3,161             | 9,080             | 7,794          |
|  | TOTAL OPERATING SUPPLIES & EXP | 9,283          | 10,500          | 3,481             | 9,651             | 8,294          |
| <u>MAINTENANCE OF CITY PROPERTY</u>      |                                |                |                 |                   |                   |                |
| 100-504-4500-400                         | EQ/VEH MAINT RPR/MAINT BLDG    | 0              | 0               | 36                | 36                | 0              |
| 100-504-4500-425                         | EQ/VEH MAINT RPR/MNT VEH NF    | 263            | 250             | 128               | 250               | 250            |
| 100-504-4500-435                         | EQ/VEH MAINT RPR/MNT EQUIP NF  | 12,696         | 5,825           | 4,965             | 5,825             | 22,019         |
|  | TOTAL MAINTENANCE OF CITY PROP | 12,959         | 6,075           | 5,129             | 6,111             | 22,269         |
| <u>FIXED CHARGES</u>                     |                                |                |                 |                   |                   |                |
| 100-504-4500-508                         | EQ/VEH MAINT FLEET             | 63,930         | 49,480          | 24,740            | 49,480            | 41,670         |
|  | TOTAL FIXED CHARGES            | 63,930         | 49,480          | 24,740            | 49,480            | 41,670         |
|  | TOTAL EQUIP/VEHICLE MAINTENANC | 213,568        | 194,100         | 87,102            | 187,427           | 208,473        |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - FIRE STATION #1**

This department accounts for the operating costs for Fire Station #1.

**Category: Public Safety**

**EXPENDITURES: Account # 504-4600**

|            |   |  |         |
|------------|---|--|---------|
| <b>200</b> | <b><i>Purchased Services</i></b>              |  |         |
| 210        | <i>Outside/Prof Services (Non-IT)</i>         | Carpet cleaning  | \$150   |
|            |   | Floor stripping and waxing   | \$75    |
|            |   | Fire alarm system monitoring   | \$340   |
|            |   | Pest control   | \$570   |
|            |   | Annual hose hoist testing  | \$275   |
| 222        | <i>Electric and Water</i>                     |  |         |
| 224        | <i>Gas and Heat</i>                           |  |         |
| <b>300</b> | <b><i>Operating Supplies and Expenses</i></b> |  |         |
| 340        | <i>Operating Supplies and Expenses</i>        | Flags  | \$160   |
|            |   | Miscellaneous supplies and expenses  | \$115   |
| 341        | <i>Safety Supplies</i>                        |  |         |
| 343        | <i>Janitorial Supplies</i>                    | Cleaning supplies  |         |
| <b>400</b> | <b><i>Maintenance of City Property</i></b>    |  |         |
| 400        | <i>Repair/Maint of Buildings</i>              | Culligan solar salt  | \$830   |
|            |   | Replace exterior classroom door  | \$2,500 |
|            |   | Replace weather stripping and bottom seals on 8 garage doors   | \$2,600 |
|            |   | General station maintenance - plumbing, door lock, fire alarm system, water softener, furnace, air conditioning, parts, service and repair | \$1,170 |
| 410        | <i>Repair/Maint of Grounds</i>                | Ice melter salt  |         |
| 435        | <i>Repair/Maint of Equip. (Non-Fleet)</i>     |  |         |
| <b>500</b> | <b><i>Fixed Charges</i></b>                   |  |         |
| 510        | <i>Risk Management</i>                        | Payment to Risk Management Internal Service Fund 720 for property insurance premiums   |         |
| 530        | <i>Rent</i>                                   | Mops and floor mat rental  |         |

**CITY OF OCONOMOWOC**  
**2017 BUDGET**  
**GENERAL FUND - FIRE STATION #1**

| <b>ACCT NO</b>   | <b>ACCOUNT DESCRIPTION</b>                | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> |
|------------------|---|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
|                  | <u>PURCHASED SERVICES</u>                 |                        |                         |                           |                           |                        |
| 100-504-4600-210 | STATION #1 OUTSD SVCS NON-IT              | 1,100                  | 1,410                   | 863                       | 1,410                     | 1,410                  |
| 100-504-4600-222 | STATION #1 ELEC/WATER                     | 9,015                  | 9,080                   | 3,991                     | 9,080                     | 9,350                  |
| 100-504-4600-224 | STATION #1 GAS/HEAT                       | 2,650                  | 5,170                   | 1,509                     | 2,706                     | 2,757                  |
|                  | <b>TOTAL PURCHASED SERVICES</b>           | <b>12,765</b>          | <b>15,660</b>           | <b>6,363</b>              | <b>13,196</b>             | <b>13,517</b>          |
|                  | <u>OPERATING SUPPLIES &amp; EXPENSES</u>  |                        |                         |                           |                           |                        |
| 100-504-4600-340 | STATION #1 OPER SUP/EXP                   | 3,974                  | 275                     | 106                       | 275                       | 275                    |
| 100-504-4600-341 | STATION #1 SAFETY SUP                     | 0                      | 0                       | 21                        | 21                        | 0                      |
| 100-504-4600-343 | STATION #1 JANITOR SUP                    | 2,032                  | 1,670                   | 421                       | 1,670                     | 1,670                  |
|                  | <b>TOTAL OPERATING SUPPLIES &amp; EXP</b> | <b>6,006</b>           | <b>1,945</b>            | <b>548</b>                | <b>1,966</b>              | <b>1,945</b>           |
|                  | <u>MAINTENANCE OF CITY PROPERTY</u>       |                        |                         |                           |                           |                        |
| 100-504-4600-400 | STATION #1 RPR/MAINT BLDG                 | 1,864                  | 2,000                   | 492                       | 2,000                     | 7,100                  |
| 100-504-4600-410 | STATION #1 RPR/MAINT GRNDS                | 49                     | 200                     | 0                         | 200                       | 200                    |
| 100-504-4600-435 | STATION #1 RPR/MNT EQUIP NF               | 498                    | 0                       | 0                         | 0                         | 0                      |
|                  | <b>TOTAL MAINTENANCE OF CITY PROP</b>     | <b>2,411</b>           | <b>2,200</b>            | <b>492</b>                | <b>2,200</b>              | <b>7,300</b>           |
|                  | <u>FIXED CHARGES</u>                      |                        |                         |                           |                           |                        |
| 100-504-4600-510 | STATION #1 RISK MGMT                      | 1,015                  | 1,015                   | 507                       | 1,015                     | 1,015                  |
| 100-504-4600-530 | STATION #1 RENT                           | 1,052                  | 975                     | 524                       | 1,050                     | 1,050                  |
|                  | <b>TOTAL FIXED CHARGES</b>                | <b>2,067</b>           | <b>1,990</b>            | <b>1,031</b>              | <b>2,065</b>              | <b>2,065</b>           |
|                  | <b>TOTAL FIRE STATION #1</b>              | <b>23,249</b>          | <b>21,795</b>           | <b>8,434</b>              | <b>19,427</b>             | <b>24,827</b>          |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - FIRE STATION #2**

This department accounts for the operating costs for Fire Station #2 in Pabst Farms. The station became operational in the fourth quarter of 2010. The Village of Summit rental income is based on 50% of all operating costs.

**Category: Public Safety**

**EXPENDITURES: Account # 504-4700**

|            |   |  |         |
|------------|---|--|---------|
| <b>100</b> | <b>Wages and Benefits</b>                 |  |         |
| 121        | <i>Crew Regular Wages</i>                 | Weekly generator checks performed by Fleet Maintenance                               |         |
| 133        | <i>Longevity</i>                          | Crew employees   |         |
| 151        | <i>FICA</i>                               | Employer share of Social Security and Medicare                                       |         |
| 152        | <i>Wisconsin Retirement System</i>        | Employer share of required contribution  |         |
| 154        | <i>Health Insurance</i>                   | Employer share of premiums   |         |
| 155        | <i>Life Insurance</i>                     | Employer share of premiums   |         |
| <b>200</b> | <b>Purchased Services</b>                 |  |         |
| 210        | <i>Outside/Prof Services (Non-IT)</i>     | Annual hose hoist testing  | \$275   |
|            |   | Pest Control   | \$300   |
|            |   | Fire alarm system monitoring   | \$255   |
| 222        | <i>Electric and Water</i>                 |  |         |
| 224        | <i>Gas and Heat</i>                       |  |         |
| <b>300</b> | <b>Operating Supplies and Expenses</b>    |  |         |
| 340        | <i>Operating Supplies and Expenses</i>    | Flags  | \$160   |
|            |   | Miscellaneous supplies and expenses  | \$1,350 |
| 343        | <i>Janitorial Supplies</i>                |  |         |
| 351        | <i>Gas and Diesel</i>                     | 350 gallons of diesel fuel @ \$2.85/gallon for standby generator                     |         |
| <b>400</b> | <b>Maintenance of City Property</b>       |  |         |
| 400        | <i>Repair/Maint of Buildings</i>          | General station building maintenance   |         |
| 410        | <i>Repair/Maint of Grounds</i>            | Ice melter salt  |         |
| 435        | <i>Repair/Maint of Equip. (Non-Fleet)</i> | Plymouth system repairs  | \$100   |
|            |   | Telephone system repairs   | \$300   |
|            |   | Maintenance for standby generator  | \$700   |
| <b>500</b> | <b>Fixed Charges</b>                      |  |         |
| 510        | <i>Risk Management</i>                    | Payment to Risk Management Internal Service Fund 720 for property insurance premiums |         |
| 530        | <i>Rent</i>                               | Floor mats   |         |
| <b>800</b> | <b>Capital Outlay</b>                     |  |         |
| 820        | <i>Capital Improvements</i>               | Reserve funded by both the City and Village of Summit per lease agreement            |         |
| 850        | <i>Replacement Reserve</i>                | Reserve funded by both the City and Village of Summit per lease agreement            |         |

**CITY OF OCONOMOWOC**  
**2017 BUDGET**  
**GENERAL FUND - FIRE STATION #2**

| ACCT NO                                  | ACCOUNT DESCRIPTION          | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET |
|--|------------------------------|----------------|-----------------|-------------------|-------------------|----------------|
| <u>WAGES &amp; BENEFITS</u>              |                              |                |                 |                   |                   |                |
| 100-504-4700-121                         | STATION #2 CREW WAGES        | 1,803          | 4,796           | 762               | 4,797             | 5,020          |
| 100-504-4700-133                         | STATION #2 LONGEVITY         | 0              | 18              | 0                 | 18                | 18             |
| 100-504-4700-151                         | STATION #2 FICA              | 138            | 368             | 58                | 368               | 385            |
| 100-504-4700-152                         | STATION #2 WRS               | 123            | 318             | 50                | 318               | 343            |
| 100-504-4700-154                         | STATION #2 HEALTH INS        | 0              | 658             | 0                 | 660               | 680            |
| 100-504-4700-155                         | STATION #2 LIFE INS          | 0              | 23              | 0                 | 23                | 24             |
| TOTAL WAGES & BENEFITS                   |                              | 2,064          | 6,181           | 870               | 6,184             | 6,470          |
| <u>PURCHASED SERVICES</u>                |                              |                |                 |                   |                   |                |
| 100-504-4700-210                         | STATION #2 OUTSD SVCS NON-IT | 1,363          | 530             | 747               | 800               | 830            |
| 100-504-4700-222                         | STATION #2 ELEC/WATER        | 12,660         | 16,235          | 6,269             | 13,000            | 13,000         |
| 100-504-4700-224                         | STATION #2 GAS/HEAT          | 5,344          | 11,250          | 3,155             | 5,451             | 5,560          |
| TOTAL PURCHASED SERVICES                 |                              | 19,367         | 28,015          | 10,171            | 19,251            | 19,390         |
| <u>OPERATING SUPPLIES &amp; EXPENSES</u> |                              |                |                 |                   |                   |                |
| 100-504-4700-340                         | STATION #2 OPER SUP/EXP      | 222            | 1,510           | 99                | 1,510             | 1,510          |
| 100-504-4700-343                         | STATION #2 JANITOR SUP       | 185            | 500             | 0                 | 500               | 500            |
| 100-504-4700-351                         | STATION #2 GAS/DIESEL        | 415            | 1,185           | 0                 | 1,000             | 1,000          |
| TOTAL OPERATING SUPPLIES & EXP           |                              | 822            | 3,195           | 99                | 3,010             | 3,010          |
| <u>MAINTENANCE OF CITY PROPERTY</u>      |                              |                |                 |                   |                   |                |
| 100-504-4700-400                         | STATION #2 RPR/MAINT BLDG    | 693            | 1,500           | 974               | 1,500             | 1,500          |
| 100-504-4700-410                         | STATION #2 RPR/MAINT GRNDS   | 0              | 200             | 0                 | 0                 | 0              |
| 100-504-4700-435                         | STATION #2 RPR/MNT EQUIP NF  | 1,888          | 1,100           | ( 45)             | 1,100             | 1,100          |
| TOTAL MAINTENANCE OF CITY PROP           |                              | 2,581          | 2,800           | 929               | 2,600             | 2,600          |
| <u>FIXED CHARGES</u>                     |                              |                |                 |                   |                   |                |
| 100-504-4700-510                         | STATION #2 RISK MGMT         | 1,015          | 1,015           | 507               | 1,015             | 1,015          |
| 100-504-4700-530                         | STATION #2 RENT              | 0              | 425             | 462               | 925               | 925            |
| TOTAL FIXED CHARGES                      |                              | 1,015          | 1,440           | 969               | 1,940             | 1,940          |
| <u>CAPITAL OUTLAY</u>                    |                              |                |                 |                   |                   |                |
| 100-504-4700-820                         | STATION #2 CAPITAL IMPRV     | 0              | 1,000           | 0                 | 1,000             | 0              |
| 100-504-4700-850                         | STATION #2 CAPITAL RESERVE   | 0              | 0               | 0                 | 0                 | 1,000          |
| TOTAL CAPITAL OUTLAY                     |                              | 0              | 1,000           | 0                 | 1,000             | 1,000          |
| TOTAL FIRE STATION #2                    |                              | 25,849         | 42,631          | 13,038            | 33,985            | 34,410         |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - EMERGENCY GOVERNMENT**

In 2012, four of the five weather warning sirens were phased out of service. The only weather warning siren remaining is atop City Hall.

**Category: Public Safety**

**EXPENDITURES: Account # 504-4800**

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|            |  |  |
|------------|--|--|
| <b>200</b> | <b><i>Purchased Services</i></b>           |  |
| 225        | <i>Telephone</i>                           | Phone line for emergency operations center (EOC) at Station #2 |
| <b>400</b> | <b><i>Maintenance of City Property</i></b> |  |
| 435        | <i>Repair/Maint of Equip. (Non-Fleet)</i>  | Weather warning siren repair and maintenance                   |

# CITY OF OCONOMOWOC

## 2017 BUDGET

### GENERAL FUND - EMERGENCY GOVERNMENT

| ACCT NO          | ACCOUNT DESCRIPTION                 | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET |
|------------------|-------------------------------------|----------------|-----------------|-------------------|-------------------|----------------|
|                  | <u>PURCHASED SERVICES</u>           |                |                 |                   |                   |                |
| 100-504-4800-225 | EMERG GOVT TELEPHONE                | 125            | 125             | 63                | 125               | 125            |
|                  | TOTAL PURCHASED SERVICES            | 125            | 125             | 63                | 125               | 125            |
|                  | <u>MAINTENANCE OF CITY PROPERTY</u> |                |                 |                   |                   |                |
| 100-504-4800-435 | EMERG GOVT RPR/MNT EQUIP NF         | 143            | 400             | 350               | 350               | 400            |
|                  | TOTAL MAINTENANCE OF CITY PROP      | 143            | 400             | 350               | 350               | 400            |
|                  | TOTAL EMERGENCY GOVERNMENT          | 268            | 525             | 413               | 475               | 525            |



# **GENERAL FUND**

## **Department 505 Department of Public Works**



**City of Oconomowoc  
Department of Public Works  
Department 505  
2017 Budget**

Summary

|  | <b>2015<br/>Actual</b> | <b>2016<br/>Budget</b> | <b>2016<br/>Estimate</b> | <b>2017<br/>Budget</b> |
|--|------------------------|------------------------|--------------------------|------------------------|
| <b>Revenues</b>  |                        |                        |                          |                        |
| Special Assessments  | 11,924                 | 15,000                 | 15,000                   | 15,000                 |
| Intergovernmental Aid  | 980,824                | 950,000                | 951,415                  | 922,515                |
| Licenses & Permits   | 320,143                | 304,080                | 426,772                  | 351,200                |
| Penalties & Fines  | 2,569                  | -                      | 1,200                    | 750                    |
| Public Charges for Services                                    | 3,407                  | 2,600                  | 4,015                    | 3,315                  |
| Interfund Charges for Services                                 | 3,675                  | 3,700                  | 3,700                    | 3,725                  |
| Miscellaneous Revenues   | 82,690                 | 64,450                 | 72,988                   | 65,580                 |
| Subtotal Operating Revenues                                    | <u>1,405,232</u>       | <u>1,339,830</u>       | <u>1,475,090</u>         | <u>1,362,085</u>       |
| <b>Expenditures</b>  |                        |                        |                          |                        |
| Total by Object  |                        |                        |                          |                        |
| DPW Administration   | 375,171                | 512,356                | 505,377                  | 519,056                |
| Engineering  | 327,122                | 316,133                | 315,541                  | 326,557                |
| Municipal Garage   | 97,656                 | 87,325                 | 87,096                   | 106,105                |
| Equipment & Vehicle Maintenance                                | 48,581                 | 37,471                 | 37,130                   | 26,757                 |
| Gasoline Purchases   | -                      | -                      | -                        | -                      |
| Street Maintenance   | 248,436                | 172,434                | 168,177                  | 174,352                |
| Bridges  | 5,661                  | 15,173                 | 15,173                   | 36,673                 |
| Curb & Gutter  | 13,735                 | 3,506                  | 3,696                    | 3,550                  |
| Street Cleaning  | 90,679                 | 122,991                | 112,785                  | 119,506                |
| Snow & Ice Removal   | 450,054                | 442,428                | 408,994                  | 455,329                |
| Street Signs & Markings  | 48,511                 | 59,136                 | 52,143                   | 67,011                 |
| Traffic Control  | 5,824                  | 5,907                  | 6,650                    | 4,329                  |
| Street Lighting  | 383,605                | 393,000                | 305,616                  | 353,000                |
| Sidewalks & Crosswalks   | 31,748                 | 26,668                 | 26,624                   | 26,636                 |
| Storm Water Sewers   | 112,340                | 115,780                | 113,445                  | 114,124                |
| Parking Lots   | 25,406                 | 22,629                 | 21,898                   | 22,470                 |
| Dam Maintenance  | 6,272                  | 18,622                 | 17,989                   | 11,901                 |
| Lakes  | 70,062                 | 67,168                 | 66,540                   | 59,106                 |
| City Buildings   | 190,518                | 210,945                | 203,198                  | 205,456                |
| Inspections  | 196,672                | 186,325                | 253,284                  | 212,690                |
| Weed Control   | 15,904                 | 22,392                 | 20,676                   | 30,904                 |
| Cemetery   | 52,088                 | 53,269                 | 53,269                   | 54,721                 |
| Animal Pound   | 9,535                  | 11,372                 | 9,093                    | 9,415                  |
| Subtotal Expenditures  | <u>2,805,581</u>       | <u>2,903,031</u>       | <u>2,804,393</u>         | <u>2,939,647</u>       |
| Net Cost/(Revenue) of Department<br>(excluding property taxes) | <u>1,400,349</u>       | <u>1,563,201</u>       | <u>1,329,303</u>         | <u>1,577,562</u>       |
| Net EV Tax Levy per \$1,000                                    | \$ 0.75                | \$ 0.82                | \$ 0.70                  | \$ 0.79                |

# City of Oconomowoc

## Public Works and Engineering

### Department 505

### 2017 Budget

#### Department Objective

The Public Works and Engineering Department is responsible for all maintenance, repair and construction of streets, alleys, curbs and gutters, sidewalks, storm sewers, culverts, draining facilities, and bridges; snow and ice removal; storm water infrastructure; maintenance of Fowler Lake; addressing traffic control devices; street signs and markings; City buildings and structures; and animal control. The Department is a dedicated source for a variety of information and enforcements relating to residential zoning, parcel files, subdivision plats, storm water management and site erosion control. We are responsible for coordinating the design, contracting, inspections, and supervision of all public construction projects. We maintain parcel files and a large assortment of City maps together with GIS. Our contract building inspection operations are also part of this Department.

#### Department Goals and Initiatives for 2017

- Street Improvements: Local street projects will include South Main St (Jefferson to Forest), Glenwood (Silver Lake to Riverwood), Hillside (Glenwood to Blue Ridge Dr), Riverwood (Silver Lake to Glenwood), and Sunny Hill (Glenwood to Hillside).
- City Hall Improvements: In 2017 we will continue security upgrades to the building. Carpet in main office and tile replacement in Police and break room is scheduled. Continue additions to the DDC system for the HVAC improvements; and ventilation for the Police garage.
- Stormwater: We will continue to work with our Wastewater Utility to implement the Adaptive Management program. We are also working to increase the number of private ponds participating in an annual inspection/maintenance program.
- Building Inspections: Several permits are available on line: Fence, Deck, Shed, Pool, Right-of-Way, and Street Opening. We will continue to add permits on line through 2016 into 2017.

#### Major Changes From Prior Years

- Assistant Director: Retirement of the current Engineering Operations Administrator and creation of a new Assistant Director of Public Works position. Total employee count is not changing however the new Assistant Director position reflects a shift in job requirements and duties that will better serve the needs of the department.
- Snow & Ice Removal: The City has purchased a Varitech anti-icing machine. This sprays liquid salt brine onto the road surface prior to a snow event. This helps prevent ice from freezing to the road.
- Stormwater Education: Continue efforts to increase community involvement and encourage education by utilizing popular social media applications. This increases awareness of stormwater protection and prevention techniques.

## Budgeted Positions

| Description             | 2014          | 2015          | 2016          | 2017          |
|-------------------------|---------------|---------------|---------------|---------------|
| Full-Time Employees/FTE | 14.00 / 14.51 | 14.00 / 14.44 | 14.00 / 14.44 | 14.00 / 14.44 |
| Part-Time Employees/FTE | 4.00 / 1.44   | 5.00 / 1.39   | 5.00 / 1.39   | 5.00 / 1.51   |
| Total Employees/FTE     | 18.00 / 15.95 | 19.00 / 15.83 | 19.00 / 15.83 | 19.00 / 15.95 |

### Changes from 2014 to 2015:

- Shift of one crew member to newly created foreman position.
- DPW and Engineering to hire a part-time intern not to be split with other departments due to increased City projects. Hours were increased to 384 hours.
- Reduction in over-time based on history.

### Changes from 2014 to 2015:

- DPW/Engineering intern position hours increased to 630 (limited effect on FTE)

## Department Outputs/Outcomes/Performance Measurements

| Description  | 2014 Actual  | 2015 Actual  | 2016 Budget   | 2017 Budget   |
|--|--------------|--------------|---------------|---------------|
| City Area (square miles)   | 12.2         | 12.2         | 12.2          | 12.2          |
| Miles of Streets   | 83.84        | 85.58        | 85.43         | 86.05         |
| Miles of Streets Repaired  | 1.40         | 1.40         | 1.61          | 1.43          |
| Average Street PASER Rating<br>(scale of 1 to 10)  | 7.18         | 7.18         | 7.0<br>(goal) | 7.0<br>(goal) |
| Asphalt Patching (tons)*   | 203          | 268          | 400           | 400           |
| Street Sweeping Debris (tons)  | 222          | 314          | 400           | 400           |
| Crack Sealing (linear feet) **   | 32,680**     | 42,950**     | 27,250        | 27,000        |
| Salt Used (tons)   | 1,222        | 1,183        | 1,200         | 1,200         |
| Miles of Storm Sewer   | 57.40        | 57.95        | 57.37         | 59.00         |
| Building Permits Issued  | 342          | 361          | 350           | 370           |
| Number of Building Inspections   | 4,057        | 4,498        | 3,600         | 4,000         |
| Value of Commercial Construction   | \$5,880,451  | \$13,693,297 | \$8,000,000   | \$12,000,000  |
| Value of Residential Construction  | \$18,620,353 | \$23,584,719 | \$25,000,000  | \$25,000,000  |
| * Large patching projects in 2015, 2016 and 2017   |              |              |               |               |
| ** Crack sealing bid in 2014 and 2015 had lower pricing so additional work was able to be completed during those years |              |              |               |               |

**CITY OF OCONOMOWOC  
2017 BUDGET  
DEPARTMENT OF PUBLIC WORKS REVENUES**

**REVENUES**

|   |   |
|---|---|
| <b>Special Assessments</b>                |   |
| <i>Spec Assess - Sidewalk</i>             | Installments due on special assessments for sidewalks included in the 2016 tax roll and direct payments received during the calendar year |
| <b>Intergovernmental Revenues</b>         |   |
| <i>State Aid - Transp Aid</i>             | Partial reimbursement of road construction, maintenance, traffic, and police costs  |
| <i>State Aid - Local Road Improvement</i> | Biannual reimbursement through Waukesha County and the State of Wisconsin   |
| <b>Licenses and Permits</b>               |   |
| <i>Building Permits</i>                   | The City contracts for inspection services and revenues are based on the contracts and number of permits issued                           |
| <i>Building Plan Review</i>               | Same as Above   |
| <i>Plat Review Fees</i>                   | Same as Above   |
| <i>Electrical Permits</i>                 | Same as Above   |
| <i>Plumbing Permits</i>                   | Same as Above   |
| <i>Misc Permits</i>                       | Tank removal, erosion, and sign permits   |
| <b>Penalties and Fines</b>                |   |
| <i>Judgement &amp; Damages</i>            |   |
| <b>Public Charges for Services</b>        |   |
| <i>Other Public Charges</i>               | Sale of house numbers and snow removal invoices to property owners  |
| <i>Animal Pound</i>                       | Fees for storage of animals at City pound   |
| <i>Weed &amp; Nuisance Control</i>        | Weed cutting invoices to property owners  |
| <b>Interfund Charges for Services</b>     |   |
| <i>Library Plowing Expense</i>            | Library payment for plowing their parking lot   |
| <b>Miscellaneous Revenues</b>             |   |
| <i>Rent City Buildings</i>                | Rent from Utility (\$2,600 per month) and Municipal Court (\$1,952.58 per month) for office space   |
| <i>Sale of City Property</i>              |   |
| <i>Purch Card Rebate</i>                  | Rebate earned on purchasing card payments   |
| <i>Miscellaneous Revenues</i>             | Payment from Oconomowoc Area School District for road salt  |

**CITY OF OCONOMOWOC  
2017 BUDGET  
DEPARTMENT OF PUBLIC WORKS - REVENUES**

| <b>ACCT NO</b>   | <b>ACCOUNT DESCRIPTION</b>           | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> | <b>PERCENT<br/>CHANGE</b> |
|------------------|--------------------------------------|------------------------|-------------------------|---------------------------|---------------------------|------------------------|---------------------------|
|                  | <u>SPECIAL ASSESSMENTS</u>           |                        |                         |                           |                           |                        |                           |
| 100-402-2212-005 | SPEC ASSMNT - SIDEWALK               | 11,924                 | 15,000                  | 6,686                     | 15,000                    | 15,000                 | 0.00%                     |
|                  | TOTAL SPECIAL ASSESSMENTS            | 11,924                 | 15,000                  | 6,686                     | 15,000                    | 15,000                 | 0.00%                     |
|                  | <u>INTERGOVERNMENTAL AID</u>         |                        |                         |                           |                           |                        |                           |
| 100-403-3530-005 | STATE AID - TRANSPORTATION           | 958,871                | 950,000                 | 475,708                   | 951,415                   | 900,000                | -5.26%                    |
| 100-403-3533-005 | STATE AID - LOCAL ROAD IMPRV         | 21,953                 | 0                       | 0                         | 0                         | 22,515                 | 0.00%                     |
|                  | TOTAL INTERGOVERNMENTAL AID          | 980,824                | 950,000                 | 475,708                   | 951,415                   | 922,515                | 2.89%                     |
|                  | <u>LICENSES &amp; PERMITS</u>        |                        |                         |                           |                           |                        |                           |
| 100-404-4431-005 | BUILDING PERMITS                     | 224,891                | 217,245                 | 236,510                   | 325,000                   | 261,500                | 20.37%                    |
| 100-404-4433-005 | BLDG PLAN REVIEW                     | 2,310                  | 2,030                   | 1,435                     | 3,024                     | 2,000                  | -1.48%                    |
| 100-404-4434-005 | PLAT REVIEW FEES                     | 0                      | 255                     | 0                         | 255                       | 200                    | -21.57%                   |
| 100-404-4435-005 | ELECTRICAL PERMIT                    | 38,329                 | 36,120                  | 17,167                    | 34,958                    | 35,000                 | -3.10%                    |
| 100-404-4436-005 | PLUMBING PERMIT                      | 49,474                 | 41,195                  | 25,113                    | 53,947                    | 45,000                 | 9.24%                     |
| 100-404-4439-005 | MISCELLANEOUS PERMIT                 | 5,140                  | 7,235                   | 4,945                     | 9,588                     | 7,500                  | 3.66%                     |
|                  | TOTAL LICENSES AND PERMITS           | 320,143                | 304,080                 | 285,170                   | 426,772                   | 351,200                | 15.50%                    |
|                  | <u>PENALTIES &amp; FINES</u>         |                        |                         |                           |                           |                        |                           |
| 100-405-5150-005 | JUDGEMENTS & DAMAGES                 | 2,569                  | 0                       | 1,105                     | 1,200                     | 750                    | 0.00%                     |
|                  | TOTAL PENALTIES & FINES              | 2,569                  | 0                       | 1,105                     | 1,200                     | 750                    | 0.00%                     |
|                  | <u>PUBLIC CHARGES FOR SERVICE</u>    |                        |                         |                           |                           |                        |                           |
| 100-406-6114-005 | OTHER PUBLIC CHARGES FOR SERV        | 569                    | 1,000                   | 1,687                     | 1,700                     | 1,700                  | 70.00%                    |
| 100-406-6210-005 | ANIMAL POUND                         | 96                     | 100                     | 48                        | 115                       | 115                    | 15.00%                    |
| 100-406-6441-005 | WEED AND NUISANCE CONTROL            | 2,742                  | 1,500                   | 2,120                     | 2,200                     | 1,500                  | 0.00%                     |
|                  | TOTAL PUBLIC CHARGES FOR SERVICE     | 3,407                  | 2,600                   | 3,854                     | 4,015                     | 3,315                  | 27.50%                    |
|                  | <u>INTERFUND CHARGES FOR SERVICE</u> |                        |                         |                           |                           |                        |                           |
| 100-407-7430-005 | LIBRARY PLOWING EXPENSE              | 3,675                  | 3,700                   | 1,850                     | 3,700                     | 3,725                  | 0.68%                     |
|                  | TOTAL INTERFUND CHARGES FOR SER      | 3,675                  | 3,700                   | 1,850                     | 3,700                     | 3,725                  | 0.68%                     |
|                  | <u>MISCELLANEOUS REVENUES</u>        |                        |                         |                           |                           |                        |                           |
| 100-408-8211-005 | RENT OF CITY BUILDINGS               | 52,973                 | 54,030                  | 27,025                    | 54,030                    | 54,980                 | 1.76%                     |
| 100-408-8310-005 | SALE OF CITY PROPERTY                | 19,588                 | 0                       | 7,556                     | 7,600                     | 100                    | 0.00%                     |
| 100-408-8430-005 | PURCHASING CARD REBATE               | 5,917                  | 5,920                   | 4,167                     | 4,167                     | 5,000                  | -15.54%                   |
| 100-408-8900-005 | MISC REVENUE                         | 4,213                  | 4,500                   | 7,191                     | 7,191                     | 5,500                  | 22.22%                    |
|                  | TOTAL PUBLIC CHARGES FOR SERVICE     | 82,690                 | 64,450                  | 45,938                    | 72,988                    | 65,580                 | 1.75%                     |
|                  | TOTAL FUND REVENUES                  | 1,405,232              | 1,339,830               | 820,311                   | 1,475,090                 | 1,362,085              | 1.66%                     |

**DEPARTMENT 505 - DEPARTMENT OF PUBLIC WORKS  
EXPENDITURE BUDGET SUMMARY**

| ACCOUNT TITLE                     | A/C | 2015<br>ACTUAL     | 2016<br>ADOPTED    | 6/30/2016<br>ACTUAL | 2016<br>ESTIMATE   | 2017<br>PROPOSED   | %<br>CHANGE |
|-----------------------------------|-----|--------------------|--------------------|---------------------|--------------------|--------------------|-------------|
| <b>WAGES AND BENEFITS</b>         |     |                    |                    |                     |                    |                    |             |
| Salaries                          | 111 | \$307,918          | \$313,051          | \$159,361           | \$313,118          | \$324,084          | 3.5%        |
| Part-Time Wages with Benefits     | 113 | \$15,099           | \$15,698           | \$8,545             | \$16,772           | \$17,391           | 10.8%       |
| Crew Regular Wages                | 121 | \$394,795          | \$381,799          | \$169,832           | \$367,490          | \$370,961          | -2.8%       |
| Crew Over-Time Wages              | 122 | \$45,913           | \$40,538           | \$10,132            | \$39,230           | \$39,555           | -2.4%       |
| Part-Time Wages without Benefits  | 125 | \$19,548           | \$19,214           | \$3,805             | \$19,003           | \$22,106           | 15.1%       |
| Longevity                         | 133 | \$1,558            | \$1,681            | \$607               | \$1,501            | \$1,313            | -21.9%      |
| FICA                              | 151 | \$66,525           | \$70,392           | \$30,482            | \$69,035           | \$70,670           | 0.4%        |
| Wisconsin Retirement System       | 152 | \$57,619           | \$59,128           | \$25,749            | \$57,971           | \$60,970           | 3.1%        |
| Sick Leave                        | 153 | \$9,926            | \$48,920           | \$10,658            | \$47,780           | \$48,924           | 0.0%        |
| Health Insurance                  | 154 | \$238,526          | \$252,673          | \$121,026           | \$258,303          | \$266,052          | 5.3%        |
| Life Insurance                    | 155 | \$2,196            | \$2,468            | \$1,115             | \$2,423            | \$2,675            | 8.4%        |
| Vacation Leave                    | 156 | \$30,911           | \$61,513           | \$18,484            | \$60,389           | \$61,662           | 0.2%        |
| Holiday Leave                     | 157 | \$24,745           | \$32,676           | \$5,757             | \$32,064           | \$32,727           | 0.2%        |
| Worker's Compensation/Hurt-on-Job | 163 |                    |                    | \$146               |                    |                    |             |
| Compensatory Time Earned          | 164 | \$21,926           |                    | \$13,657            |                    |                    |             |
| <b>TOTAL WAGES &amp; BENEFITS</b> |     | <b>\$1,237,203</b> | <b>\$1,299,752</b> | <b>\$579,357</b>    | <b>\$1,285,081</b> | <b>\$1,319,092</b> | <b>1.5%</b> |

**PURCHASED SERVICES**

|  |     |                  |                  |                  |                  |                  |              |
|--|-----|------------------|------------------|------------------|------------------|------------------|--------------|
| Outside and Professional Services (Non-IT) | 210 | \$402,529        | \$351,685        | \$208,297        | \$420,699        | \$377,830        | 7.4%         |
| Outside and Professional Services (IT)     | 211 | \$173            | \$4,000          |                  | \$4,000          | \$4,600          | 15.0%        |
| Electric and Water                         | 222 | \$433,468        | \$446,475        | \$209,236        | \$358,099        | \$405,760        | -9.1%        |
| Gas and Heat                               | 224 | \$14,455         | \$27,000         | \$8,472          | \$12,000         | \$13,400         | -50.4%       |
| Telephone                                  | 225 | \$7,130          | \$7,370          | \$3,490          | \$7,358          | \$7,385          | 0.2%         |
| Internet and Cable                         | 226 | \$1,163          | \$1,080          | \$510            | \$1,230          | \$1,200          | 11.1%        |
| Repair and Maintenance Contracts (Non-IT)  | 240 | \$698            | \$5,985          | \$2,965          | \$5,860          | \$6,460          | 7.9%         |
| Repair and Maintenance Contracts (IT)      | 241 | \$3,000          | \$4,000          | \$3,000          | \$4,000          | \$4,050          | 1.3%         |
| Police Radio Services                      | 292 | \$3,120          | \$3,120          |                  |                  |                  | -100.0%      |
| Refuse Collection                          | 297 | \$10,425         | \$5,250          | \$25             | \$250            | \$250            | -95.2%       |
| <b>TOTAL PURCHASED SERVICES</b>            |     | <b>\$876,160</b> | <b>\$855,965</b> | <b>\$435,995</b> | <b>\$813,496</b> | <b>\$820,935</b> | <b>-4.1%</b> |

**OPERATING SUPPLIES AND EXPENSES**

|  |     |                  |                  |                  |                  |                  |             |
|--|-----|------------------|------------------|------------------|------------------|------------------|-------------|
| Office Supplies                            | 310 | \$1,590          | \$2,560          | \$626            | \$2,540          | \$2,550          | -0.4%       |
| Postage                                    | 311 | \$927            | \$1,040          | \$461            | \$1,001          | \$725            | -30.3%      |
| Printing                                   | 313 | \$1,804          | \$1,390          | \$269            | \$890            | \$445            | -68.0%      |
| Membership Dues                            | 320 | \$1,210          | \$1,510          | \$1,360          | \$1,720          | \$1,665          | 10.3%       |
| Periodicals                                | 322 | \$77             | \$80             | \$77             | \$80             | \$80             |             |
| Licenses and Permits                       | 324 | \$3,980          | \$3,720          | \$3,600          | \$3,830          | \$2,285          | -38.6%      |
| Publicity                                  | 326 | \$1,751          | \$600            | \$549            | \$550            | \$545            | -9.2%       |
| Training and Travel                        | 330 | \$2,542          | \$3,165          | \$2,204          | \$3,140          | \$6,270          | 98.1%       |
| Car Allowance                              | 332 | \$4,972          | \$5,070          | \$2,422          | \$5,070          | \$5,070          |             |
| Operating Supplies and Expenses            | 340 | \$138,371        | \$166,535        | \$90,033         | \$155,823        | \$187,038        | 12.3%       |
| Safety Supplies                            | 341 | \$5,731          | \$3,750          | \$2,852          | \$3,820          | \$3,125          | -16.7%      |
| Janitorial Supplies                        | 343 | \$3,340          | \$4,500          | \$3,653          | \$4,500          | \$4,500          |             |
| Clothing and Tool Allowance                | 346 | \$1,751          | \$2,640          | \$1,266          | \$2,640          | \$2,790          | 5.7%        |
| Gas and Diesel                             | 351 | \$31,535         | \$42,535         | \$11,040         | \$22,988         | \$37,240         | -12.4%      |
| <b>TOTAL OPERATING SUPPLIES &amp; EXP.</b> |     | <b>\$199,580</b> | <b>\$239,095</b> | <b>\$120,412</b> | <b>\$208,592</b> | <b>\$254,328</b> | <b>6.4%</b> |

| ACCOUNT TITLE | A/C | 2015<br>ACTUAL | 2016<br>ADOPTED | 6/30/2016<br>ACTUAL | 2016<br>ESTIMATE | 2017<br>PROPOSED | %<br>CHANGE |
|---------------|-----|----------------|-----------------|---------------------|------------------|------------------|-------------|
|---------------|-----|----------------|-----------------|---------------------|------------------|------------------|-------------|

**MAINTENANCE OF CITY PROPERTY**

|  |     |                  |                  |                 |                  |                  |              |
|--|-----|------------------|------------------|-----------------|------------------|------------------|--------------|
| Repair/Maintenance of Buildings            | 400 | \$18,901         | \$34,075         | \$27,343        | \$37,072         | \$57,032         | 67.4%        |
| Repair/Maintenance of Grounds              | 410 | \$67,783         | \$89,200         | \$23,506        | \$88,270         | \$113,200        | 26.9%        |
| Repair/Maintenance of Vehicles (Non-Fleet) | 425 | \$1,050          | \$5,650          | \$345           | \$650            | \$1,300          | -77.0%       |
| Repair/Maintenance of Equipment (Non-Flee  | 435 | \$21,922         | \$17,789         | \$3,958         | \$10,628         | \$7,250          | -59.2%       |
| <b>TOTAL MAINTENANCE OF CITY PROPERTY</b>  |     | <b>\$109,655</b> | <b>\$146,714</b> | <b>\$55,151</b> | <b>\$136,620</b> | <b>\$178,782</b> | <b>21.9%</b> |

**FIXED CHARGES**

|                            |     |                  |                  |                  |                  |                  |             |
|----------------------------|-----|------------------|------------------|------------------|------------------|------------------|-------------|
| Fleet Maintenance          | 508 | \$219,230        | \$183,430        | \$91,715         | \$183,430        | \$188,630        | 2.8%        |
| Technology                 | 509 | \$35,430         | \$46,190         | \$23,095         | \$46,190         | \$51,300         | 11.1%       |
| Risk Management            | 510 | \$72,675         | \$74,260         | \$37,130         | \$74,260         | \$68,355         | -8.0%       |
| Rent                       | 530 | \$8,914          | \$7,625          | \$3,817          | \$6,724          | \$5,225          | -31.5%      |
| <b>TOTAL FIXED CHARGES</b> |     | <b>\$336,249</b> | <b>\$311,505</b> | <b>\$155,757</b> | <b>\$310,604</b> | <b>\$313,510</b> | <b>0.6%</b> |

**CONTRIBUTIONS, GRANTS & OTHERS**

|   |     |                 |                 |                 |                 |                 |             |
|---|-----|-----------------|-----------------|-----------------|-----------------|-----------------|-------------|
| Donations                                 | 720 | \$46,733        | \$50,000        | \$41,239        | \$50,000        | \$53,000        | 6.0%        |
| <b>TOTAL CONTRIB, GRANTS &amp; OTHERS</b> |     | <b>\$46,733</b> | <b>\$50,000</b> | <b>\$41,239</b> | <b>\$50,000</b> | <b>\$53,000</b> | <b>6.0%</b> |

|                                     |  |                    |                    |                    |                    |                    |             |
|-------------------------------------|--|--------------------|--------------------|--------------------|--------------------|--------------------|-------------|
| <b>TOTAL OPERATING EXPENDITURES</b> |  | <b>\$2,805,581</b> | <b>\$2,903,031</b> | <b>\$1,387,912</b> | <b>\$2,804,393</b> | <b>\$2,939,647</b> | <b>1.3%</b> |
|-------------------------------------|--|--------------------|--------------------|--------------------|--------------------|--------------------|-------------|

|                             |  |                    |                    |                    |                    |                    |             |
|-----------------------------|--|--------------------|--------------------|--------------------|--------------------|--------------------|-------------|
| <b>GRAND TOTAL DEPT 505</b> |  | <b>\$2,805,581</b> | <b>\$2,903,031</b> | <b>\$1,387,912</b> | <b>\$2,804,393</b> | <b>\$2,939,647</b> | <b>1.3%</b> |
|-----------------------------|--|--------------------|--------------------|--------------------|--------------------|--------------------|-------------|

**CITY OF OCONOMOWOC  
2017 BUDGET**

**GENERAL FUND - DEPARTMENT OF PUBLIC WORKS ADMINISTRATION**

The Director of Public Works is responsible for the public works projects of the City along with maintenance. The Supervisor, Administrative Assistant, and nine Crew personnel are accountable to the Director. The Director also administers the titles and licenses for all City vehicles. One seasonal employee is hired to help with the summer work load and fill in for leaves and inspections.

**Category: Public Works**

**EXPENDITURES Acct #505-5110**

|            |   |  |
|------------|---|--|
| <b>100</b> | <b><i>Wages and Benefits</i></b>        |  |
| 111        | <i>Salaries</i>                         | Director of Public Works - 70%<br>Supervisor of Public Works - 100%<br>Administrative Assistant - 100% |
| 121        | <i>Crew Wages</i>                       |  |
| 125        | <i>Part-Time Wages without Benefits</i> | Seasonal help (50% of 384 hours)   |
| 133        | <i>Longevity</i>                        | Director of Public Works, Administrative Assistant, and crew employees                                 |
| 151        | <i>FICA</i>                             | Employer share of Social Security and Medicare   |
| 152        | <i>Wisconsin Retirement System</i>      | Employer share of required contribution  |
| 153        | <i>Sick Leave</i>                       |  |
| 154        | <i>Health Insurance</i>                 | Employer share of premiums   |
| 155        | <i>Life Insurance</i>                   | Employer share of premiums   |
| 156        | <i>Vacation Leave</i>                   |  |
| 157        | <i>Holiday Leave</i>                    |  |
| 163        | <i>Worker Compensation/Hurt-on-job</i>  |  |
| 164        | <i>Compensatory Time Earned</i>         |  |
| <b>200</b> | <b><i>Purchased Services</i></b>        |  |
| 210        | <i>Outside/Prof Services (Non-IT)</i>   | Drug testing \$1,800<br>Background checks \$10   |
| 225        | <i>Telephone</i>                        | Monthly line and toll charges  |
| 292        | <i>Police Radio Services</i>            | DPW portion of Police Dispatch costs   |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - DPW ADMINISTRATION**

| <b>ACCT NO</b>            | <b>ACCOUNT DESCRIPTION</b>      | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> |
|---------------------------|---------------------------------|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
| <u>WAGES AND BENEFITS</u> |                                 |                        |                         |                           |                           |                        |
| 100-505-5110-111          | DPW ADMIN SALARIES              | 158,899                | 157,861                 | 82,334                    | 157,892                   | 164,846                |
| 100-505-5110-121          | DPW ADMIN CREW WAGES            | 53                     | 0                       | 7,048                     | 0                         | 0                      |
| 100-505-5110-125          | DPW ADMIN P/T WAGES             | 1,475                  | 2,064                   | 447                       | 2,016                     | 3,386                  |
| 100-505-5110-133          | DPW ADMIN LONGEVITY             | 408                    | 545                     | 215                       | 514                       | 521                    |
| 100-505-5110-151          | DPW ADMIN FICA                  | 13,774                 | 20,299                  | 8,810                     | 20,061                    | 20,850                 |
| 100-505-5110-152          | DPW ADMIN WRS                   | 12,008                 | 17,224                  | 7,556                     | 17,022                    | 18,146                 |
| 100-505-5110-153          | DPW ADMIN SICK LEAVE            | 712                    | 34,756                  | 9,106                     | 33,555                    | 34,321                 |
| 100-505-5110-154          | DPW ADMIN HEALTH INS            | 51,684                 | 78,347                  | 35,784                    | 77,289                    | 79,608                 |
| 100-505-5110-155          | DPW ADMIN LIFE INS              | 477                    | 848                     | 339                       | 843                       | 871                    |
| 100-505-5110-156          | DPW ADMIN VACATION              | 4,012                  | 43,235                  | 10,287                    | 42,035                    | 42,812                 |
| 100-505-5110-157          | DPW ADMIN HOLIDAY               | 4,993                  | 24,572                  | 4,163                     | 23,911                    | 24,354                 |
| 100-505-5110-163          | DPW ADMIN WORKERS COMP/HOJ      | 0                      | 0                       | 146                       | 0                         | 0                      |
| 100-505-5110-164          | DPW ADMIN COMP TIME EARNED      | 7,733                  | 0                       | 1,191                     | 0                         | 0                      |
|                           | <b>TOTAL WAGES AND BENEFITS</b> | <b>256,227</b>         | <b>379,751</b>          | <b>167,425</b>            | <b>375,137</b>            | <b>389,716</b>         |
| <u>PURCHASED SERVICES</u> |                                 |                        |                         |                           |                           |                        |
| 100-505-5110-210          | DPW ADMIN OUTSD SVCS NON-IT     | 7                      | 1,810                   | 0                         | 1,810                     | 1,810                  |
| 100-505-5110-225          | DPW ADMIN TELEPHONE             | 1,287                  | 1,275                   | 638                       | 1,280                     | 1,290                  |
| 100-505-5110-292          | DPW ADMIN POLICE RADIO SRV      | 3,120                  | 3,120                   | 0                         | 0                         | 0                      |
|                           | <b>TOTAL PURCHASED SERVICES</b> | <b>4,414</b>           | <b>6,205</b>            | <b>638</b>                | <b>3,090</b>              | <b>3,100</b>           |

**CITY OF OCONOMOWOC  
2017 BUDGET**

**GENERAL FUND - DEPARTMENT OF PUBLIC WORKS ADMINISTRATION**

**EXPENDITURES Acct #505-5110**

|            |   |  |       |
|------------|---|--|-------|
| <b>300</b> | <b><i>Operating Supplies and Expenses</i></b> |  |       |
| 310        | <i>Office Supplies</i>                        |  |       |
| 311        | <i>Postage</i>                                |  |       |
| 313        | <i>Printing</i>                               | Forms and time cards   |       |
| 320        | <i>Membership Dues</i>                        | American Public Works Assoc.   | \$680 |
|            |   | Public Works Association   | \$70  |
|            |   | VALUE  | \$35  |
|            |   | Wisconsin Arborist   | \$130 |
| 322        | <i>Periodicals</i>                            | Oconomowoc Enterprise and Oconomowoc Focus (50% split with Engineering)  |       |
| 324        | <i>Licenses and Permits</i>                   | Wisconsin Emergency Management   | \$405 |
|            |   | Tier II hazardous chemical inventory   | \$45  |
| 326        | <i>Publicity</i>                              | Legal Notices  |       |
| 330        | <i>Training and Travel</i>                    | WI Arborist  | \$525 |
|            |   | WI Rural Water   | \$150 |
|            |   | VALUE purchasing   | \$95  |
|            |   | Equipment and Software classes   | \$260 |
|            |   | Flagger school   | \$480 |
|            |   | Communication skills   | \$155 |
|            |   | Water regulations & aquatic plants   | \$155 |
| 332        | <i>Car Allowance</i>                          | \$275 per month for Director (split based on salary allocation)  |       |
| 340        | <i>Operating Supplies and Expenses</i>        | Miscellaneous supplies and expenses  |       |
| 341        | <i>Safety Supplies</i>                        | Safety glasses   |       |
| 346        | <i>Clothing and Tool Allowance</i>            | Safety footwear (1 @ \$150)  |       |
| <b>500</b> | <b><i>Fixed Charges</i></b>                   |  |       |
| 509        | <i>Technology</i>                             | Payment to Technology Internal Service Fund 700 for system support, repairs, maintenance and depreciation                                    |       |
| 510        | <i>Risk Management</i>                        | Payment to Risk Management Internal Service Fund 720 for insurance premiums, safety committee administration, and risk management activities |       |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - DPW ADMINISTRATION**

| <b>ACCT NO</b>                         | <b>ACCOUNT DESCRIPTION</b>                | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> |
|--|---|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
| <u>OPERATING SUPPLIES AND EXPENSES</u> |   |                        |                         |                           |                           |                        |
| 100-505-5110-310                       | DPW ADMIN OFFICE SUPPLIES                 | 275                    | 500                     | 225                       | 500                       | 500                    |
| 100-505-5110-311                       | DPW ADMIN POSTAGE                         | 130                    | 200                     | 24                        | 100                       | 100                    |
| 100-505-5110-313                       | DPW ADMIN PRINTING                        | 59                     | 100                     | 0                         | 100                       | 100                    |
| 100-505-5110-320                       | DPW ADMIN MEMBERSHIPS                     | 810                    | 810                     | 960                       | 1,000                     | 915                    |
| 100-505-5110-322                       | DPW ADMIN PERIODICALS                     | 39                     | 40                      | 39                        | 40                        | 40                     |
| 100-505-5110-324                       | DPW ADMIN LIC/PERMIT                      | 405                    | 485                     | 405                       | 450                       | 450                    |
| 100-505-5110-326                       | DPW ADMIN PUBLICITY                       | 359                    | 50                      | 140                       | 150                       | 150                    |
| 100-505-5110-330                       | DPW ADMIN TRAIN/TRAVEL                    | 1,530                  | 1,250                   | 1,819                     | 1,850                     | 1,820                  |
| 100-505-5110-332                       | DPW ADMIN CAR ALLOWANCE                   | 2,266                  | 2,310                   | 1,148                     | 2,310                     | 2,310                  |
| 100-505-5110-340                       | DPW ADMIN OPER SUP/EXP                    | 408                    | 50                      | 69                        | 50                        | 50                     |
| 100-505-5110-341                       | DPW ADMIN SAFETY SUP                      | 0                      | 5                       | 0                         | 0                         | 0                      |
| 100-505-5110-346                       | DPW ADMIN CLOTHING ALLOW                  | 145                    | 150                     | 0                         | 150                       | 150                    |
|  | <b>TOTAL OPERATING SUPPLIES &amp; EXP</b> | <b>6,425</b>           | <b>5,950</b>            | <b>4,829</b>              | <b>6,700</b>              | <b>6,585</b>           |
| <u>FIXED CHARGES</u>                   |   |                        |                         |                           |                           |                        |
| 100-505-5110-509                       | DPW ADMIN TECHNOLOGY                      | 35,430                 | 46,190                  | 23,095                    | 46,190                    | 51,300                 |
| 100-505-5110-510                       | DPW ADMIN RISK MGMT                       | 72,675                 | 74,260                  | 37,130                    | 74,260                    | 68,355                 |
|  | <b>TOTAL FIXED CHARGES</b>                | <b>108,105</b>         | <b>120,450</b>          | <b>60,225</b>             | <b>120,450</b>            | <b>119,655</b>         |
|  | <b>TOTAL DPW ADMINISTRATION</b>           | <b>375,171</b>         | <b>512,356</b>          | <b>233,117</b>            | <b>505,377</b>            | <b>519,056</b>         |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - ENGINEERING**

**Category: Public Works**

**EXPENDITURES: Account # 505-5120**

|            |  |  |   |
|------------|--|--|---|
| <b>100</b> | <b>Wages and Benefits</b>              |  |   |
| 111        | Salaries                               | Assistant Director of Public Works - 100%<br>Engineering Technician - 100%   |   |
| 125        | Part-Time Wages without Benefits       | Seasonal help (50% of 384 hours)   |   |
| 133        | Longevity                              |  |   |
| 151        | FICA                                   | Employer share of Social Security and Medicare   |   |
| 152        | Wisconsin Retirement System            | Employer share of required contribution  |   |
| 153        | Sick Leave                             |  |   |
| 154        | Health Insurance                       | Employer share of premiums   |   |
| 155        | Life Insurance                         | Employer share of premiums   |   |
| 156        | Vacation Leave                         |  |   |
| 157        | Holiday Leave                          |  |   |
| 164        | Compensatory Time Earned               |  |   |
| <b>200</b> | <b>Purchased Services</b>              |  |   |
| 210        | Outside/Prof Services (Non-IT)         | Contracted City Engineer 75% (10% is allocated to Wastewater Utility, 10% to Water Utility and 5% to Electric Utility) \$85,905; outside services as needed for certified survey maps, borings \$5,500 |   |
| 211        | Outside/Prof Services (IT)             | Access to GIS server for infrastructure updates<br>Link documents to attributes<br>Adobe Creative Cloud  | \$2,000<br>\$2,000<br>\$600                 |
| 241        | Repair/Maint Contracts (IT)            | ESRI annual maintenance<br>AutoCAD annual maintenance  | \$3,000<br>\$1,050                          |
| <b>300</b> | <b>Operating Supplies and Expenses</b> |  |   |
| 310        | Office Supplies                        | Plotter cartridges<br>Miscellaneous office supplies  | \$600<br>\$600                              |
| 311        | Postage                                |  |   |
| 313        | Printing                               |  |   |
| 320        | Membership Dues                        | Geospatial Info and Tech Assoc.<br>American Public Works Assoc.  | \$150<br>\$200                              |
| 322        | Periodicals                            | Oconomowoc Enterprise and Oconomowoc Focus (50% split with DPW Administration)   |   |
| 324        | Licenses and Permits                   | Notary (50% split with DPW Administration)   |   |
| 326        | Publicity                              | Legal Notices  |   |
| 330        | Training and Travel                    | GIS/AutoCAD training<br>Other Employee mileage<br>Miscellaneous training sessions<br>Erosion control, storm water, & pond inspection training<br>ESRI Southeast User Conference                        | \$400<br>\$165<br>\$400<br>\$500<br>\$2,535 |
| 332        | Car Allowance                          | \$230 per month for the Assistant Director of Public Works   |   |
| 340        | Operating Supplies and Expenses        | Engineering supplies   |   |
| 346        | Clothing and Tool Allowance            | Safety footwear (2 @ \$150)  |   |
| <b>400</b> | <b>Maintenance of City Property</b>    |  |   |
| 435        | Repair/Maint of Equip (Non-Fleet)      | Office Equipment   |   |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - ENGINEERING**

| ACCT NO                                | ACCOUNT DESCRIPTION            | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET |
|--|--------------------------------|----------------|-----------------|-------------------|-------------------|----------------|
| <u>WAGES AND BENEFITS</u>              |                                |                |                 |                   |                   |                |
| 100-505-5120-111                       | ENGINEER SALARIES              | 110,665        | 115,607         | 58,779            | 115,633           | 118,592        |
| 100-505-5120-125                       | ENGINEER P/T WAGES             | 1,475          | 2,064           | 447               | 2,016             | 3,386          |
| 100-505-5120-133                       | ENGINEER LONGEVITY             | 240            | 240             | 100               | 240               | 0              |
| 100-505-5120-151                       | ENGINEER FICA                  | 10,783         | 11,362          | 5,259             | 11,361            | 11,729         |
| 100-505-5120-152                       | ENGINEER WRS                   | 9,444          | 9,484           | 4,054             | 9,486             | 10,008         |
| 100-505-5120-153                       | ENGINEER SICK                  | 4,194          | 9,894           | 1,188             | 9,896             | 10,150         |
| 100-505-5120-154                       | ENGINEER HEALTH INS            | 41,721         | 42,863          | 19,659            | 42,891            | 44,178         |
| 100-505-5120-155                       | ENGINEER LIFE INS              | 501            | 457             | 222               | 457               | 645            |
| 100-505-5120-156                       | ENGINEER VACATION              | 12,315         | 12,465          | 5,427             | 12,467            | 12,794         |
| 100-505-5120-157                       | ENGINEER HOLIDAY               | 5,845          | 5,497           | 1,069             | 5,498             | 5,639          |
| 100-505-5120-164                       | ENGINEER COMP TIME EARNED      | 5,789          | 0               | 1,906             | 0                 | 0              |
|  | TOTAL WAGES AND BENEFITS       | <u>202,971</u> | <u>209,933</u>  | <u>98,110</u>     | <u>209,946</u>    | <u>217,122</u> |
| <u>PURCHASED SERVICES</u>              |                                |                |                 |                   |                   |                |
| 100-505-5120-210                       | ENGINEER OUTSD SVCS NON-IT     | 116,113        | 91,405          | 41,042            | 91,405            | 91,405         |
| 100-505-5120-211                       | ENGINEER PROF SVCS IT          | 173            | 4,000           | 0                 | 4,000             | 4,600          |
| 100-505-5120-241                       | ENGINEER MAINT CONT IT         | 3,000          | 4,000           | 3,000             | 4,000             | 4,050          |
|  | TOTAL PURCHASED SERVICES       | <u>119,285</u> | <u>99,405</u>   | <u>44,042</u>     | <u>99,405</u>     | <u>100,055</u> |
| <u>OPERATING SUPPLIES AND EXPENSES</u> |                                |                |                 |                   |                   |                |
| 100-505-5120-310                       | ENGINEER OFFICE SUPPLIES       | 747            | 1,200           | 192               | 1,200             | 1,200          |
| 100-505-5120-311                       | ENGINEER POSTAGE               | 48             | 100             | 69                | 150               | 150            |
| 100-505-5120-313                       | ENGINEER PRINTING              | 0              | 45              | 0                 | 45                | 45             |
| 100-505-5120-320                       | ENGINEER MEMBERSHIPS           | 0              | 300             | 0                 | 320               | 350            |
| 100-505-5120-322                       | ENGINEER PERIODICALS           | 39             | 40              | 39                | 40                | 40             |
| 100-505-5120-324                       | ENGINEER LIC/PERMIT            | 0              | 35              | 0                 | 35                | 35             |
| 100-505-5120-326                       | ENGINEER PUBLICITY             | 87             | 100             | 56                | 100               | 100            |
| 100-505-5120-330                       | ENGINEER TRAIN/TRAVEL          | 990            | 1,465           | 350               | 840               | 4,000          |
| 100-505-5120-332                       | ENGINEER CAR ALLOWANCE         | 2,707          | 2,760           | 1,274             | 2,760             | 2,760          |
| 100-505-5120-340                       | ENGINEER OPER SUP/EXP          | 122            | 400             | 69                | 400               | 400            |
| 100-505-5120-346                       | ENGINEER CLOTHING ALLOW        | 126            | 300             | 0                 | 300               | 300            |
|  | TOTAL OPERATING SUPPLIES & EXP | <u>4,865</u>   | <u>6,745</u>    | <u>2,048</u>      | <u>6,190</u>      | <u>9,380</u>   |
| <u>MAINTENANCE OF CITY PROPERTY</u>    |                                |                |                 |                   |                   |                |
| 100-505-5120-435                       | ENGINEER RPR/MNT EQUIP NF      | 0              | 50              | 0                 | 0                 | 0              |
|  | TOTAL FIXED CHARGES            | <u>0</u>       | <u>50</u>       | <u>0</u>          | <u>0</u>          | <u>0</u>       |
|  | TOTAL ENGINEERING              | <u>327,122</u> | <u>316,133</u>  | <u>144,201</u>    | <u>315,541</u>    | <u>326,557</u> |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - MUNICIPAL GARAGE**

The municipal garage houses the City's municipal service equipment. City staff maintains the building, hoist, doors, and heating units.

**Category: Public Works**

**EXPENDITURES: Account # 505-5210**

|            |  |   |                                |
|------------|--|---|--------------------------------|
| <b>100</b> | <b>Wages and Benefits</b>              |   |                                |
| 121        | Crew Regular Wages                     |   |                                |
| 122        | Crew Over-Time Wages                   |   |                                |
| 125        | Part-Time Wages without Benefits       | Seasonal help   |                                |
| 133        | Longevity                              | Crew Employees  |                                |
| 151        | FICA                                   | Employer share of Social Security and Medicare  |                                |
| 152        | Wisconsin Retirement System            | Employer share of required contribution   |                                |
| 154        | Health Insurance                       | Employer share of premiums  |                                |
| 155        | Life Insurance                         | Employer share of premiums  |                                |
| <b>200</b> | <b>Purchased Services</b>              |   |                                |
| 210        | Outside/Prof Services (Non-IT)         |   |                                |
|            | Alarm system monitoring                | \$120   | Backflow testing \$200         |
|            | Fire extinguisher testing              | \$675   | Air compressor inspection \$50 |
|            | Cleaning service                       | \$1,200   | Fuel Pump test \$380           |
|            | Pest Control                           | \$760   |                                |
| 222        | Electric and Water                     |   |                                |
| 224        | Gas and Heat                           |   |                                |
| 225        | Telephone                              | Monthly line charges and toll charges for DPW garage phones   |                                |
| 240        | Repair/Maint Contracts (Non-IT)        | Fuel master contract \$425  |                                |
| <b>300</b> | <b>Operating Supplies and Expenses</b> |   |                                |
| 310        | Office Supplies                        |   |                                |
| 324        | Licenses and Permits                   | CDL License; Building Permits   |                                |
| 326        | Publicity                              | Job Postings  |                                |
| 340        | Operating Supplies and Expenses        | Welding and brazing supplies, new fire extinguishers, and tape \$2,200  |                                |
|            |  | Tools and drill set \$600   |                                |
| 341        | Safety Supplies                        | Gloves, vests, glasses \$2,450  |                                |
|            |  | Waders \$400  |                                |
| 343        | Janitorial Supplies                    | Cleaning chemicals, supplies, paper products  |                                |
| 346        | Clothing and Tool Allowance            | Safety footwear (9 @ \$150 = \$1,350); employee shirts \$690  |                                |
| <b>400</b> | <b>Maintenance of City Property</b>    |   |                                |
| 400        | Repair/Maint of Buildings              | Ongoing maintenance and repairs \$1,940   |                                |
|            |  | Gutters \$12,942  |                                |
|            |  | Heaters \$27,400  |                                |
| 410        | Repair/Maint of Grounds                | Topsoil, seed, and fence repairs  |                                |
| 435        | Repair/Maint of Equip (Non-Fleet)      | Air compressor, hoist, pressure washer, torch, welder, batteries, nuts, bolts, recharge of fire extinguisher, and fuel pump parts \$2,650 |                                |
| <b>500</b> | <b>Fixed Charges</b>                   |   |                                |
| 530        | Rent                                   | Towels and rugs   |                                |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - MUNICIPAL GARAGE**

| <b>ACCT NO</b>                         | <b>ACCOUNT DESCRIPTION</b>                | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> |
|--|---|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
| <u>WAGES AND BENEFITS</u>              |   |                        |                         |                           |                           |                        |
| 100-505-5210-121                       | MUNI GARAGE CREW WAGES                    | 35,667                 | 17,895                  | 32,284                    | 16,848                    | 17,006                 |
| 100-505-5210-122                       | MUNI GARAGE O/T WAGES                     | 423                    | 0                       | 12                        | 0                         | 0                      |
| 100-505-5210-125                       | MUNI GARAGE P/T WAGES                     | 1,228                  | 190                     | 174                       | 188                       | 192                    |
| 100-505-5210-133                       | MUNI GARAGE LONGEVITY                     | 61                     | 35                      | 29                        | 24                        | 27                     |
| 100-505-5210-151                       | MUNI GARAGE FICA                          | 2,851                  | 1,386                   | 2,469                     | 1,305                     | 1,318                  |
| 100-505-5210-152                       | MUNI GARAGE WRS                           | 2,455                  | 1,183                   | 2,134                     | 1,114                     | 1,158                  |
| 100-505-5210-154                       | MUNI GARAGE HEALTH INS                    | 10,286                 | 5,349                   | 8,845                     | 5,788                     | 5,961                  |
| 100-505-5210-155                       | MUNI GARAGE LIFE INS                      | 64                     | 39                      | 74                        | 37                        | 37                     |
|  | <b>TOTAL WAGES AND BENEFITS</b>           | <b>53,036</b>          | <b>26,076</b>           | <b>46,022</b>             | <b>25,303</b>             | <b>25,698</b>          |
| <u>PURCHASED SERVICES</u>              |   |                        |                         |                           |                           |                        |
| 100-505-5210-210                       | MUNI GARAGE OUTSD SVCS NON-IT             | 4,211                  | 2,830                   | 2,283                     | 3,385                     | 3,385                  |
| 100-505-5210-222                       | MUNI GARAGE ELEC/WATER                    | 9,284                  | 9,545                   | 4,092                     | 9,300                     | 9,500                  |
| 100-505-5210-224                       | MUNI GARAGE GAS/HEAT                      | 4,826                  | 8,200                   | 2,673                     | 4,000                     | 5,000                  |
| 100-505-5210-225                       | MUNI GARAGE TELEPHONE                     | 979                    | 950                     | 466                       | 934                       | 950                    |
| 100-505-5210-240                       | MUNI GARAGE MAINT CONT NON-IT             | 423                    | 550                     | 0                         | 425                       | 425                    |
|  | <b>TOTAL PURCHASED SERVICES</b>           | <b>19,723</b>          | <b>22,075</b>           | <b>9,514</b>              | <b>18,044</b>             | <b>19,260</b>          |
| <u>OPERATING SUPPLIES AND EXPENSES</u> |   |                        |                         |                           |                           |                        |
| 100-505-5210-310                       | MUNI GARAGE OFFICE SUPPLIES               | 318                    | 600                     | 80                        | 600                       | 600                    |
| 100-505-5210-324                       | MUNI GARAGE LIC/PERMITS                   | 40                     | 0                       | 145                       | 145                       | 100                    |
| 100-505-5210-326                       | MUNI GARAGE PUBLICITY                     | 1,054                  | 250                     | 268                       | 100                       | 100                    |
| 100-505-5210-340                       | MUNI GARAGE OPER SUP/EXP                  | 3,341                  | 3,500                   | 2,882                     | 3,500                     | 2,800                  |
| 100-505-5210-341                       | MUNI GARAGE SAFETY SUP                    | 4,969                  | 3,270                   | 2,569                     | 3,270                     | 2,850                  |
| 100-505-5210-343                       | MUNI GARAGE JANITOR SUP                   | 514                    | 1,500                   | 1,216                     | 1,500                     | 1,500                  |
| 100-505-5210-346                       | MUNI GARAGE CLOTHING ALLOW                | 1,191                  | 1,890                   | 1,116                     | 1,890                     | 2,040                  |
|  | <b>TOTAL OPERATING SUPPLIES &amp; EXP</b> | <b>11,426</b>          | <b>11,010</b>           | <b>8,277</b>              | <b>11,005</b>             | <b>9,990</b>           |
| <u>MAINTENANCE OF CITY PROPERTY</u>    |   |                        |                         |                           |                           |                        |
| 100-505-5210-400                       | MUNI GARAGE RPR/MAINT BLDG                | 3,440                  | 19,300                  | 22,322                    | 22,322                    | 42,282                 |
| 100-505-5210-410                       | MUNI GARAGE RPR/MAINT GRNDS               | 427                    | 1,000                   | 29                        | 70                        | 1,000                  |
| 100-505-5210-435                       | MUNI GARAGE RPR/MNT EQUIP NF              | 3,412                  | 2,639                   | 3,827                     | 6,028                     | 2,650                  |
|  | <b>TOTAL MAINTENANCE OF CITY PROPER</b>   | <b>7,280</b>           | <b>22,939</b>           | <b>26,178</b>             | <b>28,420</b>             | <b>45,932</b>          |
| <u>FIXED CHARGES</u>                   |   |                        |                         |                           |                           |                        |
| 100-505-5210-530                       | MUNI GARAGE RENT                          | 6,190                  | 5,225                   | 2,294                     | 4,324                     | 5,225                  |
|  | <b>TOTAL FIXED CHARGES</b>                | <b>6,190</b>           | <b>5,225</b>            | <b>2,294</b>              | <b>4,324</b>              | <b>5,225</b>           |
|  | <b>TOTAL MUNICIPAL GARAGE</b>             | <b>97,656</b>          | <b>87,325</b>           | <b>92,284</b>             | <b>87,096</b>             | <b>106,105</b>         |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - EQUIPMENT AND VEHICLE MAINTENANCE**

**Category: Public Works**

**EXPENDITURES: Account # 505-5220**

|            |   |  |
|------------|---|--|
| <b>100</b> | <b><i>Wages and Benefits</i></b>              |  |
| 121        | <i>Crew Regular Wages</i>                     |  |
| 125        | <i>Part-Time Wages without Benefits</i>       |  |
| 133        | <i>Longevity</i>                              | Crew Employees   |
| 151        | <i>FICA</i>                                   | Employer share of Social Security and Medicare   |
| 152        | <i>Wisconsin Retirement System</i>            | Employer share of required contribution  |
| 154        | <i>Health Insurance</i>                       | Employer share of premiums   |
| 155        | <i>Life Insurance</i>                         | Employer share of premiums   |
| <b>300</b> | <b><i>Operating Supplies and Expenses</i></b> |  |
| 324        | <i>Licenses and Permits</i>                   |  |
| 340        | <i>Operating Supplies and Expenses</i>        |  |
| 351        | <i>Gas and Diesel</i>                         |  |
| <b>400</b> | <b><i>Maintenance of City Property</i></b>    |  |
| 425        | <i>Repair/Maint of Vehicles (Non-Fleet)</i>   | Two 55 gallon drums of truck washing supplies  |
| 435        | <i>Repair/Maint of Equip (Non-Fleet)</i>      | Radio service  |
| <b>500</b> | <b><i>Fixed Charges</i></b>                   |  |
| 508        | <i>Fleet Maintenance</i>                      | Payment to Fleet Maintenance Internal Service Fund 730 for vehicle and equipment repairs, maintenance, and tires |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - EQUIP/VEHICLE MAINTENANCE**

| <b>ACCT NO</b>                         | <b>ACCOUNT DESCRIPTION</b>                | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> |
|--|---|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
| <u>WAGES AND BENEFITS</u>              |   |                        |                         |                           |                           |                        |
| 100-505-5220-121                       | EQ/VEH MAINT CREW WAGES                   | 6,705                  | 6,427                   | 12,104                    | 6,130                     | 6,157                  |
| 100-505-5220-125                       | EQ/VEH MAINT P/T WAGES                    | 39                     | 0                       | 0                         | 0                         | 0                      |
| 100-505-5220-133                       | EQ/VEH MAINT LONGEVITY                    | 9                      | 16                      | 34                        | 13                        | 13                     |
| 100-505-5220-151                       | EQ/VEH MAINT FICA                         | 514                    | 493                     | 913                       | 470                       | 472                    |
| 100-505-5220-152                       | EQ/VEH MAINT WRS                          | 456                    | 425                     | 801                       | 405                       | 420                    |
| 100-505-5220-154                       | EQ/VEH MAINT HEALTH INS                   | 3,717                  | 2,138                   | 3,778                     | 2,140                     | 2,204                  |
| 100-505-5220-155                       | EQ/VEH MAINT LIFE INS                     | 18                     | 22                      | 26                        | 21                        | 21                     |
|  | <b>TOTAL WAGES AND BENEFITS</b>           | <b>11,458</b>          | <b>9,521</b>            | <b>17,656</b>             | <b>9,180</b>              | <b>9,287</b>           |
| <u>OPERATING SUPPLIES AND EXPENSES</u> |   |                        |                         |                           |                           |                        |
| 100-505-5220-324                       | EQ/VEH MAINT LIC/PERMIT                   | 75                     | 0                       | 0                         | 0                         | 0                      |
| 100-505-5220-340                       | EQ/VEH MAINT OPER SUP/EXP                 | 13,302                 | 500                     | 171                       | 500                       | 500                    |
| 100-505-5220-351                       | EQ/VEH MAINT GAS/DIESEL                   | 74                     | 0                       | 0                         | 0                         | 0                      |
|  | <b>TOTAL OPERATING SUPPLIES &amp; EXP</b> | <b>13,451</b>          | <b>500</b>              | <b>171</b>                | <b>500</b>                | <b>500</b>             |
| <u>MAINTENANCE OF CITY PROPERTY</u>    |   |                        |                         |                           |                           |                        |
| 100-505-5220-425                       | EQ/VEH MAINT RPR/MNT VEH NF               | 594                    | 650                     | 345                       | 650                       | 1,300                  |
| 100-505-5220-435                       | EQ/VEH MAINT RPR/MAIN EQUIP NF            | 49                     | 50                      | 0                         | 50                        | 50                     |
|  | <b>TOTAL MAINTENANCE OF CITY PROP</b>     | <b>642</b>             | <b>700</b>              | <b>345</b>                | <b>700</b>                | <b>1,350</b>           |
| <u>FIXED CHARGES</u>                   |   |                        |                         |                           |                           |                        |
| 100-505-5220-508                       | EQ/VEH MAINT FLEET                        | 23,030                 | 26,750                  | 13,375                    | 26,750                    | 15,620                 |
|  | <b>TOTAL FIXED CHARGES</b>                | <b>23,030</b>          | <b>26,750</b>           | <b>13,375</b>             | <b>26,750</b>             | <b>15,620</b>          |
|  | <b>TOTAL EQUIP/VEHICLE MAINTENANCE</b>    | <b>48,581</b>          | <b>37,471</b>           | <b>31,546</b>             | <b>37,130</b>             | <b>26,757</b>          |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - GASOLINE PURCHASES**

Gasoline usage is charged back to other departments based on actual usage. This account is used to clear the charges monthly. Net expense of \$-0- is shown for this account budget.

**Category: Public Works**

**EXPENDITURES: Account # 505-5230**

| <b>300 Operating Supplies and Expenses</b> |                       |          |   |          |          |          |  |
|--|-----------------------|----------|---|----------|----------|----------|--|
| 351  | <i>Gas and Diesel</i> |          | Estimated gasoline purchases, primarily from City gasoline pumps: |          |          |          |  |
| <b>City Purchases</b>                      |                       |          |   |          |          |          |  |
|  | 2016                  |          | 2017  |          | Variance |          |  |
|  | Diesel                | Non-Lead | Diesel  | Non-Lead | Diesel   | Non-Lead |  |
| Gallons                                    | 12,412                | 26,252   | 13,737  | 30,341   | 1,325    | 4,089    |  |
| Estimated Cost/Gallon                      | \$ 3.25               | \$ 2.75  | \$ 2.85   | \$ 2.40  | \$ -0.40 | \$ -0.35 |  |
| Total Cost                                 | 40,339                | 72,193   | 39,150  | 72,818   | (1,189)  | 625      |  |
| <b>Utility Purchases</b>                   |                       |          |   |          |          |          |  |
|  | 2016                  |          | 2017  |          | Variance |          |  |
|  | Diesel                | Non-Lead | Diesel  | Non-Lead | Diesel   | Non-Lead |  |
| Gallons                                    | 8,163                 | 9,635    | 7,678   | 9,635    | (485)    | -        |  |
| Estimated Cost/Gallon                      | \$ 3.25               | \$ 2.75  | \$ 2.85   | \$ 2.40  | \$ -0.40 | \$ -0.35 |  |
| Total Cost                                 | 26,530                | 26,496   | 21,882  | 23,124   | (4,648)  | (3,372)  |  |
| <b>Total Purchases</b>                     |                       |          |   |          |          |          |  |
|  | 2016                  |          | 2017  |          | Variance |          |  |
|  | Diesel                | Non-Lead | Diesel  | Non-Lead | Diesel   | Non-Lead |  |
| Gallons                                    | 20,575                | 35,887   | 21,415  | 39,976   | 840      | 4,089    |  |
| Estimated Cost/Gallon                      | \$ 3.25               | \$ 2.75  | \$ 2.85   | \$ 2.40  | \$ -0.40 | \$ -0.35 |  |
| Total Cost                                 | 66,869                | 98,689   | 61,033  | 95,942   | (5,836)  | (2,747)  |  |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - GASOLINE PURCHASES**

| ACCT NO          | ACCOUNT DESCRIPTION       | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET |
|------------------|---------------------------|----------------|-----------------|-------------------|-------------------|----------------|
|                  | <u>WAGES AND BENEFITS</u> |                |                 |                   |                   |                |
| 100-505-5230-351 | GAS PURCHASES GAS/DIESEL  | 0              | 0               | (68)              | 0                 | 0              |
|                  | TOTAL WAGES AND BENEFITS  | <u>0</u>       | <u>0</u>        | <u>(68)</u>       | <u>0</u>          | <u>0</u>       |
|                  | TOTAL GASOLINE PURCHASES  | <u>0</u>       | <u>0</u>        | <u>(68)</u>       | <u>0</u>          | <u>0</u>       |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - STREET MAINTENANCE**

The City maintains streets, pot holes, traffic markings, patching water breaks, asphalt preparation, drainage, construction, and base preparation for approximately 86 miles of City streets.

**Category: Public Works**

**EXPENDITURES: Account # 505-5305**

|            |  |   |          |
|------------|--|---|----------|
| <b>100</b> | <b>Wages and Benefits</b>              |   |          |
| 121        | Crew Regular Wages                     |   |          |
| 122        | Crew Over-Time Wages                   | Emergencies   |          |
| 125        | Part-Time Wages without Benefits       | Seasonal help   |          |
| 133        | Longevity                              | Crew Employees  |          |
| 151        | FICA                                   | Employer share of Social Security and Medicare  |          |
| 152        | Wisconsin Retirement System            | Employer share of required contribution   |          |
| 153        | Sick Leave                             |   |          |
| 154        | Health Insurance                       | Employer share of premiums  |          |
| 155        | Life Insurance                         | Employer share of premiums  |          |
| 156        | Vacation Leave                         |   |          |
| 157        | Holiday Leave                          |   |          |
| <b>200</b> | <b>Purchased Services</b>              |   |          |
| 297        | Refuse Collection                      | Streets refuse disposal of concrete (10 loads @ \$25 each)  |          |
| <b>300</b> | <b>Operating Supplies and Expenses</b> |   |          |
| 326        | Publicity                              | Advertising for maintenance projects  |          |
| 340        | Operating Supplies and Expenses        | Hand brooms, rakes, and shovels   |          |
| 351        | Gas and Diesel                         | 1,525 gallons non-lead fuel @ \$2.40/gallon   | \$3,660  |
|            |  | 430 gallons diesel fuel @ \$2.85/gallon   | \$1,226  |
| <b>400</b> | <b>Maintenance of City Property</b>    |   |          |
| 410        | Repair/Maint of Grounds                | Asphalt and materials to complete spot repairs of streets   | \$22,250 |
|            |  | Annual Crack Sealing Program  | \$25,000 |
|            |  | Repair of concrete blow ups   | \$7,250  |
| <b>500</b> | <b>Fixed Charges</b>                   |   |          |
| 508        | Fleet Maintenance                      | Payment to Fleet Maintenance Internal Service Fund 730 for vehicle and equipment repairs, maintenance and tires |          |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - STREET MAINTENANCE**

| <b>ACCT NO</b>   | <b>ACCOUNT DESCRIPTION</b>             | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> |
|------------------|--|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
|                  | <u>WAGES AND BENEFITS</u>              |                        |                         |                           |                           |                        |
| 100-505-5305-121 | STREET MAINT CREW WAGES                | 105,741                | 62,310                  | 15,602                    | 59,819                    | 60,572                 |
| 100-505-5305-122 | STREET MAINT O/T WAGES                 | 296                    | 204                     | 0                         | 204                       | 202                    |
| 100-505-5305-125 | STREET MAINT P/T WAGES                 | 2,038                  | 285                     | 31                        | 281                       | 288                    |
| 100-505-5305-133 | STREET MAINT LONGEVITY                 | 227                    | 105                     | 25                        | 79                        | 87                     |
| 100-505-5305-151 | STREET MAINT FICA                      | 9,011                  | 4,812                   | 1,182                     | 4,619                     | 4,678                  |
| 100-505-5305-152 | STREET MAINT WRS                       | 7,643                  | 4,133                   | 1,031                     | 3,967                     | 4,139                  |
| 100-505-5305-153 | STREET MAINT SICK                      | 2,984                  | 0                       | 0                         | 0                         | 0                      |
| 100-505-5305-154 | STREET MAINT HEALTH INS                | 33,065                 | 17,170                  | 5,150                     | 18,392                    | 18,944                 |
| 100-505-5305-155 | STREET MAINT LIFE INS                  | 241                    | 130                     | 30                        | 126                       | 126                    |
| 100-505-5305-156 | STREET MAINT VACATION                  | 5,866                  | 0                       | 0                         | 0                         | 0                      |
| 100-505-5305-157 | STREET MAINT HOLIDAY                   | 1,457                  | 0                       | 0                         | 0                         | 0                      |
|                  | TOTAL WAGES AND BENEFITS               | 168,568                | 89,149                  | 23,051                    | 87,487                    | 89,036                 |
|                  | <u>PURCHASED SERVICES</u>              |                        |                         |                           |                           |                        |
| 100-505-5305-297 | STREET MAINT REFUSE COLL               | 425                    | 250                     | 25                        | 250                       | 250                    |
|                  | TOTAL PURCHASED SERVICES               | 425                    | 250                     | 25                        | 250                       | 250                    |
|                  | <u>OPERATING SUPPLIES AND EXPENSES</u> |                        |                         |                           |                           |                        |
| 100-505-5305-326 | STREET MAINT PUBLICITY                 | 44                     | 50                      | 28                        | 50                        | 50                     |
| 100-505-5305-340 | STREET MAINT OPER SUP/EXP              | 314                    | 200                     | 0                         | 200                       | 200                    |
| 100-505-5305-351 | STREET MAINT GAS/DIESEL                | 4,851                  | 5,595                   | 1,507                     | 3,000                     | 4,886                  |
|                  | TOTAL OPERATING SUPPLIES & EXP         | 5,209                  | 5,845                   | 1,535                     | 3,250                     | 5,136                  |
|                  | <u>MAINTENANCE OF CITY PROPERTY</u>    |                        |                         |                           |                           |                        |
| 100-505-5305-410 | STREET MAINT RPR/MAINT GRNDS           | 45,294                 | 54,500                  | 8,092                     | 54,500                    | 54,500                 |
|                  | TOTAL MAINTENANCE OF CITY PROP         | 45,294                 | 54,500                  | 8,092                     | 54,500                    | 54,500                 |
|                  | <u>FIXED CHARGES</u>                   |                        |                         |                           |                           |                        |
| 100-505-5305-508 | STREET MAINT FLEET                     | 28,940                 | 22,690                  | 11,345                    | 22,690                    | 25,430                 |
|                  | TOTAL FIXED CHARGES                    | 28,940                 | 22,690                  | 11,345                    | 22,690                    | 25,430                 |
|                  | TOTAL STREET MAINTENANCE               | 248,436                | 172,434                 | 44,048                    | 168,177                   | 174,352                |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - BRIDGES**

The City maintains and repairs decks, abutments, drainage, railings, etc. for all nine of the City's bridges. The City inspects these bridges during even-numbered years.

