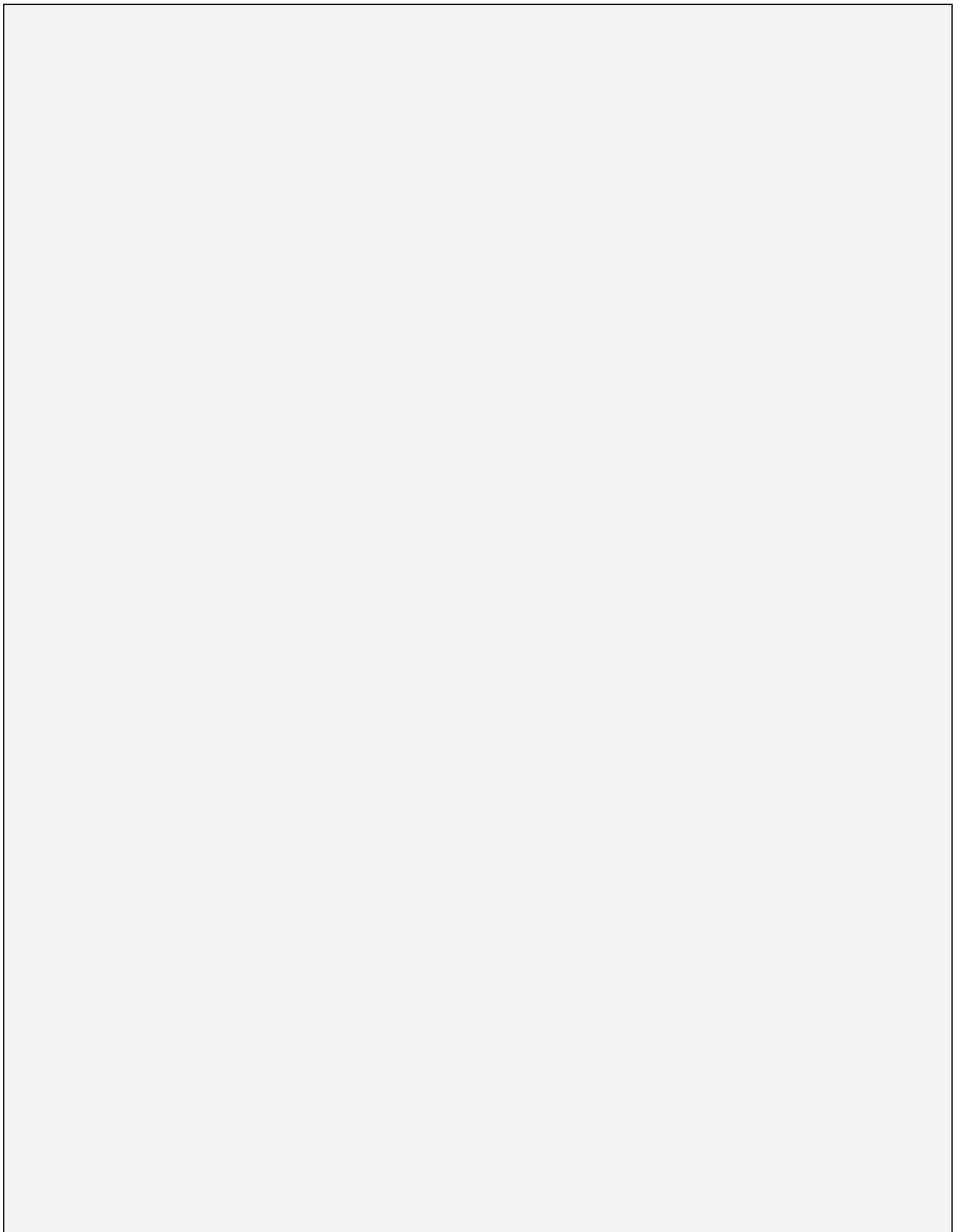




City of Wisconsin Rapids

2018 Department Budgets

Final
November 21, 2017



City of Wisconsin Rapids

Department Budgets Summary 2018

Budget	Page No.	2018 Budget	2017 Budget	Increase (Decrease)	Percent
Airport	- 7 -	\$ 84,186	\$ 84,208	\$ (22)	0.0%
Assessor	- 10 -	\$ 146,910	\$ 128,605	\$ 18,305	14.2%
Attorney	- 12 -	\$ 122,157	\$ 122,967	\$ (810)	-0.7%
Cemetery	- 14 -	\$ 95,915	\$ 79,157	\$ 16,758	21.2%
Centralia Center	- 16 -				
Senior Resource Center		\$ 128,987	\$ 126,866	\$ 2,121	1.7%
Commercial Lease		\$ 117,157	\$ 112,135	\$ 5,022	4.5%
Transfer to Debt Service		\$ 48,858	\$ 70,044	\$ (21,186)	-30.2%
Replacement Reserves		\$ 25,000	\$ 25,000	\$ -	0.0%
City Property	- 19 -				
Operating		\$ 40,850	\$ 41,713	\$ (863)	-2.1%
Outlay		\$ 5,000	\$ 5,000	\$ -	0.0%
Clerk	- 20 -	\$ 157,239	\$ 172,620	\$ (15,381)	-8.9%
Common Council	- 22 -	\$ 90,806	\$ 91,811	\$ (1,005)	-1.1%
Community Development	- 23 -	\$ 225,047	\$ 313,277	\$ (88,230)	-28.2%
Crossing Guards	- 25 -	\$ 64,488	\$ 64,488	\$ -	0.0%
Debt	- 26 -				
General Obligation Debt		\$ 2,646,266	\$ 2,344,601	\$ 301,665	12.9%
Lease		\$ 10,128	\$ 10,128	\$ -	0.0%
Clean Water Fund Loan		\$ 1,985,960	\$ 1,986,737	\$ (777)	0.0%
Elections	- 29 -				
Operating		\$ 35,541	\$ 15,572	\$ 19,969	128.2%
Outlay		\$ 2,500	\$ 2,500	\$ -	0.0%
Emergency Communications	-31 -				
Operating		\$ 10,750	\$ 12,825	\$ (2,075)	-16.2%
Outlay		\$ -	\$ -	\$ -	0.0%
Engineering	- 32 -				
Operating		\$ 413,900	\$ 341,528	\$ 72,372	21.2%
Outlay		\$ 500	\$ 8,500	\$ (8,000)	-94%

City of Wisconsin Rapids

Departmental Budget Summary 2018

Budget	Page No.	2018 Budget	2017 Budget	Increase (Decrease)	Percent
Engineering	- 31 -				
Curb & Gutter		\$ 55,406	\$ 54,203	\$ 1,203	2.2%
Sidewalk		\$ 95,679	\$ 131,178	\$ (35,499)	-27.1%
Traffic Control		\$ 164,474	\$ 159,833	\$ 4,641	2.9%
Finance	- 37 -	\$ 439,074	\$ 458,939	\$ (19,865)	-4.3%
Fire Department	- 39 -				
Operating		\$ 4,546,786	\$ 4,420,347	\$ 126,439	2.9%
Outlay		\$ 1,808	\$ 7,160	\$ (5,352)	-74.7%
Replacement Fund		\$ 121,700	\$ 121,700	\$ -	0.0%
Heart of Wisconsin	- 44 -	\$ 25,000	\$ 25,000	\$ -	0.0%
Human Resources	- 45 -	\$ 248,953	\$ 252,353	\$ (3,400)	-1.3%
Humane Society	- 47 -	\$ 76,500	\$ 76,500	\$ -	0.0%
Information Technology	- 49 -				
Operating		\$ 326,298	\$ 340,713	\$ (14,415)	-4.2%
Outlay		\$ 311,000	\$ 67,975	\$ 243,025	357.5%
Inspection Services	- 52 -	\$ 244,034	\$ 245,722	\$ (1,688)	-0.7%
Lowell Center	- 54 -	\$ 189,562	\$ 180,925	\$ 8,637	4.8%
Mass Transit	- 56 -				
Operating		\$ 20,533	\$ 20,533	\$ -	0.0%
Outlay		\$ 21,000	\$ 21,000	\$ -	0.0%
Mayor	- 57 -	\$ 190,284	\$ 187,700	\$ 2,584	1.4%
McMillan Library	- 59 -				
Operating		\$ 1,752,355	\$ 1,783,458	\$ (31,103)	-1.7%
Outlay		\$ 100,000	\$ -	\$ 100,000	
Municipal Court	- 62 -	\$ 115,165	\$ 112,570	\$ 2,595	2.3%
Ordinance Control	- 64 -	\$ 96,234	\$ 95,166	\$ 1,068	1.1%
Park Department	- 66 -				
Witter Field		\$ 78,559	\$ 73,534	\$ 5,025	6.8%

City of Wisconsin Rapids

Departmental Budget Summary

2018

Budget	Page No.	2018 Budget	2017 Budget	Increase (Decrease)	Percent
Park Department	- 66 -				
Mead Field		\$ 51,918	\$ 49,273	\$ 2,645	5.4%
Other Green Areas		\$ 77,325	\$ 77,795	\$ (470)	-0.6%
Aquatics		\$ 75,000	\$ 75,000	\$ -	0.0%
Recreation Department		\$ 117,886	\$ 117,258	\$ 628	0.5%
Park Department		\$ 413,974	\$ 381,921	\$ 32,053	8.4%
Tree Care		\$ 143,695	\$ 147,648	\$ (3,953)	-2.7%
City Zoo		\$ 77,768	\$ 70,657	\$ 7,111	10.1%
Christmas Decorations		\$ 38,353	\$ 34,727	\$ 3,626	10.4%
Bike Trails		\$ 18,445	\$ 17,689	\$ 756	4.3%
Police & Fire Commission	- 76 -	\$ 13,642	\$ 13,642	\$ -	0.0%
Police Department	- 77 -				
Operating		\$ 4,672,004	\$ 4,646,282	\$ 25,722	0.6%
Outlay		\$ 18,200	\$ 27,000	\$ (8,800)	-32.6%
Replacement Fund		\$ 118,350	\$ 104,500	\$ 13,850	13.3%
Property & Liability Insurance	- 81 -	\$ 144,700	\$ 81,818	\$ 62,882	76.9%
Public Works Construction	- 82 -				
Street Construction		\$ 1,430,608	\$ 1,706,117	\$ (275,509)	-16.1%
Traffic Control Outlay		\$ 210,000	\$ 28,875	\$ 181,125	627.3%
Water Main Construction		\$ 151,695	\$ 312,031	\$ (160,336)	-51.4%
Sanitary Sewer Construction		\$ 405,066	\$ 866,159	\$ (461,093)	-53.2%
Storm Sewer Construction		\$ 579,692	\$ 479,024	\$ 100,668	21.0%
Highway Rehabilitation		\$ 138,703	\$ 395,290	\$ (256,587)	-64.9%
Aquatics and Riverfront Outlay		\$ 16,622,973	\$ 5,071,239	\$ 11,551,734	227.8%
Sidewalk Construction		\$ 143,832	\$ -	\$ 143,832	N/A
Public Works Director	- 90 -	\$ 51,075	\$ 48,223	\$ 2,852	5.9%
Relief Clerical	- 92 -	\$ 21,570	\$ 21,570	\$ -	0.0%
Retiree Health Insurance	- 93 -	\$ 301,976	\$ 241,371	\$ 60,605	25.1%
Room Tax	- 95 -				
Tourism		\$ 234,500	\$ 204,750	\$ 29,750	14.5%

City of Wisconsin Rapids

Departmental Budget Summary 2018

Budget	Page No.	2018 Budget	2017 Budget	Increase (Decrease)	Percent
Room Tax	- 95 -				
Economic Development		\$ 37,688	\$ 43,312	\$ (5,624)	-13.0%
Recreational Purposes		\$ 62,812	\$ 66,938	\$ (4,126)	-6.2%
Special Events	- 96 -	\$ 46,310	\$ 45,472	\$ 838	1.8%
Storm Water Utility	- 97 -				
Street Sweeping		\$ 330,200	\$ 310,001	\$ 20,199	6.5%
Storm Sewer Maintenance		\$ 234,853	\$ 255,925	\$ (21,072)	-8.2%
Stormwater Administration		\$ 68,992	\$ 92,789	\$ (23,797)	-25.6%
Street Department	- 100 -				
Street Administration		\$ 312,389	\$ 315,282	\$ (2,893)	-0.9%
Street Department Training		\$ 45,361	\$ 39,014	\$ 6,347	16.3%
Street Repair & Maintenance		\$ 738,378	\$ 635,463	\$ 102,915	16.2%
Snow & Ice Control		\$ 824,534	\$ 757,414	\$ 67,120	8.9%
Brush & Weed Control		\$ 108,415	\$ 98,239	\$ 10,176	10.4%
Street Signs & Markings		\$ 276,198	\$ 275,971	\$ 227	0.1%
Garbage Collection		\$ 532,887	\$ 462,503	\$ 70,384	15.2%
Landfill Contract		\$ 313,585	\$ 303,483	\$ 10,102	3.3%
City Landfill Site		\$ 54,240	\$ 53,506	\$ 734	1.4%
Recycling		\$ 248,204	\$ 214,304	\$ 33,900	15.8%
Composting		\$ 254,699	\$ 243,041	\$ 11,658	4.8%
Wastewater	- 109 -				
Sanitary Sewer Maintenance		\$ 301,658	\$ 299,580	\$ 2,078	0.7%
Treatment Plant		\$ 1,566,939	\$ 1,378,864	\$ 188,075	13.6%
Lift Stations		\$ 160,000	\$ 155,310	\$ 4,690	3.0%
Sludge Drying Beds		\$ 45,140	\$ 63,446	\$ (18,306)	-28.9%
Sewer Utility Billing		\$ 309,535	\$ 305,435	\$ 4,100	1.3%
Depreciation / Special Funds		\$ 464,583	\$ 441,050	\$ 23,533	5.3%
Wastewater Outlay		\$ 1,581,500	\$ 348,500	\$ 1,233,000	353.8%
Transfer to Other Funds		\$ 2,409,855	\$ 2,871,136	\$ (461,281)	-16.1%

City of Wisconsin Rapids

Departmental Budget Summary

2018

Budget	Page No.	2018 Budget	2017 Budget	Increase (Decrease)	Percent
Wisconsin Rapids Community Media	- 117 -				
Operating		\$ 309,136	\$ 289,740	\$ 19,396	6.7%
Outlay		\$ 12,500	\$ 39,000	\$ (26,500)	-67.9%



CITY OF WISCONSIN RAPIDS 2018 DEPARTMENT BUDGET SUMMARY Airport

Position	Wage	2018	2017	2016	2015	2014
Airport Administrator	\$ 54,759	1.00	1.00	1.00	-	-
Airport Attendant	\$ 14.25	0.50	0.50	0.50	-	-
Total Full-time Equivalent Employees (FTE's)		1.50	1.50	1.50	-	-

Airport Expenses

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages and Benefits						
Wages	\$ -	\$ -	\$ 53,186	\$ 70,823	\$ 74,909	\$ 4,086
Wisconsin Retirement	-	-	3,323	3,808	3,874	66
FICA	-	-	3,782	5,332	5,638	306
Health / Dental Insurance	-	-	5,961	7,575	8,498	923
HSA Contribution	-	-	375	375	375	-
Worker's Compensation	-	-	2,240	2,625	2,881	256
Total Wages and Benefits	\$ -	\$ -	\$ 68,867	\$ 90,538	\$ 96,175	\$ 5,637
Percent Change						6.2%
Operating Expenditures						
Office Expense	\$ 112	\$ 4,429	\$ 5,516	\$ 2,250	\$ 4,000	\$ 1,750
Telephone	-	-	488	4,500	4,500	-
Property & Liability Insurance	3,225	3,144	4,757	4,500	5,000	500
Administration	-	-	-	-	-	-
Fixed Base Operator	48,000	36,037	-	-	-	-
Field Lighting	-	-	998	-	1,000	1,000
Maintenance of Grounds	29,433	38,081	79,095	8,000	8,000	-
Runway Maintenance	-	-	-	5,000	5,000	-
Snow Removal	25,908	10,798	18,116	30,000	30,000	-
Mowing	-	-	-	-	-	-
Equipment Maintenance	11,363	13,660	8,497	10,850	10,000	(850)
Utilities	13,469	12,679	14,024	13,500	14,000	500
Conferences	125	-	443	1,000	1,000	-
Professional Fees	-	-	-	1,500	1,500	-
Accounting & Audit	1,825	1,025	1,950	2,000	2,000	-

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Airport Vehicle	-	-	343	1,000	1,000	-
Airport Improvements	-	-	-	28,888	52,740	23,852
Capital Improvement Fund	-	-	-	21,843	22,597	754
Total Operating Expenditures	\$ 133,460	\$ 119,853	\$ 134,227	\$ 134,831	\$ 162,337	\$ 27,506
Percent Change						20.4%
Total Airport	\$ 133,460	\$ 119,853	\$ 203,094	\$ 225,369	\$ 258,512	\$ 33,143
Percent Change						14.7%

Airport Revenues

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Hangar Rental	\$ 15,276	\$ 22,564	\$ 28,756	\$ 20,000	\$ 25,000	\$ 5,000
Fuel Sales	4,093	7,002	22,626	26,500	65,000	38,500
Ramp Fee	-	-	-	-	-	-
Wood County	4,500	7,500	7,500	7,500	7,500	-
Town of Rome	-	-	-	21,843	10,000	(11,843)
Interest	236	434	1,187	300	300	-
Miscellaneous	565	500	2,460	2,000	8,000	6,000
Municipal Contributions	114,625	120,125	-	52,188	142,727	90,539
Total	\$ 139,295	\$ 158,125	\$ 62,529	\$ 130,331	\$ 258,527	\$ 128,196

Municipal Contributions

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
City of Wisconsin Rapids	\$ 68,660	\$ 71,354	\$ 85,493	\$ 84,208	\$ 84,186	\$ (22)
City of Nekoosa	6,878	7,448	9,134	9,420	8,763	(657)
Town of Grand Rapids	31,980	34,956	39,963	40,820	41,886	1,066
Village of Port Edwards	7,107	6,367	8,135	8,278	7,892	(386)
Total	\$ 114,625	\$ 120,125	\$ 142,725	\$ 142,726	\$ 142,727	\$ 1

Municipal Funding Formula

Municipality	2017 Equalized Value	Contribution Percentage
City of Wisconsin Rapids	\$ 1,018,531,400	59.0%
City of Nekoosa	105,995,200	6.1%
Town of Grand Rapids	506,689,400	29.4%
Village of Port Edwards	95,437,400	5.5%
Total	\$ 1,726,653,400	100.0%



CITY OF WISCONSIN RAPIDS 2018 DEPARTMENT BUDGET SUMMARY Assessor

Position	Wage	2018	2017	2016	2015	2014
Assessor	\$ -	-	-	-	-	-
Assessment Technician	\$ 50,424	0.90	0.80	0.80	0.80	0.80
Total Full-time Equivalent Employees (FTE's)		0.90	0.80	0.80	0.80	0.80

Budget Line Item	Historical Information		
	Actual 2014	Actual 2015	Actual 2016
Wages and Benefits			
Wages	\$ 37,044	\$ 37,452	\$ 38,977
Sick Leave Payout	-	-	-
Wisconsin Retirement	2,582	2,536	2,527
FICA	2,696	2,730	2,792
Health / Dental Insurance	7,058	7,016	7,153
HSA Contribution	1,250	1,250	375
Worker's Compensation	96	105	81
Total Wages and Benefits	\$ 50,726	\$ 51,089	\$ 51,905
Percent Change			

Budget Line Item	Budget		
	Budget 2017	Budget 2018	Increase (Decrease)
Wages	\$ 38,649	\$ 45,187	\$ 6,538
Sick Leave Payout	532	532	-
Wisconsin Retirement	2,656	3,063	407
FICA	2,883	3,388	505
Health / Dental Insurance	7,574	8,498	924
HSA Contribution	375	375	-
Worker's Compensation	77	88	11
Total Wages and Benefits	\$ 52,746	\$ 61,131	\$ 8,385
Percent Change			15.9%
Operating Expenditures			
Office Supplies	\$ 750	\$ 1,200	\$ 450
Postage	1,500	9,000	7,500
Copying Cost	1,000	1,250	250
Software Support Contract	5,500	6,720	1,220
Books & Periodicals	700	700	-
Telephone	1,000	1,000	-
Internet / Email	319	319	-
Subscriptions, Memberships	400	400	-
Training / Education	2,000	1,500	(500)
Assessment Contract	48,000	49,000	1,000
City Hall Rent	6,690	6,690	-
State Mfg Assessment	8,000	8,000	-
Total Operating Expenditures	\$ 75,859	\$ 85,779	\$ 9,920
Percent Change			13.1%

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Total Assessor	\$ 127,812	\$ 124,653	\$ 126,042	\$ 128,605	\$ 146,910	\$ 18,305
Percent Change						14.2%

Assessor Budget Highlights

- ▶ **2018 Interim Revaluation** - An interim revaluation will be performed in 2018, resulting in increased expenses in the following line items:
 - Wages - Includes approx. 200 additional, straight-time paid hours for the 32-hour/week Assessment Coord./Technician. Additional hours are needed to complete a thorough & accurate interim revaluation. Coordinator has also assumed additional responsibilities. The Assessor's Office doesn't anticipate utilizing Clerical Relief in 2018 due to the increase in the Coordinator's hours.
 - Supplies and Copy Expenses - Minimal increase related to revaluation. (Supplies increase due to special order envelopes for mailing notices. Copy increase associated with additional print correspondence.)
 - Postage - ODC quote of approx \$7,900 for the interim revaluation correspondence - Includes printing, processing, & postage for the real estate and personal property assessment notices. Also includes the processing & postage for the personal property mailer.
- ▶ **Software Support Contract** - Department has the following software support contracts:
 - Market Drive/Assessment Technologies, \$3,257: Annual license, based on \$.46 per improved parcels for a total of 7,080 licensed parcels.
 - Marshall & Swift (Market Drive integrated program), \$237: New annual fee, based on .35 per improved commercial parcel.
 - Apex Sketching Software, \$470: Annual maintenance renewal
 - Assessment Technologies, \$1,600: Annual website hosting fee, provides on-line assessment data access.
 - Crystal Reports Software, \$500: One-time expense. Staff utilizes for specialized report writing in Market Drive.
 - NCSS Software, \$500; One-time expense. Statistical software will be used for interim revaluation and annual assessment maintenance.
- ▶ **Subscriptions and Memberships** - Includes funding for the following:
 - International Association of Assessing
 - Wisconsin Association of Assessing Officers
 - League of Wisconsin Municipalities
 - The Business News
- ▶ **Training & Education** - Expense reduction for 2018 due to revaluation. The following are minimal requirement courses:
 - Market Drive Annual Seminar
 - Annual Municipal Assessor's Institute
 - Annual Assessor's Conference
- ▶ **Assessment Contract** - The City contracts with Forward Appraisals, LLC for statutory assessment services. The new assessment contract begins in June 2018 and will increase to \$50,000 per year.
- ▶ **State Manufacturing Assessment** - State of Wisconsin charges the City a fee to assess the real and personal property for the manufacturing class of property. The fee is based on the equalized value of the City's manufacturing property.



CITY OF WISCONSIN RAPIDS 2018 DEPARTMENT BUDGET SUMMARY Attorney

Position	Wage	2018	2017	2016	2015	2014
City Attorney	\$ 98,335	1.00	1.00	1.00	1.00	1.00
Executive Coordinator	\$ -	-	-	-	-	-
Total Full-time Equivalent Employees (FTE's)		1.00	1.00	1.00	1.00	1.00

Budget Line Item	Historical Information		
	Actual 2014	Actual 2015	Actual 2016
Wages and Benefits			
Wages	\$ 94,504	\$ 95,923	\$ 97,362
Wisconsin Retirement	7,324	7,386	6,426
FICA	7,045	7,155	7,265
Health / Dental Insurance	7,016	7,016	7,153
HSA Contribution	1,250	1,250	375
Worker's Compensation	265	269	204
Cost Allocations	(4,254)	(4,308)	(4,350)
Total Wages and Benefits	\$ 113,150	\$ 114,691	\$ 114,435
Percent Change			

Budget Line Item	Budget		
	Budget 2017	Budget 2018	Increase (Decrease)
Wages	\$ 99,309	\$ 98,335	\$ (974)
Wisconsin Retirement	6,753	6,588	(165)
FICA	7,412	7,334	(78)
Health / Dental Insurance	7,574	8,498	924
HSA Contribution	375	375	-
Worker's Compensation	196	190	(6)
Cost Allocations	(6,474)	(6,635)	(161)
Total Wages and Benefits	\$ 115,145	\$ 114,685	\$ (460)
Percent Change			-0.4%
Operating Expenditures			
Office Supplies	\$ 330	\$ 330	\$ -
Postage	50	50	-
Copying Cost	200	200	-
Telephone	1,200	1,200	-
Internet / Email	159	159	-
Legal Research and Reference	550	600	50
City Hall Rent Allocation	1,583	1,583	-
Subscriptions & Memberships	600	600	-
Special Attorney Fees	400	-	(400)
Training / Education	2,750	2,750	-
Total Operating Expenditures	\$ 7,822	\$ 7,472	\$ (350)
Percent Change			-4.5%

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Total City Attorney	\$ 119,238	\$ 121,625	\$ 120,099	\$ 122,967	\$ 122,157	\$ (810)
Percent Change						-0.7%

City Attorney Budget Highlights

▶ **Subscriptions**

State Bar of Wisconsin	\$	530
Wood County Bar Association	\$	20

▶ **Training & Education**

League of Municipalities Municipal Attorneys Institute
 League of Municipalities Mutual Insurance conference
 Ehlers Public Finance seminar
 State Bar of Wisconsin seminar

▶ **Cost Allocations** - Administrative services are allocated to operating budgets that are supported by revenue sources other than the property tax levy. Costs are allocated to the following budgets:

River Cities Community Access	\$	1,000
Centralia Center	\$	2,361
Wastewater	\$	3,274



CITY OF WISCONSIN RAPIDS

2018 DEPARTMENT BUDGET SUMMARY

Forest Hill Cemetery

Budget Line Item	Historical Information			Budget		
	Actual 2014/2015	Actual 2015/2016	Actual 2016/2017	Budget 2017	Budget 2018	Increase (Decrease)
Wages	\$ 99,492	\$ 90,179	\$ 96,609	\$ 94,237	\$ 101,200	\$ 6,963
Payroll Taxes	12,941	9,674	8,794	8,343	8,288	(55)
Bronze	9,838	9,021	12,861	9,430	10,941	1,511
Truck Expense	146	615	158	800	387	(413)
Insurance	9,359	10,192	10,358	9,776	10,275	499
Gas, Oil, Grease	5,123	4,264	2,523	4,694	3,394	(1,300)
Equipment Maintenance	555	3,113	287	1,834	1,557	(277)
Maintenance of Grounds	523	1,440	1,087	1,440	1,264	(176)
Office Supplies	952	1,389	970	1,171	1,180	9
Bank Service Charges	22	18	20	18	18	-
Dues & Publications	337	329	313	333	323	(10)
Utilities	16,271	3,956	4,285	6,000	4,121	(1,879)
Seed, Fertilizer, Dirt	450	468	477	475	473	(2)
Telephone	564	712	779	1,876	746	(1,130)
Advertising	742	542	645	642	644	2
Postage	223	184	188	204	186	(18)
Professional Fees	6,883	6,713	5,050	5,000	5,882	882
License Fees	459	94	424	475	475	-
COGS New & Old Inventory	11,082	11,823	11,628	-	-	-
Supplies	3,827	2,714	2,874	3,270	2,794	(476)
Miscellaneous Upkeep	854	1,574	2,182	1,345	1,527	182
Mandatory Addition to Trust Funds	6,534	4,594	4,186	5,564	4,390	(1,174)
Capital Items	863	-	-	5,000	5,000	-
Total Operating	\$ 188,041	\$ 163,606	\$ 166,697	\$ 161,927	\$ 165,065	\$ 3,138

Forest Hill Cemetery Budget Highlights

- ▶ The \$5,000; for the new lift was used for major roof repairs to the mausoleum in 2017; the lift was never purchased.
- ▶ The cost of bronze continues to rise each year.
- ▶ 2017; included a 2%; cost of living increase per employee.
- ▶ 2018; budget will include a 2%; cost of living increase employee.
- ▶ In 2017; a shift in the general investment accounts was made to WoodTrust Asset Management; with dividends being reinvested.

Revenues

Budget Line Item	Historical Information			Budget		
	Actual 2014/2015	Actual 2015/2016	Actual 2016/2017	Budget 2017	Budget 2018	Increase (Decrease)
Trust Fund Earnings	\$ 2,439	\$ 1,218	\$ 2,602	\$ 1,829	\$ 2,087	\$ 258
General Investment Earnings	3,989	4,096	4,531	4,043	-	(4,043)
Ground Interment Fees	22,321	19,700	27,925	21,010	24,480	3,470
Mausoleum Interment Fees	21,460	21,650	15,188	21,555	18,372	(3,183)
Sale of Graves & Plots	10,125	6,410	12,650	8,268	5,230	(3,038)
Mausoleum Crypt Sales	61,980	56,972	36,598	29,738	23,393	(6,345)
Miscellaneous	2,287	1,440	6,602	1,864	1,125	(739)
City of Wisconsin Rapids	63,075	64,305	73,620	73,620	90,378	16,758
Total Revenue	\$ 187,676	\$ 175,790	\$ 179,716	\$ 161,927	\$ 165,065	\$ 3,138
Funding Surplus (Deficit)	\$ (365)	\$ 12,184	\$ 13,018	\$ -	\$ -	\$ 0

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages	\$ 367	\$ 383	\$ 2,725	\$ 400	\$ 400	\$ -
Incidental Labor	301	310	2,239	312	312	-
Equipment	1,096	309	1,645	400	400	-
WWLC	4,202	4,175	4,098	4,425	4,425	-
Forest Hills Cemetery	53,850	63,075	64,305	73,620	90,378	16,758
Total Operating	\$ 59,816	\$ 68,252	\$ 75,012	\$ 79,157	\$ 95,915	\$ 16,758
Percent Change						21.2%



CITY OF WISCONSIN RAPIDS

2018 DEPARTMENT BUDGET SUMMARY

Centralia Center

Senior Resource Center

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Building Maintenance	\$ 37,083	\$ 26,654	\$ 36,535	\$ 29,000	\$ 28,000	\$ (1,000)
Heating	14,707	9,550	7,744	8,001	9,705	1,704
Electric	32,025	34,112	36,396	36,985	36,859	(126)
Water	3,632	3,626	3,929	4,400	3,830	(570)
Sewer	2,427	2,340	2,684	2,958	2,682	(276)
Property Insurance	3,015	2,869	4,351	4,351	4,050	(301)
Cleaning Services	35,670	32,610	30,724	32,530	35,000	2,470
Management Services	8,383	8,453	8,489	8,641	8,861	220
Total Operating	\$ 136,942	\$ 120,214	\$ 130,852	\$ 126,866	\$ 128,987	\$ 2,121

Senior Resource Center Budget Highlights

► The Senior Resource Center (SRC) budget represents the operating costs for the space at the Centralia Center that supports the following three agencies:

Agency	Lease	Utilities	Total
Lowell Center	\$ 50,024	\$ 34,955	\$ 84,979
Aging Resource Center	49,358	11,288	60,646
Park Place	30,044	6,833	36,877

The Lowell Center's pro rata share of the operating costs are budgeted in the Lowell Center budget in the General Fund.

Line Item	Operating Costs	Lowell Center	SRC Budget
Building Maintenance	\$ 28,000	\$ (18,451)	\$ 9,549
Heating	9,705	(6,391)	3,314
Electric	36,859	(24,275)	12,584
Water	3,830	(2,522)	1,308
Sewer	2,682	(1,767)	915
Property Insurance	4,050	(2,669)	1,381
Cleaning Services	35,000	(23,065)	11,935
Management Services	8,861	(5,839)	3,022
Total	\$ 128,987	\$ (84,979)	\$ 44,008

Commercial Lease Space

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Building Maintenance	\$ 31,208	\$ 19,041	\$ 28,105	\$ 21,000	\$ 25,000	\$ 4,000
Telephone	667	368	277	300	300	-
Heating	12,731	8,267	6,959	6,927	8,402	1,475
Electric	27,723	29,530	31,507	32,015	31,908	(107)
Water	3,144	3,139	3,401	3,810	3,315	(495)
Sewer	2,101	2,026	2,323	2,561	2,321	(240)
Property Insurance	2,589	2,484	4,351	4,351	4,050	(301)
Cleaning Services	34,804	31,267	29,614	32,530	33,000	470
Management Services	8,383	8,453	8,489	8,641	8,861	220
Leasehold Improvements	-	7,550	-	-	-	-
Total	\$ 123,350	\$ 112,125	\$ 115,026	\$ 112,135	\$ 117,157	\$ 5,022

Commercial Lease Space Budget Highlights

- ▶ The Commercial Lease Space budget represents the operating costs for the Centralia Center that is used to support the space that is leased to various businesses, not-for-profit organizations and governmental entities.

Debt Service

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
G.O. Refunding Bonds	\$ 127,625	\$ 125,625	\$ 123,563	\$ 121,250	\$ 143,281	\$ 22,031
Taxable G.O. Refunding Bonds	68,113	70,210	73,030	74,750	77,162	2,412
CDBG Promissory Note	-	-	-	-	-	-
Total	\$ 195,738	\$ 195,835	\$ 196,593	\$ 196,000	\$ 220,443	\$ 24,443

Transfer to Debt Service Fund Budget Highlights

- ▶ The principal and interest on the debt issued to construct the Centralia Center is funded primarily from lease revenue from tenants and general property taxes. The portion funded by lease revenues is transferred from the Centralia Center Fund to the Debt Service Fund and the balance is budgeted as part of the debt service tax levy in the Debt Service Fund.

Line Item	2018 Debt Service	Lease Revenue	Tax Levy
G.O. Refunding Bonds	\$ 143,281	\$ (48,858)	\$ 94,423
Taxable G.O. Refunding Bonds	77,162	-	77,162
Total	\$ 220,443	\$ (48,858)	\$ 171,585

- ▶ **G.O. Refunding Bonds** - The City issued \$1,825,000 in General Obligation bonds in 2002 to construct the Senior Resource Center portion of the Centralia Center. The City refinanced the bonds in 2011.

Balance - 12/31/2018	\$ 500,000	2018 Principal Payment	\$ 125,000
Net Interest Rate	2.94%	2018 Interest Payment	\$ 18,281

- ▶ **Taxable G.O. Refunding Bonds** - The City issued \$1,620,000 in taxable General Obligation bonds in 2003 to construct the Commercial Lease Space portion of the Centralia Center. The City refinanced the bonds in 2012.

Balance - 12/31/2018	\$ 406,173	2018 Principal Payment	\$ 66,037
Net Interest Rate	2.28%	2018 Interest Payment	\$ 11,125

Replacement Reserves

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Replacement Reserves	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ -
Total	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ -

Replacement Reserves Budget Highlights

- ▶ On an annual basis, \$25,000 is budgeted in the Centralia Center Fund for future major repairs and replacements. The total amount of funds accumulated to date is \$351,083.



CITY OF WISCONSIN RAPIDS 2018 DEPARTMENT BUDGET SUMMARY City Property

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages	\$ 18,460	\$ 8,674	\$ 6,739	\$ 15,000	\$ 15,000	\$ -
Overtime	207	-	-	-	-	-
Incidental Labor	15,249	7,026	5,464	11,963	12,600	637
Equipment	22,801	1,998	1,449	5,000	3,500	(1,500)
Materials	34,197	17,827	17,451	7,500	7,500	-
WWLC	2,074	2,483	2,690	2,250	2,250	-
Total	\$ 92,988	\$ 38,008	\$ 33,793	\$ 41,713	\$ 40,850	\$ (863)

City Property Budget Highlights

- ▶ **City Property** - This budget is utilized to fund maintenance and work to city property that is not identified in another City budget.

City Property Outlay

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Capital Outlay	\$ 8,682	\$ -	\$ 2,015	\$ 5,000	\$ 5,000	\$ -
Total	\$ 8,682	\$ -	\$ 2,015	\$ 5,000	\$ 5,000	\$ -

City Property Outlay Budget Highlights

- ▶ **Outlay** - On an annual basis \$5,000 is budgeted in this account to fund various projects or initiatives. The funds accumulate in this account until a viable project is identified and approved by the Council. Past projects include new warning sirens, old Humane Society building and trees for the downtown area.



CITY OF WISCONSIN RAPIDS

2018 DEPARTMENT BUDGET SUMMARY

City Clerk

Position	Wage	2018	2017	2016	2015	2014
City Clerk	\$ 64,034	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	\$ 45,536	1.00	1.00	1.00	1.00	1.00
Total Full-time Equivalent Employees (FTE's)		2.00	2.00	2.00	2.00	2.00

Budget Line Item	Historical Information		
	Actual 2014	Actual 2015	Actual 2016
Wages and Benefits			
Wages	\$ 113,254	\$ 117,380	\$ 97,565
Overtime	755	247	2,050
Sick Leave Payout	-	-	-
Wisconsin Retirement	8,461	8,485	5,372
FICA	8,403	8,748	7,209
Health / Dental Insurance	13,709	19,741	20,645
HSA Contribution	2,500	5,000	750
Worker's Compensation	319	329	206
Total Wages and Benefits	\$ 147,401	\$ 159,930	\$ 133,797
Percent Change			

Budget Line Item	Budget		
	Budget 2017	Budget 2018	Increase (Decrease)
Wages	\$ 109,535	\$ 109,570	\$ 35
Overtime	400	500	100
Sick Leave Payout	469	476	7
Wisconsin Retirement	7,507	7,407	(100)
FICA	8,118	8,457	339
Health / Dental Insurance	21,854	-	(21,854)
HSA Contribution	750	-	(750)
Worker's Compensation	218	213	(5)
Total Wages and Benefits	\$ 148,851	\$ 126,623	\$ (22,228)
			-14.9%
Operating Expenditures			
Office Supplies	\$ 1,000	\$ 400	\$ (600)
Postage	5,460	8,600	3,140
Copying Cost	750	1,300	550
Telephone	2,500	2,600	100
Internet / Email	319	318	(1)
Postage Machine	3,200	3,000	(200)
Training / Education	750	750	-
Advertising & Publications	100	4,000	3,900
Subscriptions, Memberships	315	273	(42)

Budget Line Item	Historical Information		
	Actual 2014	Actual 2015	Actual 2016
City Hall Rent	9,813	9,375	9,063
Total Operating Expenditures	\$ 17,221	\$ 19,678	\$ 22,211
Percent Change			
<hr/>			
Total City Clerk	\$ 164,622	\$ 179,608	\$ 156,008
Percent Change			

Budget		
Budget 2017	Budget 2018	Increase (Decrease)
9,375	9,375	-
\$ 23,769	\$ 30,616	\$ 6,847
		28.8%
<hr/>		
\$ 172,620	\$ 157,239	\$ (15,381)
		-8.9%

Outlay

Budget Line Item	Historical Information		
	Actual 2014	Actual 2015	Actual 2016
Sit-to-Stand Desk Top / Chair	\$ -	\$ -	\$ -
Total Election Outlay	\$ -	\$ -	\$ -
Percent Change			

Budget		
Budget 2017	Budget 2018	Increase (Decrease)
\$ -	\$ 1,000	\$ 1,000
\$ -	\$ 1,000	\$ 1,000

- ▶ Modified Sit-to-Stand Desk Top and chair is funded from the office equipment reserve fund.



CITY OF WISCONSIN RAPIDS

2018 DEPARTMENT BUDGET SUMMARY

Common Council

Position	Wage	2018	2017	2016	2015	2014
Aldersperson	\$ 5,880	8.00	8.00	8.00	8.00	8.00
Chairperson	\$ 180	3.00	3.00	3.00	3.00	3.00
Secretary	\$ 120	3.00	3.00	3.00	3.00	3.00
Total		14.00	14.00	14.00	14.00	14.00

Budget Line Item	Historical Information		
	Actual 2014	Actual 2015	Actual 2016
Wages and Benefits			
Wages	\$ 48,120	\$ 48,120	\$ 48,610
FICA	3,681	3,681	3,719
Worker's Compensation	135	135	102
Total Wages and Benefits	\$ 51,936	\$ 51,936	\$ 52,431
Percent Change			

Operating Expenditures			
Office Supplies	\$ 885	\$ 560	\$ 185
Postage	144	90	76
Copying Cost	6,837	3,425	4,237
Telephone	1,531	1,501	1,275
Advertising & Publications	6,667	5,835	3,002
League Dues	4,104	4,051	3,990
Software Support Contract	-	1,330	1,065
Conferences	60	381	-
City Hall Rent	21,195	20,250	19,575
Total Operating Expenditures	\$ 41,423	\$ 37,423	\$ 33,405
Percent Change			

Total Common Council	\$ 93,359	\$ 89,359	\$ 85,836
Percent Change			

Budget		
Budget 2017	Budget 2018	Increase (Decrease)
\$ 48,120	\$ 48,120	\$ -
3,681	3,681	-
90	87	(3)
\$ 51,891	\$ 51,888	\$ (3)
		0.0%
\$ 400	\$ 400	\$ -
150	150	-
3,500	3,500	-
1,525	1,450	(75)
6,000	3,000	(3,000)
3,990	3,990	-
1,100	1,100	-
2,000	2,000	-
20,250	20,250	-
\$ 38,915	\$ 35,840	\$ (3,075)
		-7.9%
\$ 90,806	\$ 87,728	\$ (3,078)
		-3.4%



CITY OF WISCONSIN RAPIDS

2018 DEPARTMENT BUDGET SUMMARY

Community Development

Position	Wage	2018	2017	2016	2015	2014
Director	\$ 85,447	1.00	1.00	1.00	1.00	1.00
Community Development Specialist	\$ 51,495	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	\$ -	-	-	0.50	0.50	0.50
Total Full-time Equivalent Employees (FTE's)		2.00	2.00	2.50	2.50	2.50

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages and Benefits						
Wages	\$ 102,168	\$ 104,629	\$ 106,891	\$ 152,276	\$ 136,942	\$ (15,334)
Overtime	-	-	-	-	-	-
Sick Leave Payout	-	-	495	466	691	225
Wisconsin Retirement	7,117	7,109	7,049	10,402	9,221	(1,181)
FICA	7,418	7,635	7,804	11,261	10,079	(1,182)
Health / Dental Insurance	18,561	18,560	19,042	38,867	41,804	2,937
HSA Contribution	2,500	2,500	750	1,688	1,500	(188)
Worker's Compensation	286	293	224	302	265	(37)
Total Wages and Benefits	\$ 138,050	\$ 140,726	\$ 142,255	\$ 215,262	\$ 200,502	\$ (14,760)
Percent Change						-6.9%

Operating Expenditures

Office Supplies	\$ 286	\$ 310	\$ 672	\$ 1,000	\$ 1,000	\$ -
Postage	390	234	523	500	750	250
Copying Cost	170	785	217	750	1,000	250
Telephone	2,121	1,648	1,282	1,950	2,500	550
Internet / Email	129	179	179	318	318	-
Advertising & Publications	-	-	14	200	100	(100)
Subscriptions & Memberships	615	615	825	1,020	1,100	80
Training & Education	2,214	1,865	3,288	3,500	4,500	1,000
Comprehensive Planning	-	-	38,100	84,000	8,500	(75,500)
NCRPC	9,875	9,476	-	-	-	-
City Hall Rent	3,952	3,777	3,651	3,777	3,777	-

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Miscellaneous	-	-	849	1,000	1,000	-
Total Operating Expenditures	\$ 19,752	\$ 18,889	\$ 49,600	\$ 98,015	\$ 24,545	\$ (73,470)
Percent Change						-75.0%
Total Community Development	\$ 157,802	\$ 159,615	\$ 191,855	\$ 313,277	\$ 225,047	\$ (88,230)
Percent Change						-28.2%

Planning & Economic Development Budget Highlights

- ▶ **Wages** - Decrease due to return to normal staffing levels
- ▶ **Subscriptions and Membership** – Covers membership with American Planning Association, Wisconsin Economic Development Association, Wisconsin Economic Development Corporation Connect Communities Program, and Wisconsin Downtown Action Council.

American Planning Association	\$	295
Wisconsin Economic Development Association	\$	325
WDAC	\$	200
WEDC Connect Communities	\$	200
- ▶ **Training & Education** – Covers training for Director. Includes Ehlers Public Finance, WEDA Annual Conference, Wisconsin APA Annual Conference, and National American Planning Association Conference in New York City.

Ehlers Public Finance	\$	500
WEDA Annual Conference	\$	500
Wisconsin APA Annual Conference	\$	500
WDAC Annual Conference	\$	500
National APA Annual Conference	\$	2,000
- ▶ **Miscellaneous** – Covers cost of hosting training for contractors and public meetings on planning and zoning issues.
- ▶ **Phones** – Increase covers the addition of a cell phone for Community Development Specialist.
- ▶ **Copying Cost and Postage** – Increase due to well permitting. Expected that between 400 and 500 well will need to be permitted in 2018.
- ▶ **Comprehensive Planning** – Reduction signifies the completion of the Zoning Code and Comprehensive Plan Updates. Budgeted amount to cover cost of a potential update to the Sign Ordinance. Updates are necessary due to legal changes and desire to compliment the new Zoning Ordinance.