**Category: Public Works**

**EXPENDITURES: Account # 505-5310**

|            |  |   |          |
|------------|--|---|----------|
| <b>100</b> | <b>Wages and Benefits</b>              |   |          |
| 121        | Crew Regular Wages                     |   |          |
| 122        | Crew Over-Time Wages                   |   |          |
| 125        | Part-Time Wages without Benefits       |   |          |
| 133        | Longevity                              |   |          |
| 151        | FICA                                   | Employer share of Social Security and Medicare                      |          |
| 152        | Wisconsin Retirement System            | Employer share of required contribution                             |          |
| 153        | Sick Leave                             |   |          |
| 154        | Health Insurance                       | Employer share of premiums  |          |
| 155        | Life Insurance                         | Employer share of premiums  |          |
| <b>200</b> | <b>Purchased Services</b>              |   |          |
| 210        | Outside/Prof Services (Non-IT)         | Biannual bridge inspection of 9 bridges in even years               |          |
| <b>300</b> | <b>Operating Supplies and Expenses</b> |   |          |
| 351        | Gas and Diesel                         |   |          |
| <b>400</b> | <b>Maintenance of City Property</b>    |   |          |
| 410        | Repair/Maint of Grounds                | Allowance for maintenance identified as part of biannual inspection | \$35,000 |
|            |  | Vegation control, guard rail repairs, and paint                     | \$1,500  |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - BRIDGES**

| <u>ACCT NO</u>   | <u>ACCOUNT DESCRIPTION</u>             | <u>2015<br/>ACTUAL</u> | <u>2016<br/>ADOPTED</u> | <u>06/2016<br/>ACTUAL</u> | <u>2016<br/>ESTIMATED</u> | <u>2017<br/>BUDGET</u> |
|------------------|--|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
|                  | <u>WAGES AND BENEFITS</u>              |                        |                         |                           |                           |                        |
| 100-505-5310-121 | BRIDGES CREW WAGES                     | 1,121                  | 113                     | 554                       | 113                       | 112                    |
| 100-505-5310-122 | BRIDGES O/T WAGES                      | 105                    | 0                       | 0                         | 0                         | 0                      |
| 100-505-5310-125 | BRIDGES P/T WAGES                      | 15                     | 0                       | 0                         | 0                         | 0                      |
| 100-505-5310-133 | BRIDGES LONGEVITY                      | 0                      | 0                       | 2                         | 0                         | 0                      |
| 100-505-5310-151 | BRIDGES FICA                           | 95                     | 9                       | 42                        | 9                         | 9                      |
| 100-505-5310-152 | BRIDGES WRS                            | 83                     | 7                       | 37                        | 7                         | 8                      |
| 100-505-5310-154 | BRIDGES HEALTH INS                     | 176                    | 43                      | 203                       | 43                        | 44                     |
| 100-505-5310-155 | BRIDGES LIFE INS                       | 2                      | 0                       | 2                         | 0                         | 0                      |
|                  | TOTAL WAGES AND BENEFITS               | <u>1,599</u>           | <u>173</u>              | <u>840</u>                | <u>173</u>                | <u>173</u>             |
|                  | <u>PURCHASED SERVICES</u>              |                        |                         |                           |                           |                        |
| 100-505-5310-210 | BRIDGES OUTSD SVCS NON-IT              | <u>1,500</u>           | <u>3,500</u>            | <u>0</u>                  | <u>3,500</u>              | <u>0</u>               |
|                  | TOTAL PURCHASED SERVICES               | <u>1,500</u>           | <u>3,500</u>            | <u>0</u>                  | <u>3,500</u>              | <u>0</u>               |
|                  | <u>OPERATING SUPPLIES AND EXPENSES</u> |                        |                         |                           |                           |                        |
| 100-505-5310-351 | BRIDGES GAS/DIESEL                     | <u>20</u>              | <u>0</u>                | <u>0</u>                  | <u>0</u>                  | <u>0</u>               |
|                  | TOTAL OPERATING SUPPLIES & EXP         | <u>20</u>              | <u>0</u>                | <u>0</u>                  | <u>0</u>                  | <u>0</u>               |
|                  | <u>MAINTENANCE OF CITY PROPERTY</u>    |                        |                         |                           |                           |                        |
| 100-505-5310-410 | BRIDGES RPR/MAINT GRNDS                | <u>2,543</u>           | <u>11,500</u>           | <u>0</u>                  | <u>11,500</u>             | <u>36,500</u>          |
|                  | TOTAL MAINTENANCE OF CITY PROP         | <u>2,543</u>           | <u>11,500</u>           | <u>0</u>                  | <u>11,500</u>             | <u>36,500</u>          |
|                  | TOTAL BRIDGES                          | <u><u>5,661</u></u>    | <u><u>15,173</u></u>    | <u><u>840</u></u>         | <u><u>15,173</u></u>      | <u><u>36,673</u></u>   |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - CURB AND GUTTER**

The City repairs, removes, and replaces curb and gutter throughout the City.

**Category: Public Works**

**EXPENDITURES: Account # 505-5315**

|            |   |   |
|------------|---|---|
| <b>100</b> | <b><i>Wages and Benefits</i></b>              |   |
| 121        | <i>Crew Regular Wages</i>                     |   |
| 133        | <i>Longevity</i>                              | Crew Employees  |
| 151        | <i>FICA</i>                                   | Employer share of Social Security and Medicare              |
| 152        | <i>Wisconsin Retirement System</i>            | Employer share of required contribution                     |
| 154        | <i>Health Insurance</i>                       | Employer share of premiums                                  |
| 155        | <i>Life Insurance</i>                         | Employer share of premiums                                  |
| <b>300</b> | <b><i>Operating Supplies and Expenses</i></b> |   |
| 340        | <i>Operating Supplies and Expenses</i>        |   |
| 351        | <i>Gas and Diesel</i>                         | 94 gallons diesel fuel @ \$2.85/gallon                      |
| <b>400</b> | <b><i>Maintenance of City Property</i></b>    |   |
| 410        | <i>Repair/Maint of Grounds</i>                | Curb and gutter repair done outside of the streets contract |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - CURB AND GUTTER**

| <u>ACCT NO</u>   | <u>ACCOUNT DESCRIPTION</u>             | <u>2015<br/>ACTUAL</u> | <u>2016<br/>ADOPTED</u> | <u>06/2016<br/>ACTUAL</u> | <u>2016<br/>ESTIMATED</u> | <u>2017<br/>BUDGET</u> |
|------------------|--|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
|                  | <u>WAGES AND BENEFITS</u>              |                        |                         |                           |                           |                        |
| 100-505-5315-121 | CURB/GUTTER CREW WAGES                 | 7,578                  | 1,646                   | 2,590                     | 1,646                     | 1,656                  |
| 100-505-5315-133 | CURB/GUTTER LONGEVITY                  | 4                      | 3                       | 1                         | 3                         | 3                      |
| 100-505-5315-151 | CURB/GUTTER FICA                       | 578                    | 126                     | 198                       | 126                       | 127                    |
| 100-505-5315-152 | CURB/GUTTER WRS                        | 516                    | 109                     | 171                       | 109                       | 113                    |
| 100-505-5315-154 | CURB/GUTTER HEALTH INS                 | 1,560                  | 513                     | 425                       | 561                       | 578                    |
| 100-505-5315-155 | CURB/GUTTER LIFE INS                   | 12                     | 4                       | 3                         | 4                         | 4                      |
|                  | TOTAL WAGES AND BENEFITS               | <u>10,248</u>          | <u>2,401</u>            | <u>3,387</u>              | <u>2,449</u>              | <u>2,480</u>           |
|                  | <u>OPERATING SUPPLIES AND EXPENSES</u> |                        |                         |                           |                           |                        |
| 100-505-5315-340 | CURB/GUTTER OPER SUP/EXP               | 32                     | 0                       | 76                        | 80                        | 0                      |
| 100-505-5315-351 | CURB/GUTTER GAS/DIESEL                 | 761                    | 305                     | 189                       | 367                       | 270                    |
|                  | TOTAL OPERATING SUPPLIES & EXP         | <u>793</u>             | <u>305</u>              | <u>265</u>                | <u>447</u>                | <u>270</u>             |
|                  | <u>MAINTENANCE OF CITY PROPERTY</u>    |                        |                         |                           |                           |                        |
| 100-505-5315-410 | CURB/GUTTER RPR/MAINT GRNDS            | 2,694                  | 800                     | 768                       | 800                       | 800                    |
|                  | TOTAL MAINTENANCE OF CITY PROP         | <u>2,694</u>           | <u>800</u>              | <u>768</u>                | <u>800</u>                | <u>800</u>             |
|                  | TOTAL CURB AND GUTTER                  | <u>13,735</u>          | <u>3,506</u>            | <u>4,420</u>              | <u>3,696</u>              | <u>3,550</u>           |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - STREET CLEANING**

The City cleans streets and catch basins for approximately 86 miles of City streets.

**Category: Public Works**

**EXPENDITURES: Account # 505-5320**

|            |  |  |         |
|------------|--|--|---------|
| <b>100</b> | <b>Wages and Benefits</b>                |  |         |
| 121        | <i>Crew Regular Wages</i>                |  |         |
| 122        | <i>Crew Over-Time Wages</i>              | Emergencies  |         |
| 125        | <i>Part-Time Wages without Benefits</i>  | Seasonal help  |         |
| 133        | <i>Longevity</i>                         | Crew Employees   |         |
| 151        | <i>FICA</i>                              | Employer share of Social Security and Medicare   |         |
| 152        | <i>Wisconsin Retirement System</i>       | Employer share of required contribution  |         |
| 154        | <i>Health Insurance</i>                  | Employer share of premiums   |         |
| 155        | <i>Life Insurance</i>                    | Employer share of premiums   |         |
| <b>200</b> | <b>Purchased Services</b>                |  |         |
| 297        | <i>Refuse Collection</i>                 |  |         |
| <b>300</b> | <b>Operating Supplies and Expenses</b>   |  |         |
| 330        | <i>Training and Travel</i>               | Sweeper training seminar   |         |
| 340        | <i>Operating Supplies and Expenses</i>   | Miscellaneous supplies and expenses  |         |
| 351        | <i>Gas and Diesel</i>                    | 200 gallons non-lead fuel @ \$2.40/gallon  | \$480   |
|            |  | 2,100 gallons diesel fuel @ \$2.85/gallon  | \$5,985 |
| <b>400</b> | <b>Maintenance of City Property</b>      |  |         |
| 435        | <i>Repair/Maint of Equip (Non-Fleet)</i> |  |         |
| <b>500</b> | <b>Fixed Charges</b>                     |  |         |
| 508        | <i>Fleet Maintenance</i>                 | Payment to Fleet Maintenance Internal Service Fund 730 for vehicle and equipment repairs, maintenance, and tires |         |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - STREET CLEANING**

| <b>ACCT NO</b>   | <b>ACCOUNT DESCRIPTION</b>             | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> |
|------------------|--|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
|                  | <u>WAGES AND BENEFITS</u>              |                        |                         |                           |                           |                        |
| 100-505-5320-121 | STREET CLEAN CREW WAGES                | 35,906                 | 56,281                  | 11,097                    | 54,362                    | 54,339                 |
| 100-505-5320-122 | STREET CLEAN O/T WAGES                 | 0                      | 1,139                   | 15                        | 1,139                     | 1,128                  |
| 100-505-5320-125 | STREET CLEAN P/T WAGES                 | 139                    | 209                     | 10                        | 207                       | 212                    |
| 100-505-5320-133 | STREET CLEAN LONGEVITY                 | 78                     | 112                     | 21                        | 93                        | 104                    |
| 100-505-5320-151 | STREET CLEAN FICA                      | 2,700                  | 4,417                   | 836                       | 4,269                     | 4,267                  |
| 100-505-5320-152 | STREET CLEAN WRS                       | 2,447                  | 3,797                   | 735                       | 3,669                     | 3,779                  |
| 100-505-5320-154 | STREET CLEAN HEALTH INS                | 11,459                 | 17,604                  | 3,680                     | 19,739                    | 20,331                 |
| 100-505-5320-155 | STREET CLEAN LIFE INS                  | 65                     | 106                     | 19                        | 102                       | 102                    |
|                  | TOTAL WAGES AND BENEFITS               | <u>52,794</u>          | <u>83,666</u>           | <u>16,413</u>             | <u>83,579</u>             | <u>84,261</u>          |
|                  | <u>PURCHASED SERVICES</u>              |                        |                         |                           |                           |                        |
| 100-505-5320-297 | STREET CLEAN REFUSE COLL               | 10,000                 | 5,000                   | 0                         | 0                         | 0                      |
|                  | TOTAL PURCHASED SERVICES               | <u>10,000</u>          | <u>5,000</u>            | <u>0</u>                  | <u>0</u>                  | <u>0</u>               |
|                  | <u>OPERATING SUPPLIES AND EXPENSES</u> |                        |                         |                           |                           |                        |
| 100-505-5320-330 | STREET CLEAN TRAIN/TRAVEL              | 0                      | 250                     | 0                         | 250                       | 250                    |
| 100-505-5320-340 | STREET CLEAN OPER SUP/EXP              | 0                      | 500                     | 0                         | 250                       | 250                    |
| 100-505-5320-351 | STREET CLEAN GAS/DIESEL                | 6,168                  | 7,375                   | 1,638                     | 2,506                     | 6,465                  |
|                  | TOTAL OPERATING SUPPLIES & EXP         | <u>6,168</u>           | <u>8,125</u>            | <u>1,638</u>              | <u>3,006</u>              | <u>6,965</u>           |
|                  | <u>MAINTENANCE OF CITY PROPERTY</u>    |                        |                         |                           |                           |                        |
| 100-505-5320-435 | STREET CLEAN RPR/MNT EQUIP NF          | 1,277                  | 0                       | 0                         | 0                         | 0                      |
|                  | TOTAL MAINTENANCE OF CITY PROP         | <u>1,277</u>           | <u>0</u>                | <u>0</u>                  | <u>0</u>                  | <u>0</u>               |
|                  | <u>FIXED CHARGES</u>                   |                        |                         |                           |                           |                        |
| 100-505-5320-508 | STREET CLEAN FLEET                     | 20,440                 | 26,200                  | 13,100                    | 26,200                    | 28,280                 |
|                  | TOTAL FIXED CHARGES                    | <u>20,440</u>          | <u>26,200</u>           | <u>13,100</u>             | <u>26,200</u>             | <u>28,280</u>          |
|                  | TOTAL STREET CLEANING                  | <u>90,679</u>          | <u>122,991</u>          | <u>31,151</u>             | <u>112,785</u>            | <u>119,506</u>         |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - SNOW AND ICE REMOVAL**

The City's snow and ice control includes salting, plowing, and snow removal for approximately 86 miles of streets, City-owned sidewalks, and City-owned parking lots.

**Category: Public Works**

**EXPENDITURES: Account # 505-5325**

|            |   |  |           |
|------------|---|--|-----------|
| <b>100</b> | <b>Wages and Benefits</b>                   |  |           |
| 121        | <i>Crew Regular Wages</i>                   |  |           |
| 122        | <i>Crew Over-Time Wages</i>                 |  |           |
| 133        | <i>Longevity</i>                            | Crew Employees   |           |
| 151        | <i>FICA</i>                                 | Employer share of Social Security and Medicare   |           |
| 152        | <i>Wisconsin Retirement System</i>          | Employer share of required contribution  |           |
| 153        | <i>Sick Leave</i>                           |  |           |
| 154        | <i>Health Insurance</i>                     | Employer share of premiums   |           |
| 155        | <i>Life Insurance</i>                       | Employer share of premiums   |           |
| 156        | <i>Vacation Leave</i>                       |  |           |
| 157        | <i>Holiday Leave</i>                        |  |           |
| 164        | <i>Compensatory Time Earned</i>             |  |           |
| <b>300</b> | <b>Operating Supplies and Expenses</b>      |  |           |
| 330        | <i>Training and Travel</i>                  |  |           |
| 340        | <i>Operating Supplies and Expenses</i>      | Salt purchase of 1,800 tons quota and 360 tons reserve @ \$62.13/ton through the State contract                  | \$134,200 |
|            |   | Sand, calcium chloride, mailbox repairs, etc   | \$21,500  |
|            |   | Salt brine   | \$5,000   |
| 341        | <i>Safety Supplies</i>                      | Shoe ice grippers  |           |
| 351        | <i>Gas and Diesel</i>                       | 500 gallons non-lead fuel @ \$2.40/gallon  | \$1,200   |
|            |   | 5,500 gallons diesel fuel @ \$2.85/gallon  | \$15,675  |
| <b>400</b> | <b>Maintenance of City Property</b>         |  |           |
| 410        | <i>Repair/Maint of Grounds</i>              | Repair plow damage to terrace areas, sidewalk salt for City Buildings  |           |
| 425        | <i>Repair/Maint of Vehicles (Non-Fleet)</i> |  |           |
| 435        | <i>Repair/Maint of Equip (Non-Fleet)</i>    | Non-vehicle snow blowers   |           |
| <b>500</b> | <b>Fixed Charges</b>                        |  |           |
| 508        | <i>Fleet Maintenance</i>                    | Payment to Fleet Maintenance Internal Service Fund 730 for vehicle and equipment repairs, maintenance, and tires |           |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - SNOW AND ICE REMOVAL**

| <b>ACCT NO</b>                         | <b>ACCOUNT DESCRIPTION</b>                | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> |
|--|---|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
| <u>WAGES AND BENEFITS</u>              |   |                        |                         |                           |                           |                        |
| 100-505-5325-121                       | SNOW & ICE CREW WAGES                     | 81,468                 | 98,843                  | 46,719                    | 95,044                    | 96,484                 |
| 100-505-5325-122                       | SNOW & ICE O/T WAGES                      | 44,295                 | 39,196                  | 10,080                    | 37,888                    | 38,225                 |
| 100-505-5325-133                       | SNOW & ICE LONGEVITY                      | 179                    | 196                     | 44                        | 157                       | 167                    |
| 100-505-5325-151                       | SNOW & ICE FICA                           | 11,076                 | 10,575                  | 5,042                     | 10,181                    | 10,318                 |
| 100-505-5325-152                       | SNOW & ICE WRS                            | 9,881                  | 9,124                   | 4,392                     | 8,784                     | 9,172                  |
| 100-505-5325-153                       | SNOW & ICE SICK                           | 756                    | 0                       | 0                         | 0                         | 0                      |
| 100-505-5325-154                       | SNOW & ICE HEALTH INS                     | 34,001                 | 30,702                  | 22,197                    | 32,008                    | 32,969                 |
| 100-505-5325-155                       | SNOW & ICE LIFE INS                       | 266                    | 308                     | 147                       | 281                       | 285                    |
| 100-505-5325-156                       | SNOW & ICE VACATION                       | 3,227                  | 0                       | 0                         | 0                         | 0                      |
| 100-505-5325-157                       | SNOW & ICE HOLIDAY                        | 9,660                  | 0                       | 0                         | 0                         | 0                      |
| 100-505-5325-164                       | SNOW & ICE COMP TIME EARNED               | 6,414                  | 0                       | 9,702                     | 0                         | 0                      |
|  | <b>TOTAL WAGES AND BENEFITS</b>           | <b>201,222</b>         | <b>188,943</b>          | <b>98,324</b>             | <b>184,343</b>            | <b>187,619</b>         |
| <u>OPERATING SUPPLIES AND EXPENSES</u> |   |                        |                         |                           |                           |                        |
| 100-505-5325-330                       | SNOW & ICE TRAIN/TRAVEL                   | 2                      | 0                       | 0                         | 0                         | 0                      |
| 100-505-5325-340                       | SNOW & ICE OPER SUP/EXP                   | 109,819                | 139,970                 | 79,780                    | 135,000                   | 160,700                |
| 100-505-5325-341                       | SNOW & ICE SAFETY SUP                     | 234                    | 25                      | 0                         | 25                        | 25                     |
| 100-505-5325-351                       | SNOW & ICE GAS/DIESEL                     | 11,944                 | 19,250                  | 4,560                     | 10,886                    | 16,875                 |
|  | <b>TOTAL OPERATING SUPPLIES &amp; EXP</b> | <b>121,999</b>         | <b>159,245</b>          | <b>84,340</b>             | <b>145,911</b>            | <b>177,600</b>         |
| <u>MAINTENANCE OF CITY PROPERTY</u>    |   |                        |                         |                           |                           |                        |
| 100-505-5325-410                       | SNOW & ICE RPR/MAINT GRNDS                | 1,336                  | 6,500                   | 4,602                     | 6,500                     | 6,500                  |
| 100-505-5325-425                       | SNOW & ICE RPR/MNT VEH NF                 | 456                    | 5,000                   | 0                         | 0                         | 0                      |
| 100-505-5325-435                       | SNOW & ICE RPR/MNT EQUIP NF               | 13,721                 | 12,000                  | 82                        | 1,500                     | 1,500                  |
|  | <b>TOTAL MAINTENANCE OF CITY PROP</b>     | <b>15,513</b>          | <b>23,500</b>           | <b>4,684</b>              | <b>8,000</b>              | <b>8,000</b>           |
| <u>FIXED CHARGES</u>                   |   |                        |                         |                           |                           |                        |
| 100-505-5325-508                       | SNOW & ICE FLEET                          | 111,320                | 70,740                  | 35,370                    | 70,740                    | 82,110                 |
|  | <b>TOTAL FIXED CHARGES</b>                | <b>111,320</b>         | <b>70,740</b>           | <b>35,370</b>             | <b>70,740</b>             | <b>82,110</b>          |
|  | <b>TOTAL SNOW AND ICE REMOVAL</b>         | <b>450,054</b>         | <b>442,428</b>          | <b>222,718</b>            | <b>408,994</b>            | <b>455,329</b>         |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - STREET SIGNS AND MARKINGS**

City staff maintains, repairs, replaces, and installs all signs in the City.

**Category: Public Works**

**EXPENDITURES: Account # 505-5330**

|            |   |  |
|------------|---|--|
| <b>100</b> | <b><i>Wages and Benefits</i></b>              |  |
| 121        | <i>Crew Regular Wages</i>                     |  |
| 122        | <i>Crew Over-Time Wages</i>                   |  |
| 125        | <i>Part-Time Wages without Benefits</i>       | Seasonal help  |
| 133        | <i>Longevity</i>                              | Crew Employees   |
| 151        | <i>FICA</i>                                   | Employer share of Social Security and Medicare   |
| 152        | <i>Wisconsin Retirement System</i>            | Employer share of required contribution  |
| 154        | <i>Health Insurance</i>                       | Employer share of premiums   |
| 155        | <i>Life Insurance</i>                         | Employer share of premiums   |
| <b>200</b> | <b><i>Purchased Services</i></b>              |  |
| 210        | <i>Outside/Prof Services (Non-IT)</i>         | Annual pavement marking program \$20,000, street signs \$8,205   |
| <b>300</b> | <b><i>Operating Supplies and Expenses</i></b> |  |
| 326        | <i>Publicity</i>                              | Miscellaneous advertising  |
| 340        | <i>Operating Supplies and Expenses</i>        | Materials needed for new signs, posts, lumber, paint, steel, street name signs and all signs – manufactured and hand-printed |
| 351        | <i>Gas and Diesel</i>                         | 500 gallons non-lead fuel @ \$2.40 gallon = \$1,200  |
| <b>400</b> | <b><i>Maintenance of City Property</i></b>    |  |
| 435        | <i>Repair/Maint of Equip (Non-Fleet)</i>      | Railroad and other crossing signage repairs  |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - STREET SIGNS AND MARKINGS**

| <b>ACCT NO</b>                         | <b>ACCOUNT DESCRIPTION</b>                | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> |
|--|---|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
| <u>WAGES AND BENEFITS</u>              |   |                        |                         |                           |                           |                        |
| 100-505-5330-121                       | STREET SIGNS CREW WAGES                   | 15,609                 | 17,320                  | 7,314                     | 16,902                    | 16,930                 |
| 100-505-5330-122                       | STREET SIGNS O/T WAGES                    | 105                    | 0                       | 0                         | 0                         | 0                      |
| 100-505-5330-125                       | STREET SIGNS P/T WAGES                    | 244                    | 85                      | 26                        | 84                        | 86                     |
| 100-505-5330-133                       | STREET SIGNS LONGEVITY                    | 20                     | 31                      | 24                        | 27                        | 28                     |
| 100-505-5330-151                       | STREET SIGNS FICA                         | 1,217                  | 1,334                   | 556                       | 1,301                     | 1,304                  |
| 100-505-5330-152                       | STREET SIGNS WRS                          | 1,067                  | 1,145                   | 484                       | 1,117                     | 1,153                  |
| 100-505-5330-154                       | STREET SIGNS HEALTH INS                   | 3,876                  | 5,702                   | 2,691                     | 5,789                     | 5,962                  |
| 100-505-5330-155                       | STREET SIGNS LIFE INS                     | 30                     | 48                      | 18                        | 47                        | 47                     |
|  | <b>TOTAL WAGES AND BENEFITS</b>           | <b>22,169</b>          | <b>25,666</b>           | <b>11,112</b>             | <b>25,268</b>             | <b>25,511</b>          |
| <u>PURCHASED SERVICES</u>              |   |                        |                         |                           |                           |                        |
| 100-505-5330-210                       | STREET SIGNS OUTSD SVCS NON-IT            | 19,798                 | 20,000                  | 0                         | 20,000                    | 28,205                 |
|  | <b>TOTAL PURCHASED SERVICES</b>           | <b>19,798</b>          | <b>20,000</b>           | <b>0</b>                  | <b>20,000</b>             | <b>28,205</b>          |
| <u>OPERATING SUPPLIES AND EXPENSES</u> |   |                        |                         |                           |                           |                        |
| 100-505-5330-326                       | STREET SIGNS PUBLICITY                    | 39                     | 45                      | 39                        | 45                        | 45                     |
| 100-505-5330-340                       | STREET SIGNS OPER SUP/EXP                 | 5,009                  | 12,000                  | 2,436                     | 5,846                     | 12,000                 |
| 100-505-5330-351                       | STREET SIGNS GAS/DIESEL                   | 865                    | 1,375                   | 457                       | 934                       | 1,200                  |
|  | <b>TOTAL OPERATING SUPPLIES &amp; EXP</b> | <b>5,913</b>           | <b>13,420</b>           | <b>2,931</b>              | <b>6,825</b>              | <b>13,245</b>          |
| <u>MAINTENANCE OF CITY PROPERTY</u>    |   |                        |                         |                           |                           |                        |
| 100-505-5330-435                       | STREET SIGNS RPR/MNT EQUIP NF             | 632                    | 50                      | 0                         | 50                        | 50                     |
|  | <b>TOTAL MAINTENANCE OF CITY PROP</b>     | <b>632</b>             | <b>50</b>               | <b>0</b>                  | <b>50</b>                 | <b>50</b>              |
|  | <b>TOTAL STREET SIGNS AND MARKINGS</b>    | <b>48,511</b>          | <b>59,136</b>           | <b>14,044</b>             | <b>52,143</b>             | <b>67,011</b>          |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - TRAFFIC CONTROL**

**Category: Public Works**

**EXPENDITURES: Account # 505-5335**

|            |   |   |
|------------|---|---|
| <b>100</b> | <b><i>Wages and Benefits</i></b>              |   |
| 121        | <i>Crew Regular Wages</i>                     |   |
| 122        | <i>Crew Over-Time Wages</i>                   |   |
| 151        | <i>FICA</i>                                   | Employer share of Social Security and Medicare  |
| 152        | <i>Wisconsin Retirement System</i>            | Employer share of required contribution   |
| 154        | <i>Health Insurance</i>                       | Employer share of premiums  |
| 155        | <i>Life Insurance</i>                         | Employer share of premiums  |
| <b>200</b> | <b><i>Purchased Services</i></b>              |   |
| 210        | <i>Outside/Prof Services (Non-IT)</i>         | Inspection of six intersections   |
| 222        | <i>Electric and Water</i>                     | Electric for traffic lights   |
| <b>300</b> | <b><i>Operating Supplies and Expenses</i></b> |   |
| 340        | <i>Operating Supplies and Expenses</i>        | Barricades: five new type 3   |
| 341        | <i>Safety Supplies</i>                        |   |
| <b>400</b> | <b><i>Maintenance of City Property</i></b>    |   |
| 435        | <i>Repair/Maint of Equip (Non-Fleet)</i>      | Replacement of arterials, pedestrian walk pedestals, flashers, etc. due to accidents (offset by fees charged to responsible parties) and changes to the arterials such as updating, re-timing, etc. and upgrading signals |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - TRAFFIC CONTROL**

| <b>ACCT NO</b>   | <b>ACCOUNT DESCRIPTION</b>             | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> |
|------------------|--|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
|                  | <u>WAGES AND BENEFITS</u>              |                        |                         |                           |                           |                        |
| 100-505-5335-121 | TRAFFIC CTRL CREW WAGES                | 2,551                  | 336                     | 430                       | 336                       | 337                    |
| 100-505-5335-122 | TRAFFIC CTRL O/T WAGES                 | 338                    | 0                       | 0                         | 0                         | 0                      |
| 100-505-5335-151 | TRAFFIC CTRL FICA                      | 221                    | 26                      | 33                        | 26                        | 26                     |
| 100-505-5335-152 | TRAFFIC CTRL WRS                       | 197                    | 22                      | 28                        | 22                        | 23                     |
| 100-505-5335-154 | TRAFFIC CTRL HEALTH INS                | 785                    | 43                      | 97                        | 43                        | 44                     |
| 100-505-5335-155 | TRAFFIC CTRL LIFE INS                  | 12                     | 0                       | 3                         | 0                         | 0                      |
|                  | TOTAL WAGES AND BENEFITS               | <u>4,104</u>           | <u>427</u>              | <u>592</u>                | <u>427</u>                | <u>430</u>             |
|                  | <u>PURCHASED SERVICES</u>              |                        |                         |                           |                           |                        |
| 100-505-5335-210 | TRAFFIC CTRL OUTSD SVCS NON-IT         | 0                      | 2,500                   | 0                         | 2,500                     | 0                      |
| 100-505-5335-222 | TRAFFIC CTRL ELEC/WATER                | 786                    | 880                     | 415                       | 729                       | 750                    |
|                  | TOTAL PURCHASED SERVICES               | <u>786</u>             | <u>3,380</u>            | <u>415</u>                | <u>3,229</u>              | <u>750</u>             |
|                  | <u>OPERATING SUPPLIES AND EXPENSES</u> |                        |                         |                           |                           |                        |
| 100-505-5335-340 | TRAFFIC CTRL OPER SUP/EXP              | 0                      | 600                     | 582                       | 1,219                     | 1,648                  |
| 100-505-5335-341 | STREET SIGNS SAFETY SUP                | 0                      | 0                       | 253                       | 275                       | 0                      |
|                  | TOTAL OPERATING SUPPLIES & EXP         | <u>0</u>               | <u>600</u>              | <u>835</u>                | <u>1,494</u>              | <u>1,648</u>           |
|                  | <u>MAINTENANCE OF CITY PROPERTY</u>    |                        |                         |                           |                           |                        |
| 100-505-5335-435 | TRAFFIC CTRL RPR/MNT EQUIP NF          | 934                    | 1,500                   | 0                         | 1,500                     | 1,500                  |
|                  | TOTAL MAINTENANCE OF CITY PROP         | <u>934</u>             | <u>1,500</u>            | <u>0</u>                  | <u>1,500</u>              | <u>1,500</u>           |
|                  | TOTAL TRAFFIC CONTROL                  | <u>5,823</u>           | <u>5,907</u>            | <u>1,842</u>              | <u>6,650</u>              | <u>4,328</u>           |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - STREET LIGHTING**

**Category: Public Works**

**EXPENDITURES: Account # 505-5340**

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| <b>200</b> | <b><i>Purchased Services</i></b> |   |
|------------|----------------------------------|---|
| 222        | <i>Electric and Water</i>        | Electricity usage for all street lights in the City, fixed charge for street lights in the City owned by the Electric Utility, one street light owned by WE Energies for which the City is responsible, and street lights subsidy for street lights owned by Briarwood Subdivision Homeowners |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - STREET LIGHTING**

| ACCT NO          | ACCOUNT DESCRIPTION       | 2015<br>ACTUAL        | 2016<br>ADOPTED       | 06/2016<br>ACTUAL     | 2016<br>ESTIMATED     | 2017<br>BUDGET        |
|------------------|---------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
|                  | <u>PURCHASED SERVICES</u> |                       |                       |                       |                       |                       |
| 100-505-5340-222 | STREET LIGHT ELEC/WATER   | <u>383,605</u>        | <u>393,000</u>        | <u>187,324</u>        | <u>305,616</u>        | <u>353,000</u>        |
|                  | TOTAL PURCHASED SERVICES  | <u>383,605</u>        | <u>393,000</u>        | <u>187,324</u>        | <u>305,616</u>        | <u>353,000</u>        |
|                  | TOTAL STREET LIGHTING     | <u><u>383,605</u></u> | <u><u>393,000</u></u> | <u><u>187,324</u></u> | <u><u>305,616</u></u> | <u><u>353,000</u></u> |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - SIDEWALKS AND CROSSWALKS**

**Category: Public Works**

**EXPENDITURES: Account # 505-5345**

|            |   |   |
|------------|---|---|
| <b>100</b> | <b><i>Wages and Benefits</i></b>              |   |
| 121        | <i>Crew Regular Wages</i>                     |   |
| 125        | <i>Part-Time Wages without Benefits</i>       | Seasonal help   |
| 133        | <i>Longevity</i>                              | Crew Employees  |
| 151        | <i>FICA</i>                                   | Employer share of Social Security and Medicare  |
| 152        | <i>Wisconsin Retirement System</i>            | Employer share of required contribution   |
| 154        | <i>Health Insurance</i>                       | Employer share of premiums  |
| 155        | <i>Life Insurance</i>                         | Employer share of premiums  |
| <b>200</b> | <b><i>Purchased Services</i></b>              |   |
| 210        | <i>Outside/Prof Services (Non-IT)</i>         | Annual sidewalk replacement and improvement program (property owners are billed for sidewalks that are their responsibility – see offsetting revenue account) |
| <b>300</b> | <b><i>Operating Supplies and Expenses</i></b> |   |
| 311        | <i>Postage</i>                                |   |
| 326        | <i>Publicity</i>                              | Proposals and public notices  |
| <b>400</b> | <b><i>Maintenance of City Property</i></b>    |   |
| 410        | <i>Repair/Maint of Grounds</i>                | Material needed for sidewalk replacement such as gravel, sand, lumber, concrete, wire, top soil and seed  |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - SIDEWALKS AND CROSSWALKS**

| <b>ACCT NO</b>                         | <b>ACCOUNT DESCRIPTION</b>     | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> |
|--|--------------------------------|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
| <u>WAGES AND BENEFITS</u>              |                                |                        |                         |                           |                           |                        |
| 100-505-5345-121                       | SIDE/CRSSWLK CREW WAGES        | 529                    | 707                     | 489                       | 672                       | 675                    |
| 100-505-5345-125                       | SIDE/CRSSWLK P/T WAGES         | 0                      | 19                      | 0                         | 19                        | 20                     |
| 100-505-5345-133                       | SIDE/CRSSWLK LONGEVITY         | 0                      | 2                       | 1                         | 2                         | 2                      |
| 100-505-5345-151                       | SIDE/CRSSWLK FICA              | 40                     | 56                      | 37                        | 53                        | 53                     |
| 100-505-5345-152                       | SIDE/CRSSWLK WRS               | 36                     | 47                      | 32                        | 44                        | 46                     |
| 100-505-5345-154                       | SIDE/CRSSWLK HEALTH INS        | 122                    | 235                     | 95                        | 231                       | 238                    |
| 100-505-5345-155                       | SIDE/CRSSWLK LIFE INS          | 1                      | 3                       | 1                         | 3                         | 3                      |
|  | TOTAL WAGES AND BENEFITS       | <u>729</u>             | <u>1,068</u>            | <u>656</u>                | <u>1,024</u>              | <u>1,036</u>           |
| <u>PURCHASED SERVICES</u>              |                                |                        |                         |                           |                           |                        |
| 100-505-5345-210                       | SIDE/CRSSWLK OUTSD SVCS NON-IT | <u>30,110</u>          | <u>25,000</u>           | <u>0</u>                  | <u>25,000</u>             | <u>25,000</u>          |
|  | TOTAL PURCHASED SERVICES       | <u>30,110</u>          | <u>25,000</u>           | <u>0</u>                  | <u>25,000</u>             | <u>25,000</u>          |
| <u>OPERATING SUPPLIES AND EXPENSES</u> |                                |                        |                         |                           |                           |                        |
| 100-505-5345-311                       | SIDE/CRSSWLK POSTAGE           | 14                     | 50                      | 19                        | 50                        | 50                     |
| 100-505-5345-326                       | SIDE/CRSSWLK PUBLICITY         | 40                     | 50                      | 18                        | 50                        | 50                     |
|  | TOTAL OPERATING SUPPLIES & EXP | <u>54</u>              | <u>100</u>              | <u>37</u>                 | <u>100</u>                | <u>100</u>             |
| <u>MAINTENANCE OF CITY PROPERTY</u>    |                                |                        |                         |                           |                           |                        |
| 100-505-5345-410                       | SIDE/CRSSWLK RPR/MAINT GRNDS   | <u>855</u>             | <u>500</u>              | <u>179</u>                | <u>500</u>                | <u>500</u>             |
|  | TOTAL MAINTENANCE OF CITY PROP | <u>855</u>             | <u>500</u>              | <u>179</u>                | <u>500</u>                | <u>500</u>             |
|  | TOTAL SIDEWALKS AND CROSSWALKS | <u>31,748</u>          | <u>26,668</u>           | <u>871</u>                | <u>26,624</u>             | <u>26,636</u>          |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - STORM WATER SEWERS**

City staff maintains approximately 57.95 miles of storm sewers, 500 culverts, 2,500 catch basins, ditches, and two lift stations.

**Category: Public Works**

**EXPENDITURES: Account # 505-5350**

|            |  |  |         |
|------------|--|--|---------|
| <b>100</b> | <b>Wages and Benefits</b>              |  |         |
| 121        | Crew Regular Wages                     |  |         |
| 122        | Crew Over-Time Wages                   |  |         |
| 125        | Part-Time Wages without Benefits       | Seasonal help  |         |
| 133        | Longevity                              | Crew Employees   |         |
| 151        | FICA                                   | Employer share of Social Security and Medicare   |         |
| 152        | Wisconsin Retirement System            | Employer share of required contribution  |         |
| 154        | Health Insurance                       | Employer share of premiums   |         |
| 155        | Life Insurance                         | Employer share of premiums   |         |
| <b>200</b> | <b>Purchased Services</b>              |  |         |
| 210        | Outside/Prof Services (Non-IT)         | Intergovernmental agreement with Waukesha county for citizen storm education                                     | \$2,605 |
|            |  | Portion of mandated hotline service for locates of storm sewers  | \$2,400 |
| 222        | Electric and Water                     | Two lift stations  |         |
| <b>300</b> | <b>Operating Supplies and Expenses</b> |  |         |
| 313        | Printing                               |  |         |
| 320        | Membership Dues                        | League of Wisconsin Municipalities Storm Water Membership  |         |
| 324        | Licenses and Permits                   | Annual NR 216 permit fee MS4   |         |
| 330        | Training and Travel                    |  |         |
| 340        | Operating Supplies and Expenses        | Annual Pabst Farms Joint Stormwater District charge for City owned parcels                                       | \$540   |
|            |  | Marking paint  | \$820   |
|            |  | Magnetic locator   | \$630   |
| 351        | Gas and Diesel                         | 428 gallons non-lead fuel @ \$2.40/gallon  | \$1,027 |
|            |  | 500 gallons diesel fuel @ \$2.85/gallon  | \$1,425 |
| <b>400</b> | <b>Maintenance of City Property</b>    |  |         |
| 410        | Repair/Maint of Grounds                | City ponds by St. Jerome's Church  | \$1,000 |
|            |  | Ditch restoration in areas without curbs   | \$1,000 |
|            |  | Repairs to catch basins/manholes   | \$8,000 |
|            |  | Ditch maintenance  | \$2,000 |
| 435        | Repair/Maint of Equip (Non-Fleet)      | Service and maintenance of two storm water pump stations by Wastewater Utility                                   |         |
| <b>500</b> | <b>Fixed Charges</b>                   |  |         |
| 508        | Fleet Maintenance                      | Payment to Fleet Maintenance Internal Service Fund 730 for vehicle and equipment repairs, maintenance, and tires |         |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - STORM WATER SEWERS**

| <u>ACCT NO</u>                         | <u>ACCOUNT DESCRIPTION</u>     | <u>2015<br/>ACTUAL</u> | <u>2016<br/>ADOPTED</u> | <u>06/2016<br/>ACTUAL</u> | <u>2016<br/>ESTIMATED</u> | <u>2017<br/>BUDGET</u> |
|--|--------------------------------|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
| <u>WAGES AND BENEFITS</u>              |                                |                        |                         |                           |                           |                        |
| 100-505-5350-121                       | STORM SEWERS CREW WAGES        | 43,052                 | 56,845                  | 12,501                    | 55,592                    | 55,972                 |
| 100-505-5350-122                       | STORM SEWERS O/T WAGES         | 211                    | 0                       | 24                        | 0                         | 0                      |
| 100-505-5350-125                       | STORM SEWERS P/T WAGES         | 10                     | 158                     | 0                         | 157                       | 161                    |
| 100-505-5350-133                       | STORM SEWERS LONGEVITY         | 36                     | 113                     | 5                         | 100                       | 105                    |
| 100-505-5350-151                       | STORM SEWERS FICA              | 3,296                  | 4,369                   | 956                       | 4,272                     | 4,302                  |
| 100-505-5350-152                       | STORM SEWERS WRS               | 2,941                  | 3,759                   | 827                       | 3,676                     | 3,813                  |
| 100-505-5350-154                       | STORM SEWERS HEALTH INS        | 12,108                 | 17,754                  | 3,644                     | 18,519                    | 19,074                 |
| 100-505-5350-155                       | STORM SEWERS LIFE INS          | 112                    | 161                     | 22                        | 159                       | 159                    |
|  | TOTAL WAGES AND BENEFITS       | <u>61,767</u>          | <u>83,160</u>           | <u>17,979</u>             | <u>82,475</u>             | <u>83,587</u>          |
| <u>PURCHASED SERVICES</u>              |                                |                        |                         |                           |                           |                        |
| 100-505-5350-210                       | STORM SEWERS OUTSD SVCS NON-IT | 28,470                 | 5,005                   | 3,653                     | 5,005                     | 5,005                  |
| 100-505-5350-222                       | STORM SEWERS ELEC/WATER        | 942                    | 1,400                   | 422                       | 852                       | 900                    |
|  | TOTAL PURCHASED SERVICES       | <u>29,412</u>          | <u>6,405</u>            | <u>4,075</u>              | <u>5,857</u>              | <u>5,905</u>           |
| <u>OPERATING SUPPLIES AND EXPENSES</u> |                                |                        |                         |                           |                           |                        |
| 100-505-5350-313                       | STORM SEWERS PRINTING          | 137                    | 140                     | 0                         | 100                       | 100                    |
| 100-505-5350-320                       | STORM SEWERS MEMBERSHIPS       | 400                    | 400                     | 400                       | 400                       | 400                    |
| 100-505-5350-324                       | STORM SEWERS LIC/PERMIT        | 3,000                  | 3,000                   | 3,000                     | 3,000                     | 1,500                  |
| 100-505-5350-330                       | STORM SEWERS TRAIN/TRAVEL      | 19                     | 0                       | 0                         | 0                         | 0                      |
| 100-505-5350-340                       | STORM SEWERS OPER SUP/EXP      | 1,362                  | 1,990                   | 1,305                     | 2,983                     | 1,990                  |
| 100-505-5350-351                       | STORM SEWERS GAS/DIESEL        | 1,069                  | 2,805                   | 508                       | 750                       | 2,452                  |
|  | TOTAL OPERATING SUPPLIES & EXP | <u>5,987</u>           | <u>8,335</u>            | <u>5,213</u>              | <u>7,233</u>              | <u>6,442</u>           |
| <u>MAINTENANCE OF CITY PROPERTY</u>    |                                |                        |                         |                           |                           |                        |
| 100-505-5350-410                       | STORM SEWERS RPR/MAINT GRNDS   | 11,875                 | 12,000                  | 8,993                     | 12,000                    | 12,000                 |
| 100-505-5350-435                       | STORM SEWERS RPR/MNT EQUIP NF  | 0                      | 1,000                   | 43                        | 1,000                     | 1,000                  |
|  | TOTAL MAINTENANCE OF CITY PROP | <u>11,875</u>          | <u>13,000</u>           | <u>9,036</u>              | <u>13,000</u>             | <u>13,000</u>          |
| <u>FIXED CHARGES</u>                   |                                |                        |                         |                           |                           |                        |
| 100-505-5350-508                       | STORM SEWERS FLEET             | 3,300                  | 4,880                   | 2,440                     | 4,880                     | 5,190                  |
|  | TOTAL FIXED CHARGES            | <u>3,300</u>           | <u>4,880</u>            | <u>2,440</u>              | <u>4,880</u>              | <u>5,190</u>           |
|  | TOTAL STORM WATER SEWERS       | <u>112,340</u>         | <u>115,780</u>          | <u>38,744</u>             | <u>113,445</u>            | <u>114,124</u>         |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - PARKING LOTS**

The City repairs and maintains twelve parking lots in the downtown area: Lincoln Parking Lot (74 spaces), Collins Parking Lot (207 spaces), Fowler/North Parking Lot (159 spaces), Legion/Sell Lot (23 spaces), City Hall/St Paul Lot (18 spaces), Library Lot (40 spaces), Memorial Lot (21 spaces), 3rd and Main St Lot (31 spaces), South St (16 spaces), Worthington St (18 spaces), Boat Launch (46 spaces), Community Center/Boat Launch (70 spaces) TOTAL: 723 Public Parking Spaces.

**Category: Public Works**

**EXPENDITURES: Account # 505-5355**

|            |   |  |       |
|------------|---|--|-------|
| <b>100</b> | <b>Wages and Benefits</b>               |  |       |
| 121        | <i>Crew Regular Wages</i>               |  |       |
| 125        | <i>Part-Time Wages without Benefits</i> | Seasonal help  |       |
| 133        | <i>Longevity</i>                        | Crew Employees   |       |
| 151        | <i>FICA</i>                             | Employer share of Social Security and Medicare   |       |
| 152        | <i>Wisconsin Retirement System</i>      | Employer share of required contribution  |       |
| 154        | <i>Health Insurance</i>                 | Employer share of premiums   |       |
| 155        | <i>Life Insurance</i>                   | Employer share of premiums   |       |
| <b>200</b> | <b>Purchased Services</b>               |  |       |
| 222        | <i>Electric and Water</i>               |  |       |
| <b>300</b> | <b>Operating Supplies and Expenses</b>  |  |       |
| 340        | <i>Operating Supplies and Expenses</i>  |  |       |
| 351        | <i>Gas and Diesel</i>                   | 160 gallons non-lead fuel @ \$2.40/gallon  | \$384 |
|            |   | 75 gallons diesel fuel @ \$2.85/gallon   | \$214 |
| <b>400</b> | <b>Maintenance of City Property</b>     |  |       |
| 410        | <i>Repair/Maint of Grounds</i>          | Materials needed such as asphalt, concrete, guard rails, bumper car stops, paint, markings, filling holes, and irrigation; maintenance of catch basins and underpass |       |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - PARKING LOTS**

| <b>ACCT NO</b>                         | <b>ACCOUNT DESCRIPTION</b>                | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> |
|--|---|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
| <u>WAGES AND BENEFITS</u>              |   |                        |                         |                           |                           |                        |
| 100-505-5355-121                       | PARKING LOTS CREW WAGES                   | 13,280                 | 12,734                  | 9,850                     | 12,107                    | 12,317                 |
| 100-505-5355-125                       | PARKING LOTS P/T WAGES                    | 2,808                  | 2,886                   | 497                       | 2,853                     | 2,921                  |
| 100-505-5355-133                       | PARKING LOTS LONGEVITY                    | 20                     | 18                      | 9                         | 11                        | 13                     |
| 100-505-5355-151                       | PARKING LOTS FICA                         | 1,224                  | 1,196                   | 783                       | 1,145                     | 1,167                  |
| 100-505-5355-152                       | PARKING LOTS WRS                          | 904                    | 842                     | 651                       | 800                       | 838                    |
| 100-505-5355-154                       | PARKING LOTS HEALTH INS                   | 4,204                  | 3,178                   | 2,564                     | 3,434                     | 3,537                  |
| 100-505-5355-155                       | PARKING LOTS LIFE INS                     | 31                     | 20                      | 27                        | 19                        | 19                     |
|  | <b>TOTAL WAGES AND BENEFITS</b>           | <b>22,472</b>          | <b>20,874</b>           | <b>14,380</b>             | <b>20,368</b>             | <b>20,812</b>          |
| <u>PURCHASED SERVICES</u>              |   |                        |                         |                           |                           |                        |
| 100-505-5355-222                       | PARKING LOTS ELEC/WATER                   | 455                    | 470                     | 227                       | 460                       | 460                    |
|  | <b>TOTAL PURCHASED SERVICES</b>           | <b>455</b>             | <b>470</b>              | <b>227</b>                | <b>460</b>                | <b>460</b>             |
| <u>OPERATING SUPPLIES AND EXPENSES</u> |   |                        |                         |                           |                           |                        |
| 100-505-5355-340                       | PARKING LOTS OPER SUP/EXP                 | 0                      | 0                       | 45                        | 45                        | 0                      |
| 100-505-5355-351                       | PARKING LOTS GAS/DIESEL                   | 806                    | 685                     | 298                       | 425                       | 598                    |
|  | <b>TOTAL OPERATING SUPPLIES &amp; EXP</b> | <b>806</b>             | <b>685</b>              | <b>343</b>                | <b>470</b>                | <b>598</b>             |
| <u>MAINTENANCE OF CITY PROPERTY</u>    |   |                        |                         |                           |                           |                        |
| 100-505-5355-410                       | PARKING LOTS RPR/MAINT GRNDS              | 1,673                  | 600                     | 0                         | 600                       | 600                    |
|  | <b>TOTAL MAINTENANCE OF CITY PROP</b>     | <b>1,673</b>           | <b>600</b>              | <b>0</b>                  | <b>600</b>                | <b>600</b>             |
|  | <b>TOTAL PARKING LOTS</b>                 | <b>25,406</b>          | <b>22,629</b>           | <b>14,951</b>             | <b>21,898</b>             | <b>22,470</b>          |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - DAM MAINTENANCE**

The City cleans, repairs, and removes ice on two dams. Monitoring of the La Belle dam is performed to maintain appropriate summer/winter lake levels. The flume on Fowler Lake is also cleaned and maintained.

**Category: Public Safety**

**EXPENDITURES: Account # 505-5410**

|            |   |  |
|------------|---|--|
| <b>100</b> | <b>Wages and Benefits</b>               |  |
| 121        | <i>Crew Regular Wages</i>               |  |
| 125        | <i>Part-Time Wages without Benefits</i> | Seasonal help  |
| 133        | <i>Longevity</i>                        | Crew Employees   |
| 151        | <i>FICA</i>                             | Employer share of Social Security and Medicare   |
| 152        | <i>Wisconsin Retirement System</i>      | Employer share of required contribution  |
| 154        | <i>Health Insurance</i>                 | Employer share of premiums   |
| 155        | <i>Life Insurance</i>                   | Employer share of premiums   |
| <b>200</b> | <b>Purchased Services</b>               |  |
| 210        | <i>Outside/Prof Services (Non-IT)</i>   | Peacock Dam, a significant hazard dam, requires inspection per DNR schedule. Our next scheduled inspection is in 2019. |
| <b>300</b> | <b>Operating Supplies and Expenses</b>  |  |
| 340        | <i>Operating Supplies and Expenses</i>  | Miscellaneous supplies and expenses  |
| 351        | <i>Gas and Diesel</i>                   | 300 gallons non-lead fuel @ \$2.40/gallon  |
| <b>400</b> | <b>Maintenance of City Property</b>     |  |
| 410        | <i>Repair/Maint of Grounds</i>          | Materials needed for proper maintenance: concrete, paint, hardware, steel, and planks                                  |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - DAM MAINTENANCE**

| ACCT NO                                | ACCOUNT DESCRIPTION            | 2015<br>ACTUAL      | 2016<br>ADOPTED      | 06/2016<br>ACTUAL   | 2016<br>ESTIMATED    | 2017<br>BUDGET       |
|--|--------------------------------|---------------------|----------------------|---------------------|----------------------|----------------------|
| <u>WAGES AND BENEFITS</u>              |                                |                     |                      |                     |                      |                      |
| 100-505-5410-121                       | DAM MAINT CREW WAGES           | 3,048               | 6,976                | 1,053               | 6,644                | 6,712                |
| 100-505-5410-125                       | DAM MAINT P/T WAGES            | 0                   | 628                  | 31                  | 621                  | 636                  |
| 100-505-5410-133                       | DAM MAINT LONGEVITY            | 2                   | 12                   | 0                   | 8                    | 9                    |
| 100-505-5410-151                       | DAM MAINT FICA                 | 232                 | 583                  | 82                  | 556                  | 563                  |
| 100-505-5410-152                       | DAM MAINT WRS                  | 207                 | 461                  | 70                  | 439                  | 457                  |
| 100-505-5410-154                       | DAM MAINT HEALTH INS           | 923                 | 2,023                | 311                 | 2,127                | 2,190                |
| 100-505-5410-155                       | DAM MAINT LIFE INS             | 5                   | 14                   | 3                   | 14                   | 14                   |
|  | TOTAL WAGES AND BENEFITS       | <u>4,418</u>        | <u>10,697</u>        | <u>1,550</u>        | <u>10,409</u>        | <u>10,581</u>        |
| <u>PURCHASED SERVICES</u>              |                                |                     |                      |                     |                      |                      |
| 100-505-5410-210                       | DAM MAINT OUTSD SVCS NON-IT    | 0                   | 5,500                | 0                   | 5,500                | 0                    |
|  | TOTAL PURCHASED SERVICES       | <u>0</u>            | <u>5,500</u>         | <u>0</u>            | <u>5,500</u>         | <u>0</u>             |
| <u>OPERATING SUPPLIES AND EXPENSES</u> |                                |                     |                      |                     |                      |                      |
| 100-505-5410-340                       | DAM MAINT OPER SUP/EXP         | 0                   | 100                  | 22                  | 100                  | 100                  |
| 100-505-5410-351                       | DAM MAINT GAS/DIESEL           | 769                 | 825                  | 327                 | 480                  | 720                  |
|  | TOTAL OPERATING SUPPLIES & EXP | <u>769</u>          | <u>925</u>           | <u>348</u>          | <u>580</u>           | <u>820</u>           |
| <u>MAINTENANCE OF CITY PROPERTY</u>    |                                |                     |                      |                     |                      |                      |
| 100-505-5410-410                       | DAM MAINT RPR/MAINT GRNDS      | 1,085               | 1,500                | 844                 | 1,500                | 500                  |
|  | TOTAL MAINTENANCE OF CITY PROP | <u>1,085</u>        | <u>1,500</u>         | <u>844</u>          | <u>1,500</u>         | <u>500</u>           |
|  | TOTAL DAM MAINTENANCE          | <u><u>6,272</u></u> | <u><u>18,622</u></u> | <u><u>2,742</u></u> | <u><u>17,989</u></u> | <u><u>11,901</u></u> |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - LAKES**

There are two primary lakes in the City that are maintained – Fowler Lake and Lac La Belle. City staff cleans the lakes, cuts and harvests weeds, installs signs, and repairs the sea walls as necessary.

**Category: Conservation and Development**

**EXPENDITURES: Account # 505-5420**

|            |  |  |         |
|------------|--|--|---------|
| <b>100</b> | <b>Wages and Benefits</b>              |  |         |
| 121        | Crew Regular Wages                     |  |         |
| 122        | Crew Over-Time Wages                   |  |         |
| 125        | Part-Time Wages without Benefits       | Seasonal help  |         |
| 133        | Longevity                              | Crew Employees   |         |
| 151        | FICA                                   | Employer share of Social Security and Medicare   |         |
| 152        | Wisconsin Retirement System            | Employer share of required contribution  |         |
| 154        | Health Insurance                       | Employer share of premiums   |         |
| 155        | Life Insurance                         | Employer share of premiums   |         |
| <b>200</b> | <b>Purchased Services</b>              |  |         |
| 210        | Outside/Prof Services (Non-IT)         |  |         |
| <b>300</b> | <b>Operating Supplies and Expenses</b> |  |         |
| 324        | Licenses and Permits                   |  |         |
| 326        | Publicity                              |  |         |
| 340        | Operating Supplies and Expenses        | Miscellaneous supplies and expenses  |         |
| 341        | Safety Supplies                        | Life jackets and polarized sun glasses   |         |
| 351        | Gas and Diesel                         | 100 gallons non-lead fuel @ \$2.40/gallon  | \$240   |
|            |  | 500 gallons diesel fuel @ \$2.85/gallon  | \$1,425 |
| <b>400</b> | <b>Maintenance of City Property</b>    |  |         |
| 435        | Repair/Maint of Equip (Non-Fleet)      |  |         |
| <b>500</b> | <b>Fixed Charges</b>                   |  |         |
| 508        | Fleet Maintenance                      | Payment to Fleet Maintenance Internal Service Fund 730 for vehicle and equipment repairs, maintenance, and tires |         |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - LAKES**

| <b>ACCT NO</b>   | <b>ACCOUNT DESCRIPTION</b>             | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> |
|------------------|--|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
|                  | <u>WAGES AND BENEFITS</u>              |                        |                         |                           |                           |                        |
| 100-505-5420-121 | LAKES CREW WAGES                       | 30,810                 | 31,043                  | 4,150                     | 30,538                    | 30,706                 |
| 100-505-5420-122 | LAKES CREW O/T WAGES                   | 139                    | 0                       | 0                         | 0                         | 0                      |
| 100-505-5420-125 | LAKES P/T WAGES                        | 867                    | 685                     | 62                        | 676                       | 692                    |
| 100-505-5420-133 | LAKES LONGEVITY                        | 78                     | 50                      | 8                         | 44                        | 46                     |
| 100-505-5420-151 | LAKES FICA                             | 2,424                  | 2,431                   | 319                       | 2,391                     | 2,405                  |
| 100-505-5420-152 | LAKES WRS                              | 2,110                  | 2,052                   | 274                       | 2,018                     | 2,091                  |
| 100-505-5420-154 | LAKES HEALTH INS                       | 10,266                 | 9,462                   | 1,603                     | 9,471                     | 9,755                  |
| 100-505-5420-155 | LAKES LIFE INS                         | 71                     | 76                      | 22                        | 75                        | 75                     |
|                  | TOTAL WAGES AND BENEFITS               | <u>46,764</u>          | <u>45,798</u>           | <u>6,438</u>              | <u>45,215</u>             | <u>45,771</u>          |
|                  | <u>PURCHASED SERVICES</u>              |                        |                         |                           |                           |                        |
| 100-505-5420-210 | LAKES OUTSD SVCS NON-IT                | 32                     | 0                       | 0                         | 0                         | 0                      |
|                  | TOTAL PURCHASED SERVICES               | <u>32</u>              | <u>0</u>                | <u>0</u>                  | <u>0</u>                  | <u>0</u>               |
|                  | <u>OPERATING SUPPLIES AND EXPENSES</u> |                        |                         |                           |                           |                        |
| 100-505-5420-324 | LAKES PERMIT                           | 311                    | 0                       | 0                         | 0                         | 0                      |
| 100-505-5420-326 | LAKES PUBLICITY                        | 128                    | 55                      | 0                         | 55                        | 50                     |
| 100-505-5420-340 | LAKES OPER SUP/EXP                     | 236                    | 1,045                   | 829                       | 1,000                     | 500                    |
| 100-505-5420-341 | LAKES SAFETY SUP                       | 22                     | 50                      | 0                         | 50                        | 50                     |
| 100-505-5420-351 | LAKES GAS/DIESEL                       | 1,889                  | 1,900                   | 583                       | 1,900                     | 1,665                  |
|                  | TOTAL OPERATING SUPPLIES & EXP         | <u>2,585</u>           | <u>3,050</u>            | <u>1,411</u>              | <u>3,005</u>              | <u>2,265</u>           |
|                  | <u>MAINTENANCE OF CITY PROPERTY</u>    |                        |                         |                           |                           |                        |
| 100-505-5420-435 | LAKES OPER RPR/MNT EQUIP NF            | 1,541                  | 0                       | 0                         | 0                         | 0                      |
|                  | TOTAL MAINTENANCE OF CITY PROP         | <u>1,541</u>           | <u>0</u>                | <u>0</u>                  | <u>0</u>                  | <u>0</u>               |
|                  | <u>FIXED CHARGES</u>                   |                        |                         |                           |                           |                        |
| 100-505-5420-508 | LAKES FLEET                            | 19,140                 | 18,320                  | 9,160                     | 18,320                    | 11,070                 |
|                  | TOTAL FIXED CHARGES                    | <u>19,140</u>          | <u>18,320</u>           | <u>9,160</u>              | <u>18,320</u>             | <u>11,070</u>          |
|                  | TOTAL LAKES                            | <u>70,062</u>          | <u>67,168</u>           | <u>17,009</u>             | <u>66,540</u>             | <u>59,106</u>          |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - CITY BUILDINGS**

City buildings include City Hall and Police Department, radio tower, and 101 Forest Street buildings.

**Category: General City Government**

**EXPENDITURES: Account # 505-5510**

|            |   |  |  |
|------------|---|--|--|
| <b>100</b> | <b>Wages and Benefits</b>                 |  |  |
| 111        | <i>Salaries</i>                           | Maintenance Supervisor - 75%<br>(Balance of wages shared with Library) |  |
| 113        | <i>Part-Time Wages with Benefits</i>      | Part-time building maintenance (1,040 hours)                           |  |
| 121        | <i>Crew Regular Wages</i>                 |  |  |
| 125        | <i>Part-Time Wages without Benefits</i>   | Summer help for projects (525 hours)                                   |  |
| 133        | <i>Longevity</i>                          | Maintenance Supervisor   |  |
| 151        | <i>FICA</i>                               | Employer share of Social Security and Medicare                         |  |
| 152        | <i>Wisconsin Retirement System</i>        | Employer share of required contribution                                |  |
| 153        | <i>Sick Leave</i>                         |  |  |
| 154        | <i>Health Insurance</i>                   | Employer share of premiums   |  |
| 155        | <i>Life Insurance</i>                     | Employer share of premiums   |  |
| 156        | <i>Vacation Leave</i>                     |  |  |
| 157        | <i>Holiday Leave</i>                      |  |  |
| 164        | <i>Compensatory Leave Time</i>            |  |  |
| <b>200</b> | <b>Purchased Services</b>                 |  |  |
| 210        | <i>Outside/Prof Services (Non-IT)</i>     |  |  |
|            | Window washing                            | \$ 1,710   | Janitorial services \$ 4,560                   |
|            | Alarm monitoring for City Hall and shop   | \$ 480   | Compressor and boiler inspections \$ 175       |
|            | State required pressure test elevator     | \$ 700   | Fire extinguisher inspection \$ 525            |
|            | Elevator inspections                      | \$ 1,100   | Check valve inspection \$ 150                  |
|            | Carpet, tile, and restroom floor cleaning | \$ 2,600   | Pest control \$ 300                            |
| 222        | <i>Electric and Water</i>                 |  |  |
| 224        | <i>Gas and Heat</i>                       |  |  |
| 225        | <i>Telephone</i>                          | Office phones and maintenance department cellular phone                |  |
| 226        | <i>Cable and Internet</i>                 | Cable charges  |  |
| 240        | <i>Repair/Maint Contracts (Non-IT)</i>    |  |  |
|            |   |  | Fire alarm and sprinkler maint. contract \$700 |
|            |   |  | Generator service 3 year contract \$ 1,470     |
|            |   |  | Emerson UPS service contract \$ 2,965          |
|            |   |  | Automatic doors \$ 275                         |
|            |   |  | DDC yearly service \$ 600                      |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - CITY BUILDINGS**

| <b>ACCT NO</b>            | <b>ACCOUNT DESCRIPTION</b>      | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> |
|---------------------------|---------------------------------|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
| <u>WAGES AND BENEFITS</u> |                                 |                        |                         |                           |                           |                        |
| 100-505-5510-111          | CITY BLDGS SALARIES             | 38,354                 | 39,583                  | 18,249                    | 39,593                    | 40,647                 |
| 100-505-5510-113          | CITY BLDGS P/T WAGES W BEN      | 15,099                 | 15,698                  | 8,545                     | 16,772                    | 17,391                 |
| 100-505-5510-121          | CITY BLDGS CREW WAGES           | 995                    | 227                     | 256                       | 227                       | 225                    |
| 100-505-5510-125          | CITY BLDGS P/T WAGES            | 4,137                  | 5,381                   | 1,107                     | 5,381                     | 5,513                  |
| 100-505-5510-133          | CITY BLDGS LONGEVITY            | 181                    | 181                     | 76                        | 181                       | 181                    |
| 100-505-5510-151          | CITY BLDGS FICA                 | 5,288                  | 5,643                   | 2,453                     | 5,739                     | 5,906                  |
| 100-505-5510-152          | CITY BLDGS WRS                  | 4,496                  | 4,513                   | 2,088                     | 4,597                     | 4,875                  |
| 100-505-5510-153          | CITY BLDGS SICK                 | 1,279                  | 4,270                   | 365                       | 4,329                     | 4,453                  |
| 100-505-5510-154          | CITY BLDGS HEALTH INS           | 15,908                 | 16,091                  | 8,134                     | 16,168                    | 16,653                 |
| 100-505-5510-155          | CITY BLDGS LIFE INS             | 257                    | 218                     | 130                       | 224                       | 255                    |
| 100-505-5510-156          | CITY BLDGS VACATION             | 5,491                  | 5,813                   | 2,770                     | 5,887                     | 6,055                  |
| 100-505-5510-157          | CITY BLDGS HOLIDAY              | 2,791                  | 2,607                   | 524                       | 2,656                     | 2,734                  |
| 100-505-5510-164          | CITY BLDGS COMP TIME EARNED     | 1,990                  | 0                       | 858                       | 0                         | 0                      |
|                           | <b>TOTAL WAGES AND BENEFITS</b> | <b>96,267</b>          | <b>100,225</b>          | <b>45,554</b>             | <b>101,753</b>            | <b>104,887</b>         |
| <u>PURCHASED SERVICES</u> |                                 |                        |                         |                           |                           |                        |
| 100-505-5510-210          | CITY BLDGS OUTSD SVCS NON-IT    | 11,184                 | 11,990                  | 4,209                     | 11,990                    | 12,300                 |
| 100-505-5510-222          | CITY BLDGS ELEC/WATER           | 38,218                 | 41,000                  | 16,667                    | 41,000                    | 41,000                 |
| 100-505-5510-224          | CITY BLDGS GAS/HEAT             | 8,459                  | 16,000                  | 4,869                     | 6,700                     | 7,000                  |
| 100-505-5510-225          | CITY BLDGS TELEPHONE            | 4,719                  | 5,000                   | 2,314                     | 5,000                     | 5,000                  |
| 100-505-5510-226          | CITY BLDGS INTERNET/CABLE       | 1,163                  | 1,080                   | 510                       | 1,230                     | 1,200                  |
| 100-505-5510-240          | CITY BLDGS MAINT CONT NON-IT    | 275                    | 5,410                   | 2,965                     | 5,410                     | 6,010                  |
|                           | <b>TOTAL PURCHASED SERVICES</b> | <b>64,018</b>          | <b>80,480</b>           | <b>31,535</b>             | <b>71,330</b>             | <b>72,510</b>          |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - CITY BUILDINGS**

**EXPENDITURES: Account # 505-5510**

|            |   |   |
|------------|---|---|
| <b>300</b> | <b><i>Operating Supplies and Expenses</i></b> |   |
| 310        | <i>Office Supplies</i>                        |   |
| 311        | <i>Postage</i>                                |   |
| 324        | <i>Licenses and Permits</i>                   | State elevator permit \$50<br>Vehicle registration \$75<br>Boiler permit \$75   |
| 330        | <i>Training and Travel</i>                    | Building maintenance seminar  |
| 340        | <i>Operating Supplies and Expenses</i>        | Tools, grease, oil, and misc supplies \$2,000<br>Office furniture replacement \$1,200<br>Runners \$1,500  |
| 341        | <i>Safety Supplies</i>                        | Glasses and gloves  |
| 343        | <i>Janitorial Supplies</i>                    | Cleaning supplies   |
| 346        | <i>Clothing and Tool Allowance</i>            | Safety footwear (2 @ \$150)   |
| 351        | <i>Gas and Diesel</i>                         | For DPW work at City Hall, garbage hauling, and van –<br>360 gallons non-lead fuel @ \$2.40/gallon  |
| <b>400</b> | <b><i>Maintenance of City Property</i></b>    |   |
| 400        | <i>Repair/Maint of Buildings</i>              | Paint and supplies, air filters, belts, and light bulbs \$3,500<br>Building repairs and parts replacement \$3,000<br>Boiler and compressor parts \$1,400<br>Chiller pump \$2,300<br>Rebuild pumps and motors \$1,000<br>Elevator repairs \$900<br>HVAC repairs \$700<br>Roof and gutter repairs \$1,700 |
| 410        | <i>Repair/Maint of Grounds</i>                | Salt for sidewalks  |
| 435        | <i>Repair/Maint of Equip (Non-Fleet)</i>      | Generator service   |
| <b>500</b> | <b><i>Fixed Charges</i></b>                   |   |
| 508        | <i>Fleet Maintenance</i>                      | Payment to Fleet Maintenance Internal Service Fund 730 for vehicle<br>and equipment repairs, maintenance, and tires   |
| 530        | <i>Rent</i>                                   |   |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - CITY BUILDINGS**

| <b>ACCT NO</b>                         | <b>ACCOUNT DESCRIPTION</b>                | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> |
|--|---|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
| <u>OPERATING SUPPLIES AND EXPENSES</u> |   |                        |                         |                           |                           |                        |
| 100-505-5510-310                       | CITY BLDGS OFFICE SUPPLIES                | 0                      | 50                      | 0                         | 50                        | 50                     |
| 100-505-5510-311                       | CITY BLDGS POSTAGE                        | 0                      | 25                      | 0                         | 25                        | 25                     |
| 100-505-5510-324                       | CITY BLDGS LIC/PERMIT                     | 150                    | 200                     | 50                        | 200                       | 200                    |
| 100-505-5510-330                       | CITY BLDGS TRAIN/TRAVEL                   | 0                      | 200                     | 35                        | 200                       | 200                    |
| 100-505-5510-340                       | CITY BLDGS OPER SUP/EXP                   | 1,369                  | 3,200                   | 1,402                     | 3,200                     | 4,700                  |
| 100-505-5510-341                       | CITY BLDGS SAFETY SUP                     | 506                    | 300                     | 31                        | 200                       | 200                    |
| 100-505-5510-343                       | CITY BLDGS JANITOR SUP                    | 2,826                  | 3,000                   | 2,437                     | 3,000                     | 3,000                  |
| 100-505-5510-346                       | CITY BLDGS CLOTHING ALLOW                 | 289                    | 300                     | 150                       | 300                       | 300                    |
| 100-505-5510-351                       | CITY BLDGS GAS/DIESEL                     | 1,112                  | 990                     | 522                       | 990                       | 864                    |
|  | <b>TOTAL OPERATING SUPPLIES &amp; EXP</b> | <b>6,252</b>           | <b>8,265</b>            | <b>4,627</b>              | <b>8,165</b>              | <b>9,539</b>           |
| <u>MAINTENANCE OF CITY PROPERTY</u>    |   |                        |                         |                           |                           |                        |
| 100-505-5510-400                       | CITY BLDGS RPR/MAINT BLDG                 | 15,461                 | 14,525                  | 5,021                     | 14,500                    | 14,500                 |
| 100-505-5510-410                       | CITY BLDGS RPR/MAINT GRNDS                | 0                      | 200                     | 0                         | 200                       | 200                    |
| 100-505-5510-435                       | CITY BLDGS RPR/MNT EQUIP NF               | 357                    | 500                     | 5                         | 500                       | 500                    |
|  | <b>TOTAL MAINTENANCE OF CITY PROP</b>     | <b>15,817</b>          | <b>15,225</b>           | <b>5,026</b>              | <b>15,200</b>             | <b>15,200</b>          |
| <u>FIXED CHARGES</u>                   |   |                        |                         |                           |                           |                        |
| 100-505-5510-508                       | CITY BLDGS FLEET                          | 5,440                  | 4,350                   | 2,175                     | 4,350                     | 3,320                  |
| 100-505-5510-530                       | CITY BLDGS RENT                           | 2,724                  | 2,400                   | 1,523                     | 2,400                     | 0                      |
|  | <b>TOTAL FIXED CHARGES</b>                | <b>8,164</b>           | <b>6,750</b>            | <b>3,698</b>              | <b>6,750</b>              | <b>3,320</b>           |
|  | <b>TOTAL CITY BUILDINGS</b>               | <b>190,518</b>         | <b>210,945</b>          | <b>90,440</b>             | <b>203,198</b>            | <b>205,456</b>         |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - INSPECTIONS**

The City contracts with a private inspection service. The Contractor will provide all required inspection services including erosion control and signage. The Contractor is paid 60% of revenues generated by permits for their services.

**Category: Public Safety**

**EXPENDITURES: Account # 505-5520**

|            |   |   |
|------------|---|---|
| <b>200</b> | <b><i>Purchased Services</i></b>              |   |
| 210        | <i>Outside/Prof Services (Non-IT)</i>         | Contract with an independent inspection company   |
| 225        | <i>Telephone</i>                              | Monthly line and toll charges   |
| 240        | <i>Repair/Maint Contracts (Non-IT)</i>        |   |
| <b>300</b> | <b><i>Operating Supplies and Expenses</i></b> |   |
| 310        | <i>Office Supplies</i>                        |   |
| 311        | <i>Postage</i>                                |   |
| 313        | <i>Printing</i>                               | Permits   |
| 340        | <i>Operating Supplies and Expenses</i>        | Purchase of State Stamps and Building Permit Seals (the cost of the seals is returned to the City as buildings are constructed) |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - INSPECTIONS**

| ACCT NO          | ACCOUNT DESCRIPTION                    | 2015<br>ACTUAL        | 2016<br>ADOPTED       | 06/2016<br>ACTUAL     | 2016<br>ESTIMATED     | 2017<br>BUDGET        |
|------------------|--|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
|                  | <u>PURCHASED SERVICES</u>              |                       |                       |                       |                       |                       |
| 100-505-5520-210 | INSPECTIONS OUTSD SVCS NON-IT          | 190,929               | 182,145               | 157,111               | 250,604               | 210,720               |
| 100-505-5520-225 | INSPECTIONS TELEPHONE                  | 145                   | 145                   | 72                    | 144                   | 145                   |
| 100-505-5520-240 | INSPECTIONS MAINT CONT NON-IT          | 0                     | 25                    | 0                     | 25                    | 25                    |
|                  | TOTAL PURCHASED SERVICES               | <u>191,074</u>        | <u>182,315</u>        | <u>157,182</u>        | <u>250,773</u>        | <u>210,890</u>        |
|                  | <u>OPERATING SUPPLIES AND EXPENSES</u> |                       |                       |                       |                       |                       |
| 100-505-5520-310 | INSPECTIONS OFFICE SUPPLIES            | 250                   | 210                   | 128                   | 190                   | 200                   |
| 100-505-5520-311 | INSPECTIONS POSTAGE                    | 735                   | 665                   | 350                   | 676                   | 400                   |
| 100-505-5520-313 | INSPECTIONS PRINTING                   | 1,608                 | 1,105                 | 269                   | 645                   | 200                   |
| 100-505-5520-340 | INSPECTIONS OPER SUP/EXP               | <u>3,005</u>          | <u>2,030</u>          | <u>325</u>            | <u>1,000</u>          | <u>1,000</u>          |
|                  | TOTAL OPERATING SUPPLIES & EXP         | <u>5,598</u>          | <u>4,010</u>          | <u>1,071</u>          | <u>2,511</u>          | <u>1,800</u>          |
|                  | TOTAL INSPECTIONS                      | <u><u>196,672</u></u> | <u><u>186,325</u></u> | <u><u>158,254</u></u> | <u><u>253,284</u></u> | <u><u>212,690</u></u> |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - WEED CONTROL**

City staff cut and control weeds on City and private property per City Ordinance §10.06. Costs for weed control on private property are billed back to the responsible party. Weed control revenue budgeted in 2017 is \$1,500.

**Category: Conservation and Development**

**EXPENDITURES: Account # 505-5600**

|            |   |  |       |
|------------|---|--|-------|
| <b>100</b> | <b><i>Wages and Benefits</i></b>              |  |       |
| 121        | <i>Crew Regular Wages</i>                     |  |       |
| 125        | <i>Part-Time Wages without Benefits</i>       | Seasonal help  |       |
| 133        | <i>Longevity</i>                              | Crew employees   |       |
| 151        | <i>FICA</i>                                   | Employer share of Social Security and Medicare   |       |
| 152        | <i>Wisconsin Retirement System</i>            | Employer share of required contribution  |       |
| 154        | <i>Health Insurance</i>                       | Employer share of premiums   |       |
| 155        | <i>Life Insurance</i>                         | Employer share of premiums   |       |
| <b>300</b> | <b><i>Operating Supplies and Expenses</i></b> |  |       |
| 351        | <i>Gas and Diesel</i>                         | 150 gallons non-lead fuel @ \$2.40/gallon  | \$360 |
|            |   | 100 gallons diesel fuel @ \$2.85/gallon  | \$285 |
| <b>500</b> | <b><i>Fixed Charges</i></b>                   |  |       |
| 508        | <i>Fleet Maintenance</i>                      | Payment to Fleet Maintenance Internal Service Fund 730 for vehicle and equipment repairs, maintenance, and tires |       |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - WEED CONTROL**

| <u>ACCT NO</u>   | <u>ACCOUNT DESCRIPTION</u>             | <u>2015<br/>ACTUAL</u> | <u>2016<br/>ADOPTED</u> | <u>06/2016<br/>ACTUAL</u> | <u>2016<br/>ESTIMATED</u> | <u>2017<br/>BUDGET</u> |
|------------------|--|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
|                  | <u>WAGES AND BENEFITS</u>              |                        |                         |                           |                           |                        |
| 100-505-5600-121 | WEED CONTROL CREW WAGES                | 4,626                  | 8,215                   | 3,208                     | 6,871                     | 7,065                  |
| 100-505-5600-125 | WEED CONTROL P/T WAGES                 | 4,051                  | 3,873                   | 866                       | 3,828                     | 3,920                  |
| 100-505-5600-133 | WEED CONTROL LONGEVITY                 | 9                      | 17                      | 10                        | 4                         | 5                      |
| 100-505-5600-151 | WEED CONTROL FICA                      | 663                    | 926                     | 309                       | 819                       | 841                    |
| 100-505-5600-152 | WEED CONTROL WRS                       | 315                    | 543                     | 212                       | 454                       | 481                    |
| 100-505-5600-154 | WEED CONTROL HEALTH INS                | 1,250                  | 2,429                   | 1,392                     | 2,554                     | 2,631                  |
| 100-505-5600-155 | WEED CONTROL LIFE INS                  | 18                     | 9                       | 21                        | 7                         | 7                      |
|                  | TOTAL WAGES AND BENEFITS               | <u>10,931</u>          | <u>16,012</u>           | <u>6,019</u>              | <u>14,536</u>             | <u>14,949</u>          |
|                  | <u>OPERATING SUPPLIES AND EXPENSES</u> |                        |                         |                           |                           |                        |
| 100-505-5600-351 | WEED CONTROL GAS/DIESEL                | 653                    | 740                     | 327                       | 500                       | 645                    |
|                  | TOTAL OPERATING SUPPLIES & EXP         | <u>653</u>             | <u>740</u>              | <u>327</u>                | <u>500</u>                | <u>645</u>             |
|                  | <u>FIXED CHARGES</u>                   |                        |                         |                           |                           |                        |
| 100-505-5600-508 | WEED CONTROL FLEET                     | 4,320                  | 5,640                   | 2,820                     | 5,640                     | 15,310                 |
|                  | TOTAL FIXED CHARGES                    | <u>4,320</u>           | <u>5,640</u>            | <u>2,820</u>              | <u>5,640</u>              | <u>15,310</u>          |
|                  | TOTAL WEED CONTROL                     | <u>15,904</u>          | <u>22,392</u>           | <u>9,167</u>              | <u>20,676</u>             | <u>30,904</u>          |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - CEMETERY**

**Category: Health and Human Services**

**EXPENDITURES: Account # 505-5700**

|            |  |  |
|------------|--|--|
| <b>100</b> | <b>Wages and Benefits</b>                |  |
| 121        | <i>Crew Regular Wages</i>                |  |
| 125        | <i>Part-Time Wages without Benefits</i>  |  |
| 151        | <i>FICA</i>                              | Employer share of Social Security and Medicare   |
| 152        | <i>Wisconsin Retirement System</i>       | Employer share of required contribution  |
| 154        | <i>Health Insurance</i>                  | Employer share of premiums   |
| 155        | <i>Life Insurance</i>                    | Employer share of premiums   |
| <b>500</b> | <b>Fixed Charges</b>                     |  |
| 508        | <i>Fleet Maintenance</i>                 | Payment to Fleet Maintenance Internal Service Fund 730 for vehicle and equipment repairs, maintenance, and tires |
| <b>700</b> | <b>Contributions, Grants, and Others</b> |  |
| 720        | <i>Donations</i>                         | Request from the Oconomowoc Cemetery Association for maintenance assistance:                                     |
|            |  | Fuel and Bottled Propane \$4,500   |
|            |  | Insurance \$11,000   |
|            |  | Equipment Repairs \$3,500  |
|            |  | Replace Lawnmower \$4,500  |
|            |  | Bookkeeping \$1,500  |
|            |  | Transfer for Operating Expenses \$27,000   |
|            |  | <b>Total</b> <u>\$52,000</u>   |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - CEMETERY**

| <u>ACCT NO</u>   | <u>ACCOUNT DESCRIPTION</u>                | <u>2015<br/>ACTUAL</u> | <u>2016<br/>ADOPTED</u> | <u>06/2016<br/>ACTUAL</u> | <u>2016<br/>ESTIMATED</u> | <u>2017<br/>BUDGET</u> |
|------------------|---|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
|                  | <u>WAGES AND BENEFITS</u>                 |                        |                         |                           |                           |                        |
| 100-505-5700-121 | CEMETERY CREW WAGES                       | 2,393                  | 320                     | 26                        | 320                       | 329                    |
| 100-505-5700-125 | CEMETERY P/T WAGES                        | 97                     | 0                       | 0                         | 0                         | 0                      |
| 100-505-5700-151 | CEMETERY FICA                             | 190                    | 24                      | 2                         | 24                        | 25                     |
| 100-505-5700-152 | CEMETERY WRS                              | 163                    | 21                      | 2                         | 21                        | 22                     |
| 100-505-5700-154 | CEMETERY HEALTH INS                       | 208                    | 43                      | 11                        | 43                        | 44                     |
| 100-505-5700-155 | CEMETERY LIFE INS                         | 3                      | 0                       | 0                         | 0                         | 0                      |
|                  | TOTAL WAGES AND BENEFITS                  | <u>3,055</u>           | <u>409</u>              | <u>42</u>                 | <u>409</u>                | <u>421</u>             |
|                  | <u>FIXED CHARGES</u>                      |                        |                         |                           |                           |                        |
| 100-505-5700-508 | CEMETERY FLEET                            | <u>3,300</u>           | <u>3,860</u>            | <u>1,930</u>              | <u>3,860</u>              | <u>2,300</u>           |
|                  | TOTAL FIXED CHARGES                       | <u>3,300</u>           | <u>3,860</u>            | <u>1,930</u>              | <u>3,860</u>              | <u>2,300</u>           |
|                  | <u>CONTRIBUTIONS, GRANTS, &amp; OTHER</u> |                        |                         |                           |                           |                        |
| 100-505-5700-720 | CEMETERY DONATIONS                        | <u>45,733</u>          | <u>49,000</u>           | <u>41,239</u>             | <u>49,000</u>             | <u>52,000</u>          |
|                  | TOTAL CONTRIBUTIONS, GRANTS, &            | <u>45,733</u>          | <u>49,000</u>           | <u>41,239</u>             | <u>49,000</u>             | <u>52,000</u>          |
|                  | TOTAL CEMETERY                            | <u>52,088</u>          | <u>53,269</u>           | <u>43,211</u>             | <u>53,269</u>             | <u>54,721</u>          |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - ANIMAL POUND**

DPW picks up stray dogs and animals upon Police Department request, washes kennels, feeds animals, and releases dogs approved by Police. If an animal is left for ten days it will be transferred to the Waukesha County Humane Society (HAWS).