CITY OF WISCONSIN RAPIDS

2018 DEPARTMENT BUDGET SUMMARY

Crossing Guards

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages and Benefits						
Wages	\$ 45,825	\$ 47,380	\$ 44,079	\$ 47,735	\$ 47,735	\$ -
Walking School Bus Wages	-	-	-	7,000	7,000	-
FICA	3,563	3,734	3,414	4,187	4,187	-
Worker's Compensation	1,587	1,818	1,360	1,966	1,966	-
Total Wages and Benefits	\$ 50,975	\$ 52,932	\$ 48,853	\$ 60,888	\$ 60,888	\$ -
Percent Change						0.0%
Operating Expenditures						
Cell Phone	\$ -	\$ 362	\$ 390	\$ 425	\$ 425	\$ -
Training / Education	390	75	150	550	550	-
Uniforms	219	25	213	625	625	-
Safety Shoes	850	900	865	1,250	1,250	-
Supplies	97	486	14	750	750	-
Total Operating Expenditures	\$ 1,556	\$ 1,848	\$ 1,632	\$ 3,600	\$ 3,600	\$ -
Percent Change						0.0%
Total Crossing Guards	\$ 52,531	\$ 54,780	\$ 50,485	\$ 64,488	\$ 64,488	\$ -
Percent Change						0.0%



CITY OF WISCONSIN RAPIDS 2018 DEPARTMENT BUDGET SUMMARY Debt Service

Description	2017	2016	2015	2014	2013	2012
Moody's Bond Rating	Aa3	Aa3	Aa3	Aa3	Aa3	Aa3
Total Outstanding G.O. Debt	\$ 20,734,850	\$ 18,168,285	\$ 19,005,280	\$ 12,015,936	\$ 13,540,262	\$ 15,844,276
Percent of Legal Debt Margin	40.7%	35.9%	36.6%	23.0%	26.1%	28.5%

General Obligation Debt

Budget Line Item	2017 Budget			2018 Budget		
	Principal	Interest	Total	Principal	Interest	Total
2007 G.O. Promissory Notes	\$ 100,000	\$ 2,375	\$ 102,375	\$ -	\$ -	\$ -
2008 G.O. Promissory Notes	100,000	6,000	106,000	100,000	2,000	102,000
2011 G.O. Refunding Bonds	100,000	21,250	121,250	125,000	18,281	143,281
2011 G.O. Promissory Notes	150,000	18,000	168,000	150,000	14,063	164,063
2011 G.O. Refunding Bonds	175,000	57,138	232,138	175,000	52,981	227,981
2012 State Trust Fund Loan	48,435	9,399	57,834	49,888	7,946	57,834
2012 G.O. Taxable Refunding Bond	345,000	68,156	413,156	365,000	61,488	426,488
2012 G.O. Refunding Bonds	180,000	23,655	203,655	190,000	21,805	211,805
2012 G.O. Promissory Notes	100,000	6,590	106,590	100,000	5,590	105,590
2015 G.O. Promissory Notes	95,000	14,294	109,294	95,000	13,462	108,462
2015 G.O. Refunding Bonds	470,000	148,419	618,419	485,000	138,869	623,869
2016 G.O. Promissory Notes	85,000	20,890	105,890	90,000	14,292	104,292
2017 G.O. Bonds	-	-	-	170,000	200,601	370,601
Total General Obligation Debt	\$ 1,948,435	\$ 396,166	\$ 2,344,601	\$ 2,094,888	\$ 551,378	\$ 2,646,266

Leases

Budget Line Item	2017 Budget			2018 Budget		
	Principal	Interest	Total	Principal	Interest	Total
2008 - Fire Rescue Truck	\$ 9,137	\$ 990	\$ 10,127	\$ 9,620	\$ 508	\$ 10,128
Total Leases	\$ 9,137	\$ 990	\$ 10,127	\$ 9,620	\$ 508	\$ 10,128

Clean Water Fund Loan

Budget Line Item	2017 Budget			2018 Budget		
	Principal	Interest	Total	Principal	Interest	Total
2008 - Clean Water Fund Loan	\$ 1,345,750	\$ 640,987	\$ 1,986,737	\$ 1,391,478	\$ 594,482	\$ 1,985,960
Total Clean Water Fund Loan	\$ 1,345,750	\$ 640,987	\$ 1,986,737	\$ 1,391,478	\$ 594,482	\$ 1,985,960

Debt Service Budget Highlights

▶ **2008 Promissory Notes** - G.O. Promissory Notes issued to fund the following Public Works Construction Fund street and sewer construction projects:

Gaynor Ave - 27th Ave to 22nd Ave
Wis DOT - 32nd St

Outstanding Balance - 12/31/2017	\$ 100,000	Original Amount	\$ 1,000,000
2018 Principal Payment	<u>(100,000)</u>	Net Interest Rate	3.91%
Outstanding Balance - 12/31/2018	<u>\$ -</u>		

▶ **2011 Refunding Bonds** - G.O. Refunding Bonds used to refinance the 2002 \$1,825,000 bonds issued to fund the construction of the Senior Resource Center at the Centralia Center.

Outstanding Balance - 12/31/2017	\$ 625,000	Original Amount	\$ 1,225,000
2018 Principal Payment	<u>(125,000)</u>	Net Interest Rate	2.96%
Outstanding Balance - 12/31/2018	<u>\$ 500,000</u>		

▶ **2011 Promissory Notes** - G.O. Promissory Notes issued to fund the following Tax Incremental District No. 7 project:

West Grand Avenue street reconstruction

Outstanding Balance - 12/31/2017	\$ 550,000	Original Amount	\$ 1,300,000
2018 Principal Payment	<u>(150,000)</u>	Net Interest Rate	2.74%
Outstanding Balance - 12/31/2018	<u>\$ 400,000</u>		

▶ **2011 Refunding Bonds** - G.O. Refunding Bonds used to refinance the 2006 \$2,810,000 Note Anticipation Notes that were issued to fund the Rapids East Commerce Center infrastructure in the City's Tax Incremental District No. 6.

Outstanding Balance - 12/31/2017	\$ 1,575,000	Original Amount	\$ 2,715,000
2018 Principal Payment	<u>(175,000)</u>	Net Interest Rate	3.36%
Outstanding Balance - 12/31/2018	<u>\$ 1,400,000</u>		

▶ **2012 State Trust Fund Loan** - A State Trust Fund Loan issued to fund the following Public Works Construction Fund street and sewer construction projects:

Klevene Ave - 14th Place to 15th Place
14th Place - Rosewood Ave to Klevene Ave
6th St - East Grand Ave to Oak St
29th St N - Amundson St to Kingston St
30th St N - Amundson St to Kingston St
Reimer St - 17th Ave to end
Alley - 1st Ave S to Expressway to 2nd Ave

Outstanding Balance - 12/31/2017	\$ 264,850	\$ 500,000
2018 Principal Payment	<u>(49,888)</u>	3.00%
Outstanding Balance - 12/31/2018	<u>\$ 214,962</u>	

▶ **2012 Taxable Refunding Bonds** - G.O. Refunding Bonds used to refinance the 2003 \$3,915,000 Taxable G.O. Refunding Bonds issued to payoff the City's Wisconsin Retirement System accrued actuarial liability and the 2003 Taxable Community Development Bonds issued to fund the construction of the commercial lease space at the Centralia Center.

Outstanding Balance - 12/31/2017	\$ 2,610,000	\$ 3,930,000
2018 Principal Payment	<u>(365,000)</u>	2.28%
Outstanding Balance - 12/31/2018	<u>\$ 2,245,000</u>	

▶ **2012 Refunding Bonds** - G.O. Refunding Bonds used to refinance the following debt issues:

2005 \$1,665,000 G.O. Community Development Bonds issued to fund the Rapids East Commerce Center infrastructure in the City's Tax Incremental District No. 6
2002 \$352,870 State Trust Fund Loan issued to fund the purchase of a 2002 Pierce Quantum pumper fire engine
2009 \$500,000 State Trust Fund Loan issued to fund Public Works Construction Fund the following street and storm sewer construction projects:

Rosecrans St - 11th Ave N to 17th Ave N
Strawberry Lane - 1st St N to cul-de-sac

Outstanding Balance - 12/31/2017	\$ 1,620,000	Original Amount	\$ 2,310,000
2018 Principal Payment	<u>(190,000)</u>	Net Interest Rate	1.47%
Outstanding Balance - 12/31/2018	<u>\$ 1,430,000</u>		

► **2012 Promissory Notes** - G.O. Promissory Notes issued to fund the following Public Works Construction Fund street and sewer construction projects:

9th St N - Peach St to Saratoga St
Pepper Ave - 1st St S to Sampson St

Outstanding Balance - 12/31/2017	\$ 510,000	Original Amount	\$ 1,010,000
2018 Principal Payment	<u>(100,000)</u>	Net Interest Rate	1.47%
Outstanding Balance - 12/31/2018	<u>\$ 410,000</u>		

► **2015 Promissory Notes** - G.O. Promissory Notes issued to fund the following Public Works Construction Fund street and sewer construction projects:

Apple St - 8th St S to 12th St S
Chestnut St - 8th St S to 16th St S

Outstanding Balance - 12/31/2017	\$ 815,000	Original Amount	\$ 995,000
2018 Principal Payment	<u>(95,000)</u>	Net Interest Rate	1.88%
Outstanding Balance - 12/31/2018	<u>\$ 720,000</u>		

► **2015 Refunding Bonds** - G.O. Refunding Bonds issued to refinance Water Works & Lighting Commission's 2009 Electric Revenue Bonds.

Outstanding Balance - 12/31/2017	\$ 6,515,000	Original Amount	\$ 7,475,000
2018 Principal Payment	<u>(485,000)</u>	Net Interest Rate	2.23%
Outstanding Balance - 12/31/2018	<u>\$ 6,030,000</u>		

► **2016 Promissory Notes** - G.O. Promissory Notes issued to fund the following Public Works Construction Fund street construction projects:

Apple St - 12th St S to 15th St S
3rd Ave - West Grand Ave to W. Jackson St

1st St N - Spring St to Poplar St
1st St N - Apricot St to Lavigne St

Outstanding Balance - 12/31/2017	\$ 1,035,000	Original Amount	\$ 1,120,000
2018 Principal Payment	<u>(90,000)</u>	Net Interest Rate	1.62%
Outstanding Balance - 12/31/2018	<u>\$ 945,000</u>		

► **2017 Bonds** - G.O. Bonds used to finance the following projects issues:

\$2,575,000 - Regional Aquatics Facility and Mead Splash Pad
\$750,000 - East River Bank Bike Path
\$1,135,222 - street / storm sewer construction projects

1st St N - 200' N Poplar to city limits
Washington St - 8th St N to 13th St N

Outstanding Balance - 12/31/2017	\$ 4,515,000	Original Amount	\$ 4,515,000
2018 Principal Payment	<u>(170,000)</u>	True Interest Rate	2.75%
Outstanding Balance - 12/31/2018	<u>\$ 4,345,000</u>		

► **Total General Obligation Debt**

Outstanding Balance - 12/31/2017	\$ 20,734,850
2017 Debt Issuance	-
2018 Principal Payment	<u>(2,094,888)</u>
Outstanding Balance - 12/31/2018	<u>\$ 18,639,962</u>

► **2008 Lease** - A capital lease used to finance the purchase of a 2008 Pierce Encore Commercial Rescue Truck

Outstanding Balance - 12/31/2017	\$ 9,620	Original Amount	\$ 77,152
2018 Principal Payment	<u>(9,620)</u>	Net Interest Rate	5.28%
Outstanding Balance - 12/31/2018	<u>\$ -</u>		

► **2008 Clean Water Fund Loan** - The Clean Water Fund Loan was used to finance the expansion of the City's wastewater treatment plant BOD capacity for Ocean Spray Cranberries and Mariani Packing Co. It also funded and upgrade to the entire wastewater treatment process.

Outstanding Balance - 12/31/2017	\$ 18,190,793	Original Amount	\$ 26,615,595
2018 Principal Payment	<u>(1,391,478)</u>	Net Interest Rate	3.398%
Outstanding Balance - 12/31/2018	<u>\$ 16,799,315</u>		



CITY OF WISCONSIN RAPIDS 2018 DEPARTMENT BUDGET SUMMARY Elections

Election	2018	2017	2016	2015	2014
Spring Primary	1.00	1.00	1.00	1.00	1.00
April Election	1.00	1.00	1.00	1.00	1.00
Fall Primary	1.00	-	1.00	-	1.00
November Election	1.00	-	1.00	-	1.00
Special Election	-	-	-	-	-
Total Elections	4.00	2.00	4.00	2.00	4.00

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages and Benefits						
Wages	\$ 31,223	\$ 5,841	\$ 30,263	\$ 9,854	\$ 30,250	\$ 20,396
Overtime	-	-	-	-	-	-
Wisconsin Retirement	-	-	-	-	-	-
FICA	237	45	-	-	-	-
Worker's Compensation	82	16	64	18	55	37
Total Wages and Benefits	\$ 31,542	\$ 5,902	\$ 30,327	\$ 9,872	\$ 30,305	\$ 20,433
Percent Change						207.0%
Operating Expenditures						
Office Supplies	\$ 1,095	\$ -	\$ 302	\$ 1,250	\$ 750	\$ (500)
Postage	1,290	366	705	2,200	1,000	(1,200)
Copying	387	496	1,682	500	1,500	1,000
Advertising & Publications	350	212	113	350	300	(50)
Voting Machine Maintenance	586	1,686	1,686	1,400	1,686	286
Programming & Ballots	-	-	-	-	-	-
Total Operating Expenditures	\$ 3,708	\$ 2,760	\$ 4,488	\$ 5,700	\$ 5,236	\$ (464)
Percent Change						-8.1%
Total Elections	\$ 35,250	\$ 8,662	\$ 34,815	\$ 15,572	\$ 35,541	\$ 19,969
Percent Change						128.2%

Outlay

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Voting Machines	\$ -	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ -
Total Election Outlay	\$ -	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ -
Percent Change						0.0%

Election Outlay Budget Highlights

- ▶ Annually \$2,500 is budgeted for the replacement of voting machines



CITY OF WISCONSIN RAPIDS 2018 DEPARTMENT BUDGET SUMMARY Emergency Communications

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Operating Expenditures						
Siren Maintenance	\$ 595	\$ 630	\$ 2,945	\$ 750	\$ 750	\$ -
Equipment Maintenance	-	-	-	4,000	2,500	(1,500)
Training / Education	-	-	-	-	-	-
Supplies & Materials	-	-	-	500	-	(500)
Telephone	-	-	-	75	-	(75)
WWLC	1,271	1,365	1,361	2,500	2,500	-
Auxiliary Police	4,058	3,160	4,277	5,000	5,000	-
Total	\$ 5,924	\$ 5,155	\$ 8,583	\$ 12,825	\$ 10,750	\$ (2,075)
Percent Change						-16.2%

Emergency Communications / Management Budget Highlights



Emergency Communications Outlay

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 6,675	\$ 30,335	\$ 11,090	\$ -	\$ -	\$ -
Percent Change						



CITY OF WISCONSIN RAPIDS 2018 DEPARTMENT BUDGET SUMMARY Engineering

Position	Wage	2018	2017	2016	2015	2014
Public Works Director	\$ 99,688	0.30	0.30	0.30	1.00	-
City Engineer	\$ 82,494	1.00	1.00	1.00	1.00	1.00
Design Engineer II	\$ 70,687	1.00	1.00	1.00	1.00	1.00
Design Engineer I	\$ -	-	-	-	-	1.00
Engineering Tech V - D	\$ 60,241	3.00	3.00	3.00	3.00	3.00
Engineering Tech III - D	\$ 53,682	2.00	2.00	1.00	1.00	1.00
Adm Engineering Tech III - C	\$ -	-	-	1.00	1.00	1.00
Administrative Assistant	\$ -	-	-	-	-	-
Engineering Seasonal Tech - LTE	\$ 24,107	1.50	1.50	1.50	1.50	1.50
Total Full-time Equivalent Employees (FTE's)		8.80	8.80	8.80	9.50	9.50

Engineering

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages	\$ 169,604	\$ 182,517	\$ 129,400	\$ 135,413	\$ 164,867	\$ 29,454
Public Works Director	-	-	18,903	20,038	21,513	1,475
Overtime	419	504	43	-	-	-
Incidental Labor	139,420	112,387	99,331	107,982	138,492	30,510
Office Supplies	3,601	3,753	1,818	3,500	3,500	-
Operating Supplies	5,343	3,141	3,915	3,500	6,595	3,095
Postage	1,171	929	1,157	1,400	1,400	-
Copying Cost	2,563	2,449	3,315	4,000	4,000	-
Vehicles	35,789	31,740	28,583	17,825	21,805	3,980
Telephone	4,101	6,409	4,241	4,500	4,500	-
Internet / Email	1,220	1,274	1,274	1,220	1,220	-
Subscriptions & Memberships	1,031	840	575	900	590	(310)
Training & Education	8,482	5,729	1,559	5,570	5,180	(390)
Special Surveying	350	15,350	17,490	-	6,825	6,825
Contract Payments	-	-	-	2,042	2,050	8
City Hall Rent	27,357	26,138	23,454	24,263	24,263	-
Safety Shoes	1,275	1,179	1,150	1,475	1,300	(175)
Software Licensing	4,776	3,895	8,050	7,900	5,800	(2,100)
Total	\$ 406,502	\$ 398,234	\$ 344,258	\$ 341,528	\$ 413,900	\$ 72,372

Engineering Activity Based Budget Highlights

- ▶ **Administration** - Activities include tasks such as permits & licensing, responding to miscellaneous complaints, inquiries, and data requests, various city meetings (Public Works, Safety Committee, Planning), capital improvement planning, budgeting, grant writing, billing/invoices, filing, website updating, and timesheet review.
- ▶ **Special Projects** - Activities include tasks such as developer requests, department requests, Mayor/alderperson requests, Rapid Improvement projects.
- ▶ **Data Management** - Activities include tasks such as GASB reporting, infrastructure data inputting and management, assessor map updating, and general map updating, benchmarks and survey databases
- ▶ **Surveying Services** - Activity Includes tasks such as planning & zoning exhibits, property iron locates, equipment maintenance, driveway staking, marking right-of-way for brushing activities, marking 40 corners for chip sealing activities, pick-up and marking of pavement markings, and locating vision triangles
- ▶ **Training** - Management group, due to professional licensure, are required to have 30 professional development hours (PDHs) during the licensing biennium. Six PDHs is equivalent to a full 8 hr day of class (no travel time included).

Wisconsin Concrete Pavement Association Conference	\$	300
Surveying Conference	\$	800
UW Extension Professional Development	\$	2,400

- ▶ **Assessor Plats** - Assessor plats are typically ordered for areas of the city that do not have any previous monumentation or very old and non-existent monumentation. This data helps with survey locates, assessor mapping, and construction projects.

Assessor Plat	Parcels	Parcel Cost	Cost
Canal St and 11th Ave N and Fremont & High St	10.0	\$ 325	\$ 3,250
Riverview Dr and 1st St N and Spring St and Cherry St	11.0	\$ 325	3,575
			<u>\$ 6,825</u>

▶ Software Licensing

Autodesk Civil 3D and survey equipment firmware and support	\$	5,800
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Activity Based Budget Summary

2018 Activity	Wages	ILC	Vehicles	Other	Total	2017
Administration	\$ 120,918	\$ 83,501	\$ 21,805	\$ 46,573	\$ 272,797	\$ 238,215
Special Projects	22,293	18,726	-	-	41,019	19,575
Data Management	11,254	9,454	-	-	20,708	16,705
Surveying Services	17,507	14,707	-	8,645	40,859	41,199
Training	9,346	7,852	-	5,180	22,378	16,552
Assessor Plats	5,062	4,252	-	6,825	16,139	-
Public Hearings	-	-	-	-	-	9,282
Total	\$ 186,380	\$ 138,492	\$ 21,805	\$ 67,223	\$ 413,900	\$ 341,528

Other - Includes office / operating supplies, postage, copying, City Hall Rent, shoe allowance, telephone, internet / email, training & Education, contract payments and dues & subscriptions.

Engineering Outlay

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Kayak	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ 500
	-	-	-	-	-	-
Traffic Counter	-	-	-	3,000	-	(3,000)
Office Furniture	-	-	-	5,500	-	(5,500)
Total	\$ -	\$ 4,651	\$ -	\$ 8,500	\$ 500	\$ (8,000)

Engineering Outlay Budget Highlights

- **Kayak** - need has been documented over the past several years for gathering survey data on waterways

Curb & Gutter Maintenance

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages	\$ 18,484	\$ 12,945	\$ 7,011	\$ 9,625	\$ 11,603	\$ 1,978
Overtime	135	-	401	-	-	-
Incidental Labor	15,267	10,485	6,009	7,513	9,738	2,225
Equipment	2,667	1,520	1,380	3,240	3,690	450
Materials	2,657	4,867	8,401	1,950	5,625	3,675
Contract Payments	41,853	14,240	9,054	31,875	24,750	(7,125)
Total	\$ 81,063	\$ 44,057	\$ 32,256	\$ 54,203	\$ 55,406	\$ 1,203

Curb & Gutter Activity Based Budget Highlights

- **Inspection** - Inspection includes preliminary identification and inspection during repair. This activity also includes administration and management time which encompasses billing, mailings, resident site visits, phone calls, etc.
- **Restoration and Removals** - This activity includes removal and restoration of curb and gutter as part of the City's curb and gutter maintenance program and curb work related to the concrete pavement patching program.

Activity Based Budget Summary

2018 Activity	Wages	ILC	Equipment	Other	Total	2017
Inspection	\$ 6,188	\$ 5,198	\$ -	\$ -	\$ 11,386	\$ 10,622
Restoration and Removals	5,415	4,540	3,690	30,375	44,020	43,581
Total	\$ 11,603	\$ 9,738	\$ 3,690	\$ 30,375	\$ 55,406	\$ 54,203

Sidewalk Maintenance

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages	\$ 15,326	\$ 12,455	\$ 13,510	\$ 15,771	\$ 13,305	\$ (2,466)
Overtime	169	-	319	-	-	-
Incidental Labor	12,706	10,089	11,208	12,312	11,178	(1,134)
Equipment	1,846	759	1,688	4,320	5,576	1,256
Pit Materials	42	1,507	305	3,150	3,570	420
Contract Payments	-	25,973	15,274	95,625	62,050	(33,575)
Total	\$ 30,089	\$ 50,783	\$ 42,304	\$ 131,178	\$ 95,679	\$ (35,499)

Sidewalk Activity Based Budget Highlights

- **Inspection** - Inspection includes preliminary identification and inspection during repair. This activity also includes administration and management time which encompasses billing, mailings, resident site visits, phone calls, etc.
- **Restoration and Removals** - Remove and replace remaining portion of work identified in 2017 in the area bounded by E Grand Ave, 3rd St S, Lincoln St, and Chestnut St. \$94,821.55 (16,251 SF) of sidewalk was identified as remove and replace in this area in 2017.

Activity Based Budget Summary

2018 Activity	Wages	ILC	Equipment	Other	Total	2017
Inspection	\$ 6,219	\$ 5,224	\$ -	\$ -	\$ 11,443	\$ 15,281
Survey	2,190	1,840	-	-	4,030	5,182
Restoration and Removals	4,896	4,114	5,576	65,620	80,206	50,715
Total	\$ 13,305	\$ 11,178	\$ 5,576	\$ 65,620	\$ 95,679	\$ 71,178

Traffic Control

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages	\$ 9,173	\$ 3,933	\$ 6,661	\$ 10,848	\$ 15,428	\$ 4,580
Overtime	-	-	-	-	-	-
Incidental Labor	7,522	3,185	4,526	8,465	12,956	4,491
Equipment	511	100	123	150	162	12
Supplies & Materials	4,384	1,791	15,852	-	17,548	17,548
Contract Payments	-	-	-	-	10,000	10,000
Intersection Safety Audit	-	-	-	32,000	-	(32,000)
Railroad Crossing Analysis	-	-	-	-	20,000	20,000
Traffic Consultant	-	-	1,080	5,000	5,000	-
Phone Interconnect	23,737	23,355	23,512	24,370	3,380	(20,990)
WWLC	68,233	57,156	76,760	79,000	80,000	1,000
Total	\$ 113,560	\$ 89,520	\$ 128,514	\$ 159,833	\$ 164,474	\$ 4,641

Traffic Control Activity Based Budget Highlights

- ▶ **Traffic Control Activities** - Activities include staff time for speed studies, traffic counts, intersection accident analysis, signal timing adjustment, and traffic warrants. Signal Timing Adjustment includes retiming and making adjustments to signals for various reasons as well as programming for pedestrian crossing at 8th St S and Grove Ave. A proposed railroad crossing study for the crossings at Chase Street and West Grand Avenue. The scope of the study to consider quiet/no-whistle enhancements on west-side crossings.
- ▶ **Traffic Signal Maintenance & Repair** - WWLC repairs traffic signals that are damaged due to an accident and addresses any electrical issues.

Activity Based Budget Summary

2018 Activity	Wages	ILC	Equipment	Other	Total	2017
Traffic Control Activities	\$ 14,445	\$ 12,130	\$ -	\$ 29,380	\$ 55,955	\$ 75,690
Traffic Signal Maintenance	983	826	162	106,548	108,519	84,143
Total	\$ 15,428	\$ 12,956	\$ 162	\$ 135,928	\$ 164,474	\$ 159,833



CITY OF WISCONSIN RAPIDS

2018 DEPARTMENT BUDGET SUMMARY

Finance

Position	Wage	2018	2017	2016	2015	2014
Finance Director	\$ 93,632	1.00	1.00	1.00	1.00	1.00
Senior Accountant	\$ 65,401	1.00	1.00	1.00	-	-
Accountant	\$ -	-	-	-	1.00	1.00
Elected Treasurer	\$ -	-	-	-	1.00	1.00
Payroll Clerk	\$ 49,999	1.00	1.00	1.00	1.00	1.00
Accounting Clerk	\$ 45,198	1.50	1.50	1.80	1.80	1.80
Deputy Tax Collector	\$ 14,905	0.39	0.39	0.39	0.39	0.39
Total Full-time Equivalent Employees (FTE's)		4.89	4.89	5.19	6.19	6.19

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages & Benefits						
Wages	\$ 301,179	\$ 332,217	\$ 308,369	\$ 322,835	\$ 295,223	\$ (27,612)
Sick Leave Payout	-	-	-	2,862	1,936	(926)
Wisconsin Retirement	21,543	21,678	20,273	19,465	19,910	445
FICA	22,203	24,515	22,682	24,041	21,733	(2,308)
Health / Dental Insurance	27,290	31,427	31,005	30,944	35,009	4,065
HSA Contribution	3,750	7,500	1,125	1,500	1,500	-
Worker's Compensation	843	930	645	639	573	(66)
Cost Allocations	(42,582)	(40,229)	(40,103)	(46,057)	(48,915)	(2,858)
Total Wages and Benefits	\$ 334,226	\$ 378,038	\$ 343,996	\$ 356,229	\$ 326,969	\$ (29,260)
Percent Change						-8.2%

Operating Expenditures

Office Supplies	\$ 7,179	\$ 9,262	\$ 5,619	\$ 7,000	\$ 6,500	\$ (500)
Postage	9,473	9,347	9,590	10,000	7,500	(2,500)
Copying Cost	2,028	3,890	4,368	4,000	4,250	250
Maintenance Agreements	-	1,440	1,429	1,250	1,250	-
Software Support Contract	20,358	28,408	24,716	27,305	40,000	12,695
Books, Periodicals, Publications	376	94	33	100	100	-
Telephone	3,390	3,591	2,687	2,500	2,000	(500)
Internet / Email	915	955	955	955	955	-
Subscriptions & Memberships	75	75	80	150	100	(50)
Training / Education	1,596	3,024	1,869	4,500	3,500	(1,000)
Financial Audit	19,125	21,040	17,150	21,700	21,700	-

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Banking Fees	-	-	-	-	1,000	1,000
City Hall Rent	24,335	23,250	22,476	23,250	23,250	-
Total Operating Expenditures	\$ 88,850	\$ 104,376	\$ 90,972	\$ 102,710	\$ 112,105	\$ 9,395
Percent Change						9.1%
Total Finance	\$ 423,076	\$ 482,414	\$ 434,968	\$ 458,939	\$ 439,074	\$ (19,865)
Percent Change						-4.3%

Finance Budget Highlights

- ▶ **Software Support Contract** - Department has two software support contracts:

New accounting software - Estimated increase in monthly software support contract
 Wycom Software - \$450 annual checking signing software maintenance renewal

- ▶ **Subscriptions and Memberships** - Includes funding for the following:

Wisconsin Government Finance Officers Association	\$	50
Municipal Treasurers Association	\$	100

- ▶ **Training & Education** - Expenses to attend Wisconsin Government Finance Officers Association quarterly conferences, Ehlers Public Finance Seminar, UW-GB Academy for Civic and Public Affairs, Municipal Treasurer's Institute, etc...

- ▶ **Financial Audit** - The City is required to have a financial audit each year. A portion of the cost is allocated to Airport and Wastewater. Additionally, accounting rules dictate that the City have an actuarial evaluation every two years for City's post retirement health insurance benefits.

- ▶ **Cost Allocations** - Administrative services are allocated to operating budgets that are supported by revenue sources other than the property tax levy. Costs are allocated to the following budgets:

River Cities Community Access	\$	3,759
Wastewater	\$	26,625
Centralia Center	\$	6,744
Airport	\$	1,100
Group Health Insurance Plan	\$	10,687



CITY OF WISCONSIN RAPIDS

2018 DEPARTMENT BUDGET SUMMARY

Fire Department / EMS

Position	Wage	2018	2017	2016	2015	2014
Fire Chief	\$ 91,350	1.00	1.00	1.00	1.00	1.00
Deputy Chief	\$ 82,494	1.00	1.00	1.00	1.00	1.00
Captain	\$ 75,479	3.00	3.00	3.00	3.00	3.00
Lieutenant	\$ 67,689	3.00	3.00	3.00	3.00	3.00
Motor Pump Operator	\$ 65,167	9.00	9.00	9.00	9.00	9.00
Firefighter - 5 year	\$ 63,347	15.00	15.00	15.00	14.00	13.00
Firefighter - 4 year	\$ 62,943	-	-	-	1.00	1.00
Firefighter - 3 year	\$ 62,539	-	-	-	-	1.00
Firefighter - 2 year	\$ 62,135	3.00	-	-	-	-
Firefighter - 18 month	\$ 57,250	-	3.00	-	-	-
Firefighter - 12 month	\$ 52,587	-	-	-	-	-
Firefighter - 6 month	\$ 50,250	-	-	-	-	-
Firefighter - Starting	\$ 47,917	-	-	3.00	-	-
Administrative Assistant	\$ 43,555	1.00	1.00	1.00	1.00	1.00
Total Full-time Equivalent Employees (FTE's)		36.00	36.00	36.00	33.00	33.00

Budget Line Item	Historical Information			Budget Information		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages and Benefits						
Wages	\$ 2,088,633	\$ 2,108,483	\$ 2,296,857	\$ 2,361,556	\$ 2,381,512	\$ 19,956
Overtime	268,434	273,101	152,447	133,972	134,000	28
Holiday Pay	42,836	48,488	54,653	48,950	49,440	490
Ambulance Transfer Pay	91,483	98,606	89,191	69,498	69,000	(498)
Ambulance Pay	44,987	44,844	50,724	45,000	45,000	-
Critical Care Pay	12,000	12,000	12,000	13,200	13,200	-
Sick Leave Payout	-	-	14,469	15,294	14,468	(826)
Wisconsin Retirement	358,401	350,105	351,538	403,877	411,974	8,097
FICA	37,979	39,119	39,255	39,152	39,662	510
Health / Dental Insurance	635,891	645,503	697,632	741,958	828,819	86,861
HSA Contribution	77,500	77,500	25,875	26,625	26,250	(375)
Worker's Compensation	112,603	123,034	104,765	106,400	111,380	4,980
Total Wages and Benefits	\$ 3,770,747	\$ 3,820,783	\$ 3,889,406	\$ 4,005,482	\$ 4,124,705	\$ 119,223
Percent Change						3.0%

Budget Line Item	Historical Information			Budget Information		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Operating Expenditures						
Office Supplies	\$ 4,078	\$ 3,706	\$ 4,788	\$ 5,000	\$ 5,000	\$ -
Postage	1,845	2,299	1,586	1,885	1,885	-
Copying Cost	7,126	5,833	6,875	4,136	4,150	14
Equipment Maintenance	8,015	9,383	8,997	7,200	7,000	(200)
Building Maintenance	23,795	32,936	25,995	27,250	32,500	5,250
Small Tools & Equipment	1,136	2,600	6,398	5,800	5,000	(800)
Ambulance Supplies	63,350	61,194	73,659	72,245	85,000	12,755
Telephone	19,798	24,435	29,215	25,500	30,000	4,500
WWLC	25,936	26,523	26,528	27,553	27,750	197
Heating	13,682	9,426	8,213	13,722	13,000	(722)
Internet / Email	6,299	6,576	6,576	6,298	6,250	(48)
Subscriptions & Memberships	2,778	1,903	1,784	1,936	2,750	814
Training & Education - Fire	19,402	16,612	19,984	30,622	16,911	(13,711)
Training & Education - EMS	-	-	-	-	12,541	12,541
Educational Reimbursement	4,581	7,067	5,442	7,000	5,000	(2,000)
EMS Software Admin Fee	14,847	14,899	18,095	17,621	17,750	129
Contract EMS Billing Support	9,313	9,016	9,358	11,500	10,000	(1,500)
Ambulance Vehicles	46,955	50,831	42,905	50,136	40,000	(10,136)
Fire Department Vehicles	34,633	28,227	50,432	37,838	40,000	2,162
Clothing Allowance	10,600	11,950	13,150	13,150	13,150	-
Uniforms	1,486	428	1,159	1,135	1,000	(135)
Laundry / Dry Cleaning	171	14	94	150	250	100
Physicals/ Health & Wellness	3,480	11,076	12,173	20,383	20,000	(383)
Fire Prevention	3,367	4,671	3,953	5,500	5,000	(500)
Property & Auto Insurance - Fire	14,186	14,245	14,324	15,100	14,406	(694)
Property & Auto Insurance - EMS	5,782	5,806	5,838	6,205	5,788	(417)
Total Operating Expenditures	\$ 346,641	\$ 361,656	\$ 397,521	\$ 414,865	\$ 422,081	\$ 7,216
Percent Change						1.7%
<hr/>						
Total Fire Department / EMS	\$ 4,117,388	\$ 4,182,439	\$ 4,286,927	\$ 4,420,347	\$ 4,546,786	\$ 126,439
Percent Change						2.9%

Fire Department Budget Highlights

► **Wages** - Non-union and Local 425 I.A.F.F. wages are budgeted at the 2017 rate.

► **Overtime** - The budget is based on the following overtime cost driver categories:

Emergency Call-ins - Utilized whenever the crew size drops below five on duty, mainly due to 9-1-1 calls.	\$ 37,402
FMLA / Workers Comp - Shift shortage caused by department personnel absent due to an eligible FMLA situation or off on worker's compensation - based on a three year average	16,970
Training - Overtime for off-duty members to attend training opportunities or to cover on-duty personnel during training	12,020
Education - Overtime for members to attend conferences or receive mandatory education such as EMS refreshers, FFI, FFII, Haz-Mat, etc..	11,650
Stay-Over Pay - Overtime for a department personnel required to stay over from their shift due to an emergency call-in occurring at the end of the scheduled shift	3,872
Comp Time Pay - Comp time pay based on requests from departmental personnel and can reflect overtime from multiple budget periods	20,404
Captain's Vacation - Captain are on a separate vacation schedule which results in overtime due to short staff situation	-
Step-Up Pay - Pay differential for department personnel stepping-up into a position due to an absence	5,150
Sick Days - Shift shortage due to department personnel off on sick leave	21,279
Misc. - Funeral leave, jury duty, surge staffing, etc...	5,253
	\$ 134,000

► **Training & Education** - The following is a list of conferences and training included in the 2017 budget:

<i>In-State Training Opportunities; Replaces FDIC & JEMS (1 yr Trial)</i>	\$ 6,624
<i>Paramedic Conference</i>	2,408
<i>Wisconsin EMS Association Conference</i>	2,250
<i>International Association of Arson Investigations Conference</i>	2,662
<i>Image Trend Conference</i>	2,608
<i>Training Committee - Paramedic Refresher</i>	3,500
<i>Fire Academy</i>	1,808
<i>MSTC Annual Fee</i>	500
<i>Wisconsin State Fire Chiefs Conference</i>	4,000
<i>Coding Re-cert Billing Clerk</i>	1,775
<i>TEMS/RTF</i>	1,317
	\$ 29,452

► **Physicals/Health/Wellness** - The cost is attributed to the Occupational Preparedness Testing Services that will be conducted in 2018 by Ministry Medical Group Employer Solutions

Fire Department Outlay

Budget Line Item	Historical Information			Budget Information		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Station No. 1	\$ -	\$ -	\$ -	\$ -	\$ 1,808	\$ 1,808
Station No. 2	-	-	-	7,160	-	(7,160)
Equipment	-	-	-	-	-	-
Total	\$ 7,951	\$ 21,049	\$ 10,270	\$ 7,160	\$ 1,808	\$ (5,352)

Fire Department Outlay Budget Highlights

► **Station No. 1**

Commercial Ice Maker at Station #1 to be used for Rehab at Lenghty Emergency Scenes - \$1,808

Fire Department Replacement Fund

Budget Line Item	Historical Information			Budget Information		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Ambulance	\$ -	\$ 199,243	\$ 41,074	\$ 57,500	\$ 57,500	\$ -
Fire Vehicles	-	30,427	16,037	36,950	36,950	-
Fire Equipment	20,317	22,604	19,082	27,250	27,250	-
Total	\$ 20,317	\$ 252,274	\$ 76,193	\$ 121,700	\$ 121,700	\$ -

Fire Department Replacement Fund Budget Highlights

- ▶ **Ambulance** - \$230,000 - this account is used to accumulate funds for the replacement of the City's ambulances and related EMS equipment. Anticipated 2018 purchases from the Ambulance Replacement Fund are:

Type I Ambulance	\$ 212,000
Power Cot for Ambulance	\$ 15,000
Radio for Ambulance	\$ 3,000

- ▶ **Fire Vehicles** - \$19,175 - this account is used to accumulate funds for the replacement or major repairs of the department's fire engines, related equipment and department vehicles. Anticipated 2018 purchases from the Fire Vehicles Replacement Fund are:

Wildland Coveralls & Hose	\$ 1,000
Replace chain saw	\$ 1,575
Tempest Electric Fan x 2	\$ 4,000
Stramlight Portable Scene Light	\$ 2,400

- ▶ **Fire Equipment** - \$27,350 - this account is used to accumulate funds for the replacement of fire fighting equipment such as hoses, turnout gear radios, SCBA equipment, etc... Anticipated 2018 purchases from this account are:

Hose Replacement	\$ 5,000
Turnout Gear	\$ 9,600
SCBA Equipment	\$ 3,750
Radios	\$ 9,000

► **Budget Allocation** - Below is the budget allocation between the Fire Department and EMS:

Budget Line Item	Fire	EMS	Total
Salaries and wages	1,714,689	666,823	2,381,512
Overtime	96,480	37,520	134,000
Holiday pay	35,597	13,843	49,440
Ambulance transfer pay	-	69,000	69,000
Ambulance pay	-	45,000	45,000
Critical Care Pay	-	13,200	13,200
Sick Leave Payout	10,417	4,051	14,468
Worker's Compensation	76,425	34,955	111,380
Wisconsin Retirement	282,681	129,293	411,974
Health / Dental Insurance	596,750	232,069	828,819
HSA Contribution	18,900	7,350	26,250
FICA	27,215	12,447	39,662
Office supplies	3,600	1,400	5,000
Postage	622	1,263	1,885
Copying cost	2,988	1,162	4,150
Equipment maintenance	5,040	1,960	7,000
Building maintenance	23,400	9,100	32,500
Small tools & equipment	3,600	1,400	5,000
Ambulance supplies	-	85,000	85,000
Telephone	21,600	8,400	30,000
WWLC	19,980	7,770	27,750
Heating	9,360	3,640	13,000
Internet / email	4,500	1,750	6,250
Dues, subscriptions, memberships	1,980	770	2,750
Training / Education - Fire	16,911	-	16,911
Training / Education - EMS	-	12,541	12,541
Educational reimbursement	3,600	1,400	5,000
EMS software admin fee	-	17,750	17,750
EMS billing support	-	10,000	10,000
Ambulance vehicles	-	40,000	40,000
Fire vehicles	40,000	-	40,000
Clothing allowance	9,468	3,682	13,150
Uniforms	720	280	1,000
Laundry & dry cleaning	180	70	250
Physicals	14,400	5,600	20,000
Fire prevention	5,000	-	5,000
Auto Insurance - Fire	14,406	-	14,406
Auto Insurance - EMS	-	5,788	5,788
Total	\$ 3,060,509	\$ 1,486,277	\$ 4,546,786



CITY OF WISCONSIN RAPIDS

2018 DEPARTMENT BUDGET SUMMARY

Heart of Wisconsin

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Economic Development	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ -
Total	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ -

Heart of Wisconsin Budget Highlights

- ▶ **Business Retention & Expansion** - The Heart of Wisconsin area is a great place to do business. However, issues arise that raise questions about future expansion or potential relocation. The Heart of Wisconsin has created the Business Retention & Expansion Committee to help with those questions. Our research shows that 85 to 90 percent of economic growth in the Heart of Wisconsin region comes from existing business. It is imperative that their needs are met to ensure that the economy of our area remains vibrant.

Business Retention & Expansion Committee members visit with local businesses. These on-site visits give our local businesses an opportunity to express concerns, needs, and share thoughts on future plans. It is also an opportunity to share information about available resources. Membership in the Heart of Wisconsin Chamber of Commerce is not required.

Areas of assistance include:

- Physical expansion
- Municipal issues
- Regulatory issues
- Expanding markets
- Workforce issues
- Access to capital
- Business counseling
- Technology

Program Objectives

Short Term

- Demonstrate community support for local business.
- Solve immediate short-term problems.
- Gather information from retention visits for county-wide evaluation using Salesforce

Long Term

- Increase the competitiveness of local establishments.

- ▶ **Goals**

The Heart of Wisconsin area needs a self-reliant local economy and an improved business climate. This program is designed to help your business. Local communities also benefit with job growth by identifying concerns and barriers to business success. We focus on existing businesses, located here in the Heart of Wisconsin area.

Targeted Firms

All businesses are important. However, some businesses impact the economy more profoundly. The types of business we target include:

- Manufacturing and service firms with 20 or more employees.
- Smaller firms with significant annual sales or a focus on exporting.
- Firms that can create high skill jobs.
- Firms that are identified within our primary business "clusters".
- Firms that self identify and request assistance.

The committee performs "maintenance" visits every 18-24 months after the initial visit to make sure your business is on the right track. Additional follow up visits occur as needed.



CITY OF WISCONSIN RAPIDS

2018 DEPARTMENT BUDGET SUMMARY

Human Resources

Position	Wage	2018	2017	2016	2015	2014
Human Resources Director	\$ 85,447	1.00	1.00	1.00	1.00	1.00
Human Resources Assistant	\$ 53,269	0.80	0.84	0.84	1.68	1.60
Benefits Coordinator	\$ 44,762	1.00	1.00	1.00	-	-
Executive Coordinator	\$ -	-	-	-	-	-
Total Full-time Equivalent Employees (FTE's)		2.80	2.84	2.84	2.68	2.60

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages and Benefits						
Wages	\$ 182,543	\$ 177,253	\$ 192,751	\$ 179,835	\$ 172,816	\$ (7,019)
Overtime	300	631	1,737	-	3,000	3,000
Sick Leave Payout	-	-	-	879	778	(101)
Wisconsin Retirement	12,739	12,075	12,687	12,289	11,832	(457)
FICA	12,549	12,193	13,099	12,553	12,472	(81)
Health / Dental Insurance	50,637	48,883	58,522	59,143	66,314	7,171
HSA Contribution	7,500	7,500	3,000	2,250	2,250	-
Worker's Compensation	512	498	407	357	341	(16)
Cost Allocations	(21,400)	(21,400)	(21,706)	(67,173)	(70,745)	(3,572)
Total Wages and Benefits	\$ 245,380	\$ 237,633	\$ 260,497	\$ 200,133	\$ 199,058	\$ (1,075)
Percent Change						-0.5%

Operating Expenditures

Office Supplies	\$ 989	\$ 1,171	\$ 1,091	\$ 1,650	\$ 1,300	\$ (350)
Forms & Printing	54	419	-	200	200	-
Postage	297	-	662	1,000	750	(250)
Copying Cost	3,156	1,740	1,935	2,900	2,500	(400)
Telephone	2,575	2,749	1,917	2,800	1,750	(1,050)
Internet / Email	534	557	557	517	517	-
Subscriptions & Memberships	400	465	425	465	465	-
Training & Education	1,169	977	3,622	5,000	4,500	(500)
DMG Pay Plan Maint	330	825	990	660	660	-
Safety	629	135	458	2,000	2,000	-
Physicals	3,461	4,990	6,690	7,000	7,000	-
Recruiting	7,180	9,548	5,176	5,500	5,500	-
E.A.P.	3,422	3,695	4,680	4,825	5,280	455

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Drug Screening	3,304	3,261	1,622	3,400	3,400	-
City Hall Rent	5,550	5,303	5,126	5,303	5,303	-
Flexible Spending Plan	(501)	445	411	500	420	(80)
Recognition Awards	518	411	737	1,000	850	(150)
Labor Attorney	3,225	2,591	4,619	7,500	7,500	-
Total Operating Expenditures	\$ 36,292	\$ 39,282	\$ 40,718	\$ 52,220	\$ 49,895	\$ (2,325)
Percent Change						-4.5%
Total Human Resources	\$ 281,672	\$ 276,915	\$ 301,215	\$ 252,353	\$ 248,953	\$ (3,400)
Percent Change						-1.3%

Human Resources Budget Highlights

- ▶ **Forms & Printing** - perforated application forms will need to be printed in 2018.
- ▶ **Subscriptions & Memberships** -

National Public Employer Relations Association (NPELRA)	\$	195
Stevens Point Area Human Resources Association (SPAHR)	\$	80
Society for Human Resource Management (SHRM)	\$	190
- ▶ **Training / Education**

WPELRA Supervisory Training	League of Municipalities Conference
Annual WPELRA Conference	Certified Labor Relations Specialist Course
Annual SHRM Conference	All Employee Anti-Harassment Training
- ▶ **DMG Pay Plan Maintenance** - DMG is the third-party vendor utilized to evaluate job descriptions for Maintenance: placement within the City's salary system and provide assistance with maintaining the integrity of the City's salary system.
- ▶ **Safety** - Mandatory annual safety programs include: Lock Out/Tag Out, Confined Space Entry, HazCom, PPE, and Blood Borne Pathogens. Refresher training includes Fork Lift, Excavation, Electrical Safety, Safe Lifting. Annual drills will include an ALICE refresher, along with Severe Weather and Fire drills.
- ▶ **Physicals** - Post-offer physicals are required of all new hires, and psychological testing is required of all new Police Officers and Firefighters. We anticipate at least five retirements in 2018 at this point; however, there are several more that will meet retirement eligibility.
- ▶ **Drug Screening** - All employees undergo a post-offer drug screening and the DOT requires quarterly random testing.
- ▶ **Labor Attorney** - An outside Labor Attorney may be utilized for grievance and/or union contract arbitrations, negotiation consults, and/or difficult employee matters which may result in Last Chance Agreements and/or terminations.
- ▶ **Cost Allocations**

Group Health Insurance Plan	\$	53,370	Wastewater	\$	16,375	WRCM	\$	1,000
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CITY OF WISCONSIN RAPIDS

2018 DEPARTMENT BUDGET SUMMARY

Humane Society

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages and Payroll Taxes	\$ 169,071	\$ 180,674	\$ 179,982	\$ 180,000	\$ 160,000	\$ (20,000)
Building Improvements	-	-	-	500	500	-
Disposal	5,075	5,312	5,192	5,400	2,700	(2,700)
Equipment / Furniture & Fixtures	-	-	-	500	-	(500)
Food & Supplies	28,623	39,695	38,085	40,000	33,000	(7,000)
Fundraising	14,586	16,679	17,139	12,000	12,000	-
Housekeeping	4,506	3,056	2,943	4,500	3,000	(1,500)
Mortgage Payment	500	500	500	500	500	-
Office & Postage	3,581	6,612	5,123	5,000	5,000	-
Public Relations	68	961	864	800	900	100
Building Maintenance	10,928	3,989	6,338	3,500	3,700	200
Equipment Maintenance	1,775	3,453	2,292	3,500	3,500	-
Telephone	2,004	3,371	3,711	3,700	3,700	-
Utilities	11,940	12,726	11,636	13,000	12,000	(1,000)
Vet Expense	30,701	31,571	30,325	30,000	31,000	1,000
Insurance	6,898	8,306	8,230	8,300	8,300	-
Accounting & Legal	4,712	4,800	4,600	5,000	5,000	-
Travel & Education	468	75	919	350	550	200
Total Operating	\$ 295,436	\$ 321,780	\$ 317,879	\$ 316,550	\$ 285,350	\$ (31,200)

Humane Society Budget Highlights

- ▶ **Wages & Payroll Taxes** – This expense fluctuates with the increase or decrease in animals requiring staff services. We have reduced costs in other budget areas which has allowed for the reallocation of funding to increase staff hours and the addition of a dog kennel manager.
- ▶ **Disposal** – The disposal provider sets the fee for this service. We negotiated a significantly reduced rate that went into effect, October 2016.
- ▶ **Food & Supplies** – To provide the best possible care for our community's homeless pets, the Humane Society tests for contagious immune diseases in cats and tick borne illnesses in dogs. The testing greatly reduces the spread of these fatal illnesses in our cat population and provides quicker treatment for symptomatic dogs. This information also equips new owners with resources to better care for their pets. This line item also includes animal medications, specialty food and supplies. When possible, donations are requested from the community to fulfill emergent needs. Most pet food, treats and animal supplies are contributed by community donors. The expense for supplies not able to be donated can fluctuate with the increase or decrease in animals requiring services. As recommended by the Koret Shelter Medicine program, we discontinued some medical protocols that are not necessary in a shelter environment. These changes have reduced cost of supplies.
- ▶ **Housekeeping** – We have upgraded to a new cleaning chemical formulated for use in veterinary clinics and animal shelters. A grant through the ASPCA was awarded to SWCHS to offset the new product and supplies for the first year. The decrease in budget reflects this grant award.
- ▶ **Equipment Maintenance** - The budget includes the expenses associated to operating an on-call animal pick up vehicle and servicing other equipment including two commercial washing machines.
- ▶ **Vet Expense** – We have maintained strong working relationships with local veterinarians to receive the best possible pricing for services and medications. This expense can fluctuate with the increase or decrease in animals requiring services.