**Category: Health and Human Services**

**EXPENDITURES: Account # 505-5800**

|            |   |  |
|------------|---|--|
| <b>100</b> | <b><i>Wages and Benefits</i></b>                |  |
| 121        | <i>Crew Regular Wages</i>                       |  |
| 125        | <i>Part-Time Wages without Benefits</i>         | Seasonal help  |
| 133        | <i>Longevity</i>                                | Crew employees   |
| 151        | <i>FICA</i>                                     | Employer share of Social Security and Medicare   |
| 152        | <i>Wisconsin Retirement System</i>              | Employer share of required contribution  |
| 154        | <i>Health Insurance</i>                         | Employer share of premiums   |
| 155        | <i>Life Insurance</i>                           | Employer share of premiums   |
| <b>200</b> | <b><i>Purchased Services</i></b>                |  |
| 210        | <i>Outside/Prof Services (Non-IT)</i>           |  |
| 222        | <i>Electric and Water</i>                       |  |
| 224        | <i>Gas and Heat</i>                             | Liquid propane to heat kennel  |
| <b>300</b> | <b><i>Operating Supplies and Expenses</i></b>   |  |
| 340        | <i>Operating Supplies and Expenses</i>          | Purchase of necessary food, straw, hay, various odor sprays and special equipment necessary in catching animals and housing them |
| 341        | <i>Safety Supplies</i>                          | Gloves   |
| 351        | <i>Gas and Diesel</i>                           | 250 gallons non-lead fuel @ \$2.40/gallon  |
| <b>400</b> | <b><i>Maintenance of City Property</i></b>      |  |
| 400        | <i>Repair/Maint of Buildings</i>                | Kennel maintenance   |
| 410        | <i>Repair/Maint of Grounds</i>                  | Kennel fence repairs   |
| <b>700</b> | <b><i>Contributions, Grants, and Others</i></b> |  |
| 720        | <i>Donations</i>                                | Disposing of animals by vet and donation to HAWS for handling animals  |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - ANIMAL POUND**

| <b>ACCT NO</b>                            | <b>ACCOUNT DESCRIPTION</b>     | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> |
|---|--------------------------------|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
| <u>WAGES AND BENEFITS</u>                 |                                |                        |                         |                           |                           |                        |
| 100-505-5800-121                          | ANIMAL POUND CREW WAGES        | 3,661                  | 3,562                   | 2,558                     | 3,318                     | 3,368                  |
| 100-505-5800-125                          | ANIMAL POUND P/T WAGES         | 926                    | 685                     | 108                       | 676                       | 692                    |
| 100-505-5800-133                          | ANIMAL POUND LONGEVITY         | 6                      | 6                       | 2                         | 3                         | 4                      |
| 100-505-5800-151                          | ANIMAL POUND FICA              | 348                    | 325                     | 202                       | 306                       | 311                    |
| 100-505-5800-152                          | ANIMAL POUND WRS               | 249                    | 235                     | 169                       | 219                       | 229                    |
| 100-505-5800-154                          | ANIMAL POUND HEALTH INS        | 1,206                  | 984                     | 762                       | 1,075                     | 1,107                  |
| 100-505-5800-155                          | ANIMAL POUND LIFE INS          | 8                      | 5                       | 7                         | 4                         | 4                      |
|   | TOTAL WAGES AND BENEFITS       | <u>6,404</u>           | <u>5,802</u>            | <u>3,807</u>              | <u>5,601</u>              | <u>5,715</u>           |
| <u>PURCHASED SERVICES</u>                 |                                |                        |                         |                           |                           |                        |
| 100-505-5800-210                          | ANIMAL POUND OUTSD SVCS NON-IT | 176                    | 0                       | 0                         | 0                         | 0                      |
| 100-505-5800-222                          | ANIMAL POUND ELEC/WATER        | 178                    | 180                     | 89                        | 142                       | 150                    |
| 100-505-5800-224                          | ANIMAL POUND GAS/HEAT          | 1,170                  | 2,800                   | 929                       | 1,300                     | 1,400                  |
|   | TOTAL PURCHASED SERVICES       | <u>1,524</u>           | <u>2,980</u>            | <u>1,018</u>              | <u>1,442</u>              | <u>1,550</u>           |
| <u>OPERATING SUPPLIES AND EXPENSES</u>    |                                |                        |                         |                           |                           |                        |
| 100-505-5800-340                          | ANIMAL POUND OPER SUP/EXP      | 53                     | 450                     | 41                        | 450                       | 200                    |
| 100-505-5800-341                          | ANIMAL POUND SAFETY SUP        | 0                      | 100                     | 0                         | 0                         | 0                      |
| 100-505-5800-351                          | ANIMAL POUND GAS/DIESEL        | 554                    | 690                     | 192                       | 250                       | 600                    |
|   | TOTAL OPERATING SUPPLIES & EXP | <u>607</u>             | <u>1,240</u>            | <u>233</u>                | <u>700</u>                | <u>800</u>             |
| <u>MAINTENANCE OF CITY PROPERTY</u>       |                                |                        |                         |                           |                           |                        |
| 100-505-5800-400                          | ANIMAL POUND RPR/MAINT BLDG    | 0                      | 250                     | 0                         | 250                       | 250                    |
| 100-505-5800-410                          | ANIMAL POUND RPR/MAINT GRNDS   | 0                      | 100                     | 0                         | 100                       | 100                    |
|   | TOTAL MAINTENANCE OF CITY PROP | <u>0</u>               | <u>350</u>              | <u>0</u>                  | <u>350</u>                | <u>350</u>             |
| <u>CONTRIBUTIONS, GRANTS, &amp; OTHER</u> |                                |                        |                         |                           |                           |                        |
| 100-505-5800-720                          | ANIMAL POUND DONATIONS         | 1,000                  | 1,000                   | 0                         | 1,000                     | 1,000                  |
|   | TOTAL CONTRIBUTIONS, GRANTS, & | <u>1,000</u>           | <u>1,000</u>            | <u>0</u>                  | <u>1,000</u>              | <u>1,000</u>           |
|   | TOTAL ANIMAL POUND             | <u>9,535</u>           | <u>11,372</u>           | <u>5,058</u>              | <u>9,093</u>              | <u>9,415</u>           |



# **GENERAL FUND**

## **Department 506 Library**



**City of Oconomowoc  
Library  
Department 506  
2017 Budget**

Summary

|  | <b>2015<br/>Actual</b> | <b>2016<br/>Budget</b> | <b>2016<br/>Estimate</b> | <b>2017<br/>Budget</b> |
|--|------------------------|------------------------|--------------------------|------------------------|
| <b>Revenues</b>  |                        |                        |                          |                        |
| Intergovernmental Aid  | 392,516                | 387,391                | 387,391                  | 404,922                |
| Public Charges for Services                                    | 31,754                 | 36,000                 | 34,889                   | 36,500                 |
| Miscellaneous Revenues   | 4,361                  | 3,700                  | 9,155                    | 5,000                  |
| Subtotal Operating Revenues                                    | <u>428,631</u>         | <u>427,091</u>         | <u>431,435</u>           | <u>446,422</u>         |
| <b>Expenditures</b>  |                        |                        |                          |                        |
| Total by Object  |                        |                        |                          |                        |
| Library  | 1,115,408              | 1,122,254              | 1,237,993                | 1,144,415              |
| Subtotal Expenditures  | <u>1,115,408</u>       | <u>1,122,254</u>       | <u>1,237,993</u>         | <u>1,144,415</u>       |
| Net Cost/(Revenue) of Department<br>(excluding property taxes) | <u>686,777</u>         | <u>695,163</u>         | <u>806,558</u>           | <u>697,993</u>         |
| Net EV Tax Levy per \$1,000                                    | \$ 0.37                | \$ 0.37                | \$ 0.42                  | \$ 0.35                |



# City of Oconomowoc Library Department 506 2017 Budget

## Department Objective

The Oconomowoc Public Library (OPL) provides materials, services, facilities, technology and up-to-date resources and programs to meet the educational, informational, cultural and recreational needs of the community. The Library is a free and vital resource, providing the community with the opportunity to explore, discover, learn, grow, ultimately enriching individual lives and the community as a whole. We actively promote an interest in and appreciation for reading and encourage lifelong learning through our collection of high-demand, high-interest materials in a variety of formats for persons of all ages.

The OPL has been part of the Waukesha County Federated Library System (WCFLS) since 1981. In 2016 Jefferson County joined WCFLS and the library system name was changed to Bridges Library System. It serves a population area of approximately 24,760. The 2015 City circulation was 133,146; the outside circulation was 131,704 for a total circulation of 264,850. Based on the 24 libraries in the federated system, the average circulation cost is \$4.10.

The Library employs 7 full-time and 21 part-time employees. It is open Monday through Saturday for a total of 56 hours per week in the summer and 62 hours per week in the winter. October through April, the Library is open Sundays from 1:00 to 4:00 p.m. for a grand total of 63 hours.

## Department Goals and Initiatives for 2017

- Enhance and expand outreach service: The library has hired a Special Services Coordinator, who will oversee the library's outreach to local senior living facilities and other locations. This will enhance service to an underserved population of potential library patrons.
- Building/Facilities Updates: The library submitted capital requests for several building and grounds updates for 2017: Replacing the boiler, updating the landscaping and grounds, installing an irrigation system, and sidewalk replacement. The library will work with other city staff on scheduling and communicating with the public as needed regarding these projects.
- Changes in Circulation: With changes in circulation over the past few years, the library would like to work with the city, county, and state to explore ways to better capture our patrons' use of the library in a way that is meaningful from a funding perspective.
- Increase Reach of Library Service: The library aims to increase the number of City of Oconomowoc residents who have library cards by 5% by the end of 2017. Currently 47% of city residents have library cards that have been active within five years. The library aims to increase that number to 52% via creative marketing and increased outreach to the community.

## Major Changes From Prior Years

- Staffing Changes:
  - The library underwent a partial staffing restructure in the cataloging department: The full-time cataloger position was decreased to part-time in 2015, and the position was eliminated in early 2016. Also, a cataloging assistant position was eliminated after a resignation in 2015. The Adult Services and Reference Librarian, took over responsibility for cataloging in early 2016.
  - In 2015, the library board approved creation of a new position: Special Services Coordinator. This position works half of the time in the children’s department, and half of the time is devoted to outreach and volunteer coordination.
- Facilities Changes: The library redesigned several areas of the library, including the area in front of the checkout desk, several areas in the children’s department, the Spanish language collection, the teen section, the adult audiovisual sections, and the Spaulding conference room. Patron response to these changes has been very positive.
- Operations Changes: In September of 2015, the library began opening one hour earlier and closing one hour earlier Monday through Thursday, and opening an hour earlier on Fridays. This change has resulted in increased circulation, and has been very well-received by patrons.
- Updated Statistical Reporting: Going forward, the library will provide a clearer view of library service and performance with more in-depth statistics that correspond to the statistics the library reports annually to the state and in the library’s annual Business Plan (please see below).
- New Library System: Jefferson County joined the Waukesha County Federated Library System in January 2016, and the library system now has a new name: Bridges Library System. As a result, more patrons are able to use the Oconomowoc Public Library, and more materials are available for interlibrary loan. The library worked to find the best way to accommodate the additional interlibrary loan bins and materials, to educate patrons about the change, and to coordinate policies amongst libraries where possible.
- Changes in Circulation: Our statistics show that patrons’ use of the library is changing – not necessarily decreasing, but diversifying. Patron use of Overdrive for e-books and e-audiobooks is increasing. I am also happy to report that circulation of ‘traditional’ (physical) library materials has also been higher in the first four months of 2016 than it was during the same time period in 2015.

## Budgeted Positions

| <b>Description</b>      | <b>2014</b>   | <b>2015</b>   | <b>2016</b>   | <b>2017</b>   |
|-------------------------|---------------|---------------|---------------|---------------|
| Full-Time Employees/FTE | 7.00 / 7.00   | 7.00 / 7.00   | 7.00 / 7.00   | 7.00 / 7.00   |
| Part-Time Employees/FTE | 21.00 / 7.06  | 21.00 / 7.06  | 22.00 / 7.60  | 21.00 / 7.14  |
| Total Employees/FTE     | 28.00 / 14.06 | 28.00 / 14.06 | 29.00 / 14.60 | 28.00 / 14.14 |

### Changes from 2015 to 2016:

- Addition of one part-time Children’s Librarian position.
- Increase in part-time Circulation and Reference hours due to expanded library hours.

### Changes from 2016 to 2017:

- One full time Cataloger position was eliminated
- Addition of one full time Special Services Librarian position.
- Part-time Children’s Librarian position created in 2016 was eliminated and the job duties transitioned to the full time Special Services Librarian position.

**Department Outputs/Outcomes/Performance Measurements**

| <b>Description</b>   | <b>2014<br/>Actual</b> | <b>2015<br/>Actual</b> | <b>2016<br/>Budget</b> | <b>2017<br/>Budget</b> |
|--|------------------------|------------------------|------------------------|------------------------|
| Physical Materials in Collection   | 121,757                | 118,460                | 115,500                | 120,000                |
| Electronic Materials<br>(downloadable)   | 152,975                | 174,660                | 185,000                | 195,000                |
| Total Annual Circulation   | 269,282                | 264,716                | 270,000                | 278,650                |
| Total Uses of Electronic Materials   | 19,178                 | 22,005                 | 24,250                 | 27,000                 |
| Registered Users   | 21,523                 | 22,564                 | 22,325                 | 19,000*                |
| Number of Programs Total   | 297                    | 374                    | 400                    | 420                    |
| Total Program Attendance   | 15,566                 | 17,189                 | 18,090                 | 18,750                 |
| Library Visits   | 138,301                | 141,503                | 144,000                | 147,500                |
| Meeting Room Uses  | 233                    | 255                    | 265                    | 275                    |
| *Decrease in registered users relates to planned purging of inactive cards during 2016 |                        |                        |                        |                        |

**CITY OF OCONOMOWOC  
2017 BUDGET  
LIBRARY REVENUES**

**REVENUES**

|                                   |   |
|-----------------------------------|---|
| <b>Intergovernmental Revenues</b> |   |
| <i>County Aid - Library</i>       | Bridges Library System Reimbursement                                      |
| <i>Intersystem Lib Aid</i>        | Payment from Jefferson, Dodge, and Washington Counties for use of library |
| <b>Penalties and Fines</b>        |   |
| <i>Other Public Charges</i>       | Fines, copying, lost books, and lost cards                                |
| <i>Copying</i>                    | Fees for public copier and printed materials                              |
| <i>City Room Rental</i>           | Rental charges for use of the meeting and conference rooms                |
| <b>Miscellaneous Revenues</b>     |   |
| <i>Sale of Property</i>           |   |
| <i>Purch Card Rebate</i>          | Rebate earned on purchasing card payments                                 |
| <i>Donations - Indiv/Org</i>      | Grants received from library system and other sources                     |
| <i>Donations - Tax Exempt Org</i> | WCFLS and miscellaneous grants for Library programs                       |

**CITY OF OCONOMOWOC**  
**2017 BUDGET**  
**LIBRARY - REVENUES**

| ACCT NO                           | ACCOUNT DESCRIPTION         | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET | PERCENT<br>CHANGE |
|-----------------------------------|-----------------------------|----------------|-----------------|-------------------|-------------------|----------------|-------------------|
| <u>INTERGOVERNMENTAL AID</u>      |                             |                |                 |                   |                   |                |                   |
| 100-403-3720-006                  | COUNTY AID - LIBRARY        | 283,103        | 281,657         | 140,953           | 281,657           | 289,622        | 2.83%             |
| 100-403-3721-006                  | INTERSYSTEM LIBRARY AID     | 109,413        | 105,734         | 52,981            | 105,734           | 115,300        | 9.05%             |
| TOTAL INTERGOVERNMENTAL A         |                             | 392,516        | 387,391         | 193,934           | 387,391           | 404,922        | 4.53%             |
| <u>PUBLIC CHARGES FOR SERVICE</u> |                             |                |                 |                   |                   |                |                   |
| 100-406-6114-006                  | OTHER PUBLIC CHARGES FOR S  | 19,384         | 21,000          | 11,558            | 21,789            | 22,000         | 4.76%             |
| 100-406-6116-006                  | COPYING                     | 6,678          | 7,000           | 3,384             | 7,350             | 8,750          | 25.00%            |
| 100-406-6741-006                  | CITY ROOM RENTAL            | 5,692          | 8,000           | 2,920             | 5,750             | 5,750          | -28.13%           |
| TOTAL PUBLIC CHARGES FOR S        |                             | 31,754         | 36,000          | 17,862            | 34,889            | 36,500         | 1.39%             |
| <u>MISCELLANEOUS REVENUES</u>     |                             |                |                 |                   |                   |                |                   |
| 100-408-8310-006                  | SALE OF PROPERTY - LIBRARY  | 150            | 0               | 669               | 675               | 0              | .00%              |
| 100-408-8430-006                  | PURCHASING CARD REBATE      | 2,731          | 2,700           | 3,369             | 3,380             | 3,000          | 11.11%            |
| 100-408-8501-006                  | DONATIONS - INDIVIDUALS/ORG | 1,060          | 0               | 2,095             | 2,100             | 500            | .00%              |
| 100-408-8505-006                  | DONATIONS - TAX EXEMPT ORG  | 420            | 1,000           | 2,941             | 3,000             | 1,500          | 50.00%            |
| TOTAL MISCELLANEOUS REVEN         |                             | 4,361          | 3,700           | 9,075             | 9,155             | 5,000          | 35.14%            |
| TOTAL FUND REVENUES               |                             | 428,631        | 427,091         | 220,871           | 431,435           | 446,422        | 4.53%             |

**DEPARTMENT 506 - LIBRARY  
EXPENDITURE BUDGET SUMMARY**

| ACCOUNT TITLE                     | A/C | 2015<br>ACTUAL   | 2016<br>ADOPTED  | 6/30/2016<br>ACTUAL | 2016<br>ESTIMATE | 2017<br>PROPOSED | %<br>CHANGE |
|-----------------------------------|-----|------------------|------------------|---------------------|------------------|------------------|-------------|
| <b>WAGES AND BENEFITS</b>         |     |                  |                  |                     |                  |                  |             |
| Salaries                          | 111 | \$348,566        | \$320,740        | \$139,204           | \$313,399        | \$342,207        | 6.7%        |
| Part-Time Wages with Benefits     | 113 | \$103,568        | \$141,322        | \$48,544            | \$122,410        | \$144,382        | 2.2%        |
| Part-Time Wages without Benefits  | 125 | \$56,409         | \$54,001         | \$26,525            | \$36,424         | \$37,089         | -31.3%      |
| Library Sunday Hours              | 126 | \$4,964          | \$3,558          | \$2,794             | \$3,558          | \$3,629          | 2.0%        |
| Longevity                         | 133 | \$72             | \$72             | \$30                | \$72             | \$72             |             |
| FICA                              | 151 | \$40,307         | \$44,879         | \$17,609            | \$41,129         | \$45,457         | 1.3%        |
| Wisconsin Retirement System       | 152 | \$32,212         | \$33,701         | \$13,594            | \$31,372         | \$36,065         | 7.0%        |
| Sick Leave                        | 153 | \$1,714          | \$27,650         | \$4,028             | \$23,916         | \$25,777         | -6.8%       |
| Health Insurance                  | 154 | \$114,555        | \$121,228        | \$57,740            | \$123,783        | \$123,059        | 1.5%        |
| Life Insurance                    | 155 | \$1,259          | \$1,517          | \$467               | \$1,206          | \$1,341          | -11.6%      |
| Vacation Leave                    | 156 | \$6,425          | \$23,259         | \$7,796             | \$24,059         | \$26,028         | 11.9%       |
| Holiday Leave                     | 157 | \$8,358          | \$15,907         | \$2,630             | \$13,646         | \$14,879         | -6.5%       |
| Funeral Leave                     | 161 | \$241            |                  |                     |                  |                  |             |
| Worker's Compensation/Hurt-on-Job | 163 | \$140            |                  |                     |                  |                  |             |
| Compensatory Time Earned          | 164 | \$5,248          |                  | \$2,644             |                  |                  |             |
| <b>TOTAL WAGES &amp; BENEFITS</b> |     | <b>\$724,039</b> | <b>\$787,833</b> | <b>\$323,604</b>    | <b>\$734,973</b> | <b>\$799,984</b> | <b>1.5%</b> |

**PURCHASED SERVICES**

|  |     |                  |                  |                 |                  |                  |              |
|--|-----|------------------|------------------|-----------------|------------------|------------------|--------------|
| Outside and Professional Services (Non-IT) | 210 | \$45,014         | \$43,492         | \$31,746        | \$49,075         | \$48,910         | 12.5%        |
| Outside and Professional Services (IT)     | 211 | \$13,035         | \$12,000         | \$6,699         | \$12,000         | \$13,250         | 10.4%        |
| Library Programs                           | 212 | \$8,832          | \$6,000          | \$5,437         | \$6,258          | \$8,000          | 33.3%        |
| Electric and Water                         | 222 | \$36,258         | \$39,140         | \$17,148        | \$37,000         | \$39,000         | -0.4%        |
| Gas and Heat                               | 224 | \$9,699          | \$21,080         | \$5,724         | \$10,000         | \$10,200         | -51.6%       |
| Telephone                                  | 225 | \$735            | \$750            | \$363           | \$726            | \$750            |              |
| Internet and Cable                         | 226 | \$3,120          | \$3,000          |                 | \$3,000          | \$3,000          |              |
| Repair and Maintenance Contracts (Non-IT)  | 240 | \$3,716          | \$2,825          | \$1,284         | \$3,825          | \$3,825          | 35.4%        |
| Repair and Maintenance Contracts (IT)      | 241 | \$1,406          | \$1,000          | \$288           | \$864            | \$1,500          | 50.0%        |
| <b>TOTAL PURCHASED SERVICES</b>            |     | <b>\$121,816</b> | <b>\$129,287</b> | <b>\$68,688</b> | <b>\$122,748</b> | <b>\$128,435</b> | <b>-0.7%</b> |

**OPERATING SUPPLIES AND EXPENSES**

|  |     |                  |                  |                 |                  |                  |             |
|--|-----|------------------|------------------|-----------------|------------------|------------------|-------------|
| Office Supplies                            | 310 | \$7,184          | \$8,000          | \$4,048         | \$8,000          | \$8,000          |             |
| Postage                                    | 311 | \$1,075          | \$800            | \$675           | \$1,461          | \$1,300          | 62.5%       |
| Printing                                   | 313 | \$323            | \$500            |                 | \$250            | \$500            |             |
| Membership Dues                            | 320 | \$520            | \$560            | \$30            | \$560            | \$560            |             |
| Books and References                       | 321 | \$75,104         | \$80,000         | \$33,926        | \$80,000         | \$80,575         | 0.7%        |
| Periodicals                                | 322 | \$21,086         | \$20,000         | \$7,347         | \$20,000         | \$20,000         |             |
| Audio Visual                               | 323 | \$12,572         | \$19,210         | \$7,030         | \$19,210         | \$22,500         | 17.1%       |
| Licenses                                   | 324 | \$52             |                  | \$239           | \$500            | \$100            |             |
| Electronic Media                           | 325 | \$2,738          | \$2,285          | \$3,049         | \$3,200          | \$2,500          | 9.4%        |
| Publicity                                  | 326 | \$1,572          | \$3,715          | \$818           | \$2,454          | \$2,500          | -32.7%      |
| Training and Travel                        | 330 | \$4,021          | \$4,500          | \$2,545         | \$4,980          | \$6,000          | 33.3%       |
| Car Allowance                              | 332 | \$141            | \$144            | \$72            | \$144            | \$144            |             |
| Operating Supplies and Expenses            | 340 | \$63,921         | \$15,635         | \$24,545        | \$25,530         | \$16,500         | 5.5%        |
| Safety Supplies                            | 341 | \$67             | \$75             |                 | \$75             |                  | -100.0%     |
| Janitorial Supplies                        | 343 | \$2,728          | \$2,455          | \$1,669         | \$2,455          | \$2,500          | 1.8%        |
| Computer and Technology Equipment          | 345 |                  |                  |                 |                  | \$8,000          |             |
| <b>TOTAL OPERATING SUPPLIES &amp; EXP.</b> |     | <b>\$193,103</b> | <b>\$157,879</b> | <b>\$85,992</b> | <b>\$168,819</b> | <b>\$171,679</b> | <b>8.7%</b> |

**MAINTENANCE OF CITY PROPERTY**

|   |     |                 |                 |                |                 |                 |               |
|---|-----|-----------------|-----------------|----------------|-----------------|-----------------|---------------|
| Repair/Maintenance of Buildings           | 400 | \$14,897        | \$11,800        | \$4,414        | \$11,800        | \$12,223        | 3.6%          |
| Repair/Maintenance of Grounds             | 410 |                 | \$500           |                | \$500           | \$500           |               |
| Repair/Maintenance of Equipment (Non-Flee | 435 | \$4,956         | \$6,200         |                | \$6,200         | \$1,294         | -79.1%        |
| <b>TOTAL MAINTENANCE OF CITY PROPERTY</b> |     | <b>\$19,853</b> | <b>\$18,500</b> | <b>\$4,414</b> | <b>\$18,500</b> | <b>\$14,017</b> | <b>-24.2%</b> |

| ACCOUNT TITLE | A/C | 2015<br>ACTUAL | 2016<br>ADOPTED | 6/30/2016<br>ACTUAL | 2016<br>ESTIMATE | 2017<br>PROPOSED | %<br>CHANGE |
|---------------|-----|----------------|-----------------|---------------------|------------------|------------------|-------------|
|---------------|-----|----------------|-----------------|---------------------|------------------|------------------|-------------|

**FIXED CHARGES**

|                            |     |                 |                 |                 |                 |                 |             |
|----------------------------|-----|-----------------|-----------------|-----------------|-----------------|-----------------|-------------|
| Technology                 | 509 | \$4,410         | \$7,000         | \$3,500         | \$7,000         | \$8,270         | 18.1%       |
| Risk Management            | 510 | \$17,415        | \$19,265        | \$9,633         | \$19,265        | \$19,330        | 0.3%        |
| Rent                       | 530 | \$2,189         | \$2,490         | \$1,334         | \$2,688         | \$2,700         | 8.4%        |
| <b>TOTAL FIXED CHARGES</b> |     | <b>\$24,014</b> | <b>\$28,755</b> | <b>\$14,466</b> | <b>\$28,953</b> | <b>\$30,300</b> | <b>5.4%</b> |

|                                     |  |                    |                    |                  |                    |                    |             |
|-------------------------------------|--|--------------------|--------------------|------------------|--------------------|--------------------|-------------|
| <b>TOTAL OPERATING EXPENDITURES</b> |  | <b>\$1,082,824</b> | <b>\$1,122,254</b> | <b>\$497,165</b> | <b>\$1,073,993</b> | <b>\$1,144,415</b> | <b>2.0%</b> |
|-------------------------------------|--|--------------------|--------------------|------------------|--------------------|--------------------|-------------|

**CAPITAL OUTLAY**

|                             |     |                 |  |                |                  |  |  |
|-----------------------------|-----|-----------------|--|----------------|------------------|--|--|
| Capital Improvements        | 820 | \$7,793         |  |                | \$142,000        |  |  |
| Capital Buildings           | 822 | \$24,790        |  | \$1,192        | \$22,000         |  |  |
| <b>TOTAL CAPITAL OUTLAY</b> |     | <b>\$32,583</b> |  | <b>\$1,192</b> | <b>\$164,000</b> |  |  |

|                             |  |                    |                    |                  |                    |                    |             |
|-----------------------------|--|--------------------|--------------------|------------------|--------------------|--------------------|-------------|
| <b>GRAND TOTAL DEPT 506</b> |  | <b>\$1,115,408</b> | <b>\$1,122,254</b> | <b>\$498,357</b> | <b>\$1,237,993</b> | <b>\$1,144,415</b> | <b>2.0%</b> |
|-----------------------------|--|--------------------|--------------------|------------------|--------------------|--------------------|-------------|

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - LIBRARY**

**Category: Library**

**EXPENDITURES: Account # 506-6100**

| <b>100 Wages and Benefits</b> |  |                              |         |                 |         |                     |         |                   |       |          |         |                              |       |             |         |                            |         |       |          |              |       |                 |       |                      |       |                       |       |                 |       |
|-------------------------------|--|------------------------------|---------|-----------------|---------|---------------------|---------|-------------------|-------|----------|---------|------------------------------|-------|-------------|---------|----------------------------|---------|-------|----------|--------------|-------|-----------------|-------|----------------------|-------|-----------------------|-------|-----------------|-------|
| 111                           | <i>Salaries</i><br>7 full time Library Staff - 100%<br>City Administrator - 5%<br>Human Resources Manager - 10%<br>Accountant - 5%<br>Financial Clerk-Treasury - 5%<br>Financial Clerk-Accounts Payable - 5%<br>Maintenance Supervisor - 25%   |                              |         |                 |         |                     |         |                   |       |          |         |                              |       |             |         |                            |         |       |          |              |       |                 |       |                      |       |                       |       |                 |       |
| 113                           | <i>Part-Time Wages with Benefits</i> 13 part-time employees (5.1 FTE)  |                              |         |                 |         |                     |         |                   |       |          |         |                              |       |             |         |                            |         |       |          |              |       |                 |       |                      |       |                       |       |                 |       |
| 125                           | <i>Part-Time Wages without Benefits</i> Pages, Circulation Clerks, etc. (1.9 FTE)  |                              |         |                 |         |                     |         |                   |       |          |         |                              |       |             |         |                            |         |       |          |              |       |                 |       |                      |       |                       |       |                 |       |
| 126                           | <i>Library Sunday Hours</i> Part-time staff hours for January to April and October to December for Sunday openings (0.1 FTE)   |                              |         |                 |         |                     |         |                   |       |          |         |                              |       |             |         |                            |         |       |          |              |       |                 |       |                      |       |                       |       |                 |       |
| 133                           | <i>Longevity</i> Financial Clerk – Accounts Payable, and Maintenance Supervisor  |                              |         |                 |         |                     |         |                   |       |          |         |                              |       |             |         |                            |         |       |          |              |       |                 |       |                      |       |                       |       |                 |       |
| 151                           | <i>FICA</i> Employer share of Social Security and Medicare   |                              |         |                 |         |                     |         |                   |       |          |         |                              |       |             |         |                            |         |       |          |              |       |                 |       |                      |       |                       |       |                 |       |
| 152                           | <i>Wisconsin Retirement System</i> Employer share of required contribution   |                              |         |                 |         |                     |         |                   |       |          |         |                              |       |             |         |                            |         |       |          |              |       |                 |       |                      |       |                       |       |                 |       |
| 153                           | <i>Sick Leave</i>  |                              |         |                 |         |                     |         |                   |       |          |         |                              |       |             |         |                            |         |       |          |              |       |                 |       |                      |       |                       |       |                 |       |
| 154                           | <i>Health Insurance</i> Employer share of premiums   |                              |         |                 |         |                     |         |                   |       |          |         |                              |       |             |         |                            |         |       |          |              |       |                 |       |                      |       |                       |       |                 |       |
| 155                           | <i>Life Insurance</i> Employer share of premiums   |                              |         |                 |         |                     |         |                   |       |          |         |                              |       |             |         |                            |         |       |          |              |       |                 |       |                      |       |                       |       |                 |       |
| 156                           | <i>Vacation Leave</i>  |                              |         |                 |         |                     |         |                   |       |          |         |                              |       |             |         |                            |         |       |          |              |       |                 |       |                      |       |                       |       |                 |       |
| 157                           | <i>Holiday Leave</i>   |                              |         |                 |         |                     |         |                   |       |          |         |                              |       |             |         |                            |         |       |          |              |       |                 |       |                      |       |                       |       |                 |       |
| 161                           | <i>Funeral Leave</i>   |                              |         |                 |         |                     |         |                   |       |          |         |                              |       |             |         |                            |         |       |          |              |       |                 |       |                      |       |                       |       |                 |       |
| 163                           | <i>Worker's Comp/Hurt-on-Job</i>   |                              |         |                 |         |                     |         |                   |       |          |         |                              |       |             |         |                            |         |       |          |              |       |                 |       |                      |       |                       |       |                 |       |
| 164                           | <i>Compensatory Time Earned</i>  |                              |         |                 |         |                     |         |                   |       |          |         |                              |       |             |         |                            |         |       |          |              |       |                 |       |                      |       |                       |       |                 |       |
| <b>200 Purchased Services</b> |  |                              |         |                 |         |                     |         |                   |       |          |         |                              |       |             |         |                            |         |       |          |              |       |                 |       |                      |       |                       |       |                 |       |
| 210                           | <i>Outside/Prof Services (Non-IT)</i><br><table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;">Audit</td> <td style="width: 20%; text-align: right;">\$1,490</td> <td style="width: 30%;">Window cleaning</td> <td style="width: 10%; text-align: right;">\$1,600</td> </tr> <tr> <td>Janitorial Services</td> <td style="text-align: right;">\$7,080</td> <td>Boiler inspection</td> <td style="text-align: right;">\$175</td> </tr> <tr> <td>Attorney</td> <td style="text-align: right;">\$2,050</td> <td>Fire extinguisher inspection</td> <td style="text-align: right;">\$150</td> </tr> <tr> <td>Snowplowing</td> <td style="text-align: right;">\$3,725</td> <td>Floor cleaning and sealing</td> <td style="text-align: right;">\$5,000</td> </tr> <tr> <td>WCFLS</td> <td style="text-align: right;">\$25,500</td> <td>Pest control</td> <td style="text-align: right;">\$290</td> </tr> <tr> <td>Automatic doors</td> <td style="text-align: right;">\$500</td> <td>Sprinkler inspection</td> <td style="text-align: right;">\$400</td> </tr> <tr> <td>Electronic monitoring</td> <td style="text-align: right;">\$450</td> <td>Fire inspection</td> <td style="text-align: right;">\$500</td> </tr> </table> | Audit                        | \$1,490 | Window cleaning | \$1,600 | Janitorial Services | \$7,080 | Boiler inspection | \$175 | Attorney | \$2,050 | Fire extinguisher inspection | \$150 | Snowplowing | \$3,725 | Floor cleaning and sealing | \$5,000 | WCFLS | \$25,500 | Pest control | \$290 | Automatic doors | \$500 | Sprinkler inspection | \$400 | Electronic monitoring | \$450 | Fire inspection | \$500 |
| Audit                         | \$1,490  | Window cleaning              | \$1,600 |                 |         |                     |         |                   |       |          |         |                              |       |             |         |                            |         |       |          |              |       |                 |       |                      |       |                       |       |                 |       |
| Janitorial Services           | \$7,080  | Boiler inspection            | \$175   |                 |         |                     |         |                   |       |          |         |                              |       |             |         |                            |         |       |          |              |       |                 |       |                      |       |                       |       |                 |       |
| Attorney                      | \$2,050  | Fire extinguisher inspection | \$150   |                 |         |                     |         |                   |       |          |         |                              |       |             |         |                            |         |       |          |              |       |                 |       |                      |       |                       |       |                 |       |
| Snowplowing                   | \$3,725  | Floor cleaning and sealing   | \$5,000 |                 |         |                     |         |                   |       |          |         |                              |       |             |         |                            |         |       |          |              |       |                 |       |                      |       |                       |       |                 |       |
| WCFLS                         | \$25,500   | Pest control                 | \$290   |                 |         |                     |         |                   |       |          |         |                              |       |             |         |                            |         |       |          |              |       |                 |       |                      |       |                       |       |                 |       |
| Automatic doors               | \$500  | Sprinkler inspection         | \$400   |                 |         |                     |         |                   |       |          |         |                              |       |             |         |                            |         |       |          |              |       |                 |       |                      |       |                       |       |                 |       |
| Electronic monitoring         | \$450  | Fire inspection              | \$500   |                 |         |                     |         |                   |       |          |         |                              |       |             |         |                            |         |       |          |              |       |                 |       |                      |       |                       |       |                 |       |
| 211                           | <i>Outside/Prof Services (IT)</i> IT consultant  |                              |         |                 |         |                     |         |                   |       |          |         |                              |       |             |         |                            |         |       |          |              |       |                 |       |                      |       |                       |       |                 |       |
| 212                           | <i>Library Programs</i> Various programs are held for Library patrons including outside presenters   |                              |         |                 |         |                     |         |                   |       |          |         |                              |       |             |         |                            |         |       |          |              |       |                 |       |                      |       |                       |       |                 |       |
| 222                           | <i>Electric and Water</i>  |                              |         |                 |         |                     |         |                   |       |          |         |                              |       |             |         |                            |         |       |          |              |       |                 |       |                      |       |                       |       |                 |       |
| 224                           | <i>Gas and Heat</i>  |                              |         |                 |         |                     |         |                   |       |          |         |                              |       |             |         |                            |         |       |          |              |       |                 |       |                      |       |                       |       |                 |       |
| 225                           | <i>Telephone</i> Monthly line and toll charges   |                              |         |                 |         |                     |         |                   |       |          |         |                              |       |             |         |                            |         |       |          |              |       |                 |       |                      |       |                       |       |                 |       |
| 226                           | <i>Internet and Cable</i> TEACH Wisconsin T1 data line (\$250 per month billed biannually)   |                              |         |                 |         |                     |         |                   |       |          |         |                              |       |             |         |                            |         |       |          |              |       |                 |       |                      |       |                       |       |                 |       |
| 240                           | <i>Repair/Maint Contracts (Non-IT)</i><br>Copier for office \$2,500<br>Book security \$1,325   |                              |         |                 |         |                     |         |                   |       |          |         |                              |       |             |         |                            |         |       |          |              |       |                 |       |                      |       |                       |       |                 |       |
| 241                           | <i>Repair/Maint Contracts (IT)</i> Security software   |                              |         |                 |         |                     |         |                   |       |          |         |                              |       |             |         |                            |         |       |          |              |       |                 |       |                      |       |                       |       |                 |       |

**CITY OF OCONOMOWOC**  
**2017 BUDGET**  
**GENERAL FUND - LIBRARY**

| <b>ACCT NO</b>                    | <b>ACCOUNT DESCRIPTION</b>    | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> |
|-----------------------------------|-------------------------------|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
| <u>WAGES &amp; BENEFITS</u>       |                               |                        |                         |                           |                           |                        |
| 100-506-6100-111                  | LIBRARY SALARIES              | 348,566                | 320,740                 | 139,204                   | 313,399                   | 342,207                |
| 100-506-6100-113                  | LIBRARY P/T WAGES W BEN       | 103,568                | 141,322                 | 48,544                    | 122,410                   | 144,382                |
| 100-506-6100-125                  | LIBRARY P/T WAGES             | 56,409                 | 54,001                  | 26,525                    | 36,424                    | 37,089                 |
| 100-506-6100-126                  | LIBRARY SUNDAY HOURS          | 4,964                  | 3,558                   | 2,794                     | 3,558                     | 3,629                  |
| 100-506-6100-133                  | LIBRARY LONGEVITY             | 72                     | 72                      | 30                        | 72                        | 72                     |
| 100-506-6100-151                  | LIBRARY FICA                  | 40,307                 | 44,879                  | 17,609                    | 41,129                    | 45,457                 |
| 100-506-6100-152                  | LIBRARY WRS                   | 32,212                 | 33,701                  | 13,594                    | 31,372                    | 36,065                 |
| 100-506-6100-153                  | LIBRARY SICK LEAVE            | 1,714                  | 27,650                  | 4,028                     | 23,916                    | 25,777                 |
| 100-506-6100-154                  | LIBRARY HEALTH INS            | 114,555                | 121,228                 | 57,740                    | 123,783                   | 123,059                |
| 100-506-6100-155                  | LIBRARY LIFE INS              | 1,259                  | 1,517                   | 467                       | 1,206                     | 1,341                  |
| 100-506-6100-156                  | LIBRARY VACATION              | 6,425                  | 23,259                  | 7,796                     | 24,059                    | 26,028                 |
| 100-506-6100-157                  | LIBRARY HOLIDAY               | 8,358                  | 15,907                  | 2,630                     | 13,646                    | 14,879                 |
| 100-506-6100-161                  | LIBRARY WORKERS FUNERAL LEAVE | 241                    | 0                       | 0                         | 0                         | 0                      |
| 100-506-6100-163                  | LIBRARY WORKERS COMP/HOJ      | 140                    | 0                       | 0                         | 0                         | 0                      |
| 100-506-6100-164                  | LIBRARY COMP TIME EARNED      | 5,248                  | 0                       | 2,644                     | 0                         | 0                      |
| <b>TOTAL WAGES &amp; BENEFITS</b> |                               | <b>724,038</b>         | <b>787,834</b>          | <b>323,605</b>            | <b>734,974</b>            | <b>799,985</b>         |
| <u>PURCHASED SERVICES</u>         |                               |                        |                         |                           |                           |                        |
| 100-506-6100-210                  | LIBRARY OUTSD SVCS NON-IT     | 45,014                 | 43,492                  | 31,746                    | 49,075                    | 48,910                 |
| 100-506-6100-211                  | LIBRARY PROF SVCS IT          | 13,035                 | 12,000                  | 6,699                     | 12,000                    | 13,250                 |
| 100-506-6100-212                  | LIBRARY PROGRAMS              | 8,832                  | 6,000                   | 5,437                     | 6,258                     | 8,000                  |
| 100-506-6100-222                  | LIBRARY ELEC/WATER            | 36,258                 | 39,140                  | 17,148                    | 37,000                    | 39,000                 |
| 100-506-6100-224                  | LIBRARY GAS/HEAT              | 9,699                  | 21,080                  | 5,724                     | 10,000                    | 10,200                 |
| 100-506-6100-225                  | LIBRARY TELEPHONE             | 735                    | 750                     | 363                       | 726                       | 750                    |
| 100-506-6100-226                  | LIBRARY INTERNET/CABLE        | 3,120                  | 3,000                   | 0                         | 3,000                     | 3,000                  |
| 100-506-6100-240                  | LIBRARY MAINT CONT NON-IT     | 3,716                  | 2,825                   | 1,284                     | 3,825                     | 3,825                  |
| 100-506-6100-241                  | LIBRARY MAINT CONT IT         | 1,406                  | 1,000                   | 288                       | 864                       | 1,500                  |
| <b>TOTAL PURCHASED SERVICES</b>   |                               | <b>121,815</b>         | <b>129,287</b>          | <b>68,689</b>             | <b>122,748</b>            | <b>128,435</b>         |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - LIBRARY**

**Category: Library**

**EXPENDITURES: Account # 506-6100**

|            |  |  |         |
|------------|--|--|---------|
| <b>300</b> | <b>Operating Supplies and Expense</b>      |  |         |
| 310        | <i>Office Supplies</i>                     |  |         |
| 311        | <i>Postage</i>                             |  |         |
| 313        | <i>Printing</i>                            | Envelopes, letterhead, and Library brochures   |         |
| 320        | <i>Membership Dues</i>                     | American Library Association, Wisconsin Library Association, Wisconsin Historical Society  |         |
| 321        | <i>Books and References</i>                | Approximately 3,500 new materials to keep the reference collection up-to-date  |         |
| 322        | <i>Periodicals</i>                         | Approximately 200 magazines and newspapers; serial publications received on an ongoing basis   |         |
| 323        | <i>Audio Visual</i>                        | Add materials to audio visual area of DVD's, CDs, and CD books   |         |
| 324        | <i>Licenses and Permits</i>                |  |         |
| 325        | <i>Electronic Media</i>                    | Overdrive and e-books purchased through WCFLS  |         |
| 326        | <i>Publicity</i>                           | Employment ads, yellow pages advertising   |         |
| 330        | <i>Training and Travel</i>                 | The Library has staff on various library systems or CAFÉ committees; five to eight staff members will be attending library conferences throughout the year |         |
| 332        | <i>Car Allowance</i>                       | Portion of City Administrator's car allowance (split based on salary allocation)   |         |
| 340        | <i>Operating Supplies and Expense</i>      | Tools and misc building supplies   | \$2,500 |
|            |  | Small furnishings and equipment  | \$5,000 |
|            |  | CD shelving  | \$5,000 |
|            |  | Cataloging supplies  | \$4,000 |
| 341        | <i>Safety Supplies</i>                     | Safety glasses and gloves  |         |
| 343        | <i>Janitorial Supplies</i>                 | Cleaning supplies and paper products   |         |
| 345        | <i>Computer &amp; Technology Equipment</i> | Computer accessories   | \$1,000 |
|            |  | New computers and technology equipment   | \$7,000 |
| <b>400</b> | <b>Maintenance of City Property</b>        |  |         |
| 400        | <i>Repair/Maint of Buildings</i>           | Paint, air filters, belts, light bulbs   | \$2,350 |
|            |  | Building repairs/part replacements   | \$1,675 |
|            |  | Boiler, automatic door, HVAC parts   | \$2,000 |
|            |  | Misc building repairs  | \$1,475 |
|            |  | Study room updates   | \$4,723 |
| 410        | <i>Repair/Maint of Grounds</i>             | Salt for walks   |         |
| 435        | <i>Repair/Maint of Equip (Non-Fleet)</i>   | Repairs to computers   | \$600   |
|            |  | Miscellaneous repairs  | \$694   |
| <b>500</b> | <b>Fixed Charges</b>                       |  |         |
| 509        | <i>Technology</i>                          | Payment to Technology Internal Service Fund 700 for system support, repairs, maintenance, and depreciation   |         |
| 510        | <i>Risk Management</i>                     | Payment to Risk Management Internal Service Fund 720 for insurance premiums, safety committee administration, and risk management activities               |         |
| 530        | <i>Rent</i>                                | Public Copier  |         |
| <b>800</b> | <b>Capital Outlay</b>                      |  |         |
| 820        | <i>Capital Improvements</i>                |  |         |
| 822        | <i>Capital Buildings</i>                   |  |         |

**CITY OF OCONOMOWOC**  
**2017 BUDGET**  
**GENERAL FUND - LIBRARY**

| <b>ACCT NO</b>                           | <b>ACCOUNT DESCRIPTION</b> | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> |
|--|----------------------------|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
| <u>OPERATING SUPPLIES &amp; EXPENSES</u> |                            |                        |                         |                           |                           |                        |
| 100-506-6100-310                         | LIBRARY OFFICE SUPPLIES    | 7,184                  | 8,000                   | 4,048                     | 8,000                     | 8,000                  |
| 100-506-6100-311                         | LIBRARY POSTAGE            | 1,075                  | 800                     | 675                       | 1,461                     | 1,300                  |
| 100-506-6100-313                         | LIBRARY PRINTING           | 323                    | 500                     | 0                         | 250                       | 500                    |
| 100-506-6100-320                         | LIBRARY MEMBERSHIPS        | 520                    | 560                     | 30                        | 560                       | 560                    |
| 100-506-6100-321                         | LIBRARY BOOKS & REF        | 75,104                 | 80,000                  | 33,926                    | 80,000                    | 80,575                 |
| 100-506-6100-322                         | LIBRARY PERIODICALS        | 21,086                 | 20,000                  | 7,347                     | 20,000                    | 20,000                 |
| 100-506-6100-323                         | LIBRARY AUDIO VISUAL       | 12,572                 | 19,210                  | 7,030                     | 19,210                    | 22,500                 |
| 100-506-6100-324                         | LIBRARY LIC/PERMIT         | 52                     | 0                       | 239                       | 500                       | 100                    |
| 100-506-6100-325                         | LIBRARY ELECTRONIC MEDIA   | 2,738                  | 2,285                   | 3,049                     | 3,200                     | 2,500                  |
| 100-506-6100-326                         | LIBRARY PUBLICITY          | 1,572                  | 3,715                   | 818                       | 2,454                     | 2,500                  |
| 100-506-6100-330                         | LIBRARY TRAIN/TRAVEL       | 4,021                  | 4,500                   | 2,545                     | 4,980                     | 6,000                  |
| 100-506-6100-332                         | LIBRARY CAR ALLOWANCE      | 141                    | 144                     | 72                        | 144                       | 144                    |
| 100-506-6100-340                         | LIBRARY OPER SUP/EXP       | 63,921                 | 15,635                  | 24,545                    | 25,530                    | 16,500                 |
| 100-506-6100-341                         | LIBRARY SAFETY SUP         | 67                     | 75                      | 0                         | 75                        | 0                      |
| 100-506-6100-343                         | LIBRARY JANITOR SUP        | 2,728                  | 2,455                   | 1,669                     | 2,455                     | 2,500                  |
| 100-506-6100-345                         | LIBRARY COMP/TECH EQUIP    | 0                      | 0                       | 0                         | 0                         | 8,000                  |
| TOTAL OPERATING SUPPLIES & EXP           |                            | 193,104                | 157,879                 | 85,993                    | 168,819                   | 171,679                |
| <u>MAINTENANCE OF CITY PROPERTY</u>      |                            |                        |                         |                           |                           |                        |
| 100-506-6100-400                         | LIBRARY RPR/MAINT BLDG     | 14,897                 | 11,800                  | 4,414                     | 11,800                    | 12,223                 |
| 100-506-6100-410                         | LIBRARY RPR/MAINT GRNDS    | 0                      | 500                     | 0                         | 500                       | 500                    |
| 100-506-6100-435                         | LIBRARY RPR/MNT EQUIP NF   | 4,956                  | 6,200                   | 0                         | 6,200                     | 1,294                  |
| TOTAL MAINTENANCE OF CITY PROP           |                            | 19,853                 | 18,500                  | 4,414                     | 18,500                    | 14,017                 |
| <u>FIXED CHARGES</u>                     |                            |                        |                         |                           |                           |                        |
| 100-506-6100-509                         | LIBRARY TECHNOLOGY         | 4,410                  | 7,000                   | 3,500                     | 7,000                     | 8,270                  |
| 100-506-6100-510                         | LIBRARY RISK MGMT          | 17,415                 | 19,265                  | 9,633                     | 19,265                    | 19,330                 |
| 100-506-6100-530                         | LIBRARY RENT               | 2,189                  | 2,490                   | 1,334                     | 2,688                     | 2,700                  |
| TOTAL FIXED CHARGES                      |                            | 24,014                 | 28,755                  | 14,467                    | 28,953                    | 30,300                 |
| <u>CAPITAL OUTLAY</u>                    |                            |                        |                         |                           |                           |                        |
| 100-506-6100-820                         | LIBRARY CAPITAL IMPRV      | 7,793                  | 0                       | 0                         | 142,000                   | 0                      |
| 100-506-6100-822                         | LIBRARY CAPITAL BLDGS      | 24,790                 | 0                       | 1,192                     | 22,000                    | 0                      |
| TOTAL CAPITAL OUTLAY                     |                            | 32,583                 | 0                       | 1,192                     | 164,000                   | 0                      |
| TOTAL LIBRARY                            |                            | 1,115,407              | 1,122,255               | 498,360                   | 1,237,994                 | 1,144,416              |



# **GENERAL FUND**

## **Department 507 Parks, Recreation, and Forestry**



**City of Oconomowoc  
Parks, Recreation, and Forestry  
Department 507  
2017 Budget**

Summary

|  | <b>2015<br/>Actual</b> | <b>2016<br/>Budget</b> | <b>2016<br/>Estimate</b> | <b>2017<br/>Budget</b> |
|--|------------------------|------------------------|--------------------------|------------------------|
| <b>Revenues</b>  |                        |                        |                          |                        |
| Permits and Fines  | 6,275                  | -                      | -                        | -                      |
| Public Charges for Services                                    | 452,254                | 470,115                | 472,710                  | 520,146                |
| Miscellaneous Revenues   | 29,545                 | 30,350                 | 47,093                   | 29,100                 |
| Subtotal Operating Revenues                                    | <u>488,074</u>         | <u>500,465</u>         | <u>519,803</u>           | <u>549,246</u>         |
| <b>Expenditures</b>  |                        |                        |                          |                        |
| Total by Object  |                        |                        |                          |                        |
| Recreation Administration                                      | 530,873                | 536,952                | 518,097                  | 538,334                |
| Community Center   | 139,445                | 144,435                | 140,881                  | 158,680                |
| Adult Programs   | 25,585                 | 30,446                 | 30,754                   | 33,302                 |
| Adult Sports   | 43,176                 | 44,164                 | 38,249                   | 31,955                 |
| Youth Programs   | 16,635                 | 22,740                 | 34,775                   | 38,495                 |
| Youth Sports   | 36,006                 | 45,589                 | 59,572                   | 61,843                 |
| Waterfront   | 116,539                | 119,037                | 119,529                  | 120,153                |
| Parks & Playgrounds  | 478,879                | 560,437                | 539,840                  | 561,648                |
| Athletic Fields & Courts                                       | 77,437                 | 101,751                | 100,910                  | 101,357                |
| Special Events   | 44,078                 | 39,301                 | 33,952                   | 34,745                 |
| Tree & Brush Control   | 91,210                 | 108,648                | 104,964                  | 109,573                |
| Transportation for Elderly                                     | 6,000                  | 6,000                  | 6,000                    | 12,000                 |
| Subtotal Expenditures  | <u>1,605,863</u>       | <u>1,759,501</u>       | <u>1,727,522</u>         | <u>1,802,086</u>       |
| Net Cost/(Revenue) of Department<br>(excluding property taxes) | <u>1,117,789</u>       | <u>1,259,036</u>       | <u>1,207,719</u>         | <u>1,252,840</u>       |
| Net EV Tax Levy per \$1,000                                    | \$ 0.60                | \$ 0.66                | \$ 0.63                  | \$ 0.63                |

# City of Oconomowoc

## Parks, Recreation, & Forestry Department

### 2017 Budget

|                                   | 2015<br>Actual   | 2016<br>Budget   | 2016<br>Estimate | 2017<br>Budget   |
|-----------------------------------|------------------|------------------|------------------|------------------|
| <b>Recreation Administration</b>  |                  |                  |                  |                  |
| Expenditures                      | 530,873          | 536,952          | 518,097          | 538,334          |
| Revenues                          | 46,847           | 43,000           | 43,000           | 48,700           |
| Revenue Generated/(Required Levy) | <u>(484,026)</u> | <u>(493,952)</u> | <u>(475,097)</u> | <u>(489,634)</u> |
| <b>Community Center</b>           |                  |                  |                  |                  |
| Expenditures                      | 139,445          | 144,435          | 140,881          | 158,680          |
| Revenues                          | 89,392           | 82,500           | 95,000           | 114,050          |
| Revenue Generated/(Required Levy) | <u>(50,052)</u>  | <u>(61,935)</u>  | <u>(45,881)</u>  | <u>(44,630)</u>  |
| # of Rentals                      | 31               | 45               | 50               | 50               |
| (Cost)/Revenue per Rental         | \$ (1,614.59)    | \$ (1,376.34)    | \$ (917.63)      | \$ (892.61)      |
| <b>Adult Programs</b>             |                  |                  |                  |                  |
| Expenditures                      | 25,586           | 30,447           | 30,754           | 33,302           |
| Revenues                          | 42,395           | 59,655           | 56,000           | 45,328           |
| Revenue Generated/(Required Levy) | <u>16,810</u>    | <u>29,208</u>    | <u>25,246</u>    | <u>12,026</u>    |
| Participant Enrollment            | 608              | 937              | 790              | 827              |
| (Cost)/Revenue per Participant    | \$ 27.65         | \$ 31.17         | \$ 31.96         | \$ 14.54         |
| <b>Adult Sports</b>               |                  |                  |                  |                  |
| Expenditures                      | 29,723           | 33,919           | 32,249           | 31,955           |
| Revenues                          | 20,743           | 20,450           | 19,000           | 21,700           |
| Revenue Generated/(Required Levy) | <u>(8,980)</u>   | <u>(13,469)</u>  | <u>(13,249)</u>  | <u>(10,255)</u>  |
| Participant Enrollment            | 185              | 160              | 184              | 190              |
| (Cost)/Revenue per Participant    | \$ (48.54)       | \$ (84.18)       | \$ (72.01)       | \$ (53.97)       |
| <b>Youth Programs</b>             |                  |                  |                  |                  |
| Expenditures                      | 24,088           | 26,985           | 34,775           | 38,495           |
| Revenues                          | 44,172           | 41,870           | 41,870           | 57,947           |
| Revenue Generated/(Required Levy) | <u>20,084</u>    | <u>14,885</u>    | <u>7,095</u>     | <u>19,452</u>    |
| Participant Enrollment            | 430              | 527              | 462              | 654              |
| (Cost)/Revenue per Participant    | \$ 46.71         | \$ 28.24         | \$ 15.36         | \$ 29.74         |

**City of Oconomowoc**  
**Parks, Recreation, & Forestry Department**  
**2017 Budget**

|   | <u>2015<br/>Actual</u> | <u>2016<br/>Budget</u> | <u>2016<br/>Estimate</u> | <u>2017<br/>Budget</u> |
|---|------------------------|------------------------|--------------------------|------------------------|
| <b>Youth Sports</b>                       |                        |                        |                          |                        |
| Expenditures                              | 36,006                 | 45,589                 | 59,572                   | 61,843                 |
| Revenues                                  | 61,450                 | 67,515                 | 67,515                   | 89,386                 |
| Revenue Generated/(Required Levy)         | <u>25,443</u>          | <u>21,926</u>          | <u>7,943</u>             | <u>27,543</u>          |
| Participant Enrollment                    | 1,664                  | 1,741                  | 1,781                    | 1,847                  |
| (Cost)/Revenue per Participant            | \$ 15.29               | \$ 12.59               | \$ 4.46                  | \$ 14.91               |
| <b>Waterfront</b>                         |                        |                        |                          |                        |
| Expenditures                              | 116,539                | 119,037                | 119,529                  | 120,153                |
| Revenues                                  | 130,202                | 137,625                | 137,625                  | 130,335                |
| Revenue Generated/(Required Levy)         | <u>13,663</u>          | <u>18,588</u>          | <u>18,096</u>            | <u>10,182</u>          |
| Participant Enrollment                    | 482                    | 704                    | 577                      | 648                    |
| (Cost)/Revenue per Participant            | \$ 28.35               | \$ 26.40               | \$ 31.36                 | \$ 15.71               |
| <b>Parks &amp; Playgrounds</b>            |                        |                        |                          |                        |
| Expenditures                              | 478,879                | 560,437                | 539,840                  | 561,648                |
| Revenues                                  | 15,591                 | 16,000                 | 11,200                   | 11,200                 |
| Revenue Generated/(Required Levy)         | <u>(463,289)</u>       | <u>(544,437)</u>       | <u>(528,640)</u>         | <u>(550,448)</u>       |
| # of Rentals                              | 88                     | 115                    | 100                      | 100                    |
| (Cost)/Revenue per Rental                 | \$ (5,264.64)          | \$ (4,734.24)          | \$ (5,286.40)            | \$ (5,504.48)          |
| <b>Athletic Fields &amp; Courts</b>       |                        |                        |                          |                        |
| Expenditures                              | 77,437                 | 101,751                | 100,910                  | 101,357                |
| Revenues                                  | 1,462                  | 1,500                  | 1,500                    | 1,500                  |
| Revenue Generated/(Required Levy)         | <u>(75,976)</u>        | <u>(100,251)</u>       | <u>(99,410)</u>          | <u>(99,857)</u>        |
| <b>Special Events &amp; Entertainment</b> |                        |                        |                          |                        |
| Expenditures                              | 44,078                 | 39,301                 | 33,952                   | 34,745                 |
| Revenues                                  | -                      | -                      | -                        | -                      |
| Revenue Generated/(Required Levy)         | <u>(44,078)</u>        | <u>(39,301)</u>        | <u>(33,952)</u>          | <u>(34,745)</u>        |
| <b>Tree &amp; Brush Control</b>           |                        |                        |                          |                        |
| Expenditures                              | 91,210                 | 108,648                | 104,964                  | 109,573                |
| Revenues                                  | -                      | -                      | -                        | -                      |
| Revenue Generated/(Required Levy)         | <u>(91,210)</u>        | <u>(108,648)</u>       | <u>(104,964)</u>         | <u>(109,573)</u>       |
| <b>Transportation for Elderly</b>         |                        |                        |                          |                        |
| Expenditures                              | 12,000                 | 12,000                 | 12,000                   | 12,000                 |
| Revenues                                  | -                      | -                      | -                        | -                      |
| Revenue Generated/(Required Levy)         | <u>(12,000)</u>        | <u>(12,000)</u>        | <u>(12,000)</u>          | <u>(12,000)</u>        |

# **City of Oconomowoc Parks, Recreation, and Forestry Department 507 2017 Budget**

## **Department Objective**

The Oconomowoc Parks, Recreation and Forestry Department strives to provide enjoyable, beneficial and affordable recreation programs that add to the quality of life for the City and surrounding area residents as well as clean and safe parks for community enjoyment. The Oconomowoc Parks, Recreation and Forestry Department maintains a thorough and comprehensive tree maintenance program to enhance the City's urban forest in an environmentally responsible manner.

## **Department Goals and Initiatives for 2017**

### **Park Improvements:**

- NE Regional Park land acquisition 25-40 acres for future park development as identified in the Parks and Open Space Plan.
- Tree replacement plan to be implemented to minimize the impact of Emerald Ash Borer.
- First year of tennis court reconstruction plan. All courts are evaluated and rated to prioritize replacement order.
- Installation of bike route signage based on biking routes map completed in 2016. Routes are color coded and direct biking traffic to downtown.
- Blain Street Park playground replacement
- Design and develop construction plans for bike and pedestrian pathway along the Rosenow Creek between Hwy Z and Lisbon Road with implementation to occur in 2017.
- Completion Fowler Lake Waterfront Phase 1 (Village Green) to include additional green space, restroom/pavilion
- Implement Fowler Lake Waterfront Phase 2 (Boardwalk) to include new pedestrian path, gazebo feature, shoreline restoration, storm water management (2017 implementation).

### **Policies and Procedures:**

- Ongoing review of Department policies and procedures to ensure effective use of staff time and consistent message to the general public regarding department services. Community Center fee structure remains competitive during the wedding season. Policy and fee structure will be evaluated with the purpose of considering a new price structure to include in-season and out-of-season prices.

## **Major Changes From Prior Years**

### **Park Improvements:**

- Design and implement a shoreline restoration project to include a non-motorized boat launch at the Community Center.
- Develop the Wisconsin Avenue/Lapham Street Park area.
- Implement streetscape improvements to South Main Street.
- Implement new permanent picnic tables and park benches at various park locations.

## Budgeted Positions

| <b>Description</b>      | <b>2014</b>    | <b>2015</b>    | <b>2016</b>    | <b>2017</b>    |
|-------------------------|----------------|----------------|----------------|----------------|
| Full-Time Employees/FTE | 9.00 / 9.04    | 10.00 / 10.13  | 10.00 / 10.13  | 10.00 / 10.13  |
| Part-Time Employees/FTE | 118.00 / 8.60  | 116.00 / 7.88  | 116.00 / 8.55  | 104.00 / 8.73  |
| Total Employees/FTE     | 127.00 / 17.64 | 126.00 / 18.01 | 126.00 / 18.68 | 114.00 / 18.68 |

### Changes from 2015 to 2016:

- Changes in P&R programming instructors based on increased/decreased attendance in individual programs.
- Increased use of part-time staff to manage / supervise Community Center during rentals.

### Changes from 2016 to 2017:

- Hired new Parks Maintenance Worker / Arborist to fill a vacancy due to retirement. Position was upgraded from Parks Maintenance Worker to include "Arborist" skill sets.
- Addition of one part-time summer seasonal Parks & Forestry crew
- Decrease in part-time P&R Programming count due to change in method of budgeting. Effective 2017 budget, any part-time staff with 0 hours have been removed, lowering the employee count

## Department Outputs/Outcomes/Performance Measurements

| <b>Description</b>                                      | <b>2014 Actual</b> | <b>2015 Actual</b> | <b>2016 Budget</b> | <b>2017 Budget</b> |
|---|--------------------|--------------------|--------------------|--------------------|
| Tree City USA Designation                               | Yes                | Yes                | Yes (24 yrs)       | Yes (25 yrs)       |
| Number of Acres Maintained                              | 337                | 337                | 337                | 337                |
| Park Shelter Reservations                               | 119                | 119                | 125                | 125                |
| Recreation Programs Offered                             | 611*               | 620                | 475                | 670                |
| Recreation Program Participants                         | 3,992              | 4,251              | 4,500              | 4,500              |
| Percent of Program Participants that are City Residents | 53%**              | 70%                | 70%                | 74%                |
| Trees Planted   | 102                | 97                 | 125                | 125                |
| Trees Trimmed   | 540                | 146                | 350                | 500                |
| Trees Removed   | 180                | 253                | 100                | 100                |
| Stumps Removed  | 87                 | 38                 | 100                | 100                |

\* Change in methodology of how programs were counted implemented for 2015 and going forward

\*\* Variance relates to change in classification of resident versus non-resident due to completion of the community center. Historically when classes were held at a school, any school district resident would be considered a resident for classes, from 2014 on the participant would need to be a resident of the city for that classification.

**CITY OF OCONOMOWOC  
2017 BUDGET  
PARKS, RECREATION, AND FORESTRY REVENUES**

**REVENUES**

|                                     |  |          |
|-------------------------------------|--|----------|
| <b>Penalties and Fines</b>          |  |          |
| <i>Judgments &amp; Damages</i>      |  |          |
| <b>Public Charges for Services</b>  |  |          |
| <i>Administration</i>               | Advertising  | \$700    |
|                                     | Vending Machine Commissions  | \$1,500  |
|                                     | Non-Resident Rec Fees  | \$20,000 |
|                                     | Recreation Sundry  | \$1,000  |
|                                     | WPRA Tickets   | \$15,000 |
|                                     | Programming Advertising  | \$3,500  |
|                                     | Admin Fees   | \$2,000  |
|                                     | City Beach Concessions - Buddy's   | \$5,000  |
| <i>Community Center</i>             | Rentals; Lawn Package Rentals; Zilli Commissions; Caterer Commissions; Cancellation Fees                                   |          |
| <i>Adult Program</i>                | Aerobics; Tae Kwon Do; Self Defense; TRX; Boot Camp; Zumba; Adult Dance; Trips; Adult Entertainment; New Adult Programming |          |
| <i>Adult Sports</i>                 | Basketball; Volleyball; Tennis Lessons; Tennis Leagues; Cardio Tennis; Tournaments   |          |
| <i>Youth Program</i>                | Skating; Dance/Baton; Arts,Crafts,Music; Enrichment Classes; Program Development; Preschool; Tae Kwon Do                   |          |
| <i>Youth Sports</i>                 | Baseball/Softball; Football; Gymnastics; Volleyball; Kids Sports; Golf; Kickball; Lax; Soccer; Tennis                      |          |
| <i>Waterfront</i>                   | Boat launching fees for daily, season, corporate and drop box  | \$32,575 |
|                                     | Boat moorings at City Beach (mainland, island, jet ski), Chestnut St, Locust St, and waiting list fees                     | \$21,100 |
|                                     | Swim bands daily and season  | \$38,750 |
|                                     | Swim lessons   | \$20,000 |
|                                     | Waterfront rentals   | \$15,000 |
|                                     | Water activities   | \$2,910  |
| <i>Parks &amp; Playgound</i>        | Shelter and Area Park Rentals & Special Event Revenue  |          |
| <i>Athletic Fields &amp; Courts</i> | Chaffee, Champion, and River Highlands, and Tennis Court Rentals   |          |
| <b>Miscellaneous Revenues</b>       |  |          |
| <i>Sale of City Property</i>        | Auction Items  |          |
| <i>Purch Card Rebate</i>            | Rebate earned on purchasing card payments \$2,000  |          |
| <i>Donations - Indiv/Org</i>        | Miscellaneous donations including special events (fireworks); tree donations; donation scholarships                        |          |
| <i>Donations Youth Baseball</i>     | Team Sponsors  |          |
| <i>Donations Athletic Fields</i>    | Funds recovered through agreements with Adult Softball Association & OABC \$18,000   |          |
| <i>Donations - Trees</i>            | Donations for purchase of trees within the City  |          |

**CITY OF OCONOMOWOC  
2017 BUDGET  
PARKS, RECREATION, AND FORESTRY - REVENUES**

| <b>ACCT NO</b>                    | <b>ACCOUNT DESCRIPTION</b>   | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> | <b>PERCENT<br/>CHANGE</b> |
|-----------------------------------|------------------------------|------------------------|-------------------------|---------------------------|---------------------------|------------------------|---------------------------|
| <u>PENALTIES &amp; FINES</u>      |                              |                        |                         |                           |                           |                        |                           |
| 100-405-5150-007                  | JUDGEMENTS & DAMAGES         | 6,275                  | 0                       | 0                         | 0                         | 0                      | 0.00%                     |
|                                   | TOTAL JUDGEMENTS AND DAMAGES | 6,275                  | 0                       | 0                         | 0                         | 0                      | 0.00%                     |
| <u>PUBLIC CHARGES FOR SERVICE</u> |                              |                        |                         |                           |                           |                        |                           |
| 100-406-6110-007                  | ADMINISTRATION REVENUE       | 46,847                 | 43,000                  | 20,852                    | 43,000                    | 48,700                 | 13.26%                    |
| 100-406-6720-007                  | COMMUNITY CENTER REVENUE     | 89,392                 | 82,500                  | 80,397                    | 95,000                    | 114,050                | 38.24%                    |
| 100-406-6722-007                  | ADULT PROGRAM REVENUE        | 42,395                 | 59,655                  | 22,250                    | 56,000                    | 45,328                 | -24.02%                   |
| 100-406-6723-007                  | ADULT SPORTS REVENUE         | 20,743                 | 20,450                  | 11,635                    | 19,000                    | 21,700                 | 6.11%                     |
| 100-406-6724-007                  | YOUTH PROGRAMS REVENUE       | 44,172                 | 41,870                  | 35,459                    | 41,870                    | 57,947                 | 38.40%                    |
| 100-406-6725-007                  | YOUTH SPORTS REVENUE         | 61,450                 | 67,515                  | 42,803                    | 67,515                    | 89,386                 | 32.39%                    |
| 100-406-6726-007                  | WATERFRONT REVENUE           | 130,202                | 137,625                 | 82,424                    | 137,625                   | 130,335                | -5.30%                    |
| 100-406-6727-007                  | PARKS & PLAYGROUND REVENUE   | 15,591                 | 16,000                  | 10,362                    | 11,200                    | 11,200                 | -30.00%                   |
| 100-406-6728-007                  | ATHLETIC FIELDS & COURTS     | 1,462                  | 1,500                   | 971                       | 1,500                     | 1,500                  | 0.00%                     |
|                                   | TOTAL PUBLIC CHARGES FOR SER | 452,254                | 470,115                 | 307,154                   | 472,710                   | 520,146                | -10.64%                   |
| <u>MISCELLANEOUS REVENUES</u>     |                              |                        |                         |                           |                           |                        |                           |
| 100-408-8310-007                  | SALE OF CITY PROPERTY        | 2,019                  | 500                     | 14,506                    | 14,550                    | 500                    | 0.00%                     |
| 100-408-8430-007                  | PURCHASING CARD REBATE       | 1,896                  | 2,000                   | 2,443                     | 2,443                     | 2,000                  | 0.00%                     |
| 100-408-8501-007                  | DONATIONS - INDIVIDUALS/ORGS | 6,850                  | 6,250                   | 725                       | 5,000                     | 5,000                  | -20.00%                   |
| 100-408-8502-007                  | DONATIONS - YOUTH BASEBALL   | 3,000                  | 3,600                   | 3,000                     | 3,600                     | 3,600                  | 0.00%                     |
| 100-408-8504-007                  | DONATIONS - ATHLETIC FIELDS  | 15,780                 | 18,000                  | 14,400                    | 18,000                    | 18,000                 | 0.00%                     |
| 100-408-8505-007                  | DONATIONS - TREES            | 0                      | 0                       | 0                         | 3,500                     | 0                      | 0.00%                     |
|                                   | TOTAL MISCELLANEOUS REV      | 29,545                 | 30,350                  | 35,075                    | 47,093                    | 29,100                 | -4.12%                    |
|                                   | TOTAL FUND REVENUES          | 488,074                | 500,465                 | 342,228                   | 519,803                   | 549,246                | 9.75%                     |

**DEPARTMENT 507 - PARKS, RECREATION, AND FORESTRY  
EXPENDITURE BUDGET SUMMARY**

| ACCOUNT TITLE                     | A/C | 2015<br>ACTUAL     | 2016<br>ADOPTED    | 6/30/2016<br>ACTUAL | 2016<br>ESTIMATE   | 2017<br>PROPOSED   | %<br>CHANGE |
|-----------------------------------|-----|--------------------|--------------------|---------------------|--------------------|--------------------|-------------|
| <b>WAGES AND BENEFITS</b>         |     |                    |                    |                     |                    |                    |             |
| Salaries                          | 111 | \$228,598          | \$250,516          | \$118,512           | \$250,241          | \$258,750          | 3.3%        |
| Crew Regular Wages                | 121 | \$201,122          | \$249,276          | \$106,191           | \$233,119          | \$247,194          | -0.8%       |
| Crew Over-Time Wages              | 122 | \$3,794            | \$3,343            | \$767               | \$3,100            | \$3,140            | -6.1%       |
| Part-Time Wages without Benefits  | 125 | \$235,021          | \$251,367          | \$64,182            | \$249,766          | \$256,205          | 1.9%        |
| Longevity                         | 133 | \$732              | \$821              | \$224               | \$586              | \$588              | -28.3%      |
| FICA                              | 151 | \$60,156           | \$65,505           | \$24,368            | \$63,855           | \$66,438           | 1.4%        |
| Wisconsin Retirement System       | 152 | \$38,203           | \$39,730           | \$17,023            | \$38,412           | \$41,434           | 4.3%        |
| Sick Leave                        | 153 | \$40,786           | \$34,279           | \$5,350             | \$33,468           | \$34,904           | 1.8%        |
| Health Insurance                  | 154 | \$197,208          | \$205,006          | \$92,670            | \$198,093          | \$203,619          | -0.7%       |
| Life Insurance                    | 155 | \$1,173            | \$998              | \$382               | \$702              | \$759              | -24.0%      |
| Vacation Leave                    | 156 | \$42,302           | \$40,970           | \$19,283            | \$39,470           | \$41,670           | 1.7%        |
| Holiday Leave                     | 157 | \$23,132           | \$22,763           | \$4,229             | \$22,010           | \$23,080           | 1.4%        |
| Funeral Leave                     | 161 | \$668              |                    | \$211               |                    |                    |             |
| Compensatory Time Earned          | 164 | \$21,239           |                    | \$3,155             |                    |                    |             |
| <b>TOTAL WAGES &amp; BENEFITS</b> |     | <b>\$1,094,133</b> | <b>\$1,164,575</b> | <b>\$456,544</b>    | <b>\$1,132,820</b> | <b>\$1,177,783</b> | <b>1.1%</b> |

**PURCHASED SERVICES**

|  |     |                  |                  |                 |                  |                  |              |
|--|-----|------------------|------------------|-----------------|------------------|------------------|--------------|
| Outside and Professional Services (Non-IT) | 210 | \$34,969         | \$68,145         | \$16,275        | \$83,899         | \$99,744         | 46.4%        |
| Outside and Professional Services (IT)     | 211 | \$690            | \$500            |                 | \$500            | \$3,000          | 500.0%       |
| Electric and Water                         | 222 | \$44,856         | \$41,946         | \$20,208        | \$41,946         | \$42,645         | 1.7%         |
| Gas and Heat                               | 224 | \$12,584         | \$21,000         | \$7,577         | \$12,500         | \$13,800         | -34.3%       |
| Telephone                                  | 225 | \$2,848          | \$3,200          | \$1,385         | \$3,485          | \$3,485          | 8.9%         |
| Internet and Cable                         | 226 | \$1,245          | \$1,300          | \$633           | \$1,300          | \$4,300          | 230.8%       |
| Repair and Maintenance Contracts (Non-IT)  | 240 | \$1,481          | \$7,550          | \$3,608         | \$9,310          | \$8,720          | 15.5%        |
| Repair and Maintenance Contracts (IT)      | 241 | \$3,594          | \$5,000          | \$1,504         | \$5,000          | \$5,000          |              |
| Police Radio Services                      | 292 | \$1,160          | \$1,160          |                 | \$1,160          | \$1,160          |              |
| Refuse Collection                          | 297 |                  | \$235            |                 |                  |                  | -100.0%      |
| <b>TOTAL PURCHASED SERVICES</b>            |     | <b>\$103,426</b> | <b>\$150,036</b> | <b>\$51,191</b> | <b>\$159,100</b> | <b>\$181,854</b> | <b>21.2%</b> |

**OPERATING SUPPLIES AND EXPENSES**

|  |     |                  |                  |                 |                  |                  |              |
|--|-----|------------------|------------------|-----------------|------------------|------------------|--------------|
| Office Supplies                            | 310 | \$2,532          | \$3,210          | \$227           | \$3,210          | \$3,100          | -3.4%        |
| Postage                                    | 311 | \$4,374          | \$4,925          | \$2,175         | \$4,880          | \$4,835          | -1.8%        |
| Printing                                   | 313 | \$10,852         | \$14,250         | \$7,461         | \$14,291         | \$14,200         | -0.4%        |
| Membership Dues                            | 320 | \$1,630          | \$1,865          | \$1,780         | \$1,970          | \$1,990          | 6.7%         |
| Books and References                       | 321 | \$40             | \$150            | \$104           | \$254            | \$150            |              |
| Periodicals                                | 322 | \$77             | \$35             | \$35            | \$112            | \$112            | 220.0%       |
| Licenses and Permits                       | 324 | \$570            | \$760            | \$579           | \$764            | \$675            | -11.2%       |
| Publicity                                  | 326 | \$10,959         | \$10,150         | \$3,015         | \$9,871          | \$1,650          | -83.7%       |
| Training and Travel                        | 330 | \$3,794          | \$11,100         | \$2,281         | \$8,850          | \$11,650         | 5.0%         |
| Car Allowance                              | 332 | \$2,883          | \$2,940          | \$1,470         | \$2,940          | \$2,940          |              |
| Operating Supplies and Expenses            | 340 | \$72,557         | \$63,395         | \$33,217        | \$54,940         | \$64,170         | 1.2%         |
| Safety Supplies                            | 341 | \$4,468          | \$2,700          | \$2,166         | \$3,585          | \$2,950          | 9.3%         |
| Janitorial Supplies                        | 343 | \$12,918         | \$10,750         | \$11,030        | \$11,890         | \$11,750         | 9.3%         |
| Clothing and Tool Allowance                | 346 | \$826            | \$1,300          | \$555           | \$1,300          | \$1,350          | 3.8%         |
| Gas and Diesel                             | 351 | \$15,984         | \$17,055         | \$6,434         | \$13,940         | \$14,937         | -12.4%       |
| <b>TOTAL OPERATING SUPPLIES &amp; EXP.</b> |     | <b>\$144,463</b> | <b>\$144,585</b> | <b>\$72,527</b> | <b>\$132,797</b> | <b>\$136,459</b> | <b>-5.6%</b> |

| ACCOUNT TITLE                                    | A/C | 2015<br>ACTUAL     | 2016<br>ADOPTED    | 6/30/2016<br>ACTUAL | 2016<br>ESTIMATE   | 2017<br>PROPOSED   | %<br>CHANGE   |
|--|-----|--------------------|--------------------|---------------------|--------------------|--------------------|---------------|
| <b><u>MAINTENANCE OF CITY PROPERTY</u></b>       |     |                    |                    |                     |                    |                    |               |
| Repair/Maintenance of Buildings                  | 400 | \$13,125           | \$21,050           | \$15,613            | \$21,850           | \$23,350           | 10.9%         |
| Repair/Maintenance of Grounds                    | 410 | \$44,188           | \$58,730           | \$23,920            | \$58,730           | \$74,580           | 27.0%         |
| Repair/Maintenance of Equipment (Non-Flee        | 435 | \$12,861           | \$15,640           | \$14,078            | \$15,800           | \$2,550            | -83.7%        |
| <b>TOTAL MAINTENANCE OF CITY PROPERTY</b>        |     | <b>\$70,175</b>    | <b>\$95,420</b>    | <b>\$53,611</b>     | <b>\$96,380</b>    | <b>\$100,480</b>   | <b>5.3%</b>   |
| <b><u>FIXED CHARGES</u></b>                      |     |                    |                    |                     |                    |                    |               |
| Fleet Maintenance                                | 508 | \$76,370           | \$68,250           | \$34,125            | \$68,250           | \$59,840           | -12.3%        |
| Technology                                       | 509 | \$37,460           | \$51,940           | \$25,970            | \$51,940           | \$49,480           | -4.7%         |
| Risk Management                                  | 510 | \$60,760           | \$65,495           | \$32,748            | \$65,495           | \$61,950           | -5.4%         |
| Rent   | 530 | \$5,078            | \$4,950            | \$3,432             | \$6,740            | \$7,240            | 46.3%         |
| <b>TOTAL FIXED CHARGES</b>                       |     | <b>\$179,668</b>   | <b>\$190,635</b>   | <b>\$96,274</b>     | <b>\$192,425</b>   | <b>\$178,510</b>   | <b>-6.4%</b>  |
| <b><u>CONTRIBUTIONS, GRANTS &amp; OTHERS</u></b> |     |                    |                    |                     |                    |                    |               |
| Donations  | 720 | \$14,000           | \$14,250           | \$10,900            | \$14,000           | \$12,000           | -15.8%        |
| <b>TOTAL CONTRIB, GRANTS &amp; OTHERS</b>        |     | <b>\$14,000</b>    | <b>\$14,250</b>    | <b>\$10,900</b>     | <b>\$14,000</b>    | <b>\$12,000</b>    | <b>-15.8%</b> |
| <b>TOTAL OPERATING EXPENDITURES</b>              |     | <b>\$1,605,864</b> | <b>\$1,759,501</b> | <b>\$741,047</b>    | <b>\$1,727,522</b> | <b>\$1,787,086</b> | <b>1.6%</b>   |
| <b><u>CAPITAL OUTLAY</u></b>                     |     |                    |                    |                     |                    |                    |               |
| Replacement Reserve                              | 850 |                    |                    |                     |                    | \$15,000           |               |
| <b>TOTAL CAPITAL OUTLAY</b>                      |     |                    |                    |                     |                    | <b>\$15,000</b>    |               |
| <b>GRAND TOTAL DEPT 507</b>                      |     | <b>\$1,605,864</b> | <b>\$1,759,501</b> | <b>\$741,047</b>    | <b>\$1,727,522</b> | <b>\$1,802,086</b> | <b>2.4%</b>   |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - RECREATION ADMINISTRATION**

This account is for the administration of the Parks, Recreation, and Forestry Department and the operation of the department's office facility.

**Category: Parks and Recreation**

**EXPENDITURES Acct #507-7100**

|            |  |   |                     |
|------------|--|---|---------------------|
| <b>100</b> | <b><i>Wages and Benefits</i></b>       |   |                     |
| 111        | <i>Salaries</i>                        | Parks & Recreation Director - 10%<br>Recreation Manager - 100%<br>Administrative Assistant - 100% |                     |
| 121        | <i>Crew Regular Wages</i>              |   |                     |
| 133        | <i>Longevity</i>                       | Crew employees  |                     |
| 151        | <i>FICA</i>                            | Employer share of Social Security and Medicare  |                     |
| 152        | <i>Wisconsin Retirement System</i>     | Employer share of required contribution   |                     |
| 153        | <i>Sick Leave</i>                      |   |                     |
| 154        | <i>Health Insurance</i>                | Employer share of premiums  |                     |
| 155        | <i>Life Insurance</i>                  | Employer share of premiums  |                     |
| 156        | <i>Vacation Leave</i>                  |   |                     |
| 157        | <i>Holiday Leave</i>                   |   |                     |
| 161        | <i>Funeral Leave</i>                   |   |                     |
| 164        | <i>Compensatory Time Earned</i>        |   |                     |
| <b>200</b> | <b><i>Purchased Services</i></b>       |   |                     |
| 210        | <i>Outside/Prof Services (Non-IT)</i>  | Background checks<br>Credit card fees   | \$2,500<br>\$11,500 |
| 225        | <i>Telephone</i>                       | Monthly line charges and toll charges   |                     |
| 240        | <i>Repair/Maint Contracts (Non-IT)</i> | Copy machine maintenance contract, including copy overage   |                     |
| 241        | <i>Repair/Maint Contracts (IT)</i>     | Maint Software IT and Registration software maintenance contract                                  |                     |
| 292        | <i>Police Radio Services</i>           | Parks portion of Police Dispatch costs  |                     |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - ADMINISTRATION**

| ACCT NO                   | ACCOUNT DESCRIPTION         | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET |
|---------------------------|-----------------------------|----------------|-----------------|-------------------|-------------------|----------------|
| <u>WAGES AND BENEFITS</u> |                             |                |                 |                   |                   |                |
| 100-507-7100-111          | REC ADMIN SALARIES          | 152,555        | 166,599         | 79,300            | 166,612           | 172,727        |
| 100-507-7100-121          | REC ADMIN CREW WAGES        | 113            | 0               | 141               | 0                 | 0              |
| 100-507-7100-133          | REC ADMIN LONGEVITY         | 274            | 139             | 45                | 99                | 99             |
| 100-507-7100-151          | REC ADMIN FICA              | 20,040         | 19,233          | 7,966             | 18,975            | 19,765         |
| 100-507-7100-152          | REC ADMIN WRS               | 17,821         | 16,399          | 6,864             | 16,176            | 17,369         |
| 100-507-7100-153          | REC ADMIN SICK LEAVE        | 36,682         | 27,369          | 3,943             | 26,558            | 27,796         |
| 100-507-7100-154          | REC ADMIN HEALTH INS        | 90,313         | 80,921          | 37,734            | 77,046            | 79,357         |
| 100-507-7100-155          | REC ADMIN LIFE INS          | 663            | 348             | 155               | 296               | 338            |
| 100-507-7100-156          | REC ADMIN VACATION          | 36,358         | 35,436          | 15,164            | 33,653            | 35,676         |
| 100-507-7100-157          | REC ADMIN HOLIDAY           | 19,146         | 18,923          | 3,468             | 18,171            | 19,131         |
| 100-507-7100-161          | REC ADMIN FUNERAL LEAVE     | 668            | 0               | 211               | 0                 | 0              |
| 100-507-7100-164          | REC ADMIN COMP TIME EARNED  | 16,656         | 0               | 1,725             | 0                 | 0              |
|                           | TOTAL WAGES AND BENEFITS    | <u>391,290</u> | <u>365,367</u>  | <u>156,716</u>    | <u>357,585</u>    | <u>372,257</u> |
| <u>PURCHASED SERVICES</u> |                             |                |                 |                   |                   |                |
| 100-507-7100-210          | REC ADMIN PROF OUTSD NON-IT | 0              | 2,500           | 0                 | 2,500             | 14,000         |
| 100-507-7100-225          | REC ADMIN TELEPHONE         | 2,392          | 3,000           | 1,168             | 3,000             | 3,000          |
| 100-507-7100-240          | REC ADMIN MAINT CONT NON-IT | 842            | 750             | 348               | 750               | 820            |
| 100-507-7100-241          | REC ADMIN MAINT CONT IT     | 3,594          | 5,000           | 1,504             | 5,000             | 5,000          |
| 100-507-7100-292          | REC ADMIN RADIO SRV         | 1,160          | 1,160           | 0                 | 1,160             | 1,160          |
|                           | TOTAL PURCHASED SERVICES    | <u>7,988</u>   | <u>12,410</u>   | <u>3,021</u>      | <u>12,410</u>     | <u>23,980</u>  |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - RECREATION ADMINISTRATION**

**EXPENDITURES Acct #507-7100**

|            |   |  |         |
|------------|---|--|---------|
| <b>300</b> | <b><i>Operating Supplies and Expenses</i></b> |  |         |
| 310        | <i>Office Supplies</i>                        |  |         |
| 311        | <i>Postage</i>                                | Two seasonal brochure mailings   | \$3,500 |
|            |   | Stamps   | \$1,000 |
| 313        | <i>Printing</i>                               | Brochures (2)  | \$7,000 |
|            |   | City Newsletter (2)  | \$4,000 |
| 320        | <i>Membership Dues</i>                        | National Parks and Rec Assoc.  | \$750   |
|            |   | Southeast Park and Rec Council   | \$25    |
|            |   | Wisconsin Park and Rec Assoc.  | \$500   |
|            |   | National Arbor Day   | \$25    |
| 322        | <i>Periodicals</i>                            | Oconomowoc Focus and The Enterprise  |         |
| 326        | <i>Publicity</i>                              | Program advertising and marketing, legal and employment ads  |         |
| 330        | <i>Training and Travel</i>                    | WPRA/NPRA Prof Develop. School   | \$1,450 |
|            |   | Special workshops/training   | \$800   |
|            |   | WPRA conference  | \$1,600 |
|            |   | Staff mileage  | \$750   |
| 332        | <i>Car Allowance</i>                          | \$245 per month for Parks & Recreation Director  |         |
| 340        | <i>Operating Supplies and Expenses</i>        | Supplies   | \$500   |
|            |   | Culligan   | \$100   |
|            |   | Staff shirts and Tae Kwon Do uniforms for resale   | \$1,500 |
| 346        | <i>Clothing and Tool Allowance</i>            | Safety footwear (1 @ \$150)  |         |
| <b>400</b> | <b><i>Maintenance of City Property</i></b>    |  |         |
| 435        | <i>Repair/Maint of Equip (Non-Fleet)</i>      |  |         |
| <b>500</b> | <b><i>Fixed Charges</i></b>                   |  |         |
| 509        | <i>Technology</i>                             | Payment to Technology Internal Service Fund 700 for system support, repairs, maintenance and depreciation                                    |         |
| 510        | <i>Risk Management</i>                        | Payment to Risk Management Internal Service Fund 720 for insurance premiums, safety committee administration, and risk management activities |         |
| <b>700</b> | <b><i>Donations, Grants, and Others</i></b>   |  |         |
| 720        | <i>Donations</i>                              | Placeholder for potential community activity donations   |         |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - ADMINISTRATION**

| ACCT NO                                   | ACCOUNT DESCRIPTION            | 2015<br>ACTUAL        | 2016<br>ADOPTED       | 06/2016<br>ACTUAL     | 2016<br>ESTIMATED     | 2017<br>BUDGET        |
|---|--------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| <u>OPERATING SUPPLIES AND EXPENSES</u>    |                                |                       |                       |                       |                       |                       |
| 100-507-7100-310                          | REC ADMIN OFFICE SUPPLIES      | 1,772                 | 2,500                 | 61                    | 2,500                 | 2,500                 |
| 100-507-7100-311                          | REC ADMIN POSTAGE              | 4,277                 | 4,500                 | 2,171                 | 4,500                 | 4,500                 |
| 100-507-7100-313                          | REC ADMIN PRINTING             | 9,400                 | 11,000                | 5,271                 | 11,000                | 11,000                |
| 100-507-7100-320                          | REC ADMIN MEMBERSHIPS          | 1,110                 | 1,300                 | 1,110                 | 1,300                 | 1,300                 |
| 100-507-7100-322                          | REC ADMIN PERIODICALS          | 77                    | 0                     | 0                     | 77                    | 77                    |
| 100-507-7100-326                          | REC ADMIN PUBLICITY            | 125                   | 1,500                 | 41                    | 1,500                 | 1,500                 |
| 100-507-7100-330                          | REC ADMIN TRAIN/TRAVEL         | 2,761                 | 4,600                 | 99                    | 4,600                 | 4,600                 |
| 100-507-7100-332                          | REC ADMIN CAR ALLOWANCE        | 2,883                 | 2,940                 | 1,470                 | 2,940                 | 2,940                 |
| 100-507-7100-340                          | REC ADMIN OPER SUP/EXP         | 10,962                | 13,000                | 376                   | 2,100                 | 2,100                 |
| 100-507-7100-346                          | REC ADMIN CLOTHING ALLOW       | 0                     | 150                   | 0                     | 150                   | 150                   |
|   | TOTAL OPERATING SUPPLIES & EXP | <u>33,366</u>         | <u>41,490</u>         | <u>10,599</u>         | <u>30,667</u>         | <u>30,667</u>         |
| <u>MAINTENANCE OF CITY PROPERTY</u>       |                                |                       |                       |                       |                       |                       |
| 100-507-7100-435                          | REC ADMIN RPR/MNT EQUIP NF     | <u>9</u>              | <u>0</u>              | <u>0</u>              | <u>0</u>              | <u>0</u>              |
|   | TOTAL MAINTENANCE OF CITY PROP | <u>9</u>              | <u>0</u>              | <u>0</u>              | <u>0</u>              | <u>0</u>              |
| <u>FIXED CHARGES</u>                      |                                |                       |                       |                       |                       |                       |
| 100-507-7100-509                          | REC ADMIN TECHNOLOGY           | 37,460                | 51,940                | 25,970                | 51,940                | 49,480                |
| 100-507-7100-510                          | REC ADMIN RISK MGMT            | 60,760                | 65,495                | 32,748                | 65,495                | 61,950                |
|   | TOTAL FIXED CHARGES            | <u>98,220</u>         | <u>117,435</u>        | <u>58,718</u>         | <u>117,435</u>        | <u>111,430</u>        |
| <u>CONTRIBUTIONS, GRANTS, &amp; OTHER</u> |                                |                       |                       |                       |                       |                       |
| 100-507-7100-720                          | REC ADMIN DONATIONS            | <u>0</u>              | <u>250</u>            | <u>0</u>              | <u>0</u>              | <u>0</u>              |
|   | TOTAL CONTRIBUTIONS & GRANTS   | <u>0</u>              | <u>250</u>            | <u>0</u>              | <u>0</u>              | <u>0</u>              |
|   | TOTAL REC & SPEC PROG ADMIN    | <u><u>530,873</u></u> | <u><u>536,952</u></u> | <u><u>229,053</u></u> | <u><u>518,097</u></u> | <u><u>538,334</u></u> |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - COMMUNITY CENTER**

The Community Center is located at 220 W. Wisconsin Ave. The City provides a Community Center building and park facilities to accommodate the residents wishing to participate in year round leisure time activities. Parks, Recreation and Forestry office hours are Monday through Friday from 8 am to 5 pm. Supervised activities and rentals are held during evening hours and on weekends.