Humane Society Revenues

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Donations & Fundraisers	\$ 247,055	\$ 184,704	\$ 179,347	\$ 175,000	\$ 176,000	\$ 1,000
Surrenders & Adoptions	58,430	55,300	54,046	53,000	52,000	(1,000)
Other Municipalities	35,083	34,514	26,725	28,000	26,700	(1,300)
City of Wisconsin Rapids	72,467	75,000	76,500	76,500	76,500	-
Total Revenue	\$ 413,035	\$ 349,518	\$ 336,618	\$ 332,500	\$ 331,200	\$ (1,300)
Funding Surplus (Deficit)	\$ 117,599	\$ 27,738	\$ 18,739	\$ 15,950	\$ 45,850	\$ 29,900

Humane Society Revenues Budget Highlights

- ▶ **Donations & Fundraisers** – The Humane Society has worked diligently with the community to increase monetary donations and participation in fundraisers to help offset our expenses. Historically our donations and fundraisers have continued to increase, resulting in a larger budget line item in 2018.
- ▶ **Surrenders & Adoptions** – We offer a complete adoption package at the most affordable cost for pet owners. We have also take steps to strengthen customer service which has resulted in more adoptions and donations. In addition, this line item includes bite quarantine fees, surrender and reclaim fees.
- ▶ **Other municipalities** – This line item has experienced a decrease due to the modification of two municipality contracts. The Humane Society works to build the best working relationship with municipalities, within their budgets, to allow our staff to provide the best care when requested. Most of this line item is based on a per animal charge and will fluctuate annually based on service needs.
- ▶ South Wood County Humane Society provided care to 495 animals within Wisconsin Rapids' geographic boundaries in 2016, including 378 strays.

Additional Information

- ▶ In August 2016, South Wood County Humane Society participated in the Koret Shelter Medicine Fellowship program. A group of faculty and students evaluated our Shelter and several others throughout Wisconsin, as a learning opportunity for the fellows. As result, a set of recommendations were developed for South Wood County Humane Society to further align our operations with those of national shelter medicine standards. Over the past year, we have implemented many of the Koret Shelter Medicine recommendations and as a result have reduced animal intake, provided higher quality medical care and increased pet adoptions. These changes have realigned staff responsibilities, reduced costs and shortened animal length of stay. The Shelter has strengthened our mission to animal education and works diligently to make decisions and provide care in the best interests and needs of homeless pets.
- ▶ South Wood County Humane Society provided care to 495 animals within Wisconsin Rapids' geographic boundaries in 2016, including 378 strays.



CITY OF WISCONSIN RAPIDS

2018 DEPARTMENT BUDGET SUMMARY

Information Technology

Position	Wage	2018	2017	2016	2015	2014
Director of Innovation & Technology	\$ 81,933	0.85	0.85	0.85	1.00	1.00
GIS Specialist	\$ 61,831	1.00	1.00	1.00	1.00	1.00
Computer/Network Support Tech	\$ 54,728	1.00	1.00	-	-	-
Intern	\$ 12,000	-	-	-	-	-
Total Full-time Equivalent Employees (FTE's)		2.85	2.85	1.85	2.00	2.00

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages & Benefits						
Wages	\$ 18,527	\$ 32,609	\$ 31,637	\$ 191,005	\$ 198,202	\$ 7,197
Wisconsin Retirement	2,578	2,781	1,544	12,580	12,476	(104)
FICA	2,735	3,864	2,158	14,243	14,932	689
Health / Dental Insurance	13,498	15,185	-	62,283	38,127	(24,156)
HSA Contribution	2,500	2,500	-	2,138	1,388	(750)
Worker's Compensation	96	132	66	377	382	5
Total Wages and Benefits	\$ 39,934	\$ 57,071	\$ 35,405	\$ 282,626	\$ 265,507	\$ (17,119)
Percent Change						-6.1%

Operating Expenditures

Networking / GIS Supplies	\$ 1,560	\$ 1,644	\$ 598	\$ 1,700	\$ 1,700	\$ -
Copying Costs	-	40	13	50	50	-
Telephone	1,051	809	646	1,500	3,500	2,000
Internet / Email	153	159	159	153	153	-
Training & Education	3,927	724	441	3,500	6,380	2,880
City Hall Rent	3,705	3,540	3,422	3,540	3,540	-
Network Software Licensing	14,806	27,723	1,990	15,000	15,000	-
Website	2,500	2,500	2,500	2,500	464	(2,036)
GIS Licensing	14,560	11,000	12,500	12,500	12,500	-
Microsoft Office Licensing	27,238	27,238	29,388	22,345	22,345	-
Contracted Computer Support	77,176	77,462	58,209	-	-	-

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Cost Allocations	(5,701)	(5,700)	(5,771)	(4,701)	(4,841)	(140)
Total Operating Expenditures	\$ 140,975	\$ 147,139	\$ 104,095	\$ 58,087	\$ 60,791	\$ 2,704
Percent Change						4.7%
Total Information Technology	\$ 180,909	\$ 204,210	\$ 139,500	\$ 340,713	\$ 326,298	\$ (14,415)
Percent Change						-4.2%

Information Systems Budget Highlights

► **Network Licensing** - Software licensing fees for the following:

Virus protection	\$ 1,900	Police VPN	\$ 1,500	Security Certificate	\$ 180
Backup software	\$ 4,325	Lockout	\$ 350	Diskeeper	\$ 2,670

► **Training & Education** - Cost associated for the GIS Specialist to attend the following conferences:

Wisconsin Land Information Association annual, spring and fall conference
 Conferences for Director of Innovation and Technology and Network Administrator

Network security training for all City employees - KnowBe4 - Employees are the weakest link in network security and the best security measure for the City's network is ongoing training to increase awareness - \$2,880 per year or \$5,875 for three years

► **Website** - Annual website maintenance fee with EGOV Strategies

► **GIS Licensing** - ESRI Small Government ELA agreement - 3-year \$75,000 contract for unlimited licenses usage. WWLC will fund 50% of the annual \$25,000 license fee.

► **Microsoft Licensing** - Microsoft Enterprise License allows for the upgrade and installation of Office and Windows OS on all Windows psc and servers. The three year contract expires in 2019.

► **Cost Allocations** - Administrative services are allocated to operating budgets that are supported by revenue sources other than the property tax levy.

Wastewater	\$ (4,841)
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IT Replacement Fund

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
I.T. Projects	\$ 4,810	\$ 2,782	\$ 111,903	\$ 10,000	\$ 15,000	\$ 5,000
Computers	13,578	13,857	18,798	24,750	25,000	250
Network Hardware	7,344	4,872	44,784	9,225	12,000	2,775
Software	-	-	-	15,000	250,000	235,000
Asset Management Software	14,200	-	-	-	-	-
Engineering	-	57,897	-	9,000	9,000	-
Total	\$ 39,932	\$ 79,408	\$ 175,485	\$ 67,975	\$ 311,000	\$ 243,025

IT Replacement Fund Budget Highlights

- ▶ **IT Projects** - IT upgrades and projects
- ▶ **Computers** - \$25,000 is annually budgeted for the replacement of the City's computers, laptops, monitors and printer
- ▶ **Network Hardware** - \$12,000 is annually budgeted for the replacement of the City's network servers
- ▶ **Software** - Replace the City's current financial software and implement new Human Resources software
- ▶ **Engineering** - \$9,000 is annually budgeted for the eventual replacement of the Engineering Department's printer / plotter and other electronic and survey equipment.



CITY OF WISCONSIN RAPIDS

2018 DEPARTMENT BUDGET SUMMARY

Inspection Services

Position	Wage	2018	2017	2016	2015	2014
Commercial Inspector	\$ 62,843	1.00	1.00	1.00	1.00	1.00
Building Inspector	\$ 62,843	1.00	1.00	1.00	1.00	0.50
Administrative Assistant	\$ -	-	-	0.50	0.50	0.50
Total Full-time Equivalent Employees (FTE's)		2.00	2.00	2.50	2.50	2.00

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages and Benefits						
Wages	\$ 106,719	\$ 121,159	\$ 138,448	\$ 130,133	\$ 125,686	\$ (4,447)
Overtime	734	-	-	-	-	-
Sick Leave Payout	-	-	593	512	1,034	522
Wisconsin Retirement	5,286	8,021	9,141	8,919	8,490	(429)
FICA	7,174	8,214	9,705	9,255	8,868	(387)
Health / Dental Insurance	34,590	36,446	39,867	38,867	41,804	2,937
HSA Contribution	5,000	5,000	1,500	1,688	1,500	(188)
Worker's Compensation	3,626	4,560	4,704	4,643	4,947	304
Total Wages and Benefits	\$ 163,129	\$ 183,400	\$ 203,958	\$ 194,017	\$ 192,329	\$ (1,688)
Percent Change						-0.9%

Operating Expenditures						
Postage	\$ 569	\$ 821	\$ 327	\$ 1,000	\$ 1,000	\$ -
Copying Cost	22	1,298	1,368	750	750	-
Vehicles	1,807	2,116	4,572	4,000	4,000	-
Telephone	2,121	2,926	2,463	2,650	2,650	-
Internet / Email	329	299	299	318	318	-
Subscriptions & Memberships	78	635	400	600	600	-
Training & Education	3,043	2,211	586	2,000	2,000	-
Safety Shoes	1,100	183	200	250	250	-
Software Maintenance	9,900	11,700	10,980	12,960	12,960	-
Contracted Services	13,418	15,124	16,061	15,000	15,000	-
City Hall Rent	3,953	3,777	3,651	3,777	3,777	-
Sealer of Weights & Measures	8,000	8,000	8,000	8,000	8,000	-

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Miscellaneous / CC Fees	3,013	661	334	400	400	-
Total Operating Expenditures	\$ 47,353	\$ 49,751	\$ 49,241	\$ 51,705	\$ 51,705	\$ -
Percent Change						0.0%
<hr/>						
Total Inspection Services	\$ 210,482	\$ 233,151	\$ 253,199	\$ 245,722	\$ 244,034	\$ (1,688)
Percent Change						-0.7%

Inspection Services Budget Highlights

- ▶ **Vehicles** - Covers fuel and maintenance for the two inspector vehicles
- ▶ **Software Maintenance** – MyGov vendor pricing \$1,080 per month. Currently MyGov is used by Zoning, Building, Code Enforcement, Engineering, and Police Department. City Clerk is considering a use of the program as well.
- ▶ **Contracted Services** – Covers the contract with Badger State Consulting for Commercial Electrical Inspections.
- ▶ **Training** – Covers seminars and training for the Building Inspectors to maintain their required credentials.
- ▶ **Subscriptions and Memberships** – Covers the cost of the required State of Wisconsin Inspector Credentials.



CITY OF WISCONSIN RAPIDS 2018 DEPARTMENT BUDGET SUMMARY Lowell Center

Position	Wage	2018	2017	2016	2015	2014
Program Coordinator	\$ 52,976	0.80	0.80	0.80	0.80	0.80
Volunteer Coordinator	\$ 35,266	1.00	1.00	1.00	1.00	1.00
Total Full-time Equivalent Employees (FTE's)		1.80	1.80	1.80	1.80	1.80

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages and Benefits						
Wages	\$ 70,259	\$ 73,703	\$ 54,470	\$ 55,570	\$ 54,724	\$ (846)
Overtime	-	-	-	-	-	-
Sick Leave Pay	-	-	-	443	443	-
Wisconsin Retirement	4,905	4,970	4,910	3,791	3,696	(95)
FICA	4,928	5,158	5,257	3,826	3,864	38
Health / Dental Insurance	20,246	20,246	20,645	21,854	27,484	5,630
HSA Contribution	2,500	2,500	750	750	881	131
Worker's Compensation	197	206	155	110	106	(4)
Total Wages and Benefits	\$ 103,035	\$ 106,783	\$ 86,187	\$ 86,344	\$ 91,198	\$ 4,854
Percent Change						5.6%
Operating Expenditures						
Office Supplies	\$ 496	\$ 1,502	\$ 70	\$ 1,000	\$ 500	\$ (500)
Postage	21	-	-	925	-	(925)
Telephone / Cable	4,501	5,102	7,178	4,500	8,300	3,800
Internet / Email	2,161	1,934	1,934	1,935	1,935	-
Subscriptions & Memberships	645	300	572	590	600	10
Training & Education	576	790	824	2,050	2,050	-
Centralia Center Rent	89,424	79,221	86,926	83,581	84,979	1,398
	-	-	-	-	-	-
Total Operating Expenditures	\$ 97,824	\$ 88,849	\$ 97,504	\$ 94,581	\$ 98,364	\$ 3,783
Percent Change						4.0%
Total Lowell Center	\$ 200,859	\$ 195,632	\$ 183,691	\$ 180,925	\$ 189,562	\$ 8,637
Percent Change						4.8%

Lowell Center Budget Highlights

▶ **Subscriptions and Memberships** - Includes funding for the following:

Heart of Wisconsin	\$	220	United Way Affiliate	\$	25
Wisconsin Area Senior Centers	\$	70	Music license fee	\$	100
Working Women	\$	150	Wisconsin Volunteer Coordinators Association	\$	25

▶ **Training / Education** - Includes funding for the following:

Spring WASC Conference	\$	150	Employee Training	\$	500
Fall WASC Conference	\$	500	Midwest Marketplace Conference	\$	500
Spring WVCA Conference	\$	400			

▶ **Centralia Center Rent** - Lowell Center's share of the operating costs for the Senior Resource Center

▶ **Cost Allocations** - 65% of the Volunteer Coordinator's wages and benefits is allocated to the Lowell Center programming budget.

Outlay

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Lowell Center Garden Project	\$ -	\$ -	\$ -	\$ -	\$ 45,000	\$ 45,000
Donations	-	-	-	-	(34,000)	(34,000)
Total Outlay	\$ -	\$ -	\$ -	\$ -	\$ 11,000	\$ 11,000
Percent Change						

▶ When the Lowell Center was built 14 years ago, raised brick gardens were built. They are now becoming unsafe due to brick edging breaking. The gardens also are not senior and handicap friendly due to the square lay-out. The ground surface area under the pergola is covered with small stones and lawn area is uneven, making walking for seniors unstable and hazardous.

We are asking the City of Wisconsin Rapids to help with a small portion of approximately \$10,000 by providing materials and labor for the patio and cement walkway. We ask this because this location is a City property and the project is an improvement that will definitely beautify the 3rd Avenue view of Centralia Center.

- Wisconsin Rapids Area Senior Center Association has committed to \$15,000
- Schmidt Endowment Fund budget of 2017 \$7,000
- Community donations, donations from W.R. Ladies Elks, Venus Gentlemen's Club and fundraisers held at Lowell Center has raised \$2,800.
- Lowell Center's profit-share from LPi monthly newsletter of \$2,230
- Memorial Donation of \$7,000
- An additional memorial donation has been secured once approval is granted to purchase a water feature as well as the cost of electrical supplies.



CITY OF WISCONSIN RAPIDS

2018 DEPARTMENT BUDGET SUMMARY

Mass Transit

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Operating Expenses	\$ 853,145	\$ 852,720	\$ 869,835	\$ 874,788	\$ 893,328	\$ 18,540
Less: Operating Revenues	(311,000)	(327,000)	(327,000)	(360,000)	(370,000)	(10,000)
Less: Federal & State Grant	(499,891)	(494,578)	(504,504)	(494,255)	(509,197)	(14,942)
Local Share	\$ 42,254	\$ 31,142	\$ 38,331	\$ 20,533	\$ 14,131	\$ (6,402)

Mass Transit Budget Highlights

► **Federal & State Grant** - Federal & State grant amount is based on a funding level of 56.4% of operating expenses. Federal \$285,865 / State \$223,332

Mass Transit Outlay

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Capital Outlay	\$ 66,494	\$ 102,057	\$ 96,120	\$ 105,000	\$ 66,434	\$ (38,566)
Less: Federal Aid	(56,126)	(81,646)	(76,896)	(84,000)	(53,147)	(13,287)
Fund Balance Applied	-	-	-	-	(13,287)	(13,287)
Local Share	\$ 10,368	\$ 20,411	\$ 19,224	\$ 21,000	\$ -	\$ (51,853)

Mass Transit Outlay Budget Highlights

► **Capital Outlay** - The following capital items are anticipated to be purchased in 2018:

(2) Mini-Vans with ADA access \$ 66,434

Note : reimbursement of Capital items is 80%



CITY OF WISCONSIN RAPIDS

2018 DEPARTMENT BUDGET SUMMARY

Mayor

Position	Wage	2018	2017	2016	2015	2014
Mayor	\$ 66,840	1.00	1.00	1.00	1.00	1.00
Executive Coordinator	\$ 45,579	1.00	1.00	1.00	1.00	0.50
Total Full-time Equivalent Employees (FTE's)		2.00	2.00	2.00	2.00	1.50

Budget Line Item	Historical Information		
	Actual 2014	Actual 2015	Actual 2016
Wages and Benefits			
Wages	\$ 97,610	\$ 105,774	\$ 110,080
Wisconsin Retirement	7,224	7,741	7,201
FICA	7,245	7,942	8,108
Health / Dental Insurance	12,278	16,804	27,798
HSA Contribution	2,500	5,000	1,125
Worker's Compensation	276	300	230
Total Wages and Benefits	\$ 127,133	\$ 143,561	\$ 154,542
Percent Change			1.6%

Operating Expenditures			
Office Supplies	\$ 409	\$ 592	\$ 2,685
Postage	268	456	75
Copying Cost	304	672	361
Car Allowance	1,805	1,931	1,800
Telephone	2,003	2,035	1,297
Internet / Email	229	239	239
Advertising & Publications	630	543	510
Dues & Subscriptions	2,710	3,648	4,077
Community Promotion	8,297	8,048	7,524
Mayor's Councils	3,573	1,106	1,134
Training & Education	2,268	1,242	-
City Hall Rent	4,843	4,628	4,473
Total Operating Expenditures	\$ 27,339	\$ 25,140	\$ 24,175
Percent Change			0.0%

Total Mayor	\$ 154,472	\$ 168,701	\$ 178,717
Percent Change			1.4%

Budget		
Budget 2017	Budget 2018	Increase (Decrease)
\$ 113,231	\$ 112,419	\$ (812)
7,644	7,532	(112)
8,355	8,288	(67)
29,428	33,008	3,580
1,125	1,125	-
222	217	(5)
\$ 160,005	\$ 162,589	\$ 2,584
		1.6%
\$ 600	\$ 600	\$ -
150	150	-
300	300	-
1,800	1,800	-
2,000	2,000	-
318	318	-
577	577	-
4,322	4,322	-
7,500	7,500	-
3,500	3,500	-
2,000	2,000	-
4,628	4,628	-
\$ 27,695	\$ 27,695	\$ -
		0.0%
\$ 187,700	\$ 190,284	\$ 2,584
		1.4%

Mayor Budget Highlights

► **Dues & Subscriptions** - Includes funding for the following memberships:

Wisconsin Economic Development Association	\$ 175
U.S. Conference of Mayors	1,992
Mayor's Innovation Project	1,000
Wisconsin Innovation Network	100
ICSC	100
Newspaper Subscriptions/Other	395
NLC Annual Meeting	560

Total	\$ 4,322
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► **Community Promotion** - Includes funding for the following:

RECon	\$ 770
City Hall Holiday Open House	240
State of the City	1,000
Mayor's Innovation Project Summer meeting	595
Centergy Days, League of Wis Municipalities meetings	1,645
State legislative visits	750
Summer & Winter Meetings hotel/transportation	2,500

Total	\$ 7,500
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► **Mayor's Councils** - Funding for the following of programs: Youth Council- includes Kids to Park Day, parade appearances, new member orientation, and fireworks, Sustainability and Beautification-includes Love your Block, community clean-ups, annual tree planting, and community beautifying such as flower baskets and kissing balls. To include potential temporary intern(s) as has been used in previous years.

► **Training & Education** - various one day courses in public manager program.

Outlay

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Workstation	\$ -	\$ -	\$ -	\$ 12,000	\$ 7,000	\$ (5,000)
Carryover - 2017 Budget	-	-	-	-	(7,000)	(7,000)
Total Mayor Outlay	\$ -	\$ -	\$ -	\$ 12,000	\$ -	\$ (12,000)
Percent Change						-100.0%

► Workstation budgeted in 2017 and is proposed to be purchased in 2018.



CITY OF WISCONSIN RAPIDS

2018 DEPARTMENT BUDGET SUMMARY

McMillan Library

Position	Wage	2018	2017	2016	2015	2014
Director	\$ 92,822	1.00	1.00	1.00	1.00	1.00
Assistant Director	\$ 73,281	1.00	1.00	1.00	1.00	1.00
Administrative Services Manager	\$ 54,982	1.00	1.00	1.00	1.00	1.00
Customer Services Manager	\$ 63,803	1.00	1.00	1.00	1.00	1.00
Children's Services Manager	\$ 63,803	1.00	1.00	1.00	1.00	1.00
Young Adult Services Manager	\$ 57,324	1.00	1.00	1.00	1.00	1.00
Adult Services Manager	\$ 55,600	1.00	1.00	1.00	1.00	1.00
Customer Service Lead - 8 years	\$ 43,974	0.50	2.50	2.50	0.50	0.50
Customer Service Lead- 3 years	\$ 42,973	2.00	-	-	2.00	2.00
Customer Service Associate-18 yr	\$ 36,876	0.50	1.00	1.00	1.00	1.00
Customer Service Associate-8 yr	\$ 33,938	3.50	4.00	4.00	4.00	4.00
Customer Service Associate-3 yr	\$ 32,629	1.00	0.50	0.50	0.50	-
Customer Service Associate-1 yr	\$ 30,282	0.50				
Customer Services Assistant	\$ 20,176	4.00	4.00	4.00	4.00	4.00
Teacher Aide	\$ 32,240	0.25	0.25	0.25	0.25	0.25
Total Full-time Equivalent Employees (FTE's)		19.25	19.25	19.25	19.25	18.75

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages and Benefits						
Wages	\$ 778,479	\$ 796,914	\$ 821,464	\$ 852,690	\$ 843,303	\$ (9,387)
Wisconsin Retirement	49,194	47,863	47,655	50,992	49,540	(1,452)
FICA	56,331	57,804	59,924	61,270	61,411	141
Health / Dental Insurance	158,969	168,306	166,561	171,632	160,280	(11,352)
HSA Contribution	22,500	22,500	6,375	7,500	7,500	-
Worker's Compensation	2,180	2,233	1,725	1,641	1,614	(27)
Total Wages and Benefits	\$ 1,067,653	\$ 1,095,620	\$ 1,103,704	\$ 1,145,725	\$ 1,123,648	\$ (22,077)
Percent Change						-1.9%
Operating Expenditures						
Office Supplies	\$ 22,652	\$ 20,781	\$ 15,038	\$ 18,000	\$ 17,000	\$ (1,000)
Postage	3,869	3,514	4,019	4,000	4,000	-
Coffeehouse Supplies	20,169	22,361	22,785	24,000	23,500	(500)
Maintenance Agreements	14,834	14,771	43,498	26,000	22,000	(4,000)
Computers & Peripherals	-	-	-	26,000	26,000	-
Library Automation	85,575	85,149	84,064	84,500	83,500	(1,000)
Building & Grounds	124,285	116,357	161,622	147,505	147,949	444
Books & Periodicals	154,727	166,399	170,944	197,574	197,574	-
Telephone	3,277	5,708	5,654	7,200	7,644	444
WWLC	53,356	56,011	54,045	53,000	50,000	(3,000)
Heating	30,493	21,137	17,147	22,000	22,000	-

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Advertising & Publications	16,036	13,163	7,019	8,000	7,000	(1,000)
Subscriptions & Memberships	675	605	534	675	675	-
Training & Education	2,000	2,016	3,020	3,000	4,000	1,000
Professional Services	3,866	-	1,753	2,000	3,000	1,000
E.A.P.	500	-	368	500	500	-
Property Insurance	8,168	7,540	11,453	12,529	11,115	(1,414)
Miscellaneous	1,048	1,300	1,166	1,250	1,250	-
Total Operating Expenditures	\$ 545,530	\$ 536,812	\$ 604,129	\$ 637,733	\$ 628,707	\$ (9,026)
Percent Change						-1.4%
Total McMillan Library	\$ 1,613,183	\$ 1,632,432	\$ 1,707,833	\$ 1,783,458	\$ 1,752,355	\$ (31,103)
Percent Change						-1.7%
2017 Carryover				58,202	-	
Total McMillan Library				\$ 1,841,660	\$ 1,752,355	

McMillan Library Budget Highlights

- ▶ **Office Supplies** - In addition to office supplies, this includes supplies for public copiers, processing library materials and the new Digital Media Studio.
- ▶ **Coffeehouse Supplies** - Coffeehouse usage continues to increase steadily. Revenues continue to exceed the cost of equipment and supplies.
- ▶ **Other Machine Maint./Rental** – Includes contracts for: copier / printer toner and replacement; self-check stations; materials security system; online calendar and room reservation software.
- ▶ **Building and Grounds** – The main components are building maintenance and cleaning (daily and deep cleaning, snow removal, lawn care, HVAC contracts, other contract labor), building supplies (such as paper products for the 250,000 patrons who use the building annually) and ongoing repair / replacement of fixtures, mechanical systems and furniture.
- ▶ **Books, Periodicals, Etc.** - All library materials for loan or use in library or remotely including electronic resources such as databases or on-line instruction.
- ▶ **Library Automation Maint.** – Contract payments to South Central Library System for the library computer system, Internet services, computer maintenance, software, filtering, network equipment and related services. This expenditure has decreased since 2014 despite new services and faster Internet, due to diligent cost savings by our provider, South Central Library System.
- ▶ **Telephone** - For the past decade the library has benefitted from e-rate subsidies. This subsidy is being phased out, resulting in higher expenditures.
- ▶ **Water and Light** – Electricity and water for the facility. The Library has reduced its kWh by 20% over the last four years, but rate increases have kept expenditures nearly stable. The effect of Phase One of the solar project are uncertain at this point.
- ▶ **Advertising/Publications** – Advertising to promote the use of library services. This maximizes the use of the community's investment in educational and cultural library resources. The library is moving to more electronic advertising, which is cheaper and increasingly effective.
- ▶ **Dues / Subscriptions / Memberships** – Association memberships for Library Director.
- ▶ **Meeting/Schools/Seminars** – Training and education for library staff. A highly trained staff is a priority in the 2015-2020 Plan of Service.
- ▶ **Miscellaneous** – Reimbursement for lost books and other items that are not covered by other lines.

McMillan Library Outlay

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Renovation of lower level restrooms	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -
	-	-	-	-	-	-
Total	\$ 15,434	\$ 114,890	\$ 15,252	\$ -	\$ 100,000	\$ 100,000
Percent Change						n/a

McMillan Library Outlay Budget Highlights

- For 2018, the Library Board requests funding for renovating the Lower Level public restrooms and the addition of a family restroom. Estimates for such a project total \$100,000. This reflects \$25,000 each to renovate the men's and women's public Lower Level restrooms and \$50,000 to convert the former cloak room into a family restroom.

The Lower Level public restrooms are the most heavily used public restrooms in any City building and the ones most in need of renovation. The newer and less heavily used facilities at City Hall were renovated recently, demonstrating the importance of updating restrooms to improve their usability, appearance and ease of maintenance. The cracked fixtures, damaged tiles and cramped stalls of the existing restrooms reflect badly on the City and Library.

The Library lacks a family restroom, despite heavy use of the facility by local families and residents with disabilities. The Youth Services facilities are quite small (<25 ft²) and inadequate for use by a parent with a stroller or other children. A family bathroom will improve access for many people with special needs, including: wheel chair, scooter and walker users; people who need assistance when using the washroom; people living with ostomy; and parents with children of the opposite sex. While there are fold-down changing tables in other restrooms, a family bathroom will provide a higher level of privacy and more room than the existing busy and crowded facilities. Creating a family restroom is a less expensive solution than upgrading several public / staff restrooms.

The cloakroom is well situated to become a family bathroom. It is on the entry level and convenient to the Fine Arts Center, All Purpose Room, Commons and elevator. It is 80 ft², large enough to be a major improvement over existing facilities at the Library. Water and sanitary pipes are nearby.

McMillan Library Revenues

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Fund Balance Applied	\$ -	\$ -	\$ -	\$ 20,000	\$ 20,000	\$ -
Wood County	437,657	477,856	494,710	508,689	501,037	(7,652)
State Aid	-	-	-	400	400	-
Gifts	-	-	-	1,400	1,200	(200)
Photocopy Income	-	-	-	14,000	17,000	3,000
Fines	-	-	-	23,000	19,000	(4,000)
Lost Books	-	-	-	5,000	9,000	4,000
Reimbursements	-	-	-	100	250	150
Miscellaneous	-	-	-	1,250	1,250	-
Book Rental	-	-	-	1,300	-	(1,300)
Coffeehouse Revenue	20,423	22,581	24,348	25,500	24,000	(1,500)
Library Revenue	\$ 535,045	\$ 511,161	\$ 511,161	\$ 600,639	\$ 593,137	\$ (7,502)
Property Taxes	1,116,521	1,216,924	1,155,244	1,173,322	1,259,218	85,896
Total Revenues	\$ 1,651,566	\$ 1,728,085	\$ 1,666,405	\$ 1,773,961	\$ 1,852,355	\$ 78,394



CITY OF WISCONSIN RAPIDS

2018 DEPARTMENT BUDGET SUMMARY

Municipal Court

Position	Wage	2018	2017	2016	2015	2014
Municipal Court Judge	\$ 16,423	-	-	-	-	-
Assistant City Attorney	\$ 23,508	-	-	-	-	-
Administrative Assistant	\$ 43,472	1.00	1.00	1.00	1.00	1.00
Total Full-Time Equivalent Employees FTE's)		1.00	1.00	1.00	1.00	1.00

Budget Line Item	Historical Information		
	Actual 2014	Actual 2015	Actual 2016
Wages and Benefits			
Wages	\$ 81,901	\$ 82,646	\$ 84,873
Sick Leave Payout	-	-	-
Wisconsin Retirement	2,948	2,914	2,934
FICA	6,124	6,181	6,297
Health / Dental Insurance	8,524	8,482	8,900
HSA Contribution	-	-	-
Worker's Compensation	229	231	177
Total Wages and Benefits	\$ 99,726	\$ 100,454	\$ 103,181
Percent Change			

Operating Expenditures			
Forms & Printing	\$ 1,850	\$ 1,803	\$ 782
Postage	1,789	1,653	1,727
Copying Cost	2	-	-
Telephone	585	544	442
Internet / Email	153	159	159
Training & Education	1,809	1,846	1,682
Software Support Contract	3,474	3,578	3,686
Total Operating Expenditures	\$ 9,662	\$ 9,583	\$ 8,478
Percent Change			

Total Municipal Court	\$ 109,388	\$ 110,037	\$ 111,659
Percent Change			

Budget Line Item	Budget		Increase (Decrease)
	Budget 2017	Budget 2018	
Wages	\$ 83,926	\$ 83,403	\$ (523)
Sick Leave Payout	628	628	-
Wisconsin Retirement	3,028	2,955	(73)
FICA	6,421	6,280	(141)
Health / Dental Insurance	7,574	8,498	924
HSA Contribution	375	375	-
Worker's Compensation	162	157	(5)
Total Wages and Benefits	\$ 102,114	\$ 102,296	\$ 182
Percent Change			0.2%
Operating Expenditures			
Forms & Printing	\$ 2,000	\$ 2,000	\$ -
Postage	2,000	1,750	(250)
Copying Cost	-	-	-
Telephone	600	400	(200)
Internet / Email	159	159	-
Training & Education	1,900	1,900	-
Software Support Contract	3,797	6,660	2,863
Total Operating Expenditures	\$ 10,456	\$ 12,869	\$ 2,413
Percent Change			23.1%
Total Municipal Court	\$ 112,570	\$ 115,165	\$ 2,595
Percent Change			2.3%

Municipal Court Budget Highlights

- ▶ **Training & Education** - Includes funding for the following conferences or training materials:

Wisconsin Municipal Court Clerks Association
 Wisconsin Municipal Judges Association

Wisconsin Supreme Court Office of Judicial Education

- ▶ **Software Support Contract** - Annual maintenance fee for Titan Public Safety Solutions, LLC software

TiPSS Courts	\$	2,395	TiPSS Tax Intercept	\$	425
TiPSS DOT Interface	\$	425	TiPSS TraCS Courts	\$	665
TiPSSSDC Interface	\$	2,750			

Outlay

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Sit / Stand Desk Module	\$ -	\$ -	\$ -	\$ 1,575	\$ -	\$ (1,575)
Total Election Outlay	\$ -	\$ -	\$ -	\$ 1,575	\$ -	\$ (1,575)
Percent Change						



CITY OF WISCONSIN RAPIDS

2018 DEPARTMENT BUDGET SUMMARY

Ordinance Control

Position	Wage	2018	2017	2016	2015	2014
Ordinance Officer	\$ 41,171	1.00	1.00	1.00	1.00	1.00
Total Full-time Equivalent Employees (FTE's)		1.00	1.00	1.00	1.00	1.00

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages and Benefits						
Wages	\$ 25,794	\$ 37,559	\$ 39,398	\$ 41,306	\$ 41,171	\$ (135)
Sick Leave Payout	-	-	-	9	9	-
Wisconsin Retirement	-	-	-	-	-	-
FICA	1,719	2,552	2,689	2,559	2,504	(55)
Health / Dental Insurance	8,352	14,318	14,592	11,524	12,893	1,369
HSA Contribution	2,500	2,500	750	750	750	-
Worker's Compensation	1,063	1,670	1,710	1,468	1,507	39
Total Wages and Benefits	\$ 39,428	\$ 58,599	\$ 59,139	\$ 57,616	\$ 58,834	\$ 1,218
Percent Change						2.1%
Operating Expenditures						
Vehicles	\$ 2,477	\$ 1,732	\$ 1,283	\$ 3,000	\$ 3,000	\$ -
Postage	367	404	460	750	750	-
Copying Cost	-	43	225	300	400	100
Telephone	356	362	371	1,250	1,000	(250)
Supplies	130	-	-	250	750	500
Enforcement	5,000	14,014	400	26,500	26,000	(500)
Software Maintenance	-	5,250	5,513	5,500	5,500	-
Total Operating Expenditures	\$ 8,330	\$ 21,805	\$ 8,252	\$ 37,550	\$ 37,400	\$ (150)
Percent Change						-0.4%
Total Ordinance Control	\$ 47,758	\$ 80,404	\$ 67,391	\$ 95,166	\$ 96,234	\$ 1,068
Percent Change						1.1%

Ordinance Control Budget Highlights

- ▶ **Enforcement** – Covers the cost of City activity for enforcement of property maintenance and raze orders. May include towing of vehicles, property trash removal, and razing of condemned buildings. Increase to cover cost of training for Ordinance Officer.

Potential SeeClickFix Conference - New Haven CT \$ 1,500

- ▶ **Software Maintenance** – Covers SeeClickFix.
- ▶ **Supplies** – Increase intended to cover cost of technology and equipment to allow the Officer to spend more time in the field verses in the office.
- ▶ **Staffing** – No increase is shown, however it is requested that the addition of a part time position over the summer months be considered to deal with the minor issues such as grass and recycling complaints. It will be especially important to consider if/when the City changes garbage collection procedures. This would allow the full time officer to deal with more complicated cases.



CITY OF WISCONSIN RAPIDS

2018 DEPARTMENT BUDGET SUMMARY

Park Department

Position	Wage	2018	2017	2016	2015	2014
Public Works Director	\$ 99,688	0.10	0.10	0.10	-	-
Park & Building Supervisor	\$ 67,734	1.00	1.00	1.00	1.00	1.00
Recreation Supervisor	\$ 66,581	0.70	0.70	0.70	0.70	0.70
Zoo Keeper	\$ 49,462	1.00	1.00	1.00	1.00	1.00
Skilled Labor	\$ 50,586	1.00	1.00	1.00	1.00	1.00
Truck Driver	\$ -	-	-	1.00	-	-
Semi-Skilled	\$ 49,462	2.00	2.00	1.00	2.00	2.00
Administrative Assistant	\$ 47,174	1.00	1.00	1.00	1.00	1.00
Summer Help	\$ 11.00	1.00	1.00	1.00	1.00	1.00
Total Full-time Equivalent Employees (FTE's)		7.80	7.80	7.80	7.70	7.70

Witter Field

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages	\$ 19,172	\$ 11,611	\$ 13,272	\$ 19,115	\$ 18,898	\$ (217)
Overtime	35	24	-	-	-	-
Incidental Labor	14,969	8,223	10,757	14,910	15,875	965
Equipment	8,322	4,414	5,136	9,467	10,475	1,008
Supplies & Materials	7,858	4,617	7,924	7,012	8,062	1,050
Telephone	270	278	284	280	300	20
Electric / Water	18,063	16,727	20,460	18,000	22,075	4,075
Heating	2,360	555	777	1,275	910	(365)
Property Insurance	951	951	1,677	3,475	1,964	(1,511)
Total Witter Field	\$ 72,000	\$ 47,400	\$ 60,287	\$ 73,534	\$ 78,559	\$ 5,025
Percent Change						6.8%

Witter Field Activity Based Budget Highlights

► **Witter Field** - Activities include:

Mow ball field

Winterize facility

Install field netting and upper banners

Supply ball field products

Clean bathroom five days per week

► **Warming House / Skating Rink** - Activities include:

Empty garbage

Install and remove protective floor & flood

Plow parking area

Clean and maintain building

Sweep and plow skating rink

► **Skate Park** - Activities include:

Winterize skate park

Spring start-up of skate park

Empty garbage

Clean and maintain skate park

Activity Based Budget Summary

2018 Activity	Wages	ILC	Equipment	Other	Total	2017
Witter Field	\$ 6,659	\$ 5,593	\$ 5,890	\$ 28,594	\$ 46,736	\$ 43,696
Warming House / Skating Rink	10,957	9,204	3,948	2,675	26,784	25,363
Skate Park	1,282	1,078	637	2,042	5,039	4,475
Other	-	-	-	-	-	-
Total	\$ 18,898	\$ 15,875	\$ 10,475	\$ 33,311	\$ 78,559	\$ 73,534

Mead Field

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages	\$ 8,700	\$ 5,596	\$ 7,461	\$ 9,831	\$ 9,776	\$ (55)
Overtime	-	-	-	-	-	-
Incidental Labor	7,134	4,533	6,048	7,668	8,213	545
Equipment	6,597	6,021	6,790	8,561	9,101	540
Supplies & Materials	1,676	1,471	1,927	2,600	2,900	300
Electric / Water	16,894	16,814	19,188	18,000	19,500	1,500
Heating	884	611	508	890	775	(115)
Property Insurance	977	977	1,723	1,723	1,653	(70)
Total Mead Field	\$ 42,862	\$ 36,023	\$ 43,645	\$ 49,273	\$ 51,918	\$ 2,645
Percent Change						5.4%

Mead Field Activity Based Budget Highlights

► **Ball Diamonds** - Activities include:

Mow men's and women's infield
Mow and drag WRYSA fields

Supply ball field products
String trim fence lines

► **Bathroom & Warming House** - Clean and stock restrooms and warming house

► **Maintenance** - Activities include:

Maintain playground area and equipment
Snow plowing

Field lighting and building maintenance
Fencing repairs

► **Mowing** - Mowing general areas (excludes ball diamonds)

Activity Based Budget Summary

2018 Activity	Wages	ILC	Equipment	Other	Total	2017
Ball Diamonds	\$ 3,937	\$ 3,307	\$ 4,911	\$ 23,003	\$ 35,158	\$ 33,620
Bathroom & Warming House	1,440	1,210	108	1,425	4,183	3,976
Maintenance	2,138	1,796	648	200	4,782	4,529
Mowing	2,261	1,900	3,434	200	7,795	7,148
Total	\$ 9,776	\$ 8,213	\$ 9,101	\$ 24,828	\$ 51,918	\$ 49,273

Other Green Areas

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages	\$ 20,922	\$ 24,229	\$ 25,933	\$ 23,138	\$ 22,009	\$ (1,129)
Incidental Labor	17,156	19,626	21,018	18,048	18,488	440
Equipment	26,819	32,796	35,943	34,720	35,234	514
Materials	222	737	-	1,889	1,594	(295)
Total Other Green Areas	\$ 65,119	\$ 77,388	\$ 82,894	\$ 77,795	\$ 77,325	\$ (470)
Percent Change						-0.6%

Other Green Areas Activity Based Budget Highlights

- ▶ **Mowing** - Mowing of the expressway, industrial parks, and other areas not designated as parks
- ▶ **String Trimming** - Trim expressway, industrial parks, and other areas not designated as parks
- ▶ **Green Area Repairs** - Fill sink holes and damage to green areas not designated as parks
- ▶ **Weed Kill** - Apply weed kill to areas not designated as parks

Activity Based Budget Summary

2018 Activity	Wages	ILC	Equipment	Other	Total	2017
Mowing	\$ 16,495	\$ 13,856	\$ 31,220	\$ -	\$ 61,571	\$ 60,373
String Trimming	3,485	2,927	3,000	100	9,512	12,251
Green Area Repairs	960	807	546	694	3,007	2,806
Weed Kill	1,069	898	468	800	3,235	2,365
Total	\$ 22,009	\$ 18,488	\$ 35,234	\$ 1,594	\$ 77,325	\$ 77,795

Aquatics

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages	\$ 7,979	\$ 5,291	\$ 9,584	\$ -	\$ -	\$ -
Incidental Labor	6,543	4,286	8,456	-	-	-
Part-time Wages	24,691	24,092	-	-	-	-
FICA	1,889	1,843	-	-	-	-
Worker's Compensation	1,024	1,072	-	-	-	-
License & Taxes	433	438	87	-	-	-
Equipment	668	300	8,025	-	-	-
Supplies & Materials	11,171	9,065	53,539	-	-	-
Telephone	225	194	124	-	-	-
WWLC	10,917	9,927	2,448	-	-	-
Heating	147	134	123	-	-	-

Budget Line Item	Historical Information		
	Actual 2014	Actual 2015	Actual 2016
Guard Equipment Training	108	-	-
Aquatics	-	-	-
Total Aquatics	\$ 65,795	\$ 56,642	\$ 82,386
Percent Change			

Budget		
Budget 2017	Budget 2018	Increase (Decrease)
-	-	-
75,000	75,000	-
\$ 75,000	\$ 75,000	\$ -
		0.0%

Mead Pool Budget Highlights

- **Aquatics** - The Mead Pool was closed in 2016. The \$75,000 aquatics line item is budgeted for the operating costs of planned splash pads and the operation of a new aquatics center.