**Category: Parks and Recreation**

**EXPENDITURES: Account # 507-7210**

|            |  |   |                                   |
|------------|--|---|-----------------------------------|
| <b>100</b> | <b>Wages and Benefits</b>              |   |                                   |
| 111        | Salaries                               | Community Outreach and Services Assistant - 37%             |                                   |
| 121        | Crew Regular Wages                     |   |                                   |
| 125        | Part-Time Wages without Benefits       | Maintenance staff (1,620 hours)                             |                                   |
| 151        | FICA                                   | Employer share of Social Security and Medicare              |                                   |
| 152        | Wisconsin Retirement System            | Employer share of required contribution                     |                                   |
| 153        | Sick Leave                             |   |                                   |
| 154        | Health Insurance                       | Employer share of premiums                                  |                                   |
| 155        | Life Insurance                         | Employer share of premiums                                  |                                   |
| 156        | Vacation Leave                         |   |                                   |
| 157        | Holiday Leave                          |   |                                   |
| <b>200</b> | <b>Purchased Services</b>              |   |                                   |
| 210        | Outside/Prof Services (Non-IT)         | Fire alarm monitoring                                       | \$550                             |
|            | Extra floor care                       | \$500   | Sprinkler testing \$400           |
|            | Window washing                         | \$2,400   | Boiler inspection & license \$150 |
|            | State req. pressure test of elevator   | \$900   | Check valves \$100                |
|            | Elevator inspections                   | \$1,920   | Miscellaneous services \$1,200    |
| 222        | Electric and Water                     |   |                                   |
| 224        | Gas and Heat                           |   |                                   |
| 226        | Internet and Cable                     | Cable Service   | \$1,300                           |
|            |  | Wifi  | \$3,000                           |
| 240        | Repair/Maint Contracts (Non-IT)        | HVAC preventative maint contract                            | \$800                             |
|            |  | Lutron lighting system contract                             | \$2,200                           |
|            |  | Fire extinguisher service                                   | \$300                             |
|            |  | Floor scrubber maintenance                                  | \$150                             |
|            |  | Automatic doors card access and security camera maintenance | \$3,250                           |
|            |  | Pest control  | \$1,200                           |
| <b>300</b> | <b>Operating Supplies and Expenses</b> |   |                                   |
| 311        | Postage                                |   |                                   |
| 313        | Printing                               | Folders and postcards                                       |                                   |
| 324        | Licenses and Permits                   | Elevator license \$75                                       |                                   |
| 326        | Publicity                              |   |                                   |
| 340        | Operating Supplies and Expenses        | Tools   | \$200                             |
|            |  | Staff uniforms  | \$200                             |
|            |  | Miscellaneous supplies                                      | \$600                             |
|            |  | Replacement of tables/chairs/AV, balcony tables             | \$5,700                           |
|            |  | Other improvements  | \$7,200                           |
| 341        | Safety Supplies                        | Miscellaneous supplies                                      |                                   |
| 343        | Janitorial Supplies                    | Cleaning, chemical, & paper supplies                        | \$3,000                           |
|            |  | Miscellaneous supplies                                      | \$500                             |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - COMMUNITY CENTER**

| ACCT NO                                 | ACCOUNT DESCRIPTION            | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET |
|---|--------------------------------|----------------|-----------------|-------------------|-------------------|----------------|
| <u>WAGES AND BENEFITS</u>               |                                |                |                 |                   |                   |                |
| 100-507-7210-111                        | COM CENTER SALARIES            | 19,606         | 22,595          | 9,941             | 22,594            | 22,908         |
| 100-507-7210-121                        | COM CENTER CREW WAGES          | 614            | 568             | 40                | 568               | 562            |
| 100-507-7210-125                        | COM CENTER P/T WAGES           | 23,547         | 22,388          | 10,207            | 22,388            | 22,388         |
| 100-507-7210-151                        | COM CENTER FICA                | 3,360          | 3,779           | 1,669             | 3,779             | 3,807          |
| 100-507-7210-152                        | COM CENTER WRS                 | 1,672          | 1,783           | 794               | 1,783             | 1,861          |
| 100-507-7210-153                        | COM CENTER SICK LEAVE          | 2,477          | 1,824           | 847               | 1,824             | 1,849          |
| 100-507-7210-154                        | COM CENTER HEALTH INS          | 13,129         | 13,473          | 6,295             | 12,765            | 12,731         |
| 100-507-7210-155                        | COM CENTER LIFE INS            | 22             | 23              | 11                | 23                | 23             |
| 100-507-7210-156                        | COM CENTER VACATION            | 960            | 1,013           | 1,006             | 1,013             | 1,027          |
| 100-507-7210-157                        | COM CENTER HOLIDAY             | 966            | 1,013           | 201               | 1,013             | 1,027          |
|   | TOTAL WAGES AND BENEFITS       | <u>66,354</u>  | <u>68,460</u>   | <u>31,011</u>     | <u>67,751</u>     | <u>68,185</u>  |
| <u>PURCHASED SERVICES</u>               |                                |                |                 |                   |                   |                |
| 100-507-7210-210                        | COM CENTER OUTSD SVCS NON-IT   | 7,560          | 8,300           | 4,629             | 8,155             | 8,120          |
| 100-507-7210-222                        | COM CENTER ELEC/WATER          | 22,976         | 22,000          | 10,509            | 22,000            | 22,000         |
| 100-507-7210-224                        | COM CENTER GAS/HEAT            | 5,413          | 11,000          | 2,710             | 5,500             | 6,000          |
| 100-507-7210-226                        | COM CENTER INTERNET/CABLE      | 1,245          | 1,300           | 633               | 1,300             | 4,300          |
| 100-507-7210-240                        | COM CENTER MAINT CONT NON-IT   | 465            | 6,250           | 3,250             | 8,200             | 7,900          |
|   | TOTAL PURCHASED SERVICES       | <u>39,452</u>  | <u>48,850</u>   | <u>22,517</u>     | <u>45,155</u>     | <u>48,320</u>  |
| <u>OPERATING SUPLIES &amp; EXPENSES</u> |                                |                |                 |                   |                   |                |
| 100-507-7210-311                        | COM CENTER POSTAGE             | 4              | 0               | 0                 | 0                 | 0              |
| 100-507-7210-313                        | COM CENTER PRINTING            | 360            | 50              | 0                 | 500               | 500            |
| 100-507-7210-324                        | COM CENTER LIC/PERMIT          | 50             | 75              | 0                 | 75                | 75             |
| 100-507-7210-326                        | COM CENTER PUBLICITY           | 10,781         | 8,500           | 2,605             | 8,000             | 0              |
| 100-507-7210-340                        | COM CENTER OPER SUP/EXP        | 10,772         | 6,700           | 1,190             | 6,700             | 13,900         |
| 100-507-7210-341                        | COM CENTER SAFETY SUP          | 1,610          | 500             | 192               | 500               | 500            |
| 100-507-7210-343                        | COM CENTER JANITOR SUP         | 3,729          | 3,500           | 3,397             | 3,500             | 3,500          |
|   | TOTAL OPERATING SUPPLIES & EXP | <u>27,306</u>  | <u>19,325</u>   | <u>7,383</u>      | <u>19,275</u>     | <u>18,475</u>  |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - COMMUNITY CENTER**

**EXPENDITURES: Account # 507-7210**

|            |  |   |         |
|------------|--|---|---------|
| <b>400</b> | <b><i>Maintenance of City Property</i></b> |   |         |
| 400        | <i>Repair/Maint of Buildings</i>           | Paint, equipment, trim, deck coating        | \$2,000 |
|            |  | HVAC  | \$1,000 |
|            |  | Plumbing                                    | \$400   |
|            |  | Electrical                                  | \$200   |
|            |  | Light bulbs                                 | \$200   |
|            |  | Water softener salt                         | \$200   |
| 410        | <i>Repair/Maint of Grounds</i>             | Plants, Turf, Etc                           |         |
| 435        | <i>Repair/Maint of Equip. (Non-Fleet)</i>  | Batteries                                   | \$250   |
|            |  | Floor scrubber maintenance                  | \$150   |
| <b>500</b> | <b><i>Fixed Charges</i></b>                |   |         |
| 530        | <i>Rent</i>                                | Floor mats                                  | \$2,800 |
|            |  | Lift rental for upper level                 | \$500   |
| <b>800</b> | <b><i>Capital Outlay</i></b>               |   |         |
| 850        | <i>Replacement reserve</i>                 | Long Term Improvements and Replacement Fund |         |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - COMMUNITY CENTER**

| ACCT NO          | ACCOUNT DESCRIPTION                 | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET |
|------------------|-------------------------------------|----------------|-----------------|-------------------|-------------------|----------------|
|                  | <u>MAINTENANCE OF CITY PROPERTY</u> |                |                 |                   |                   |                |
| 100-507-7210-400 | COM CENTER RPR/MAINT BLDG           | 3,407          | 6,000           | 1,439             | 5,500             | 4,000          |
| 100-507-7210-410 | COM CENTER RPR/MAINT GRNDS          | 912            | 0               | 42                | 0                 | 1,000          |
| 100-507-7210-435 | COM CENTER RPR/MNT EQUIP NF         | 150            | 400             | 31                | 400               | 400            |
|                  | TOTAL MAINTENANCE OF CITY PROP      | <u>4,468</u>   | <u>6,400</u>    | <u>1,512</u>      | <u>5,900</u>      | <u>5,400</u>   |
|                  | <u>FIXED CHARGES</u>                |                |                 |                   |                   |                |
| 100-507-7210-530 | COM CENTER RENT                     | <u>1,864</u>   | <u>1,400</u>    | <u>1,752</u>      | <u>2,800</u>      | <u>3,300</u>   |
|                  | TOTAL FIXED CHARGES                 | <u>1,864</u>   | <u>1,400</u>    | <u>1,752</u>      | <u>2,800</u>      | <u>3,300</u>   |
|                  | <u>CAPITAL OUTLAY</u>               |                |                 |                   |                   |                |
| 100-507-7210-850 | COM CENTER CAPITAL RESERVE          | <u>0</u>       | <u>0</u>        | <u>0</u>          | <u>0</u>          | <u>15,000</u>  |
|                  | TOTAL CAPITAL OUTLAY                | <u>0</u>       | <u>0</u>        | <u>0</u>          | <u>0</u>          | <u>15,000</u>  |
|                  | TOTAL COMMUNITY CENTER              | <u>139,445</u> | <u>144,435</u>  | <u>64,175</u>     | <u>140,881</u>    | <u>158,680</u> |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - ADULT PROGRAMMING**

This account encompasses the Adult Programs offered through the Recreation Department throughout the year. Including ongoing programs: Tae Kwon Do, Fitness Classes, Adult Dance, Adult Enrichment Classes, and Day Trips

**Category: Parks and Recreation**

**EXPENDITURES: Account # 507-7230**

|            |   |   |
|------------|---|---|
| <b>100</b> | <b><i>Wages and Benefits</i></b>              |   |
| 125        | <i>Part-Time Wages without Benefits</i>       | Program instructors are paid on an 80% - 20% basis                                    |
| 151        | <i>FICA</i>                                   | Employer share of Social Security and Medicare  |
| <b>200</b> | <b><i>Purchased Services</i></b>              |   |
| 210        | <i>Outside/Prof Services (Non-IT)</i>         | Background checks and Day Trips for Arts and Entertainment                            |
| <b>300</b> | <b><i>Operating Supplies and Expenses</i></b> |   |
| 330        | <i>Training and Travel</i>                    | Seminars and First Aid/CPR  |
| 340        | <i>Operating Supplies and Expenses</i>        | Tae Kwon Do/Sparring Equipment, Aerobics/Music, Yoga Equipment and Mats, Art Supplies |
| 343        | <i>Janitorial Supplies</i>                    | For Cleaning Equipment  |
| <b>400</b> | <b><i>Maintenance of City Property</i></b>    |   |
| 435        | <i>Repair/Maint Equip (Non Fleet)</i>         | Batteries   |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - ADULT PROGRAMS**

| <b>ACCT NO</b>   | <b>ACCOUNT DESCRIPTION</b>               | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> |
|------------------|--|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
|                  | <u>WAGES AND BENEFITS</u>                |                        |                         |                           |                           |                        |
| 100-507-7230-125 | ADULT PROGRAMS P/T WAGES                 | 22,962                 | 26,989                  | 9,991                     | 26,989                    | 26,989                 |
| 100-507-7230-151 | ADULT PROGRAMS FICA                      | 1,757                  | 2,065                   | 764                       | 2,065                     | 2,065                  |
|                  | TOTAL WAGES AND BENEFITS                 | 24,719                 | 29,054                  | 10,755                    | 29,054                    | 29,054                 |
|                  | <u>PURCHASED SERVICES</u>                |                        |                         |                           |                           |                        |
| 100-507-7230-210 | ADULT PROGRAMS SVCS NON-IT               | 22                     | 48                      | 49                        | 50                        | 2,548                  |
|                  | TOTAL PURCHASED SERVICES                 | 22                     | 48                      | 49                        | 50                        | 2,548                  |
|                  | <u>OPERATING SUPPLIES &amp; EXPENSES</u> |                        |                         |                           |                           |                        |
| 100-507-7230-330 | ADULT PROGRAMS TRAIN/TRAVEL              | 80                     | 161                     | 0                         | 200                       | 250                    |
| 100-507-7230-340 | ADULT PROGRAMS OPER SUP/EXP              | 686                    | 983                     | 481                       | 1,200                     | 1,200                  |
| 100-507-7230-343 | ADULT PROGRAMS JANITOR SUP               | 44                     | 120                     | 0                         | 150                       | 150                    |
|                  | TOTAL OPERATING SUPPLIES & EXP           | 810                    | 1,264                   | 481                       | 1,550                     | 1,600                  |
|                  | <u>MAINTENANCE OF CITY PROPERTY</u>      |                        |                         |                           |                           |                        |
| 100-507-7230-435 | ADULT PROGRAMS RPR/MNT EQUIP NF          | 33                     | 80                      | 0                         | 100                       | 100                    |
|                  | TOTAL MAINTENANCE OF CITY PROP           | 33                     | 80                      | 0                         | 100                       | 100                    |
|                  | TOTAL ADULT PROGRAMS                     | 25,585                 | 30,446                  | 11,286                    | 30,754                    | 33,302                 |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - ADULT SPORTS**

This account encompasses the Adult Sports Programs offered by the Recreation Department throughout the year, both indoor and outdoor, and any new adult sports programs. Programs are offered at various city and school district facilities. These include Men's Basketball, Adult Indoor and Outdoor Volleyball, Adult Tennis & Golf Programs.

**Category: Parks and Recreation**

**EXPENDITURES: Account # 507-7235**

|            |   |  |
|------------|---|--|
| <b>100</b> | <b><i>Wages and Benefits</i></b>              |  |
| 125        | <i>Part-Time Wages without Benefits</i>       | Program instructors are paid on an 80% - 20% basis                 |
| 151        | <i>FICA</i>                                   | Employer share of Social Security and Medicare                     |
| <b>200</b> | <b><i>Purchased Services</i></b>              |  |
| 210        | <i>Outside/Prof Services (Non-IT)</i>         | Background Checks, Tournament Sanction Fees, USTA Tennis Link Fees |
| <b>300</b> | <b><i>Operating Supplies and Expenses</i></b> |  |
| 311        | <i>Postage</i>                                |  |
| 320        | <i>Membership Dues</i>                        | USTA Memberships   |
| 324        | <i>Licenses and Permits</i>                   | Work permits   |
| 330        | <i>Training and Travel</i>                    | CPR, first aid, and other trainings                                |
| 340        | <i>Operating Supplies and Expenses</i>        | Basketball, Volleyball, Tennis, and Misc Supplies                  |
| 341        | <i>Safety Supplies</i>                        |  |
| <b>400</b> | <b><i>Maintenance of City Property</i></b>    |  |
| 435        | <i>Repair/Maint Equip (Non Fleet)</i>         | Batteries  |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - ADULT SPORTS**

| <u>ACCT NO</u>   | <u>ACCOUNT DESCRIPTION</u>               | <u>2015<br/>ACTUAL</u> | <u>2016<br/>ADOPTED</u> | <u>06/2016<br/>ACTUAL</u> | <u>2016<br/>ESTIMATED</u> | <u>2017<br/>BUDGET</u> |
|------------------|--|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
|                  | <u>WAGES AND BENEFITS</u>                |                        |                         |                           |                           |                        |
| 100-507-7235-125 | ADULT SPORTS P/T WAGES                   | 25,800                 | 28,089                  | 9,547                     | 28,089                    | 28,089                 |
| 100-507-7235-151 | ADULT SPORTS FICA                        | 1,974                  | 2,149                   | 730                       | 2,149                     | 2,149                  |
|                  | TOTAL WAGES AND BENEFITS                 | <u>27,773</u>          | <u>30,238</u>           | <u>10,277</u>             | <u>30,238</u>             | <u>30,238</u>          |
|                  | <u>PURCHASED SERVICES</u>                |                        |                         |                           |                           |                        |
| 100-507-7235-210 | ADULTS SPORTS SVCS NON-IT                | 219                    | 135                     | 66                        | 100                       | 82                     |
|                  | TOTAL PURCHASED SERVICES                 | <u>219</u>             | <u>135</u>              | <u>66</u>                 | <u>100</u>                | <u>82</u>              |
|                  | <u>OPERATING SUPPLIES &amp; EXPENSES</u> |                        |                         |                           |                           |                        |
| 100-507-7235-311 | ADULT SPORTS POSTAGE                     | 0                      | 45                      | 0                         | 45                        | 0                      |
| 100-507-7235-320 | ADULT SPORTS MEMBERSHIPS                 | 6                      | 6                       | 6                         | 6                         | 35                     |
| 100-507-7235-324 | ADULT SPORTS LIC/PERMIT                  | 15                     | 26                      | 10                        | 10                        | 0                      |
| 100-507-7235-330 | ADULT SPORTS TRAIN/TRAVEL                | 62                     | 124                     | 0                         | 0                         | 150                    |
| 100-507-7235-340 | ADULT SPORTS OPER SUP/EXP                | 1,644                  | 3,293                   | 1,774                     | 1,800                     | 1,400                  |
| 100-507-7235-341 | ADULT SPORTS SAFETY SUP                  | 0                      | 50                      | 10                        | 50                        | 50                     |
|                  | TOTAL OPERATING SUPPLIES & EXP           | <u>1,726</u>           | <u>3,544</u>            | <u>1,800</u>              | <u>1,911</u>              | <u>1,635</u>           |
|                  | <u>MAINTENANCE OF CITY PROPERTY</u>      |                        |                         |                           |                           |                        |
| 100-507-7235-435 | ADULT SPORTS RPR/MNT EQUIP NF            | 4                      | 3                       | 0                         | 0                         | 0                      |
|                  | TOTAL MAINTENANCE OF CITY PROP           | <u>4</u>               | <u>3</u>                | <u>0</u>                  | <u>0</u>                  | <u>0</u>               |
|                  | TOTAL ADULT SPORTS                       | <u>29,723</u>          | <u>33,919</u>           | <u>12,143</u>             | <u>32,249</u>             | <u>31,955</u>          |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - YOUTH PROGRAMMING**

This account encompasses the Youth Programs offered by the Recreation Department throughout the year. Including ongoing programs: Contract Classes, Preschool Classes, Tae Kwon Do, Ice Skating, Dance, Baton, Youth Enrichment Classes, and Arts, Crafts, and Music and any New Programming.

**Category: Parks and Recreation**

**EXPENDITURES: Account # 507-7240**

|            |   |  |         |
|------------|---|--|---------|
| <b>100</b> | <b><i>Wages and Benefits</i></b>              |  |         |
| 125        | <i>Part-Time Wages without Benefits</i>       | Supervisors and Coaches  |         |
| 151        | <i>FICA</i>                                   | Employer share of Social Security and Medicare   |         |
| <b>200</b> | <b><i>Purchased Services</i></b>              |  |         |
| 210        | <i>Outside/Prof Services (Non-IT)</i>         | Dance  | \$8,000 |
|            |   | Tutor Doctor   | \$2,880 |
|            |   | Horse Back Riding  | \$1,000 |
|            |   | Music  | \$1,000 |
|            |   | Learn To Skate   | \$2,100 |
|            |   | Background checks  | \$35    |
| <b>300</b> | <b><i>Operating Supplies and Expenses</i></b> |  |         |
| 324        | <i>Licenses and Permits</i>                   | Work permits   |         |
| 330        | <i>Training and Travel</i>                    | CPR, First Aid, and other training   |         |
| 340        | <i>Operating Supplies and Expenses</i>        | Preschool, Dance, Arts/Crafts Supplies; Tae Kwon Do Equipment; Batons/Misc supplies for recitals |         |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - YOUTH PROGRAMS**

| ACCT NO          | ACCOUNT DESCRIPTION                      | 2015<br>ACTUAL       | 2016<br>ADOPTED      | 06/2016<br>ACTUAL    | 2016<br>ESTIMATED    | 2017<br>BUDGET       |
|------------------|--|----------------------|----------------------|----------------------|----------------------|----------------------|
|                  | <u>WAGES AND BENEFITS</u>                |                      |                      |                      |                      |                      |
| 100-507-7240-125 | YOUTH PROGRAMS P/T WAGES                 | 15,097               | 20,028               | 5,674                | 20,028               | 20,028               |
| 100-507-7240-151 | YOUTH PROGRAMS FICA                      | 1,155                | 1,532                | 434                  | 1,532                | 1,532                |
|                  | TOTAL WAGES AND BENEFITS                 | <u>16,252</u>        | <u>21,560</u>        | <u>6,108</u>         | <u>21,560</u>        | <u>21,560</u>        |
|                  | <u>PURCHASED SERVICES</u>                |                      |                      |                      |                      |                      |
| 100-507-7240-210 | YOUTH PROGRAMS SVCS NON-IT               | 7,453                | 4,245                | 5,626                | 12,415               | 15,015               |
|                  | TOTAL PURCHASED SERVICES                 | <u>7,453</u>         | <u>4,245</u>         | <u>5,626</u>         | <u>12,415</u>        | <u>15,015</u>        |
|                  | <u>OPERATING SUPPLIES &amp; EXPENSES</u> |                      |                      |                      |                      |                      |
| 100-507-7240-324 | YOUTH PROGRAMS LIC/PERMIT                | 0                    | 0                    | 0                    | 0                    | 20                   |
| 100-507-7240-330 | YOUTH PROGRAMS TRAIN/TRAVEL              | 0                    | 0                    | 0                    | 0                    | 100                  |
| 100-507-7240-340 | YOUTH PROGRAMS OPER SUP/EXP              | 383                  | 1,180                | 392                  | 800                  | 1,800                |
|                  | TOTAL OPERATING SUP/EXP                  | <u>383</u>           | <u>1,180</u>         | <u>392</u>           | <u>800</u>           | <u>1,920</u>         |
|                  | TOTAL YOUTH PROGRAMS                     | <u><u>24,088</u></u> | <u><u>26,985</u></u> | <u><u>12,126</u></u> | <u><u>34,775</u></u> | <u><u>38,495</u></u> |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - YOUTH SPORTS**

This account encompasses the Youth Sports Programs offered by the Recreation Department throughout the year, both indoor and outdoor, and any new youth sports programs. Programs are offered at various city and school district facilities. These include Basketball, Volleyball, Tennis, Soccer, Football, Baseball/Softball, Kickball, Golf and Contracted Sports.

**Category: Parks and Recreation**

**EXPENDITURES: Account # 507-7245**

|            |   |  |          |
|------------|---|--|----------|
| <b>100</b> | <b>Wages and Benefits</b>               |  |          |
| 125        | <i>Part-Time Wages without Benefits</i> | Program instructors are paid on an 80% - 20% basis   |          |
| 151        | <i>FICA</i>                             | Employer share of Social Security and Medicare   |          |
| <b>200</b> | <b>Purchased Services</b>               |  |          |
| 210        | <i>Outside/Prof Services (Non-IT)</i>   | Kid's Sports (Contract)  | \$10,000 |
|            |   | Lacrosse Club (Contract)   | \$1,350  |
|            |   | Labelle Golf Club (Contract)   | \$2,500  |
|            |   | Tennis Link fees   | \$490    |
|            |   | Background checks  | \$540    |
|            |   | Tournament sanction fee  | \$54     |
| 240        | <i>Repair/Maint Contracts (Non-IT)</i>  |  |          |
| <b>300</b> | <b>Operating Supplies and Expenses</b>  |  |          |
| 311        | <i>Postage</i>                          |  |          |
| 313        | <i>Printing</i>                         | Banners  |          |
| 320        | <i>Membership Dues</i>                  | USTA Membership  |          |
| 324        | <i>Licenses and Permits</i>             | Work permits   |          |
| 330        | <i>Training and Travel</i>              | Coaches Trainings and Workshops  |          |
| 340        | <i>Operating Supplies and Expenses</i>  | Athletic equipment and supplies for Baseball, Basketball, Football, Kickball, Soccer, Tennis, Volleyball, Lacrosse, and Other Miscellaneous Programs |          |
| 341        | <i>Safety Supplies</i>                  |  |          |
| 343        | <i>Janitorial Supplies</i>              |  |          |
| <b>400</b> | <b>Maintenance of City Property</b>     |  |          |
| 435        | <i>Repair/Maint Equip (Non Fleet)</i>   | Batteries for Ball Machine   |          |
| <b>500</b> | <b>Fixed Charges</b>                    |  |          |
| 530        | <i>Rent</i>                             | Portable Toilet at Park Lawn   |          |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - YOUTH SPORTS**

| <b>ACCT NO</b>   | <b>ACCOUNT DESCRIPTION</b>               | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> |
|------------------|--|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
|                  | <u>WAGES AND BENEFITS</u>                |                        |                         |                           |                           |                        |
| 100-507-7245-125 | YOUTH SPORTS P/T WAGES                   | 23,511                 | 29,525                  | 6,778                     | 29,525                    | 29,525                 |
| 100-507-7245-151 | YOUTH SPORTS FICA                        | 1,799                  | 2,259                   | 511                       | 2,259                     | 2,259                  |
|                  | TOTAL WAGES AND BENEFITS                 | 25,310                 | 31,784                  | 7,289                     | 31,784                    | 31,784                 |
|                  | <u>PURCHASED SERVICES</u>                |                        |                         |                           |                           |                        |
| 100-507-7245-210 | YOUTH SPORTS SVCS NON-IT                 | 1,877                  | 1,087                   | 519                       | 13,674                    | 14,934                 |
| 100-507-7245-240 | YOUTH SPORTS MAINT CONT NON-IT           | 0                      | 200                     | 10                        | 10                        | 0                      |
|                  | TOTAL PURCHASED SERVICES                 | 1,877                  | 1,287                   | 529                       | 13,684                    | 14,934                 |
|                  | <u>OPERATING SUPPLIES &amp; EXPENSES</u> |                        |                         |                           |                           |                        |
| 100-507-7245-311 | YOUTH SPORTS POSTAGE                     | 18                     | 90                      | 0                         | 45                        | 45                     |
| 100-507-7245-313 | YOUTH SPORTS PRINTING                    | 0                      | 0                       | 0                         | 0                         | 175                    |
| 100-507-7245-320 | YOUTH SPORTS MEMBERSHIPS                 | 29                     | 29                      | 29                        | 29                        | 35                     |
| 100-507-7245-324 | YOUTH SPORTS LIC/PERMIT                  | 65                     | 74                      | 10                        | 120                       | 120                    |
| 100-507-7245-330 | YOUTH SPORTS TRAIN/TRAVEL                | 32                     | 166                     | 0                         | 0                         | 400                    |
| 100-507-7245-340 | YOUTH SPORTS OPER SUP/EXP                | 8,396                  | 11,643                  | 4,639                     | 13,360                    | 13,800                 |
| 100-507-7245-341 | YOUTH SPORTS SAFETY SUP                  | 115                    | 250                     | 0                         | 300                       | 300                    |
| 100-507-7245-343 | YOUTH SPORTS JANITOR SUP                 | 11                     | 30                      | 0                         | 0                         | 0                      |
|                  | TOTAL OPERATING SUPPLIES & EXP           | 8,667                  | 12,282                  | 4,679                     | 13,854                    | 14,875                 |
|                  | <u>MAINTENANCE OF CITY PROPERTY</u>      |                        |                         |                           |                           |                        |
| 100-507-7245-435 | YOUTH SPORTS RPR/MNT EQUIP NF            | 32                     | 37                      | 0                         | 50                        | 50                     |
|                  | TOTAL MAINTENANCE OF CITY PROP           | 32                     | 37                      | 0                         | 50                        | 50                     |
|                  | <u>FIXED CHARGES</u>                     |                        |                         |                           |                           |                        |
| 100-507-7245-530 | YOUTH SPORTS RENT                        | 120                    | 200                     | 90                        | 200                       | 200                    |
|                  | TOTAL FIXED CHARGES                      | 120                    | 200                     | 90                        | 200                       | 200                    |
|                  | TOTAL YOUTH SPORTS                       | 36,006                 | 45,589                  | 12,587                    | 59,572                    | 61,843                 |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - WATERFRONT**

This account covers the maintenance of boat launch areas, City beaches, road approaches to ramps and other lake access points, swimming beach areas, repair and install piers at Chestnut Street, City Beach and Memorial Park, and launch area at Fowler Lake.

**Category: Parks and Recreation**

**EXPENDITURES: Account # 507-7340**

|            |  |  |         |
|------------|--|--|---------|
| <b>100</b> | <b>Wages and Benefits</b>              |  |         |
| 121        | Crew Regular Wages                     |  |         |
| 122        | Crew Over-Time Wages                   |  |         |
| 125        | Part-Time Wages without Benefits       | Co-Directors, Lifeguards, Boat Launch Attendant, Instructors   |         |
| 133        | Longevity                              | Crew employees   |         |
| 151        | FICA                                   | Employer share of Social Security and Medicare   |         |
| 152        | Wisconsin Retirement System            | Employer share of required contribution  |         |
| 154        | Health Insurance                       | Employer share of premiums   |         |
| 155        | Life Insurance                         | Employer share of premiums   |         |
| 164        | Compensatory Time Earned               |  |         |
| <b>200</b> | <b>Purchased Services</b>              |  |         |
| 210        | Outside/Prof Services (Non-IT)         | American Red Cross Learn-to-Swim fees and background checks  |         |
| 225        | Telephone                              | Mobile telephone   |         |
| <b>300</b> | <b>Operating Supplies and Expenses</b> |  |         |
| 310        | Office Supplies                        |  |         |
| 313        | Printing                               | Receipt books, report cards, launch envelopes, season beach bands, signs, boat stickers, postcards   |         |
| 324        | Licenses and Permits                   | Work Permits   |         |
| 330        | Training and Travel                    | In-service CPR, first aid training and staff mileage, lifeguard training, water safety instructor trainings, and American Red Cross staff certification fees |         |
| 340        | Operating Supplies and Expenses        | Ropes, buoys, and fins   | \$1,000 |
|            |  | New paddle board/canoe   | \$1,500 |
|            |  | Miscellaneous  | \$1,550 |
| 341        | Safety Supplies                        | First aid  | \$700   |
|            |  | Life jackets   | \$200   |
| 343        | Janitorial Supplies                    | Waterfront/lifeguard shack   |         |
| 351        | Gas and Diesel                         | 125 gallons non-lead fuel @ \$2.40/gallon  |         |
| <b>400</b> | <b>Maintenance of City Property</b>    |  |         |
| 400        | Repair/Maint of Buildings              | Repair of buildings, fencing along parking lot   |         |
| 410        | Repair/Maint of Grounds                | Concrete, sand for beach, shoreline boulders & materials   |         |
| 435        | Repair/Maint of Equip. (Non-Fleet)     | Materials to repair pontoons and kayaks including paint, hardware, and welding; launch, pier & deck maintenance; batteries for radios and mega phones        |         |
| <b>500</b> | <b>Fixed Charges</b>                   |  |         |
| 530        | Rent                                   | Portable toilets at Bender Beach Park, Fowler launch and City beach  | \$2,790 |
|            |  | Backhoe for maintenance at boat launches   | \$600   |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - WATERFRONT**

| <b>ACCT NO</b>                          | <b>ACCOUNT DESCRIPTION</b>                | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> |
|---|---|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
| <u>WAGES AND BENEFITS</u>               |   |                        |                         |                           |                           |                        |
| 100-507-7340-121                        | WATERFRONT WAGES                          | 11,069                 | 11,971                  | 8,401                     | 11,524                    | 11,765                 |
| 100-507-7340-122                        | WATERFRONT O/T WAGES                      | 0                      | 0                       | 79                        | 0                         | 0                      |
| 100-507-7340-125                        | WATERFRONT P/T WAGES                      | 77,968                 | 79,061                  | 8,572                     | 78,504                    | 78,549                 |
| 100-507-7340-133                        | WATERFRONT LONGEVITY                      | 14                     | 22                      | 5                         | 17                        | 18                     |
| 100-507-7340-151                        | WATERFRONT FICA                           | 6,806                  | 6,966                   | 1,302                     | 6,888                     | 6,910                  |
| 100-507-7340-152                        | WATERFRONT WRS                            | 754                    | 792                     | 560                       | 762                       | 801                    |
| 100-507-7340-154                        | WATERFRONT HEALTH INS                     | 3,192                  | 3,718                   | 1,575                     | 3,852                     | 3,967                  |
| 100-507-7340-155                        | WATERFRONT LIFE INS                       | 32                     | 32                      | 21                        | 28                        | 28                     |
| 100-507-7340-164                        | WATERFRONT COMP TIME EARNED               | 0                      | 0                       | 0                         | 0                         | 0                      |
|   | <b>TOTAL WAGES AND BENEFITS</b>           | <b>99,835</b>          | <b>102,562</b>          | <b>20,515</b>             | <b>101,575</b>            | <b>102,038</b>         |
| <u>PURCHASED SERVICES</u>               |   |                        |                         |                           |                           |                        |
| 100-507-7340-210                        | WATERFRONT OUTSD SVCS NON-IT              | 440                    | 525                     | 616                       | 700                       | 700                    |
| 100-507-7340-225                        | WATERFRONT TELEPHONE                      | 51                     | 50                      | 0                         | 50                        | 50                     |
|   | <b>TOTAL PURCHASED SERVICES</b>           | <b>491</b>             | <b>575</b>              | <b>616</b>                | <b>750</b>                | <b>750</b>             |
| <u>OPERATING SUPPLIES &amp; EXPENSE</u> |   |                        |                         |                           |                           |                        |
| 100-507-7340-310                        | WATERFRONT OFFICE SUPPLIES                | 34                     | 100                     | 52                        | 100                       | 100                    |
| 100-507-7340-313                        | WATERFRONT PRINTING                       | 807                    | 3,100                   | 2,190                     | 2,691                     | 2,525                  |
| 100-507-7340-324                        | WATERFRONT LIC/PERMIT                     | 30                     | 50                      | 50                        | 50                        | 50                     |
| 100-507-7340-330                        | WATERFRONT TRAIN/TRAVEL                   | 0                      | 2,000                   | 25                        | 0                         | 2,000                  |
| 100-507-7340-340                        | WATERFRONT OPER SUP/EXP                   | 10,358                 | 4,050                   | 4,389                     | 6,093                     | 4,050                  |
| 100-507-7340-341                        | WATERFRONT SAFETY SUP                     | 734                    | 700                     | 180                       | 680                       | 900                    |
| 100-507-7340-343                        | WATERFRONT JANITOR SUP                    | 0                      | 100                     | 0                         | 100                       | 100                    |
| 100-507-7340-351                        | WATERFRONT GAS/DIESEL                     | 456                    | 300                     | 190                       | 300                       | 300                    |
|   | <b>TOTAL OPERATING SUPPLIES &amp; EXP</b> | <b>12,419</b>          | <b>10,400</b>           | <b>7,076</b>              | <b>10,014</b>             | <b>10,025</b>          |
| <u>MAINTENANCE OF CITY PROPERTY</u>     |   |                        |                         |                           |                           |                        |
| 100-507-7340-400                        | WATERFRONT RPR/MAINT BLDG                 | 54                     | 0                       | 1,232                     | 1,300                     | 750                    |
| 100-507-7340-410                        | WATERFRONT RPR/MAINT GRNDS                | 1,540                  | 2,000                   | 1,428                     | 2,000                     | 1,850                  |
| 100-507-7340-435                        | WATERFRONT RPR/MNT EQUIP NF               | 119                    | 500                     | 462                       | 500                       | 1,350                  |
|   | <b>TOTAL MAINTENANCE OF CITY PROP</b>     | <b>1,714</b>           | <b>2,500</b>            | <b>3,122</b>              | <b>3,800</b>              | <b>3,950</b>           |
| <u>FIXED CHARGES</u>                    |   |                        |                         |                           |                           |                        |
| 100-507-7340-530                        | WATERFRONT RENT                           | 2,080                  | 3,000                   | 1,080                     | 3,390                     | 3,390                  |
|   | <b>TOTAL FIXED CHARGES</b>                | <b>2,080</b>           | <b>3,000</b>            | <b>1,080</b>              | <b>3,390</b>              | <b>3,390</b>           |
|   | <b>TOTAL WATERFRONT</b>                   | <b>116,539</b>         | <b>119,037</b>          | <b>32,409</b>             | <b>119,529</b>            | <b>120,153</b>         |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - PARKS PLAYGROUNDS**

Parks and Playgrounds encompass the care and maintenance of parks, downtown areas, open spaces, and City-owned outlots. This includes maintenance of 15 buildings and park shelters, shorelines, annual and perennial flower beds, playgrounds, sidewalks, site amenities (park benches, trash receptacles, bike racks, drinking fountains, bollards and park signage), irrigation, turf and landscape beds.

**Category: Parks and Recreation**

**EXPENDITURES: Account # 507-7410**

|            |  |  |   |          |
|------------|--|--|---|----------|
| <b>100</b> | <b>Wages and Benefits</b>              |  |   |          |
| 111        | Salaries                               | Parks & Forestry Superintendent                                    |   |          |
| 121        | Crew Regular Wages                     |  |   |          |
| 122        | Crew Over-Time Wages                   | Parks and DPW Crew employees to handle emergencies                 |   |          |
| 125        | Part-Time Wages without Benefits       | Seasonal help  |   |          |
| 133        | Longevity                              | Crew employees   |   |          |
| 151        | FICA                                   | Employer share of Social Security and Medicare                     |   |          |
| 152        | Wisconsin Retirement System            | Employer share of required contribution                            |   |          |
| 153        | Sick Leave                             |  |   |          |
| 154        | Health Insurance                       | Employer share of premiums   |   |          |
| 155        | Life Insurance                         | Employer share of premiums   |   |          |
| 156        | Vacation Leave                         |  |   |          |
| 157        | Holiday Leave                          |  |   |          |
| 164        | Compensatory Time Earned               |  |   |          |
| <b>200</b> | <b>Purchased Services</b>              |  |   |          |
| 210        | Outside/Prof Services (Non-IT)         | Phase I engineering greenbelt                                      |   | \$30,000 |
|            | Electrical service needs in shelters   | \$700  | Background check                        | \$65     |
|            | Fire extinguisher inspection           | \$385  | Janitorial service                      | \$1,320  |
| 222        | Electric and Water                     |  |   |          |
| 224        | Gas and Heat                           |  |   |          |
| 225        | Telephone                              |  |   |          |
| 240        | Repair/Maint Contracts (Non-IT)        |  |   |          |
| 297        | Repair/Maint Contracts (IT)            | Refuse Collection  |   |          |
| <b>300</b> | <b>Operating Supplies and Expenses</b> |  |   |          |
| 310        | Office Supplies                        |  |   |          |
| 311        | Postage                                | Gempler shipping saver   |   |          |
| 322        | Periodicals                            | Newspaper subscription   |   |          |
| 324        | Licenses and Permits                   |  |   |          |
| 326        | Publicity                              | Legal ads for bids and employment ads                              |   |          |
| 330        | Training and Travel                    | Schools, workshops, seminars, etc                                  |   |          |
| 340        | Operating Supplies and Expenses        |  |   |          |
|            | New picnic tables and park benches     | \$7,000  | Miscs tools and supplies                | \$500    |
|            | New trash receptacles                  | \$2,000  | New park signage                        | \$2,870  |
|            | Seasonal employee t-shirts             | \$200  | New shop lunch room table               | \$1,500  |
|            | New concrete (sidewalks, bike pads)    | \$1,950  | Mutt Mitts                              | \$1,500  |
| 341        | Safety Supplies                        | Miscellaneous supplies   |   |          |
| 343        | Janitorial Supplies                    | Restroom cleaning supplies and janitorial service supplies \$8,000 |   |          |
| 346        | Clothing and Tool Allowance            | Safety footwear (5 @ \$150)  |   | \$750    |
|            |  | Full-time employee safety shirts                                   |   | \$450    |
| 351        | Gas and Diesel                         | Trucks, lawn mowers, equipment, and foreman's truck                |   |          |
|            | 3,500 gallons regular @ \$2.40/gallon  | \$8,400  | 700 gallons diesel fuel @ \$2.85/gallon | \$1,995  |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - PARKS PLAYGROUNDS**

| <b>ACCT NO</b>                           | <b>ACCOUNT DESCRIPTION</b>                | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> |
|--|---|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
| <u>WAGES AND BENEFITS</u>                |   |                        |                         |                           |                           |                        |
| 100-507-7410-111                         | PARKS/PLAYGR SALARIES                     | 56,437                 | 61,321                  | 29,271                    | 61,035                    | 63,115                 |
| 100-507-7410-121                         | PARKS/PLAYGR CREW WAGES                   | 122,820                | 151,551                 | 66,275                    | 137,087                   | 148,756                |
| 100-507-7410-122                         | PARKS/PLAYGR O/T WAGES                    | 3,017                  | 2,377                   | 482                       | 2,215                     | 2,241                  |
| 100-507-7410-125                         | PARKS/PLAYGR P/T WAGES                    | 35,061                 | 29,566                  | 10,678                    | 28,879                    | 33,094                 |
| 100-507-7410-133                         | PARKS/PLAYGR LONGEVITY                    | 256                    | 418                     | 116                       | 243                       | 244                    |
| 100-507-7410-151                         | PARKS/PLAYGR FICA                         | 17,260                 | 19,712                  | 8,398                     | 18,526                    | 19,936                 |
| 100-507-7410-152                         | PARKS/PLAYGR WRS                          | 13,370                 | 15,055                  | 6,710                     | 14,078                    | 15,470                 |
| 100-507-7410-153                         | PARKS/PLAYGR SICK                         | 1,627                  | 5,087                   | 560                       | 5,086                     | 5,260                  |
| 100-507-7410-154                         | PARKS/PLAYGR HEALTH INS                   | 65,894                 | 76,821                  | 34,395                    | 75,168                    | 77,423                 |
| 100-507-7410-155                         | PARKS/PLAYGR LIFE INS                     | 325                    | 447                     | 145                       | 224                       | 236                    |
| 100-507-7410-156                         | PARKS/PLAYGR VACATION                     | 4,984                  | 4,521                   | 3,112                     | 4,804                     | 4,967                  |
| 100-507-7410-157                         | PARKS/PLAYGR HOLIDAY                      | 3,019                  | 2,826                   | 560                       | 2,826                     | 2,922                  |
| 100-507-7410-164                         | PARKS/PLAYGR COMP TIME EARNED             | 4,583                  | 0                       | 1,285                     | 0                         | 0                      |
|  | <b>TOTAL WAGES AND BENEFITS</b>           | <b>328,654</b>         | <b>369,701</b>          | <b>161,984</b>            | <b>350,170</b>            | <b>373,662</b>         |
| <u>PURCHASED SERVICES</u>                |   |                        |                         |                           |                           |                        |
| 100-507-7410-210                         | PARKS/PLAYGR OUTSD SVCS NON-IT            | 3,921                  | 34,330                  | 1,399                     | 34,330                    | 32,470                 |
| 100-507-7410-222                         | PARKS/PLAYGR ELEC/WATER                   | 15,554                 | 13,986                  | 7,099                     | 13,986                    | 14,476                 |
| 100-507-7410-224                         | PARKS/PLAYGR GAS/HEAT                     | 7,050                  | 10,000                  | 4,806                     | 7,000                     | 7,800                  |
| 100-507-7410-225                         | PARKS/PLAYGR TELEPHONE                    | 405                    | 150                     | 217                       | 435                       | 435                    |
| 100-507-7410-240                         | PARKS/PLAYGR MAINT CONT NON-IT            | 174                    | 350                     | 0                         | 350                       | 0                      |
| 100-507-7410-297                         | PARKS/PLAYGR REFUSE COLL                  | 0                      | 235                     | 0                         | 0                         | 0                      |
|  | <b>TOTAL PURCHASED SERVICES</b>           | <b>27,104</b>          | <b>59,051</b>           | <b>13,520</b>             | <b>56,101</b>             | <b>55,181</b>          |
| <u>OPERATING SUPPLIES &amp; EXPENSES</u> |   |                        |                         |                           |                           |                        |
| 100-507-7410-310                         | PARKS/PLAYGR OFFICE SUPPLIES              | 726                    | 610                     | 115                       | 610                       | 500                    |
| 100-507-7410-311                         | PARKS/PLAYGR POSTAGE                      | 75                     | 190                     | 4                         | 190                       | 190                    |
| 100-507-7410-322                         | PARKS/PLAYGR PERIODICALS                  | 0                      | 35                      | 35                        | 35                        | 35                     |
| 100-507-7410-324                         | PARKS/PLAYGR LIC/PERMIT                   | 75                     | 0                       | 73                        | 73                        | 75                     |
| 100-507-7410-326                         | PARKS/PLAYGR PUBLICITY                    | 53                     | 150                     | 356                       | 356                       | 150                    |
| 100-507-7410-330                         | PARKS/PLAYGR TRAIN/TRAVEL                 | 634                    | 2,250                   | 1,325                     | 2,250                     | 2,250                  |
| 100-507-7410-340                         | PARKS/PLAYGR OPER SUP/EXP                 | 14,495                 | 14,550                  | 11,071                    | 14,550                    | 17,520                 |
| 100-507-7410-341                         | PARKS/PLAYGR SAFETY SUP                   | 1,800                  | 600                     | 1,205                     | 1,205                     | 600                    |
| 100-507-7410-343                         | PARKS/PLAYGR JANITOR SUP                  | 9,134                  | 7,000                   | 7,495                     | 8,000                     | 8,000                  |
| 100-507-7410-346                         | PARKS/PLAYGR CLOTHING ALLOW               | 826                    | 1,150                   | 555                       | 1,150                     | 1,200                  |
| 100-507-7410-351                         | PARKS/PLAYGR GAS/DIESEL                   | 9,121                  | 11,900                  | 3,375                     | 11,900                    | 10,395                 |
|  | <b>TOTAL OPERATING SUPPLIES &amp; EXP</b> | <b>36,940</b>          | <b>38,435</b>           | <b>25,608</b>             | <b>40,319</b>             | <b>40,915</b>          |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - PARKS PLAYGROUNDS**

**EXPENDITURES: Account # 507-7410**

|            |  |         |  |          |
|------------|--|---------|--|----------|
| <b>400</b> | <b><i>Maintenance of City Property</i></b> |         |  |          |
| 400        | <i>Repair/Maint of Buildings</i>           |         |  |          |
|            | Building supplies, paint, and materials    | \$3,000 | Shop overhead garage door maint  | \$500    |
|            | Band shell repairs                         | \$2,000 | Replacement parks shop service door  | \$2,500  |
|            | Park shelter and restroom maint.           | \$2,850 |  |          |
| 410        | <i>Repair/Maint of Grounds</i>             |         | Tree Replacement   | \$15,000 |
|            | Fertilizer, herbicides/pesticides          | \$5,000 | Playground mulch   | \$2,500  |
|            | Top soil                                   | \$2,000 | Park improvements  | \$3,500  |
|            | Mulch for downtown & parks                 | \$3,000 | Nursery stock plants   | \$5,000  |
|            | Grass seed                                 | \$1,500 | Irrigation repairs   | \$250    |
| 435        | <i>Repair/Maint of Equip. (Non-Fleet)</i>  |         | Repairs to picnic tables, benches, flower boxes, and playground equipment  |          |
| <b>500</b> | <b><i>Fixed Charges</i></b>                |         |  |          |
| 508        | <i>Fleet Maintenance</i>                   |         | Payment to Fleet Maintenance Internal Service Fund 730 for vehicle and equipment repairs, maintenance, and tires |          |
| 530        | <i>Rent</i>                                |         | Miscellaneous equipment rentals and Sanor System for Fowler Park restrooms                                       |          |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - PARKS PLAYGROUNDS**

| <u>ACCT NO</u>   | <u>ACCOUNT DESCRIPTION</u>          | <u>2015<br/>ACTUAL</u> | <u>2016<br/>ADOPTED</u> | <u>06/2016<br/>ACTUAL</u> | <u>2016<br/>ESTIMATED</u> | <u>2017<br/>BUDGET</u> |
|------------------|-------------------------------------|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
|                  | <u>MAINTENANCE OF CITY PROPERTY</u> |                        |                         |                           |                           |                        |
| 100-507-7410-400 | PARKS/PLAYGR RPR/MAINT BLDG         | 9,219                  | 13,050                  | 12,790                    | 13,050                    | 16,600                 |
| 100-507-7410-410 | PARKS/PLAYGR RPR/MAINT GRNDS        | 17,274                 | 22,750                  | 11,245                    | 22,750                    | 37,750                 |
| 100-507-7410-435 | PARKS/PLAYGR RPR/MNT EQUIP NF       | 9,980                  | 12,000                  | 12,107                    | 12,000                    | (1,750)                |
|                  | TOTAL MAINTENANCE OF CITY PROP      | <u>36,473</u>          | <u>47,800</u>           | <u>36,142</u>             | <u>47,800</u>             | <u>52,600</u>          |
|                  | <u>FIXED CHARGES</u>                |                        |                         |                           |                           |                        |
| 100-507-7410-508 | PARKS/PLAYGR FLEET                  | 49,120                 | 45,100                  | 22,550                    | 45,100                    | 38,940                 |
| 100-507-7410-530 | PARKS/PLAYGR RENT                   | 589                    | 350                     | 509                       | 350                       | 350                    |
|                  | TOTAL FIXED CHARGES                 | <u>49,709</u>          | <u>45,450</u>           | <u>23,059</u>             | <u>45,450</u>             | <u>39,290</u>          |
|                  | TOTAL PARKS & PLAYGROUNDS           | <u>478,879</u>         | <u>560,437</u>          | <u>260,314</u>            | <u>539,840</u>            | <u>561,648</u>         |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - ATHLETIC FIELDS COURTS**

This account is for the maintenance of seven softball and baseball diamonds, soccer fields, two football fields, seven volleyball courts, eight tennis courts, one full basketball court and four half-basketball courts. General ball diamond maintenance is crucial for the safety of field users and is dependent on turf management (seeding, sodding, aerating, fertilizing, irrigation, weed control) and other athletic field maintenance (lip maintenance, field marking, mound and batter's box maintenance, light maintenance, bleacher maintenance, fence maintenance). Tennis, basketball and volleyball court maintenance encompasses court cleaning, bench, boulder board, net, post and fence maintenance, crack filling and line painting. It is our desire to continue to search for and acquire a large parcel of land (at least 100 acres) for the expansion and development of an athletic field complex.

**Category: Parks and Recreation**

**EXPENDITURES: Account # 507-7420**

|            |  |  |         |
|------------|--|--|---------|
| <b>100</b> | <b>Wages and Benefits</b>              |  |         |
| 121        | Crew Regular Wages                     |  |         |
| 122        | Crew Over-Time Wages                   | To prepare diamonds on weekends (charged back to user)                             |         |
| 125        | Part-Time Wages without Benefits       | Seasonal employees to handle summer maintenance of baseball/softball diamonds      |         |
| 133        | Longevity                              | Crew employees   |         |
| 151        | FICA                                   | Employer share of Social Security and Medicare                                     |         |
| 152        | Wisconsin Retirement System            | Employer share of required contribution  |         |
| 154        | Health Insurance                       | Employer share of premiums   |         |
| 155        | Life Insurance                         | Employer share of premiums   |         |
| 164        | Compensatory Time Earned               |  |         |
| <b>200</b> | <b>Purchased Services</b>              |  |         |
| 210        | Outside/Prof Services (Non-IT)         | Backflow testing for Roosevelt Field Rotary Pavilion                               | \$125   |
|            |  | Electric service assistance needs  | \$250   |
| 222        | Electric and Water                     |  |         |
| <b>300</b> | <b>Operating Supplies and Expenses</b> |  |         |
| 320        | Membership Dues                        | Wisconsin Sports Turf Managers Association   | \$45    |
|            |  | National Sports Turf Managers Association  | \$110   |
| 321        | Books and References                   |  |         |
| 330        | Training and Travel                    | General training   |         |
| 340        | Operating Supplies and Expenses        | Supplies including bases, pitching rubbers, volleyball nets, and batting cage nets | \$1,000 |
|            |  | Basketball goals and nets  | \$500   |
|            |  | Tennis court nets  | \$800   |
|            |  | Miscellaneous supplies for field and court improvement:                            | \$1,500 |
|            |  | Skating rink brooms, dowels, hoses, shovels, etc                                   | \$500   |
|            |  | Tennis court bounding boards   | \$200   |
| 341        | Safety Supplies                        |  |         |
| 351        | Gas and Diesel                         | 425 gallons non-lead fuel @ \$2.40/gallon  | \$1,020 |
|            |  | 175 gallons diesel fuel @ \$2.85/gallon  | \$499   |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - ATHLETIC FIELDS COURTS**

| ACCT NO                                  | ACCOUNT DESCRIPTION               | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET |
|--|-----------------------------------|----------------|-----------------|-------------------|-------------------|----------------|
| <u>WAGES AND BENEFITS</u>                |                                   |                |                 |                   |                   |                |
| 100-507-7420-121                         | ATHL FLDS & COURTS WAGES          | 18,101         | 26,097          | 11,040            | 25,466            | 26,273         |
| 100-507-7420-122                         | ATHL FLDS & COURTS O/T WAGES      | 359            | 292             | 0                 | 292               | 296            |
| 100-507-7420-125                         | ATHL FLDS & COURTS P/T WAGES      | 6,026          | 12,541          | 2,147             | 12,258            | 13,997         |
| 100-507-7420-133                         | ATHL FLDS & COURTS LONGEVITY      | 52             | 71              | 28                | 63                | 63             |
| 100-507-7420-151                         | ATHL FLDS & COURTS FICA           | 1,868          | 2,984           | 1,003             | 2,913             | 3,108          |
| 100-507-7420-152                         | ATHL FLDS & COURTS WRS            | 1,259          | 1,746           | 733               | 1,704             | 1,811          |
| 100-507-7420-154                         | ATHL FLDS & COURTS HEALTH INS     | 6,489          | 9,340           | 3,961             | 9,098             | 9,371          |
| 100-507-7420-155                         | ATHL FLDS & COURTS LIFE INS       | 30             | 39              | 9                 | 29                | 30             |
| 100-507-7420-164                         | ATHL FLDS & COURTS COMP TIME EARN | 0              | 0               | 40                | 0                 | 0              |
|  | TOTAL WAGES AND BENEFITS          | <u>34,183</u>  | <u>53,111</u>   | <u>18,961</u>     | <u>51,824</u>     | <u>54,949</u>  |
| <u>PURCHASED SERVICES</u>                |                                   |                |                 |                   |                   |                |
| 100-507-7420-210                         | ATHL FLDS & COURTS SVCS NON-IT    | 2,120          | 2,475           | 1,370             | 2,475             | 375            |
| 100-507-7420-222                         | ATHL FLDS & COURTS ELEC/WATER     | 4,652          | 5,960           | 1,876             | 5,960             | 6,169          |
|  | TOTAL PURCHASED SERVICES          | <u>6,772</u>   | <u>8,435</u>    | <u>3,246</u>      | <u>8,435</u>      | <u>6,544</u>   |
| <u>OPERATING SUPPLIES &amp; EXPENSES</u> |                                   |                |                 |                   |                   |                |
| 100-507-7420-320                         | ATHL FLDS & COURTS MEMBERSHIPS    | 110            | 155             | 155               | 155               | 155            |
| 100-507-7420-321                         | ATHL FLDS & COURTS BOOKS & REF    | 0              | 0               | 104               | 104               | 0              |
| 100-507-7420-330                         | ATHL FLDS & COURTS TRAIN/TRAVEL   | 118            | 400             | 0                 | 400               | 400            |
| 100-507-7420-340                         | ATHL FLDS & COURTS SUP/EXP        | 7,416          | 4,500           | 6,043             | 4,842             | 4,500          |
| 100-507-7420-341                         | ATHL FLDS & COURTS SAFETY SUP     | 0              | 100             | 0                 | 100               | 100            |
| 100-507-7420-351                         | ATHL FLDS & COURTS GAS/DIESEL     | 3,060          | 1,740           | 1,188             | 1,740             | 1,519          |
|  | TOTAL OPERATING SUPPLIES & EXP    | <u>10,704</u>  | <u>6,895</u>    | <u>7,489</u>      | <u>7,341</u>      | <u>6,674</u>   |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - ATHLETIC FIELDS COURTS**

**EXPENDITURES: Account # 507-7420**

|            |  |   |         |
|------------|--|---|---------|
| <b>400</b> | <b><i>Maintenance of City Property</i></b> |   |         |
| 400        | <i>Repair/Maint of Buildings</i>           | Facility building maintenance and repairs   | \$2,000 |
| 410        | <i>Repair/Maint of Grounds</i>             | Ball diamond mix  | \$5,000 |
|            |  | Mason sand  | \$500   |
|            |  | Fertilizer, grass seed, sod, top soil   | \$5,500 |
|            |  | Tennis court crack filling  | \$3,230 |
|            |  | Field marking material and diamond dry, basketabl<br>court line painting  | \$5,800 |
|            |  | Irrigation repairs  | \$250   |
| 435        | <i>Repair/Maint of Equip. (Non-Fleet)</i>  | Diamond light and scoreboard repairs  | \$1,000 |
|            |  | Misc backflow preventor repairs   | \$150   |
| <b>500</b> | <b><i>Fixed Charges</i></b>                |   |         |
| 508        | <i>Fleet Maintenance</i>                   | Payment to Fleet Maintenance Internal Service Fund 730 for vehicle<br>and equipment repairs, maintenance, and tires |         |
| 530        | <i>Rent</i>                                | Equipment rentals   |         |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - ATHLETIC FIELDS COURTS**

| <u>ACCT NO</u>   | <u>ACCOUNT DESCRIPTION</u>          | <u>2015<br/>ACTUAL</u> | <u>2016<br/>ADOPTED</u> | <u>06/2016<br/>ACTUAL</u> | <u>2016<br/>ESTIMATED</u> | <u>2017<br/>BUDGET</u> |
|------------------|-------------------------------------|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
|                  | <u>MAINTENANCE OF CITY PROPERTY</u> |                        |                         |                           |                           |                        |
| 100-507-7420-400 | ATHL FLDS & COURTS RPR/MAINT BLDG   | 445                    | 2,000                   | 152                       | 2,000                     | 2,000                  |
| 100-507-7420-410 | ATHL FLDS & COURTS RPR/MAINT GRNDS  | 13,972                 | 20,280                  | 5,945                     | 20,280                    | 20,280                 |
| 100-507-7420-435 | ATHL FLDS & COURTS RPR/MAINT EQ NF  | 1,180                  | 1,370                   | 1,349                     | 1,370                     | 1,150                  |
|                  | TOTAL MAINTENANCE OF CITY PROP      | <u>15,597</u>          | <u>23,650</u>           | <u>7,446</u>              | <u>23,650</u>             | <u>23,430</u>          |
|                  | <u>FIXED CHARGES</u>                |                        |                         |                           |                           |                        |
| 100-507-7420-508 | ATHL FLDS & COURTS FLEET            | 9,850                  | 9,660                   | 4,830                     | 9,660                     | 9,760                  |
| 100-507-7420-530 | ATHL FLDS & COURTS RENT             | 330                    | 0                       | 0                         | 0                         | 0                      |
|                  | TOTAL FIXED CHARGES                 | <u>10,180</u>          | <u>9,660</u>            | <u>4,830</u>              | <u>9,660</u>              | <u>9,760</u>           |
|                  | TOTAL ATHLETIC FIELDS & COURTS      | <u><u>77,437</u></u>   | <u><u>101,751</u></u>   | <u><u>41,972</u></u>      | <u><u>100,910</u></u>     | <u><u>101,357</u></u>  |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - SPECIAL EVENTS ENTERTAINMENT**

The City shares in the cost of providing fireworks displays for the 4th of July and Festival Week. We provide the crews to set up and clean up for special events and activities including Festival of Arts Week, street dances, Downtown Extravaganza, Kid's Day, Chill Fest, Moonlit Movies, boat parade, and other City and Chamber sponsored events.

**Category: Parks and Recreation**

**EXPENDITURES: Account # 507-7520**

|            |   |   |         |
|------------|---|---|---------|
| <b>100</b> | <b>Wages and Benefits</b>                 |   |         |
| 121        | <i>Crew Regular Wages</i>                 | Preparation of various events, putting up seasonal decorations, flags, and banners  |         |
| 122        | <i>Crew Over-Time Wages</i>               |   |         |
| 125        | <i>Part-Time Wages without Benefits</i>   | Seasonal workload and supervisory staff for special events and activities, such as Festival of the Arts Week, 4th of July fireworks, Kid's Day, and other City and Chamber sponsored events |         |
| 133        | <i>Longevity</i>                          | Crew employees  |         |
| 151        | <i>FICA</i>                               | Employer share of Social Security and Medicare  |         |
| 152        | <i>Wisconsin Retirement System</i>        | Employer share of required contribution   |         |
| 154        | <i>Health Insurance</i>                   | Employer share of premiums  |         |
| 155        | <i>Life Insurance</i>                     | Employer share of premiums  |         |
| <b>200</b> | <b>Purchased Services</b>                 |   |         |
| 210        | <i>Outside/Prof Services (Non-IT)</i>     | Fireworks for July 4th celebration  | \$6,000 |
|            |   | Legion Band Concerts  | \$5,000 |
|            |   | Electrical needs for special events   | \$500   |
| <b>300</b> | <b>Operating Supplies and Expenses</b>    |   |         |
| 313        | <i>Printing</i>                           |   |         |
| 324        | <i>Licenses and Permits</i>               | Holiday music for downtown  |         |
| 340        | <i>Operating Supplies and Expenses</i>    | Seasonal decorations and lighting for community activities; Kid's Day supplies  |         |
| 343        | <i>Janitorial Supplies</i>                |   |         |
| <b>400</b> | <b>Maintenance of City Property</b>       |   |         |
| 435        | <i>Repair/Maint of Equip. (Non-Fleet)</i> |   |         |
| <b>500</b> | <b>Fixed Charges</b>                      |   |         |
| 530        | <i>Rent</i>                               |   |         |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - SPECIAL EVENTS ENTERTAINMENT**

| ACCT NO                                   | ACCOUNT DESCRIPTION                | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET |
|---|------------------------------------|----------------|-----------------|-------------------|-------------------|----------------|
| <u>WAGES AND BENEFITS</u>                 |                                    |                |                 |                   |                   |                |
| 100-507-7520-121                          | SPECIAL EVENT WAGES                | 14,284         | 12,762          | 5,260             | 12,276            | 12,626         |
| 100-507-7520-122                          | SPECIAL EVENT O/T WAGES            | 79             | 128             | 0                 | 128               | 131            |
| 100-507-7520-125                          | SPECIAL EVENT P/T WAGES            | 1,463          | 742             | 96                | 726               | 818            |
| 100-507-7520-133                          | SPECIAL EVENT LONGEVITY            | 33             | 31              | 5                 | 25                | 26             |
| 100-507-7520-151                          | SPECIAL EVENT FICA                 | 1,197          | 1,045           | 407               | 1,006             | 1,040          |
| 100-507-7520-152                          | SPECIAL EVENT WRS                  | 979            | 853             | 348               | 820               | 869            |
| 100-507-7520-154                          | SPECIAL EVENT HEALTH INS           | 5,203          | 4,384           | 1,976             | 4,347             | 4,478          |
| 100-507-7520-155                          | SPECIAL EVENT LIFE INS             | 30             | 26              | 12                | 21                | 21             |
|   | TOTAL WAGES AND BENEFITS           | <u>23,268</u>  | <u>19,971</u>   | <u>8,104</u>      | <u>19,351</u>     | <u>20,010</u>  |
| <u>PURCHASED SERVICES</u>                 |                                    |                |                 |                   |                   |                |
| 100-507-7520-210                          | SPECIAL EVENT OUTSD SVCS NON-IT    | 11,356         | 14,500          | 2,000             | 9,500             | 11,500         |
|   | TOTAL PURCHASED SERVICES           | <u>11,356</u>  | <u>14,500</u>   | <u>2,000</u>      | <u>9,500</u>      | <u>11,500</u>  |
| <u>OPERATING SUPPLIES &amp; EXPENSES</u>  |                                    |                |                 |                   |                   |                |
| 100-507-7520-313                          | SPECIAL EVENT PRINTING             | 286            | 0               | 0                 | 0                 | 0              |
| 100-507-7520-324                          | SPECIAL EVENT LIC/PERMIT           | 335            | 335             | 336               | 336               | 335            |
| 100-507-7520-340                          | SPECIAL EVENT OPER SUP/EXP         | 6,133          | 2,495           | 2,176             | 2,495             | 2,900          |
| 100-507-7520-343                          | SPECIAL EVENT JANITORIAL SUP       | 0              | 0               | 138               | 140               | 0              |
|   | TOTAL OPERATING SUPPLIES & EXP     | <u>6,755</u>   | <u>2,830</u>    | <u>2,651</u>      | <u>2,971</u>      | <u>3,235</u>   |
| <u>MAINTENANCE OF CITY PROPERTY</u>       |                                    |                |                 |                   |                   |                |
| 100-507-7520-435                          | SPECIAL EVENT RPR/MAINT EQUIP      | 603            | 0               | 130               | 130               | 0              |
|   | TOTAL MAINTENANCE OF CITY PROP     | <u>603</u>     | <u>0</u>        | <u>130</u>        | <u>130</u>        | <u>0</u>       |
| <u>FIXED CHARGES</u>                      |                                    |                |                 |                   |                   |                |
| 100-507-7520-530                          | SPECIAL EVENT RENT                 | 95             | 0               | 0                 | 0                 | 0              |
|   | TOTAL FIXED CHARGES                | <u>95</u>      | <u>0</u>        | <u>0</u>          | <u>0</u>          | <u>0</u>       |
| <u>CONTRIBUTIONS, GRANTS, &amp; OTHER</u> |                                    |                |                 |                   |                   |                |
| 100-507-7520-720                          | SPECIAL EVENT DONATIONS            | 2,000          | 2,000           | 1,900             | 2,000             | 0              |
|   | TOTAL CONTRIBUTION, GRANTS, & OTH  | <u>2,000</u>   | <u>2,000</u>    | <u>1,900</u>      | <u>2,000</u>      | <u>0</u>       |
|   | TOTAL SPECIAL EVENTS & ENTERTAINMM | <u>44,078</u>  | <u>39,301</u>   | <u>14,784</u>     | <u>33,952</u>     | <u>34,745</u>  |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - TREE AND BRUSH CONTROL**

This account is used to maintain the City's trees and shrubs on streets, parks, and right-of-ways. Maintenance includes pruning, planting, removal of trees and shrubs, stump removal and restoration, and handling emergency situations such as wind-blown trees and branches. A street tree and park tree inventory is maintained in all City parks, green spaces and on tree medians and right-of-ways. The Parks, Recreation, and Forestry Department also celebrates Arbor Day and Bird City Wisconsin with various groups and organizations and is committed to maintaining both Tree City USA and Bird City Wisconsin status.

**Category: Public Works**

**EXPENDITURES: Account # 507-7610**

|            |  |  |          |
|------------|--|--|----------|
| <b>100</b> | <b>Wages and Benefits</b>              |  |          |
| 121        | Crew Regular Wages                     |  |          |
| 122        | Crew Over-Time Wages                   |  |          |
| 125        | Part-Time Wages without Benefits       | Seasonal help  |          |
| 133        | Longevity                              | Crew employees   |          |
| 151        | FICA                                   | Employer share of Social Security and Medicare   |          |
| 152        | Wisconsin Retirement System            | Employer share of required contribution  |          |
| 154        | Health Insurance                       | Employer share of premiums   |          |
| 155        | Life Insurance                         | Employer share of premiums   |          |
| 164        | Compensatory Time Earned               |  |          |
| <b>200</b> | <b>Purchased Services</b>              |  |          |
| 211        | Outside/Prof Services (IT)             | GIS yearly fees and fees for new system  | \$3,000  |
| <b>300</b> | <b>Operating Supplies and Expenses</b> |  |          |
| 311        | Postage                                |  |          |
| 313        | Printing                               |  |          |
| 320        | Membership Dues                        | Wisconsin Arborist Association   | \$135    |
|            |  | ISA membership   | \$130    |
|            |  | Society of Municipal Arborists   | \$85     |
|            |  | Arborist Day Foundation Tree City USA  | \$15     |
|            |  | Bird City membership   | \$100    |
| 321        | Books and References                   | Arboricultural reference books and tree safety publications  |          |
| 324        | Licenses and Permits                   |  |          |
| 326        | Publicity                              |  |          |
| 330        | Training and Travel                    | Forestry training and seminars   | \$500    |
|            |  | Wisconsin Arborist Annual conf.  | \$1,000  |
| 340        | Operating Supplies and Expenses        | Small tools and equipment (pruning saws, hand pruners, loppers, etc.)  |          |
| 341        | Safety Supplies                        |  |          |
| 351        | Gas and Diesel                         | For chain saws, bucket truck, and stump grinder-   |          |
|            |  | 600 gallons non-lead fuel @ \$2.40/gallon  | \$1,440  |
|            |  | 450 gallons diesel fuel @ \$2.85/gallon  | \$1,283  |
| <b>400</b> | <b>Maintenance of City Property</b>    |  |          |
| 410        | Repair/Maint of Grounds                | Nursery stock  | \$13,000 |
|            |  | Grass seed for stump grinding  | \$250    |
|            |  | Topsoil for stump grinding restoration & tree planting   | \$450    |
| 435        | Repair/Maint of Equip. (Non-Fleet)     | Replacement saw blades for saws  | \$750    |
|            |  | Chipper knife sharpening   | \$500    |
| <b>500</b> | <b>Fixed Charges</b>                   |  |          |
| 508        | Fleet Maintenance                      | Payment to Fleet Maintenance Internal Service Fund 730 for vehicle and equipment repairs, maintenance, and tires |          |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - TREE AND BRUSH CONTROL**

| <b>ACCT NO</b>                           | <b>ACCOUNT DESCRIPTION</b>     | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> |
|--|--------------------------------|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
| <u>WAGES AND BENEFITS</u>                |                                |                        |                         |                           |                           |                        |
| 100-507-7610-121                         | TREE&BRUSH WAGES               | 34,120                 | 46,328                  | 15,035                    | 46,197                    | 47,213                 |
| 100-507-7610-122                         | TREE&BRUSH O/T WAGES           | 338                    | 545                     | 206                       | 464                       | 472                    |
| 100-507-7610-125                         | TREE&BRUSH P/T WAGES           | 3,585                  | 2,438                   | 493                       | 2,381                     | 2,728                  |
| 100-507-7610-133                         | TREE&BRUSH LONGEVITY           | 103                    | 139                     | 26                        | 138                       | 138                    |
| 100-507-7610-151                         | TREE&BRUSH FICA                | 2,941                  | 3,783                   | 1,183                     | 3,762                     | 3,867                  |
| 100-507-7610-152                         | TREE&BRUSH WRS                 | 2,349                  | 3,103                   | 1,014                     | 3,089                     | 3,252                  |
| 100-507-7610-154                         | TREE&BRUSH HEALTH INS          | 12,988                 | 16,349                  | 6,734                     | 15,818                    | 16,292                 |
| 100-507-7610-155                         | TREE&BRUSH LIFE INS            | 71                     | 83                      | 28                        | 81                        | 83                     |
| 100-507-7610-164                         | TREE&BRUSH COMP TIME EARNED    | 0                      | 0                       | 105                       | 0                         | 0                      |
|  | TOTAL WAGES AND BENEFITS       | 56,494                 | 72,768                  | 24,823                    | 71,929                    | 74,045                 |
| <u>PURCHASED SERVICES</u>                |                                |                        |                         |                           |                           |                        |
| 100-507-7610-211                         | TREE&BRUSH PROF SVCS IT        | 690                    | 500                     | 0                         | 500                       | 3,000                  |
|  | TOTAL PURCHASED SERVICES       | 690                    | 500                     | 0                         | 500                       | 3,000                  |
| <u>OPERATING SUPPLIES &amp; EXPENSES</u> |                                |                        |                         |                           |                           |                        |
| 100-507-7610-311                         | TREE&BRUSH POSTAGE             | 0                      | 100                     | 0                         | 100                       | 100                    |
| 100-507-7610-313                         | TREE&BRUSH PRINTING            | 0                      | 100                     | 0                         | 100                       | 0                      |
| 100-507-7610-320                         | TREE&BRUSH MEMBERSHIPS         | 375                    | 375                     | 480                       | 480                       | 465                    |
| 100-507-7610-321                         | TREE&BRUSH BOOKS & REF         | 40                     | 150                     | 0                         | 150                       | 150                    |
| 100-507-7610-324                         | TREE&BRUSH LIC/PERMIT          | 0                      | 200                     | 100                       | 100                       | 0                      |
| 100-507-7610-326                         | TREE&BRUSH PUBLICITY           | 0                      | 0                       | 13                        | 15                        | 0                      |
| 100-507-7610-330                         | TREE&BRUSH TRAIN/TRAVEL        | 105                    | 1,400                   | 832                       | 1,400                     | 1,500                  |
| 100-507-7610-340                         | TREE&BRUSH OPER SUP/EXP        | 1,312                  | 1,000                   | 685                       | 1,000                     | 1,000                  |
| 100-507-7610-341                         | TREE&BRUSH SAFETY SUP          | 208                    | 500                     | 578                       | 750                       | 500                    |
| 100-507-7610-351                         | TREE&BRUSH GAS/DIESEL          | 3,347                  | 3,115                   | 1,681                     | 0                         | 2,723                  |
|  | TOTAL OPERATING SUPPLIES & EXP | 5,387                  | 6,940                   | 4,369                     | 4,095                     | 6,438                  |
| <u>MAINTENANCE OF CITY PROPERTY</u>      |                                |                        |                         |                           |                           |                        |
| 100-507-7610-410                         | TREE&BRUSH RPR/MAINT GRNDS     | 10,490                 | 13,700                  | 5,261                     | 13,700                    | 13,700                 |
| 100-507-7610-435                         | TREE&BRUSH RPR/MNT EQUIP NF    | 750                    | 1,250                   | 0                         | 1,250                     | 1,250                  |
|  | TOTAL MAINTENANCE OF CITY PROP | 11,240                 | 14,950                  | 5,261                     | 14,950                    | 14,950                 |
| <u>FIXED CHARGES</u>                     |                                |                        |                         |                           |                           |                        |
| 100-507-7610-508                         | TREE&BRUSH FLEET               | 17,400                 | 13,490                  | 6,745                     | 13,490                    | 11,140                 |
|  | TOTAL FIXED CHARGES            | 17,400                 | 13,490                  | 6,745                     | 13,490                    | 11,140                 |
|  | TOTAL FORESTRY                 | 91,210                 | 108,648                 | 41,198                    | 104,964                   | 109,573                |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - ELDERLY DONATIONS**

**Category: Health and Human Services**

**EXPENDITURES: Account # 507-7710**

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|            |   |               |         |
|------------|---|---------------|---------|
| <b>700</b> | <b><i>Contribution, Grants, and Other</i></b> |               |         |
| 720        | <i>Donations</i>                              | Silver Streak | \$6,000 |
|            |   | Senior Center | \$6,000 |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - ELDERLY DONATIONS**

| ACCT NO          | ACCOUNT DESCRIPTION                       | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET |
|------------------|---|----------------|-----------------|-------------------|-------------------|----------------|
|                  | <u>CONTRIBUTIONS, GRANTS, &amp; OTHER</u> |                |                 |                   |                   |                |
| 100-507-7710-720 | DONATIONS                                 | 12,000         | 12,000          | 9,000             | 12,000            | 12,000         |
|                  | TOTAL TRANSPORTATION ELDERLY              | <u>12,000</u>  | <u>12,000</u>   | <u>9,000</u>      | <u>12,000</u>     | <u>12,000</u>  |



# **GENERAL FUND**

## **Department 508 Planning Department**



# City of Oconomowoc Planning Department Department 508 2017 Budget

Summary

|  | 2015<br>Actual | 2016<br>Budget | 2016<br>Estimate | 2017<br>Budget |
|--|----------------|----------------|------------------|----------------|
| <b>Revenues</b>  |                |                |                  |                |
| Licenses & Permits   | 4,925          | 4,500          | 5,000            | 4,000          |
| Public Charges for Services                                    | 15,875         | 10,000         | 13,000           | 10,000         |
| Miscellaneous Revenues   | 50             | 40             | 90               | 50             |
| Subtotal Operating Revenues                                    | 20,850         | 14,540         | 18,090           | 14,050         |
| <b>Expenditures</b>  |                |                |                  |                |
| Total by Object  |                |                |                  |                |
| Planning   | 233,644        | 276,498        | 257,282          | 259,280        |
| Subtotal Expenditures  | 233,644        | 276,498        | 257,282          | 259,280        |
| Net Cost/(Revenue) of Department<br>(excluding property taxes) | 212,794        | 261,958        | 239,192          | 245,230        |
| Net EV Tax Levy per \$1,000                                    | \$ 0.11        | \$ 0.14        | \$ 0.13          | \$ 0.12        |

# City of Oconomowoc Planning Department Department 508 2017 Budget

## Department Objective

The Planning Department provides quality customer service and enriches community life through growth monitoring. Growth is controlled in an orderly and sustainable manner with the intent to promote a balance of the natural and built environments. This is accomplished through professional guidance, public involvement, and efficient, equitable, and lawful enforcement. The Planning Department provides advice and technical expertise for elected officials, appointed citizen planners, other City departments, public agencies, potential developers, and residents in pursuit of supporting well-informed and collaborative land use and land development decisions. Efforts are guided by an understanding and commitment to the principle that these decisions have a direct impact on the community's quality of life today and on future generations.

## Department Goals and Initiatives for 2017

- Downtown Ordinance: Continue working on the Downtown Design Ordinance. Once the Downtown Ordinance is adopted, anticipated to be fall of 2016, Planning will continue with the process to create Ordinances for development standards in the East Wisconsin Avenue Corridor per Council initiative.
- Subdivision and Platting Ordinance: Review sections of the ordinance that require updating.
- Planned Development (PD) Inventory and Review: Make sure all PD's are current and if no longer needed have the PD designations removed from the map.
- Greenbelt Initiative: Work closely with Parks, Recreation, & Forestry to secure lands and grant money for trails in key corridors that link residential areas with key community buildings.
- Northeast Area Land Use Plan: Work with the property owners and key stakeholders regarding the land use and transportation networks in the areas bounded by Hwy K, Brown Street, and Lake Drive.

## Major Changes From Prior Years

- Changing Economy: The economy continues to rebound after several below average development years. The development of residential is much higher than past years, and it is anticipated that commercial development will start to pick up with the increase in residential units.
- Changing Technology: Planning staff oversees the City website and social media sites. Planning staff continues to help other Departments with their sections of the City website. These activities take much staff time that was previously not needed.
- Retirement of City Attorney: Planning will draft and create more documents in-house verses having the City Attorney create. Examples include Conditional Use Permits, Public Hearing notices, Rezoning Ordinances, Developer's Agreements, and Land Use Plan resolutions.

## Budgeted Positions

| Description             | 2014        | 2015        | 2016        | 2017        |
|-------------------------|-------------|-------------|-------------|-------------|
| Full-Time Employees/FTE | 2.00 / 2.00 | 2.00 / 2.00 | 2.00 / 2.00 | 2.00 / 2.00 |
| Part-Time Employees/FTE | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |
| Total Employees/FTE     | 2.00 / 2.00 | 2.00 / 2.00 | 2.00 / 2.00 | 2.00 / 2.00 |

**Department Outputs/Outcomes/Performance Measurements**

| <b>Description</b>         | <b>2014<br/>Actual</b> | <b>2015<br/>Actual</b> | <b>2016<br/>Budget</b> | <b>2017<br/>Budget</b> |
|----------------------------|------------------------|------------------------|------------------------|------------------------|
| Subdivision Plats          | 7                      | 4                      | 2                      | 4                      |
| Certified Survey Maps      | 7                      | 10                     | 6                      | 4                      |
| Commercial Applications    | 6                      | 11                     | 3                      | 2                      |
| Industrial Applications    | 0                      | 3                      | 1                      | 2                      |
| Institutional Applications | 1                      | 1                      | 3                      | 1                      |
| Sign Applications          | 33                     | 33                     | 15                     | 25                     |
| Architectural Applications | 20                     | 15                     | 9                      | 15                     |
| Occupancy Compliance *     | 39                     | 43                     | 30                     | 45                     |
| Conditional Use Permits    | 5                      | 1                      | 2                      | 2                      |
| Zoning Text Amendments     | 2                      | 1                      | 2                      | 2                      |
| Rezoning                   | 4                      | 5                      | 3                      | 3                      |
| Temporary Use Permits      | 43                     | 32                     | 45                     | 35                     |
| Zoning Board of Appeals    | 0                      | 0                      | 1                      | 0                      |
| Mailed Correspondence      | 70                     | 43                     | 60                     | 50                     |

\* Occupancy compliance form replaced certificate of zoning compliance starting in 2014.