Recreation Department

Budget Line Item	Historical Information		
	Actual 2014	Actual 2015	Actual 2016
Wages and Benefits			
Wages	\$ 53,996	\$ 56,131	\$ 46,390
Incidental Labor	44,576	45,261	36,241
Part-time Wages	9,423	8,339	9,184
Wisconsin Retirement	-	-	-
FICA	721	638	703
Health / Dental Insurance	-	-	-
HSA Contribution	-	-	-
Worker's Compensation	389	375	463
Total Wages and Benefits	\$ 109,105	\$ 110,744	\$ 92,981
Percent Change			

Budget		
Budget 2017	Budget 2018	Increase (Decrease)
\$ 70,011	\$ 69,325	\$ (686)
-	-	-
10,000	10,000	-
4,761	4,645	(116)
5,963	5,905	(58)
10,927	12,255	1,328
375	375	-
2,137	2,197	60
\$ 104,174	\$ 104,702	\$ 528
		0.5%

Operating Expenditures

Office Supplies	\$ 241	\$ 98	\$ 96
Postage	160	121	131
Copying	1,173	1,414	1,587
Equipment	412	558	160
Supplies & Materials	5,997	2,628	3,785
Mileage	-	-	-
Telephone	550	559	390
Internet / Email	153	159	159
Advertising & Publications	570	15	-
Dues & Subscriptions	-	150	150
Training & Education	883	663	640
Software Licensing	-	1,537	1,537

\$ 350	\$ 350	\$ -
225	225	-
1,750	1,900	150
300	300	-
4,000	4,100	100
-	-	-
550	550	-
159	159	-
250	-	(250)
150	150	-
1,000	1,000	-
1,650	1,750	100

Budget Line Item	Historical Information		
	Actual 2014	Actual 2015	Actual 2016
Software Licensing	-	1,537	1,537
School Use	600	520	420
Awards	525	450	375
Total Operating Expenditures	\$ 11,264	\$ 10,409	\$ 10,967
Percent Change			0.8%
<hr/>			
Total Recreation Dept.	\$ 120,369	\$ 121,153	\$ 103,948
Percent Change			0.5%

Budget		
Budget 2017	Budget 2018	Increase (Decrease)
1,650	1,750	100
525	500	(25)
525	450	(75)
\$ 13,084	\$ 13,184	\$ 100
		0.8%
<hr/>		
\$ 117,258	\$ 117,886	\$ 628
		0.5%

Park Department

Budget Line Item	Historical Information		
	Actual 2014	Actual 2015	Actual 2016
Wages and Benefits			
Wages	\$ 114,250	\$ 122,624	\$ 127,846
Public Works Director	-	-	12,602
Overtime	5,457	4,618	3,420
Incidental Labor	102,675	109,214	106,292
Wisconsin Retirement	-	-	-
FICA	721	638	-
Health / Dental Insurance	-	-	-
HSA Contribution	-	-	-
Worker's Compensation	389	375	-
Total Wages and Benefits	\$ 223,492	\$ 237,469	\$ 250,160
Percent Change			3.1%

Budget		
Budget 2017	Budget 2018	Increase (Decrease)
\$ 149,099	\$ 148,356	\$ (743)
13,358	14,342	984
4,000	4,000	-
101,015	108,169	7,154
1,604	1,580	(24)
1,647	1,641	(6)
10,927	12,255	1,328
375	375	-
47	46	(1)
\$ 282,072	\$ 290,764	\$ 8,692
		3.1%

Operating Expenditures

Office Supplies	\$ 183	\$ 558	\$ 147
Postage	-	321	-
Copying Cost	390	-	605
Equipment	41,983	47,619	47,716
Supplies & Materials	6,298	4,448	6,635
Telephone	1,065	1,279	1,299
Internet / Email	305	318	318
Electric / Water	11,899	14,025	14,685
Heating	-	-	-
Subscriptions & Memberships	15	15	132
Training & Education	-	-	-
Safety Shoes	825	875	925

\$ 575	\$ 475	\$ (100)
30	30	-
-	625	625
50,000	76,381	26,381
14,698	14,610	(88)
1,300	1,300	-
320	320	-
15,000	16,315	1,315
-	-	-
100	100	-
800	750	(50)
900	925	25

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Contract Payments	-	-	2,768	4,275	-	(4,275)
City Hall Rent	4,113	3,930	3,798	3,930	3,930	-
Property Insurance	1,050	1,050	1,851	2,021	1,749	(272)
Deer Management	690	990	550	1,400	1,200	(200)
Vandalism	(100)	(189)	1,142	4,500	4,500	-
Total Operating Expenditures	\$ 68,716	\$ 75,239	\$ 82,571	\$ 99,849	\$ 123,210	\$ 23,361
Percent Change						23.4%
Total Park Department	\$ 292,208	\$ 312,708	\$ 332,731	\$ 381,921	\$ 413,974	\$ 32,053
Percent Change						8.4%

Park Department Activity Based Budget Highlights

- ▶ **Administration** - The Park & Building Supervisor oversees all aspects of park and building maintenance operations. The Administration activity line item accounts for 80% of the positions time and 50% of the Park Administrative Assistant.
- ▶ **Winter Maintenance** - Repair and paint benches and picnic tables
- ▶ **Maintenance** - Maintenance for the buildings and grounds in all the City parks. Maintenance activities include painting, building repairs, plumbing and electrical issues, mechanical problems, cleaning bathrooms, snow plowing and lighting repairs. Also includes seasonal maintenance for winterizing and spring start-up for shelters and sprinkler systems in Veterans Park, Sandlot Park, Lyons Park, Rapids View Park and Robinson Park.

Activity Based Budget Summary

2018 Activity	Wages	ILC	Equipment	Other	Total	2017
Administration						
Administration	\$ 77,652	\$ 48,992	\$ 4,250	\$ 16,176	\$ 147,070	\$ 140,020
Meetings	3,126	2,626	-	-	5,752	5,710
Winter Maintenance	5,002	4,201	144	600	9,947	11,330
Other	8,542	7,175	90	2,500	18,307	20,634
Total Administration	\$ 94,322	\$ 62,994	\$ 4,484	\$ 19,276	\$ 181,076	\$ 177,694
Robinson Park						
Ball Field Maintenance	\$ 1,758	\$ 1,477	\$ 979	\$ 900	\$ 5,114	\$ 7,219
Mow / String Trim	6,914	5,809	10,743	-	23,466	16,713
Ice Rink Maintenance	3,940	3,310	554	465	8,269	8,032
Leaf Pick-up	3,424	2,876	3,988	100	10,388	9,456
Maintenance	6,991	5,874	2,166	7,650	22,681	21,016
Total Robinson Park	\$ 23,027	\$ 19,346	\$ 18,430	\$ 9,115	\$ 69,918	\$ 62,436
Sand Lot Park						
Ball Field Maintenance	\$ 953	\$ 801	\$ 628	\$ 200	\$ 2,582	\$ 2,550
Mow / String Trim	6,408	5,382	9,000	100	20,890	13,797
Maintenance	3,741	3,143	1,416	3,925	12,225	11,142
Total Sand Lot Park	\$ 11,102	\$ 9,326	\$ 11,044	\$ 4,225	\$ 35,697	\$ 27,489

Veterans / Rapids View Park

Mow / String Trim	\$ 2,069	\$ 1,738	\$ 2,343	\$ 100	\$ 6,250	\$ 6,133
Leaf Pick-up	826	694	736	-	2,256	2,156
Maintenance	1,337	1,123	319	3,514	6,293	5,734
Total Veterans / Rapids View	\$ 4,232	\$ 3,555	\$ 3,398	\$ 3,614	\$ 14,799	\$ 14,023

Ben Hansen / Lyon Park

Mow / String Trim	\$ 4,664	\$ 3,918	\$ 10,945	\$ 150	\$ 19,677	\$ 15,218
Bathrooms	1,787	1,502	684	500	4,473	4,131
Maintenance	3,523	2,959	1,468	2,896	10,846	10,391
Total Ben Hansen / Lyon Park	\$ 9,974	\$ 8,379	\$ 13,097	\$ 3,546	\$ 34,996	\$ 29,740

Other Parks

Mow / String Trim	\$ 12,019	\$ 10,096	\$ 17,575	\$ 750	\$ 40,440	\$ 37,433
Leaf Pick-up	2,568	2,157	3,720	125	8,570	8,551
Maintenance	9,454	7,941	4,633	6,450	28,478	24,555
Total Other Parks	\$ 24,041	\$ 20,194	\$ 25,928	\$ 7,325	\$ 77,488	\$ 70,539
Total	\$ 166,698	\$ 123,794	\$ 76,381	\$ 47,101	\$ 413,974	\$ 381,921

Tree Care

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages	\$ 38,633	\$ 31,858	\$ 33,329	\$ 43,642	\$ 44,991	\$ 1,349
Overtime	144	212	664	-	-	-
Incidental Labor	31,797	25,976	27,554	34,041	37,792	3,751
Equipment	30,135	21,104	22,067	28,404	29,299	895
Materials	5,693	2,266	2,212	17,561	6,613	(10,948)
Contract Payments	-	-	-	24,000	25,000	1,000
Total Tree Care	\$ 106,402	\$ 81,416	\$ 85,826	\$ 147,648	\$ 143,695	\$ (3,953)
Percent Change						-2.7%

Tree Care Activity Based Budget Highlights

- ▶ **Tree Removal** - Remove dead trees and trees interfering with new sidewalk, driveways, and road projects etc. Site Restoration
- ▶ **Tree Trimming** - Trim trees for plow and street sweeping routes, sidewalk and building clearance, and vision triangles
- ▶ **Downtown Tree Program** - Replace and water trees in the City's downtown area. Budget includes funds to plant 25 new trees in the downtown area
- ▶ **Other** - Tree removal and trimming due to damage caused by a storm. Also included is the cost to replace the leveling cable (safety equipment) that must be replaced every eight years.

Activity Based Budget Summary

2018 Activity	Wages	ILC	Equipment	Other	Total	2017
Tree Removal / Stump Removal	\$ 21,969	\$ 18,454	\$ 10,330	\$ 550	\$ 51,303	\$ 50,646
Tree Trimming	16,872	14,173	14,110	1,600	46,755	45,295
Downtown Tree Program	3,442	2,890	1,941	4,213	12,486	11,458
EAB Prevention / Removals	-	-	-	25,000	25,000	32,000
Other	2,708	2,275	2,918	250	8,151	8,249
Total	\$ 44,991	\$ 37,792	\$ 29,299	\$ 31,613	\$ 143,695	\$ 147,648

City Zoo

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages	\$ 18,745	\$ 19,976	\$ 19,357	\$ 19,237	\$ 20,999	\$ 1,762
Overtime	3,074	3,207	3,288	-	-	-
Incidental Labor	17,879	19,344	18,355	15,005	17,641	2,636
Part-time Wages	4,283	4,207	3,310	4,992	6,460	1,468
FICA	328	322	253	382	494	112
Worker's Compensation	176	687	491	189	236	47
Equipment	5,146	4,618	4,354	6,204	5,995	(209)
Supplies & Materials	5,926	5,928	6,903	8,252	8,386	134
Telephone	250	214	310	260	320	60
Electric / Water	9,434	10,206	10,560	10,300	10,800	500
Animals	4,890	4,400	4,613	5,100	5,800	700
Property Insurance	370	370	653	736	637	(99)
Total City Zoo	\$ 70,501	\$ 73,479	\$ 72,447	\$ 70,657	\$ 77,768	\$ 7,111
Percent Change						10.1%

City Zoo Activity Based Budget Highlights

- ▶ **Zoo Operation** - Includes the cost of the zookeeper and petting zoo attendant that work at the zoo along with the utilities, animal rental, feed and property insurance
- ▶ **Maintenance** - Activities include mowing, animal pen repair, sprinkling system, duck pond maintenance, interior leaf pick up, garden maintenance, clean bathrooms, clean Helen's House, etc.

Activity Based Budget Summary

2018 Activity	Wages	ILC	Equipment	Other	Total	2017
Zoo Operation	\$ 17,647	\$ 9,398	\$ 1,260	\$ 23,122	\$ 51,427	\$ 46,280
Maintenance	9,812	8,243	4,735	3,551	26,341	24,377
Total	\$ 27,459	\$ 17,641	\$ 5,995	\$ 26,673	\$ 77,768	\$ 70,657

Christmas Decorations

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages	\$ 12,860	\$ 13,418	\$ 13,035	\$ 15,268	\$ 16,632	\$ 1,364
Incidental Labor	10,545	10,869	10,564	11,909	13,969	2,060
Equipment	3,839	3,886	3,419	4,150	4,627	477
Materials	296	1,654	5,177	1,200	1,225	25
WWLC	-	-	-	2,200	1,900	(300)
Total Christmas Decorations	\$ 27,540	\$ 29,827	\$ 32,195	\$ 34,727	\$ 38,353	\$ 3,626
Percent Change						10.4%

Christmas Decorations Activity Based Budget Highlights

- ▶ **Install Christmas Lights** - Install banners, overhead lights, pole lights, etc.
- ▶ **Ground Displays** - Installation and removal of ground displays in the downtown area
- ▶ **Maintenance** - Check displays for bad wiring, burnt out lights and bad timers

Activity Based Budget Summary

2018 Activity	Wages	ILC	Equipment	Other	Total	2017
Install Christmas Lights	\$ 6,496	\$ 5,456	\$ 1,554	\$ 375	\$ 13,881	\$ 13,481
Ground Displays	6,790	5,703	2,615	-	15,108	14,121
Maintenance	3,346	2,810	458	2,750	9,364	7,125
Total	\$ 16,632	\$ 13,969	\$ 4,627	\$ 3,125	\$ 38,353	\$ 34,727

Christmas Decorations Outlay

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
New overhead decorations for highway entrances	\$ -	\$ -	\$ -	\$ 14,000	\$ -	\$ (14,000)
Total	\$ -	\$ -	\$ -	\$ 14,000	\$ -	\$ (14,000)
Percent Change						-100.0%

Bike Trails

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages	\$ 819	\$ 4,305	\$ 3,498	\$ 1,750	\$ 2,925	\$ 1,175
Incidental Labor	671	3,487	2,835	1,365	2,460	1,095
Equipment	719	3,333	3,519	924	560	(364)
Materials	-	4,995	-	150	-	(150)
Contract Payments	-	-	19,202	13,500	12,500	(1,000)
Total Bike Trails	\$ 2,209	\$ 16,120	\$ 29,054	\$ 17,689	\$ 18,445	\$ 756
Percent Change						4.3%

Bike Trails Budget Highlights

- ▶ **Bike Trails** - Budget reflects cost for resealing bike paths



CITY OF WISCONSIN RAPIIDS

2018 DEPARTMENT BUDGET SUMMARY

Police & Fire Commission

Position	Wage	2018	2017	2016	2015	2014
Commissioners	\$20 per mtg	5.00	5.00	5.00	5.00	5.00
Total		5.00	5.00	5.00	5.00	5.00

Budget Line Item	Historical Information		
	Actual 2014	Actual 2015	Actual 2016
Wages	\$ 1,100	\$ 1,040	\$ 1,220
FICA	84	80	93
Total Wages and Benefits	\$ 1,184	\$ 1,120	\$ 1,313
Percent Change			

Budget		
Budget 2017	Budget 2018	Increase (Decrease)
\$ 1,200	\$ 1,200	\$ -
92	92	-
\$ 1,292	\$ 1,292	\$ -
		0.0%

Operating Expenditures

Postage	\$ 8	\$ 47	\$ 5
Advertising & Publications	28	28	42
Training / Education	194	131	1,376
Recruitment / Testing	1,034	1,724	-
Total Operating Expenditures	\$ 1,264	\$ 1,930	\$ 1,423
Percent Change			

\$ 50	\$ 50	\$ -
500	500	-
300	300	-
11,500	11,500	-
\$ 12,350	\$ 12,350	\$ -
		0.0%

Total Common Council	\$ 2,448	\$ 3,050	\$ 2,736
Percent Change			

\$ 13,642	\$ 13,642	\$ -
		0.0%



CITY OF WISCONSIN RAPIDS

2018 DEPARTMENT BUDGET SUMMARY

Police Department

Position	Wage	2018	2017	2016	2015	2014
Police Chief	\$ 91,350	1.00	1.00	1.00	1.00	1.00
Deputy Chief	\$ 82,494	1.00	1.00	1.00	1.00	1.00
Police Lieutenant	\$ 76,122	4.00	4.00	4.00	4.00	4.00
Detective Lieutenant	\$ 76,122	1.00	1.00	1.00	1.00	1.00
Sergeant, Detective	\$ 69,048	-	-	-	-	-
Detective	\$ 66,000	3.00	4.00	3.00	3.00	3.00
Safety Officer	\$ 66,000	2.00	2.00	2.00	2.00	2.00
Sergeant, Patrol	\$ 69,048	4.00	4.00	4.00	4.00	4.00
Senior Patrol Officer	\$ 63,428	7.00	4.00	2.00	2.00	3.00
Patrol Officer - 5 year	\$ 62,605	8.00	12.00	9.00	9.00	8.00
Patrol Officer - 4 year	\$ 62,106	2.00	1.00	2.00	2.00	2.00
Patrol Officer - 3 year	\$ 61,607	-	1.00	4.00	4.00	1.00
Patrol Officer - 2 year	\$ 61,108	1.00	1.00	1.00	1.00	2.00
Patrol Officer - 18 month	\$ 58,768	-	-	2.00	2.00	2.00
Patrol Officer - 12 month	\$ 56,428	1.00	1.00	-	-	2.00
Patrol Officer - 6 month	\$ 54,087	2.00	-	-	-	-
Patrol Officer - Starting	\$ 51,747	-	-	-	-	-
Administrative Assistant III	\$ 45,198	1.00	1.00	1.00	1.00	1.00
Administrative Assistant II	\$ -	-	-	-	-	-
Administrative Assistant I	\$ 43,472	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	\$ 39,562	2.00	2.00	3.00	3.00	3.00
Total Full-time Equivalent Employees (FTE's)		41.00	41.00	41.00	41.00	41.00

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages and Benefits						
Officer Wages	\$ 2,253,379	\$ 2,314,314	\$ 2,406,439	\$ 2,481,145	\$ 2,452,479	\$ (28,666)
Overtime	195,599	169,541	199,716	150,000	150,000	-
Night Differential	9,492	9,712	9,698	10,000	10,000	-
Holiday Pay	108,963	109,647	114,831	109,250	115,000	5,750
Civilian Salaries	194,611	204,480	177,735	169,455	167,794	(1,661)
Civilian Overtime	170	-	-	1,500	-	(1,500)
Civilian Longevity	1,043	-	-	-	-	-
Sick Leave Payout	-	-	18,720	16,414	18,720	2,306
Wisconsin Retirement	304,304	292,792	295,299	335,933	337,990	2,057
FICA	203,627	207,102	214,640	216,229	213,774	(2,455)
Health / Dental Insurance	628,620	646,613	639,536	662,356	717,373	55,017
HSA Contribution	-	62,500	22,125	25,125	24,375	(750)
Worker's Compensation	80,919	106,717	87,300	79,557	80,096	539
Total Wages and Benefits	\$ 3,980,727	\$ 4,123,418	\$ 4,186,039	\$ 4,256,964	\$ 4,287,601	\$ 30,637
Percent Change						0.7%

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Operating Expenditures						
Office Supplies	\$ 2,428	\$ 3,890	\$ 2,350	\$ 4,300	\$ 4,300	\$ -
Forms & Printing	959	610	2,578	3,050	3,050	-
Postage	1,576	1,614	1,340	2,000	2,000	-
Copying Cost	6,721	5,145	3,832	6,000	6,000	-
Machine Maintenance	249	1,526	162	1,200	1,200	-
Photography	-	(340)	(224)	1,000	250	(750)
Computer Supplies	2,026	4,405	4,204	3,500	3,500	-
Small Tools & Equipment	11,041	9,600	5,706	8,000	8,000	-
Range Supplies	11,651	5,998	5,469	9,000	9,000	-
Telephone	27,772	30,692	28,127	31,000	31,000	-
Internet / Email	2,287	2,287	2,388	2,387	2,400	13
Subscriptions & Memberships	1,182	1,041	935	1,200	1,400	200
Training & Education	36,554	31,171	36,208	26,000	26,000	-
Communications	1,846	6,171	5,709	4,000	4,000	-
Educational Reimbursement	7,550	10,629	6,000	6,000	6,000	-
TIME System	4,718	4,508	4,592	5,304	5,304	-
Crime Stoppers	2,000	2,000	2,000	2,000	2,000	-
Patrol Squads	81,403	77,068	75,935	110,000	104,050	(5,950)
Unmarked Squads	35,797	33,319	25,606	24,000	24,000	-
Clothing Allowance	6,801	4,391	5,050	4,625	4,625	-
Uniforms	3,236	9,985	13,572	9,000	9,000	-
Laundry / Dry Cleaning	2,072	2,173	2,603	3,000	3,000	-
City Hall Rent	96,120	83,838	77,430	80,100	80,100	-
Safety	5,404	5,810	4,962	4,750	4,750	-
Physicals	-	-	1,755	5,400	6,307	907
Community Policing	5,903	4,004	3,759	3,200	3,200	-
Investigations	11,972	12,444	7,948	8,000	10,000	2,000
Special Events	1,028	2,332	423	1,000	1,000	-
Special Response Team	5,111	4,769	4,237	5,200	5,200	-
Auto Insurance	3,988	4,201	4,297	5,634	3,706	(1,928)
Lexipol	-	-	-	8,468	9,061	593
K-9 Program	1,099	1,442	2,592	1,000	1,000	-
Total Operating Expenditures	\$ 380,494	\$ 366,723	\$ 341,545	\$ 389,318	\$ 384,403	\$ (4,915)
Percent Change						-1.3%
Total Police Department	\$ 4,361,221	\$ 4,490,141	\$ 4,527,584	\$ 4,646,282	\$ 4,672,004	\$ 25,722
Percent Change						0.6%

Police Department Budget Highlights

► **Wages** - Non-union and WRPPA wages are budgeted at the 2017 rate.

► **Overtime** - The budget is based on the following overtime cost driver categories:

Call-ins - Time- 2 hours straight time paid when an officer is required to return to duty at some time other the regular scheduled starting time unless the duty is scheduled prior to departure from the officer's last scheduled shift	\$ 8,000
Chapter 51 - Related to time working on a Chapter 51 (Emergency Detention) which can include time on transportation to a health care facility, reports, time at emergency room for clearance, etc..	6,000
Community Involvement - Community presentations, Neighborhood Watch, etc.	17,000
Court Time - Court preparation, Trial time(Municipal Court, criminal, and Chapter 51 hearings). 4 hours straight time or 2.67 hours @ one and one half rate.	20,000
Emergency Call-Ins - Related to emergency situations where personnel are needed immediately.	4,000
FMLA - Substituting for someone that is off due to family medical leave	10,000
Investigations - Related to certain offenses where officers with specialized training are needed (Sexual assaults, Arson, Homicide, etc.)	26,000
Late Call - Complaints that are received late in an officer's shift so the officer must stay over to complete.	6,000
Sick - Officer is working for someone who is absent due to sickness.	15,000
Training - Overtime can either be for an officer that is involved in training or for an officer that is working in place of an officer that is training.	30,000
Vacation - Officer is working for someone who is absent due to vacation	8,000
Other - Various duties.	-
Total Overtime	\$ 150,000

► **Lexipol** - Service for department policies, updates, training bulletins on state law, constitutional law court decisions. Contracted price by department size.

► **Community Policing** - Costs related to community programs including Neighborhood Watch, Bike Patrol, Citizen's Police Academy, Student Police Academy, etc

► **Small Tools & Equipment** - Hardware and miscellaneous items including but not limited to batteries, bulbs, tools, keys, locks, boxes, tape, tarps, rope, totes, etc.