**CITY OF OCONOMOWOC  
2017 BUDGET  
PLANNING DEPARTMENT REVENUES**

**REVENUES**

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|  |   |  |
|--|---|--|
|  | <b><i>Licenses and Permits</i></b>        |  |
|  | <i>Zoning &amp; Planning</i>              | Zoning, rezoning, supplemental regulations, board of appeals, temporary use permits, and architectural control |
|  | <b><i>Public Charges for Services</i></b> |  |
|  | <i>City Staff Review Fees</i>             | Fees charged for planner's review time of proposed developments  |
|  | <b><i>Miscellaneous Revenues</i></b>      |  |
|  | <i>Purch Card Rebate</i>                  | Rebate earned on purchasing card payments  |

**CITY OF OCONOMOWOC  
2017 BUDGET**

**PLANNING DEPARTMENT - REVENUES**

| <b>ACCT NO</b>   | <b>ACCOUNT DESCRIPTION</b>        | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> | <b>PERCENT<br/>CHANGE</b> |
|------------------|-----------------------------------|------------------------|-------------------------|---------------------------|---------------------------|------------------------|---------------------------|
|                  | <u>LICENSES &amp; PERMITS</u>     |                        |                         |                           |                           |                        |                           |
| 100-404-4437-008 | ZONING AND PLANNING               | 4,925                  | 4,500                   | 3,775                     | 5,000                     | 4,000                  | -11.11%                   |
|                  | TOTAL LICENSES & PERMITS          | 4,925                  | 4,500                   | 3,775                     | 5,000                     | 4,000                  | -11.11%                   |
|                  | <u>PUBLIC CHARGES FOR SERVICE</u> |                        |                         |                           |                           |                        |                           |
| 100-406-6842-008 | CITY STAFF REVIEW FEES            | 15,875                 | 10,000                  | 11,463                    | 13,000                    | 10,000                 | .00%                      |
|                  | TOTAL PUBLIC CHARGES FOR S        | 15,875                 | 10,000                  | 11,463                    | 13,000                    | 10,000                 | .00%                      |
|                  | <u>MISCELLANEOUS REVENUES</u>     |                        |                         |                           |                           |                        |                           |
| 100-408-8430-008 | PURCHASING CARD REBATE            | 50                     | 40                      | 96                        | 90                        | 50                     | 25.00%                    |
|                  | TOTAL MISCELLANEOUS REVEN         | 50                     | 40                      | 96                        | 90                        | 50                     | 25.00%                    |
|                  | TOTAL FUND REVENUES               | 20,850                 | 14,540                  | 15,334                    | 18,090                    | 14,050                 | -3.37%                    |



**DEPARTMENT 508 - PLANNING DEPARTMENT  
EXPENDITURE BUDGET SUMMARY**

| ACCOUNT TITLE                                 | A/C | 2015<br>ACTUAL   | 2016<br>ADOPTED  | 6/30/2016<br>ACTUAL | 2016<br>ESTIMATE | 2017<br>PROPOSED | %<br>CHANGE   |
|---|-----|------------------|------------------|---------------------|------------------|------------------|---------------|
| <b><u>WAGES AND BENEFITS</u></b>              |     |                  |                  |                     |                  |                  |               |
| Salaries                                      | 111 | \$124,405        | \$136,387        | \$67,511            | \$137,368        | \$129,236        | -5.2%         |
| FICA  | 151 | \$11,532         | \$12,613         | \$5,584             | \$12,740         | \$12,022         | -4.7%         |
| Wisconsin Retirement System                   | 152 | \$10,323         | \$10,725         | \$4,906             | \$10,835         | \$10,525         | -1.9%         |
| Sick Leave                                    | 153 | \$7,802          | \$11,206         | \$1,086             | \$11,322         | \$10,674         | -4.7%         |
| Health Insurance                              | 154 | \$41,765         | \$47,161         | \$23,590            | \$47,181         | \$43,074         | -8.7%         |
| Life Insurance                                | 155 | \$174            | \$215            | \$92                | \$216            | \$211            | -1.7%         |
| Vacation Leave                                | 156 | \$8,901          | \$8,675          | \$2,432             | \$9,185          | \$8,936          | 3.0%          |
| Holiday Leave                                 | 157 | \$6,651          | \$6,226          | \$1,238             | \$6,290          | \$5,930          | -4.7%         |
| Jury Pay                                      | 162 |                  |                  | \$813               |                  |                  |               |
| Compensatory Time Earned                      | 164 | \$4,231          |                  | \$1,135             |                  |                  |               |
| <b>TOTAL WAGES &amp; BENEFITS</b>             |     | <b>\$215,785</b> | <b>\$233,207</b> | <b>\$108,386</b>    | <b>\$235,136</b> | <b>\$220,609</b> | <b>-5.4%</b>  |
| <b><u>PURCHASED SERVICES</u></b>              |     |                  |                  |                     |                  |                  |               |
| Outside and Professional Services (Non-IT)    | 210 | \$35             | \$20,000         |                     |                  | \$15,000         | -25.0%        |
| Telephone                                     | 225 | \$310            | \$325            | \$154               | \$300            | \$325            |               |
| Repair and Maintenance Contracts (IT)         | 241 | \$539            |                  |                     |                  |                  |               |
| <b>TOTAL PURCHASED SERVICES</b>               |     | <b>\$884</b>     | <b>\$20,325</b>  | <b>\$154</b>        | <b>\$300</b>     | <b>\$15,325</b>  | <b>-24.6%</b> |
| <b><u>OPERATING SUPPLIES AND EXPENSES</u></b> |     |                  |                  |                     |                  |                  |               |
| Office Supplies                               | 310 | \$362            | \$250            | \$500               | \$500            | \$700            | 180.0%        |
| Postage                                       | 311 | \$78             | \$100            | \$46                | \$100            | \$150            | 50.0%         |
| Printing                                      | 313 | \$59             | \$200            | \$44                | \$150            | \$200            |               |
| Membership Dues                               | 320 | \$1,044          | \$1,240          | \$960               | \$1,100          | \$1,240          |               |
| Training and Travel                           | 330 | \$2,785          | \$5,000          | \$3,494             | \$4,400          | \$4,500          | -10.0%        |
| Car Allowance                                 | 332 | \$2,330          | \$2,376          | \$1,188             | \$2,376          | \$2,376          |               |
| Operating Supplies and Expenses               | 340 | \$95             | \$580            |                     |                  | \$400            | -31.0%        |
| <b>TOTAL OPERATING SUPPLIES &amp; EXP.</b>    |     | <b>\$6,755</b>   | <b>\$9,746</b>   | <b>\$6,232</b>      | <b>\$8,626</b>   | <b>\$9,566</b>   | <b>-1.8%</b>  |
| <b><u>FIXED CHARGES</u></b>                   |     |                  |                  |                     |                  |                  |               |
| Technology                                    | 509 | \$10,220         | \$13,220         | \$6,610             | \$13,220         | \$13,780         | 4.2%          |
| <b>TOTAL FIXED CHARGES</b>                    |     | <b>\$10,220</b>  | <b>\$13,220</b>  | <b>\$6,610</b>      | <b>\$13,220</b>  | <b>\$13,780</b>  | <b>4.2%</b>   |
| <b>TOTAL OPERATING EXPENDITURES</b>           |     | <b>\$233,644</b> | <b>\$276,498</b> | <b>\$121,382</b>    | <b>\$257,282</b> | <b>\$259,280</b> | <b>-6.2%</b>  |
| <b>GRAND TOTAL DEPT 508</b>                   |     | <b>\$233,644</b> | <b>\$276,498</b> | <b>\$121,382</b>    | <b>\$257,282</b> | <b>\$259,280</b> | <b>-6.2%</b>  |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - PLANNING AND ZONING**

The City Planner, as Zoning Administrator, makes recommendations to the Plan Commission and Common Council regarding the subdivision of land, zoning and rezoning of land, use of City lands, and approvals of special use, conditional use, temporary use and supplementary use permits. With the assistance of the City Engineer and the Department of Public Works, the City Planner reviews and approves landscaping and erosion control plans. The City Planner serves as staff to the Architectural Commission and the Zoning Board of Appeals.

**Category: Conservation and Development**

**EXPENDITURES: Account # 508-8100**

|            |  |   |
|------------|--|---|
| <b>100</b> | <b><i>Wages and Benefits</i></b>             |   |
| 111        | <i>Salaries</i>                              | City Planner - 90%<br>Planner/Community Development Specialist - 75%<br>Administrative Assistant - 30%  |
| 151        | <i>FICA</i>                                  | Employer share of Social Security and Medicare  |
| 152        | <i>Wisconsin Retirement System</i>           | Employer share of required contribution   |
| 153        | <i>Sick Leave</i>                            |   |
| 154        | <i>Health Insurance</i>                      | Employer share of premiums  |
| 155        | <i>Life Insurance</i>                        | Employer share of premiums  |
| 156        | <i>Vacation Leave</i>                        |   |
| 157        | <i>Holiday Leave</i>                         |   |
| 162        | <i>Jury Duty</i>                             |   |
| 164        | <i>Compensatory Time Earned</i>              |   |
| <b>200</b> | <b><i>Purchased Services</i></b>             |   |
| 210        | <i>Outside/Prof Services (Non-IT)</i>        | Outside consultant assistance for Downtown Planning initiatives   |
| 225        | <i>Telephone</i>                             | Monthly line and toll charges   |
| 241        | <i>Repair/Maint Contracts (IT)</i>           |   |
| <b>300</b> | <b><i>Operating Supplies and Expense</i></b> |   |
| 310        | <i>Office Supplies</i>                       |   |
| 311        | <i>Postage</i>                               |   |
| 313        | <i>Printing</i>                              | Various plans and other color documents   |
| 320        | <i>Membership Dues</i>                       | APA (2 members) \$500<br>WAPA (2 members) \$100<br>Congress for New Urbanism \$140<br>AICP (1 member) \$295<br>American Institute of Architects \$205 |
| 330        | <i>Training and Travel</i>                   | APA seminars and meetings, potential State and National APA conference, and other training sessions   |
| 332        | <i>Car Allowance</i>                         | \$220 per month for City Planner (split based on salary allocation)   |
| 340        | <i>Operating Supplies and Expense</i>        | Miscellaneous supplies and expenses   |
| <b>500</b> | <b><i>Fixed Charges</i></b>                  |   |
| 509        | <i>Technology</i>                            | Payment to Technology Internal Service Fund 700 for system support, repairs, maintenance and depreciation   |

**CITY OF OCONOMOWOC**  
**2017 BUDGET**  
**GENERAL FUND - PLANNING & ZONING**

| <b>ACCT NO</b>   | <b>ACCOUNT DESCRIPTION</b>                | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> |
|------------------|---|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
|                  | <u>WAGES &amp; BENEFITS</u>               |                        |                         |                           |                           |                        |
| 100-508-8100-111 | PLANNING SALARIES                         | 124,405                | 136,387                 | 67,511                    | 137,368                   | 129,236                |
| 100-508-8100-151 | PLANNING FICA                             | 11,532                 | 12,613                  | 5,584                     | 12,740                    | 12,022                 |
| 100-508-8100-152 | PLANNING WRS                              | 10,323                 | 10,725                  | 4,906                     | 10,835                    | 10,525                 |
| 100-508-8100-153 | PLANNING SICK LEAVE                       | 7,802                  | 11,206                  | 1,086                     | 11,322                    | 10,674                 |
| 100-508-8100-154 | PLANNING HEALTH INS                       | 41,765                 | 47,161                  | 23,590                    | 47,181                    | 43,074                 |
| 100-508-8100-155 | PLANNING LIFE INS                         | 174                    | 215                     | 92                        | 216                       | 211                    |
| 100-508-8100-156 | PLANNING VACATION                         | 8,901                  | 8,675                   | 2,432                     | 9,185                     | 8,936                  |
| 100-508-8100-157 | PLANNING HOLIDAY                          | 6,651                  | 6,226                   | 1,238                     | 6,290                     | 5,930                  |
| 100-508-8100-162 | PLANNING JURY DUTY                        | 0                      | 0                       | 813                       | 0                         | 0                      |
| 100-508-8100-164 | PLANNING COMP TIME EARNED                 | 4,231                  | 0                       | 1,135                     | 0                         | 0                      |
|                  | <b>TOTAL WAGES &amp; BENEFITS</b>         | <b>215,784</b>         | <b>233,208</b>          | <b>108,387</b>            | <b>235,137</b>            | <b>220,608</b>         |
|                  | <u>PURCHASED SERVICES</u>                 |                        |                         |                           |                           |                        |
| 100-508-8100-210 | PLANNING OUTSD SVCS NON-IT                | 35                     | 20,000                  | 0                         | 0                         | 15,000                 |
| 100-508-8100-225 | PLANNING TELEPHONE                        | 310                    | 325                     | 154                       | 300                       | 325                    |
| 100-508-8100-241 | PLANNING MAINT CONT IT                    | 539                    | 0                       | 0                         | 0                         | 0                      |
|                  | <b>TOTAL PURCHASED SERVICES</b>           | <b>884</b>             | <b>20,325</b>           | <b>154</b>                | <b>300</b>                | <b>15,325</b>          |
|                  | <u>OPERATING SUPPLIES &amp; EXPENSES</u>  |                        |                         |                           |                           |                        |
| 100-508-8100-310 | PLANNING OFFICE SUPPLIES                  | 362                    | 250                     | 500                       | 500                       | 700                    |
| 100-508-8100-311 | PLANNING POSTAGE                          | 78                     | 100                     | 46                        | 100                       | 150                    |
| 100-508-8100-313 | PLANNING PRINTING                         | 59                     | 200                     | 44                        | 150                       | 200                    |
| 100-508-8100-320 | PLANNING MEMBERSHIPS                      | 1,044                  | 1,240                   | 960                       | 1,100                     | 1,240                  |
| 100-508-8100-330 | PLANNING TRAIN/TRAVEL                     | 2,785                  | 5,000                   | 3,494                     | 4,400                     | 4,500                  |
| 100-508-8100-332 | PLANNING CAR ALLOWANCE                    | 2,330                  | 2,376                   | 1,188                     | 2,376                     | 2,376                  |
| 100-508-8100-340 | PLANNING OPER SUP/EXP                     | 95                     | 580                     | 0                         | 0                         | 400                    |
|                  | <b>TOTAL OPERATING SUPPLIES &amp; EXP</b> | <b>6,753</b>           | <b>9,746</b>            | <b>6,232</b>              | <b>8,626</b>              | <b>9,566</b>           |
|                  | <u>FIXED CHARGES</u>                      |                        |                         |                           |                           |                        |
| 100-508-8100-509 | PLANNING TECHNOLOGY                       | 10,220                 | 13,220                  | 6,610                     | 13,220                    | 13,780                 |
|                  | <b>TOTAL FIXED CHARGES</b>                | <b>10,220</b>          | <b>13,220</b>           | <b>6,610</b>              | <b>13,220</b>             | <b>13,780</b>          |
|                  | <b>TOTAL PLANNING &amp; ZONING</b>        | <b>233,641</b>         | <b>276,499</b>          | <b>121,383</b>            | <b>257,283</b>            | <b>259,279</b>         |



# **GENERAL FUND**

## **Department 509 Bureau of Economic Development**



**City of Oconomowoc**  
**Bureau of Economic Development**  
**Department 509**  
**2017 Budget**

Summary

|  | <b>2015<br/>Actual</b> | <b>2016<br/>Budget</b> | <b>2016<br/>Estimate</b> | <b>2017<br/>Budget</b> |
|--|------------------------|------------------------|--------------------------|------------------------|
| Revenues   |                        |                        |                          |                        |
| Taxes  | 224,208                | 215,000                | 217,000                  | -                      |
| Intergovernmental Aid  | -                      | -                      | -                        | -                      |
| Miscellaneous Revenues   | 588                    | 580                    | 2,030                    | 1,490                  |
| Fund Balance Applied   | -                      | -                      | -                        | -                      |
| Subtotal Operating Revenues                                    | <u>224,796</u>         | <u>215,580</u>         | <u>219,030</u>           | <u>1,490</u>           |
| Expenditures   |                        |                        |                          |                        |
| Total by Object  |                        |                        |                          |                        |
| Economic Development   | <u>234,262</u>         | <u>328,419</u>         | <u>221,374</u>           | <u>141,873</u>         |
| Subtotal Expenditures  | <u>234,262</u>         | <u>328,419</u>         | <u>221,374</u>           | <u>141,873</u>         |
| Net Cost/(Revenue) of Department<br>(excluding property taxes) | <u>9,466</u>           | <u>112,839</u>         | <u>2,344</u>             | <u>140,383</u>         |
| Net EV Tax Levy per \$1,000                                    | \$ 0.01                | \$ 0.06                | \$ 0.00                  | \$ 0.07                |

# City of Oconomowoc

## Bureau of Economic Development

### Department 509

### 2017 Budget

#### Department Objective

The Oconomowoc Bureau of Economic Development strives to maximize the resources available to the community through leadership and coordination in order to ensure positive economic growth and future development for the City of Oconomowoc. The Bureau promotes business assistance programs, coordinates the activities of the Community Development Authority (CDA), and leads the City in community promotional campaign efforts.

#### Department Goals and Initiatives for 2017

- Downtown Revitalization: With the approval of the Parc On Lac La Belle project, this should serve as a catalyst for future interest in Downtown Oconomowoc. Additional sites for redevelopment projects will be explored such as the E. Wisconsin Ave/St. Paul redevelopment area.
- Façade Program: Further promote the façade program to get additional property owners to make investments into their downtown buildings. Collaborate with Community Development Specialist to target properties, and use staff architectural expertise to make recommendations for aesthetic building improvements by using the façade program funding. Develop a larger grant/loan program for signature buildings to make greater impact on the aesthetics for Downtown Oconomowoc.
- Redevelopment: Continue to explore the opportunity for the redevelopment of the former YMCA property into a tax generating parcel.

#### Major Changes From Prior Years

- Room Tax Revenue: The 2015-2017 Wisconsin biennial budget included legislation which requires municipalities collecting tourism to phase in a 30% cap on the total revenues retained for general purposes, and also requires creation of a dedicated tourism commission to oversee the remaining funds. Accordingly tourism earmarked room tax revenues and related tourism expenditures have been moved to a separate fund to appropriately segregate and account for financial activities directed by the new commission.
- The Pabst Farms Town Center Project: This project, approved by the City Council in 2010, and amended in 2014 could produce some development activity but that would become known as the STH 67/Summit Avenue reconstruction project progresses. The improved site access and additional growth the City is experiencing should generate additional interest by retailers based on the customer traffic drawn to the area.

#### Budgeted Positions

| Description             | 2014        | 2015        | 2016        | 2017        |
|-------------------------|-------------|-------------|-------------|-------------|
| Full-Time Employees/FTE | 1.00 / 1.00 | 1.00 / 1.00 | 1.00 / 1.00 | 1.00 / 1.00 |
| Part-Time Employees/FTE | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |
| Total Employees/FTE     | 1.00 / 1.00 | 1.00 / 1.00 | 1.00 / 1.00 | 1.00 / 1.00 |

**Department Outputs/Outcomes/Performance Measurements**

| <b>Description</b> | <b>2014<br/>Actual</b> | <b>2015<br/>Actual</b> | <b>2016<br/>Budget</b> | <b>2017<br/>Budget</b> |
|--------------------|------------------------|------------------------|------------------------|------------------------|
| Vacant Storefronts | 1                      | 2                      | 2                      | 2                      |
| Façade Restoration | 2                      | 2                      | 2                      | 2                      |
| Presentations      | 9                      | 10                     | 9                      | 9                      |
| Grant Applications | -                      | 1                      | 1                      | 1                      |

**CITY OF OCONOMOWOC  
2017 BUDGET  
BUREAU OF ECONOMIC DEVELOPMENT REVENUES**

**REVENUES**

|  |                               |  |
|--|-------------------------------|--|
|  | <b>Taxes</b>                  |  |
|  | <i>Public Accom Tax</i>       |  |
|  | <b>Miscellaneous Revenues</b> |  |
|  | <i>Purch Card Rebate</i>      | Rebate earned on purchasing card payments                                    |
|  | <i>Donations - Indiv/Orgs</i> | Utility Community Development grant, Joint projects with local organizations |

**CITY OF OCONOMOWOC  
2017 BUDGET**

**BUREAU OF ECONOMIC DEVELOPMENT - REVENUES**

| ACCT NO                       | ACCOUNT DESCRIPTION         | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET | PERCENT<br>CHANGE |
|-------------------------------|-----------------------------|----------------|-----------------|-------------------|-------------------|----------------|-------------------|
| <u>TAXES</u>                  |                             |                |                 |                   |                   |                |                   |
| 100-401-1210-009              | PUBLIC ACCOMMODATION TAX    | 224,208        | 215,000         | 102,157           | 217,000           | 0              | -100.00%          |
|                               | TOTAL TAXES                 | 224,208        | 215,000         | 102,157           | 217,000           | 0              | -100.00%          |
| <u>MISCELLANEOUS REVENUES</u> |                             |                |                 |                   |                   |                |                   |
| 100-408-8430-009              | PURCHASING CARD REBATE      | 588            | 580             | 651               | 651               | 490            | -15.52%           |
| 100-408-8501-009              | DONATIONS - INDIVIDUALS/ORG | 0              | 0               | 1,379             | 1,379             | 1,000          | .00%              |
|                               | TOTAL MISCELLANEOUS REVEN   | 588            | 580             | 2,030             | 2,030             | 1,490          | 156.90%           |
|                               | TOTAL FUND REVENUES         | <u>224,796</u> | <u>215,580</u>  | <u>104,187</u>    | <u>219,030</u>    | <u>1,490</u>   | <u>-99.31%</u>    |



**DEPARTMENT 509 - BUREAU OF ECONOMIC DEVELOPMENT  
EXPENDITURE BUDGET SUMMARY**

| ACCOUNT TITLE                                    | A/C | 2015<br>ACTUAL   | 2016<br>ADOPTED  | 6/30/2016<br>ACTUAL | 2016<br>ESTIMATE | 2017<br>PROPOSED | %<br>CHANGE   |
|--|-----|------------------|------------------|---------------------|------------------|------------------|---------------|
| <b><u>WAGES AND BENEFITS</u></b>                 |     |                  |                  |                     |                  |                  |               |
| Salaries   | 111 | \$77,601         | \$87,933         | \$41,211            | \$80,591         | \$58,336         | -33.7%        |
| FICA   | 151 | \$7,159          | \$8,435          | \$3,478             | \$7,726          | \$5,639          | -33.2%        |
| Wisconsin Retirement System                      | 152 | \$6,374          | \$7,078          | \$2,934             | \$6,487          | \$4,861          | -31.3%        |
| Sick Leave                                       | 153 | \$1,575          | \$7,396          | \$631               | \$6,779          | \$4,930          | -33.3%        |
| Health Insurance                                 | 154 | \$24,481         | \$27,397         | \$12,009            | \$24,017         | \$14,602         | -46.7%        |
| Life Insurance                                   | 155 | \$150            | \$154            | \$78                | \$141            | \$103            | -33.3%        |
| Vacation Leave                                   | 156 | \$5,652          | \$7,805          | \$1,028             | \$7,156          | \$5,478          | -29.8%        |
| Holiday Leave                                    | 157 | \$3,958          | \$4,109          | \$741               | \$3,766          | \$2,739          | -33.3%        |
| Compensatory Time Earned                         | 164 | \$5,061          |                  | \$843               |                  |                  |               |
| <b>TOTAL WAGES &amp; BENEFITS</b>                |     | <b>\$132,013</b> | <b>\$150,308</b> | <b>\$62,952</b>     | <b>\$136,663</b> | <b>\$96,687</b>  | <b>-35.7%</b> |
| <b><u>PURCHASED SERVICES</u></b>                 |     |                  |                  |                     |                  |                  |               |
| Outside and Professional Services (Non-IT)       | 210 | \$2,650          | \$5,000          |                     | \$1,500          | \$3,000          | -40.0%        |
| Outside and Professional Services (IT)           | 211 | \$17,540         | \$11,500         |                     | \$8,000          | \$8,250          | -28.3%        |
| Telephone  | 225 | \$431            | \$300            | \$212               | \$450            |                  | -100.0%       |
| <b>TOTAL PURCHASED SERVICES</b>                  |     | <b>\$20,621</b>  | <b>\$16,800</b>  | <b>\$212</b>        | <b>\$9,950</b>   | <b>\$11,250</b>  | <b>-33.0%</b> |
| <b><u>OPERATING SUPPLIES AND EXPENSES</u></b>    |     |                  |                  |                     |                  |                  |               |
| Office Supplies                                  | 310 | \$79             | \$250            | \$43                | \$100            | \$220            | -12.0%        |
| Postage  | 311 | \$672            | \$500            | \$302               | \$650            |                  | -100.0%       |
| Printing   | 313 | \$1,108          | \$400            | \$836               | \$1,000          |                  | -100.0%       |
| Membership Dues                                  | 320 | \$4,182          | \$4,250          | \$1,215             | \$3,500          | \$3,150          | -25.9%        |
| Periodicals                                      | 322 | \$264            | \$100            | \$66                | \$200            | \$190            | 90.0%         |
| Publicity  | 326 | \$22,348         | \$48,000         | \$10,854            | \$25,000         |                  | -100.0%       |
| Training and Travel                              | 330 | \$4,423          | \$3,500          | \$2,090             | \$3,000          | \$3,000          | -14.3%        |
| Car Allowance                                    | 332 | \$2,963          | \$3,021          | \$1,510             | \$3,021          | \$2,226          | -26.3%        |
| Operating Supplies and Expenses                  | 340 | \$6,988          | \$1,000          | \$5,517             | \$1,000          | \$1,000          |               |
| <b>TOTAL OPERATING SUPPLIES &amp; EXP.</b>       |     | <b>\$43,026</b>  | <b>\$61,021</b>  | <b>\$22,432</b>     | <b>\$37,471</b>  | <b>\$9,786</b>   | <b>-84.0%</b> |
| <b><u>FIXED CHARGES</u></b>                      |     |                  |                  |                     |                  |                  |               |
| Technology                                       | 509 | \$10,180         | \$12,290         | \$6,145             | \$12,290         | \$9,150          | -25.5%        |
| <b>TOTAL FIXED CHARGES</b>                       |     | <b>\$10,180</b>  | <b>\$12,290</b>  | <b>\$6,145</b>      | <b>\$12,290</b>  | <b>\$9,150</b>   | <b>-25.5%</b> |
| <b><u>CONTRIBUTIONS, GRANTS &amp; OTHERS</u></b> |     |                  |                  |                     |                  |                  |               |
| Donations  | 720 | \$12,736         | \$18,000         | \$10,325            | \$15,000         |                  | -100.0%       |
| Grants   | 730 | \$15,685         | \$70,000         | \$5,000             | \$10,000         | \$15,000         | -78.6%        |
| <b>TOTAL CONTRIB, GRANTS &amp; OTHERS</b>        |     | <b>\$28,421</b>  | <b>\$88,000</b>  | <b>\$15,325</b>     | <b>\$25,000</b>  | <b>\$15,000</b>  | <b>-83.0%</b> |
| <b>TOTAL OPERATING EXPENDITURES</b>              |     | <b>\$234,262</b> | <b>\$328,419</b> | <b>\$107,066</b>    | <b>\$221,374</b> | <b>\$141,873</b> | <b>-56.8%</b> |
| <b>GRAND TOTAL DEPT 509</b>                      |     | <b>\$234,262</b> | <b>\$328,419</b> | <b>\$107,066</b>    | <b>\$221,374</b> | <b>\$141,873</b> | <b>-56.8%</b> |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GENERAL FUND - ECONOMIC DEVELOPMENT**

The Bureau of Economic Development duties include serving the existing businesses in the City of Oconomowoc, as well as soliciting new and complementary business and industry to the City to ensure continued economic vitality. Businesses in the Oconomowoc area include industrial, commercial, service, health & wellness, retail and professional entities as well as the hospitality industry.

**Category: Conservation and Development**

**EXPENDITURES: Account # 509-9100**

|            |  |  |
|------------|--|--|
| <b>100</b> | <b>Wages and Benefits</b>                |  |
| 111        | Salaries                                 | Economic Development Director 70% (remainder allocated 25% to Tourism, 2% to Wastewater Utilities, 1% to Water Utilities, and 2% to Electric Utilities)  |
| 151        | FICA                                     | Employer share of Social Security and Medicare   |
| 152        | Wisconsin Retirement System              | Employer share of required contribution  |
| 153        | Sick Leave                               |  |
| 154        | Health Insurance                         | Employer share of premiums   |
| 155        | Life Insurance                           | Employer share of premiums   |
| 156        | Vacation Leave                           |  |
| 157        | Holiday Leave                            |  |
| 164        | Compensatory Time Earned                 |  |
| <b>200</b> | <b>Purchased Services</b>                |  |
| 210        | Outside/Prof Services (Non-IT)           | Development project financial analysis, land surveyor services for City projects,  |
| 211        | Outside/Prof Services (IT)               | Continue interactive site location, commercial property availability and demographics information for business attraction. Arc GIS story map for business & retail attraction (split with Tourism fund)              |
| 225        | Telephone                                |  |
| <b>300</b> | <b>Operating Supplies and Expense</b>    |  |
| 310        | Office Supplies                          |  |
| 311        | Postage                                  |  |
| 310        | Printing                                 |  |
| 320        | Membership Dues                          | Wisconsin Economic Development Association, Wisconsin Association of Convention & Visitors Bureaus, International Economic Development Council, Commercial Association of Realtors Wisconsin, and other associations |
| 322        | Periodicals                              | Business Journal & Biz Times subscription (split with Tourism fund)  |
| 326        | Publicity                                |  |
| 330        | Training and Travel                      | Trainings for Professional Development; APPA economic development conference; ICSC Convention; Lead by Example   |
| 332        | Car Allowance                            | \$265 per month for Director (split based on salary allocation)  |
| 340        | Operating Supplies and Expense           | Supplies to fulfill inquiries, joint promotional items with Olympia Resort to capture new convention business and bring convention attendees downtown, and miscellaneous \$940                                       |
| <b>500</b> | <b>Fixed Charges</b>                     |  |
| 509        | Technology                               | Payment to Technology Internal Service Fund 700 for system support, repairs, maintenance, and depreciation   |
| <b>700</b> | <b>Contributions, Grants, and Others</b> |  |
| 720        | Donations                                |  |
| 730        | Grants                                   | Downtown business development grant program for downtown façade grants \$15,000  |

# CITY OF OCONOMOWOC

## 2017 BUDGET

### GENERAL FUND - ECONOMIC DEVELOPMENT

| ACCT NO                                  | ACCOUNT DESCRIPTION                       | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET |
|--|---|----------------|-----------------|-------------------|-------------------|----------------|
| <u>WAGES &amp; BENEFITS</u>              |   |                |                 |                   |                   |                |
| 100-509-9100-111                         | ECON DEV SALARIES                         | 77,601         | 87,933          | 41,211            | 80,591            | 58,336         |
| 100-509-9100-151                         | ECON DEV FICA                             | 7,159          | 8,435           | 3,478             | 7,726             | 5,639          |
| 100-509-9100-152                         | ECON DEV WRS                              | 6,374          | 7,078           | 2,934             | 6,487             | 4,861          |
| 100-509-9100-153                         | ECON DEV SICK LEAVE                       | 1,575          | 7,396           | 631               | 6,779             | 4,930          |
| 100-509-9100-154                         | ECON DEV HEALTH INS                       | 24,481         | 27,397          | 12,009            | 24,017            | 14,602         |
| 100-509-9100-155                         | ECON DEV LIFE INS                         | 150            | 154             | 78                | 141               | 103            |
| 100-509-9100-156                         | ECON DEV VACATION                         | 5,652          | 7,805           | 1,028             | 7,156             | 5,478          |
| 100-509-9100-157                         | ECON DEV HOLIDAY                          | 3,958          | 4,109           | 741               | 3,766             | 2,739          |
| 100-509-9100-164                         | ECON DEV COMP TIME EARNED                 | 5,061          | 0               | 843               | 0                 | 0              |
|  | <b>TOTAL WAGES &amp; BENEFITS</b>         | <b>132,011</b> | <b>150,307</b>  | <b>62,953</b>     | <b>136,663</b>    | <b>96,688</b>  |
| <u>PURCHASED SERVICES</u>                |   |                |                 |                   |                   |                |
| 100-509-9100-210                         | ECON DEV OUTSD SVC NON-IT                 | 2,650          | 5,000           | 0                 | 1,500             | 3,000          |
| 100-509-9100-211                         | ECON DEV PROF SVCS IT                     | 17,540         | 11,500          | 0                 | 8,000             | 8,250          |
| 100-509-9100-225                         | ECON DEV TELEPHONE                        | 431            | 300             | 212               | 450               | 0              |
|  | <b>TOTAL PURCHASED SERVICES</b>           | <b>20,621</b>  | <b>16,800</b>   | <b>212</b>        | <b>9,950</b>      | <b>11,250</b>  |
| <u>OPERATING SUPPLIES &amp; EXPENSES</u> |   |                |                 |                   |                   |                |
| 100-509-9100-310                         | ECON DEV OFFICE SUPPLIES                  | 79             | 250             | 43                | 100               | 220            |
| 100-509-9100-311                         | ECON DEV POSTAGE                          | 672            | 500             | 302               | 650               | 0              |
| 100-509-9100-313                         | ECON DEV PRINTING                         | 1,108          | 400             | 836               | 1,000             | 0              |
| 100-509-9100-320                         | ECON DEV MEMBERSHIPS                      | 4,182          | 4,250           | 1,215             | 3,500             | 3,150          |
| 100-509-9100-322                         | ECON DEV PERIODICALS                      | 264            | 100             | 66                | 200               | 190            |
| 100-509-9100-326                         | ECON DEV PUBLICITY                        | 22,348         | 48,000          | 10,854            | 25,000            | 0              |
| 100-509-9100-330                         | ECON DEV TRAIN/TRAVEL                     | 4,423          | 3,500           | 2,090             | 3,000             | 3,000          |
| 100-509-9100-332                         | ECON DEV CAR ALLOWANCE                    | 2,963          | 3,021           | 1,510             | 3,021             | 2,226          |
| 100-509-9100-340                         | ECON DEV OPER SUP/EXP                     | 6,988          | 1,000           | 5,517             | 1,000             | 1,000          |
|  | <b>TOTAL OPERATING SUPPLIES &amp; EXP</b> | <b>43,027</b>  | <b>61,021</b>   | <b>22,433</b>     | <b>37,471</b>     | <b>9,786</b>   |
| <u>FIXED CHARGES</u>                     |   |                |                 |                   |                   |                |
| 100-509-9100-509                         | ECON DEV TECHNOLOGY                       | 10,180         | 12,290          | 6,145             | 12,290            | 9,150          |
|  | <b>TOTAL FIXED CHARGES</b>                | <b>10,180</b>  | <b>12,290</b>   | <b>6,145</b>      | <b>12,290</b>     | <b>9,150</b>   |
| <u>CONTRIBUTIONS, GRANTS &amp; OTHER</u> |   |                |                 |                   |                   |                |
| 100-509-9100-720                         | ECON DEV DONATIONS                        | 12,736         | 18,000          | 10,325            | 15,000            | 0              |
| 100-509-9100-730                         | ECON DEV GRANTS                           | 15,685         | 70,000          | 5,000             | 10,000            | 15,000         |
|  | <b>TOTAL CONTRIBUTIONS, GRANTS &amp;</b>  | <b>28,421</b>  | <b>88,000</b>   | <b>15,325</b>     | <b>25,000</b>     | <b>15,000</b>  |
|  | <b>TOTAL ECONOMIC DEVELOPMENT</b>         | <b>234,260</b> | <b>328,418</b>  | <b>107,068</b>    | <b>221,374</b>    | <b>141,874</b> |



**MISCELLANEOUS  
SPECIAL REVENUE FUNDS**

**Fund 204 – Ambulance**

**Fund 205 – Garbage & Refuse Collection**

**Fund 206 – Park Land Acquisition**

**Fund 207 – Park Land Improvement**

**Fund 210 – Woodcreek Stormwater**

**Fund 213 – River Watershed**

**Fund 250 – Community Development Authority**

**Fund 255 – Tourism Fund**

# City of Oconomowoc

## Miscellaneous Special Revenue Funds

### 2017 Budget

|   | 2015<br>Actual   | 2016<br>Budget  | 2016<br>Estimate | 2017<br>Budget   |
|---|------------------|-----------------|------------------|------------------|
| Fund 204 - Ambulance                                    |                  |                 |                  |                  |
| Beginning Fund Balance                                  | 1,046,380        | 827,798         | 1,193,054        | 1,017,260        |
| Revenues (excluding property tax, fund balance applied) | 836,171          | 771,085         | 787,236          | 792,250          |
| Property Tax  | 120,000          | 120,000         | 120,000          | 145,000          |
| Expenditures  | 809,497          | 874,257         | 1,083,030        | 896,740          |
| Revenue/(Net Cost)                                      | <u>146,674</u>   | <u>16,828</u>   | <u>(175,794)</u> | <u>40,510</u>    |
| Ending Fund Balance                                     | <u>1,193,054</u> | <u>844,626</u>  | <u>1,017,260</u> | <u>1,057,770</u> |
| Fund 205 - Garbage & Refuse Collection                  |                  |                 |                  |                  |
| Beginning Fund Balance                                  | 170,117          | 173,572         | 202,615          | 243,156          |
| Revenues (excluding fund balance applied)               | 955,580          | 961,590         | 981,675          | 996,510          |
| Expenditures  | 923,082          | 960,919         | 941,134          | 978,726          |
| Revenue/(Net Cost)                                      | <u>32,498</u>    | <u>671</u>      | <u>40,541</u>    | <u>17,784</u>    |
| Ending Fund Balance                                     | <u>202,615</u>   | <u>174,243</u>  | <u>243,156</u>   | <u>260,940</u>   |
| Fund 206 - Park Land Acquisition                        |                  |                 |                  |                  |
| Beginning Fund Balance                                  | 29,577           | 14,124          | 14,012           | -                |
| Revenues (excluding fund balance applied)               | 144              | 100             | 3,540            | -                |
| Expenditures  | 15,709           | 14,224          | 17,552           | -                |
| Revenue/(Net Cost)                                      | <u>(15,565)</u>  | <u>(14,124)</u> | <u>(14,012)</u>  | <u>-</u>         |
| Ending Fund Balance                                     | <u>14,012</u>    | <u>-</u>        | <u>-</u>         | <u>-</u>         |
| Fund 207 - Park Land Improvement                        |                  |                 |                  |                  |
| Beginning Fund Balance                                  | 71,384           | 71,574          | 66,595           | 66,820           |
| Revenues (excluding fund balance applied)               | 211              | 85              | 225              | 175              |
| Expenditures  | 5,000            | 20,000          | -                | 20,000           |
| Revenue/(Net Cost)                                      | <u>(4,789)</u>   | <u>(19,915)</u> | <u>225</u>       | <u>(19,825)</u>  |
| Ending Fund Balance                                     | <u>66,595</u>    | <u>51,659</u>   | <u>66,820</u>    | <u>46,995</u>    |

# City of Oconomowoc

## Miscellaneous Special Revenue Funds

### 2017 Budget

|   | 2015<br>Actual | 2016<br>Budget | 2016<br>Estimate | 2017<br>Budget |
|---|----------------|----------------|------------------|----------------|
| Fund 210 - Woodcreek Stormwater                         |                |                |                  |                |
| Beginning Fund Balance                                  | 81,918         | 83,778         | 84,359           | 87,121         |
| Revenues (excluding fund balance applied)               | 7,248          | 7,200          | 7,750            | 7,750          |
| Expenditures  | 4,807          | 4,761          | 4,988            | 5,317          |
| Revenue/(Net Cost)                                      | 2,441          | 2,439          | 2,762            | 2,433          |
| Ending Fund Balance                                     | 84,359         | 86,217         | 87,121           | 89,554         |
| Fund 213 - River Watershed                              |                |                |                  |                |
| Beginning Fund Balance                                  | -              | 4              | 3,717            | 3,714          |
| Revenues (excluding fund balance applied)               | 83,973         | 280,250        | 199,588          | 291,900        |
| Expenditures  | 80,256         | 280,249        | 199,591          | 291,902        |
| Revenue/(Net Cost)                                      | 3,717          | 1              | (3)              | (2)            |
| Ending Fund Balance                                     | 3,717          | 5              | 3,714            | 3,712          |
| Fund 250 - Community Development Authority              |                |                |                  |                |
| Beginning Fund Balance                                  | 54,707         | 52,837         | 54,749           | 54,924         |
| Revenues (excluding property tax, fund balance applied) | 155            | 135            | 175              | 175            |
| Expenditures  | 113            | 10,000         | -                | 10,000         |
| Revenue/(Net Cost)                                      | 42             | (9,865)        | 175              | (9,825)        |
| Ending Fund Balance                                     | 54,749         | 42,972         | 54,924           | 45,099         |
| Fund 255 - Tourism                                      |                |                |                  |                |
| Beginning Fund Balance                                  | -              | -              | -                | -              |
| Revenues (excluding property tax, fund balance applied) | -              | -              | -                | 220,160        |
| Property Tax  | -              | -              | -                | -              |
| Expenditures  | -              | -              | -                | 196,499        |
| Revenue/(Net Cost)                                      | -              | -              | -                | 23,661         |
| Ending Fund Balance                                     | -              | -              | -                | 23,661         |



**SPECIAL REVENUE FUND**

**AMBULANCE**

**FUND 204**

# City of Oconomowoc Ambulance Fund 204 2017 Budget

## Department Objective

The Oconomowoc Ambulance Service is currently operating as an Advanced Emergency Medical Technician level service provider. This means that in addition to Basic Life Support (BLS) care, we can provide IV fluids and additional medications. We are working with the Dousman Fire District in a Shared Services initiative to provide Paramedic Level Service. This has increased the level of Emergency Medical Services from “Advanced EMT” to the EMT-Paramedic level, reduced response times, and created operating cost savings for the Ambulance service.

The Ambulance Fund was originally intended to be primarily self-supporting. Net revenue from the ambulance billing user charges should be sufficient to pay for certain costs to run the ambulance service, as well as provide for occasional large capital purchases as necessary. Due to the implementation of scheduled coverage hours, this fund has received a property tax levy since 2014.

## Department Goals and Initiatives for 2017

- Progress toward Paramedic Level of Service: Our Department goal continues to be to become an independent paramedic service. In addition to our four full-time and five paid-on-call members trained to the paramedic level, two additional paid-on-call members will be trained to the paramedic level in 2017.
- Shared Services: Since mid-December of 2014, we have been providing shared Ambulance coverage with Dousman Fire District from 6:00 a.m. through 4:00 p.m. weekdays at Fire Station #2. These shared services have dramatically increased the level of care while reducing response times to areas south of Pabst Road. All this while being fiscally responsible and operationally beneficial for both entities. While the shared service has focused primarily on Ambulance responses, we have also implemented limited shared fire services. Results will be continually evaluated during the remainder of 2016 with the goal of providing the service 24/7/365 in 2017.
- Phillips Defibrillator Upgrades: Our defibrillators have been used effectively over the years to successfully resuscitate several citizens. Because of the success of the shared services mentioned above, money that had been budgeted to pay for Paramedic Intercepts with Lake Country Fire and Rescue was able to be reallocated into upgrading our three defibrillators. These units are over 12 years old, but were bought and have been maintained to be upgradeable as the newest advances become available. Besides replacing all internal system components, this will also replace the screen protectors, upgrade the hard and the soft cases, replace all the therapy cables and the systems will be tuned.

## Major Changes From Prior Years

- New Ambulance 4751: Ordered in late spring of 2015, the new ambulance was placed into service in February of 2016. The first and most noticeable feature is that it is red with a black top! This moves away from the Oconomowoc color scheme of white-over-lime-yellow back to the traditional red color for fire apparatus. Several other state of the art safety features are also included. While we have had power lift cots for the past several years, this is the first vehicle that actually picks up and loads the cot into the back of the ambulance. This is a tremendous safety feature to avoid back injuries or our personnel. The vehicle also has “Liquid Springs” which is a hydraulic suspension system that smoothes out the ride to make it the smoothest riding ambulance yet. The Ford F550 chassis comes equipped with four wheel drive. This will be a very useful safety feature during the winter months. The interior of the patient care area has been set up for maximum utility and space utilization at the Paramedic level of care.
- LUCAS 2 Mechanical CPR Compression System: The LUCAS device greatly increases the probability of survival for patients whose heart and breathing have stopped. More importantly, the majority of

these patients survive to be discharged from the hospital with few or no lasting neurological deficits. Several patients were successfully resuscitated partially due to the use of these donated devices. All three of our ambulances have one of these units. As a further example of shared services, the LUCAS at Station 2 is shared between the Oconomowoc and Dousman ambulances that are stationed there. This saves the expense of purchasing and maintaining a fourth unit.

**Budgeted Positions**

| <b>Description</b>          | <b>2014</b>   | <b>2015</b>   | <b>2016</b>   | <b>2017</b>   |
|-----------------------------|---------------|---------------|---------------|---------------|
| Full-Time Employees/FTE     | 0.00 / 0.00   | 0.00 / 0.00   | 0.00 / 0.00   | 0.00 / 0.00   |
| Part-Time/POC Employees/FTE | 36.00 / 10.28 | 36.00 / 10.28 | 36.00 / 10.28 | 36.00 / 10.28 |
| Total Employees/FTE         | 36.00 / 10.28 | 36.00 / 10.28 | 36.00 / 10.28 | 36.00 / 10.28 |

**Department Outputs/Outcomes/Performance Measurements**

| <b>Description</b>              | <b>2014 Actual</b> | <b>2015 Actual</b> | <b>2016 Budget</b> | <b>2017 Budget</b> |
|---------------------------------|--------------------|--------------------|--------------------|--------------------|
| Level of Service                | EMT-Advanced       | EMT-Advanced       | EMT-Advanced       | EMT-Advanced       |
| Number of paramedics on staff   | 7                  | 8                  | 9                  | 11                 |
| Call Volume                     |                    |                    |                    |                    |
| Cancellations, mutual aid calls | 188                | 200                | 100                | 100                |
| Transports and evaluation calls | <u>911</u>         | <u>955</u>         | <u>1,000</u>       | <u>1,000</u>       |
| Total call volume               | 1,099              | 1,155              | 1,100              | 1,100              |
| % of Calls                      |                    |                    |                    |                    |
| Within City                     | 91.3%              | 87%                | 90%                | 90%                |
| Within contract agencies        | 8.7%               | 13%                | 10%                | 10%                |
| POC Hours                       |                    |                    |                    |                    |
| Coverage hours                  | 18,491             | 19,039             | 19,000             | 19,000             |
| Training hours                  | 936                | 649                | 950                | 950                |
| Standby Hours                   | 18                 | 71                 | 24                 | 24                 |
| Response hours                  | <u>1,752</u>       | <u>1,665</u>       | <u>2,000</u>       | <u>2,000</u>       |
| Total POC hours                 | 21,197             | 21,424             | 21,974             | 21,974             |

**CITY OF OCONOMOWOC  
2017 BUDGET  
AMBULANCE FUND – REVENUES**

**REVENUES: Acct # 204**

|          |  |  |
|----------|--|--|
|          | <b>Taxes</b>                             |  |
| 401-1110 | <i>General Property Taxes</i>            | 2015 tax levy collected in 2016                    |
|          | <b>Intergovernmental Aid</b>             |  |
| 403-3525 | <i>State Aid - EMS Funding</i>           | Chapter 102 funding                                |
|          | <b>Public Charges for Service</b>        |  |
| 406-6114 | <i>Other Public Charges for Services</i> | Ambulance standby services at scheduled events     |
| 406-6230 | <i>Ambulance Fees - City</i>             | Charges for ambulance runs for in-City calls       |
| 406-6235 | <i>Ambulance Fees - Contract</i>         | Charges for ambulance runs for out-of-City calls   |
| 406-6240 | <i>Ambulance Supplies - City</i>         | Charges for medical supplies for in-City calls     |
| 406-6245 | <i>Ambulance Supplies - Contract</i>     | Charges for medical supplies for out-of-City calls |
|          | <b>Miscellaneous Revenue</b>             |  |
| 408-8110 | <i>Interest on Investments</i>           | Interest earned on temporary investments           |
| 408-8310 | <i>Sale of City Property</i>             |  |
| 408-8430 | <i>Purchasing Card Rebate</i>            | Rebate earned on purchasing card payments          |
| 408-8501 | <i>Donations from Indiv/Org</i>          |  |

**CITY OF OCONOMOWOC**  
**2017 BUDGET**  
**AMBULANCE FUND - REVENUES**

| <b>ACCT NO</b>   | <b>ACCOUNT DESCRIPTION</b>        | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> |
|------------------|-----------------------------------|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
|                  | <u>TAXES</u>                      |                        |                         |                           |                           |                        |
| 204-401-1110-004 | GENERAL PROPERTY TAXES            | 120,000                | 120,000                 | 60,000                    | 120,000                   | 145,000                |
|                  | TOTAL TAXES                       | 120,000                | 120,000                 | 60,000                    | 120,000                   | 145,000                |
|                  | <u>INTERGOVERNMENTAL AID</u>      |                        |                         |                           |                           |                        |
| 204-403-3525-004 | STATE AID - EMS FUNDING           | 6,394                  | 4,160                   | 0                         | 6,394                     | 5,000                  |
|                  | TOTAL INTERGOVERNMENTAL AID       | 6,394                  | 4,160                   | 0                         | 6,394                     | 5,000                  |
|                  | <u>PUBLIC CHARGES FOR SERVICE</u> |                        |                         |                           |                           |                        |
| 204-406-6114-004 | OTHER PUBLIC CHARGES FOR SERV     | 0                      | 500                     | 0                         | 500                       | 500                    |
| 204-406-6230-004 | AMBULANCE FEES - CITY             | 602,675                | 575,000                 | 248,803                   | 576,800                   | 583,000                |
| 204-406-6235-004 | AMBULANCE FEES - CONTRACT         | 113,775                | 95,000                  | 37,687                    | 99,200                    | 100,000                |
| 204-406-6240-004 | AMBULANCE SUPPLIES - CITY         | 79,290                 | 80,500                  | 31,861                    | 85,000                    | 85,000                 |
| 204-406-6245-004 | AMBULANCE SUPPLIES - CONTRACT     | 16,506                 | 13,300                  | 4,252                     | 16,000                    | 16,000                 |
|                  | TOTAL PUBLIC CHARGES FOR SERVICE  | 812,246                | 764,300                 | 322,603                   | 777,500                   | 784,500                |
|                  | <u>MISCELLANEOUS REVENUE</u>      |                        |                         |                           |                           |                        |
| 204-408-8110-004 | INTEREST ON INVESTMENTS           | 3,012                  | 1,500                   | 2,589                     | 2,500                     | 1,900                  |
| 204-408-8310-004 | SALE OF CITY PROPERTY             | 13,148                 | 0                       | 0                         | 0                         | 0                      |
| 204-408-8430-004 | PURCHASING CARD REBATE            | 1,121                  | 1,125                   | 822                       | 822                       | 850                    |
| 204-408-8501-004 | DONATIONS FROM INDIVD & ORGN      | 250                    | 0                       | 20                        | 20                        | 0                      |
|                  | TOTAL MISCELLANEOUS REVENUE       | 17,531                 | 2,625                   | 3,431                     | 3,342                     | 2,750                  |
|                  | TOTAL FUND REVENUES               | 956,171                | 891,085                 | 386,034                   | 907,236                   | 937,250                |

**CITY OF OCONOMOWOC  
2017 BUDGET  
AMBULANCE FUND - EXPENDITURES**

**EXPENDITURES Acct # 204-504-4800**

|            |  |   |  |
|------------|--|---|--|
| <b>100</b> | <b>Wages and Benefits</b>  |   |  |
| 111        | Salaries   | Public Safety Director (8%) and Accounting Manager (5%)   |  |
| 113        | Part-Time Wages with Benefits  | Administrative Assistant (55.5%) and coverage hours (60% of 20,304 hours at minimum wage)           |  |
| 119        | Firefighter Salaries   | Deputy Fire Chief (40%)   |  |
| 120        | Paid-on-Call Wages   | POC staff response to ambulance runs outside of coverage hours (144 hours)                          |  |
| 125        | Part-Time Wages without Benefits                                     | Coverage hours (40% of 20,304 hours at minimum wage)  |  |
| 133        | Longevity  | Deputy Chief  |  |
| 137        | Paid-on-Call Training Wages  |   |  |
| 151        | FICA   | Employer share of Social Security and Medicare; includes Mandatory Medicare for Deputy Fire Chief   |  |
| 152        | Wisconsin Retirement System  | Employer share of required contribution   |  |
| 153        | Sick Leave   |   |  |
| 154        | Health Insurance   | Employer share of premiums  |  |
| 155        | Life Insurance   | Employer share of premiums  |  |
| 156        | Vacation Leave   |   |  |
| 157        | Holiday Leave  |   |  |
| 164        | Compensatory Time Earned   |   |  |
| <b>200</b> | <b>Purchased Services</b>  |   |  |
| 210        | <i>Outside/Prof Services (Non-IT)</i>                                |   |  |
|            | Hepatitis immunization, TB testing, & immunizations for EMT classes  | \$2,000   | Paramedic school physicals \$840<br>EMT school physicals \$810 |
|            | Audit of ambulance accounts  | \$1,725   | Paramedic intercept fees \$8,500                               |
|            | Medical exams for 3 new members                                      | \$630   | Ambulance billing and collection \$40,000                      |
|            | Annual physicals for 7 members                                       | \$1,105   | Legal service \$2,500  |
|            | Medical Direction services   | \$6,000   |  |
| 225        | Telephone  | Bluetooth cellular phone service for 4751, 4752 and 4753 to allow wireless transmission of EKG data |  |
| 240        | <i>Repair &amp; Maint Contracts (Non-IT)</i>                         |   |  |
|            | Office copier for Station 2<br>(33% paid by Fire Dept.)              | \$700   | Maintenance contract for cots \$1,000                          |
| 241        | <i>Repair &amp; Maint Contracts (IT)</i>                             |   |  |
|            | Firehouse Enterprise System software support (33% paid by fire dept) | \$2,000   | EMS Manager scheduling software support \$1,695                |
| 292        | Police Radio Services  | Ambulance portion of Police Dispatch costs  |  |

**CITY OF OCONOMOWOC**  
**2017 BUDGET**  
**AMBULANCE FUND - EXPENDITURES**

| <b>ACCT NO</b>              | <b>ACCOUNT DESCRIPTION</b>        | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> |
|-----------------------------|-----------------------------------|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
| <u>WAGES &amp; BENEFITS</u> |                                   |                        |                         |                           |                           |                        |
| 204-504-4800-111            | AMBULANCE SALARIES                | 12,466                 | 11,131                  | 5,872                     | 11,136                    | 11,456                 |
| 204-504-4800-113            | AMBULANCE P/T & COVERAGE W BEN    | 78,675                 | 99,996                  | 41,444                    | 99,999                    | 112,538                |
| 204-504-4800-119            | AMBULANCE FIREFIGHTER SALARIES    | 25,931                 | 26,233                  | 8,002                     | 26,237                    | 27,066                 |
| 204-504-4800-120            | AMBULANCE PAID ON CALL WAGES      | 11,664                 | 3,062                   | 5,808                     | 3,062                     | 3,123                  |
| 204-504-4800-125            | AMBULANCE P/T & COVERAGE WAGES    | 71,078                 | 58,882                  | 26,932                    | 58,882                    | 67,003                 |
| 204-504-4800-133            | AMBULANCE LONGEVITY               | 96                     | 96                      | 40                        | 96                        | 96                     |
| 204-504-4800-137            | AMBULANCE POC TRAINING WAGES      | 8,592                  | 11,376                  | 3,899                     | 11,376                    | 11,376                 |
| 204-504-4800-151            | AMBULANCE FICA                    | 14,426                 | 14,765                  | 6,637                     | 14,766                    | 16,396                 |
| 204-504-4800-152            | AMBULANCE WRS                     | 11,595                 | 16,257                  | 5,616                     | 16,259                    | 18,912                 |
| 204-504-4800-153            | AMBULANCE SICK LEAVE              | 2,678                  | 3,197                   | 6,283                     | 3,198                     | 3,296                  |
| 204-504-4800-154            | AMBULANCE HEALTH INS              | 11,042                 | 11,343                  | 5,684                     | 11,366                    | 11,707                 |
| 204-504-4800-155            | AMBULANCE LIFE INS                | 271                    | 1,018                   | 149                       | 1,018                     | 1,123                  |
| 204-504-4800-156            | AMBULANCE VACATION                | 1,890                  | 4,020                   | 394                       | 4,020                     | 4,146                  |
| 204-504-4800-157            | AMBULANCE HOLIDAY                 | 1,512                  | 1,776                   | 279                       | 1,777                     | 1,831                  |
| 204-504-4800-164            | AMBULANCE COMP TIME EARNED        | 125                    | 0                       | 30                        | 0                         | 0                      |
|                             | <b>TOTAL WAGES &amp; BENEFITS</b> | <b>252,041</b>         | <b>263,152</b>          | <b>117,069</b>            | <b>263,192</b>            | <b>290,069</b>         |
| <u>PURCHASED SERVICES</u>   |                                   |                        |                         |                           |                           |                        |
| 204-504-4800-210            | AMBULANCE OUTSD SVCS NON-IT       | 55,658                 | 74,060                  | 27,409                    | 70,000                    | 64,110                 |
| 204-504-4800-225            | AMBULANCE TELEPHONE               | 225                    | 300                     | 67                        | 300                       | 300                    |
| 204-504-4800-240            | AMBULANCE MAINT CONT NON-IT       | 1,139                  | 2,075                   | 615                       | 2,075                     | 1,700                  |
| 204-504-4800-241            | AMBULANCE MAINT CONT IT           | 3,847                  | 3,695                   | 0                         | 3,695                     | 3,695                  |
| 204-504-4800-292            | AMBULANCE POLICE RADIO SRV        | 17,890                 | 18,630                  | 9,315                     | 18,630                    | 19,360                 |
|                             | <b>TOTAL PURCHASED SERVICES</b>   | <b>78,759</b>          | <b>98,760</b>           | <b>37,406</b>             | <b>94,700</b>             | <b>89,165</b>          |

**CITY OF OCONOMOWOC  
2017 BUDGET  
AMBULANCE FUND - EXPENDITURES**

**EXPENDITURES Acct # 204-504-4800**

|            |   |  |   |
|------------|---|--|---|
| <b>300</b> | <b>Operating Supplies and Expenses</b>  |  |   |
| 310        | <i>Office Supplies</i>  |  |   |
| 311        | <i>Postage</i>  | Postage and shipping   |   |
| 313        | <i>Printing</i>   | HIPAA forms  |   |
| 320        | <i>Membership Dues</i>  | Wisconsin EMS Assoc. \$425; North Central EMS Cooperative \$75   |   |
| 324        | <i>Licenses and Permits</i>   |  |   |
|            | CLIA license fees   | \$150  | National registry testing   |
|            | National registry fees (5 @ \$20)   | \$100  | for paramedics (2 @ \$115) \$230  |
| 330        | <i>Training and Travel</i>  |  |   |
|            | Mileage, tuition, training materials for EMS related schools  | \$5,000  | Paramedic training for 2 POC members (Ipad software x 2 @ \$200) \$13,800 |
|            | WCTC annual CPR training site fee   | \$100  | CPR cards \$280   |
| 340        | <i>Operating Supplies and Expenses</i>  |  |   |
|            | Medical supplies  | \$22,000   | Training supplies \$1,000   |
|            | Paramedic medications/supplies  | \$9,500  | Oxygen \$3,700  |
|            | Infant car seats  | \$720  | Annual recognition banquet \$3,330  |
|            | Clothing  | \$6,000  | Volunteer retention rewards \$1,500                                       |
|            | Two replacement GPS units/maps  | \$700  | Defibulator Upgrades \$21,490   |
| 341        | <i>Safety Supplies</i>  |  |   |
|            | Protective extrication clothing and equipment including helmets, safety vests, eye protection, extrication gloves, winter gloves, and hard hats |  |   |
| 343        | <i>Janitorial Supplies</i>  |  |   |
| 351        | <i>Gas and Diesel</i>   | 1,983 gallons diesel fuel @ \$2.85/gallon  |   |
| <b>400</b> | <b>Building Materials</b>   |  |   |
| 425        | <i>Repair &amp; Maint of Vehicles (Non-Fleet)</i>   |  |   |
| 435        | <i>Repair &amp; Maint of Equip (Non-Fleet)</i>  |  |   |
|            | Radios  | \$500  | Miscellaneous \$500   |
|            | Cots  | \$1,000  | Power cot batteries \$300   |
|            | Defibrillators  | \$1,500  | Knox Box Upgrades \$2,850   |
| <b>500</b> | <b>Fixed Charges</b>  |  |   |
| 508        | <i>Fleet Maintenance</i>  | Payment to Fleet Maintenance Internal Service Fund 730 for vehicle and equipment repairs, maintenance, and tires                             |   |
| 509        | <i>Technology</i>   | Payment to Technology Internal Service Fund 700 for system support, repairs, maintenance and depreciation                                    |   |
| 510        | <i>Risk Management</i>  | Payment to Risk Management Internal Service Fund 720 for insurance premiums, safety committee administration, and risk management activities |   |
| 530        | <i>Rent</i>   | Bottle free water cooler rental for Stations #1 and #2 (50% paid by Fire Department)   |   |

**CITY OF OCONOMOWOC**  
**2017 BUDGET**  
**AMBULANCE FUND - EXPENDITURES**

| <b>ACCT NO</b>                           | <b>ACCOUNT DESCRIPTION</b> | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> |
|--|----------------------------|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
| <u>OPERATING SUPPLIES &amp; EXPENSES</u> |                            |                        |                         |                           |                           |                        |
| 204-504-4800-310                         | AMBULANCE OFFICE SUPPLIES  | 647                    | 900                     | 482                       | 900                       | 900                    |
| 204-504-4800-311                         | AMBULANCE POSTAGE          | 72                     | 200                     | 33                        | 90                        | 90                     |
| 204-504-4800-313                         | AMBULANCE PRINTING         | 0                      | 200                     | 0                         | 200                       | 200                    |
| 204-504-4800-320                         | AMBULANCE MEMBERSHIPS      | 425                    | 500                     | 0                         | 500                       | 500                    |
| 204-504-4800-324                         | AMBULANCE LIC/PERMIT       | 185                    | 480                     | 360                       | 480                       | 480                    |
| 204-504-4800-330                         | AMBULANCE TRAIN/TRAVEL     | 12,061                 | 18,780                  | 3,034                     | 13,500                    | 19,180                 |
| 204-504-4800-340                         | AMBULANCE OPER SUP/EXP     | 42,504                 | 46,450                  | 18,545                    | 46,450                    | 69,940                 |
| 204-504-4800-341                         | AMBULANCE SAFETY SUP       | 0                      | 4,000                   | 3,133                     | 4,000                     | 6,000                  |
| 204-504-4800-343                         | AMBULANCE JANITOR SUP      | 93                     | 0                       | 0                         | 0                         | 0                      |
| 204-504-4800-351                         | AMBULANCE GAS/DIESEL       | 5,004                  | 6,445                   | 2,014                     | 5,650                     | 6,000                  |
| TOTAL OPERATING SUPPLIES & EXPENSE       |                            | 60,991                 | 77,955                  | 27,601                    | 71,770                    | 103,290                |
| <u>MAINTENANCE OF CITY PROPERTY</u>      |                            |                        |                         |                           |                           |                        |
| 204-504-4800-425                         | AMBULANCE RPR/MNT VEH NF   | 0                      | 0                       | 18                        | 100                       | 100                    |
| 204-504-4800-435                         | AMBULANCE RPR/MNT EQUIP NF | 3,765                  | 3,800                   | 1,117                     | 3,800                     | 6,650                  |
| TOTAL MAINTENANCE OF CITY PROPERT        |                            | 3,765                  | 3,800                   | 1,135                     | 3,900                     | 6,750                  |
| <u>FIXED CHARGES</u>                     |                            |                        |                         |                           |                           |                        |
| 204-504-4800-508                         | AMBULANCE FLEET            | 17,120                 | 15,220                  | 7,610                     | 15,220                    | 12,600                 |
| 204-504-4800-509                         | AMBULANCE TECHNOLOGY       | 28,450                 | 33,310                  | 16,655                    | 33,310                    | 29,380                 |
| 204-504-4800-510                         | AMBULANCE RISK MGMT        | 22,450                 | 17,195                  | 8,598                     | 17,195                    | 15,835                 |
| 204-504-4800-530                         | AMBULANCE RENT             | 629                    | 865                     | 324                       | 650                       | 650                    |
| TOTAL FIXED CHARGES                      |                            | 68,649                 | 66,590                  | 33,187                    | 66,375                    | 58,465                 |

**CITY OF OCONOMOWOC  
2017 BUDGET  
AMBULANCE FUND - EXPENDITURES**

**EXPENDITURES Acct # 204-504-4800**

|            |   |  |
|------------|---|--|
| <b>700</b> | <b><i>Donations, Grants, &amp; Others</i></b> |  |
| 741        | <i>Ambulance Bad Debt - City</i>              | Uncollectible ambulance fees for in-City runs  |
| 742        | <i>Ambulance Contract Adj - City</i>          | Contractual adjustments for Medicare/insurance payments for in-City ambulance runs     |
| 743        | <i>Ambulance Bad Debt - Contracts</i>         | Uncollectible ambulance fees for out-of-City runs                                      |
| 744        | <i>Ambulance Contract Adj - Contract</i>      | Contractual adjustments for Medicare/insurance payments for out-of-City ambulance runs |
| <b>800</b> | <b><i>Capital Outlay</i></b>                  |  |
| 811        | <i>Capital Vehicles</i>                       |  |

**CITY OF OCONOMOWOC**  
**2017 BUDGET**  
**AMBULANCE FUND - EXPENDITURES**

| ACCT NO                                   | ACCOUNT DESCRIPTION                | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET |
|---|------------------------------------|----------------|-----------------|-------------------|-------------------|----------------|
| <u>CONTRIBUTIONS, GRANTS &amp; OTHERS</u> |                                    |                |                 |                   |                   |                |
| 204-504-4800-741                          | AMBULANCE BAD DEBT - CITY          | 88,322         | 118,000         | 26,348            | 103,000           | 104,000        |
| 204-504-4800-742                          | AMBULANCE CONTRACT ADJ - CITY      | 222,017        | 216,000         | 106,235           | 207,000           | 209,000        |
| 204-504-4800-743                          | AMBULANCE BAD DEBT - CONTR         | 2,326          | 0               | ( 819)            | 1,145             | 0              |
| 204-504-4800-744                          | AMBULANCE CONTRACT ADJ - CONTR     | 32,627         | 30,000          | 22,423            | 36,000            | 36,000         |
|   | TOTAL CONTRIBUTIONS, GRANTS & OTHE | 345,292        | 364,000         | 154,187           | 347,145           | 349,000        |
| <u>CAPITAL OUTLAY</u>                     |                                    |                |                 |                   |                   |                |
| 204-504-4800-811                          | AMBULANCE CAPITAL VEH              | 0              | 0               | 235,948           | 235,948           | 0              |
|   | TOTAL CAPITAL OUTLAY               | 0              | 0               | 235,948           | 235,948           | 0              |
|   | TOTAL FUND EXPENDITURES            | 809,497        | 874,257         | 606,533           | 1,083,030         | 896,739        |
|   | NET SURPLUS (FUND BALANCE APPLIED) | 146,674        | 16,828          | ( 220,499)        | ( 175,794)        | 40,511         |



**SPECIAL REVENUE FUND**  
**GARBAGE & REFUSE COLLECTION**  
**FUND 205**

# City of Oconomowoc

## Garbage & Refuse Collection Fund 205

### 2017 Budget

#### Department Objective

This Special Revenue Fund records the activity of providing dependable garbage and refuse collection service, including recycling and yard waste collection, to keep our neighborhoods clean. The revenue to support this activity comes from a special charge placed on residential property tax bills and is not supported by property tax levy. The City contracts with a private hauler to provide the collection service.

#### Department Goals and Initiatives for 2017

- Electronic and Appliance Recycling: The County started a monthly collection at various municipal sites. In 2016 the City was the collection site in February and will also be the site in December. The collection in February had 198 cars with a total of 29,247 lbs. of product. In 2017 the City hopes to continue or increase our participation in this program.
- Recycling is not limited to curbside collection: Many common household items can be recycled at retail stores, thrift shops, non-profit organizations and home improvement stores. Residents are now able to download the free “Waukesha County Recycles” app in the App store (Apple devices) or in the Google Play store (Android devices).

#### Major Changes From Prior Years

- Yard Waste Contract and Phased-in City Cost: The County awarded a ten-year contract to Purple Cow Organics, LLC on May 6, 2013. The County is phasing in the municipal cost over the next 10 years. For 2017 the split per ton will be \$6.36 County share and \$6.00 City share.
- Smart Recycling: “Recycle Right” has become an important topic with comingled recycling. Websites and handouts are reminding residents to only recycle acceptable products. Our goal is to reduce the contaminants in recycling. The percentage of contaminants in 2015 was 7.52%. With increased education we hope to lower that amount significantly.

#### Budgeted Positions

| Description             | 2014        | 2015        | 2016        | 2017        |
|-------------------------|-------------|-------------|-------------|-------------|
| Full-Time Employees/FTE | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |
| Part-Time Employees/FTE | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |
| Total Employees/FTE     | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |

**Department Outputs/Outcomes/Performance Measurements**

| <b>Description</b>  | <b>2014<br/>Actual</b> | <b>2015<br/>Actual</b> | <b>2016<br/>Budget</b> | <b>2017<br/>Budget</b> |
|---|------------------------|------------------------|------------------------|------------------------|
| # of Households   | 5,579                  | 5,634                  | 5,617                  | 5,710                  |
| Tons Landfilled   | 4,785                  | 4,317                  | 3,322                  | 4,021                  |
| Tons Recycled<br>(includes yard waste)  | 2,348                  | 2,954                  | 2,527                  | 2,750                  |
| Recycling Rate  | 32.90%                 | 40.20%**               | 43.20%                 | 40.61%                 |
| Cost per Unit Paid to Vendor  | \$219                  | \$168                  | \$168                  | \$168                  |
| Charge to Property Owner per<br>Unit  | \$210                  | \$150                  | \$150                  | \$150                  |
| <p>* With the new contract, many parcels were found that actually had multiple units, when they were only being charged for one unit of garbage. These parcels are now being charged for the correct number of units.</p> <p>** The increase is due to the expansion of materials that residents are now able to recycle.</p> |                        |                        |                        |                        |

**CITY OF OCONOMOWOC  
2017 BUDGET  
GARBAGE REFUSE COLLECTION – REVENUES**

**REVENUES: Acct # 205**

|                                    |  |   |
|------------------------------------|--|---|
| <b>Intergovernmental Aid</b>       |  |   |
| 403-3790                           | <i>County Aid - Other</i>                  | Return of surplus funds   |
| <b>Public Charges for Services</b> |  |   |
| 406-6420                           | <i>Garbage &amp; Refuse Collection Fee</i> | Charge to residents for providing this service (5,710 units @ \$150 each) |
| <b>Miscellaneous Revenue</b>       |  |   |
| 408-8110                           | <i>Interest on Investments</i>             | Interest earned on temporary investments                                  |
| 408-8316                           | <i>Sale of Recyclable Materials</i>        | Scrap metal and used oil  |
| 408-8430                           | <i>Purchasing Card Rebate</i>              | Rebate earned on purchasing card payments                                 |

**CITY OF OCONOMOWOC  
2017 BUDGET**

**GARBAGE & REFUSE COLLECT FUND - REVENUES**

| ACCT NO          | ACCOUNT DESCRIPTION               | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET |
|------------------|-----------------------------------|----------------|-----------------|-------------------|-------------------|----------------|
|                  | <u>INTERGOVERNMENTAL AID</u>      |                |                 |                   |                   |                |
| 205-403-3790-005 | COUNTY AID OTHER                  | 112,766        | 115,000         | 134,415           | 134,415           | 136,000        |
|                  | TOTAL INTERGOVERNMENTAL AID       | 112,766        | 115,000         | 134,415           | 134,415           | 136,000        |
|                  | <u>PUBLIC CHARGES FOR SERVICE</u> |                |                 |                   |                   |                |
| 205-406-6420-005 | GARBAGE/REFUSE COLL FEES          | 839,763        | 842,550         | 427,225           | 842,550           | 856,500        |
|                  | TOTAL PUBLIC CHARGES FOR SERVICE  | 839,763        | 842,550         | 427,225           | 842,550           | 856,500        |
|                  | <u>MISCELLANEOUS REVENUE</u>      |                |                 |                   |                   |                |
| 205-408-8110-005 | INTEREST ON INVESTMENTS           | 1,795          | 1,800           | 2,016             | 3,200             | 3,000          |
| 205-408-8316-005 | SALE OF RECYCLABLE MATERIALS      | 1,213          | 2,200           | 77                | 1,500             | 1,000          |
| 205-408-8430-005 | PURCHASING CARD REBATE            | 43             | 40              | 4                 | 10                | 10             |
|                  | TOTAL MISCELLANEOUS REVENUE       | 3,051          | 4,040           | 2,097             | 4,710             | 4,010          |
|                  | TOTAL FUND REVENUES               | 955,580        | 961,590         | 563,737           | 981,675           | 996,510        |

**CITY OF OCONOMOWOC**

**2017 BUDGET**

**GARBAGE AND REFUSE COLLECTION - EXPENDITURES**

**EXPENDITURES Acct # 205-505-5900**

|            |   |  |
|------------|---|--|
| <b>100</b> | <b>Wages and Benefits</b>               |  |
| 121        | <i>Crew Regular Wages</i>               |  |
| 122        | <i>Crew Over-Time Wages</i>             |  |
| 125        | <i>Part-Time Wages without Benefits</i> | Seasonal help  |
| 133        | <i>Longevity</i>                        | Crew employees   |
| 151        | <i>FICA</i>                             | Employer share of Social Security and Medicare   |
| 152        | <i>Wisconsin Retirement System</i>      | Employer share of required contribution  |
| 154        | <i>Health Insurance</i>                 | Employer share of premiums   |
| 155        | <i>Life Insurance</i>                   | Employer share of premiums   |
| 164        | <i>Compensatory Time Earned</i>         |  |
| <b>200</b> | <b>Purchased Services</b>               |  |
| 297        | <i>Refuse Collection</i>                | Johns Disposal provides pickup service to approximately 5710 units average at \$168 each = \$959,280; additional charge for City's portion of household hazardous waste disposal approximately 33% of 204 households at \$32.44 each = \$ 2,184; yard waste 1,000 tons @ \$6 = \$6,000 |
| <b>300</b> | <b>Operating Supplies and Expenses</b>  |  |
| 311        | <i>Postage</i>                          |  |
| 313        | <i>Printing</i>                         | Portion of tax bills   |
| 330        | <i>Training and Travel</i>              | Annual refuse collection user group meeting at County  |
| 340        | <i>Operating Supplies and Expenses</i>  | Downtown receptacle replacements   |
| 351        | <i>Gas and Diesel</i>                   | 170 gallons non-lead fuel @ \$2.40/gallon  |
| <b>500</b> | <b>Fixed Charges</b>                    |  |
| 509        | <i>Technology</i>                       | Payment to Technology Internal Service Fund 700 for system support, repairs, maintenance, and depreciation   |
| 510        | <i>Risk Management</i>                  | Payment to Risk Management Internal Service Fund 720 for insurance premiums, safety committee administration, and risk management activities   |

# CITY OF OCONOMOWOC

## 2017 BUDGET

### GARBAGE & REFUSE COLLECT FUND - EXPENDITURES

| ACCT NO                                  | ACCOUNT DESCRIPTION                | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET |
|--|------------------------------------|----------------|-----------------|-------------------|-------------------|----------------|
| <u>WAGES &amp; BENEFITS</u>              |                                    |                |                 |                   |                   |                |
| 205-505-5900-121                         | GARBAGE CREW WAGES                 | 7,764          | 5,861           | 3,545             | 5,529             | 5,553          |
| 205-505-5900-122                         | GARBAGE O/T WAGES                  | 0              | 205             | 635               | 205               | 203            |
| 205-505-5900-125                         | GARBAGE P/T WAGES                  | 73             | 107             | 0                 | 105               | 107            |
| 205-505-5900-133                         | GARBAGE LONGEVITY                  | 9              | 13              | 8                 | 10                | 10             |
| 205-505-5900-151                         | GARBAGE FICA                       | 596            | 473             | 337               | 447               | 449            |
| 205-505-5900-152                         | GARBAGE WRS                        | 528            | 401             | 295               | 379               | 392            |
| 205-505-5900-154                         | GARBAGE HEALTH INS                 | 2,306          | 1,792           | 1,193             | 1,886             | 1,943          |
| 205-505-5900-155                         | GARBAGE LIFE INS                   | 19             | 16              | 7                 | 16                | 16             |
| 205-505-5900-164                         | GARBAGE COMP TIME                  | 0              | 0               | 276               | 0                 | 0              |
|  | TOTAL WAGES & BENEFITS             | 11,295         | 8,868           | 6,296             | 8,577             | 8,673          |
| <u>PURCHASED SERVICES</u>                |                                    |                |                 |                   |                   |                |
| 205-505-5900-297                         | GARBAGE REFUSE COLL                | 909,585        | 949,990         | 454,281           | 930,000           | 967,464        |
|  | TOTAL PURCHASED SERVICES           | 909,585        | 949,990         | 454,281           | 930,000           | 967,464        |
| <u>OPERATING SUPPLIES &amp; EXPENSES</u> |                                    |                |                 |                   |                   |                |
| 205-505-5900-311                         | GARBAGE POSTAGE                    | 8              | 10              | 0                 | 10                | 10             |
| 205-505-5900-313                         | GARBAGE PRINTING                   | 709            | 125             | 0                 | 710               | 710            |
| 205-505-5900-330                         | GARBAGE TRAIN/TRAVEL               | 0              | 25              | 0                 | 25                | 25             |
| 205-505-5900-340                         | GARBAGE OPER SUP/EXP               | 20             | 250             | 0                 | 250               | 250            |
| 205-505-5900-351                         | GARBAGE GAS/DIESEL                 | 390            | 470             | 227               | 382               | 408            |
|  | TOTAL OPERATING SUPPLIES & EXPENSE | 1,127          | 880             | 227               | 1,377             | 1,403          |
| <u>FIXED CHARGES</u>                     |                                    |                |                 |                   |                   |                |
| 205-505-5900-509                         | GARBAGE TECHNOLOGY                 | 810            | 840             | 420               | 840               | 890            |
| 205-505-5900-510                         | GARBAGE RISK MGMT                  | 265            | 340             | 170               | 340               | 295            |
|  | TOTAL FIXED CHARGES                | 1,075          | 1,180           | 590               | 1,180             | 1,185          |
|  | TOTAL FUND EXPENDITURES            | 923,082        | 960,918         | 461,394           | 941,134           | 978,725        |
|  | NET SURPLUS (FUND BALANCE APPLIED) | 32,498         | 672             | 102,343           | 40,541            | 17,785         |



**SPECIAL REVENUE FUND**  
**PARK LAND ACQUISITION**  
**FUND 206**



# City of Oconomowoc

## Park Land Acquisition Fund 206

### 2017 Budget

**Department Objective**

According to the City's Municipal Code, a developer or subdivider shall dedicate sufficient land area to provide adequate park, playground, recreation, and open space to meet the needs created by and provided for the land development, land division, or subdivision. This fund is used to account for fees received in lieu of dedication and for the expenditures incurred for land acquisition and development. This fee in lieu of dedication was terminated on June 13, 2006 due to change in State law.

**Department Goals and Initiatives for 2017**

- None

**Major Changes From Prior Years**

- None

**Budgeted Positions**

| Description             | 2014        | 2015        | 2016        | 2017        |
|-------------------------|-------------|-------------|-------------|-------------|
| Full-Time Employees/FTE | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |
| Part-Time Employees/FTE | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |
| Total Employees/FTE     | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |

**Department Outputs/Outcomes/Performance Measurements**

| Description                           | 2014<br>Actual | 2015<br>Actual | 2016<br>Budget | 2017<br>Budget |
|---------------------------------------|----------------|----------------|----------------|----------------|
| Fees collected                        | None           | None           | None           | None           |
| Fund balance remaining at end of year | \$29,577       | \$29,577       | \$0            | \$0            |
| Year expected to be depleted          | 2016           | 2016           | 2016           | 2016           |

**CITY OF OCONOMOWOC  
2017 BUDGET  
PARK LAND IMPROVEMENT FUND**

**REVENUES: Acct # 206**

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|          |                                     |   |
|----------|-------------------------------------|---|
|          | <b>Miscellaneous Revenue</b>        |   |
| 408-8110 | <i>Interest on Investments</i>      | Interest earned on temporary investments  |
| 408-8430 | <i>Purchasing Card Rebate</i>       | Rebate earned on purchasing card payments |
| 408-8501 | <i>Donations - Individuals/Orgs</i> |   |

**EXPENDITURES Acct # 206-507-7410**

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|            |                             |
|------------|-----------------------------|
| <b>800</b> | <b>Capital Outlay</b>       |
| 820        | <i>Capital Improvements</i> |

**CITY OF OCONOMOWOC**  
**2017 BUDGET**  
**PARK LAND ACQUISITION FUND**

| ACCT NO          | ACCOUNT DESCRIPTION                | 2015<br>ACTUAL   | 2016<br>ADOPTED  | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET |
|------------------|------------------------------------|------------------|------------------|-------------------|-------------------|----------------|
|                  | <u>MISCELLANEOUS REVENUE</u>       |                  |                  |                   |                   |                |
| 206-408-8110-007 | INTEREST ON INVESTMENTS            | 62               | 50               | 40                | 40                | 0              |
| 206-408-8430-007 | PURCHASING CARD REBATE             | 82               | 50               | 0                 | 0                 | 0              |
| 206-408-8501-007 | DONATIONS - INDIVIDUALS/ORGS       | 0                | 0                | 3,500             | 3,500             | 0              |
|                  | TOTAL MISCELLANEOUS REVENUE        | <u>144</u>       | <u>100</u>       | <u>3,540</u>      | <u>3,540</u>      | <u>0</u>       |
|                  | TOTAL FUND REVENUES                | <u>144</u>       | <u>100</u>       | <u>3,540</u>      | <u>3,540</u>      | <u>0</u>       |
|                  | <u>CAPITAL OUTLAY</u>              |                  |                  |                   |                   |                |
| 206-507-7410-820 | PARK LAND ACQ CAPITAL IMPRV        | 15,709           | 14,224           | 0                 | 17,552            | 0              |
|                  | TOTAL CAPITAL OUTLAY               | <u>15,709</u>    | <u>14,224</u>    | <u>0</u>          | <u>17,552</u>     | <u>0</u>       |
|                  | TOTAL FUND EXPENDITURES            | <u>15,709</u>    | <u>14,224</u>    | <u>0</u>          | <u>17,552</u>     | <u>0</u>       |
|                  | NET SURPLUS (FUND BALANCE APPLIED) | <u>( 15,565)</u> | <u>( 14,124)</u> | <u>3,540</u>      | <u>( 14,012)</u>  | <u>0</u>       |



**SPECIAL REVENUE FUND**  
**PARK LAND IMPROVEMENT**  
**FUND 207**



# City of Oconomowoc

## Park Land Improvement Fund 207

### 2017 Budget

#### Department Objective

According to the City's Municipal Code, a developer or subdivider shall pay a per lot parkland improvement fee which shall be utilized to construct park facilities. This Special Revenue Fund is used to account for the revenue proceeds that are legally restricted for expenditure for this specific purpose. The Council replaced this fee with a Parks, Playgrounds, and Other Recreational Facilities Impact Fee effective April 29, 2005 (Fund 223).

#### Department Goals and Initiatives for 2017

- Champion Fields Redevelopment: The Champion Fields project has tentatively been pushed back to 2017 but is dependent on the availability of funds through the Oconomowoc Softball Association. Ongoing discussion occurs with OSA with the goal of completing the project when they are prepared to move forward.

#### Major Changes From Prior Years

- None

#### Budgeted Positions

| Description             | 2014        | 2015        | 2016        | 2017        |
|-------------------------|-------------|-------------|-------------|-------------|
| Full-Time Employees/FTE | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |
| Part-Time Employees/FTE | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |
| Total Employees/FTE     | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |

#### Department Outputs/Outcomes/Performance Measurements

| Description                           | 2014 Actual | 2015 Actual | 2016 Budget | 2017 Budget |
|---------------------------------------|-------------|-------------|-------------|-------------|
| Fees collected                        | None        | None        | None        | None        |
| Fund balance remaining at end of year | \$71,384    | \$66,595    | \$51,659    | \$46,995    |
| Year expected to be depleted          | 2015        | 2015        | 2017        | unknown     |

**CITY OF OCONOMOWOC  
2017 BUDGET  
PARK LAND IMPROVEMENT FUND**

**REVENUES: Acct # 207**

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|          |                                |   |
|----------|--------------------------------|---|
|          | <b>Miscellaneous Revenue</b>   |   |
| 408-8110 | <i>Interest on Investments</i> | Interest earned on temporary investments  |
| 408-8430 | <i>Purchasing Card Rebate</i>  | Rebate earned on purchasing card payments |

**EXPENDITURES Acct # 207-507-7410**

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|            |                                       |   |
|------------|---------------------------------------|---|
| <b>200</b> | <b>Purchased Services</b>             |   |
| 210        | <i>Outside/Prof Services (Non-IT)</i> | Engineering for Champion Fields redevelopment |
| <b>800</b> | <b>Capital Outlay</b>                 |   |
| 820        | <i>Capital Improvements</i>           |   |

**CITY OF OCONOMOWOC**  
**2017 BUDGET**  
**PARK LAND IMPROVEMENT FUND**

| ACCT NO          | ACCOUNT DESCRIPTION                | 2015<br>ACTUAL  | 2016<br>ADOPTED  | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET   |
|------------------|------------------------------------|-----------------|------------------|-------------------|-------------------|------------------|
|                  | <u>MISCELLANEOUS REVENUE</u>       |                 |                  |                   |                   |                  |
| 207-408-8110-007 | INTEREST ON INVESTMENTS            | 201             | 75               | 169               | 225               | 175              |
| 207-408-8430-007 | PURCHASING CARD REBATE             | 10              | 10               | 0                 | 0                 | 0                |
|                  | TOTAL MISCELLANEOUS REVENUE        | <u>211</u>      | <u>85</u>        | <u>169</u>        | <u>225</u>        | <u>175</u>       |
|                  | TOTAL FUND REVENUES                | <u>211</u>      | <u>85</u>        | <u>169</u>        | <u>225</u>        | <u>175</u>       |
|                  | <u>PURCHASED SERVICES</u>          |                 |                  |                   |                   |                  |
| 207-507-7410-210 | PRK LND IMPRV OUTSD SVC NON-IT     | 0               | 20,000           | 0                 | 0                 | 20,000           |
|                  | TOTAL PURCHASED SERVICES           | <u>0</u>        | <u>20,000</u>    | <u>0</u>          | <u>0</u>          | <u>20,000</u>    |
|                  | <u>CAPITAL OUTLAY</u>              |                 |                  |                   |                   |                  |
| 207-507-7410-820 | PRK LND IMPRV CAPITAL IMPRV        | 5,000           | 0                | 0                 | 0                 | 0                |
|                  | TOTAL CAPITAL OUTLAY               | <u>5,000</u>    | <u>0</u>         | <u>0</u>          | <u>0</u>          | <u>0</u>         |
|                  | TOTAL FUND EXPENDITURES            | <u>5,000</u>    | <u>20,000</u>    | <u>0</u>          | <u>0</u>          | <u>20,000</u>    |
|                  | NET SURPLUS (FUND BALANCE APPLIED) | <u>( 4,789)</u> | <u>( 19,915)</u> | <u>169</u>        | <u>225</u>        | <u>( 19,825)</u> |



**SPECIAL REVENUE FUND**  
**WOOD CREEK STORMWATER**  
**FUND 210**



# City of Oconomowoc

## Wood Creek Stormwater Fund 210

### 2017 Budget

#### Department Objective

The Public Works Department is responsible for all stormwater runoff, which can have significant adverse impacts upon local water resources and the health, safety, and general welfare of the community. Stormwater runoff can also diminish the public enjoyment and use of our natural resources. This separate fund includes costs specific to the Wood Creek stormwater management. The City is mandated by the DNR to be responsible in perpetuity for coordinating and conducting all inspections and maintenance requirements in strict compliance with the Wood Creek II, III, and IV Stormwater Management Basin Maintenance Plan. The costs are funded by a special charge to the property owners in these areas.

#### Department Goals and Initiatives for 2017

- Complete the required inspections and maintain the ponds so they function as designed.

#### Major Changes From Prior Years

- Scarifying Every Three Years: Scarifying of the pond was changed from an annual maintenance item to a project that will be done every three years, unless needed earlier. Scarifying was last completed in 2015 and will be completed again in 2018.

#### Budgeted Positions

| Description             | 2014        | 2015        | 2016        | 2017        |
|-------------------------|-------------|-------------|-------------|-------------|
| Full-Time Employees/FTE | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |
| Part-Time Employees/FTE | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |
| Total Employees/FTE     | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |

#### Department Outputs/Outcomes/Performance Measurements

| Description           | 2014<br>Actual | 2015<br>Actual | 2016<br>Budget | 2017<br>Budget |
|-----------------------|----------------|----------------|----------------|----------------|
| Number of Inspections | 9              | 10             | 10             | 12             |
| Inspection Cost       | \$2,520        | \$3,286        | \$2,600        | \$3,300        |
| Maintenance Cost      | \$400          | \$101          | \$1,200        | \$1,200        |

**CITY OF OCONOMOWOC  
2017 BUDGET  
WOOD CREEK STORMWATER FUND**

**REVENUES: Acct # 210**

|          |                                |  |
|----------|--------------------------------|--|
|          | <b>Special Assessments</b>     |  |
| 402-4222 | Special Assessments-Stormwater | \$50 per lot                             |
|          | <b>Miscellaneous Revenue</b>   |  |
| 408-8110 | Interest on Investments        | Interest earned on temporary investments |

**EXPENDITURES Acct # 210-505-5350**

|            |                                |   |                                   |
|------------|--------------------------------|---|-----------------------------------|
| <b>100</b> | <b>Wages and Benefits</b>      |   |                                   |
| 121        | Crew Regular Wages             |   |                                   |
| 133        | Longevity                      | Crew employees  |                                   |
| 151        | FICA                           | Employer share of Social Security and Medicare  |                                   |
| 152        | Wisconsin Retirement System    | Employer share of required contribution   |                                   |
| 154        | Health Insurance               | Employer share of premiums  |                                   |
| 155        | Life Insurance                 | Employer share of premiums  |                                   |
| <b>200</b> | <b>Purchased Services</b>      |   |                                   |
| 210        | Outside/Prof Services (Non-IT) | Required annual and rainfall inspections to include<br>12 inspections @ \$275 = \$3,300 |                                   |
| <b>400</b> | <b>Building Materials</b>      |   |                                   |
| 410        | Repair & Maint of Grounds      |   |                                   |
|            | Mowing and maintenance of pond | \$ 600  | Erosion/sedimentation maintenance |
|            | Herbicide spray                | \$ 430  | and vegetation management \$ 170  |

**CITY OF OCONOMOWOC**  
**2017 BUDGET**  
**WOOD CREEK STORMWATER FUND**

| <b>ACCT NO</b>   | <b>ACCOUNT DESCRIPTION</b>          | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> |
|------------------|-------------------------------------|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
|                  | <u>SPECIAL ASSESSMENTS</u>          |                        |                         |                           |                           |                        |
| 210-402-4222-005 | SPEC ASSMNT - STORMWATER            | 7,000                  | 7,000                   | 3,725                     | 7,450                     | 7,450                  |
|                  | TOTAL SPECIAL ASSESSMENTS           | 7,000                  | 7,000                   | 3,725                     | 7,450                     | 7,450                  |
|                  | <u>MISCELLANEOUS REVENUE</u>        |                        |                         |                           |                           |                        |
| 210-408-8110-005 | INTEREST ON INVESTMENTS             | 248                    | 200                     | 231                       | 300                       | 300                    |
|                  | TOTAL MISCELLANEOUS REVENUE         | 248                    | 200                     | 231                       | 300                       | 300                    |
|                  | TOTAL FUND REVENUES                 | 7,248                  | 7,200                   | 3,956                     | 7,750                     | 7,750                  |
|                  | <u>WAGES &amp; BENEFITS</u>         |                        |                         |                           |                           |                        |
| 210-505-5350-121 | WOODCRK CREW WAGES                  | 976                    | 633                     | 138                       | 494                       | 514                    |
| 210-505-5350-133 | WOODCRK LONGEVITY                   | 2                      | 1                       | 0                         | 0                         | 0                      |
| 210-505-5350-151 | WOODCRK FICA                        | 74                     | 49                      | 11                        | 38                        | 39                     |
| 210-505-5350-152 | WOODCRK WRS                         | 66                     | 42                      | 9                         | 33                        | 35                     |
| 210-505-5350-154 | WOODCRK HEALTH INS                  | 300                    | 235                     | 50                        | 223                       | 229                    |
| 210-505-5350-155 | WOODCRK LIFE INS                    | 2                      | 1                       | 1                         | 0                         | 0                      |
|                  | TOTAL WAGES & BENEFITS              | 1,420                  | 961                     | 209                       | 788                       | 817                    |
|                  | <u>PURCHASED SERVICES</u>           |                        |                         |                           |                           |                        |
| 210-505-5350-210 | WOODCRK MAINT OUTSD SVC NON-IT      | 3,286                  | 2,600                   | 0                         | 3,000                     | 3,300                  |
|                  | TOTAL PURCHASED SERVICES            | 3,286                  | 2,600                   | 0                         | 3,000                     | 3,300                  |
|                  | <u>MAINTENANCE OF CITY PROPERTY</u> |                        |                         |                           |                           |                        |
| 210-505-5350-410 | WOODCRK MAINT RPR/MAINT GRNDS       | 101                    | 1,200                   | 0                         | 1,200                     | 1,200                  |
|                  | TOTAL MAINTENANCE OF CITY PROPERT   | 101                    | 1,200                   | 0                         | 1,200                     | 1,200                  |
|                  | TOTAL FUND EXPENDITURES             | 4,807                  | 4,761                   | 209                       | 4,988                     | 5,317                  |
|                  | NET SURPLUS (FUND BALANCE APPLIED)  | 2,441                  | 2,439                   | 3,747                     | 2,762                     | 2,433                  |



**SPECIAL REVENUE FUND**

**RIVER WATERSHED**

**FUND 213**



# City of Oconomowoc River Watershed Fund 213 2017 Budget

## Department Objective

The Wastewater Department has implemented a phosphorus and sediment reduction program using the DNR Adaptive Management Plan approach for the benefit of the City and the watershed as a whole. Utilizing this program will also address the City's DPW Department needs relating to its MS4 Storm Water permit. The program will span at least 15 years. The program was approved in September of 2015 and in 2016 many pollution control projects were begun. The program is proceeding favorably and the WW WPDES and DPW MS4 permits are being re-issued by the DNR to reflect the Adaptive Management Program timeline and criteria. The new permits are expected in spring of 2017.

## Department Goals and Initiatives for 2017

- Continue to secure Critical Source Area projects within the watershed equaling or surpassing 2016 activity.
- Engage our current Program Partners in a new "Mud Chaser" program to help identify specific areas of concern in the watershed.
- Confirm the functionality and fine tune our In-Stream Flow Monitoring System (ISFMS) installed at five locations in the watershed in 2016.
- Obtain through program efforts, a reduction in sediment and nutrient erosion and runoff, thus causing a decrease in in-stream phosphorus concentration at key points in the watershed.

## Major Changes From Prior Years

- With the ISFMS installed we will begin to track mass total phosphorus movement in the watershed at key points. This data should give us significant insight into where the loading is originating in the watershed and enable us to target pollution reduction efforts more effectively.

## Budgeted Positions

| Description                 | 2014        | 2015        | 2016        | 2017        |
|-----------------------------|-------------|-------------|-------------|-------------|
| Full-Time Employees/FTE     | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |
| Part-Time/POC Employees/FTE | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |
| Total Employees/FTE         | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |

## Department Outputs/Outcomes/Performance Measurements

| Description                                       | 2014 Actual | 2015 Actual | 2016 Budget | 2017 Budget |
|---|-------------|-------------|-------------|-------------|
| Phosphorus concentration at Rock River confluence | .090        | .090        | .080        | .080        |
| Critical Source Area projects – acres covered     | n/a         | n/a         | 500         | 500         |
| Partner participation                             | n/a         | n/a         | 35          | 35          |

**CITY OF OCONOMOWOC  
2017 BUDGET  
RIVER WATERSHED FUND REVENUES**

**REVENUES**

|              |                                   |   |
|--------------|-----------------------------------|---|
|              | <b>Miscellaneous Revenues</b>     |   |
| 408-3712-000 | <i>River Publicity Revenue</i>    |   |
| 408-3714-000 | <i>Equipment Revenue</i>          |   |
| 408-8430-000 | <i>Purchasing Card Rebate</i>     |   |
|              | <b>Other Financing Sources</b>    |   |
| 409-9243-005 | <i>Transfer from General Fund</i> | Transfer from general fund for expenditures relating to program |
| 409-9243-601 | <i>Transfer from Wastewater</i>   | Transfer from wastewater for expenditures relating to program   |

**CITY OF OCONOMOWOC  
2017 BUDGET**

**OCON WATERSHED FUND - REVENUES**

| ACCT NO                        | ACCOUNT DESCRIPTION        | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET | PERCENT<br>CHANGE |
|--------------------------------|----------------------------|----------------|-----------------|-------------------|-------------------|----------------|-------------------|
| <u>MISCELLANEOUS REVENUES</u>  |                            |                |                 |                   |                   |                |                   |
| 213-408-3712-000               | RIVER PUBLICITY REVENUE    | 250            | 0               | 0                 | 0                 | 0              | .00%              |
| 213-408-3714-000               | RIVER EQUIP REVENUE        | 3,467          | 0               | 0                 | 0                 | 0              | .00%              |
| 213-408-8430-000               | RIVER PCARD REBATE         | 0              | 0               | 2                 | 2                 | 0              | .00%              |
|                                | TOTAL MISCELLANEOUS REVEN  | 3,717          | 0               | 2                 | 2                 | 0              | .00%              |
| <u>OTHER FINANCING SOURCES</u> |                            |                |                 |                   |                   |                |                   |
| 213-409-9243-005               | TRANSFER FROM GENERAL FUN  | 20,840         | 0               | 19,325            | 54,110            | 75,000         | .00%              |
| 213-409-9243-601               | TRANSFER FROM WASTEWATE    | 59,416         | 280,250         | 56,625            | 145,476           | 216,900        | -22.60%           |
|                                | TOTAL OTHER FINANCING SOUR | 80,256         | 280,250         | 75,950            | 199,586           | 291,900        | 4.16%             |
|                                | TOTAL FUND REVENUES        | 83,973         | 280,250         | 75,952            | 199,588           | 291,900        | 4.16%             |

**CITY OF OCONOMOWOC  
2017 BUDGET  
RIVER WATERSHED FUND - ADMINISTRATION**

**EXPENDITURES Acct # 213-576-3711**

|            |  |  |
|------------|--|--|
| <b>100</b> | <b><i>Wages and Benefits</i></b>             |  |
| 111        | <i>Salaries</i>                              | Wastewater Operations Manager (14%); The balances of salaries and benefits are charged to other departments and the enterprise funds |
| 121        | <i>Crew Wages</i>                            |  |
| 133        | <i>Longevity</i>                             | Wastewater Operations Manager  |
| 151        | <i>FICA</i>                                  | Employer share of Social Security and Medicare   |
| 152        | <i>Wisconsin Retirement System</i>           | Employer share of required contribution  |
| 153        | <i>Sick Leave</i>                            |  |
| 154        | <i>Health Insurance</i>                      | Employer share of premiums   |
| 155        | <i>Life Insurance</i>                        | Employer share of premiums   |
| 156        | <i>Vacation Leave</i>                        |  |
| 157        | <i>Holiday Leave</i>                         |  |
| <b>200</b> | <b><i>Purchased Services</i></b>             |  |
| 210        | <i>Professional Services (Non-IT)</i>        | Contract with Ruekert Mielke for assistance developing and running program   |
| <b>300</b> | <b><i>Operating Supplies and Expense</i></b> |  |
| 310        | <i>Office Supplies</i>                       |  |
| 311        | <i>Postage</i>                               |  |
| 313        | <i>Printing</i>                              |  |
| 330        | <i>Training and Travel</i>                   |  |
| 332        | <i>Car Allowance</i>                         |  |
| 340        | <i>Operating Supplies and Expenses</i>       |  |

# CITY OF OCONOMOWOC

## 2017 BUDGET

### OCON RIVER WATERSHED FUND - ADMINISTRATION

| ACCT NO                                  | ACCOUNT DESCRIPTION           | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET |
|--|-------------------------------|----------------|-----------------|-------------------|-------------------|----------------|
| <u>WAGES &amp; BENEFITS</u>              |                               |                |                 |                   |                   |                |
| 213-576-3711-111                         | RIVER ADMIN SALARIES          | 7,090          | 3,085           | 7,434             | 3,086             | 11,257         |
| 213-576-3711-121                         | RIVER ADMIN CREW WAGES        | 196            | 0               | 0                 | 0                 | 0              |
| 213-576-3711-133                         | RIVER ADMIN LONGEVITY         | 0              | 10              | 1                 | 10                | 34             |
| 213-576-3711-151                         | RIVER ADMIN FICA              | 541            | 305             | 552               | 305               | 1,111          |
| 213-576-3711-152                         | RIVER ADMIN WRS               | 495            | 256             | 491               | 256               | 963            |
| 213-576-3711-153                         | RIVER ADMIN SICK              | 0              | 267             | 0                 | 267               | 974            |
| 213-576-3711-154                         | RIVER ADMIN HEALTH INS        | 1,788          | 860             | 1,783             | 858               | 3,092          |
| 213-576-3711-155                         | RIVER ADMIN LIFE INS          | 36             | 23              | 46                | 23                | 83             |
| 213-576-3711-156                         | RIVER ADMIN VACATION          | 0              | 371             | 0                 | 371               | 1,353          |
| 213-576-3711-157                         | RIVER ADMIN HOLIDAY           | 0              | 148             | 0                 | 148               | 541            |
| TOTAL WAGES & BENEFITS                   |                               | 10,146         | 5,325           | 10,307            | 5,324             | 19,408         |
| <u>PURCHASED SERVICES</u>                |                               |                |                 |                   |                   |                |
| 213-576-3711-210                         | RIVER ADMIN OUTSD SVCS NON IT | 54,820         | 75,000          | 53,363            | 100,000           | 100,000        |
| TOTAL PURCHASED SERVICES                 |                               | 54,820         | 75,000          | 53,363            | 100,000           | 100,000        |
| <u>OPERATING SUPPLIES &amp; EXPENSES</u> |                               |                |                 |                   |                   |                |
| 213-576-3711-310                         | RIVER ADMIN OFFICE SUPPLIES   | 0              | 100             | 0                 | 100               | 100            |
| 213-576-3711-311                         | RIVER ADMIN POSTAGE           | 0              | 100             | 0                 | 100               | 100            |
| 213-576-3711-313                         | RIVER ADMIN PRINTING          | 0              | 100             | 0                 | 100               | 200            |
| 213-576-3711-330                         | RIVER ADMIN TRAIN TRAVEL      | 0              | 0               | 120               | 300               | 300            |
| 213-576-3711-332                         | RIVER ADMIN CAR ALLOWANCE     | 0              | 0               | 10                | 0                 | 0              |
| 213-576-3711-340                         | RIVER ADMIN OPER SUP/EXP      | 33             | 500             | 101               | 500               | 500            |
| TOTAL OPERATING SUPPLIES & EXP           |                               | 33             | 800             | 231               | 1,100             | 1,200          |
| TOTAL ADMINISTRATION                     |                               | 64,999         | 81,125          | 63,901            | 106,424           | 120,608        |

**CITY OF OCONOMOWOC**

**2017 BUDGET**

**RIVER WATERSHED FUND - PUBLICITY AND ADVERTISING**

**EXPENDITURES Acct # 213-576-3712**

|            |  |   |
|------------|--|---|
| <b>100</b> | <b><i>Wages and Benefits</i></b>             |   |
| 111        | <i>Salaries</i>                              | Wastewater Operations Manager (1.6%); The balances of salaries and benefits are charged to other departments and the enterprise funds |
| 133        | <i>Longevity</i>                             | Wastewater Operations Manager   |
| 151        | <i>FICA</i>                                  | Employer share of Social Security and Medicare  |
| 152        | <i>Wisconsin Retirement System</i>           | Employer share of required contribution   |
| 153        | <i>Sick Leave</i>                            |   |
| 154        | <i>Health Insurance</i>                      | Employer share of premiums  |
| 155        | <i>Life Insurance</i>                        | Employer share of premiums  |
| 156        | <i>Vacation Leave</i>                        |   |
| 157        | <i>Holiday Leave</i>                         |   |
| <b>300</b> | <b><i>Operating Supplies and Expense</i></b> |   |
| 311        | <i>Postage</i>                               |   |
| 340        | <i>Operating Supplies and Expenses</i>       |   |

**CITY OF OCONOMOWOC  
2017 BUDGET**

**OCON RIVER WATERSHED FUND - PUBLICITY**

| ACCT NO                                  | ACCOUNT DESCRIPTION    | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET |
|--|------------------------|----------------|-----------------|-------------------|-------------------|----------------|
| <u>WAGES &amp; BENEFITS</u>              |                        |                |                 |                   |                   |                |
| 213-576-3712-111                         | RIVER PUB SALARIES     | 1,037          | 3,085           | 872               | 3,086             | 1,286          |
| 213-576-3712-133                         | RIVER PUB LONGEVITY    | 0              | 10              | 0                 | 10                | 4              |
| 213-576-3712-151                         | RIVER PUB FICA         | 77             | 305             | 64                | 305               | 127            |
| 213-576-3712-152                         | RIVER PUB WRS          | 70             | 256             | 58                | 256               | 110            |
| 213-576-3712-153                         | RIVER PUB SICK         | 0              | 267             | 0                 | 267               | 111            |
| 213-576-3712-154                         | RIVER PUB HEALTH INS   | 159            | 860             | 228               | 858               | 353            |
| 213-576-3712-155                         | RIVER PUB LIFE INS     | 3              | 23              | 3                 | 23                | 10             |
| 213-576-3712-156                         | RIVER PUB VACATION     | 0              | 371             | 0                 | 371               | 155            |
| 213-576-3712-157                         | RIVER PUB HOLIDAY      | 0              | 148             | 0                 | 148               | 62             |
| TOTAL WAGES & BENEFITS                   |                        | 1,346          | 5,325           | 1,225             | 5,324             | 2,218          |
| <u>OPERATING SUPPLIES &amp; EXPENSES</u> |                        |                |                 |                   |                   |                |
| 213-576-3712-311                         | RIVER PUB POSTAGE      | 0              | 100             | 0                 | 100               | 100            |
| 213-576-3712-340                         | RIVER PUB OPER SUP/EXP | 0              | 100             | 0                 | 400               | 5,400          |
| TOTAL OPERATING SUPPLIES & EXP           |                        | 0              | 200             | 0                 | 500               | 5,500          |
| TOTAL PUBLICITY                          |                        | 1,346          | 5,525           | 1,225             | 5,824             | 7,718          |

**CITY OF OCONOMOWOC**

**2017 BUDGET**

**RIVER WATERSHED FUND - LABWORK AND MONITORING**

**EXPENDITURES Acct # 213-576-3713**

|            |  |  |         |
|------------|--|--|---------|
| <b>100</b> | <b><i>Wages and Benefits</i></b>             |  |         |
| 111        | <i>Salaries</i>                              | Wastewater Operations Manager (1.6%), Wastewater Lab Manager (4.1%); The balances of salaries and benefits are charged to other departments and the enterprise funds |         |
| 121        | <i>Crew Wages</i>                            |  |         |
| 133        | <i>Longevity</i>                             | Wastewater Operations Manager  |         |
| 151        | <i>FICA</i>                                  | Employer share of Social Security and Medicare   |         |
| 152        | <i>Wisconsin Retirement System</i>           | Employer share of required contribution  |         |
| 153        | <i>Sick Leave</i>                            |  |         |
| 154        | <i>Health Insurance</i>                      | Employer share of premiums   |         |
| 155        | <i>Life Insurance</i>                        | Employer share of premiums   |         |
| 156        | <i>Vacation Leave</i>                        |  |         |
| 157        | <i>Holiday Leave</i>                         |  |         |
| <b>200</b> | <b><i>Purchased Services</i></b>             |  |         |
| 210        | <i>Professional Services (Non-IT)</i>        | For In-Stream Flow Monitoring System   |         |
| <b>300</b> | <b><i>Operating Supplies and Expense</i></b> |  |         |
| 340        | <i>Operating Supplies and Expenses</i>       | OWPP sinage at treatment facility  | \$5,000 |
|            |  | Miscellaneous supplies   | \$400   |

**CITY OF OCONOMOWOC  
2017 BUDGET**

**OCON RIVER WATERSHED FUND - LABWORK & MONITORING**

| <b>ACCT NO</b>   | <b>ACCOUNT DESCRIPTION</b>                | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> |
|------------------|---|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
|                  | <u>WAGES &amp; BENEFITS</u>               |                        |                         |                           |                           |                        |
| 213-576-3713-111 | RIVER MONITR SALARIES                     | 2,160                  | 3,085                   | 367                       | 3,086                     | 1,286                  |
| 213-576-3713-121 | RIVER MONITR CREW WAGES                   | 1,540                  | 0                       | 1,304                     | 0                         | 2,673                  |
| 213-576-3713-133 | RIVER MONITR LONGEVITY                    | 0                      | 10                      | 0                         | 10                        | 9                      |
| 213-576-3713-151 | RIVER MONITR FICA                         | 276                    | 305                     | 126                       | 305                       | 332                    |
| 213-576-3713-152 | RIVER MONITR WRS                          | 252                    | 256                     | 110                       | 256                       | 292                    |
| 213-576-3713-153 | RIVER MONITR SICK                         | 0                      | 267                     | 0                         | 267                       | 111                    |
| 213-576-3713-154 | RIVER MONITR HEALTH INS                   | 952                    | 860                     | 439                       | 858                       | 1,259                  |
| 213-576-3713-155 | RIVER MONITR LIFE INS                     | 22                     | 23                      | 13                        | 23                        | 25                     |
| 213-576-3713-156 | RIVER MONITR VACATION                     | 0                      | 371                     | 0                         | 371                       | 155                    |
| 213-576-3713-157 | RIVER MONITR HOLIDAY                      | 0                      | 148                     | 0                         | 148                       | 62                     |
|                  | <b>TOTAL WAGES &amp; BENEFITS</b>         | <b>5,202</b>           | <b>5,325</b>            | <b>2,359</b>              | <b>5,324</b>              | <b>6,204</b>           |
|                  | <u>PURCHASED SERVICES</u>                 |                        |                         |                           |                           |                        |
| 213-576-3713-210 | RIVER MONITR OUTSD SVCS NON IT            | 0                      | 0                       | 0                         | 33,000                    | 11,000                 |
|                  | <b>TOTAL PURCHASED SERVICES</b>           | <b>0</b>               | <b>0</b>                | <b>0</b>                  | <b>33,000</b>             | <b>11,000</b>          |
|                  | <u>OPERATING SUPPLIES &amp; EXPENSES</u>  |                        |                         |                           |                           |                        |
| 213-576-3713-340 | RIVER MONITR OPER SUP/EXP                 | 41                     | 500                     | 0                         | 100                       | 200                    |
|                  | <b>TOTAL OPERATING SUPPLIES &amp; EXP</b> | <b>41</b>              | <b>500</b>              | <b>0</b>                  | <b>100</b>                | <b>200</b>             |
|                  | <b>TOTAL LABWORK &amp; MONITORING</b>     | <b>5,243</b>           | <b>5,825</b>            | <b>2,359</b>              | <b>38,424</b>             | <b>17,404</b>          |

**CITY OF OCONOMOWOC**

**2017 BUDGET**

**RIVER WATERSHED FUND - QUALITY INCENTIVE PROGRAM**

**EXPENDITURES Acct # 213-576-3714**

|            |   |   |
|------------|---|---|
| <b>100</b> | <b><i>Wages and Benefits</i></b>              |   |
| 111        | <i>Salaries</i>                               | Wastewater Operations Manager (7%); The balances of salaries and benefits are charged to other departments and the enterprise funds |
| 133        | <i>Longevity</i>                              | Wastewater Operations Manager   |
| 151        | <i>FICA</i>                                   | Employer share of Social Security and Medicare  |
| 152        | <i>Wisconsin Retirement System</i>            | Employer share of required contribution   |
| 153        | <i>Sick Leave</i>                             |   |
| 154        | <i>Health Insurance</i>                       | Employer share of premiums  |
| 155        | <i>Life Insurance</i>                         | Employer share of premiums  |
| 156        | <i>Vacation Leave</i>                         |   |
| 157        | <i>Holiday Leave</i>                          |   |
| <b>200</b> | <b><i>Purchased Services</i></b>              |   |
| 210        | <i>Professional Services (Non-IT)</i>         |   |
| <b>300</b> | <b><i>Operating Supplies and Expense</i></b>  |   |
| 311        | <i>Postage</i>                                |   |
| 313        | <i>Printing</i>                               |   |
| 340        | <i>Operating Supplies and Expenses</i>        |   |
| <b>700</b> | <b><i>Donations, Grants, &amp; Others</i></b> |   |
| 730        | <i>Grants</i>                                 | Payments made to farmers to recoup their costs of not planting within a certain distance from river                                 |

**CITY OF OCONOMOWOC  
2017 BUDGET**

**OCON RIVER WATERSHED FUND - QUALITY INCENTIVE PROGRAM**

| ACCT NO                                  | ACCOUNT DESCRIPTION           | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET |
|--|-------------------------------|----------------|-----------------|-------------------|-------------------|----------------|
| <u>WAGES &amp; BENEFITS</u>              |                               |                |                 |                   |                   |                |
| 213-576-3714-111                         | RIVER EQUIP SALARIES          | 632            | 3,085           | 2,708             | 3,086             | 5,628          |
| 213-576-3714-133                         | RIVER EQUIP LONGEVITY         | 0              | 10              | 0                 | 10                | 17             |
| 213-576-3714-151                         | RIVER EQUIP FICA              | 47             | 305             | 202               | 305               | 555            |
| 213-576-3714-152                         | RIVER EQUIP WRS               | 43             | 256             | 179               | 256               | 481            |
| 213-576-3714-153                         | RIVER EQUIP SICK              | 0              | 267             | 0                 | 267               | 487            |
| 213-576-3714-154                         | RIVER EQUIP HEALTH INS        | 129            | 860             | 662               | 858               | 1,546          |
| 213-576-3714-155                         | RIVER EQUIP LIFE INS          | 4              | 23              | 23                | 23                | 42             |
| 213-576-3714-156                         | RIVER EQUIP VACATION          | 0              | 371             | 0                 | 371               | 676            |
| 213-576-3714-157                         | RIVER EQUIP HOLIDAY           | 0              | 148             | 0                 | 148               | 271            |
| TOTAL WAGES & BENEFITS                   |                               | 855            | 5,325           | 3,774             | 5,324             | 9,703          |
| <u>PURCHASED SERVICES</u>                |                               |                |                 |                   |                   |                |
| 213-576-3714-210                         | RIVER EQUIP OUTSD SVCS NON IT | 7,569          | 0               | 4,438             | 4,500             | 0              |
| TOTAL PURCHASED SERVICES                 |                               | 7,569          | 0               | 4,438             | 4,500             | 0              |
| <u>OPERATING SUPPLIES &amp; EXPENSES</u> |                               |                |                 |                   |                   |                |
| 213-576-3714-311                         | RIVER EQUIP POSTAGE           | 0              | 50              | 46                | 50                | 50             |
| 213-576-3714-313                         | RIVER EQUIP PRINTING          | 56             | 0               | 0                 | 0                 | 0              |
| 213-576-3714-340                         | RIVER EQUIP OPER SUP/EXP      | 0              | 1,000           | 28                | 30                | 0              |
| TOTAL OPERATING SUPPLIES & EXP           |                               | 56             | 1,050           | 74                | 80                | 50             |
| <u>CONTRIBUTIONS, GRANTS &amp; OTHER</u> |                               |                |                 |                   |                   |                |
| 213-576-3714-730                         | RIVER EQUIP GRANTS            | 0              | 100,000         | 0                 | 20,000            | 100,000        |
| TOTAL CONTRIBUTIONS, GRANTS &            |                               | 0              | 100,000         | 0                 | 20,000            | 100,000        |
| TOTAL QUALITY INCENTIVE PROGRA           |                               | 8,480          | 106,375         | 8,286             | 29,904            | 109,753        |

**CITY OF OCONOMOWOC**

**2017 BUDGET**

**RIVER WATERSHED FUND - Conservation Stewardship Program (CSP)**

**EXPENDITURES Acct # 213-576-3715**

|            |   |   |
|------------|---|---|
| <b>100</b> | <b><i>Wages and Benefits</i></b>              |   |
| 111        | <i>Salaries</i>                               | Wastewater Operations Manager (1.1%); The balances of salaries and benefits are charged to other departments and the enterprise funds |
| 133        | <i>Longevity</i>                              | Wastewater Operations Manager   |
| 151        | <i>FICA</i>                                   | Employer share of Social Security and Medicare  |
| 152        | <i>Wisconsin Retirement System</i>            | Employer share of required contribution   |
| 153        | <i>Sick Leave</i>                             |   |
| 154        | <i>Health Insurance</i>                       | Employer share of premiums  |
| 155        | <i>Life Insurance</i>                         | Employer share of premiums  |
| 156        | <i>Vacation Leave</i>                         |   |
| 157        | <i>Holiday Leave</i>                          |   |
| <b>300</b> | <b><i>Operating Supplies and Expense</i></b>  |   |
| 311        | <i>Postage</i>                                |   |
| 326        | <i>Publicity</i>                              |   |
| 340        | <i>Operating Supplies and Expenses</i>        |   |
| <b>700</b> | <b><i>Donations, Grants, &amp; Others</i></b> |   |
| 730        | <i>Grants</i>                                 | Payments made to farmers to recoup their costs of not planting within a certain distance from river                                   |

**CITY OF OCONOMOWOC**  
**2017 BUDGET**  
**OCON RIVER WATERSHED FUND - CSP**

| <b>ACCT NO</b>   | <b>ACCOUNT DESCRIPTION</b>                | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> |
|------------------|---|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
|                  | <u>WAGES &amp; BENEFITS</u>               |                        |                         |                           |                           |                        |
| 213-576-3715-111 | RIVER CSP SALARIES                        | 0                      | 3,085                   | 92                        | 3,086                     | 884                    |
| 213-576-3715-133 | RIVER CSP LONGEVITY                       | 0                      | 10                      | 0                         | 10                        | 3                      |
| 213-576-3715-151 | RIVER CSP FICA                            | 0                      | 305                     | 7                         | 305                       | 87                     |
| 213-576-3715-152 | RIVER CSP WRS                             | 0                      | 256                     | 6                         | 256                       | 76                     |
| 213-576-3715-153 | RIVER CSP SICK                            | 0                      | 267                     | 0                         | 267                       | 77                     |
| 213-576-3715-154 | RIVER CSP HEALTH INS                      | 0                      | 860                     | 22                        | 858                       | 243                    |
| 213-576-3715-155 | RIVER CSP LIFE INS                        | 0                      | 23                      | 1                         | 23                        | 7                      |
| 213-576-3715-156 | RIVER CSP VACATION                        | 0                      | 371                     | 0                         | 371                       | 106                    |
| 213-576-3715-157 | RIVER CSP HOLIDAY                         | 0                      | 148                     | 0                         | 148                       | 43                     |
|                  | <b>TOTAL WAGES &amp; BENEFITS</b>         | <b>0</b>               | <b>5,325</b>            | <b>128</b>                | <b>5,324</b>              | <b>1,526</b>           |
|                  | <u>OPERATING SUPPLIES &amp; EXPENSES</u>  |                        |                         |                           |                           |                        |
| 213-576-3715-311 | RIVER CSP POSTAGE                         | 0                      | 50                      | 0                         | 50                        | 50                     |
| 213-576-3715-326 | RIVER CSP PUBLICITY                       | 0                      | 500                     | 0                         | 50                        | 200                    |
| 213-576-3715-340 | RIVER CSP OPER SUP/EXP                    | 0                      | 500                     | 0                         | 50                        | 200                    |
|                  | <b>TOTAL OPERATING SUPPLIES &amp; EXP</b> | <b>0</b>               | <b>1,050</b>            | <b>0</b>                  | <b>150</b>                | <b>450</b>             |
|                  | <u>CONTRIBUTIONS, GRANTS &amp; OTHER</u>  |                        |                         |                           |                           |                        |
| 213-576-3715-730 | RIVER CSP GRANTS                          | 0                      | 33,230                  | 0                         | 2,000                     | 15,000                 |
|                  | <b>TOTAL CONTRIBUTIONS, GRANTS &amp;</b>  | <b>0</b>               | <b>33,230</b>           | <b>0</b>                  | <b>2,000</b>              | <b>15,000</b>          |
|                  | <b>TOTAL CSP</b>                          | <b>0</b>               | <b>39,605</b>           | <b>128</b>                | <b>7,474</b>              | <b>16,976</b>          |

**CITY OF OCONOMOWOC  
2017 BUDGET**

**RIVER WATERSHED FUND - Agricultural Conservation Easement Program (ACEP)**

**EXPENDITURES Acct # 213-576-3716**

|            |   |   |
|------------|---|---|
| <b>100</b> | <b><i>Wages and Benefits</i></b>              |   |
| 111        | <i>Salaries</i>                               | Wastewater Operations Manager (1.1%); The balances of salaries and benefits are charged to other departments and the enterprise funds |
| 133        | <i>Longevity</i>                              | Wastewater Operations Manager   |
| 151        | <i>FICA</i>                                   | Employer share of Social Security and Medicare  |
| 152        | <i>Wisconsin Retirement System</i>            | Employer share of required contribution   |
| 153        | <i>Sick Leave</i>                             |   |
| 154        | <i>Health Insurance</i>                       | Employer share of premiums  |
| 155        | <i>Life Insurance</i>                         | Employer share of premiums  |
| 156        | <i>Vacation Leave</i>                         |   |
| 157        | <i>Holiday Leave</i>                          |   |
| <b>300</b> | <b><i>Operating Supplies and Expense</i></b>  |   |
| 311        | <i>Postage</i>                                |   |
| 326        | <i>Publicity</i>                              |   |
| 340        | <i>Operating Supplies and Expenses</i>        |   |
| <b>700</b> | <b><i>Donations, Grants, &amp; Others</i></b> |   |
| 730        | <i>Grants</i>                                 | Payments made to farmers to recoup their costs of not planting within a certain distance from river                                   |

**CITY OF OCONOMOWOC**  
**2017 BUDGET**  
**OCON RIVER WATERSHED FUND - ACEP**

| ACCT NO          | ACCOUNT DESCRIPTION                      | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET |
|------------------|--|----------------|-----------------|-------------------|-------------------|----------------|
|                  | <u>WAGES &amp; BENEFITS</u>              |                |                 |                   |                   |                |
| 213-576-3716-111 | RIVER ACEP SALARIES                      | 90             | 3,085           | 46                | 3,086             | 884            |
| 213-576-3716-133 | RIVER ACEP LONGEVITY                     | 0              | 10              | 0                 | 10                | 3              |
| 213-576-3716-151 | RIVER ACEP FICA                          | 7              | 305             | 4                 | 305               | 87             |
| 213-576-3716-152 | RIVER ACEP WRS                           | 6              | 256             | 3                 | 256               | 76             |
| 213-576-3716-153 | RIVER ACEP SICK                          | 0              | 267             | 0                 | 267               | 77             |
| 213-576-3716-154 | RIVER ACEP HEALTH INS                    | 21             | 860             | 0                 | 858               | 243            |
| 213-576-3716-155 | RIVER ACEP LIFE INS                      | 1              | 23              | 0                 | 23                | 7              |
| 213-576-3716-156 | RIVER ACEP VACATION                      | 0              | 371             | 0                 | 371               | 106            |
| 213-576-3716-157 | RIVER ACEP HOLIDAY                       | 0              | 148             | 0                 | 148               | 43             |
|                  | TOTAL WAGES & BENEFITS                   | 125            | 5,325           | 53                | 5,324             | 1,526          |
|                  | <u>OPERATING SUPPLIES &amp; EXPENSES</u> |                |                 |                   |                   |                |
| 213-576-3716-311 | RIVER ACEP POSTAGE                       | 0              | 50              | 0                 | 50                | 50             |
| 213-576-3716-326 | RIVER ACEP PUBLICITY                     | 0              | 200             | 0                 | 50                | 50             |
| 213-576-3716-340 | RIVER ACEP OPER SUP/EXP                  | 0              | 500             | 0                 | 50                | 200            |
|                  | TOTAL OPERATING SUPPLIES & EXP           | 0              | 750             | 0                 | 150               | 300            |
|                  | <u>CONTRIBUTIONS, GRANTS &amp; OTHER</u> |                |                 |                   |                   |                |
| 213-576-3716-730 | RIVER ACEP GRANTS                        | 0              | 30,000          | 0                 | 200               | 15,000         |
|                  | TOTAL CONTRIBUTIONS, GRANTS &            | 0              | 30,000          | 0                 | 200               | 15,000         |
|                  | TOTAL ACEP                               | 125            | 36,075          | 53                | 5,674             | 16,826         |

**CITY OF OCONOMOWOC  
2017 BUDGET  
RIVER WATERSHED FUND - FIELD EXPENSE**

**EXPENDITURES Acct # 213-576-3717**

|            |  |   |
|------------|--|---|
| <b>100</b> | <b><i>Wages and Benefits</i></b>             |   |
| 111        | <i>Salaries</i>                              | Wastewater Operations Manager (1.6%); The balances of salaries and benefits are charged to other departments and the enterprise funds |
| 125        | <i>P/T Wages</i>                             |   |
| 133        | <i>Longevity</i>                             | Wastewater Operations Manager   |
| 151        | <i>FICA</i>                                  | Employer share of Social Security and Medicare  |
| 152        | <i>Wisconsin Retirement System</i>           | Employer share of required contribution   |
| 153        | <i>Sick Leave</i>                            |   |
| 154        | <i>Health Insurance</i>                      | Employer share of premiums  |
| 155        | <i>Life Insurance</i>                        | Employer share of premiums  |
| 156        | <i>Vacation Leave</i>                        |   |
| 157        | <i>Holiday Leave</i>                         |   |
| <b>300</b> | <b><i>Operating Supplies and Expense</i></b> |   |
| 326        | <i>Publicity</i>                             |   |
| 340        | <i>Operating Supplies and Expenses</i>       |   |

# CITY OF OCONOMOWOC

## 2017 BUDGET

### OCON RIVER WATERSHED FUND - FIELD EXPENSE

| ACCT NO                                  | ACCOUNT DESCRIPTION      | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET |
|--|--------------------------|----------------|-----------------|-------------------|-------------------|----------------|
| <u>WAGES &amp; BENEFITS</u>              |                          |                |                 |                   |                   |                |
| 213-576-3717-111                         | RIVER FIELD SALARIES     | 0              | 3,085           | 0                 | 3,086             | 1,286          |
| 213-576-3717-125                         | RIVER FIELD P/T WAGES    | 59             | 0               | 0                 | 0                 | 0              |
| 213-576-3717-133                         | RIVER FIELD LONGEVITY    | 0              | 10              | 0                 | 10                | 4              |
| 213-576-3717-151                         | RIVER FIELD FICA         | 4              | 305             | 0                 | 305               | 127            |
| 213-576-3717-152                         | RIVER FIELD WRS          | 0              | 256             | 0                 | 256               | 110            |
| 213-576-3717-153                         | RIVER FIELD SICK         | 0              | 267             | 0                 | 267               | 111            |
| 213-576-3717-154                         | RIVER FIELD HEALTH INS   | 0              | 860             | 0                 | 858               | 353            |
| 213-576-3717-155                         | RIVER FIELD LIFE INS     | 0              | 23              | 0                 | 23                | 10             |
| 213-576-3717-156                         | RIVER FIELD VACATION     | 0              | 371             | 0                 | 371               | 155            |
| 213-576-3717-157                         | RIVER FIELD HOLIDAY      | 0              | 148             | 0                 | 148               | 62             |
| TOTAL WAGES & BENEFITS                   |                          | 63             | 5,325           | 0                 | 5,324             | 2,218          |
| <u>OPERATING SUPPLIES &amp; EXPENSES</u> |                          |                |                 |                   |                   |                |
| 213-576-3717-326                         | RIVER FIELD PUBLICITY    | 0              | 200             | 0                 | 350               | 200            |
| 213-576-3717-340                         | RIVER FIELD OPER SUP/EXP | 0              | 200             | 0                 | 200               | 200            |
| TOTAL OPERATING SUPPLIES & EXP           |                          | 0              | 400             | 0                 | 550               | 400            |
| TOTAL FIELD EXPENSE                      |                          | 63             | 5,725           | 0                 | 5,874             | 2,618          |



**SPECIAL REVENUE FUND**

**COMMUNITY DEVELOPMENT  
AUTHORITY**

**FUND 250**

# City of Oconomowoc

## Community Development Authority Fund 250

### 2017 Budget

#### Department Objective

The Community Development Authority (CDA) was created by the Oconomowoc Common Council on June 25, 2002, and is deemed a separate body politic for the purpose of carrying out blight elimination, slum clearance, urban renewal programs/projects, and housing projects. The resolution creating the CDA authorizes the Authority to act as the agent of the City in planning and carrying out community development programs and activities approved by the Mayor and City Council under the Federal Housing and Community Development Act of 1974 and as agent to perform all acts except the development of the general plan of the City, which is performed by the Plan Commission. The CDA consists of seven resident members of the City appointed by the Mayor.

#### Department Goals and Initiatives for 2017

- Downtown Revitalization: Implement Downtown Revitalization Plan and Waterfront Master Plan to re-establish Downtown Oconomowoc as the “Heart of Lake Country”. Critical implementation components will be the reconstruction of the Fowler Lake waterfront improvements, and concentrate on the remaining redevelopment areas identified in downtown Oconomowoc.
- Downtown Loan Program: The Downtown Loan Program created in Oconomowoc has been successful locally, as well as used by First Bank as a model in at least 10 other communities. The Department will work with First Bank to expand this concept eastward along Wisconsin Avenue to encourage investment in targeted properties that are in need of reinvestment and revitalization. In addition, discussion will take place to determine if there are others areas within the City to benefit from this creative business attraction program
- Development Promotion: The City has positioned itself to be ready for development opportunities by improving approval efficiency, providing site and building information on the website, and investing in public infrastructure. These elements are critical to promote our community for commercial and residential attraction, employment expansion, and redevelopment.

#### Major Changes From Prior Years

- Redevelopment: The Parc On Lac La Belle project was approved and could begin construction in 2017. The City Council will need to establish priorities and direct the CDA related to which continuing Downtown Revitalization activities should be undertaken. With increased residential density and activity, Downtown Oconomowoc is regaining its vitality. With the completed a four story office complex in downtown Oconomowoc, there are added employees to the area and daytime population to patronize downtown businesses. It is anticipated that continued redevelopment activity will bring renewed interest from new businesses and developers for additional projects downtown. We will continue to work with a local bank to establish a major façade improvement grant & loan public/private partnership program to facilitate reinvestment into the cornerstone buildings at Downtowns four corners.

#### Budgeted Positions

| Description             | 2014        | 2015        | 2016        | 2017        |
|-------------------------|-------------|-------------|-------------|-------------|
| Full-Time Employees/FTE | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |
| Part-Time Employees/FTE | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |
| Total Employees/FTE     | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |

**Department Outputs/Outcomes/Performance Measurements**

| <b>Description</b>  | <b>2014<br/>Actual</b> | <b>2015<br/>Actual</b> | <b>2016<br/>Budget</b> | <b>2017<br/>Budget</b> |
|---|------------------------|------------------------|------------------------|------------------------|
| New Downtown Loans Issued *                                   | 2                      | 4                      | 2                      | 2                      |
| Total Outstanding Down Loans *                                | 15                     | 17                     | 22                     | 21                     |
| Redevelopment Projects  | 1                      | 1                      | 0                      | 1                      |
| * Through a partnership with the First Bank Financial Centre. |                        |                        |                        |                        |

**CITY OF OCONOMOWOC  
2017 BUDGET  
COMMUNITY DEVELOPMENT AUTHORITY**

**REVENUES: Acct # 250**

|          |                                |  |
|----------|--------------------------------|--|
|          | <b>Miscellaneous Revenue</b>   |  |
| 408-8110 | <i>Interest on Investments</i> | Interest earned on temporary investments |

**EXPENDITURES Acct # 509-9200**

|            |                                       |   |
|------------|---------------------------------------|---|
| <b>200</b> | <b>Purchased Services</b>             |   |
| 210        | <i>Outside/Prof Services (Non-IT)</i> | Legal services related to CDA activities, property appraisals, consultant to develop area redevelopment plans, grant application assistance, and outside stenographic services to take and produce minutes for CDA meetings |

**CITY OF OCONOMOWOC**  
**2017 BUDGET**  
**COMMUNITY DEV AUTHORITY**

| ACCT NO          | ACCOUNT DESCRIPTION                | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET |
|------------------|------------------------------------|----------------|-----------------|-------------------|-------------------|----------------|
|                  | <u>MISCELLANEOUS REVENUE</u>       |                |                 |                   |                   |                |
| 250-408-8110-009 | CDA INTEREST                       | 155            | 135             | 139               | 175               | 175            |
|                  | TOTAL MISCELLANEOUS REVENUE        | 155            | 135             | 139               | 175               | 175            |
|                  | TOTAL FUND REVENUES                | 155            | 135             | 139               | 175               | 175            |
|                  | <u>PURCHASED SERVICES</u>          |                |                 |                   |                   |                |
| 250-509-9200-210 | CDA PROF OUTSD NON-IT              | 113            | 10,000          | 0                 | 0                 | 10,000         |
|                  | TOTAL PURCHASED SERVICES           | 113            | 10,000          | 0                 | 0                 | 10,000         |
|                  | TOTAL FUND EXPENDITURES            | 113            | 10,000          | 0                 | 0                 | 10,000         |
|                  | NET SURPLUS (FUND BALANCE APPLIED) | 42             | ( 9,865)        | 139               | 175               | ( 9,825)       |



**SPECIAL REVENUE FUND**

**TOURISM**

**FUND 255**



# City of Oconomowoc Tourism Fund 255 2017 Budget

## Department Objective

During the 2015-2017 Wisconsin biennial budget process legislation was passed limiting the amount of room tax revenues that the City may retain for general purposes to an ultimate rate of 30% of total revenues over the next several years. The legislation also requires the creation of a Tourism Commission which will direct the remaining revenues to be spent for the purpose of promoting and expanding tourism within the area. The Tourism Fund will capture all such activity beginning with 2017.

## Department Goals and Initiatives for 2017

- Tourism Promotion: The addition of the Community Outreach position has assisted with greater exposure on travel websites, and the ability to produce articles to showcase our community and events. This is anticipated to continue, and there will be a coordinated effort with the hospitality establishments to look at other markets to promote our community.
- Wayfinding Signage: Downtown wayfinding signs are fading and need to be replaced. Additionally with recent community changes and updates this will be an opportunity to review the plan and make modifications.

## Major Changes From Prior Years

- Tourism: Visitors to Oconomowoc have increased due to local and regional events, as well as increased conference activity. This has resulted in additional room tax dollars being available for City promotional efforts. As the Downtown atmosphere and environments are enhanced more people are learning about our community. Outreach efforts to the Chicagoland market for tourism will continue to attract visitors to experience what Oconomowoc has to offer for a leisure travel opportunity. Develop strategies for Oconomowoc to welcome those participating in the 2017 U.S. Open at Erin Hills. Coordinate ordinance amendment and Tourism Commission creation to be in compliance with Act 55 related to room tax expenditures

## Budgeted Positions

| Description             | 2014        | 2015        | 2016        | 2017        |
|-------------------------|-------------|-------------|-------------|-------------|
| Full-Time Employees/FTE | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |
| Part-Time Employees/FTE | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |
| Total Employees/FTE     | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |

## Department Outputs/Outcomes/Performance Measurements

| Description                   | 2014 Actual | 2015 Actual | 2016 Budget | 2017 Budget |
|-------------------------------|-------------|-------------|-------------|-------------|
| Conferences Assisting Olympia | 5           | 6           | 4           | 4           |
| Total Room Tax Revenue        | \$389,856   | \$420,653   | \$395,000   | \$420,000   |
| City Facebook Page Likes      | 1,809       | 2,218       | 2,608       | 3,200       |
| City Website Visits           | 169,252     | 208,000     | 189,900     | 208,500     |
| City Website Page Views       | 458,020     | 472,000     | 476,478     | 500,000     |

**CITY OF OCONOMOWOC  
2017 BUDGET  
TOURISM FUND - REVENUES**

**REVENUES**

---

|  |                                      |  |
|--|--------------------------------------|--|
|  | <b><i>Taxes</i></b>                  |  |
|  | <i>Public Accom Tax</i>              | Room tax at 6% (\$400,000 less 2014 cap on general purpose of \$180,000 per state budget requirements) |
|  | <b><i>Miscellaneous Revenues</i></b> |  |
|  | <i>Purch Card Rebate</i>             | Rebate earned on purchasing card payments  |

**CITY OF OCONOMOWOC**  
**2017 BUDGET**  
**TOURISM FUND - REVENUES**

| ACCT NO          | ACCOUNT DESCRIPTION           | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET |
|------------------|-------------------------------|----------------|-----------------|-------------------|-------------------|----------------|
|                  | <u>TAXES</u>                  |                |                 |                   |                   |                |
| 255-401-1210-009 | PUBLIC ACCOMMODATION TAX      | 0              | 0               | 0                 | 0                 | 220,000        |
|                  | TOTAL TAXES                   | 0              | 0               | 0                 | 0                 | 220,000        |
|                  | <u>MISCELLANEOUS REVENUES</u> |                |                 |                   |                   |                |
| 255-408-8430-009 | PURCHASING CARD REBATE        | 0              | 0               | 0                 | 0                 | 160            |
|                  | TOTAL MISCELLANEOUS REVENUES  | 0              | 0               | 0                 | 0                 | 160            |
|                  | TOTAL FUND REVENUES           | 0              | 0               | 0                 | 0                 | 220,160        |

**CITY OF OCONOMOWOC  
2017 BUDGET  
TOURISM FUND - EXPENDITURES**

**Category: Conservation and Development**

**EXPENDITURES: Account # 509-9100**

|            |  |  |                                  |
|------------|--|--|----------------------------------|
| <b>100</b> | <b>Wages and Benefits</b>                |  |                                  |
| 111        | <i>Salaries</i>                          | Economic Development Director - 25%<br>Community Outreach and Services Assistant - 25%<br>Planner/Community Development Specialist - 25%<br>Deputy Clerk 5%<br>Administrative Assistant 5%   |                                  |
| 151        | <i>FICA</i>                              | Employer share of Social Security and Medicare   |                                  |
| 152        | <i>Wisconsin Retirement System</i>       | Employer share of required contribution  |                                  |
| 153        | <i>Sick Leave</i>                        |  |                                  |
| 154        | <i>Health Insurance</i>                  | Employer share of premiums   |                                  |
| 155        | <i>Life Insurance</i>                    | Employer share of premiums   |                                  |
| 156        | <i>Vacation Leave</i>                    |  |                                  |
| 157        | <i>Holiday Leave</i>                     |  |                                  |
| <b>200</b> | <b>Purchased Services</b>                |  |                                  |
| 210        | <i>Outside/Prof Services (Non-IT)</i>    | Festival Week fireworks, Grant writing consultation, creative services for community promotion/tourism advertising, appraisal services for property acquisition, and implementation for transient boat pier on Lac La Belle  |                                  |
| 211        | <i>Outside/Prof Services (IT)</i>        | Continue interactive site location, commercial property availability and demographics information for business attraction. Arc GIS story map for business & retail attraction. (split with Economic Development)   |                                  |
| 225        | <i>Telephone</i>                         | Monthly line charges and toll charges and Bureau "800" number expenses   |                                  |
| <b>300</b> | <b>Operating Supplies and Expense</b>    |  |                                  |
| 310        | <i>Office Supplies</i>                   |  |                                  |
| 311        | <i>Postage</i>                           | Mailings of promotional materials including brochures and solicitation pieces, for both tourism and economic development inquiries   |                                  |
| 313        | <i>Printing</i>                          | Letterhead and envelopes; Tourism Brochures  |                                  |
| 320        | <i>Membership Dues</i>                   | Wisconsin Association of Convention & Visitors Bureaus, International Council of Shopping Centers, Oconomowoc Rotary Club, Wisconsin Downtown Action Council, and other associations   |                                  |
| 322        | <i>Periodicals</i>                       | Business Journal & Biz Times subscription (split with Economic Development)  |                                  |
| 326        | <i>Publicity</i>                         | Promotional materials \$10,000 Historic Walking Tour brochure, event bookmarks, bike map; Community Center Marketing - The Knot, Banners, Print Advertising, and General Promo Items \$8,500; Advertising \$5,000; annual 'Community Shopping, Dining & Entertainment Guide' and map ad for tourism promotion, \$5,000; City marketing for conference and group attraction \$5,000 |                                  |
| 330        | <i>Training and Travel</i>               | Trainings for Professional Development; ICSC Convention; meetings/conferences  |                                  |
| 332        | <i>Car Allowance</i>                     | \$265 per month for Director (split based on salary allocation)  |                                  |
| 340        | <i>Operating Supplies and Expense</i>    | Supplies to fulfill inquiries, joint promotional items with Olympia Resort to capture new convention business and bring convention attendees downtown, and miscellaneous \$310, Wayfinding signs \$40,000  |                                  |
| <b>500</b> | <b>Fixed Charges</b>                     |  |                                  |
| 509        | <i>Technology</i>                        | Payment to Technology Internal Service Fund 700 for system support, repairs, maintenance, and depreciation (split with economic development)   |                                  |
| <b>700</b> | <b>Contributions, Grants, and Others</b> |  |                                  |
| 720        | <i>Donations</i>                         |  |                                  |
|            | Downtown plantings                       | \$ 1,500   | Moonlit movies \$ 1,000          |
|            | Oconomowoc concerts at beach             | \$ 1,500   | German Christmas market \$ 4,000 |
|            | State conferences held at Olympia        | \$ 3,500   | Chamber \$ 3,000                 |
|            | Downtown Oconomowoc Bus Assoc            | \$ 3,500   | Festival Week \$ 2,000           |

**CITY OF OCONOMOWOC**  
**2017 BUDGET**  
**TOURISM FUND - EXPENDITURES**

| ACCT NO                                   | ACCOUNT DESCRIPTION      | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET |
|---|--------------------------|----------------|-----------------|-------------------|-------------------|----------------|
| <u>WAGES &amp; BENEFITS</u>               |                          |                |                 |                   |                   |                |
| 255-509-9100-111                          | TOURISM SALARIES         | 0              | 0               | 0                 | 0                 | 48,516         |
| 255-509-9100-151                          | TOURISM FICA             | 0              | 0               | 0                 | 0                 | 4,507          |
| 255-509-9100-152                          | TOURISM WRS              | 0              | 0               | 0                 | 0                 | 3,952          |
| 255-509-9100-153                          | TOURISM SICK LEAVE       | 0              | 0               | 0                 | 0                 | 4,008          |
| 255-509-9100-154                          | TOURISM HEALTH INS       | 0              | 0               | 0                 | 0                 | 18,161         |
| 255-509-9100-155                          | TOURISM LIFE INS         | 0              | 0               | 0                 | 0                 | 73             |
| 255-509-9100-156                          | TOURISM VACATION         | 0              | 0               | 0                 | 0                 | 3,369          |
| 255-509-9100-157                          | TOURISM HOLIDAY          | 0              | 0               | 0                 | 0                 | 2,227          |
| TOTAL WAGES & BENEFITS                    |                          | 0              | 0               | 0                 | 0                 | 84,813         |
| <u>PURCHASED SERVICES</u>                 |                          |                |                 |                   |                   |                |
| 255-509-9100-210                          | TOURISM OUTSD SVS NON-IT | 0              | 0               | 0                 | 0                 | 5,000          |
| 255-509-9100-211                          | TOURISM PROF SVCS IT     | 0              | 0               | 0                 | 0                 | 2,750          |
| 255-509-9100-225                          | TOURISM TELEPHONE        | 0              | 0               | 0                 | 0                 | 500            |
| TOTAL PURCHASED SERVICES                  |                          | 0              | 0               | 0                 | 0                 | 8,250          |
| <u>OPERATING SUPPLIES &amp; EXPENSES</u>  |                          |                |                 |                   |                   |                |
| 255-509-9100-310                          | TOURISM OFFICE SUPPLIES  | 0              | 0               | 0                 | 0                 | 80             |
| 255-509-9100-311                          | TOURISM POSTAGE          | 0              | 0               | 0                 | 0                 | 700            |
| 255-509-9100-313                          | TOURISM PRINTING         | 0              | 0               | 0                 | 0                 | 1,000          |
| 255-509-9100-320                          | TOURISM MEMBERSHIPS      | 0              | 0               | 0                 | 0                 | 1,050          |
| 255-509-9100-322                          | TOURISM PERIODICALS      | 0              | 0               | 0                 | 0                 | 60             |
| 255-509-9100-326                          | TOURISM PUBLICITY        | 0              | 0               | 0                 | 0                 | 33,500         |
| 255-509-9100-330                          | TOURISM TRAIN/TRAVEL     | 0              | 0               | 0                 | 0                 | 1,200          |
| 255-509-9100-332                          | TOURISM CAR ALLOWANCE    | 0              | 0               | 0                 | 0                 | 795            |
| 255-509-9100-340                          | TOURISM OPER SUP/EXP     | 0              | 0               | 0                 | 0                 | 42,000         |
| TOTAL OPERATING SUPPLIES & EXPENSE        |                          | 0              | 0               | 0                 | 0                 | 80,385         |
| <u>FIXED CHARGES</u>                      |                          |                |                 |                   |                   |                |
| 255-509-9100-509                          | TOURISM TECHNOLOGY       | 0              | 0               | 0                 | 0                 | 3,050          |
| TOTAL FIXED CHARGES                       |                          | 0              | 0               | 0                 | 0                 | 3,050          |
| <u>CONTRIBUTIONS, GRANTS &amp; OTHERS</u> |                          |                |                 |                   |                   |                |
| 255-509-9100-720                          | TOURISM DONATIONS        | 0              | 0               | 0                 | 0                 | 20,000         |
| TOTAL CONTRIBUTIONS, GRANTS & OTHE        |                          | 0              | 0               | 0                 | 0                 | 20,000         |
| TOTAL FUND EXPENDITURES                   |                          | 0              | 0               | 0                 | 0                 | 196,498        |
| NET SURPLUS (FUND BALANCE APPLIED)        |                          | 0              | 0               | 0                 | 0                 | 23,662         |



**IMPACT FEE  
SPECIAL REVENUE FUNDS**

**Fund 220 – Highways & Other Transportation**

**Fund 221 – Law Enforcement**

**Fund 222 – Fire Protection & Emergency**

**Fund 223 – Parks, Playgrounds & Other Rec**



# City of Oconomowoc

## Impact Fee Special Revenue Funds

### 2017 Budget

|   | 2015<br>Actual | 2016<br>Budget | 2016<br>Estimate | 2017<br>Budget |
|---|----------------|----------------|------------------|----------------|
| <b>Fund 220 - Highways &amp; Other Transportation</b> |                |                |                  |                |
| Beginning Fund Balance                                | 478,267        | 491,267        | 437,106          | (413,094)      |
| Revenues (excluding fund balance applied)             | 26,106         | 20,000         | 462,600          | 15,600         |
| Expenditures  | 67,267         | 400,000        | 885,000          | 15,000         |
| Revenue/(Net Cost)                                    | (41,161)       | (380,000)      | (422,400)        | 600            |
| Increase in/(Reduction of) Interfund Payable          | -              | -              | 427,800          | (13,300)       |
| Net Adjustment to Fund Balance                        | (41,161)       | (380,000)      | (850,200)        | 13,900         |
| Ending Fund Balance                                   | 437,106        | 111,267        | (413,094)        | (399,194)      |
| <b>Fund 221 - Law Enforcement</b>                     |                |                |                  |                |
| Beginning Fund Balance                                | 176,879        | 6,214          | 57,294           | 90,544         |
| Revenues (excluding fund balance applied)             | 23,109         | 31,300         | 33,250           | 21,900         |
| Expenditures  | 142,694        | -              | -                | 10,000         |
| Revenue/(Net Cost)                                    | (119,585)      | 31,300         | 33,250           | 11,900         |
| Ending Fund Balance                                   | 57,294         | 37,514         | 90,544           | 102,444        |
| <b>Fund 222 - Fire Protection &amp; Emergency</b>     |                |                |                  |                |
| Beginning Fund Balance                                | (125,312)      | (107,907)      | (100,178)        | (65,553)       |
| Revenues (excluding fund balance applied)             | 25,222         | 31,020         | 35,060           | 25,550         |
| Expenditures  | 88             | 30,300         | 34,435           | 23,300         |
| Revenue/(Net Cost)                                    | 25,134         | 720            | 625              | 2,250          |
| Increase in/(Reduction of) Interfund Payable          | -              | (30,200)       | (34,000)         | (23,000)       |
| Net Adjustment to Fund Balance                        | 25,134         | 30,920         | 34,625           | 25,250         |
| Ending Fund Balance                                   | (100,178)      | (76,987)       | (65,553)         | (40,303)       |
| <b>Fund 223 - Parks, Playgrounds &amp; Other</b>      |                |                |                  |                |
| Beginning Fund Balance                                | 547,125        | 606,215        | 616,140          | 459,340        |
| Revenues (excluding fund balance applied)             | 69,522         | 1,072,350      | 143,200          | 2,671,000      |
| Expenditures  | 507            | 1,750,000      | 300,000          | 3,125,000      |
| Revenue/(Net Cost)                                    | 69,015         | (677,650)      | (156,800)        | (454,000)      |
| Increase in/(Reduction of) Interfund Payable          | -              | 790,000        | -                | 2,142,600      |
| Net Adjustment to Fund Balance                        | 69,015         | (1,467,650)    | (156,800)        | (2,596,600)    |
| Ending Fund Balance                                   | 616,140        | (861,435)      | 459,340          | (2,137,260)    |



**IMPACT FEE  
SPECIAL REVENUE FUND**

**HIGHWAYS & OTHER  
TRANSPORTATION FACILITIES**

**FUND 220**



# City of Oconomowoc

## Highways and Other Transportation Facilities

### Impact Fee Fund 220

### 2017 Budget

**Department Objective**

The Highways and Other Transportation Facilities impact fee was adopted by the Common Council to mitigate the financial impacts on current residents and taxpayers of these type of public facilities needed to support future development. Fees are charged to all new residential developments on a per dwelling unit basis as well as all new commercial and industrial development on a square foot basis. This Special Revenue Fund is used to account for the revenue proceeds that are legally restricted for expenditure for this specific purpose.

**Department Goals and Initiatives for 2017**

- None

**Major Changes From Prior Years**

- None

**Budgeted Positions**

| Description             | 2014        | 2015        | 2016        | 2017        |
|-------------------------|-------------|-------------|-------------|-------------|
| Full-Time Employees/FTE | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |
| Part-Time Employees/FTE | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |
| Total Employees/FTE     | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |

**Department Outputs/Outcomes/Performance Measurements**

| Description                                 | 2014<br>Actual | 2015<br>Actual | 2016<br>Budget | 2017<br>Budget |
|---|----------------|----------------|----------------|----------------|
| Impact Fee Charge:                          |                |                |                |                |
| Per Residential Dwelling Unit               | \$103          | \$103          | \$105          | \$107          |
| Per Commercial or Institutional Square Foot | \$.36          | \$.36          | \$.365         | \$.372         |
| Per Industrial Square Foot                  | \$.18          | \$.18          | \$.18          | \$.18          |
| Fund Balance Remaining at End of Year       | \$478,267      | \$437,108      | \$111,267      | (\$399,194)    |
| Advance Outstanding at End of Year          | -              | -              | -              | \$413,800      |

**CITY OF OCONOMOWOC  
2017 BUDGET  
HIGHWAYS AND OTHER TRANSPORTATION FACILITIES IMPACT FEE**

**REVENUES: Acct # 220**

|          |                                  |   |
|----------|----------------------------------|---|
|          | <b>Impact Fee Revenue</b>        |   |
| 405-5136 | <i>Impact Fee Revenue</i>        | Impact fees charged to new residential, commercial, and industrial developments   |
|          | <b>Miscellaneous Revenue</b>     |   |
| 408-8110 | <i>Interest on Investments</i>   | Interest earned on temporary investments  |
|          | <b>Other Financing Sources</b>   |   |
| 409-9120 | <i>Internal Advance Issuance</i> | Internal advance from the General Fund; this account is used solely for budgeting purposes as the funds are an increase to an interfund payable |

**EXPENDITURES Acct # 220**

|            |                                       |  |
|------------|---------------------------------------|--|
| <b>200</b> | <b>Capital Outlay</b>                 |  |
| 210        | <i>Outside/Prof Services (Non-IT)</i> |  |
| <b>600</b> | <b>Debt Services</b>                  |  |
| 610        | <i>Principal on Advances</i>          | Principal due General Fund on advance; this account is used solely for budgeting purposes as the funds are used to reduce an interfund payable |
| 620        | <i>Interest Due Other Funds</i>       | Interest payment on advance from General Fund  |
| <b>800</b> | <b>Capital Outlay</b>                 |  |
| 820        | <i>Capital Improvements</i>           | Transportation improvements – Concord Road/Allen Road  |

**CITY OF OCONOMOWOC**  
**2017 BUDGET**  
**HIGHWAY & OTHER TRANSPORTATION**

| ACCT NO          | ACCOUNT DESCRIPTION                | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET |
|------------------|------------------------------------|----------------|-----------------|-------------------|-------------------|----------------|
|                  | <u>IMPACT FEES</u>                 |                |                 |                   |                   |                |
| 220-405-5136-005 | IMPACT FEES                        | 24,719         | 19,000          | 15,018            | 33,000            | 15,600         |
|                  | TOTAL IMPACT FEES                  | 24,719         | 19,000          | 15,018            | 33,000            | 15,600         |
|                  | <u>MISCELLANEOUS REVENUE</u>       |                |                 |                   |                   |                |
| 220-408-8110-005 | INTEREST ON INVESTMENT             | 1,387          | 1,000           | 1,132             | 1,800             | 0              |
|                  | TOTAL MISCELLANEOUS REVENUE        | 1,387          | 1,000           | 1,132             | 1,800             | 0              |
|                  | <u>OTHER FINANCING SOURCES</u>     |                |                 |                   |                   |                |
| 220-409-9120-000 | INTERNAL ADVANCE ISSUANCE*         | 0              | 0               | 0                 | 427,800           | 0              |
|                  | TOTAL OTHER FINANCING SOURCES      | 0              | 0               | 0                 | 427,800           | 0              |
|                  | TOTAL FUND REVENUES                | 26,106         | 20,000          | 16,150            | 462,600           | 15,600         |
|                  | <u>PURCHASED SERVICES</u>          |                |                 |                   |                   |                |
| 220-505-5300-210 | STREET PROF SERVICES               | 67,267         | 0               | 7,182             | 40,000            | 0              |
|                  | TOTAL PURCHASED SERVICES           | 67,267         | 0               | 7,182             | 40,000            | 0              |
|                  | <u>CAPITAL OUTLAY</u>              |                |                 |                   |                   |                |
| 220-505-5300-820 | STREET CONST CAPITAL IMPRV         | 0              | 400,000         | 0                 | 845,000           | 0              |
|                  | TOTAL CAPITAL OUTLAY               | 0              | 400,000         | 0                 | 845,000           | 0              |
|                  | <u>DEBT EXPENSES</u>               |                |                 |                   |                   |                |
| 220-580-8100-610 | PRINCIPAL ON ADVANCES*             | 0              | 0               | 0                 | 0                 | 13,300         |
|                  | TOTAL DEBT EXPENSES                | 0              | 0               | 0                 | 0                 | 13,300         |
|                  | <u>DEBT EXPENSES</u>               |                |                 |                   |                   |                |
| 220-580-9210-620 | INTEREST DUE OTHER FUNDS           | 0              | 0               | 0                 | 0                 | 1,700          |
|                  | TOTAL DEBT EXPENSES                | 0              | 0               | 0                 | 0                 | 1,700          |
|                  | TOTAL FUND EXPENDITURES            | 67,267         | 400,000         | 7,182             | 885,000           | 15,000         |
|                  | NET SURPLUS (FUND BALANCE APPLIED) | ( 4 ,161)      | ( 380 000)      | 8,968             | ( 422 400)        | 600            |



**IMPACT FEE  
SPECIAL REVENUE FUND  
LAW ENFORCEMENT FACILITIES  
FUND 221**



# City of Oconomowoc Law Enforcement Facilities Impact Fee Fund 221 2017 Budget

## Department Objective

The Law Enforcement Facilities impact fee was adopted by the Common Council to mitigate the financial impacts on current residents and taxpayers of these type of public facilities needed to support future development. Fees are charged to all new residential developments on a per dwelling unit basis as well as all new commercial and industrial development on a square foot basis. This Special Revenue Fund is used to account for the revenue proceeds that are legally restricted for expenditure for this specific purpose.

## Department Goals and Initiatives for 2017

- None

## Major Changes From Prior Years

- None

## Budgeted Positions

| Description             | 2014        | 2015        | 2016        | 2017        |
|-------------------------|-------------|-------------|-------------|-------------|
| Full-Time Employees/FTE | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |
| Part-Time Employees/FTE | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |
| Total Employees/FTE     | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |

## Department Outputs/Outcomes/Performance Measurements

| Description                                 | 2014 Actual | 2015 Actual | 2016 Budget | 2017 Budget |
|---|-------------|-------------|-------------|-------------|
| Impact Fee Charge:                          |             |             |             |             |
| Per Single/Double Residential Dwelling Unit | \$183       | \$183       | \$183       | \$191       |
| Per Multi-Family Residential Dwelling Unit  | \$115       | \$115       | \$115       | \$119       |
| Per Commercial or Institutional Square Foot | \$.23       | \$.23       | \$.23       | \$.234      |
| Per Industrial Square Foot                  | \$.10       | \$.10       | \$.10       | \$.104      |
| Fund Balance Remaining at End of Year       | \$176,879   | \$57,294    | \$37,514    | \$102,444   |
| Year Expected to be Spent                   | 2016        | unknown     | unknown     | unknown     |

**CITY OF OCONOMOWOC  
2017 BUDGET  
LAW ENFORCEMENT FACILITIES IMPACT FEE**

**REVENUES: Acct # 221**

|          |                                     |   |
|----------|-------------------------------------|---|
|          | <b><i>Impact Fee Revenue</i></b>    |   |
| 405-5136 | <i>Impact Fee Revenue</i>           | Impact fees charged to new residential, commercial, and industrial developments |
|          | <b><i>Miscellaneous Revenue</i></b> |   |
| 408-8110 | <i>Interest on Investments</i>      | Interest earned on temporary investments  |
| 408-8430 | <i>Purchasing Card Rebate</i>       | Rebate earned on purchasing card payments                                       |

**EXPENDITURES Acct # 221**

|            |                                       |                         |
|------------|---------------------------------------|-------------------------|
| <b>200</b> | <b><i>Purchased Services</i></b>      |                         |
| 210        | <i>Outside/Prof Services (Non-IT)</i> | Impact Fee Study Update |
| <b>800</b> | <b><i>Capital Outlay</i></b>          |                         |
| 820        | <i>Capital Improvements</i>           |                         |

**CITY OF OCONOMOWOC**  
**2017 BUDGET**  
**LAW ENFORCEMENT FACILITIES**

| ACCT NO          | ACCOUNT DESCRIPTION                | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET |
|------------------|------------------------------------|----------------|-----------------|-------------------|-------------------|----------------|
|                  | <u>IMPACT FEES</u>                 |                |                 |                   |                   |                |
| 221-405-5136-003 | IMPACT FEES                        | 22,868         | 31,000          | 17,467            | 33,000            | 21,600         |
|                  | TOTAL IMPACT FEES                  | 22,868         | 31,000          | 17,467            | 33,000            | 21,600         |
|                  | <u>MISCELLANEOUS REVENUE</u>       |                |                 |                   |                   |                |
| 221-408-8110-003 | INTEREST ON INVESTMENT             | 241            | 300             | 164               | 250               | 300            |
| 221-408-8430-003 | PCARD REBATE                       | 0              | 0               | 16                | 0                 | 0              |
|                  | TOTAL MISCELLANEOUS REVENUE        | 241            | 300             | 180               | 250               | 300            |
|                  | TOTAL FUND REVENUES                | 23,109         | 31,300          | 17,647            | 33,250            | 21,900         |
|                  | <u>PURCHASED SERVICES</u>          |                |                 |                   |                   |                |
| 221-503-3300-210 | POLICE IMPACT OUTSIDE/PROF SVS     | 0              | 0               | 0                 | 0                 | 10,000         |
|                  | TOTAL PURCHASED SERVICES           | 0              | 0               | 0                 | 0                 | 10,000         |
|                  | <u>CAPITAL OUTLAY</u>              |                |                 |                   |                   |                |
| 221-503-3300-820 | POLICE IMPACT CAPITAL IMPRVMTS     | 142,694        | 0               | 0                 | 0                 | 0              |
|                  | TOTAL CAPITAL OUTLAY               | 142,694        | 0               | 0                 | 0                 | 0              |
|                  | TOTAL FUND EXPENDITURES            | 142,694        | 0               | 0                 | 0                 | 10,000         |
|                  | NET SURPLUS (FUND BALANCE APPLIED) | ( 119,585)     | 31,300          | 17,647            | 33,250            | 11,900         |



**IMPACT FEE  
SPECIAL REVENUE FUND**

**FIRE PROTECTION &  
EMERGENCY MEDICAL FACILITIES**

**FUND 222**



# City of Oconomowoc

## Fire Protection and Emergency Medical Facilities

### Impact Fee Fund 222

### 2017 Budget

#### Department Objective

The Fire Protection and Emergency Medical Facilities impact fee was adopted by the Common Council to mitigate the financial impacts on current residents and taxpayers of these type of public facilities needed to support future development. Fees are charged to all new residential developments on a per dwelling unit basis as well as all new commercial and industrial development on a square foot basis. This Special Revenue Fund is used to account for the revenue proceeds that are legally restricted for expenditure for this specific purpose.

#### Department Goals and Initiatives for 2017

- Continue to Pay Back Advance: In 2011, funds from this impact fee were used towards the construction of the new Pabst Farms Fire Station #2. The City's total contribution to the project was \$1.6 million; however, less than \$1.4 million in impact fees had been collected. The remaining funds were advanced from the General Fund. Payments will continue to be made each year when funds are available.

#### Major Changes From Prior Years

- None

#### Budgeted Positions

| Description             | 2014        | 2015        | 2016        | 2017        |
|-------------------------|-------------|-------------|-------------|-------------|
| Full-Time Employees/FTE | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |
| Part-Time Employees/FTE | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |
| Total Employees/FTE     | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |

#### Department Outputs/Outcomes/Performance Measurements

| Description                                 | 2014 Actual | 2015 Actual | 2016 Budget | 2017 Budget |
|---|-------------|-------------|-------------|-------------|
| Impact Fee Charge:                          |             |             |             |             |
| Per Single/Double Residential Dwelling Unit | \$218       | \$218       | \$218       | \$226       |
| Per Multi-Family Residential Dwelling Unit  | \$133       | \$133       | \$133       | \$139       |
| Per Commercial or Institutional Square Foot | \$.23       | \$.23       | \$.23       | \$.23       |
| Per Industrial Square Foot                  | \$.10       | \$.10       | \$.10       | \$.11       |
| Fund Balance Remaining at End of Year       | (\$125,312) | (\$100,178) | (\$78,800)  | (\$41,803)  |
| Advance Outstanding at End of Year          | \$129,000   | \$109,000   | \$78,800    | \$52,000    |

**CITY OF OCONOMOWOC  
2017 BUDGET  
FIRE PROTECTION EMERGENCY MEDICAL FACILITIES IMPACT FEE**

**REVENUES: Acct # 222**

|          |                                     |   |
|----------|-------------------------------------|---|
|          | <b><i>Impact Fee Revenue</i></b>    |   |
| 405-5136 | <i>Impact Fee Revenue</i>           | Impact fees charged to new residential, commercial, and industrial developments |
|          | <b><i>Miscellaneous Revenue</i></b> |   |
| 408-8110 | <i>Interest on Investments</i>      | Interest earned on temporary investments  |

**EXPENDITURES Acct # 222**

|            |                                    |   |
|------------|------------------------------------|---|
| <b>600</b> | <b><i>Debt Services</i></b>        |   |
| 612        | <i>Principal on Advances</i>       | Principal due General Fund on advance for construction of Station #2; this account is used solely for budgeting purposes as the funds are used to reduce an interfund payable |
| 622        | <i>Interest Due to Other Funds</i> | Interest payment on advance from General Fund   |

**CITY OF OCONOMOWOC**  
**2017 BUDGET**  
**FIRE & EMERG MEDIC FACILITIES**

| ACCT NO          | ACCOUNT DESCRIPTION                | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET |
|------------------|------------------------------------|----------------|-----------------|-------------------|-------------------|----------------|
|                  | <u>IMPACT FEES</u>                 |                |                 |                   |                   |                |
| 222-405-5136-004 | IMPACT FEES                        | 25,177         | 31,000          | 19,982            | 35,000            | 25,500         |
|                  | TOTAL IMPACT FEES                  | 25,177         | 31,000          | 19,982            | 35,000            | 25,500         |
|                  | <u>MISCELLANEOUS REVENUE</u>       |                |                 |                   |                   |                |
| 222-408-8110-004 | INTEREST ON INVESTMENTS            | 45             | 20              | 44                | 60                | 50             |
|                  | TOTAL MISCELLANEOUS REVENUE        | 45             | 20              | 44                | 60                | 50             |
|                  | TOTAL FUND REVENUES                | 25,222         | 31,020          | 20,026            | 35,060            | 25,550         |
|                  | <u>DEBT SERVICES</u>               |                |                 |                   |                   |                |
| 222-580-8100-612 | PRINCIPAL ON ADVANCES*             | 0              | 30,200          | 0                 | 34,000            | 23,000         |
|                  | TOTAL DEBT SERVICES                | 0              | 30,200          | 0                 | 34,000            | 23,000         |
|                  | <u>DEBT SERVICES</u>               |                |                 |                   |                   |                |
| 222-580-9210-622 | INTEREST DUE OTHER FUNDS           | 88             | 100             | 227               | 435               | 300            |
|                  | TOTAL DEBT SERVICES                | 88             | 100             | 227               | 435               | 300            |
|                  | TOTAL FUND EXPENDITURES            | 88             | 30,300          | 227               | 34,435            | 23,300         |
|                  | NET SURPLUS (FUND BALANCE APPLIED) | 25,134         | 720             | 19,799            | 625               | 2,250          |



**IMPACT FEE  
SPECIAL REVENUE FUND**

**PARKS, PLAYGROUNDS & OTHER  
RECREATIONAL FACILITIES**

**FUND 223**

# City of Oconomowoc

## Parks, Playgrounds, and Other Recreational Facilities

### Impact Fee Fund 223

### 2017 Budget

**Department Objective**

The Parks, Playgrounds, and Other Recreational Facilities impact fee was adopted by the Common Council to mitigate the financial impacts on current residents and taxpayers of these type of public facilities needed to support future development. Fees are charged to all new residential developments on a per dwelling unit basis. New commercial and industrial developments are not charged for this impact fee. This Special Revenue Fund is used to account for the revenue proceeds that are legally restricted for expenditure for this specific purpose.

**Department Goals and Initiatives for 2017**

- Fowler Lake Waterfront Phase 1: To continue developing the Village Green as a community gathering place and public park for special events and daily use in the downtown area. A year round public restroom and pavilion will be constructed and green space added.
- Fowler Lake Waterfront Phase 2: The boardwalk area from the Village Green to the boat launch will be improved to include shoreline work, pedestrian path, gazebo style feature, as well as storm water management. Design and scope will occur in 2015-2016 with construction/implementation to occur in 2017.
- NE Regional Park Acquisition: Purchase 40 acres of land as identified in the Parks & Open Space Plan.

**Major Changes From Prior Years**

- Internal Advance to Fund Projects: The money currently available in the Fund is expected to be depleted in 2017 with payment for the Fowler Lake Waterfront Phase 1 project. After all the fund balance is used, the rest of the project will be financed using an internal advance from the General Fund, which will be repaid as impact fee revenue is received.
- Impact Fee Study: During 2015 the City completed the impact fee study and adopted new rates. New rates will be phased in over 3 years, with the first increase in 2016.

**Budgeted Positions**

| Description             | 2014        | 2015        | 2016        | 2017        |
|-------------------------|-------------|-------------|-------------|-------------|
| Full-Time Employees/FTE | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |
| Part-Time Employees/FTE | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |
| Total Employees/FTE     | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |

**Department Outputs/Outcomes/Performance Measurements**

| <b>Description</b>  | <b>2014<br/>Actual</b> | <b>2015<br/>Actual</b> | <b>2016<br/>Budget</b> | <b>2017<br/>Budget</b> |
|---|------------------------|------------------------|------------------------|------------------------|
| Impact Fee Charge:  |                        |                        |                        |                        |
| Per Residential Dwelling Unit*  | \$1,310                | \$1,310                | \$1,957                | \$2,604                |
| Per Resident at Max Occupancy for Institutional*  | \$437                  | \$437                  | \$653                  | \$868                  |
| Fund Balance Remaining at End of Year   | \$547,125              | \$616,140              | (\$561,435)            | (\$2,269,660)          |
| Year Expected to be Spent   | 2014-2017              | 2014-2017              | 2016-2019              | 2016-2019              |
| * A different fee structure is in place if park land is dedicated as a condition of land subdivision. |                        |                        |                        |                        |

**CITY OF OCONOMOWOC  
2017 BUDGET  
PARKS, PLAYGROUNDS OTHER RECREATIONAL FACILITIES IMPACT FEE**

**REVENUES: Acct # 223**

|          |                                  |   |
|----------|----------------------------------|---|
|          | <b>Impact Fees</b>               |   |
| 405-5136 | <i>Impact Fee Revenue</i>        | Impact fees charged to new residential developments   |
|          | <b>Miscellaneous Revenue</b>     |   |
| 408-8110 | <i>Interest on Investments</i>   | Interest earned on temporary investments  |
| 408-8501 | <i>Donation</i>                  | Boardwalk – Greater Milwaukee Area Foundation \$200,000; Oconomowoc Area Foundation \$75,000  |
|          | <b>Other Financing Sources</b>   |   |
| 409-9120 | <i>Internal Advance Issuance</i> | Internal advance from the General Fund to finance the Fowler Lake Waterfront Phase 1; this account is used solely for budgeting purposes as the funds are an increase to an interfund payable |

**EXPENDITURES Acct # 223-507-7410**

|            |                                       |   |
|------------|---------------------------------------|---|
| <b>200</b> | <b>Purchased Services</b>             |   |
| 210        | <i>Outside/Prof Services (Non-IT)</i> |   |
| <b>800</b> | <b>Capital Outlay</b>                 |   |
| 820        | <i>Capital Improvements</i>           | NE Regional Park Acquisition \$1,600,000; Fowler Lake Waterfront Phase 1 (Village Green) \$1,000,000; Fowler Lake Waterfront Phase 2 (Boardwalk to Boat Launch) \$525,000 |

**CITY OF OCONOMOWOC**  
**2017 BUDGET**  
**PARKS, PLAYGRNDS AND OTHER FAC**

| ACCT NO          | ACCOUNT DESCRIPTION                | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET |
|------------------|------------------------------------|----------------|-----------------|-------------------|-------------------|----------------|
|                  | <u>IMPACT FEES</u>                 |                |                 |                   |                   |                |
| 223-405-5136-007 | IMPACT FEES                        | 67,872         | 82,000          | 90,733            | 140,000           | 252,400        |
|                  | TOTAL IMPACT FEES                  | 67,872         | 82,000          | 90,733            | 140,000           | 252,400        |
|                  | <u>MISCELLANEOUS REVENUE</u>       |                |                 |                   |                   |                |
| 223-408-8110-007 | INTEREST ON INVESTMENTS            | 1,650          | 350             | 1,635             | 3,200             | 1,000          |
| 223-408-8501-007 | DONATIONS - INDIVIDUALS/ORGS       | 0              | 200,000         | 0                 | 0                 | 275,000        |
|                  | TOTAL MISCELLANEOUS REVENUE        | 1,650          | 200,350         | 1,635             | 3,200             | 276,000        |
|                  | <u>OTHER FINANCING SOURCES</u>     |                |                 |                   |                   |                |
| 223-409-9120-000 | INTERNAL ADVANCE ISSUANCE*         | 0              | 790,000         | 0                 | 0                 | 2,142,600      |
|                  | TOTAL OTHER FINANCING SOURCES      | 0              | 790,000         | 0                 | 0                 | 2,142,600      |
|                  | TOTAL FUND REVENUES                | 69,522         | 1,072,350       | 92,368            | 143,200           | 2,671,000      |
|                  | <u>PURCHASED SERVICES</u>          |                |                 |                   |                   |                |
| 223-507-7410-210 | PARK FAC OUTSD SVCS NON-IT         | 507            | 0               | 0                 | 0                 | 0              |
|                  | TOTAL PURCHASED SERVICES           | 507            | 0               | 0                 | 0                 | 0              |
|                  | <u>CAPITAL OUTLAY</u>              |                |                 |                   |                   |                |
| 223-507-7410-820 | PARK FAC CAPITAL IMPRV             | 0              | 1,750,000       | 30,290            | 300,000           | 3,125,000      |
|                  | TOTAL CAPITAL OUTLAY               | 0              | 1,750,000       | 30,290            | 300,000           | 3,125,000      |
|                  | TOTAL FUND EXPENDITURES            | 507            | 1,750,000       | 30,290            | 300,000           | 3,125,000      |
|                  | NET SURPLUS (FUND BALANCE APPLIED) | 69,015         | ( 677,650)      | 62,078            | ( 156,800)        | ( 454,000)     |



# **DEBT SERVICE FUNDS**

## **Fund 300 – Debt Service**



# City of Oconomowoc

## Debt Service Funds

### 2017 Budget

|   | 2015<br>Actual | 2016<br>Budget | 2016<br>Estimate | 2017<br>Budget |
|---|----------------|----------------|------------------|----------------|
| Fund 300 - Debt Service                   |                |                |                  |                |
| Beginning Fund Balance                    | 33,690         | 35,832         | 45,477           | 47,228         |
| Revenues (excluding fund balance applied) | 57,026         | 47,764         | 49,514           | 697,985        |
| Property Tax                              | 1,279,035      | 1,271,767      | 1,271,767        | 1,264,829      |
| Expenditures                              | 1,324,274      | 1,319,531      | 1,319,530        | 1,962,814      |
| Revenue/(Net Cost)                        | 11,787         | -              | 1,751            | -              |
| Reduction of Interfund Payable            | -              | -              | -                | -              |
| Net Adjustment to Fund Balance            | 11,787         | -              | 1,751            | -              |
| Ending Fund Balance                       | 45,477         | 35,832         | 47,228           | 47,228         |



# **DEBT SERVICE**

## **FUND 300**



# City of Oconomowoc Debt Service Fund 300 2017 Budget

## Department Objective

The Debt Service Fund is used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest of all City operations, except for the Enterprise and Internal Service Funds. Debt service for those fund types are accounted for within the applicable funds.

## Department Goals and Initiatives for 2017

- None

## Major Changes From Prior Years

- None

## Budgeted Positions

| Description             | 2013        | 2014        | 2015        | 2016        |
|-------------------------|-------------|-------------|-------------|-------------|
| Full-Time Employees/FTE | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |
| Part-Time Employees/FTE | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |
| Total Employees/FTE     | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |

## Department Outputs/Outcomes/Performance Measurements

| Description   | 2014 Actual    | 2015 Actual    | 2016 Budget    | 2017 Budget    |
|---|----------------|----------------|----------------|----------------|
| External Debt Issued (include refinance)  |                |                |                |                |
| Number of Issuances   | 2              | 1              | -0-            | -0-            |
| Amount of Issuances   | \$1.2 million  | \$3.1 million  | \$ -0-         | \$ -0-         |
| General Obligation Outstanding Debt as of End of Year   | \$13.1 million | \$15.2 million | \$11.1 million | \$12.3 million |
| Percent of Legal Debt Limit Used  | 14%            | 16%            | 12%            | 14%            |
| *2015 issuance relates to refinancing of Electric Revenue Bonds with General Obligation Bonds |                |                |                |                |

**CITY OF OCONOMOWOC  
2017 BUDGET  
DEBT SERVICE FUND - REVENUES**

**REVENUES: Acct # 300**

| <b><i>Taxes</i></b>                   |                                   |   |
|---------------------------------------|-----------------------------------|---|
| 401-1110                              | <i>General Property Tax</i>       | General property tax levy necessary for general City debt principal and interest payments. An irrevocable tax levy for annual debt service was pledged in the resolutions authorizing each debt issue |
| <b><i>Miscellaneous Revenue</i></b>   |                                   |   |
| 408-8110                              | <i>Interest on Investments</i>    | Interest earned on temporary investments  |
| 408-8900                              | <i>Miscellaneous Revenue</i>      | Transfer from City Utilities for Wisconsin Retirement prior service liability   |
| <b><i>Other Financing Sources</i></b> |                                   |   |
| 409-9110                              | <i>Long Term Debt Issuance</i>    | Fire engine <span style="float: right;">\$650,000</span>  |
| 409-9243                              | <i>Transfer from General Fund</i> |   |

**CITY OF OCONOMOWOC**  
**2017 BUDGET**  
**DEBT SERVICE FUND - REVENUES**

| ACCT NO          | ACCOUNT DESCRIPTION            | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET |
|------------------|--------------------------------|----------------|-----------------|-------------------|-------------------|----------------|
|                  | <u>TAXES</u>                   |                |                 |                   |                   |                |
| 300-401-1110-000 | GENERAL PROPERTY TAXES         | 1,279,035      | 1,271,767       | 635,883           | 1,271,767         | 1,264,829      |
|                  | TOTAL TAXES                    | 1,279,035      | 1,271,767       | 635,883           | 1,271,767         | 1,264,829      |
|                  | <u>MISCELLANEOUS REVENUE</u>   |                |                 |                   |                   |                |
| 300-408-8110-000 | INTEREST ON INVESTMENTS        | 821            | 750             | 1,371             | 2,500             | 2,000          |
| 300-408-8900-000 | MISCELLANEOUS REVENUE          | 46,385         | 47,014          | 40,932            | 47,014            | 45,985         |
|                  | TOTAL MISCELLANEOUS REVENUE    | 47,206         | 47,764          | 42,303            | 49,514            | 47,985         |
|                  | <u>OTHER FINANCING SOURCES</u> |                |                 |                   |                   |                |
| 300-409-9110-000 | LONG TERM DEBT ISSUANCE        | 0              | 0               | 0                 | 0                 | 650,000        |
| 300-409-9243-000 | TRANSFER FROM GENERAL FUND     | 9,820          | 0               | 0                 | 0                 | 0              |
|                  | TOTAL OTHER FINANCING SOURCES  | 9,820          | 0               | 0                 | 0                 | 650,000        |
|                  | TOTAL FUND REVENUES            | 1,336,061      | 1,319,531       | 678,186           | 1,321,281         | 1,962,814      |

**CITY OF OCONOMOWOC  
2017 BUDGET  
DEBT SERVICE FUND - EXPENDITURES**

**EXPENDITURES Acct # 300**

| <b>600</b> | <b><i>Debt Services</i></b>           |  |           |
|------------|---------------------------------------|--|-----------|
| 611        | <i>Principal on Long Term Debt</i>    | General City debt principal paid by tax levy, utility charges, and TID revenue |           |
| 621        | <i>Interest on Long Term Debt</i>     | General City debt interest paid by tax levy                                    |           |
| 914        | <i>Oper Transfer to Cap Impr Fund</i> | Fire engine  | \$650,000 |

**CITY OF OCONOMOWOC  
2017 BUDGET**

**DEBT SERVICE FUND - EXPENDITURES**

| ACCT NO                            | ACCOUNT DESCRIPTION            | 2015<br>ACTUAL   | 2016<br>ADOPTED  | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET   |
|------------------------------------|--------------------------------|------------------|------------------|-------------------|-------------------|------------------|
| <u>DEBT EXPENSES</u>               |                                |                  |                  |                   |                   |                  |
| 300-580-8100-611                   | PRINCIPAL LT DEBT              | 994,816          | 1,004,816        | 1,004,816         | 1,004,816         | 1,019,816        |
| 300-580-8200-621                   | INTEREST ON LONG TERM DEBT     | 329,458          | 314,715          | 162,651           | 314,714           | 292,998          |
| 300-590-9232-914                   | OPER TRANSFER TO CAP IMPR FUND | 0                | 0                | 0                 | 0                 | 650,000          |
| TOTAL FUND EXPENDITURES            |                                | <u>1,324,274</u> | <u>1,319,531</u> | <u>1,167,467</u>  | <u>1,319,530</u>  | <u>1,962,814</u> |
| NET SURPLUS (FUND BALANCE APPLIED) |                                | <u>11,787</u>    | <u>0</u>         | <u>( 489,281)</u> | <u>1,751</u>      | <u>0</u>         |



## **CAPITAL PROJECTS FUNDS**

**Fund 404 – Tax Incremental District #4**

**Fund 408 – Capital Improvements**



# City of Oconomowoc Capital Projects Funds 2017 Budget

|   | 2015<br>Actual | 2016<br>Budget | 2016<br>Estimate | 2017<br>Budget |
|---|----------------|----------------|------------------|----------------|
| Fund 404 - Tax Incremental District #4                  |                |                |                  |                |
| Beginning Fund Balance                                  | (147,290)      | (405,960)      | (200,385)        | (648,456)      |
| Revenues (excluding fund balance applied)               | 108,691        | 269,700        | 643,988          | 613,377        |
| Expenditures  | 161,786        | 306,890        | 827,059          | 611,525        |
| Increase/(Decrease) in Fund Balance                     | (53,095)       | (37,190)       | (183,071)        | 1,852          |
| Ending Fund Balance                                     | (200,385)      | (443,150)      | (648,456)        | (901,604)      |
| Fund 408 - Capital Improvements                         |                |                |                  |                |
| Beginning Fund Balance                                  | 2,242,879      | 815,101        | 2,496,180        | 1,325,002      |
| Revenues (excluding property tax, fund balance applied) | 350,188        | 645,000        | 750,059          | 2,974,850      |
| Fund Balance Applied                                    | -              | -              | -                | -              |
| Property Tax  | 2,048,675      | 2,061,500      | 2,061,500        | 1,953,800      |
| Expenditures  | 2,145,562      | 2,706,500      | 3,982,737        | 4,928,650      |
| Increase/(Decrease) in Fund Balance                     | 253,301        | -              | (1,171,178)      | -              |
| Ending Fund Balance                                     | 2,496,180      | 815,101        | 1,325,002        | 1,325,002      |



**CAPITAL PROJECTS FUND**  
**TAX INCREMENTAL DISTRICT #4**  
**FUND 404**



# City of Oconomowoc

## Tax Incremental District #4 Fund 404

### 2017 Budget

#### Department Objective

This budget incorporates the expenditures and revenues generated by the Tax Incremental District (TID) No. 4, which was created in 2003 by action of the City Plan Commission and affirmed by the Common Council and Joint Review Board. The City has established the revitalization of the downtown and adjoining neighborhoods as a top priority and as a result of this effort the TID was created. The District was created under the authority of Wisconsin Statutes 66.1105 to finance public works improvements, provide incentives to the private sector to assist in the elimination of blighted conditions, and lastly to stimulate planned commercial, housing, and mixed-use development within the District. This new development will increase the tax base and provide additional employment opportunities.

#### Department Goals and Initiatives for 2017

- Collins Street Parking Lot Retaining Wall – repair or reconstruction of existing retaining wall and replacement of steps and railings in the parking lot area.

#### Major Changes From Prior Years

- Shared Parking Campus – The work on the shared parking campus with First Bank Financial Centre is expected to be completed in 2016.

#### Budgeted Positions

| Description             | 2014        | 2015        | 2016        | 2017        |
|-------------------------|-------------|-------------|-------------|-------------|
| Full-Time Employees/FTE | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |
| Part-Time Employees/FTE | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |
| Total Employees/FTE     | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |

#### Department Outputs/Outcomes/Performance Measurements

| Description                  | 2014 Actual   | 2015 Actual    | 2016 Budget    | 2017 Budget    |
|------------------------------|---------------|----------------|----------------|----------------|
| Year Required to Close       | 2030          | 2030           | 2030           | 2030           |
| Year Expected to Close       | 2029          | 2029           | 2029           | 2029           |
| Project Plan Costs Remaining | \$3.5 million | \$3.3 million  | \$2.7 million  | \$2.0 million  |
| Incremental Value            | \$5.3 million | \$14.3 million | \$14.3 million | \$19.5 million |

**CITY OF OCONOMOWOC  
2017 BUDGET  
TAX INCREMENTAL DISTRICT #4 - REVENUES**

**REVENUES: Acct # 404**

|          |                                       |   |
|----------|---------------------------------------|---|
|          | <b>Taxes</b>                          |   |
| 401-1110 | <i>Property Tax Increment</i>         | TID #4 Property Tax Increment   |
|          | <b>Intergovernmental Aid</b>          |   |
| 403-3443 | <i>State Aid - Computer Exemption</i> | State Payment to offset the property tax loss due to the exemption of business computers  |
|          | <b>Miscellaneous Revenue</b>          |   |
| 408-8110 | <i>Interest on Investments</i>        | Interest earned on temporary investments  |
| 408-8430 | <i>Purchasing Card Rebate</i>         |   |
|          | <b>Other Financing Sources</b>        |   |
| 409-9120 | <i>Internal Advance Issuance</i>      | Internal advance from the General Fund to finance TID projects; this account is used solely for budgeting purposes as the funds are an increase to an interfund payable |

**CITY OF OCONOMOWOC  
2017 BUDGET**

**TID #4 CAPITAL PROJECTS FUND - REVENUES**

| ACCT NO          | ACCOUNT DESCRIPTION            | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>PROPOSED |
|------------------|--------------------------------|----------------|-----------------|-------------------|-------------------|------------------|
|                  | <u>TAXES</u>                   |                |                 |                   |                   |                  |
| 404-401-1110-000 | PROPERTY TAX INCREMENT         | 96,034         | 255,000         | 129,911           | 259,822           | 340,877          |
|                  | TOTAL TAXES                    | 96,034         | 255,000         | 129,911           | 259,822           | 340,877          |
|                  | <u>INTERGOVERNMENTAL AID</u>   |                |                 |                   |                   |                  |
| 404-403-3443-000 | STATE AID - COMPUTER EXEMPTION | 11,849         | 14,000          | 3,479             | 17,866            | 17,000           |
|                  | TOTAL INTERGOVERNMENTAL AID    | 11,849         | 14,000          | 3,479             | 17,866            | 17,000           |
|                  | <u>MISCELLANEOUS REVENUE</u>   |                |                 |                   |                   |                  |
| 404-408-8110-000 | INTEREST ON INVESTMENTS        | 806            | 700             | 718               | 1,300             | 500              |
| 404-408-8430-000 | PURCHASING CARD REBATE         | 2              | 0               | 0                 | 0                 | 0                |
|                  | TOTAL MISCELLANEOUS REVENUE    | 808            | 700             | 718               | 1,300             | 500              |
|                  | <u>OTHER FINANCING SOURCES</u> |                |                 |                   |                   |                  |
| 404-409-9120-000 | INTERNAL ADVANCE ISSUANCE*     | 0              | 0               | 0                 | 365,000           | 255,000          |
|                  | TOTAL OTHER FINANCING SOURCES  | 0              | 0               | 0                 | 365,000           | 255,000          |
|                  | TOTAL FUND REVENUES            | 108,691        | 269,700         | 134,108           | 643,988           | 613,377          |

**CITY OF OCONOMOWOC  
2017 BUDGET  
TAX INCREMENTAL DISTRICT #4 - EXPENDITURES**

**EXPENDITURES Acct # 207-507-7410**

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|  |   |
|--|---|
|  |   |
|  | <i>City Administrator</i>   |
|  | <i>Legal</i>  |
|  | <i>General Accounting</i> Annual TID fee to the Department of Revenue   |
|  | <i>Parking Lot Reconstruction</i> Reconstruction/repair of Collins Street parking lot retaining wall, steps and railings. |
|  | <i>Tourism &amp; Economic Development</i>   |
|  | <i>Tourism/Econ Dev Capital</i>   |
|  | <i>Principal on Advances</i>  |
|  | <i>Interest on Advances</i> Interest on funds borrowed internally   |

**CITY OF OCONOMOWOC  
2017 BUDGET**

**TID #4 CAPITAL PROJECTS FUND - EXPENDITURES**

| ACCOUNT DESCRIPTION                       | 2015<br>ACTUAL   | 2016<br>ADOPTED  | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>PROPOSED |
|---|------------------|------------------|-------------------|-------------------|------------------|
| CITY ADMINISTRATOR                        | 7,972            | 0                | 4,028             | 8,743             | 0                |
| LEGAL                                     | 5,558            | 0                | 2,556             | 3,076             | 0                |
| GENERAL ACCOUNTING                        | 13,568           | 150              | 6,586             | 14,226            | 150              |
| PARKING LOT RECONSTRUCTION                | 0                | 300,000          | 78,922            | 471,060           | 600,000          |
| TOURISM & ECONOMIC DEVELOPMENT            | 16,556           | 0                | 6,111             | 13,304            | 0                |
| TOURISM/ECON DEV CAPITAL                  | 111,395          | 0                | 7,214             | 209,910           | 0                |
| PRINCIPAL ON ADVANCES*                    | 0                | 0                | 0                 | 100,000           | 0                |
| INTEREST ON ADVANCES                      | 6,738            | 6,740            | 2,931             | 6,740             | 11,375           |
| <b>TOTAL FUND EXPENDITURES</b>            | <b>161,787</b>   | <b>306,890</b>   | <b>108,348</b>    | <b>827,059</b>    | <b>611,525</b>   |
| <b>NET SURPLUS (FUND BALANCE APPLIED)</b> | <b>( 53,096)</b> | <b>( 37,190)</b> | <b>25,760</b>     | <b>( 183,071)</b> | <b>1,852</b>     |



**CAPITAL PROJECTS FUND**

**CAPITAL IMPROVEMENTS**

**FUND 408**



# City of Oconomowoc Capital Improvements Fund 408 2017 Budget

## Department Objective

This fund is used to account for the accumulation of resources for the acquisition of capital improvements and equipment included in the City's Five-Year Long Term Financial Plan (LTFP). This includes the accumulation of funds in order to reduce the amount of future debt issuance. Revenues typically include proceeds of long-term debt, property tax levy, transfers from other governmental funds, and interest on temporary investments.

## Department Goals and Initiatives for 2017

- New Fire Engine: Purchase of new fire engine to be funded through internal debt issuance.
- Street Projects: In order to keep pace with the deterioration rate, the City tries to invest at least \$1,000,000 for street reconstruction and resurfacing projects. Determination of the streets to be worked on is based on a 1 to 10 point rating system. The rated value of the streets is reviewed every two years. Also during 2017, the Pedestrian Parkway on Highway 67 will be completed in conjunction with the highway 67 DOT project.
- Parking Lot: Reconstruction of the north parking lot will occur in 2017.
- Library Remodeling: The library will begin remodeling and reworking the ground in 2017. Replacing the boiler, updating the landscaping and grounds, installing an irrigation system, and sidewalk replacements are the initial updates scheduled.
- Park Improvements: Blain Street park equipment is being replaced in 2017.
- Fowler Park and Lake: Improvements will begin in Fowler Park with reconstruction of the tennis courts and the shoreline of Fowler Lake is being rebuilt.

## Major Changes From Prior Years

- none

## Budgeted Positions

| Description             | 2013        | 2014        | 2015        | 2016        |
|-------------------------|-------------|-------------|-------------|-------------|
| Full-Time Employees/FTE | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |
| Part-Time Employees/FTE | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |
| Total Employees/FTE     | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |

## Department Outputs/Outcomes/Performance Measurements

| Description                     | 2014 Actual                                   | 2015 Actual | 2016 Budget | 2017 Budget             |
|---------------------------------|---|-------------|-------------|-------------------------|
| # of Projects Supported by Debt | 1<br>Street<br>Projects<br>Phase 4<br>(final) | -0-         | -0-         | 1<br>New Fire<br>Engine |

**CITY OF OCONOMOWOC  
2017 BUDGET  
CAPITAL IMPROVEMENTS - REVENUES**

**REVENUES: Acct # 408**

|              |  |  |
|--------------|--|--|
|              | <b>Taxes</b>                           |  |
| 401-1110-000 | <i>General Property Taxes</i>          | 2016 tax levy collected in 2017  |
|              | <b>Intergovernmental Revenues</b>      |  |
| 403-3622-005 | <i>State Aid - DPW</i>                 | Grant for Pedestrian Parkway   |
|              | <b>Miscellaneous Revenue</b>           |  |
| 408-8110-001 | <i>Interest on Investments</i>         | Interest earned on temporary investments   |
| 408-8110-003 | <i>Sale of City Property</i>           | Sale of 3 squad vehicles (one Tahoe transferred to other dept)   |
| 408-8430-000 | <i>Purchasing Card Rebate</i>          | Rebate earned on purchasing card payments  |
| 408-8900-007 | <i>Miscellaneous Revenue</i>           |  |
|              | <b>Other Financing Sources</b>         |  |
| 409-9243-003 | <i>Transfer from General Fund</i>      |  |
| 409-9243-005 | <i>Transfer from General Fund</i>      | General Fund fund balance reserves used for the Pedestrian Parkway \$150,000 and Reconstruction of the North Parking Lot \$835,850 |
| 409-9243-007 | <i>Transfer from General Fund</i>      | General Fund fund balance reserves used for section 3 of the Fowler Lake Shoreline \$250,000                                       |
| 409-9300-000 | <i>Operating Transfer in - Dbt Svc</i> | Fire engine \$650,000  |

# CITY OF OCONOMOWOC

## 2017 BUDGET

### CAPITAL IMPROVEMENTS FUND - REVENUES

| ACCT NO          | ACCOUNT DESCRIPTION            | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET |
|------------------|--------------------------------|----------------|-----------------|-------------------|-------------------|----------------|
|                  | <u>TAXES</u>                   |                |                 |                   |                   |                |
| 408-401-1110-000 | GENERAL PROPERTY TAXES         | 2,048,675      | 2,061,500       | 1,030,750         | 2,061,500         | 1,953,800      |
|                  | TOTAL TAXES                    | 2,048,675      | 2,061,500       | 1,030,750         | 2,061,500         | 1,953,800      |
|                  | <u>INTERGOVERNMENTAL AID</u>   |                |                 |                   |                   |                |
| 408-403-3622-005 | STATE AID - DPW                | 0              | 0               | 99,356            | 99,356            | 1,070,000      |
|                  | TOTAL INTERGOVERNMENTAL AID    | 0              | 0               | 99,356            | 99,356            | 1,070,000      |
|                  | <u>MISCELLANEOUS REVENUE</u>   |                |                 |                   |                   |                |
| 408-408-8110-001 | INTEREST ON INVESTMENTS        | 10,557         | 5,000           | 10,703            | 10,703            | 0              |
| 408-408-8310-003 | SALE OF CITY PROPERTY          | 0              | 0               | 0                 | 0                 | 19,000         |
| 408-408-8430-000 | PURCHASING CARD REBATE         | 6,770          | 5,000           | 1,878             | 5,000             | 0              |
| 408-408-8900-007 | MISC REVENUE                   | 0              | 150,000         | 0                 | 150,000           | 0              |
|                  | TOTAL MISCELLANEOUS REVENUE    | 17,327         | 160,000         | 12,581            | 165,703           | 19,000         |
|                  | <u>OTHER FINANCING SOURCES</u> |                |                 |                   |                   |                |
| 408-409-9243-003 | TRANSFER FROM GENERAL FUND     | 7,861          | 0               | 0                 | 0                 | 0              |
| 408-409-9243-005 | TRANSFER FROM GENERAL FUND     | 325,000        | 130,000         | 0                 | 130,000           | 985,850        |
| 408-409-9243-007 | TRANSFER FROM GENERAL FUND     | 0              | 355,000         | 0                 | 355,000           | 250,000        |
| 408-409-9300-000 | OPERATING TRANSFER IN- DBT SVC | 0              | 0               | 0                 | 0                 | 650,000        |
|                  | TOTAL OTHER FINANCING SOURCES  | 332,861        | 485,000         | 0                 | 485,000           | 1,885,850      |
|                  | TOTAL FUND REVENUES            | 2,398,863      | 2,706,500       | 1,142,687         | 2,811,559         | 4,928,650      |

**CITY OF OCONOMOWOC  
2017 BUDGET  
CAPITAL IMPROVEMENTS - EXPENDITURES**

**EXPENDITURES Acct # 408**

| <b>800</b>               | <b>Capital Outlay</b>                        |                                       |             |
|--------------------------|--|---------------------------------------|-------------|
| <b>Police Department</b> |  |                                       |             |
| 503-3100-822             | <i>Police Admin Capital Buildings</i>        |                                       |             |
| 503-3200-810             | <i>Dispatch Capital Equipment</i>            |                                       |             |
| 503-3300-810             | <i>Police Operations Capital Equipment</i>   | Court interface system                |             |
| 503-3300-811             | <i>Police Operations Capital Vehicles</i>    | Replacement of squad cars             |             |
| <b>Fire Department</b>   |  |                                       |             |
| 504-4200-810             | <i>Suppress and Hydrant Capital Equip</i>    | Software and mobile computers         |             |
| 504-4200-811             | <i>Suppress and Hydrant Capital Vehicles</i> | Fire engine                           |             |
| 504-4600-822             | <i>Station #1 Capital Buildings</i>          | Furnace                               | \$6,600     |
|                          |  | Driveway and parking lot              | \$20,000    |
| 504-4700-822             | <i>Station #2 Capital Buildings</i>          |                                       |             |
| <b>Public Works</b>      |  |                                       |             |
| 505-5210-810             | <i>Municipal Garage Capital Equipment</i>    | Air compressor                        | \$11,500    |
| 505-5210-811             | <i>Municipal Garage Capital Vehicles</i>     |                                       |             |
| 505-5210-820             | <i>Municipal Garage Capital Improv</i>       |                                       |             |
| 505-5210-822             | <i>Municipal Garage Capital Buildings</i>    |                                       |             |
| 505-5230-810             | <i>Gasoline Purchases Capital Equip</i>      |                                       |             |
| 505-5300-210             | <i>Street Constuction Prof SVCS (Non-IT)</i> |                                       |             |
| 505-5300-311             | <i>Street Construction Postage</i>           |                                       |             |
| 505-5300-324             | <i>Street Con Licenses and Permits</i>       |                                       |             |
| 505-5300-820             | <i>Street Construction Capital Improv</i>    | Street Maintenance program            | \$1,050,000 |
|                          |  | Pedestrian Parkway                    | \$1,220,000 |
| 505-5320-811             | <i>Street Cleaning Capital Vehicles</i>      |                                       |             |
| 505-5325-811             | <i>Snow and Ice Removal Cap. Vehicles</i>    | Dump truck with plow and wing, sander |             |
| 505-5330-820             | <i>Street Signs Capital Improv</i>           |                                       |             |
| 505-5350-210             | <i>Storm Sewer Prof Services (Non-IT)</i>    |                                       |             |
| 505-5350-820             | <i>Storm Sewer Capital Improv</i>            |                                       |             |
| 505-5355-820             | <i>Parking Lots Capital Improv</i>           | Reconstruction of north parking lot   |             |
| 505-5410-820             | <i>Dam Maintenance Capital Improv</i>        |                                       |             |
| 505-5420-720             | <i>Lakes Donations</i>                       |                                       |             |
| 505-5510-820             | <i>City Buildings Capital Improv</i>         | Carpet/tile                           | \$40,000    |
|                          |  | HVAC improvement                      | \$45,000    |
|                          |  | Remodel/furniture                     | \$70,000    |
| 505-5700-810             | <i>Cemetery Capital Equipment</i>            |                                       |             |
| <b>Library</b>           |  |                                       |             |
| 506-6100-820             | <i>Library Capital Improvements</i>          | Grounds update & irrigation           | \$17,000    |
|                          |  | Sidewalk                              | \$50,000    |
| 506-6100-822             | <i>Library Capital Buildings</i>             | Boiler                                |             |

# CITY OF OCONOMOWOC

## 2017 BUDGET

### CAPITAL IMPROVEMENTS FUND - EXPENDITURES

| ACCT NO                  | ACCOUNT DESCRIPTION            | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET |
|--------------------------|--------------------------------|----------------|-----------------|-------------------|-------------------|----------------|
| <u>POLICE DEPARTMENT</u> |                                |                |                 |                   |                   |                |
| 408-503-3100-822         | POLICE ADMIN CAPITAL BLDGS     | 0              | 32,000          | 0                 | 32,000            | 0              |
| 408-503-3200-810         | DISPATCH CAPITAL EQUIP         | 525            | 0               | 11,516            | 23,517            | 0              |
| 408-503-3300-810         | POLICE OPS CAPITAL EQUIP       | 81,446         | 0               | 0                 | 2,216             | 4,800          |
| 408-503-3300-811         | POLICE OPS CAPITAL VEH         | 91,927         | 98,000          | 75,234            | 98,000            | 113,400        |
| TOTAL POLICE DEPARTMENT  |                                | 173,898        | 130,000         | 86,750            | 155,733           | 118,200        |
| <u>FIRE DEPARTMENT</u>   |                                |                |                 |                   |                   |                |
| 408-504-4200-810         | SUPP/HYDRNT CAPITAL EQUIP      | 0              | 0               | 0                 | 0                 | 14,500         |
| 408-504-4200-811         | SUPP/HYDRNT CAPITAL VEH        | 0              | 50,000          | 224,617           | 274,617           | 650,000        |
| 408-504-4600-822         | FIRE STATION #1 CAPITAL BLDGS  | 16,174         | 0               | 25,540            | 25,540            | 26,600         |
| 408-504-4700-822         | FIRE STATION #2 CAPITAL BLDGS  | 0              | 20,000          | 18,780            | 20,000            | 0              |
| TOTAL FIRE DEPARTMENT    |                                | 16,174         | 70,000          | 268,937           | 320,157           | 691,100        |
| <u>PUBLIC WORKS</u>      |                                |                |                 |                   |                   |                |
| 408-505-5210-810         | MUNI GARAGE CAPITAL EQUIP      | 0              | 0               | 0                 | 0                 | 11,500         |
| 408-505-5210-811         | MUNI GARAGE CAPITAL VEH        | 33,533         | 10,000          | 0                 | 10,000            | 0              |
| 408-505-5210-820         | MUNI GARAGE CAPITAL IMPRV      | 0              | 0               | 0                 | 60,000            | 0              |
| 408-505-5210-822         | MUNI GARAGE CAPITAL BLDGS      | 0              | 130,000         | 0                 | 130,000           | 0              |
| 408-505-5230-810         | GAS PURCHASES CAPITAL EQUIP    | 0              | 25,000          | 22,630            | 25,000            | 0              |
| 408-505-5300-210         | STREET CONST OUTSD SVCS NON-IT | 96,165         | 0               | 2,482             | 2,482             | 0              |
| 408-505-5300-311         | STREET CONST POSTAGE           | 20             | 0               | 16                | 16                | 0              |
| 408-505-5300-324         | STREET CONST LIC/PERMIT        | 0              | 0               | 287               | 0                 | 0              |
| 408-505-5300-820         | STREET CONST CAPITAL IMPRV     | 1,070,515      | 1,055,000       | 169               | 1,121,437         | 2,270,000      |
| 408-505-5320-811         | STREET CLEANING CAPITAL VEH    | 0              | 290,000         | 0                 | 290,000           | 0              |
| 408-505-5325-811         | SNOW&ICE REMVL CAPITAL VEH     | 0              | 151,000         | 181,977           | 310,877           | 200,000        |
| 408-505-5330-820         | STREET SIGNS CAPITAL IMPRV     | 19,410         | 20,000          | 0                 | 20,000            | 0              |
| 408-505-5350-210         | STORM SEWER OUTSD SVCS NON-IT  | 146,240        | 0               | 3,314             | 3,314             | 0              |
| 408-505-5350-820         | STORM SEWER CAPITAL IMPRV      | 146,855        | 75,000          | 0                 | 0                 | 0              |
| 408-505-5355-820         | PARKING LOTS CAPITAL IMPRV     | 0              | 0               | 0                 | 0                 | 835,850        |
| 408-505-5410-820         | DAM MAINT CAPITAL IMPRV        | 12,326         | 0               | 251,402           | 525,000           | 0              |
| 408-505-5420-720         | LAKES DONATIONS                | 5,608          | 0               | 0                 | 0                 | 0              |
| 408-505-5510-820         | CITY BLDGS CAPITAL IMPRV       | 97,510         | 0               | 32,028            | 131,761           | 155,000        |
| 408-505-5700-810         | CEMETERY CAPITAL EQUIP         | 13,725         | 0               | 0                 | 0                 | 0              |
| TOTAL PUBLIC WORKS       |                                | 1,641,907      | 1,756,000       | 494,305           | 2,629,887         | 3,472,350      |
| <u>LIBRARY</u>           |                                |                |                 |                   |                   |                |
| 408-506-6100-820         | LIBRARY CAPITAL IMPRV          | 0              | 26,000          | 0                 | 26,000            | 67,000         |
| 408-506-6100-822         | LIBRARY CAPITAL BLDGS          | 0              | 12,000          | 6,250             | 12,000            | 70,000         |
| TOTAL LIBRARY            |                                | 0              | 38,000          | 6,250             | 38,000            | 137,000        |

**CITY OF OCONOMOWOC  
2017 BUDGET  
CAPITAL IMPROVEMENTS - EXPENDITURES**

**EXPENDITURES Acct # 408**

| <b><i>Parks, Recreation, &amp; Forestry</i></b> |  |                             |           |
|---|--|-----------------------------|-----------|
| 507-7100-810                                    | <i>Recreation Admin Capital Equipment</i>        |                             |           |
| 507-7100-820                                    | <i>Recreation Admin Capital Improv</i>           |                             |           |
| 507-7210-810                                    | <i>Community Center Capital Equip</i>            |                             |           |
| 507-7210-820                                    | <i>Community Center Capital Improv</i>           |                             |           |
| 507-7210-822                                    | <i>Community Center Capital Buildings</i>        |                             |           |
| 507-7340-820                                    | <i>Waterfront Capital Improvements</i>           |                             |           |
| 507-7410-210                                    | <i>Parks &amp; Playgrounds Prof SVCS (Non-i</i>  |                             |           |
| 507-7410-810                                    | <i>Parks &amp; Playgrounds Capital Equip</i>     | Blain street park equipment | \$35,000  |
|   |  | Polar Trac                  | \$50,000  |
| 507-7410-811                                    | <i>Parks &amp; Playgrounds Capital Vehicles</i>  |                             |           |
| 507-7410-820                                    | <i>Parks &amp; Playgrounds Capital Improv</i>    | Tennis Courts Fowler        | \$100,000 |
|   |  | Fowler Shoreline            | \$250,000 |
| 507-7410-822                                    | <i>Parks &amp; Playgrounds Capital Buildings</i> |                             |           |
| 507-7610-820                                    | <i>Tree &amp; Brush Capital Improv</i>           | Tree replacement            |           |
| <b>900</b>                                      | <b><i>Other Financing Uses</i></b>               |                             |           |
| 590-9235-913                                    | <i>Transfer to General Fund</i>                  | Adaptive management system  |           |

# CITY OF OCONOMOWOC

## 2017 BUDGET

### CAPITAL IMPROVEMENTS FUND - EXPENDITURES

| ACCT NO                                 | ACCOUNT DESCRIPTION            | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET |
|---|--------------------------------|----------------|-----------------|-------------------|-------------------|----------------|
| <u>PARKS, RECREATION &amp; FORESTRY</u> |                                |                |                 |                   |                   |                |
| 408-507-7100-810                        | REC ADMIN CAPITAL EQUIP        | 0              | 45,000          | 0                 | 45,000            | 0              |
| 408-507-7100-820                        | REC ADMIN CAPITAL IMPRV        | 0              | 25,000          | 0                 | 25,000            | 0              |
| 408-507-7210-810                        | COMM CENTER CAPITAL EQUIP      | 0              | 20,000          | 15,363            | 20,000            | 0              |
| 408-507-7210-820                        | COMM CENTER CAPITAL IMPRV      | 92,141         | 0               | 11,737            | 13,850            | 0              |
| 408-507-7210-822                        | COMM CENTER CAPITAL BLDGS      | 12,485         | 0               | 43,900            | 48,500            | 0              |
| 408-507-7340-820                        | WATERFRONT CAPITAL IMPRV       | 0              | 305,000         | 0                 | 305,000           | 0              |
| 408-507-7410-210                        | PARKS/PLAYGR OUTSD SVCS NON-IT | 0              | 0               | 0                 | 10,000            | 0              |
| 408-507-7410-810                        | PARKS/PLAYGR CAPITAL EQUIP     | 201,660        | 30,000          | 27,099            | 30,000            | 85,000         |
| 408-507-7410-811                        | PARKS/PLAYGR CAPITAL VEH       | 0              | 37,500          | 0                 | 37,500            | 0              |
| 408-507-7410-820                        | PARKS/PLAYGR CAPITAL IMPRV     | 7,297          | 30,000          | 30,000            | 30,000            | 350,000        |
| 408-507-7410-822                        | PARKS/PLAYGR CAPITAL BLDGS     | 0              | 200,000         | 0                 | 200,000           | 0              |
| 408-507-7610-820                        | TREE&BRUSH CAPITAL IMPRV       | 0              | 20,000          | 0                 | 20,000            | 0              |
| TOTAL PARKS, RECREATION & FORE          |                                | 313,583        | 712,500         | 128,099           | 784,850           | 435,000        |
| <u>OTHER FINANCING USES</u>             |                                |                |                 |                   |                   |                |
| 408-590-9235-913                        | TRANSFER TO WATERSHED FUND     | 0              | 0               | 19,325            | 54,110            | 75,000         |
| TOTAL OTHER FINANCING USES              |                                | 0              | 0               | 19,325            | 54,110            | 75,000         |
| TOTAL FUND EXPENDITURES                 |                                | 2,145,562      | 2,706,500       | 1,003,666         | 3,982,737         | 4,928,650      |
| NET SURPLUS (FUND BALANCE APPL          |                                | 253,301        | 0               | 139,021           | ( 1,171,178)      | 0              |



## **INTERNAL SERVICE FUNDS**

**Fund 700 – Technology**

**Fund 720 – Risk Management/Insurance**

**Fund 730 – Fleet Maintenance**



# City of Oconomowoc Internal Service Funds 2017 Budget

|   | 2015<br>Actual | 2016<br>Budget | 2016<br>Estimate | 2017<br>Budget |
|---|----------------|----------------|------------------|----------------|
| Fund 700 - Technology                     |                |                |                  |                |
| Beginning Fund Balance                    | 379,574        | 360,221        | 452,156          | 495,363        |
| Revenues (excluding fund balance applied) | 508,892        | 626,530        | 627,397          | 693,780        |
| Expenditures                              | 436,310        | 626,437        | 584,190          | 693,883        |
| Revenue/(Net Cost)                        | 72,582         | 93             | 43,207           | (103)          |
| Ending Fund Balance                       | 452,156        | 360,314        | 495,363          | 495,260        |
| Fund 720 - Risk Management/Insurance      |                |                |                  |                |
| Beginning Fund Balance                    | 213,137        | 216,253        | 213,764          | 244,973        |
| Revenues (excluding fund balance applied) | 569,985        | 569,815        | 598,254          | 533,790        |
| Expenditures                              | 569,358        | 594,899        | 567,046          | 533,138        |
| Revenue/(Net Cost)                        | 627            | (25,084)       | 31,209           | 652            |
| Ending Fund Balance                       | 213,764        | 191,169        | 244,973          | 245,624        |
| Fund 730 - Fleet Maintenance              |                |                |                  |                |
| Beginning Fund Balance                    | 123,809        | 224,456        | 344,612          | 343,777        |
| Revenues (excluding fund balance applied) | 599,650        | 521,860        | 522,960          | 465,020        |
| Expenditures                              | 378,847        | 521,481        | 523,795          | 465,254        |
| Revenue/(Net Cost)                        | 220,803        | 379            | (835)            | (234)          |
| Ending Fund Balance                       | 344,612        | 224,835        | 343,777          | 343,543        |



**City of Oconomowoc**  
**2017 Budget**  
**Internal Service Funds - Cash Flow Summary**

|   | <b>2015<br/>Actual</b> | <b>2016<br/>Budget</b> | <b>2016<br/>Estimate</b> | <b>2017<br/>Budget</b> |
|---|------------------------|------------------------|--------------------------|------------------------|
| <b>Fund 700 - Technology</b>                |                        |                        |                          |                        |
| Beginning Cash Balance                      | 330,732                | 341,889                | 384,935                  | 306,848                |
| Revenue/(Net Cost)                          | 72,582                 | 93                     | 43,207                   | (103)                  |
| Less: Capital Purchases                     | (38,048)               | (180,000)              | (180,000)                | (135,000)              |
| Addback: Depreciation                       | 29,551                 | 85,506                 | 62,106                   | 104,453                |
| Change in accounts receivable               | 1,240                  | -                      | -                        | -                      |
| Change in inventories and prepaid items     | (5,986)                | -                      | -                        | -                      |
| Change in accounts payable                  | (1,993)                | -                      | -                        | -                      |
| Change in accrued payroll                   | 258                    | -                      | -                        | -                      |
| Debt payment                                | (3,399)                | (3,400)                | (3,400)                  | (3,400)                |
| Net Change in Cash                          | <u>54,203</u>          | <u>(97,800)</u>        | <u>(78,087)</u>          | <u>(34,050)</u>        |
| Ending Cash Balance                         | <u>384,935</u>         | <u>244,089</u>         | <u>306,848</u>           | <u>272,799</u>         |
| <b>Fund 720 - Risk Management/Insurance</b> |                        |                        |                          |                        |
| Beginning Cash Balance                      | 204,501                | 241,171                | 205,950                  | 237,158                |
| Revenue/(Net Cost)                          | 627                    | (25,084)               | 31,209                   | 652                    |
| Change in accounts receivable               | -                      | -                      | -                        | -                      |
| Change in inventories and prepaid items     | -                      | -                      | -                        | -                      |
| Change in accounts payable                  | 773                    | -                      | -                        | -                      |
| Change in accrued payroll                   | 49                     | -                      | -                        | -                      |
| Net Change in Cash                          | <u>1,449</u>           | <u>(25,084)</u>        | <u>31,209</u>            | <u>652</u>             |
| Ending Cash Balance                         | <u>205,950</u>         | <u>216,088</u>         | <u>237,158</u>           | <u>237,811</u>         |
| <b>Fund 730 - Fleet Maintenance</b>         |                        |                        |                          |                        |
| Beginning Cash Balance                      | 128,367                | 121,364                | 355,922                  | 355,087                |
| Revenue/(Net Cost)                          | 220,803                | 379                    | (835)                    | (234)                  |
| Change in accounts receivable               | 128                    | -                      | -                        | -                      |
| Change in accounts payable                  | 5,048                  | -                      | -                        | -                      |
| Change in accrued payroll                   | 1,576                  | -                      | -                        | -                      |
| Net Change in Cash                          | <u>227,555</u>         | <u>379</u>             | <u>(835)</u>             | <u>(234)</u>           |
| Ending Cash Balance                         | <u>355,922</u>         | <u>121,743</u>         | <u>355,087</u>           | <u>354,853</u>         |



**INTERNAL SERVICE FUND**

**TECHNOLOGY**

**FUND 700**

# City of Oconomowoc Technology Fund 700 2017 Budget

## Department Objective

The Technology Internal Service Fund (previously known as Data Processing Fund) is used to account for the financing of the costs of providing technology services to other City funds and departments. The main purpose of an internal service fund is cost-reimbursement. The concept of "cost" includes the exhaustion of fixed assets, or depreciation expense. The revenue of this fund represents the recovery of all of its costs through user charges to the departments that use the technology system. The revenues of the Technology Fund are shown as technology expenditures in the budgets of the operating departments.

Purchases of computer hardware and software, costing \$5,000 or more, are recorded as fixed assets rather than capital outlay expenditures at the time of acquisition. The costs of the fixed assets are recovered through depreciation expense charges over the estimated useful life of the assets.

## Department Goals and Initiatives for 2017

- Equipment Replacements: Included in the 2017 budget are the lifecycle replacement of various critical equipment pieces including the accounting system server, SAN & NAS replacements and purchase of backup SAN for redundancy.
- GIS System Upgrade – The City's Geographical Information System (GIS) will be upgraded. This project will be led by DPW, but is budgeted for within the technology department.

## Major Changes From Prior Years

- Document/Workflow Management – The City acquired a new document and workflow management system in 2016. This project is a major undertaking and includes the evaluation of current city processes. We are evaluating how best to enable department collaboration, sharing of information and retrieval of information using this system as a tool. This project began in 2016 but is expected to have continual implementation through time.
- Phone System: During 2015 and 2016 worked to implement a city wide phone system replacement, including rewiring of all city buildings to create a more reliable system. The phone system is expected to be selected and in process of installation by the end of 2016 with cutover in the first part of 2017.
- Fiber Internet: In 2016 the City will transition from copper based internet service to fiber internet. This will provide greater reliability of services at faster speeds.

## Budgeted Positions

| Description             | 2014        | 2015        | 2016        | 2017        |
|-------------------------|-------------|-------------|-------------|-------------|
| Full-Time Employees/FTE | 0.00 / 0.00 | 0.00 / 0.00 | 1.00 / 0.50 | 1.00 / 1.00 |
| Part-Time Employees/FTE | 1.00 / 0.29 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |
| Total Employees/FTE     | 1.00 / 0.29 | 0.00 / 0.00 | 1.00 / 0.50 | 1.00 / 1.00 |

### Changes from 2014 to 2015:

- Part-time technology internship position has not been filled since 2011 and was removed from the budget.

### Changes from 2015 to 2016:

- Addition of one full time technology position beginning July 2016.

### Changes from 2016 to 2017:

- Change in FTE due to full time technology position budgeted for the full year.

## Department Outputs/Outcomes/Performance Measurements

| Description                    | 2014 Actual | 2015 Actual | 2016 Budget | 2017 Budget |
|--------------------------------|-------------|-------------|-------------|-------------|
| Number of computers supported  | 96          | 103         | 101         | 103         |
| Number of computers deployed   | 33          | 32          | 18          | 21          |
| Number of toughbooks supported | 16          | 18          | 17          | 19          |
| Number of toughbooks deployed  | 3           | 4           | 4           | 2           |
| Number of toughpads supported  | 3           | 3           | 3           | 3           |
| Number of toughpads deployed   | 0           | 0           | 0           | 0           |
| Number of laptops supported    | 15          | 18          | 16          | 19          |
| Number of laptops deployed     | 9           | 9           | 2           | 3           |
| Number of iPads supported      | 14          | 16          | 24          | 25          |
| Number of iPads deployed       | 5           | 3           | 16*         | 4           |
| Number of projectors supported | 8           | 8           | 8           | 8           |
| Number of projectors deployed  | 1           | 1           | 1           | 1           |
| Number of servers supported    | 6           | 6           | 6           | 6           |
| Smart phones supported         | 4           | 9           | 6           | 9           |
| Number of email accountholders | 118         | 129         | 130         | 130         |

\* 2016 budget included deployment of ipads for aldermen.



**CITY OF OCONOMOWOC  
2017 BUDGET  
TECHNOLOGY - CAPITAL PROJECTIONS**

| <u>AMOUNT</u>    | <u>TITLE &amp; DESCRIPTION</u>  |
|------------------|---|
| \$15,000         | <b>Replace Clarity Server</b><br>Replacement of the server that houses the City's accounting, payroll and utility billing software, Clarity. In addition the server hosts the online web access to the financial software data for departments.   |
| \$85,000         | <b>City SAN and NAS Replacement</b><br>Replacement of the City's SAN (Storage Area Network) which is used to host the City's server images (virtual servers) and provides City the ability to move a server from one host to another. This provides performance scalability. The NAS (Network Attached Storage) is a backup repository for archived virtual images housed on the City's SANs. |
| \$35,000         | <b>Redundant SAN</b><br>The City's SAN (Storage Area Network) is used to host the City's server images (virtual servers) and provides the City the ability to move a server from one host to another. This backup SAN provides the City redundancy to protect against data loss.  |
| <u>\$135,000</u> |   |

**CITY OF OCONOMOWOC INTERNAL SERVICE FUND 700  
2017 BUDGET  
TECHNOLOGY FUND - REVENUES**

**REVENUES: Acct # 700**

| <i>Interfund Charges for Service</i> |                                      |   |
|--------------------------------------|--------------------------------------|---|
| 407-7400                             | <i>Local Department Service Fees</i> | Fees charged to departments for providing technology services. These fees recover all annual costs of the Technology Fund |
| <i>Miscellaneous Revenue</i>         |                                      |   |
| 408-8110                             | <i>Interest on Investments</i>       | Interest earned on temporary investments  |
| 408-8430                             | <i>Puchasing Card Rebate</i>         | Rebate earned on purchasing card payments   |

**CITY OF OCONOMOWOC**  
**2017 BUDGET**  
**TECHNOLOGY FUND - REVENUES**

| <b>ACCT NO</b>   | <b>ACCOUNT DESCRIPTION</b>           | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> |
|------------------|--------------------------------------|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
|                  | <u>INTERFUND CHARGES FOR SERVICE</u> |                        |                         |                           |                           |                        |
| 700-407-7400-000 | LOCAL DEPT SERVICE FEES              | 506,020                | 624,530                 | 312,265                   | 624,530                   | 690,780                |
|                  | TOTAL INTERFUND CHARGES FOR SERVI    | 506,020                | 624,530                 | 312,265                   | 624,530                   | 690,780                |
|                  | <u>MISCELLANEOUS REVENUE</u>         |                        |                         |                           |                           |                        |
| 700-408-8110-000 | INTEREST ON INVESTMENTS              | 957                    | 500                     | 970                       | 1,400                     | 1,500                  |
| 700-408-8430-000 | PURCHASING CARD REBATE               | 1,915                  | 1,500                   | 1,467                     | 1,467                     | 1,500                  |
|                  | TOTAL MISCELLANEOUS REVENUE          | 2,872                  | 2,000                   | 2,437                     | 2,867                     | 3,000                  |
|                  | TOTAL FUND REVENUES                  | 508,892                | 626,530                 | 314,702                   | 627,397                   | 693,780                |

**CITY OF OCONOMOWOC  
2017 BUDGET  
TECHNOLOGY FUND - EXPENDITURES**

**EXPENDITURES Acct # 700-579-1450**

|            |  |   |
|------------|--|---|
| <b>100</b> | <b>Wages and Benefits</b>                |   |
| 111        | <i>Salaries</i>                          | One full time Technology position, Director of Finance and Administrative Services (20%) and Community Outreach and Services Assistant (15%)  |
| 151        | <i>FICA</i>                              | Employer share of Social Security and Medicare  |
| 152        | <i>Wisconsin Retirement System</i>       | Employer share of required contribution   |
| 153        | <i>Sick Leave</i>                        |   |
| 154        | <i>Health Insurance</i>                  | Employer share of premiums  |
| 155        | <i>Life Insurance</i>                    | Employer share of premiums  |
| 156        | <i>Vacation Leave</i>                    |   |
| 157        | <i>Holiday Leave</i>                     |   |
| 164        | <i>Compensatory Time Earned</i>          |   |
| <b>200</b> | <b>Purchased Services</b>                |   |
| 210        | <i>Outside/Prof Services (Non-IT)</i>    | Provision for unexpected electrical needs   |
| 211        | <i>Outside/Prof Services (IT)</i>        | Outsourced technology consultants   |
| 225        | <i>Telephone</i>                         | Voicemail circuit   |
| 226        | <i>Internet and Cable</i>                | Smart phones \$1,850; internet access \$24,000; wireless aircards and iPad service \$25,960   |
| 241        | <i>Repair &amp; Maint Contracts (IT)</i> | Maintenance contracts for software, security, e-mail, website, servers, and equipment   |
| <b>300</b> | <b>Operating Supplies and Expenses</b>   |   |
| 310        | <i>Office Supplies</i>                   |   |
| 311        | <i>Postage</i>                           |   |
| 320        | <i>Membership Dues</i>                   | GIPAW membership  |
| 324        | <i>Licenses and Permits</i>              | Microsoft Office \$13,600; Microsoft Data Center \$2,500; Document Management System \$25,000   |
| 330        | <i>Training and Travel</i>               | Accounting software symposium and miscellaneous technology conferences  |
| 340        | <i>Operating Supplies and Expenses</i>   | Computer upgrades and replacements \$19,200; laptop additions and replacements \$2,000; toughbook upgrades and replacements \$10,000; iPad additions and replacements \$6,000; projector replacement \$6,000; large printers upgrades and replacements \$3,500; GIS Upgrade \$4,000; miscellaneous replacements such as printers, monitors, etc. \$20,750 |

**CITY OF OCONOMOWOC**  
**2017 BUDGET**  
**TECHNOLOGY FUND - EXPENDITURES**

| <b>ACCT NO</b>                           | <b>ACCOUNT DESCRIPTION</b>                    | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> |
|--|---|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
| <u>WAGES &amp; BENEFITS</u>              |   |                        |                         |                           |                           |                        |
| 700-579-1450-111                         | TECHNOLOGY SALARIES                           | 20,008                 | 49,918                  | 10,264                    | 49,930                    | 83,503                 |
| 700-579-1450-151                         | TECHNOLOGY FICA                               | 1,880                  | 4,436                   | 919                       | 4,437                     | 7,027                  |
| 700-579-1450-152                         | TECHNOLOGY WRS                                | 1,761                  | 3,827                   | 812                       | 3,828                     | 6,246                  |
| 700-579-1450-153                         | TECHNOLOGY SICK LEAVE                         | 1,062                  | 3,999                   | 454                       | 4,000                     | 4,142                  |
| 700-579-1450-154                         | TECHNOLOGY HEALTH INS                         | 7,284                  | 16,085                  | 3,664                     | 15,943                    | 16,422                 |
| 700-579-1450-155                         | TECHNOLOGY LIFE INS                           | 26                     | 25                      | 14                        | 25                        | 26                     |
| 700-579-1450-156                         | TECHNOLOGY VACATION                           | 2,154                  | 1,844                   | 635                       | 1,844                     | 1,910                  |
| 700-579-1450-157                         | TECHNOLOGY HOLIDAY                            | 1,084                  | 2,222                   | 205                       | 2,222                     | 2,301                  |
| 700-579-1450-164                         | TECHNOLOGY COMP TIME EARNED                   | 1,620                  | 0                       | 736                       | 0                         | 0                      |
|  | <b>TOTAL WAGES &amp; BENEFITS</b>             | <b>36,879</b>          | <b>82,356</b>           | <b>17,703</b>             | <b>82,229</b>             | <b>121,577</b>         |
| <u>PURCHASED SERVICES</u>                |   |                        |                         |                           |                           |                        |
| 700-579-1450-210                         | TECHNOLOGY OUTSD SVCS NON-IT                  | 0                      | 2,000                   | 0                         | 2,000                     | 2,000                  |
| 700-579-1450-211                         | TECHNOLOGY PROF SVCS IT                       | 151,152                | 150,000                 | 82,871                    | 150,000                   | 150,000                |
| 700-579-1450-225                         | TECHNOLOGY TELEPHONE                          | 1,972                  | 1,975                   | 986                       | 1,975                     | 1,975                  |
| 700-579-1450-226                         | TECHNOLOGY INTERNET/CABLE                     | 31,929                 | 42,000                  | 15,585                    | 43,850                    | 51,810                 |
| 700-579-1450-241                         | TECHNOLOGY MAINT CONT IT                      | 103,995                | 136,035                 | 81,187                    | 123,477                   | 122,842                |
|  | <b>TOTAL PURCHASED SERVICES</b>               | <b>289,048</b>         | <b>332,010</b>          | <b>180,629</b>            | <b>321,302</b>            | <b>328,627</b>         |
| <u>OPERATING SUPPLIES &amp; EXPENSES</u> |   |                        |                         |                           |                           |                        |
| 700-579-1450-310                         | TECHNOLOGY OFFICE SUPPLIES                    | 0                      | 100                     | 0                         | 0                         | 0                      |
| 700-579-1450-320                         | TECHNOLOGY MEMBERSHIPS                        | 50                     | 50                      | 50                        | 50                        | 50                     |
| 700-579-1450-324                         | TECHNOLOGY LIC/PERMIT                         | 5,825                  | 23,340                  | 29,374                    | 38,107                    | 41,100                 |
| 700-579-1450-330                         | TECHNOLOGY TRAIN/TRAVEL                       | 1,411                  | 1,750                   | 2,726                     | 3,750                     | 3,000                  |
| 700-579-1450-340                         | TECHNOLOGY OPER SUP/EXP                       | 65,979                 | 79,500                  | 19,350                    | 56,500                    | 71,450                 |
|  | <b>TOTAL OPERATING SUPPLIES &amp; EXPENSE</b> | <b>73,265</b>          | <b>104,740</b>          | <b>51,500</b>             | <b>98,407</b>             | <b>115,600</b>         |

**CITY OF OCONOMOWOC  
2017 BUDGET  
TECHNOLOGY FUND - EXPENDITURES**

**EXPENDITURES Acct # 700-579-1450**

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|            |  |  |
|------------|--|--|
| <b>400</b> | <b><i>Building Materials</i></b>               |  |
| 435        | <i>Repair &amp; Maint of Equip (Non-Fleet)</i> | Miscellaneous maintenance parts and upgrades             |
| <b>500</b> | <b><i>Fixed Charges</i></b>                    |  |
| 530        | <i>Rent</i>                                    | Copier lease   |
| 541        | <i>Provision for Depreciation</i>              | Annual depreciation on technology equipment and software |
| <b>600</b> | <b><i>Debt Services</i></b>                    |  |
| 611        | <i>Principal on Long-Term Debt</i>             | WPPI loan repayment                                      |

**CITY OF OCONOMOWOC**  
**2017 BUDGET**  
**TECHNOLOGY FUND - EXPENDITURES**

| <b>ACCT NO</b>   | <b>ACCOUNT DESCRIPTION</b>          | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> |
|------------------|-------------------------------------|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
|                  | <u>MAINTENANCE OF CITY PROPERTY</u> |                        |                         |                           |                           |                        |
| 700-579-1450-435 | TECHNOLOGY RPR/MNT EQUIP NF         | 1,063                  | 5,000                   | 1,573                     | 5,000                     | 5,000                  |
|                  | TOTAL MAINTENANCE OF CITY PROPERT   | 1,063                  | 5,000                   | 1,573                     | 5,000                     | 5,000                  |
|                  | <u>FIXED CHARGES</u>                |                        |                         |                           |                           |                        |
| 700-579-1450-530 | TECHNOLOGY RENT                     | 6,504                  | 13,425                  | 6,318                     | 11,745                    | 15,225                 |
| 700-579-1450-541 | TECHNOLOGY DEPRECIATION             | 29,551                 | 85,506                  | 13,053                    | 62,106                    | 104,453                |
|                  | TOTAL FIXED CHARGES                 | 36,055                 | 98,931                  | 19,371                    | 73,851                    | 119,678                |
|                  | <u>DEBT SERVICES</u>                |                        |                         |                           |                           |                        |
| 700-579-1450-611 | TECHNOLOGY PRINCIPAL LT DEBT        | 0                      | 3,400                   | 0                         | 3,400                     | 3,400                  |
|                  | TOTAL DEBT SERVICES                 | 0                      | 3,400                   | 0                         | 3,400                     | 3,400                  |
|                  | TOTAL FUND EXPENDITURES             | 436,310                | 626,437                 | 270,776                   | 584,189                   | 693,882                |
|                  | NET SURPLUS (FUND BALANCE APPLIED)  | 72,582                 | 93                      | 43,926                    | 43,208                    | ( 102)                 |



**INTERNAL SERVICE FUND**  
**RISK MANAGEMENT/INSURANCE**  
**FUND 720**

# City of Oconomowoc

## Risk Management/Insurance Fund 720

### 2017 Budget

**Department Objective**

The Risk Management/Insurance Internal Service Fund is used to account for the insurance premiums and other risk management costs to other City funds and departments. The main purpose of an internal service fund is cost-reimbursement. The revenue of this fund represents the recovery of all of its costs through user charges to all departments that require insurance. The revenues of the Risk Management/Insurance Fund are shown as risk management expenditures in the budgets of the operating departments.

The Director of Finance and Administrative Services acts as a liaison between the City and insurance carriers, as well as department heads; keeps a current Statement of Values for insurance purposes; obtains renewal information and meets with insurance agent; maintains current listing of City vehicles; and retains all original insurance policies. All insurance claims receive prompt attention and processing by both City staff and the insurance provider to resolve in a timely manner.

The City's property insurance is written through the Municipal Property Insurance Company. Liability insurance is written through the League of Wisconsin Municipalities program, underwritten by League of Wisconsin Municipalities Mutual Insurance Company.

The City places priority on maintaining a safe working environment. Through the implementation of the Municipal Electric Utilities of Wisconsin risk management program, the City educates and provides training for all employees on various safety topics. Proper training can reduce work safety issues and insurance claims and contribute to the overall health and well-being of employees.

**Department Goals and Initiatives for 2017**

- Reduction of Mod Factor: Through promotion of a safe working environment the City continually strives to reduce its mod factor. An increased mod factor leads to increased premiums. The City should maintain focus on reducing the number of workers compensation incidents and reducing the current mod.

**Major Changes From Prior Years**

- Property Insurance: The 2015-2016 state budget proposed elimination of the LGPIF effective 2017, and an increase in premiums effectively immediately. Due to the known increase in the premiums and the uncertainty of the future of the LGPIF the City began to explore other options. Three existing municipal insurance companies (Wisconsin Municipal Mutual Insurance Company, Cities and Villages Mutual Insurance Company, and the League of Wisconsin Municipal Mutual Insurance) created the Municipal Property Insurance Company during 2015 to provide an alternative for municipalities. The City began using MPIC for the 2016 policy year.
- Workers Compensation: With an excellent year in 2015 the city is expecting to see a significant decrease in the workers compensation mod and related premiums.

**Budgeted Positions**

| Description             | 2014        | 2015        | 2016        | 2017        |
|-------------------------|-------------|-------------|-------------|-------------|
| Full-Time Employees/FTE | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |
| Part-Time Employees/FTE | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |
| Total Employees/FTE     | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |

**Department Outputs/Outcomes/Performance Measurements**

| <b>Description</b>   | <b>2014 Actual</b> | <b>2015 Actual</b> | <b>2016 Budget</b> | <b>2017 Budget</b> |
|--|--------------------|--------------------|--------------------|--------------------|
| Workers Compensation Mod Factor  | 0.99               | 1.16               | 1.11               | 0.89               |
| Number of Workers Compensation Incident Reports Filed  | 32                 | 29                 | 40                 | 30                 |
| Restricted Duty Days   | 69                 | 8                  | n/a                | n/a                |
| Away from Work Days  | 6                  | 0                  | n/a                | n/a                |
| Property Value Insured (including Equipment, Building, and Property in the Open)   | \$97.2 million     | \$113.7* million   | \$113.6 million    | \$115.6 million    |
| Number of Vehicles Insured (includes trailers)   | 111                | 113                | 113                | 111                |
| Unemployment Claims Paid   | 2                  | 8                  | 3                  | 3                  |
| Number of Liability Claims and Incident Reports Filed  | 4                  | 10                 | 8                  | 8                  |
| Amount of Liability Claims Payments  | \$454              | \$3,691            | n/a                | n/a                |
| Number of City Vehicle/Property Insurance Claims Filed   | 3                  | 1                  | 3                  | 3                  |
| Amount of City Vehicle/Property Insurance Claim Payments   | \$4,725            | \$6,782            | n/a                | n/a                |
| * Value of Wastewater Treatment Facility increased \$4.5 million due to plant upgrade. Also, the value of Summit and Cooney substations increased due to transformer upgrades. |                    |                    |                    |                    |

**CITY OF OCONOMOWOC INTERNAL SERVICE FUND 720  
2017 BUDGET  
RISK MANAGEMENT/INSURANCE - REVENUES**

**REVENUES: Acct # 720**

| <i>Interfund Charges for Service</i> |                                      |  |
|--------------------------------------|--------------------------------------|--|
| 407-7400                             | <i>Local Department Service Fees</i> | Fees charged to departments for providing risk management services |
| <i>Miscellaneous Revenue</i>         |                                      |  |
| 408-8110                             | <i>Interest on Investments</i>       |  |
| 408-8430                             | <i>Puchasing Card Rebate</i>         | Rebate earned on purchasing card payments                          |
| 408-8440                             | <i>Insurance Recovery</i>            | Non PD/Hwy   |
| 408-8900                             | <i>Miscellaneous Revenue</i>         | Dividend from League of Wisconsin Municipalities                   |

**CITY OF OCONOMOWOC  
2017 BUDGET**

**RISK MANAGEMENT/INSURANCE - REVENUES**

| ACCT NO          | ACCOUNT DESCRIPTION                  | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET |
|------------------|--------------------------------------|----------------|-----------------|-------------------|-------------------|----------------|
|                  | <u>INTERFUND CHARGES FOR SERVICE</u> |                |                 |                   |                   |                |
| 720-407-7400-000 | LOCAL DEPT SERVICE FEES              | 538,490        | 569,815         | 284,908           | 569,815           | 533,140        |
|                  | TOTAL INTERFUND CHARGES FOR SERVI    | 538,490        | 569,815         | 284,908           | 569,815           | 533,140        |
|                  | <u>MISCELLANEOUS REVENUE</u>         |                |                 |                   |                   |                |
| 720-408-8110-000 | INTEREST ON INVESTMENTS              | 497            | 0               | 289               | 550               | 550            |
| 720-408-8430-000 | PURCHASING CARD REBATE               | 139            | 0               | 137               | 137               | 100            |
| 720-408-8440-000 | INSURANCE RECOVERY-NON PD/HWY        | 0              | 0               | 2,453             | 2,453             | 0              |
| 720-408-8900-000 | MISC REVENUE                         | 30,859         | 0               | 25,300            | 25,300            | 0              |
|                  | TOTAL MISCELLANEOUS REVENUE          | 31,495         | 0               | 28,179            | 28,440            | 650            |
|                  | TOTAL FUND REVENUES                  | 569,985        | 569,815         | 313,087           | 598,255           | 533,790        |

**CITY OF OCONOMOWOC  
2017 BUDGET  
RISK MANAGEMENT/INSURANCE - EXPENDITURES**

**EXPENDITURES Acct # 720-500-0500**

|            |  |  |                             |
|------------|--|--|-----------------------------|
| <b>100</b> | <b>Wages and Benefits</b>                |  |                             |
| 111        | Salaries                                 | Director of Finance and Administrative Services - 2.5%<br>Accountant - 5.0%                                |                             |
| 151        | FICA                                     | Employer share of Social Security and Medicare   |                             |
| 152        | Wisconsin Retirement System              | Employer share of required contribution  |                             |
| 153        | Sick Leave                               |  |                             |
| 154        | Health Insurance                         | Employer share of premiums   |                             |
| 155        | Life Insurance                           | Employer share of premiums   |                             |
| 156        | Vacation Leave                           |  |                             |
| 157        | Holiday Leave                            |  |                             |
| 164        | Compensatory Time Earned                 |  |                             |
| <b>200</b> | <b>Purchased Services</b>                |  |                             |
| 210        | Outside/Prof Services (Non-IT)           | MEUW risk management program   | \$34,650                    |
|            |  | Employee assistance program  | \$2,500                     |
|            |  | Employee flu shots and audiograms  | \$2,400                     |
| <b>300</b> | <b>Operating Supplies and Expenses</b>   |  |                             |
| 322        | Periodicals                              | Family Safety and Health magazine and Progressive Business publications                                    |                             |
| 330        | Training and Travel                      | Training materials for classes and conferences   |                             |
| 340        | Operating Supplies and Expenses          | Employee wellness program awards   | \$1,500                     |
|            |  | Miscellaneous supplies and expenses  | \$550                       |
| <b>400</b> | <b>Building Materials</b>                |  |                             |
| 425        | Repair & Maint of Vehicles (Non-Fleet)   |  |                             |
| <b>500</b> | <b>Fixed Charges</b>                     |  |                             |
| 509        | Technology                               | Payment to Technology Internal Service Fund 700 for system support, repairs, maintenance, and depreciation |                             |
| 510        | Insurance Premiums                       |  |                             |
|            | Workers Compensation Insurance           | \$182,000  | Property Insurance \$91,300 |
|            | Liability Insurance & Auto Comprehensive | \$203,900  | Unemployment Claims \$5,000 |

**CITY OF OCONOMOWOC  
2017 BUDGET**

**RISK MANAGEMENT/INSURANCE - EXPENDITURES**

| ACCT NO                                  | ACCOUNT DESCRIPTION                | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET |
|--|------------------------------------|----------------|-----------------|-------------------|-------------------|----------------|
| <u>WAGES &amp; BENEFITS</u>              |                                    |                |                 |                   |                   |                |
| 720-500-0500-111                         | RISK MGMT SALARIES                 | 4,001          | 4,177           | 1,690             | 4,178             | 4,346          |
| 720-500-0500-151                         | RISK MGMT FICA                     | 348            | 387             | 164               | 387               | 403            |
| 720-500-0500-152                         | RISK MGMT WRS                      | 329            | 334             | 151               | 334               | 358            |
| 720-500-0500-153                         | RISK MGMT SICK LEAVE               | 124            | 349             | 309               | 349               | 363            |
| 720-500-0500-154                         | RISK MGMT HEALTH INS               | 1,560          | 1,603           | 805               | 1,608             | 1,657          |
| 720-500-0500-155                         | RISK MGMT LIFE INS                 | 4              | 4               | 2                 | 4                 | 4              |
| 720-500-0500-156                         | RISK MGMT VACATION                 | 300            | 341             | 136               | 341               | 354            |
| 720-500-0500-157                         | RISK MGMT HOLIDAY                  | 206            | 194             | 38                | 194               | 202            |
| 720-500-0500-164                         | RISK MGMT COMP TIME EARNED         | 213            | 0               | 112               | 0                 | 0              |
|  | TOTAL WAGES & BENEFITS             | 7,085          | 7,389           | 3,407             | 7,395             | 7,687          |
| <u>PURCHASED SERVICES</u>                |                                    |                |                 |                   |                   |                |
| 720-500-0500-210                         | RISK MGMT OUTSD SVCS NON-IT        | 38,002         | 39,550          | 9,913             | 39,550            | 39,550         |
|  | TOTAL PURCHASED SERVICES           | 38,002         | 39,550          | 9,913             | 39,550            | 39,550         |
| <u>OPERATING SUPPLIES &amp; EXPENSES</u> |                                    |                |                 |                   |                   |                |
| 720-500-0500-322                         | RISK MGMT PERIODICALS              | 81             | 250             | 0                 | 250               | 250            |
| 720-500-0500-330                         | RISK MGMT TRAIN/TRAVEL             | 73             | 500             | 9                 | 500               | 1,000          |
| 720-500-0500-340                         | RISK MGMT OPER SUP/EXP             | 1,947          | 2,050           | 2,208             | 3,650             | 2,050          |
|  | TOTAL OPERATING SUPPLIES & EXPENSE | 2,101          | 2,800           | 2,217             | 4,400             | 3,300          |
| <u>MAINTENANCE OF CITY PROPERTY</u>      |                                    |                |                 |                   |                   |                |
| 720-500-0500-425                         | RISK MGMT RPR/MAINT VEH NF         | 0              | 0               | 2,789             | 2,789             | 0              |
|  | TOTAL MAINTENANCE OF CITY PROPERT  | 0              | 0               | 2,789             | 2,789             | 0              |
| <u>FIXED CHARGES</u>                     |                                    |                |                 |                   |                   |                |
| 720-500-0500-509                         | RISK MGMT TECHNOLOGY               | 350            | 360             | 180               | 360               | 400            |
| 720-500-0500-510                         | RISK MGMT INS PREMIUMS             | 521,820        | 544,800         | 265,536           | 512,551           | 482,200        |
|  | TOTAL FIXED CHARGES                | 522,170        | 545,160         | 265,716           | 512,911           | 482,600        |
|  | TOTAL FUND EXPENDITURES            | 569,358        | 594,899         | 284,042           | 567,045           | 533,137        |
|  | NET SURPLUS (FUND BALANCE APPLIED) | 627            | ( 25,084)       | 29,045            | 31,210            | 653            |



**INTERNAL SERVICE FUND**

**FLEET MAINTENANCE**

**FUND 730**



# City of Oconomowoc Fleet Maintenance Fund 730 2017 Budget

## Department Objective

The Fleet Maintenance Internal Service Fund is used to account for the costs of providing repair and maintenance of vehicles and equipment to other City funds and departments. The main purpose of an internal service fund is cost-reimbursement. The revenue of this fund represents the recovery of all of its costs through user charges to the departments that utilize the Fleet Maintenance Fund. The revenues of the Fleet Maintenance Fund are shown as fleet maintenance expenditures in the budgets of the operating departments.

The City's consolidated Fleet Maintenance Department is responsible for fleet maintenance for all City departments, including Utilities. This includes all scheduled maintenance and unanticipated repairs. When necessary, certain pieces of machinery and certain types of repairs are outsourced; however, most fleet maintenance tasks are performed in-house. This includes all vehicles, equipment and power operated equipment purchases and repairs.

## Department Goals and Initiatives for 2017

- Training programs for the mechanics. Technology and EPA requirements that are continually updating require continuing education for the city mechanics in order to stay compliant.

## Major Changes From Prior Years

- Consistent management of retired assets. With the consolidation of the fleet department and implementation of the online fleet maintenance program, a more comprehensive database of City equipment and vehicles is available. This has allowed for identification of old unused equipment to be auctioned as well as planning for future equipment/vehicle retirement and capital needs.

## Budgeted Positions

| Description             | 2014        | 2015        | 2016        | 2017        |
|-------------------------|-------------|-------------|-------------|-------------|
| Full-Time Employees/FTE | 2.00 / 2.07 | 2.00 / 2.07 | 2.00 / 2.07 | 2.00 / 2.07 |
| Part-Time Employees/FTE | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 | 0.00 / 0.00 |
| Total Employees/FTE     | 2.00 / 2.07 | 2.00 / 2.07 | 2.00 / 2.07 | 2.00 / 2.07 |

## Department Outputs/Outcomes/Performance Measurements

| Description  | 2014<br>Actual | 2015<br>Actual | 2016<br>Budget | 2017<br>Budget |
|--|----------------|----------------|----------------|----------------|
| Number of Vehicles                                 | 78             | 88             | 82             | 87             |
| Number of Equipment Pieces<br>(including trailers) | 62             | 67             | 72             | 66             |
| Number of Power Operated<br>Equipment Pieces       | 171            | 181            | 166            | 171            |
| Number of Tickets Addressed                        | 761            | 795            | 890            | 890            |

**CITY OF OCONOMOWOC INTERNAL SERVICE FUND 730  
2017 BUDGET  
FLEET MAINTENANCE FUND - REVENUES**

**REVENUES: Account # 730**

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|            |   |  |
|------------|---|--|
| <b>407</b> | <b><i>Interfund Charges for Service</i></b> |  |
| 7400       | <i>Local Department Service Fees</i>        | Fees charged to departments for providing fleet maintenance services. These fees recover all annual costs of the Fleet Maintenance Fund. |
| <b>408</b> | <b><i>Miscellaneous Revenue</i></b>         |  |
| 8110       | <i>Interest on Investments</i>              | Interest earned on temporary investments   |
| 8430       | <i>Purchasing Card Rebate</i>               | Rebate earned on purchasing card payment   |
| 8900       | <i>Miscellaneous Revenue</i>                |  |

**CITY OF OCONOMOWOC  
2017 BUDGET**

**FLEET MAINTENANCE FUND - REVENUES**

| <b>ACCT NO</b>   | <b>ACCOUNT DESCRIPTION</b>           | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> |
|------------------|--------------------------------------|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
|                  | <u>INTERFUND CHARGES FOR SERVICE</u> |                        |                         |                           |                           |                        |
| 730-407-7400-000 | LOCAL DEPT SERVICE FEES              | 594,860                | 517,160                 | 258,580                   | 517,160                   | 459,220                |
|                  | TOTAL INTERFUND CHARGES FOR SERVI    | 594,860                | 517,160                 | 258,580                   | 517,160                   | 459,220                |
|                  | <u>MISCELLANEOUS REVENUE</u>         |                        |                         |                           |                           |                        |
| 730-408-8110-000 | INTEREST ON INVESTMENTS              | 1,609                  | 1,500                   | 1,574                     | 2,700                     | 2,700                  |
| 730-408-8430-000 | PURCHASING CARD REBATE               | 3,171                  | 3,200                   | 3,120                     | 3,100                     | 3,100                  |
| 730-408-8900-000 | MISCELLANEOUS REVENUE                | 10                     | 0                       | 0                         | 0                         | 0                      |
|                  | TOTAL MISCELLANEOUS REVENUE          | 4,790                  | 4,700                   | 4,694                     | 5,800                     | 5,800                  |
|                  | TOTAL FUND REVENUES                  | 599,650                | 521,860                 | 263,274                   | 522,960                   | 465,020                |

**CITY OF OCONOMOWOC INTERNAL SERVICE FUND 730  
2017 BUDGET  
FLEET MAINTENANCE FUND - EXPENDITURES**

**EXPENDITURES: Account # 730-579-9933**

|            |  |  |                                   |         |
|------------|--|--|-----------------------------------|---------|
| <b>100</b> | <b>Wages &amp; Benefits</b>            |  |                                   |         |
| 121        | Crew Regular Wages                     | Two full-time mechanics  |                                   |         |
| 122        | Crew Over-time Wages                   |  |                                   |         |
| 133        | Longevity                              | Two full-time mechanics  |                                   |         |
| 151        | FICA                                   | Employer share of Social Security and Medicare   |                                   |         |
| 152        | Wisconsin Retirement System            | Employer share of required contribution  |                                   |         |
| 153        | Sick Leave                             |  |                                   |         |
| 154        | Health Insurance                       | Employer share of premiums   |                                   |         |
| 155        | Life Insurance                         | Employer share of premiums   |                                   |         |
| 156        | Vacation Leave                         |  |                                   |         |
| 157        | Holiday Leave                          |  |                                   |         |
| 164        | Compensatory Time Earned               |  |                                   |         |
| 170        | Full-time Training Wages               |  |                                   |         |
| <b>200</b> | <b>Purchased Services</b>              |  |                                   |         |
| 210        | Professional Services (Non-IT)         |  |                                   |         |
|            | Annual aerial truck inspection         | \$ 3,200   | Crane truck inspection            | \$560   |
|            | Annual pump testing                    | \$ 2,240   | Digger derrick inspection         | \$400   |
| 224        | Gas and Heat                           |  |                                   |         |
| 225        | Telephone                              |  |                                   |         |
| 240        | Maintenance Contracts (Non-IT)         |  |                                   |         |
| 297        | Refuse Collection                      |  |                                   |         |
| <b>300</b> | <b>Operating Supplies and Expenses</b> |  |                                   |         |
| 310        | Office Supplies                        |  |                                   |         |
| 311        | Postage                                |  |                                   |         |
| 320        | Membership Dues- Northern Tools        |  |                                   |         |
| 321        | Books and References                   |  |                                   |         |
| 326        | Publicity                              |  |                                   |         |
| 330        | Training and Travel                    |  |                                   |         |
|            | Management training                    | \$ 1,000   | NAPA mechanical training courses  | \$1,000 |
| 340        | Operating Supplies and Expenses        |  |                                   |         |
|            |  |  | WW- Push Mower                    | \$500   |
|            | PARKS Trimmers                         | \$ 700   | WATER Push Mower                  | \$500   |
|            | PARKS Push mowers                      | \$ 850   | WATER Weed Trimmer                | \$300   |
|            | PARKS Walk behind Leaf Blower          | \$ 1,600   | ELECTRIC Snowblower               | \$800   |
|            | DPW Zero turn lawnmower                | \$ 7,500   | Specialty Tools                   | \$1,000 |
|            | DPW Walk behind compactor              | \$ 3,500   | Welding Supplies                  | \$1,600 |
|            | WW - Weed Wacker                       | \$ 300   | Fleet operating supplies & exp    | \$500   |
| 341        | Safety Supplies                        | Gloves, safety glasses, large first aid kit, hearing protection, hard hats, safety PPE, lockout/tagout, face shields, welding helmet, apron, kneeling pads, skin barrier cream |                                   |         |
| 343        | Janitorial Supplies                    | Shop towels, rags, cleaning supplies, and restroom supplies  |                                   |         |
| 346        | Clothing and Tool Allowance            |  |                                   |         |
|            |  |  | Tools (\$250 per employee)        | \$500   |
|            |  |  | Safety boots (\$150 per employee) | \$300   |
| 351        | Gas and Diesel, Kerosene               | 363 gallons non-lead fuel @ \$2.75   |                                   | \$1,000 |
| 352        | Tires                                  |  |                                   |         |
|            |  |  | Parks & Recreation                | \$3,680 |
|            | Police squad cars                      | \$ 2,688   | Wastewater Utility                | \$480   |
|            | Fire command vehicle                   | \$ 560   | Electric Utility                  | \$2,480 |
|            | DPW trucks                             | \$ 3,120   | DPW equipment                     | \$1,360 |

**CITY OF OCONOMOWOC  
2017 BUDGET**

**FLEET MAINTENANCE FUND - EXPENDITURES**

| <b>ACCT NO</b>                                | <b>ACCOUNT DESCRIPTION</b> | <b>2015<br/>ACTUAL</b> | <b>2016<br/>ADOPTED</b> | <b>06/2016<br/>ACTUAL</b> | <b>2016<br/>ESTIMATED</b> | <b>2017<br/>BUDGET</b> |
|---|----------------------------|------------------------|-------------------------|---------------------------|---------------------------|------------------------|
| <u>WAGES &amp; BENEFITS</u>                   |                            |                        |                         |                           |                           |                        |
| 730-579-9933-121                              | FLEET CREW WAGES           | 97,891                 | 92,268                  | 47,244                    | 92,295                    | 95,886                 |
| 730-579-9933-122                              | FLEET O/T WAGES            | 8,882                  | 6,216                   | 3,731                     | 6,218                     | 6,465                  |
| 730-579-9933-133                              | FLEET LONGEVITY            | 360                    | 324                     | 150                       | 324                       | 364                    |
| 730-579-9933-151                              | FLEET FICA                 | 9,394                  | 9,246                   | 4,396                     | 9,248                     | 9,613                  |
| 730-579-9933-152                              | FLEET WRS                  | 8,345                  | 7,977                   | 3,826                     | 7,979                     | 8,545                  |
| 730-579-9933-153                              | FLEET SICK LEAVE           | 172                    | 4,734                   | 0                         | 4,735                     | 4,924                  |
| 730-579-9933-154                              | FLEET HEALTH INS           | 28,712                 | 28,686                  | 14,649                    | 28,783                    | 29,647                 |
| 730-579-9933-155                              | FLEET LIFE INS             | 512                    | 566                     | 257                       | 566                       | 668                    |
| 730-579-9933-156                              | FLEET VACATION             | 8,381                  | 10,207                  | 4,428                     | 10,210                    | 10,626                 |
| 730-579-9933-157                              | FLEET HOLIDAY              | 5,022                  | 4,734                   | 932                       | 4,735                     | 4,924                  |
| 730-579-9933-164                              | FLEET COMP TIME            | 2,173                  | 0                       | 1,486                     | 0                         | 0                      |
| 730-579-9933-170                              | FLEET TRAINING             | 0                      | 2,373                   | 0                         | 2,374                     | 2,468                  |
| <b>TOTAL WAGES &amp; BENEFITS</b>             |                            | <b>169,844</b>         | <b>167,331</b>          | <b>81,099</b>             | <b>167,467</b>            | <b>174,130</b>         |
| <u>PURCHASED SERVICES</u>                     |                            |                        |                         |                           |                           |                        |
| 730-579-9933-210                              | FLEET OUTSD SVCS NON-IT    | 2,928                  | 8,000                   | 3,093                     | 8,000                     | 6,400                  |
| 730-579-9933-224                              | FLEET GAS/HEAT             | 577                    | 0                       | 2,607                     | 3,500                     | 3,700                  |
| 730-579-9933-225                              | FLEET TELEPHONE            | 330                    | 0                       | 143                       | 300                       | 325                    |
| 730-579-9933-240                              | FLEET - MAINT CONT NON IT  | 36                     | 0                       | 0                         | 0                         | 0                      |
| 730-579-9933-297                              | FLEET REFUSE COLLECTION    | 35                     | 0                       | 0                         | 500                       | 500                    |
| <b>TOTAL PURCHASED SERVICES</b>               |                            | <b>3,906</b>           | <b>8,000</b>            | <b>5,843</b>              | <b>12,300</b>             | <b>10,925</b>          |
| <u>OPERATING SUPPLIES &amp; EXPENSES</u>      |                            |                        |                         |                           |                           |                        |
| 730-579-9933-310                              | FLEET OFFICE SUPPLIES      | 0                      | 200                     | 426                       | 200                       | 200                    |
| 730-579-9933-311                              | FLEET POSTAGE              | 0                      | 50                      | 0                         | 50                        | 50                     |
| 730-579-9933-320                              | FLEET MEMBERSHIPS          | 40                     | 40                      | 40                        | 40                        | 40                     |
| 730-579-9933-321                              | FLEET BOOKS/REFERENCES     | 99                     | 0                       | 0                         | 0                         | 0                      |
| 730-579-9933-326                              | FLEET PUBLICITY            | 0                      | 100                     | 27                        | 30                        | 0                      |
| 730-579-9933-330                              | FLEET TRAIN/TRAVEL         | 668                    | 2,000                   | 584                       | 2,000                     | 4,600                  |
| 730-579-9933-340                              | FLEET OPER SUP/EXP         | 26,992                 | 22,200                  | 15,965                    | 23,048                    | 17,050                 |
| 730-579-9933-341                              | FLEET SAFETY SUP           | 525                    | 1,500                   | 432                       | 1,500                     | 1,500                  |
| 730-579-9933-343                              | FLEET JANITOR SUPPLIES     | 544                    | 1,050                   | 447                       | 1,050                     | 1,050                  |
| 730-579-9933-346                              | FLEET CLOTHING ALLOW       | 508                    | 800                     | 146                       | 800                       | 800                    |
| 730-579-9933-351                              | FLEET GAS/DIESEL           | 977                    | 1,000                   | 551                       | 1,000                     | 1,000                  |
| 730-579-9933-352                              | FLEET TIRES                | 17,414                 | 17,450                  | 13,013                    | 27,500                    | 14,368                 |
| <b>TOTAL OPERATING SUPPLIES &amp; EXPENSE</b> |                            | <b>47,767</b>          | <b>46,390</b>           | <b>31,631</b>             | <b>57,218</b>             | <b>40,658</b>          |

**CITY OF OCONOMOWOC INTERNAL SERVICE FUND 730  
2017 BUDGET  
FLEET MAINTENANCE FUND - EXPENDITURES**

**EXPENDITURES: Account # 730-579-9933**

| 400 | <b>Maintenance of City Property</b>       |  |                              |   |
|-----|---|--|------------------------------|---|
| 400 | <i>Repair &amp; Maintenance Buildings</i> |  |                              |   |
| 410 | <i>Grounds</i>                            | <i>Ice Melt</i>  |                              |   |
| 420 | <i>Vehicles</i>                           | <u>Preventative<br/>Maintenance</u>  | <u>Emergency<br/>Repairs</u> | <u>Other</u>  |
|     | <i>Ambulance</i>                          | \$ 2,400   | \$ 6,400                     |   |
|     | <i>DPW</i>                                | \$ 10,220  | \$ 12,000                    |   |
|     | <i>Electric Utility</i>                   | \$ 11,404  | \$ 6,400                     |   |
|     | <i>Fire</i>                               | \$ 8,848   | \$ 2,400                     |   |
|     | <i>Parks &amp; Recreation</i>             | \$ 3,644   | \$ 1,600                     |   |
|     | <i>Police</i>                             | \$ 4,280   | \$ 1,440                     |   |
|     | <i>Wastewater Utility</i>                 | \$ 792   | \$ 1,200                     |   |
|     | <i>Water Utility</i>                      | \$ 1,120   | \$ 1,200                     |   |
|     | <i>Other</i>                              |  | \$ 16,000                    |   |
|     | <i>General Shop supplies</i>              |  |                              | \$ 20,000   |
|     | <i>Oil for vehicles</i>                   |  |                              | \$ 8,000  |
| 430 | <i>Equipment</i>                          | <u>Preventative<br/>Maintenance</u>  | <u>Emergency<br/>Repairs</u> | <u>Other</u>  |
|     | <i>Ambulance</i>                          |  | \$ 264                       |   |
|     | <i>DPW</i>                                | \$ 33,352  | \$ 4,000                     | \$ 22,000 *   |
|     | <i>Electric Utility</i>                   | \$ 12,668  | \$ 880                       | \$ 2,000 **   |
|     | <i>Fire</i>                               | \$ 2,716   | \$ 880                       |   |
|     | <i>Parks &amp; Recreation</i>             | \$ 16,660  | \$ 440                       | \$ 3,200 **   |
|     | <i>Police</i>                             | \$ 44  | \$ 352                       |   |
|     | <i>Wastewater Utility</i>                 | \$ 968   | \$ 800                       |   |
|     | <i>Water Utility</i>                      | \$ 3,840   | \$ 560                       |   |
|     | <i>Oil for equipment</i>                  |  |                              | \$ 4,000  |
|     |   |  |                              | * Cemetery equipment & plows & parts; new sweeper parts |
|     |   |  |                              | ** Power operated equipment                             |
| 435 | <i>Equipment (Non-Fleet)</i>              | Nexiq Prolink (diagnostic tester for large trucks)   |                              | \$2,200   |
|     |   | Scanner and modus update (for different vehicle models)  |                              | \$3,010   |
| 500 | <b>Fixed Charges</b>                      |  |                              |   |
| 509 | <i>Technology</i>                         | Payment to Technology Internal Service Fund 700 for system support, repairs, maintenance, and depreciation |                              |   |

**CITY OF OCONOMOWOC  
2017 BUDGET**

**FLEET MAINTENANCE FUND - EXPENDITURES**

| ACCT NO                             | ACCOUNT DESCRIPTION                | 2015<br>ACTUAL | 2016<br>ADOPTED | 06/2016<br>ACTUAL | 2016<br>ESTIMATED | 2017<br>BUDGET |
|-------------------------------------|------------------------------------|----------------|-----------------|-------------------|-------------------|----------------|
| <u>MAINTENANCE OF CITY PROPERTY</u> |                                    |                |                 |                   |                   |                |
| 730-579-9933-400                    | FLEET RPR/MAINT BLDGS              | 0              | 0               | 1,332             | 1,500             | 1,500          |
| 730-579-9933-410                    | FLEET RPR/MAINT GRNDS              | 816            | 500             | 206               | 500               | 500            |
| 730-579-9933-420                    | FLEET RPR/MAINT VEH                | 117,971        | 176,960         | 38,906            | 162,960           | 119,348        |
| 730-579-9933-430                    | FLEET RPR/MAINT EQUIP              | 29,703         | 114,080         | 52,039            | 113,630           | 109,624        |
| 730-579-9933-435                    | FLEET RPR/MAINT EQUIP NF           | 6,320          | 5,210           | 1,936             | 5,210             | 5,210          |
|                                     | TOTAL MAINTENANCE OF CITY PROPERT  | 154,810        | 296,750         | 94,419            | 283,800           | 236,182        |
| <u>FIXED CHARGES</u>                |                                    |                |                 |                   |                   |                |
| 730-579-9933-509                    | FLEET TECHNOLOGY                   | 2,520          | 3,010           | 1,505             | 3,010             | 3,360          |
|                                     | TOTAL FIXED CHARGES                | 2,520          | 3,010           | 1,505             | 3,010             | 3,360          |
|                                     | TOTAL FUND EXPENDITURES            | 378,847        | 521,481         | 214,497           | 523,795           | 465,255        |
|                                     | NET SURPLUS (FUND BALANCE APPLIED) | 220,803        | 379             | 48,777            | ( 835)            | ( 235)         |



# **LONG TERM FINANCIAL PLAN (LTFP) 2017-2021**



# City of Oconomowoc

## Long Term Financial Plan 2017-2021

### Overview

The purpose of the City’s Long Term Financial Plan (LTFP) is to set forth a funding roadmap for the City’s vision and operations over a five year period. This document assists City leaders in prioritizing initiatives, services provided and capital spending.

The LTFP includes high level operating projections to identify trends and focuses more on the detail of the capital spending over the next five years. It enables the City to identify challenges and opportunities and assists in understanding the long-term impacts of current decisions. The LTFP is a high level plan and is implemented through the City’s annual budget process.

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### *Background*

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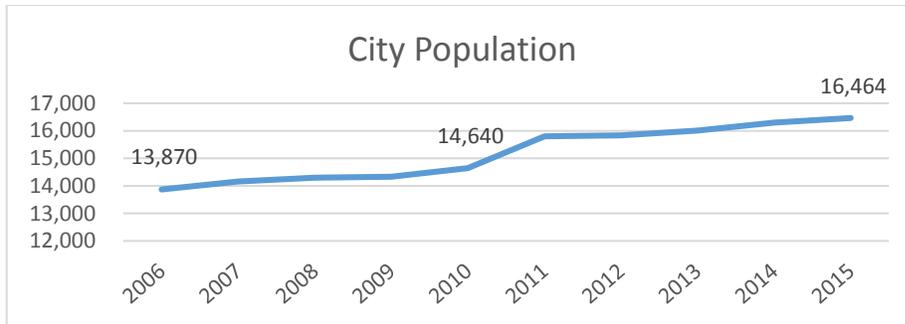
### Who We Are - City Services Provided

The City of Oconomowoc is a full service city providing police/fire protection, thoughtful development and economic growth, maintenance of the City’s transportation network/infrastructure, utility services, and quality of life services such as park/recreation and the library. The city also has support functions including elected offices, administration, city clerk, planning and economic development.

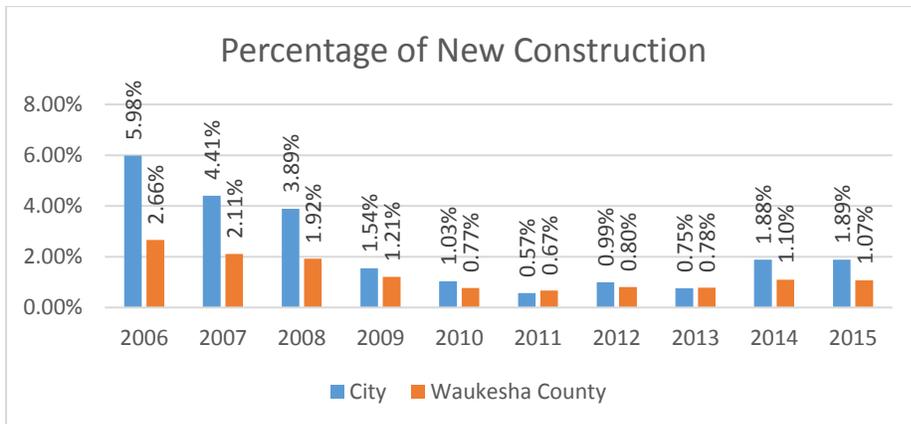
The City’s general operations are primarily funded through the property tax levy. The utility services are primarily supported by user fees. These funds are used to carry on the daily operations of the City as well as the continuous investment in the City’s capital assets.

### Factors Driving City Services Provided

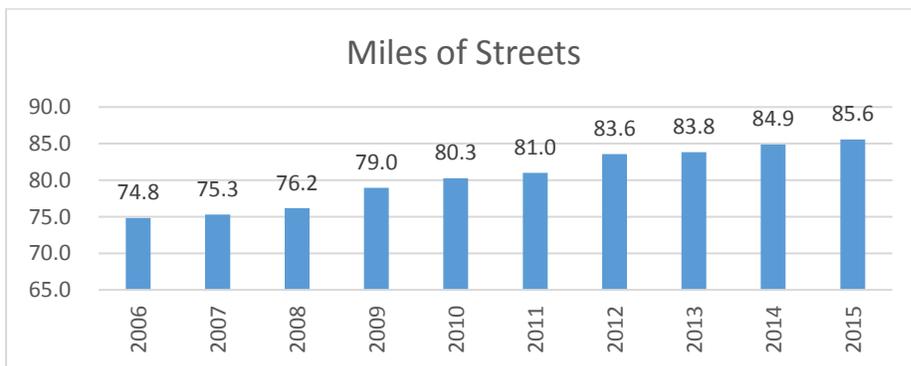
The City is fortunate to be a growing community. Our community also prides itself on the unique quality of life opportunities available. The demand for services from our citizens in conjunction with the growth of our community drives the service levels provided. The City is poised well for continued residential and commercial growth in the future. Following are a few charts that show the growth trends in the City over the last 10 years.



THE CITY'S POPULATION HAS GROWN 19% OVER THE LAST 10 YEARS. ASSUMING THIS SAME RATE OF GROWTH THE CITY'S POPULATION IN 2025 COULD BE 19,600. – AN INCREASE OF 3,100 PEOPLE.



THE CITY'S NEW CONSTRUCTION GROWTH HAS EXCEEDED WAUKESHA COUNTY'S IN 8 OUT OF THE LAST 10 YEARS.



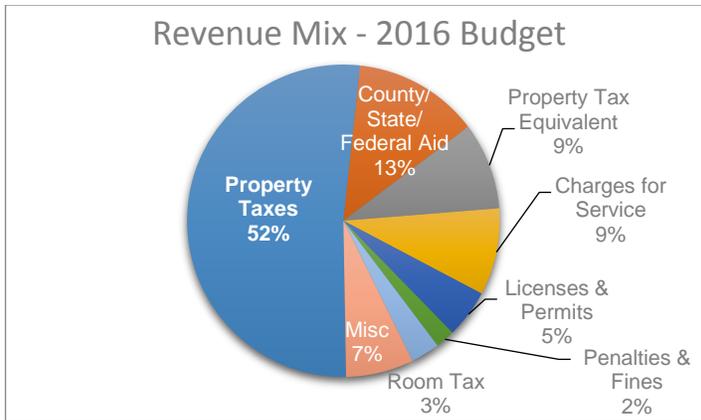
MILES OF STREETS HAS GROWN 14% OVER THE LAST 10 YEARS.

## Challenges

There are challenges to providing services to our citizens at a level that is desirable and affordable. Communities face challenges with rising costs of expenses as well as limited funding growth.

## Funding Sources

The City has a variety of revenue sources used to fund services shown in the following chart. Property taxes are the City's largest funding source. Many of the other revenue sources are based on factors outside of the City's direct control. For example state aid is controlled by the state budget and funding formulas, property tax equivalent is based on a PSC formula and permits and room tax are influenced by the economy. Other funding is affected by people's behaviors such as penalties and fines through the police department or recreation program fees.



**52% - PROPERTY TAX IS THE CITY'S MAJOR FUNDING SOURCE**

**41% - OTHER FUNDING SOURCES ARE LARGELY CONTROLLED BY OUTSIDE FACTORS SUCH AS THE ECONOMY, USERS OF THE SERVICE OR OTHER ENTITIES**

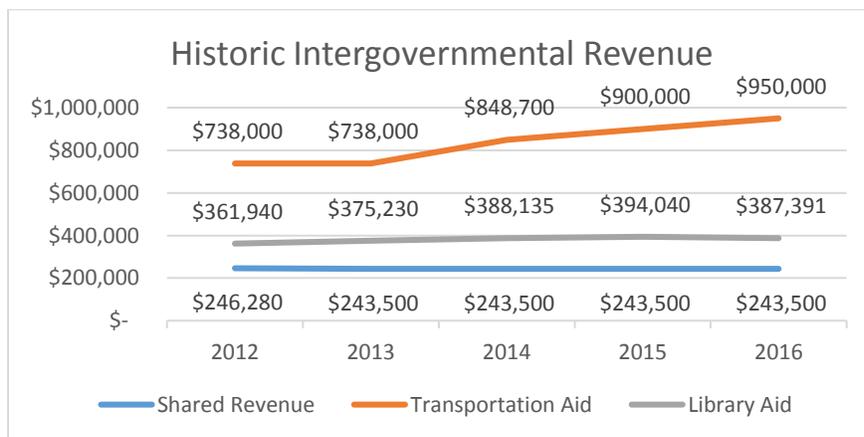
### Property Tax Levy & Levy Limits

The City's property tax levy is restricted by the State of Wisconsin through the enforcement of levy limits on local governments. This restriction on the City's largest funding source is challenging. The current law restricts levy increases to 0% or the percentage of growth (net new construction) in the community, whichever is greater. An adjustment can be added to a community's limit for debt issuances and the closure of TIF districts. The law also allows the carry forward of unused levy capacity with certain restrictions and limitations.

Oconomowoc is fortunate to have had growth in the past and is positioned for growth in the future. This growth will help pay for existing service cost increases, but we will be challenged to also fund the increased service demands caused by that same growth.

### Intergovernmental Funding

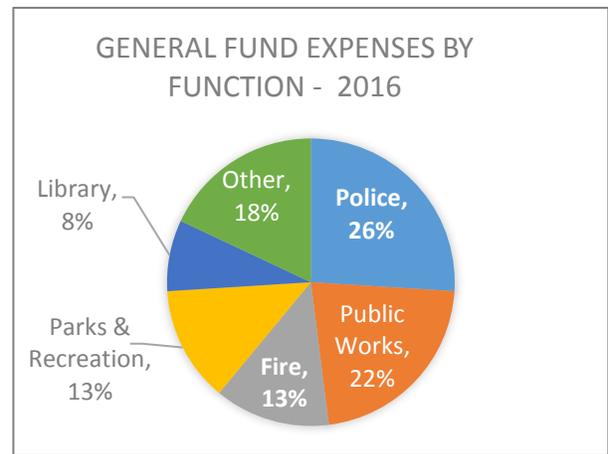
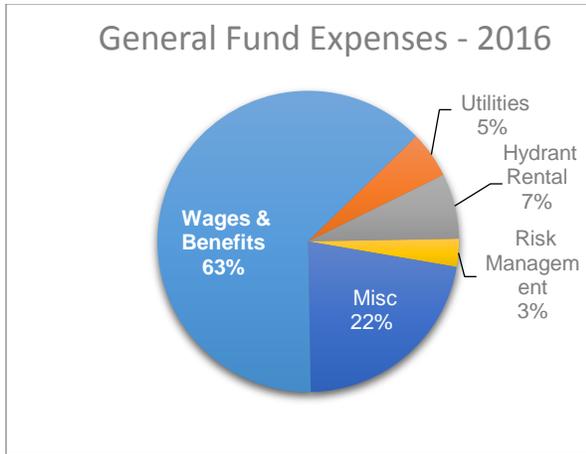
The City receives about 13% of funding from other governments including the State of Wisconsin, Waukesha County and the federal government. The three primary sources being shared revenue and transportation aid from the State of Wisconsin as well as county/intersystem library aids. Shared revenue is determined by the State of Wisconsin and has been frozen for a number of years. Transportation aid is determined by the State using a formula based on average spending over a period of time. And finally library aid is determined by Waukesha County and the Library System.



**THE CITY'S SECOND LARGEST REVENUE SOURCE IS AID PROVIDED BY OTHER GOVERNMENT ENTITIES.**

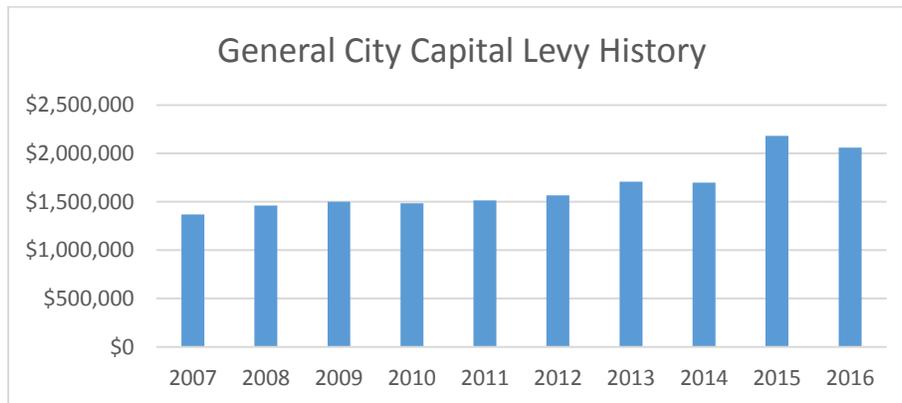
## Expenses of the City

The City is in the business of providing services to our citizens. It is not a surprise that the majority of the City's expense is for staffing to provide those services. About 39% of the City's general fund expenses are related to police & fire public safety services.



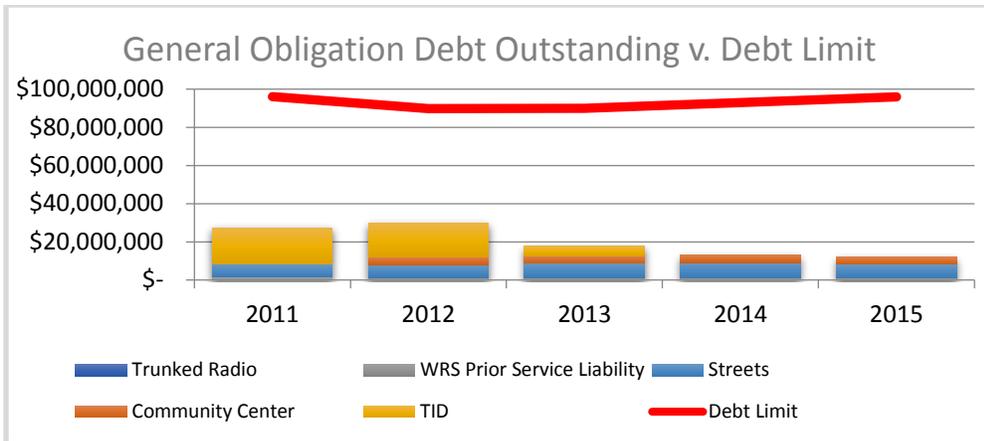
## Capital Investment

The City has levied a fairly stable amount for capital over the past ten years. For the 2015 budget, the City was able to levy a higher amount due to the closure of a TIF district.



## Debt

The City uses debt conservatively as a funding source for capital projects. The City currently has debt outstanding for the multi-year street projects initiative, the community center construction, WRS prior service liability and trunked radio note. The total amount of outstanding debt funded by the tax levy is \$12.1 million. The State of Wisconsin limits a municipality's debt to 5% of the equalized value of the community. The City is well under the \$96 million in allowed debt capacity.

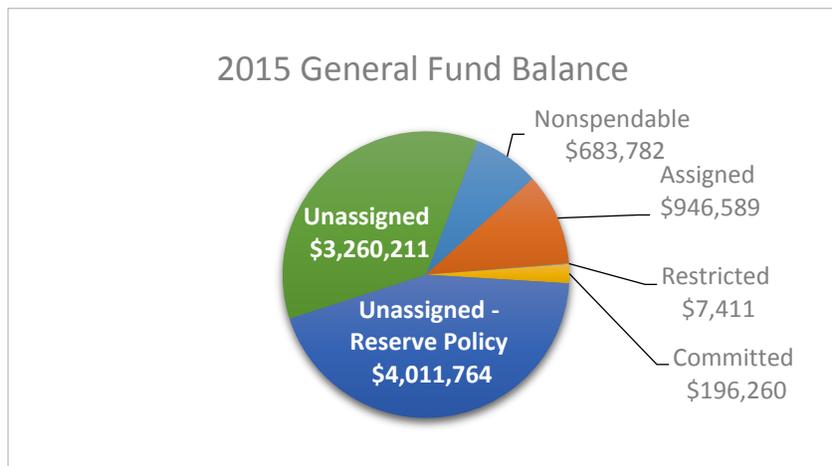


THE CITY'S DEBT LIMIT IN 2015 WAS \$96 MILLION.

THE CITY HAS \$12 MILLION IN OUTSTANDING DEBT – USING 13% OF ITS' LIMIT.

### General Fund Reserves

The City's general fund reserves totaled about \$9.1 million at the end of 2015. The majority of these reserves are not available to spend. The City has about \$3.3 million in reserves that the City has flexibility in determining their purpose. The LTFP provides the City with a mechanism to plan for any potential spend down in a thoughtful and deliberate manner.



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## Five Year Projection

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As we plan for the future to ensure financial sustainability, a forecast was developed of operational and capital investments. This projection will assist the City in identifying potential challenges and opportunities ahead.

### What does this plan achieve?

This projection highlights the areas of the City's focus over the next five years.

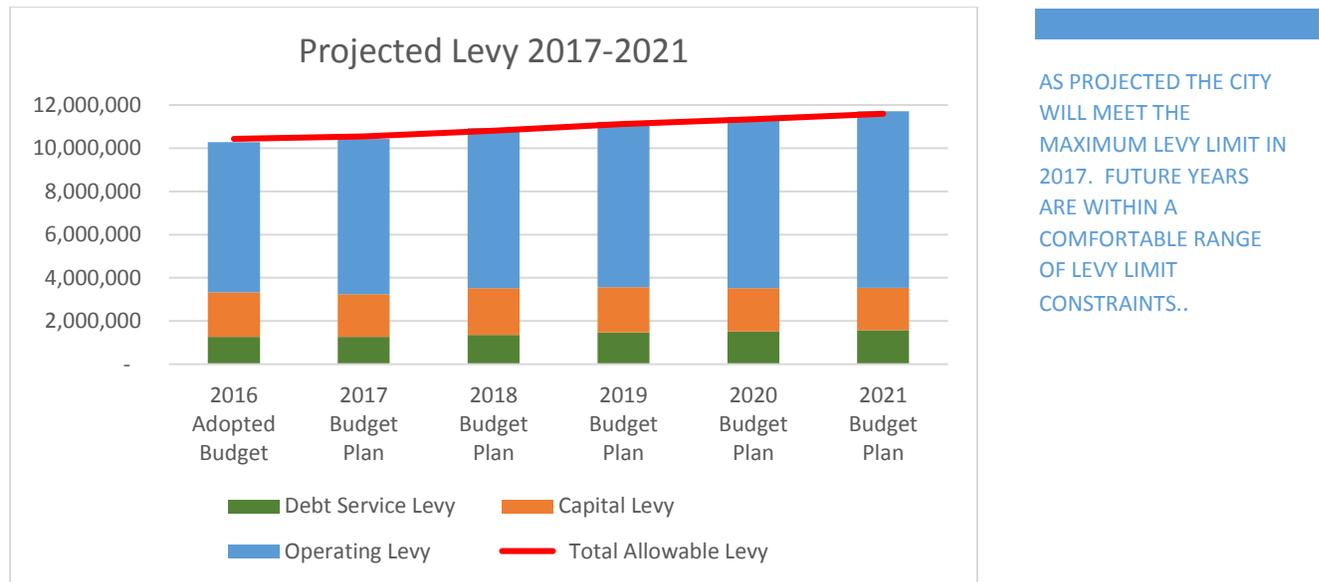
- Enhanced lake experience through the development of the boat launch, park space and playground on Fowler Lake behind City Hall.
- Redesign and reconstruction to improve the function and safety of the City Beach boat launch, parking lot and entrance/exit.
- Reconstruction/redesign of the three major public parking areas in the City's downtown.
- Increase access to recreation opportunities through the acquisition and development of a regional park in the northeast region of the City as well as development of the Wood Creek Park.
- Pedestrian safety and trail development through the completion of the underpass at Highway 67 on Oconomowoc Parkway.
- Construction of a new Justice Facility to expand facilities for the police department.
- Maintenance of transportation network by continuing funding for annual street maintenance with an effort to increase funding gradually to keep pace with cost increases.
- Increased water supply by the addition of new Well #8.

### What are some of the future challenges & opportunities?

- Levy limits restrict the City's flexibility in raising additional revenue. However, the City is fortunate to be poised for continued growth which will assist in funding existing services. However, with continued growth the demand for the city services also increases. To meet these service demands, the City will likely need to increase staffing and other operational costs in the future.
- Other major revenue sources such as state aid are not expected to grow at the same pace as expense increases.
- The City has about \$3.3 million in available general fund reserves, with this plan using about \$1.8 million of those reserves for one-time capital expenses.
- The City has been conservative in using debt financing in the past. Debt capacity is available for funding future capital items if necessary.

## General City Projection

Below is a chart showing the projected operating and capital spending over the next 5 years. The City will meet the levy limit constraints in 2017. Considering that projections are based on conservative assumptions, the future years (2018-2021) of the projection are within a comfortable range of levy limit constraints.



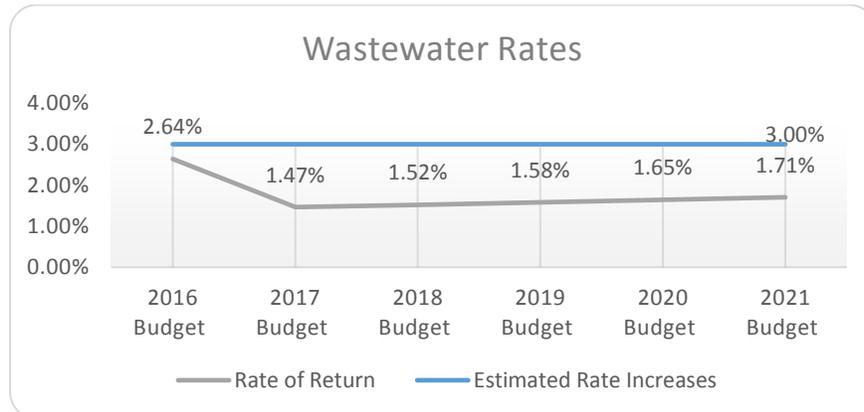
### Levy Projection 2017 - 2021

|                                    | 2016<br>Adopted<br>Budget | 2017<br>Budget<br>Plan | 2018<br>Budget<br>Plan | 2019<br>Budget<br>Plan | 2020<br>Budget<br>Plan | 2021<br>Budget<br>Plan |
|------------------------------------|---------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|
| Operating Levy                     | 6,946,068                 | 7,181,338              | 7,417,100              | 7,661,900              | 7,915,500              | 8,181,100              |
| Capital Levy                       | 2,061,500                 | 1,976,300              | 2,161,100              | 2,078,400              | 2,003,000              | 1,966,800              |
| Debt Service Levy                  | 1,271,767                 | 1,266,080              | 1,357,100              | 1,479,527              | 1,512,923              | 1,569,949              |
| <b>Total Levy</b>                  | <b>10,279,335</b>         | <b>10,423,718</b>      | <b>10,935,300</b>      | <b>11,219,827</b>      | <b>11,431,423</b>      | <b>11,717,849</b>      |
| <i>Percent Increase/(Decrease)</i> |                           | 1.4%                   | 4.9%                   | 2.6%                   | 1.9%                   | 2.5%                   |
| <b>Levy Limit Analysis</b>         |                           |                        |                        |                        |                        |                        |
| Total Allowable Levy               | 10,434,334                | 10,543,553             | 10,816,650             | 11,124,286             | 11,345,691             | 11,596,011             |
| <b>Under/(Over) Allowable Levy</b> | <b>154,999</b>            | <b>119,835</b>         | <b>(118,650)</b>       | <b>(95,541)</b>        | <b>(85,732)</b>        | <b>(121,838)</b>       |

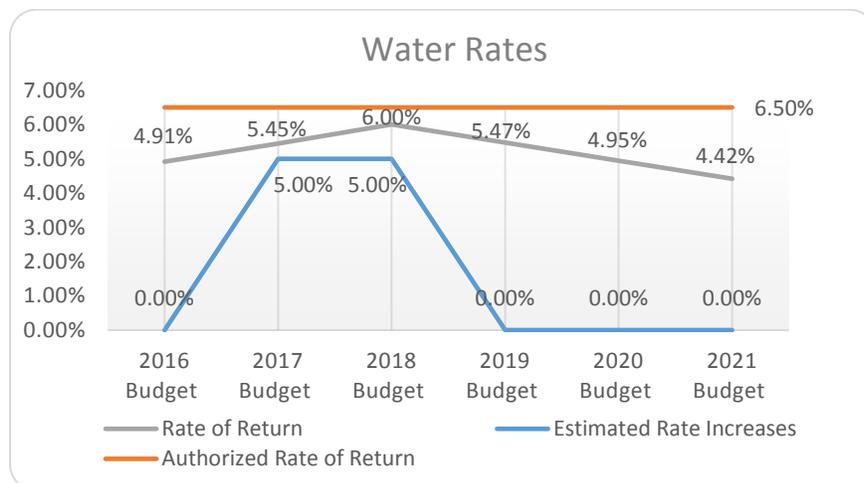
It's important to understand that these projections are high level conservative assumptions. Each year the City updates assumptions based on current information. What we can learn from this projection is that the City will not have significant new funding available for capital needs. It's likely that any new available levy capacity will be needed for operations. Therefore we should continue to look at our capital needs, prioritize our capital investments and determine alternative funding sources for capital projects that we decide to invest in.

## Utility Projections

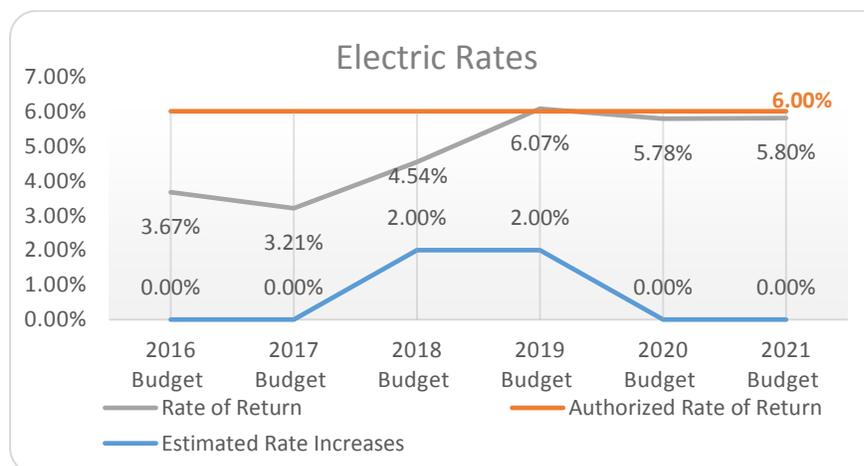
The City owns and operates three utilities – Wastewater, Water and Electric. Each utility is funded by user charges and undergoes a periodic rate review to ensure usage rates keep pace with changes in operational costs. The following charts illustrate the expected increases in user charges as well as the expected rate of return for each utility over the next five years.



A 3% ANNUAL RATE INCREASE IS PROJECTED OVER THE NEXT FIVE YEARS TO FUND THE WASTEWATER UTILITY OPERATIONS & CAPITAL INVESTMENTS.



WE ANTICIPATE A FULL RATE APPLICATION IN 2017 WITH ABOUT A 10% OVERALL INCREASE EFFECTIVE MIDYEAR.



WE ANTICIPATE A FULL RATE APPLICATION IN 2018 WITH ABOUT A 4% OVERALL INCREASE EFFECTIVE MIDYEAR.

## Assumptions Used in the Five Year Projection

Following are the major assumptions used in the 2017-2021 operating forecast.

### Operating Expenses

- Current service levels are maintained
- No changes in staffing levels
- Cost of living wage adjustments of 2%
- Health insurance increases of 3%
- Utility cost increases of 3%
- Risk management increases of 2.5%
- All other operating costs increases 1%

### Operating Revenue

- No increase in state aid
- Library aid increase of 2.5% per year
- Property tax equivalent payments from utilities would increase 1%
- Net new construction of 1.3% for 2017 & 2% thereafter

## General City Capital

The City has a variety of capital projects, but they can be summarized into the following categories: city initiatives, infrastructure, building & grounds, fleet equipment, other equipment, and other. Following is a chart summarizing the projected capital needs over the next 5 years.



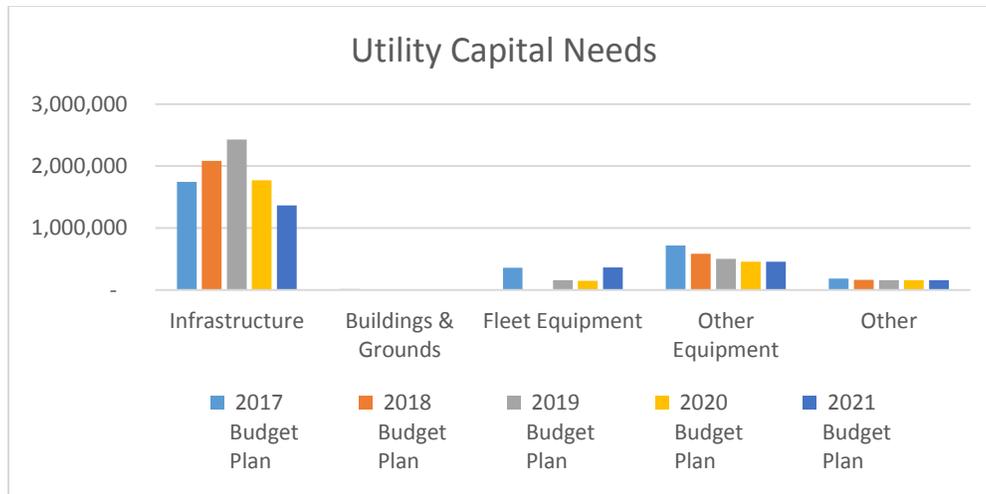
The City has identified alternative funding sources for some of the capital needs identified. Funding sources mainly include grant funds and impact fees.

### General City Capital Summary

|                            | 2017<br>Budget<br>Plan | 2018<br>Budget<br>Plan | 2019<br>Budget<br>Plan | 2020<br>Budget<br>Plan | 2021<br>Budget<br>Plan |
|----------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|
| Initiatives                | 3,070,000              | 2,460,000              | 250,000                | -                      | -                      |
| Infrastructure             | 2,550,000              | 1,650,000              | 1,075,000              | 1,100,000              | 1,125,000              |
| Building & Grounds         | 433,600                | 2,245,000              | 570,000                | 521,000                | 260,800                |
| Fleet Equipment            | 1,013,400              | 798,400                | 810,400                | 415,000                | 416,000                |
| Other Equipment            | 254,000                | 268,600                | 117,000                | 432,000                | 90,000                 |
| Other                      | 114,800                | 175,000                | 75,000                 | 95,000                 | 75,000                 |
| <b>Total Capital</b>       | <b>7,435,800</b>       | <b>7,597,000</b>       | <b>2,897,400</b>       | <b>2,563,000</b>       | <b>1,966,800</b>       |
| Other Funding Sources      | (5,459,500)            | (5,435,900)            | (819,000)              | (560,000)              | -                      |
| <b>Levy Funding Needed</b> | <b>1,976,300</b>       | <b>2,161,100</b>       | <b>2,078,400</b>       | <b>2,003,000</b>       | <b>1,966,800</b>       |

## Utility Capital

The City Utilities have a variety of capital needs, but they can be summarized into the same major categories. The largest capital investment for the utility is maintenance and expansion of our infrastructure. Following is a chart summarizing the projected capital needs over the next 5 years.



The Utilities mainly fund capital out of reserves and recover the costs through depreciation expense in the rate structure. Some capital items are funded through impact fees or special assessments. As shown in earlier charts, the level of capital spending identified can be supported in the utility’s rate structure with modest increases. The chart below shows the amount of capital spending for the utilities by the funding source identified.

### Utility Capital Summary

|                           | 2017<br>Budget<br>Plan | 2018<br>Budget<br>Plan | 2019<br>Budget<br>Plan | 2020<br>Budget<br>Plan | 2021<br>Budget<br>Plan |
|---------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|
| Wastewater Reserves       | 320,000                | 300,000                | 450,000                | 440,000                | 435,000                |
| Water Reserves            | 630,000                | 303,000                | 430,000                | 813,000                | 388,000                |
| Electric Reserves         | 1,771,600              | 1,230,000              | 1,370,000              | 1,280,000              | 1,520,000              |
| Sewer Availability Charge | -                      | -                      | -                      | -                      | -                      |
| Impact Fees               | 300,000                | 1,000,000              | 1,000,000              | -                      | -                      |
| <b>Total</b>              | <b>3,021,600</b>       | <b>2,833,000</b>       | <b>3,250,000</b>       | <b>2,533,000</b>       | <b>2,343,000</b>       |

## Summary

The City will continue to face challenges in funding operations and capital considering the levy limit restrictions. The information presented in this document provides background for the City to continue discussions regarding the City’s direction and priorities. Circumstances are ever changing. Factors such as the economy, state legislation and unforeseen opportunities can impact our planning efforts. The City will continue to monitor and adjust as we receive new information, rebalancing priorities to meet the City’s goals of making Oconomowoc a community where “Life Comes Naturally Here”.

# Appendix

## Schedule of Capital

A schedule of capital has been included for general city operations as well as utility operations.

- Schedule of Capital – Levy Funds
- Schedule of Capital – Utility Funds

CITY OF OCONOMOWOC  
LONG TERM FINANCIAL PLAN 2017 - 2021  
SCHEDULE OF CAPITAL - LEVY FUNDS

| Project # | Dept      | Type       | Description                                | 2017         | 2018         | 2019         | 2020         | 2021         | Funding Source |              |             |              |               |
|-----------|-----------|------------|--|--------------|--------------|--------------|--------------|--------------|----------------|--------------|-------------|--------------|---------------|
|           |           |            |  |              |              |              |              |              | Levy           | Debt         | GF Reserves | Other        | Other Type    |
| 1         | DPW       | Initiative | Pedestrian Parkway - STH 67/Ocon Pkwy      | \$ 1,220,000 |              |              |              |              | \$ -           | \$ -         | \$ 150,000  | \$ 1,070,000 | Grant         |
| 2         | Parks     | Initiative | NE Regional Park Acquisition               | \$ 1,600,000 |              |              |              |              | \$ -           | \$ -         | \$ -        | \$ 1,600,000 | Impact - Park |
| 3         | Parks     | Initiative | Fowler Lake Shoreline - Section 3          | \$ 250,000   |              |              |              |              | \$ -           | \$ -         | \$ 250,000  | \$ -         |               |
| 4         | Parks     | Initiative | Boat Launch Parking - City Beach           |              | \$ 750,000   |              |              |              | \$ -           | \$ -         | \$ 187,500  | \$ 562,500   | Grant & Other |
| 5         | Parks     | Initiative | Boat Launch Development - City Beach       |              | \$ 1,250,000 |              |              |              | \$ -           | \$ -         | \$ 156,250  | \$ 1,093,750 | Grant & Other |
| 6         | Parks     | Initiative | Master Park Plan - Pabst Farms             |              | \$ 20,000    |              |              |              | \$ -           | \$ -         | \$ -        | \$ 20,000    | Impact - Park |
| 7         | Parks     | Initiative | Wood Creek Park Development                |              | \$ 440,000   |              |              |              | \$ -           | \$ -         | \$ -        | \$ 440,000   | Impact - Park |
| 8         | Parks     | Initiative | NE Regional Park Development               |              |              | \$ 250,000   |              |              | \$ -           | \$ -         | \$ -        | \$ 250,000   | Impact - Park |
| 9         | DPW       | Infra      | Street Maintenance Program                 | \$ 1,050,000 | \$ 1,050,000 | \$ 1,075,000 | \$ 1,100,000 | \$ 1,125,000 | \$ 5,400,000   | \$ -         | \$ -        | \$ -         |               |
| 10        | DPW       | Infra      | Collins Parking Lot - Retaining Wall       | \$ 600,000   |              |              |              |              | \$ -           | \$ -         | \$ -        | \$ 600,000   | TIF           |
| 11        | DPW       | Infra      | Reconstruct North Parking Lot              | \$ 900,000   |              |              |              |              | \$ -           | \$ -         | \$ 900,000  | \$ -         |               |
| 12        | DPW       | Infra      | Reconstruct South Parking Lot              |              | \$ 600,000   |              |              |              | \$ -           | \$ -         | \$ -        | \$ 600,000   | TIF           |
| 103       | Police    | B&G        | Justice Facility                           |              | \$ 2,000,000 |              |              |              | \$ -           | \$ 2,000,000 | \$ -        | \$ -         |               |
| 13        | City Hall | B&G        | HVAC Improvements                          | \$ 45,000    |              |              |              |              | \$ 45,000      | \$ -         | \$ -        | \$ -         |               |
| 14        | City Hall | B&G        | Carpet/Tile Replacement                    | \$ 40,000    |              |              |              |              | \$ 40,000      | \$ -         | \$ -        | \$ -         |               |
| 16        | City Hall | B&G        | Window Replacement                         |              |              | \$ 110,000   | \$ 60,000    |              | \$ 170,000     | \$ -         | \$ -        | \$ -         |               |
| 17        | City Hall | B&G        | City Hall Security                         |              |              | \$ 70,000    |              |              | \$ 70,000      | \$ -         | \$ -        | \$ -         |               |
| 18        | City Hall | B&G        | City Hall Door Replacement                 |              |              | \$ 25,000    |              |              | \$ 25,000      | \$ -         | \$ -        | \$ -         |               |
| 19        | City Hall | B&G        | Air Conditioning Units                     |              |              |              | \$ 15,000    |              | \$ 15,000      | \$ -         | \$ -        | \$ -         |               |
| 20        | City Hall | B&G        | Office Remodel - Planning                  |              |              |              | \$ 10,000    |              | \$ 10,000      | \$ -         | \$ -        | \$ -         |               |
| 21        | City Hall | B&G        | City Hall Exterior Cleaning & Tuckpointing |              |              |              |              | \$ 55,000    | \$ 55,000      | \$ -         | \$ -        | \$ -         |               |
| 22        | DPW       | B&G        | Storage Yard Development - Phase 2         |              |              | \$ 175,000   |              |              | \$ -           | \$ -         | \$ 175,000  | \$ -         |               |
| 23        | Finance   | B&G        | Remodel/Furniture -Clerk/Finance Area      | \$ 70,000    |              |              |              |              | \$ 70,000      | \$ -         | \$ -        | \$ -         |               |
| 24        | Fire      | B&G        | Driveway & Parking Are Repaving - FD1      | \$ 20,000    |              |              |              |              | \$ 20,000      | \$ -         | \$ -        | \$ -         |               |
| 25        | Fire      | B&G        | Furnace - FD1                              | \$ 6,600     |              |              |              |              | \$ 6,600       | \$ -         | \$ -        | \$ -         |               |
| 26        | Library   | B&G        | Sidewalk Replacement - Library             | \$ 50,000    |              |              |              |              | \$ 50,000      | \$ -         | \$ -        | \$ -         |               |
| 27        | Library   | B&G        | Grounds Update & Irrigation System         | \$ 17,000    |              |              |              |              | \$ 17,000      | \$ -         | \$ -        | \$ -         |               |
| 28        | Library   | B&G        | Boiler Replacement                         | \$ 70,000    |              |              |              |              | \$ 70,000      | \$ -         | \$ -        | \$ -         |               |
| 29        | Library   | B&G        | Pneumatic Control System                   |              | \$ 75,000    |              |              |              | \$ 75,000      | \$ -         | \$ -        | \$ -         |               |
| 30        | Library   | B&G        | Bay Window Replacement                     |              |              |              | \$ 75,000    |              | \$ 75,000      | \$ -         | \$ -        | \$ -         |               |
| 31        | Library   | B&G        | Sliding Door Replacement                   |              |              |              | \$ 36,000    |              | \$ 36,000      | \$ -         | \$ -        | \$ -         |               |
| 32        | Library   | B&G        | Book Shelving - Children's                 |              |              |              |              | \$ 40,000    | \$ 40,000      | \$ -         | \$ -        | \$ -         |               |
| 33        | Library   | B&G        | Skylight Ceiling Tile Repair               |              |              |              |              | \$ 10,800    | \$ 10,800      | \$ -         | \$ -        | \$ -         |               |
| 34        | Parks     | B&G        | Tree Replacement - EAB                     | \$ 15,000    | \$ 20,000    | \$ 20,000    | \$ 20,000    | \$ 20,000    | \$ 95,000      | \$ -         | \$ -        | \$ -         |               |
| 35        | Parks     | B&G        | Tennis Courts - Lily Road Park             | \$ -         | \$ 100,000   |              |              |              | \$ 100,000     | \$ -         | \$ -        | \$ -         |               |
| 37        | Parks     | B&G        | Outfield Renovation - Roosevelt Field      |              | \$ 50,000    |              |              |              | \$ 50,000      | \$ -         | \$ -        | \$ -         |               |
| 38        | Parks     | B&G        | Tennis Courts - Fowler Park                | \$ 100,000   |              |              |              |              | \$ 100,000     | \$ -         | \$ -        | \$ -         |               |

| Project # | Dept   | Type  | Description                               | 2017       | 2018       | 2019       | 2020       | 2021       | Levy       | Debt       | GF Reserves | Other      | Other Type    |
|-----------|--------|-------|---|------------|------------|------------|------------|------------|------------|------------|-------------|------------|---------------|
| 39        | Parks  | B&G   | Backstop - Chaffee Road Park              |            |            | \$ 10,000  |            |            | \$ 10,000  | \$ -       | \$ -        | \$ -       |               |
| 40        | Parks  | B&G   | Community Center Improvmts/Replcmnts      |            |            |            | \$ 100,000 |            | \$ -       | \$ -       | \$ -        | \$ 100,000 | Other         |
| 41        | Parks  | B&G   | Tennis Courts - Westover Park             |            |            |            | \$ 100,000 |            | \$ 100,000 | \$ -       | \$ -        | \$ -       |               |
| 42        | Parks  | B&G   | Canoe Launch - Blain Street               |            |            |            | \$ 25,000  |            | \$ -       | \$ -       | \$ -        | \$ 25,000  | Impact - Park |
| 43        | Parks  | B&G   | Canoe Launch - River Knoll Park           |            |            |            | \$ 20,000  |            | \$ -       | \$ -       | \$ -        | \$ 20,000  | Impact - Park |
| 44        | Parks  | B&G   | Shoreline Stabilization - Greenland Ave   |            |            |            |            | \$ 15,000  | \$ 15,000  | \$ -       | \$ -        | \$ -       |               |
| 45        | Parks  | B&G   | Lighting - Riverside Park                 |            |            |            | \$ 15,000  |            | \$ 15,000  | \$ -       | \$ -        | \$ -       |               |
| 46        | Parks  | B&G   | Playground Equipment - St. Pauls Park     |            |            |            |            | \$ 40,000  | \$ 40,000  | \$ -       | \$ -        | \$ -       |               |
| 47        | Parks  | B&G   | Shoreline Stabilization - Chestnut Street |            |            |            | \$ -       | \$ 15,000  | \$ 15,000  | \$ -       | \$ -        | \$ -       |               |
| 48        | Parks  | B&G   | Shoreline Stabilization - Grove Street    |            |            |            | \$ -       | \$ 15,000  | \$ 15,000  | \$ -       | \$ -        | \$ -       |               |
| 49        | Parks  | B&G   | Parkview Place Master Plan                |            |            |            | \$ 20,000  |            | \$ 20,000  | \$ -       | \$ -        | \$ -       |               |
| 50        | Parks  | B&G   | Internal Trail - Roosevelt Park           |            |            |            |            | \$ 25,000  | \$ 25,000  | \$ -       | \$ -        | \$ -       |               |
| 51        | Parks  | B&G   | City Beach Water Feature - Slide          |            |            |            |            | \$ 25,000  | \$ 25,000  | \$ -       | \$ -        | \$ -       |               |
| 52        | Parks  | B&G   | Fencing - Champion Fields #1              |            |            | \$ 60,000  |            |            | \$ 60,000  | \$ -       | \$ -        | \$ -       |               |
| 53        | Parks  | B&G   | Tennis Courts - Blain Street Park         |            |            | \$ 100,000 |            |            | \$ 100,000 | \$ -       | \$ -        | \$ -       |               |
| 54        | Parks  | B&G   | Improvements - Hickory Creek North Park   |            |            |            | \$ 25,000  |            | \$ -       | \$ -       | \$ -        | \$ 25,000  | Impact - Park |
| 55        | Ambo   | Fleet | Ambulance                                 |            |            | \$ 327,000 |            |            | \$ -       | \$ -       | \$ -        | \$ 327,000 | Ambo Fund     |
| 56        | DPW    | Fleet | Dump Truck w/ Plow, Wing, Sander          | \$ 200,000 |            |            |            |            | \$ 200,000 | \$ -       | \$ -        | \$ -       |               |
| 57        | DPW    | Fleet | Truck w/ Plow, Wing, Sander               |            | \$ 210,000 |            |            |            | \$ 210,000 | \$ -       | \$ -        | \$ -       |               |
| 58        | DPW    | Fleet | Vacuum Sweeper                            |            | \$ 310,000 |            |            |            | \$ -       | \$ 310,000 | \$ -        | \$ -       |               |
| 59        | DPW    | Fleet | Maintenance Van                           |            |            | \$ 45,000  |            |            | \$ 45,000  | \$ -       | \$ -        | \$ -       |               |
| 60        | DPW    | Fleet | Front End Loader                          |            |            | \$ 180,000 |            |            | \$ 180,000 | \$ -       | \$ -        | \$ -       |               |
| 61        | DPW    | Fleet | Pickup Truck - 3/4 Ton                    |            |            | \$ 45,000  |            |            | \$ 45,000  | \$ -       | \$ -        | \$ -       |               |
| 62        | DPW    | Fleet | Truck w/ Plow, Wing, Sander               |            |            |            | \$ 205,000 |            | \$ 205,000 | \$ -       | \$ -        | \$ -       |               |
| 63        | DPW    | Fleet | Flail Mower                               |            |            |            |            | \$ 93,000  | \$ 93,000  | \$ -       | \$ -        | \$ -       |               |
| 64        | DPW    | Fleet | Pickup Truck 3/4 Ton with Liftgate        |            |            |            |            | \$ 48,000  | \$ 48,000  | \$ -       | \$ -        | \$ -       |               |
| 65        | DPW    | Fleet | Skidsteer                                 |            |            |            |            | \$ 60,000  | \$ 60,000  | \$ -       | \$ -        | \$ -       |               |
| 66        | Fire   | Fleet | Fire Engine                               | \$ 650,000 |            |            |            |            | \$ -       | \$ 650,000 | \$ -        | \$ -       |               |
| 67        | Fire   | Fleet | Utility Vehicle                           |            | \$ 100,000 | \$ 100,000 |            |            | \$ 200,000 | \$ -       | \$ -        | \$ -       |               |
| 68        | Fire   | Fleet | Utility/Command Vehicle                   |            |            |            |            | \$ 70,000  | \$ 70,000  | \$ -       | \$ -        | \$ -       |               |
| 70        | Parks  | Fleet | Polar Trac                                | \$ 50,000  |            |            |            |            | \$ 50,000  | \$ -       | \$ -        | \$ -       |               |
| 71        | Parks  | Fleet | Utility Vehicle                           |            | \$ 20,000  |            |            |            | \$ 20,000  | \$ -       | \$ -        | \$ -       |               |
| 72        | Parks  | Fleet | Truck w/ Plow                             |            | \$ 45,000  |            |            |            | \$ 45,000  | \$ -       | \$ -        | \$ -       |               |
| 73        | Parks  | Fleet | Truck                                     |            |            |            | \$ 40,000  |            | \$ 40,000  | \$ -       | \$ -        | \$ -       |               |
| 74        | Parks  | Fleet | Polar Trac                                |            |            |            | \$ 55,000  |            | \$ 55,000  | \$ -       | \$ -        | \$ -       |               |
| 75        | Parks  | Fleet | Turf Sweeper                              |            |            |            |            | \$ 30,000  | \$ 30,000  | \$ -       | \$ -        | \$ -       |               |
| 76        | Police | Fleet | Squad Car Replacement                     | \$ 113,400 | \$ 113,400 | \$ 113,400 | \$ 115,000 | \$ 115,000 | \$ 570,200 | \$ -       | \$ -        | \$ -       |               |
| 77        | Ambo   | Equip | Software & Mobile Computers               | \$ 29,500  | \$ 15,900  |            |            |            |            |            |             | \$ 45,400  | Ambo Fund     |
| 78        | Ambo   | Equip | Power Lift Cot                            |            |            | \$ 22,000  |            |            | \$ -       | \$ -       | \$ -        | \$ 22,000  | Ambo Fund     |
| 79        | Ambo   | Equip | Power Lift Cot                            |            |            |            | \$ 23,000  |            | \$ -       | \$ -       | \$ -        | \$ 23,000  | Ambo Fund     |

| Project #     | Dept     | Type  | Description                               | 2017                | 2018                | 2019                | 2020                | 2021                | Levy                 | Debt                | GF Reserves         | Other               | Other Type |
|---------------|----------|-------|---|---------------------|---------------------|---------------------|---------------------|---------------------|----------------------|---------------------|---------------------|---------------------|------------|
| 80            | DPW      | Equip | Asphalt Hot Box                           |                     |                     |                     | \$ 17,000           |                     | \$ 17,000            | \$ -                | \$ -                | \$ -                |            |
| 81            | DPW      | Equip | Large Format Copier                       |                     |                     |                     | \$ 25,000           |                     | \$ 25,000            | \$ -                | \$ -                | \$ -                |            |
| 82            | DPW      | Equip | Salt Brine Machine                        |                     |                     |                     |                     | \$ 40,000           | \$ 40,000            | \$ -                | \$ -                | \$ -                |            |
| 83            | Econ Dev | Equip | Wayfinding Signage Replacement            | \$ 40,000           |                     |                     |                     |                     |                      |                     |                     | \$ 40,000           | Room Tax   |
| 84            | Fire     | Equip | Software & Mobile Computers               | \$ 14,500           | \$ 47,700           |                     |                     |                     | \$ 62,200            | \$ -                | \$ -                | \$ -                |            |
| 85            | Fire     | Equip | Protective Clothing                       |                     | \$ 84,000           |                     |                     |                     | \$ 84,000            | \$ -                | \$ -                | \$ -                |            |
| 86            | Fire     | Equip | Self Contained Breathing Apparatus (SCBA) |                     |                     |                     | \$ 332,000          |                     | \$ -                 | \$ 332,000          | \$ -                | \$ -                |            |
| 87            | Library  | Equip | Furniture Replacement                     |                     |                     | \$ 50,000           |                     |                     | \$ 50,000            | \$ -                | \$ -                | \$ -                |            |
| 88            | Parks    | Equip | Playground Equipment - Bub Heritage Park  |                     | \$ 35,000           |                     |                     |                     | \$ 35,000            | \$ -                | \$ -                | \$ -                |            |
| 89            | Parks    | Equip | Playground Equipment - Blain Street Park  | \$ 35,000           |                     |                     |                     |                     | \$ 35,000            | \$ -                | \$ -                | \$ -                |            |
| 90            | Parks    | Equip | Playground Equipment - Champion Fields    |                     |                     |                     |                     | \$ 50,000           | \$ 50,000            | \$ -                | \$ -                | \$ -                |            |
| 91            | Police   | Equip | Radar Replacements - Squads               |                     | \$ 36,000           |                     |                     |                     | \$ 36,000            | \$ -                | \$ -                | \$ -                |            |
| 92            | Tech     | Equip | Clarity Server Replacement                | \$ 15,000           |                     |                     |                     |                     | \$ -                 | \$ -                | \$ -                | \$ 15,000           | Tech Fund  |
| 93            | Tech     | Equip | SAN #1 & NAS Replacement                  | \$ 85,000           |                     |                     |                     |                     | \$ -                 | \$ -                | \$ -                | \$ 85,000           | Tech Fund  |
| 94            | Tech     | Equip | Redundant SAN                             | \$ 35,000           |                     |                     |                     |                     | \$ -                 | \$ -                | \$ -                | \$ 35,000           | Tech Fund  |
| 95            | Tech     | Equip | Server Replacements                       |                     | \$ 50,000           |                     |                     |                     | \$ -                 | \$ -                | \$ -                | \$ 50,000           | Tech Fund  |
| 96            | Tech     | Equip | SAN #2 Replacement                        |                     |                     | \$ 45,000           |                     |                     | \$ -                 | \$ -                | \$ -                | \$ 45,000           | Tech Fund  |
| 97            | Tech     | Equip | SAN Expansion                             |                     |                     |                     | \$ 35,000           |                     | \$ -                 | \$ -                | \$ -                | \$ 35,000           | Tech Fund  |
| 98            | DPW      | Other | Adaptive Management Program               | \$ 75,000           | \$ 75,000           | \$ 75,000           | \$ 75,000           | \$ 75,000           | \$ 375,000           | \$ -                | \$ -                | \$ -                |            |
| 99            | DPW      | Other | GIS Website Software & Upgrades           | \$ 35,000           |                     |                     |                     |                     | \$ -                 | \$ -                | \$ -                | \$ 35,000           | Tech Fund  |
| 100           | Finance  | Other | Assessment Revaluation                    |                     | \$ 100,000          |                     |                     |                     | \$ 100,000           | \$ -                | \$ -                | \$ -                |            |
| 101           | Parks    | Other | Park & Open Space Plan Update             |                     |                     |                     | \$ 20,000           |                     | \$ 20,000            | \$ -                | \$ -                | \$ -                |            |
| 102           | Police   | Other | Court Interface Software                  | \$ 4,800            |                     |                     |                     |                     | \$ 4,800             | \$ -                | \$ -                | \$ -                |            |
|               |          |       |   |                     |                     |                     |                     |                     | \$ -                 | \$ -                | \$ -                | \$ -                |            |
|               |          |       |   |                     |                     |                     |                     |                     | \$ -                 | \$ -                | \$ -                | \$ -                |            |
| <b>Totals</b> |          |       |   | <b>\$ 7,435,800</b> | <b>\$ 7,597,000</b> | <b>\$ 2,897,400</b> | <b>\$ 2,563,000</b> | <b>\$ 1,966,800</b> | <b>\$ 10,185,600</b> | <b>\$ 3,292,000</b> | <b>\$ 1,818,750</b> | <b>\$ 7,163,650</b> |            |

CITY OF OCONOMOWOC  
LONG TERM FINANCIAL PLAN 2017 - 2021  
SCHEDULE OF CAPITAL - UTILITY FUNDS

| Project # | Dept     | Type  | Description   | 2017       | 2018         | 2019         | 2020       | 2021       | Funding Source |              |            |              |             |
|-----------|----------|-------|---|------------|--------------|--------------|------------|------------|----------------|--------------|------------|--------------|-------------|
|           |          |       |   |            |              |              |            |            | Wastewater     | Water        | Electric   | Other        | Other Type  |
| 101       | WTTP     | Equip | Treatment Plant Upgrades/Replacements               | \$ 200,000 | \$ 200,000   | \$ 200,000   | \$ 200,000 | \$ 200,000 | \$ 1,000,000   | \$ -         | \$ -       | \$ -         |             |
| 102       | WTTP     | Infr  | Sewer Main (In Conjunction w/ Streets)              | \$ 50,000  | \$ 100,000   | \$ 200,000   | \$ 200,000 | \$ 200,000 | \$ 750,000     | \$ -         | \$ -       | \$ -         |             |
| 103       | WTTP     | Infr  | Orchards Pump Station Upgrade                       | \$ 40,000  |              |              |            |            | \$ 40,000      | \$ -         | \$ -       | \$ -         |             |
| 104       | WTTP     | Infr  | Metering Station Upgrades                           | \$ 30,000  |              |              | \$ 40,000  |            | \$ 70,000      | \$ -         | \$ -       | \$ -         |             |
| 105       | WTTP     | Equip | Air Flotation Thickening Equipment Repairs          |            |              | \$ 50,000    |            |            | \$ 50,000      | \$ -         | \$ -       | \$ -         |             |
| 106       | WTTP     | Fleet | Truck - 1/2 ton                                     |            |              |              |            | \$ 35,000  | \$ 35,000      | \$ -         | \$ -       | \$ -         |             |
| 107       | Water    | Infr  | Water Main (In Conjunction w/ Streets)              | \$ 292,000 | \$ 180,000   | \$ 342,000   | \$ 300,000 | \$ 300,000 | \$ -           | \$ 1,414,000 | \$ -       | \$ -         |             |
| 108       | Water    | Infr  | Distribution Water Mains & Valves                   | \$ 20,000  | \$ 20,000    | \$ 20,000    | \$ 20,000  | \$ 20,000  | \$ -           | \$ 100,000   | \$ -       | \$ -         |             |
| 109       | Water    | Infr  | Obsolete Water Service Lateral Replacements         | \$ 20,000  | \$ 20,000    | \$ 20,000    | \$ 20,000  | \$ 20,000  | \$ -           | \$ 100,000   | \$ -       | \$ -         |             |
| 110       | Water    | Infr  | Well #3 maintenance                                 | \$ 25,000  |              |              |            |            | \$ -           | \$ 25,000    | \$ -       | \$ -         |             |
| 111       | Water    | Infr  | New Well #8   | \$ 300,000 |              |              |            |            | \$ -           | \$ -         | \$ -       | \$ 300,000   | Impact Fees |
| 112       | Water    | Infr  | Well #8 Pumping Station                             |            | \$ 1,000,000 | \$ 1,000,000 |            |            | \$ -           | \$ -         | \$ -       | \$ 2,000,000 | Impact Fees |
| 113       | Water    | Infr  | Watermain Extension - Lapham Road                   |            |              |              | \$ 425,000 |            | \$ -           | \$ 425,000   | \$ -       | \$ -         |             |
| 114       | Water    | B&G   | Well #4 Roof & Door Replacement                     | \$ 15,000  |              |              |            |            | \$ -           | \$ 15,000    | \$ -       | \$ -         |             |
| 115       | Water    | Fleet | Truck - Water Foreman                               | \$ 60,000  |              |              |            |            | \$ -           | \$ 60,000    | \$ -       | \$ -         |             |
| 116       | Water    | Equip | Backup Generators - Wells 4 & 6                     | \$ 95,000  |              |              |            |            | \$ -           | \$ 95,000    | \$ -       | \$ -         |             |
| 117       | Water    | Equip | Water Meters  | \$ 70,000  | \$ 70,000    | \$ 40,000    | \$ 40,000  | \$ 40,000  | \$ -           | \$ 260,000   | \$ -       | \$ -         |             |
| 118       | Water    | Other | Meter Database Conversion                           | \$ 25,000  | \$ 5,000     |              |            |            | \$ -           | \$ 30,000    | \$ -       | \$ -         |             |
| 119       | Water    | Other | Capital Contingency                                 | \$ 8,000   | \$ 8,000     | \$ 8,000     | \$ 8,000   | \$ 8,000   | \$ -           | \$ 40,000    | \$ -       | \$ -         |             |
| 120       | Electric | Infr  | New Services  | \$ 45,000  | \$ 45,000    | \$ 45,000    | \$ 45,000  | \$ 45,000  | \$ -           | \$ -         | \$ 225,000 | \$ -         |             |
| 121       | Electric | Infr  | Primary Extensions                                  | \$ 100,000 | \$ 100,000   | \$ 100,000   | \$ 100,000 | \$ 100,000 | \$ -           | \$ -         | \$ 500,000 | \$ -         |             |
| 122       | Electric | Infr  | Injected Cable Replacement                          | \$ 100,000 | \$ 200,000   | \$ 200,000   |            |            | \$ -           | \$ -         | \$ 500,000 | \$ -         |             |
| 123       | Electric | Infr  | Cable Replacement - Blain/Worthington               | \$ 250,000 |              |              |            |            | \$ -           | \$ -         | \$ 250,000 | \$ -         |             |
| 124       | Electric | Infr  | 75 Stepdown/203-204 Conversion                      | \$ 250,000 |              |              |            |            | \$ -           | \$ -         | \$ 250,000 | \$ -         |             |
| 125       | Electric | Infr  | Rehab Electric Service for Schools                  | \$ 100,000 |              |              |            |            | \$ -           | \$ -         | \$ 100,000 | \$ -         |             |
| 126       | Electric | Infr  | Decommission Armour Substation                      | \$ 25,000  |              |              |            |            | \$ -           | \$ -         | \$ 25,000  | \$ -         |             |
| 127       | Electric | Infr  | Transformer 7 Circuit Switcher at Cooney Substation | \$ 100,000 |              |              |            |            | \$ -           | \$ -         | \$ 100,000 | \$ -         |             |
| 128       | Electric | Infr  | Decommission Wisconsin Substation                   |            | \$ 50,000    |              |            |            | \$ -           | \$ -         | \$ 50,000  | \$ -         |             |
| 129       | Electric | Infr  | Cable Replacement - West Industrial Park            |            | \$ 250,000   |              |            |            | \$ -           | \$ -         | \$ 250,000 | \$ -         |             |
| 130       | Electric | Infr  | Second St. Industrial Service Rehab                 |            | \$ 120,000   |              |            |            | \$ -           | \$ -         | \$ 120,000 | \$ -         |             |
| 131       | Electric | Infr  | CB83/CB74 Rebuild Silver Lake Street                |            |              | \$ 200,000   |            |            | \$ -           | \$ -         | \$ 200,000 | \$ -         |             |
| 132       | Electric | Infr  | System Automation                                   |            |              | \$ 300,000   | \$ 305,000 | \$ 305,000 | \$ -           | \$ -         | \$ 910,000 | \$ -         |             |
| 133       | Electric | Infr  | Extension of Pabst Farms Feeder #66                 |            |              |              | \$ 150,000 |            | \$ -           | \$ -         | \$ 150,000 | \$ -         |             |
| 134       | Electric | Infr  | Decommission Jefferson Substation                   |            |              |              | \$ 25,000  |            | \$ -           | \$ -         | \$ 25,000  | \$ -         |             |
| 135       | Electric | Infr  | CB86 Feeder Replacement-N Lapham St                 |            |              |              | \$ 140,000 |            | \$ -           | \$ -         | \$ 140,000 | \$ -         |             |
| 136       | Electric | Infr  | Cable Replacement - Lisbon Rd                       |            |              |              |            | \$ 200,000 | \$ -           | \$ -         | \$ 200,000 | \$ -         |             |
| 137       | Electric | Infr  | Cable Replacement - North Lake Rd                   |            |              |              |            | \$ 175,000 | \$ -           | \$ -         | \$ 175,000 | \$ -         |             |

| Project #     | Dept     | Type  | Description                         | 2017                | 2018                | 2019                | 2020                | 2021                | Wastewater          | Water               | Electric            | Other               | Other Type |
|---------------|----------|-------|-------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|------------|
| 138           | Electric | Fleet | Truck                               | \$ 65,000           |                     |                     |                     |                     | \$ -                | \$ -                | \$ 65,000           | \$ -                |            |
| 139           | Electric | Fleet | Shop Lift Truck                     | \$ 96,600           |                     |                     |                     |                     | \$ -                | \$ -                | \$ 96,600           | \$ -                |            |
| 140           | Electric | Fleet | Small Aerial Lift Truck             | \$ 135,000          |                     |                     |                     |                     | \$ -                | \$ -                | \$ 135,000          | \$ -                |            |
| 142           | Electric | Fleet | Truck - Utility Body                |                     |                     | \$ 67,000           |                     |                     | \$ -                | \$ -                | \$ 67,000           | \$ -                |            |
| 143           | Electric | Fleet | Air Compressor                      |                     |                     | \$ 23,000           |                     |                     | \$ -                | \$ -                | \$ 23,000           | \$ -                |            |
| 144           | Electric | Fleet | Small Dump Truck                    |                     |                     | \$ 70,000           |                     |                     | \$ -                | \$ -                | \$ 70,000           | \$ -                |            |
| 145           | Electric | Fleet | Tandem Dump Truck                   |                     |                     |                     | \$ 150,000          |                     | \$ -                | \$ -                | \$ 150,000          | \$ -                |            |
| 146           | Electric | Fleet | Digger Derrick Truck                |                     |                     |                     |                     | \$ 250,000          | \$ -                | \$ -                | \$ 250,000          | \$ -                |            |
| 147           | Electric | Fleet | Excavator Backhoe                   |                     |                     |                     |                     | \$ 80,000           | \$ -                | \$ -                | \$ 80,000           | \$ -                |            |
| 148           | Electric | Equip | UPS Backup - Utility Building       | \$ 40,000           |                     |                     |                     |                     | \$ -                | \$ -                | \$ 40,000           | \$ -                |            |
| 149           | Electric | Equip | Electric Meters - New & Replacement | \$ 40,000           | \$ 40,000           | \$ 40,000           | \$ 40,000           | \$ 40,000           | \$ -                | \$ -                | \$ 200,000          | \$ -                |            |
| 150           | Electric | Equip | Transformers - New & Replacement    | \$ 275,000          | \$ 275,000          | \$ 175,000          | \$ 175,000          | \$ 175,000          | \$ -                | \$ -                | \$ 1,075,000        | \$ -                |            |
| 151           | Electric | Other | Capital Contingency                 | \$ 150,000          | \$ 150,000          | \$ 150,000          | \$ 150,000          | \$ 150,000          | \$ -                | \$ -                | \$ 750,000          | \$ -                |            |
|               |          |       |                                     |                     |                     |                     |                     |                     | \$ -                | \$ -                | \$ -                | \$ -                |            |
| <b>Totals</b> |          |       |                                     | <b>\$ 3,021,600</b> | <b>\$ 2,833,000</b> | <b>\$ 3,250,000</b> | <b>\$ 2,533,000</b> | <b>\$ 2,343,000</b> | <b>\$ 1,945,000</b> | <b>\$ 2,564,000</b> | <b>\$ 7,171,600</b> | <b>\$ 2,300,000</b> |            |

## CITY OF OCONOMOWOC BUDGET PROCESS AND CALENDAR

The following calendar describes the process of developing the City of Oconomowoc's 2017 Budget:

|                             |   |
|-----------------------------|---|
| May 23                      | Budget forms and budget guidelines are distributed to Department Heads – Group 1                                    |
| June 3                      | Department budget requests due to City Administrator – Round 1  |
| June 17                     | Budget forms and budget guidelines are distributed to Department Heads – Group 2                                    |
| July 1                      | Department budget requests due to City Administrator – Round 2  |
| June 3 – July 27            | Finance Department compiles budget requests   |
| July 28 – September 9       | Finance Director, City Administrator, and Mayor review of budget requests   |
| September 12 – September 16 | Finance Department prints and assembles proposed budget   |
| September 16                | Budget distributed to Council   |
| September 20                | Committee of Whole overview   |
| September 27                | Finance Committee and Committee of the Whole recommend proposed budget to Council                                   |
| October 10                  | Required public notice published in the <u>Oconomowoc Focus</u> (Must be published 15 days prior to public hearing) |
| November 1                  | Official public hearing on budget   |
| November 1                  | Council adoption of budget  |

Following budget adoption, the budget may be amended only by a 2/3-majority vote of the Common Council.

## **CITY OF OCONOMOWOC FINANCIAL POLICIES**

The City of Oconomowoc's financial policies provide the basic framework for the overall fiscal management of the City. These policies assist the decision-making process of the Council. These policies provide guidelines for evaluating both current activities and proposals for future programs.

Most of the policies represent long-standing principles, traditions and practices that have guided the City in the past and have helped maintain financial stability over the years.

### **Accounting, Auditing, and Financial Reporting Policy**

- The City will establish and maintain a high standard of accounting practices.
- The accounting system will maintain records on a basis consistent with accepted standards for local government accounting.
- Regular monthly and annual financial reports will present a summary of financial activity by major types of funds.
- Where possible, the reporting system will also provide monthly information on the total cost of specific services by type of expenditure and, if necessary, by fund.
- An independent public accounting firm will perform an annual audit and will publicly issue a financial projection.

### **Capital Improvement Policy**

- The City will make all capital improvements in accordance with an adopted capital improvement program.
- The City will develop a five (5) year plan for capital improvements and update it annually.
- The City will enact an annual capital budget based on the multi-year capital improvement plan. Future capital expenditures necessitated by changes in population, changes in real estate development, or changes in economic base will be calculated and included in capital budget projections.
- The City will coordinate development of the capital improvement budget with development of the operating budget. Future operating costs associated with new capital improvement will be projected and included in operating budget forecasts.
- The City will use intergovernmental assistance to finance only those capital improvements that are consistent with the capital improvement plan and City priorities, and whose operating and maintenance costs have been included in operating budget forecasts.

- The City will maintain all its assets at a level adequate to protect the City's capital investment and to minimize future maintenance and replacement costs.
- The City will project its equipment replacement and maintenance needs for the next five (5) years and will update this projection each year. From this projection a maintenance and replacement schedule will be developed and followed.
- The City will identify the estimated costs of potential funding sources for each capital project proposal before it is submitted to Council for approval.
- The City will utilize the least costly financing method for all new projects.

### **Chargeback Fees Policy**

- The City of Oconomowoc is attentive to financial costs and their resultant impact on the tax levy and taxpayers. In this era of development growth the City incurs employment costs for the staff to review development proposals. As a result, the City has implemented chargeback fees so the costs to review development proposals are paid for by the developer responsible for the creation of those costs.
- No chargeback fee will be assessed for general questions or inquiries by local residents or businesses. There will be no chargeback fee for activities associated with building or improving a resident's primary residence. Finally, chargeback fees for city employees' time will not be applicable to Tax Incremental Financing Districts as staff time is allocated to the districts through the payroll process. However, chargeback fees will be assessed for outside consultants' time in the TIF districts.
- Regarding all other development activities, there will be no chargeback fee for the initial inquiry and the initial staff review meeting involving all City department heads and the associated time for preparing for that meeting. However, to the extent that a developer request or inquiry involves substantial time, a chargeback may be assigned.
- Time that the staff incurs beyond the initial inquiry and after the initial staff review meeting will be charged back at the rates established by the City. A chargeback will be made for any staff time directly or indirectly connected to activities performed by staff.
- The chargeback fees shall be based on the Finance Director's determination of the costs associated with providing the service. The fees may be adjusted on an annual basis and are available on the City's website or from staff.
- The Planner and Zoning Administrator, Planner / Community Development Specialist, and Attorney are employees of the City. The Planner and Zoning Administrator, Planner / Community Development Specialist, and Attorney will record the billable time spent, in fifteen minute increments, and submit it monthly to the Finance Department. The Finance Department will bill and collect the applicable fee.

## **Chargeback Fees Policy (continued)**

- The City Engineer is a contracted consulting service. Outside legal counsel is occasionally secured by the City. The City is billed by the consultants for the time incurred in servicing a development proposal. The billing from the consultants will be charged back to the developer. Department Heads will determine and submit appropriate chargebacks to the Finance Department. The Finance Department will bill and collect the applicable fee.

## **Debt Policy**

- The City will confine long-term borrowing to capital improvements or projects that cannot be financed from current revenues.
- When the City finances capital projects by issuing bonds or notes, it will pay back the bonds and notes within a period not to exceed the expected useful life of the project.
- The City will try to keep the average maturity of general obligation bonds at or below 20 years.
- Total debt service for general obligation debt will not exceed 50% of total annual generated operating revenue.
- Total general obligation debt will not exceed five percent (5%) of the assessed valuation of taxable property.
- Where possible, the City will use special assessment, revenue, or other self-supporting bonds instead of general obligation bonds.
- The City will not use long-term debt for current operations.
- The City will retire tax-anticipation debt annually and will retire bond anticipation debt within six (6) months after completion of the project.
- The City will maintain good communications with bond rating agencies about its financial condition. The City will follow a policy of full disclosure on every financial report and bond prospectus.

## **Operating Budget Policy**

- The City will pay for all current expenditures with current revenues. The City will avoid budgetary procedures that balance current expenditures at the expense of meeting future years' expenses, such as postponing expenditures, accruing future years' revenues or rolling over short-term debt.
- The budget will provide for adequate maintenance of capital plant and equipment and for their orderly replacement.

### **Operating Budget Policy (continued)**

- The budget will provide for adequate funding of all retirement systems.
- The City will maintain a budgetary control system to help it adhere to the budget.
- The City administration will prepare monthly reports comparing actual revenues and expenditures to budgeted amounts.
- Each year, the City will update expenditure projections for the next five years. Projections will include estimated operating costs, people served, safety, and impact on the levy of future capital improvements that are included in the capital budget.
- Where possible, the City will integrate performance measurement and productivity indicators with the annual budget.

### **Procurement Policy**

- The purpose of this policy is to provide guidance and procedures to be followed for procurement of goods and services for all City departments. The controls and procedures set forth are intended to provide reasonable assurance that the lowest cost, highest quality good or service is obtained, while balancing the need for flexibility in department operations.
- Department heads have the responsibility for procurement in their individual departments.
- The City Administrator is responsible for supervising the procurement process.
- The Finance Department is responsible for monitoring compliance with City procurement policies and procedures.

### **Public Depository Policy**

- The City requires that the Common Council designate one or more public depositories organized and doing business under the laws of this state or federal law and located in Wisconsin unless a specific business purpose requires otherwise, in which the City Treasurer shall deposit all public monies received by them.
- The City requires that the Common Council designate and approve financial institutions for the investment of public monies.

## **Reserve Policy**

- The City will establish an emergency reserve to pay for needs caused by unforeseen emergencies. This reserve will be maintained at a minimum of twenty five percent (25%) of the general operating fund and capital projects fund expenditures.
- The City will establish a contingency reserve to provide for unanticipated expenditures of a nonrecurring nature, or to meet unexpected small increases in service delivery costs. This reserve will be maintained at .5% of the general operating fund.
- The City will establish a capital reserve fund in the capital projects fund and will appropriate funds to it annually to provide for timely replacement of equipment and other capital projects. The amount in the reserve will be maintained at \$500,000.

## **Revenue Policy**

- The City will try to maintain a diversified and stable revenue system to shelter it from short-run fluctuations in any one-revenue source.
- The City will estimate its annual revenues using an objective, analytical process.
- The City will project revenues for the next five years and will update this projection annually. Each existing and potential revenue source will be re-examined annually.
- The City will maintain sound appraisal procedures to keep property values current. Property will be assessed at one hundred percent (100%) of full market value.
- The year-to-year increase of actual revenue from the property tax will generally not exceed the inflation factor percent. Reassessments will be made of all property at least every four (4) years.
- The City will establish all user charges and fees for enterprise fund accounts at a level related to the cost of providing the services.
- Each year, the City will recalculate the full costs of activities supported by user fees to identify the impact of inflation and other cost increases.
- The City will annually revise user fees with review of the Council to adjust for the effects of inflation and other costs.
- The City will set fees and user charges for each enterprise fund such as the sewer at a level that fully supports the total direct and indirect cost of the activity. Indirect costs include the cost of annual depreciation of capital assets.
- Intergovernmental grants will generally not exceed fifteen (15%) of the current operating budget.
- The amount of funds necessary to match intergovernmental grants will generally not exceed seven and one-half (7.5%) of current operating budget.

## GLOSSARY OF BUDGET-RELATED TERMS

**ADOPTED BUDGET:** Refers to the budget amounts as originally approved by the Common Council at the beginning of the year.

**APPROPRIATION:** A legal authorization granted by the governing body which permits public officials to incur obligations and make expenditures up to the amount of money and within time limits set by the governing body.

**ASSESSED VALUE TAX RATE:** The rate at which city taxes are charged based on the assessed value. The total city property tax levy with TID divided by the total assessed property value and multiplied by \$1,000.

**ASSESSED VALUATION:** A valuation set upon real estate and certain personal property by the City Assessor as a basis for levying property taxes.

**ASSETS:** Property or resources owned or held that have monetary value.

**BOND:** A written promise to pay a specified sum of money at a specified future due date along with periodic interest paid at a specified percentage of the principal. Bonds are typically used for long-term debt to pay for specific capital expenditures.

**BUDGET:** (1) The managerial and political process, in which costs associated with various activities are estimated, anticipated revenues projected, and decisions made which result in appropriations, tax levies and borrowing authority. (2) A plan forecasting the amounts of money to be expended, revenues and their sources.

**BUDGET CALENDAR:** Schedule of key dates which the City follows in the preparation of the budget.

**CAPITAL:** Expenditures made to acquire, reconstruct, or construct major fixed or capital assets. A fixed asset is a tangible object of a long-term character that will continue to be held or used, such as land, buildings, machinery, furniture and other equipment. City policy is that such items included in the capital improvement program should have a cost of \$10,000 or greater and/or a useful life of 5 or more years. For purposes of the City budget, capital assets included in capital outlay accounts within operating budgets usually exceed \$5,000 in cost.

**CAPITAL IMPROVEMENT PLAN:** A plan listing capital improvement projects, machinery and equipment acquisitions anticipated over a 5 year period, their costs, and methods of financing the expenditures.

**CAPITAL OUTLAY:** Expenditures that result in the acquisition of or addition to fixed assets.

**CAPITAL PROJECT:** The largely one-time cost for construction, improvement, replacement or renovation of land, structures and equipment.

**CDA:** Community Development Authority

**CDBG:** Community Development Block Grant

**CONTINGENCY:** A budgetary account (appropriation) set aside for emergencies or unforeseen expenditures for which no other budget exists. City budgetary policy is to maintain contingency funds in a separate appropriation from which only the Common Council can authorize the use of such monies. Departments do not carry their own contingency accounts and are to request transfers from the contingency account for unanticipated expenditures.

**DEPARTMENT:** A major administrative organizational unit of the City that indicates overall management responsibility for an operation or a group of related operations within a functional area.

**DEBT SERVICE:** Expenditures for the retirement of debt as well as the interest payment on that debt.

**DPW:** Department of Public Works

**EQUALIZED VALUE:** The estimate of the State of Wisconsin Department of Revenue of the full value of property; used to apportion property tax levies of counties, school districts and municipalities among tax districts.

**EQUALIZED VALUE TAX RATE (Per \$1,000):** The rate at which taxes are charged based on equalized value. The total city property tax levy divided by the equalized value (fair market property value) and multiplied by \$1,000.

**EXPENDITURE:** Use of financial resources for current operating expenses, debt service, capital outlay and intergovernmental transfers.

**FUND:** A fiscal and accounting entity with a self-balancing set of accounts recording cash and for other financial resources, together with all related liabilities and residual equities or balances, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations.

**FUND BALANCE:** The excess of fund assets and resources over fund liabilities. A portion of the equity may be reserved or designated.

**FUND BALANCE APPLIED:** The use of excess fund balance resources to offset a portion of expenditures.

**FUND BALANCE – UNRESERVED:** Available funds from prior year budgets that the local government's auditors have determined are not pledged for any purpose that may be used as a guarantee for the credit of the government's long term bonds, or for any legal general purpose.

**GENERAL FUND:** A fund used to account for all transactions of the city that are not accounted for in another fund.

**GENERAL OBLIGATION NOTES OR BONDS:** City debt instruments that finance a variety of public projects, such as streets, sewers, buildings and improvements, the repayment of which is supported by the full faith and credit of the City.

**GRANT:** A contribution by a government or other organization to support a particular function.

**INTERGOVERNMENTAL REVENUE:** Revenue received from another government in the form of grants and shared revenues. Typically, these contributions are made to local governments from the State and Federal governments and are made for specified purposes.

**LIABILITIES:** Existing debts or obligations.

**OPERATING EXPENDITURES:** The expenditures that provide a financial plan for the operation of government and the provision of services for the year.

**OTHER FINANCING SOURCES:** Funds received from general long-term debt proceeds, transfers in and reserves reappropriated from the fund balance. Such amounts are classified separately from revenues.

**OTHER FINANCING USES:** Funds used for operating transfers out. Such amounts are classified separately from expenditures.

**PROPERTY TAXES:** Property taxes are levies on both real and personal property according to the property's assessed valuation and tax rate.

**REVENUE BONDS:** Bonds whose principal and interest are payable exclusively from a revenue source (such as utility revenues). Such a pledge is made before issuance.

**RISK MANAGEMENT:** An organized attempt to protect a government's assets against accidental loss in the most economic method.

**SHARED REVENUE:** Revenue that is levied by one governmental unit but shared usually on a predetermined basis, with another unit of government or class of governments.

**SPECIAL ASSESSMENT:** A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service which is presumed to be of general benefit to the public and of special benefit to such properties.

**SPECIAL REVENUE FUND:** A fund used to account for revenues from specific taxes or other earmarked revenue sources that by law are designated to finance particular functions or activities of the city.

**TAXES:** Compulsory charges levied by a government for the purpose of financing services performed for the common benefit.

**TAX LEVY:** The total amount of taxes, special assessments, or service charges imposed by a governmental unit.

**TAX RATE:** The rate, usually expressed in terms of dollars per one thousand dollars of assessed valuation, at which taxes are levied against the total assessed valuation of the City. Due to changes in the total assessed valuation of the City from year to year, the tax levy change and the tax rate change will not be the same. The tax rate change reflects what impact the property owner will see in their total taxes.

**T.I.D.:** Tax Incremental District: a district created to assist expansion of the tax base by providing public improvements necessary to promote industrial development.