► **Range Supplies** -Costs related to the police range and range supplies (firearms, ammunition, targets, LP gas for heating, snowplowing)

► **Training & Education** - The budget consists of the following:

Annual Recertification	\$ 3,000
WI Law Enforcement Executive Development Conference	1,140
Missing Persons Conf.	515
Wisconsin Corners & Medical Examiners Association Conference	375
Executive Development Institute	8,150
WI Chief's of Police Association Mid-Winter Conf.	521
Delinquency Control Institute	905
FBI National Academy Association Retrainer	640
Wisconsin Narcotics Officers Association Conferences (Narcotics Officers)	1,980
WSROA Conference (School Resource Officers)	880
Child Passenger Safety Technician Recertification	160
REID Interview & Interrogation	1,380
Homicide Investigators Conference	760
WI Attorney Generals Conf.	410
Child Fatality Investigations	1,090
Homeland Security Training (Lieutenant)	170
Crimes Against Children Training	200
Wisconsin Chief of Police Association Conferences	890
Instructor Development	585
MID-WI Law Enforcement Symposium	980
Governors Conference on Highway Safety	385
Basic Narcotics Investigations	930
Hostage Negotiations	589
Heart of Wisconsin Leadership Program	595
K-9 Certification	770
Total	\$ 28,000

► **Physicals** - Estimated services with Ascension for annual fitness testing, and on-site therapy/training

Police Department Replacement Fund

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Squads	\$ -	\$ -	\$ -	\$ 94,500	\$ 98,350	\$ 3,850
Portable Radios	-	-	-	13,800	-	(13,800)
Ballistic Shields	-	-	-	-	5,000	5,000
Mobile Radios	-	-	-	7,600	7,600	-
Ballistic Vests	-	-	-	5,600	5,600	-
Squad Equipment	-	-	-	10,000	20,000	10,000
Total Replacement Fund	\$ 66,143	\$ 98,995	\$ 128,450	\$ 131,500	\$ 136,550	\$ 5,050
Percent Change						3.8%

Police Department Replacement Fund Budget Highlights

- ▶ **Squads** - Replacement of squads in cycle
- ▶ **Squad Equipment** - Purchase and cost of installation of squad equipment
- ▶ **Portable Radios** - 6 units @ \$2,300/unit on a 6 year replacement cycle
- ▶ **Mobile Radios** - 2 units @ \$3,800/ units on a 8 year replacement cycle
- ▶ **Ballistic Vests** - Purchase seven Point Blank vests @ \$800 per vest. Federal government recommends that ballistic vests are replaced every five years
- ▶ **Ballistic Shield** - Purchase two ballistic shields to be placed in squads for rapid response



CITY OF WISCONSIN RAPIDS

2018 DEPARTMENT BUDGET SUMMARY

Property & Liability Insurance

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
General Liability	\$ 89,032	\$ 89,032	\$ 94,500	\$ 94,500	\$ 90,367	\$ (4,133)
Law Enforcement Liability	30,313	30,313	32,300	32,300	30,768	(1,532)
Public Officials Liability	44,166	44,166	47,100	47,100	44,828	(2,272)
Business Auto	49,891	49,891	54,900	54,900	53,131	(1,769)
Boiler	11,095	11,095	12,723	12,723	10,840	(1,883)
Employee Dishonesty	1,679	1,679	1,800	1,800	1,803	3
Buildings & Personal Property	32,600	32,600	53,053	53,053	53,281	228
Contractor's Equipment	9,844	9,844	12,723	12,723	9,793	(2,930)
Public Officials Bond	312	312	315	315	-	(315)
Dividend	-	-	-	(65,000)	-	
Budget Allocations	(133,062)	(131,044)	(155,325)	(162,596)	(150,111)	12,485
Total	\$ 135,870	\$ 137,888	\$ 154,089	\$ 81,818	\$ 144,700	\$ (2,118)

Property & Liability Budget Highlights

- ▶ **General Liability** - Limit of liability - \$6,000,000 / \$10,000 deductible
- ▶ **Law Enforcement Liability** - Limit of liability - \$6,000,000
- ▶ **Public Officials Liability** - Limit of liability - \$6,000,000 / \$10,000 deductible
- ▶ **Automobile Liability** - Limit of liability - \$6,000,000
- ▶ **Auto Physical Damage** - Value of coverage - \$7,052,347 / \$500 deductible
- ▶ **Buildings & Personal Property** - Value of coverage - \$91,864,222 / \$25,000 deductible
- ▶ **Contractor's Equipment** - Value of coverage - \$5,628,084 / \$25,000 deductible
- ▶ **Budget Allocations** - The automobile liability, auto physical damage, buildings & personal property, contractor's equipment, boiler and a portion of the liability insurance premiums are allocated to and included in other budgetary accounts. The property & liability budget allocations are as follows:

City Hall	\$ 3,091	Airport	\$ 2,130
Fire Department	\$ 20,194	McMillan Library	\$ 11,115
Police	\$ 3,706	City Zoo	\$ 637
Fleet Maintenance	\$ 49,609	Witter Field	\$ 1,964
Wastewater	\$ 43,163	Mead Field	\$ 1,653
Centralia Center	\$ 8,100	Park Department	\$ 1,749



CITY OF WISCONSIN RAPIDS

2018 DEPARTMENT BUDGET SUMMARY

Public Works Construction

Street Construction

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages	\$ 121,430	\$ 179,699	\$ 207,015	\$ 116,611	\$ 102,388	\$ (14,223)
Incidental Labor	99,560	145,720	168,457	90,957	86,005	(4,952)
Equipment	76,654	117,896	110,732	101,673	137,972	36,299
Materials	115,840	98,845	149,333	109,522	774,493	664,971
Contract Payments	612,604	860,362	913,748	1,287,354	329,750	(957,604)
Total	\$ 1,026,088	\$ 1,402,522	\$ 1,549,285	\$ 1,706,117	\$ 1,430,608	\$ (275,509)

2018 Street Construction Projects

▶ High Street - 7th Ave N to 10th Ave N	\$ 322,540
▶ High Street - 12th Ave N to 17th Ave N	363,596
▶ Chase Street - 17th Ave S to 21st Ave S	-
▶ Van Buren - 8th Ave N to 10th Ave N	89,379
▶ Centralia Center Parking Lot	333,013
▶ Concrete Pavement Patching - Joint sealing W Grand Ave & STH 54	200,000
▶ Concrete Pavement Patching - High St & Wilson St	100,000
▶ 2017 Project Closeout / 2019 Design	22,080
▶ Contingency	-
Total	\$ 1,430,608

Street Construction Funding

Budget Line Funding Sources	Budget		
	Budget 2017	Budget 2018	Increase (Decrease)
Property Tax Levy	\$ 530,300	\$ 297,080	\$ (233,220)
Long-term Debt Proceeds	897,004	775,515	(121,489)
Grant	-	-	-
Transfer From Other Funds	278,813	333,013	54,200
Fund Balance - carryover funds	-	25,000	25,000
Total Funding	\$ 1,706,117	\$ 1,430,608	\$ (275,509)

Traffic Control

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages	\$ 1,524	\$ 238	\$ -	\$ -	\$ 5,435	\$ 5,435
Incidental Labor	1,219	195	-	-	4,565	4,565
Equipment	11	-	-	-	-	-
Materials	296	-	-	-	-	-
Contract Payments	10,979	45,868	-	28,875	200,000	171,125
Total	\$ 14,029	\$ 46,301	\$ -	\$ 28,875	\$ 210,000	\$ 181,125

Traffic Control Funding

Budget Line Funding Sources	Budget		
	Budget 2017	Budget 2018	Increase (Decrease)
Property Tax Levy	\$ 28,875	\$ 130,000	\$ 101,125
Carryover Funds	-	80,000	80,000
Total Funding	\$ 28,875	\$ 210,000	\$ 181,125

2018 Traffic Control Projects

► Riverview Expressway and Lincoln St / Daly St traffic control improvements	\$ 210,000
Total	\$ 210,000

Water Main Construction

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages	\$ 136,541	\$ 97,450	\$ 83,310	\$ 78,528	\$ 37,965	\$ (40,563)
Incidental Labor	109,262	79,910	78,338	61,251	31,891	(29,360)
Equipment	108,287	74,045	48,584	90,608	46,284	(44,324)
Materials	61,946	146,327	6,751	20,000	-	(20,000)
Contract Payments	95,788	389	-	61,644	35,555	(26,089)
Total	\$ 511,824	\$ 398,121	\$ 216,983	\$ 312,031	\$ 151,695	\$ (160,336)

2018 Water Main Construction Projects

▶ High Street - 7th Ave N to 10th Ave N	\$ 51,954
▶ High Street - 12th Ave N to 17th Ave N	50,456
▶ Chase Street - 17th Ave S to 21st Ave S	-
▶ 2017 Project Closeout / 2019 Design	22,080
▶ Contingency	27,205
Total	\$ 151,695

Water Main Construction Funding

Water Main Construction Funding Sources	Budget		
	Budget 2017	Budget 2018	Increase (Decrease)
Property Tax Levy	\$ -	\$ -	\$ -
WWLC Cost Reimbursements	312,031	151,695	(160,336)
Total Funding	\$ 312,031	\$ 151,695	\$ (160,336)

Sanitary Sewer Construction

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages	\$ 75,573	\$ 120,697	\$ 67,522	\$ 209,112	\$ 78,471	\$ (130,641)
Incidental Labor	60,659	98,972	54,547	163,107	65,916	(97,191)
Equipment	52,124	139,518	44,431	202,478	126,936	(75,542)
Materials	54,066	91,528	72,398	234,037	50,684	(183,353)
Contract Payments	201	-	35,758	57,425	83,059	25,634
Total	\$ 242,623	\$ 450,715	\$ 274,656	\$ 866,159	\$ 405,066	\$ (461,093)

2018 Sanitary Sewer Construction Projects

▶ High Street - 7th Ave N to 10th Ave N	\$ 171,451
▶ High Street - 12th Ave N to 17th Ave N	137,526
▶ Chase Street - 17th Ave S to 21st Ave S	-
▶ 2017 Project Closeout / 2019 Design	22,080
▶ Contingency	74,009
Total	\$ 405,066

Sanitary Sewer Construction Funding

Sanitary Sewer Construction Funding	Budget		
	Budget 2017	Budget 2018	Increase (Decrease)
Property Tax Levy	\$ -	\$ -	\$ -
Long-term Debt Proceeds	-	-	-
Grant	-	-	-
Transfer From Sewer Utility	866,159	405,066	(461,093)
WWLC Cost Reimbursements	-	-	-
Total Funding	\$ 866,159	\$ 405,066	\$ (461,093)

Storm Sewer Construction

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages	\$ 69,467	\$ 87,804	\$ 74,016	\$ 116,373	\$ 80,297	\$ (36,076)
Incidental Labor	55,714	72,000	59,954	90,770	67,449	(23,321)
Equipment	39,653	69,899	34,674	79,333	108,521	29,188
Materials	64,880	134,313	130,167	123,449	233,975	110,526
Contract Payments	38	1,354	22,755	69,099	89,450	20,351
Total	\$ 229,752	\$ 365,370	\$ 321,566	\$ 479,024	\$ 579,692	\$ 100,668

2018 Storm Sewer Construction Projects

▶ High Street - 7th Ave N to 10th Ave N	\$ 177,645
▶ High Street - 12th Ave N to 17th Ave N	140,300
▶ Chase Street - 17th Ave S to 21st Ave S	-
▶ 29th Ave N Storm Sewer	127,855
▶ Centralia Center Parking Lot	21,812
▶ Quinnells Creek Dredging	65,000
▶ One Mile Creek Dredging and Outlet Structure Modification	25,000
▶ 2017 Project Closeout / 2019 Design	22,080
▶ Contingency	-
Total	\$ 579,692

Storm Sewer Construction Funding

Storm Sewer Construction Funding	Budget		
	Budget 2017	Budget 2018	Increase (Decrease)
Property Tax Levy	\$ 187,832	\$ 222,047	\$ 34,215
Long-term Debt Proceeds	236,507	177,645	(58,862)
Grant	-	-	-
Transfer From Other Funds	54,685	100,000	45,315
Fund Balance Applied - Carryover	-	80,000	80,000
Total Funding	\$ 479,024	\$ 579,692	\$ 100,668

Highway Rehabilitation

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages	\$ -	\$ 12,210	\$ 28,448	\$ 16,455	\$ 5,435	\$ (11,020)
Incidental Labor	-	8,218	23,043	12,835	4,565	(8,270)
Equipment	-	21	84	-	-	-
Materials	-	3,285	1,959	-	-	-
Contract Payments	2,692	19,835	171,335	366,000	128,703	(237,297)
Total	\$ 2,692	\$ 43,569	\$ 224,869	\$ 395,290	\$ 138,703	\$ (256,587)

2018 Highway Rehabilitation Projects

▶ Seneca Road / 2nd Ave HISP	\$ 6,830
▶ East Grand Ave - 3rd St to 8th St - This project is an STP Urban funding project with City cost share to reconstruct E Grand Ave.	131,873
Total	\$ 138,703

Highway Rehabilitation Funding

Highway Rehabilitation Funding	Budget		
	Budget 2017	Budget 2018	Increase (Decrease)
Property Tax Levy	\$ 395,290	\$ 131,873	\$ (263,417)
Long-term Debt Proceeds	-	-	-
Grant	-	-	-
Fund Balance Applied	-	6,830	6,830
Total Funding	\$ 395,290	\$ 138,703	\$ (256,587)

Aquatics & Riverfront Outlay

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages	\$ -	\$ -	\$ -	\$ -	\$ 61,141	\$ 61,141
Incidental Labor	-	-	-	-	51,358	51,358
Equipment	-	-	-	-	-	-
Materials	-	-	-	-	-	-
Contract Payments	-	-	47,461	5,071,239	16,451,017	11,379,778
Total	\$ -	\$ -	\$ 47,461	\$ 5,071,239	\$ 16,563,516	\$ 11,492,277

2018 Aquatics and Riverfront Outlay Budget Highlights

▶ Regional Aquatics Facility - On August 22, 2016 the Common Council approved pursuing an outdoor regional aquatics facility at Witter Field.	\$ 11,684,136
▶ Overlook Balcony in Mead Rapids View Park	382,793
▶ East River Bank Bike Path Phase I - Riverview Expressway to Grand Ave.	2,519,418
▶ East River Bank Bike Path Phase II - Veterans Park and Mead Rapids View Park	1,977,169
Total	\$ 16,563,516

Aquatics & Riverfront Outlay Funding

Aquatics & Riverfront Outlay Funding	Budget		
	Budget 2017	Budget 2018	Increase (Decrease)
Property Tax Levy	\$ -	\$ -	\$ -
Long-term Debt Proceeds	3,325,000	5,011,706	1,686,706
Grant	671,239	1,214,070	
Transfer From Other Funds	500,000	-	
Gifts and Donations	575,000	7,000,000	
Fund Balance Applied - 2017 Carryover Funds	-	3,337,740	3,337,740
Total Funding	\$ 5,071,239	\$ 16,563,516	\$ 5,024,446

Sidewalk

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages	\$ -	\$ -	\$ -	\$ -	\$ 12,273	\$ 12,273
Incidental Labor	-	-	-	-	10,309	10,309
Equipment	-	-	-	-	10,536	10,536
Materials	-	-	-	-	110,714	110,714
Contract Payments	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ 143,832	\$ 143,832

2018 Sidewalk Construction Projects

▶ 10th St S - 330' N Wood Ave to Grove Ave (sidewalk on the east side of 10th St S)	143,832
Total	\$ 143,832

Sidewalk Construction Funding

Sidewalk Funding Sources	Budget		
	Budget 2017	Budget 2018	Increase (Decrease)
Property Tax Levy	\$ -	\$ -	\$ -
Long-term Debt Proceeds	-	143,832	143,832
Total Funding	\$ -	\$ 143,832	\$ 143,832



CITY OF WISCONSIN RAPIDS

2018 DEPARTMENT BUDGET SUMMARY

Public Works Director

Position	Wage	2017	2016	2015	2014	2013
Public Works Director	\$ 99,688	1.00	1.00	1.00	1.00	-
Total Full-time Equivalent Employees (FTE's)		1.00	1.00	1.00	1.00	-

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages and Benefits						
Wages	\$ -	\$ -	\$ 96,399	\$ 100,809	\$ 99,688	\$ (1,121)
Sick Leave Payout	-	-	748	750	750	-
Wisconsin Retirement	-	-	6,362	6,846	6,729	(117)
FICA	-	-	6,791	7,113	7,100	(13)
Health / Dental Insurance	-	-	20,645	21,854	24,510	2,656
HSA Contribution	-	-	750	750	750	-
Worker's Compensation	-	-	202	3,782	3,893	111
Cost Allocations	-	-	(88,212)	(97,136)	(100,394)	(3,258)
Total Wages and Benefits	\$ -	\$ -	\$ 43,685	\$ 44,768	\$ 43,026	\$ (1,742)
Percent Change						-3.9%
Operating Expenditures						
Office Supplies	\$ -	\$ -	\$ -	\$ 350	\$ 350	\$ -
Postage	-	-	-	100	50	(50)
Copying Cost	-	-	-	250	200	(50)
Mileage	-	-	284	800	750	(50)
Telephone	-	-	1,423	1,200	1,450	250
Internet / Email	-	-	-	16	16	-
Subscriptions & Memberships	-	-	139	350	350	-
City Hall Rent	-	-	1,813	1,875	1,875	-
Training / Education	-	-	1,460	2,250	2,200	(50)
Safety Shoes	-	-	-	-	200	200
Total Operating Expenditures	\$ -	\$ -	\$ 5,119	\$ 7,191	\$ 7,441	\$ 250
Percent Change						3.5%

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Total Public Works Director	\$ -	\$ -	\$ 48,804	\$ 51,959	\$ 50,467	\$ (1,492)
Percent Change						-2.9%

Public Works Director Highlights

- ▶ **Mileage** - some miles on personal vehicle were not logged/paid for 2017. Due to frequency of use in work zones/stops in traffic, a fleet vehicle is being possibly considered for the future.
- ▶ **Telephone** - phones were upgraded in 2017, costs are expected to return to normal for 2018.
- ▶ **Dues and subscriptions** - \$150 for the Wisconsin City/County Management Association and \$199 for the American Public Works Association
- ▶ **Training/Education** - APWA conference in the spring and fall for technical information, networking, and credits towards maintaining professional engineering license required by the City.
- ▶ **Cost Allocations** - Administrative oversight costs are allocated to the following operating budgets:

Wastewater	\$ 21,513
Street Department	43,026
Engineering Department	21,513
Park Department	14,342
Total	\$ 100,394



CITY OF WISCONSIN RAPIDS
2018 DEPARTMENT BUDGET SUMMARY
Relief Clerical

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages	\$ 8,059	\$ 25,195	\$ 11,654	\$ 20,000	\$ 20,000	\$ -
FICA	607	1,919	912	1,530	1,530	-
Worker's Compensation	23	71	24	40	40	-
Total	\$ 8,689	\$ 27,185	\$ 12,590	\$ 21,570	\$ 21,570	\$ -

Relief Clerical Budget Highlights

- ▶ **Wages** - The wages are based on 960 hours of clerical coverage for vacations, personal time, sick leave or additional assistance.



CITY OF WISCONSIN RAPIDS

2018 DEPARTMENT BUDGET SUMMARY

Retiree Health Insurance

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
ASCET	\$ 8,616	\$ -	\$ -	\$ -	\$ -	\$ -
Local 425 - I.A.F.F.	34,964	29,690	15,309	12,258	7,239	(5,019)
WRPPA	47,304	38,420	37,692	33,576	46,860	13,284
Local 1075 Street	28,262	20,810	44,766	43,692	79,747	36,055
Non-Union Clerical	12,689	12,805	12,900	12,939	19,008	6,069
Non-union	172,837	156,788	147,066	138,906	149,122	10,216
Total	\$ 304,672	\$ 258,513	\$ 257,733	\$ 241,371	\$ 301,976	\$ 60,605
Percent Change						25.1%

Retiree Health Insurance Budget Highlights

- ▶ **ASCET** - The City will contribute 50% of the cost of health insurance premium to employees who retire after January 1, 2002, with 25 years of service. Such contribution will commence at or after age 57, and continue until age 65. Employees hired by the City after December 31, 2012 are not eligible for the retiree health insurance benefit.

	2018	2017	Inc (Dec)
Total Retiree health insurance premium	\$ -	\$ -	\$ -
Less retiree health insurance premium contribution	-	-	-
City Health Savings Account (HSA) contribution	-	-	-
Total Retiree Health Insurance Cost	\$ -	\$ -	\$ -

- ▶ **Local 425 - I.A.F.F.** - The City will contribute 50% of the cost of health, dental and life insurance premiums for firefighters who retire after January 1, 1989, with 25 years of service. Such contribution will be made until the firefighter reaches 65 years of age. Employees hired by the City after December 31, 2014 are not eligible for the retiree health insurance benefit.

	2018	2017	Inc. (Dec)
Total Retiree health insurance premium	\$ 26,837	\$ 32,268	\$ (5,431)
Less retiree health insurance premium contribution	(19,598)	(20,010)	412
City Health Savings Account (HSA) contribution	-	-	-
Total Retiree Health Insurance Cost	\$ 7,239	\$ 12,258	\$ (5,019)

- ▶ **WRPPA** - The City will contribute 50% of the cost of health, dental and life insurance premiums for officers who retire after January 1, 1986, with 25 years of service. Such contribution will be made until the officer reaches 65 years of age. Employees hired by the City after December 31, 2014 are not eligible for the retiree health insurance benefit.

	2018	2017	Inc. (Dec)
Total Retiree health insurance premium	\$ 93,720	\$ 74,904	\$ 18,816
Less retiree health insurance premium contribution	(46,860)	(41,328)	(5,532)
City Health Savings Account (HSA) contribution	-	-	-
Total Retiree Health Insurance Cost	\$ 46,860	\$ 33,576	\$ 13,284

- ▶ **Local 1075 Street** - The City will contribute 50% of the cost of health insurance premium to employees who retire after January 1, 1998, with 25 years of service. Such contribution will commence at or after age 57, and continue until age 65. Employees hired by the City after December 31, 2012 are not eligible for the retiree health insurance benefit. Employees who are covered by the Wisconsin Rapids Health Plan for the twenty-four months immediately preceding their retirement shall have 100% of their earned/unused sick leave converted to a monetary value and shall be applied toward the payment of health insurance premiums.

	<u>2018</u>	<u>2017</u>	<u>Inc. (Dec)</u>
Total Retiree health insurance premium	\$ 97,248	\$ 72,456	\$ 24,792
Less retiree health insurance premium contribution	(17,501)	(28,764)	11,263
City Health Savings Account (HSA) contribution	-	-	-
Total Retiree Health Insurance Cost	\$ 79,747	\$ 43,692	\$ 36,055

- ▶ **Non-Union Clerical** - Employees who are covered by the Wisconsin Rapids Health Plan for the twenty-four months immediately preceding their retirement shall have 100% of their earned/unused sick leave converted to a monetary value and shall be applied toward the payment of health insurance premiums. For employees hired before May 5, 2010, the City's will contribute 50% of the monthly health insurance premium until age 65.

	<u>2018</u>	<u>2017</u>	<u>Inc (Dec)</u>
Total Retiree health insurance premium	\$ 28,152	\$ 37,102	\$ (8,950)
Less retiree health insurance premium contribution	(9,144)	(24,163)	15,019
City Health Savings Account (HSA) contribution	-	-	-
Total Retiree Health Insurance Cost	\$ 19,008	\$ 12,939	\$ 6,069

- ▶ **Non-union** - In return for every two years of service, the City will contribute towards the retiree's medical premiums for one year. The amount of this contribution will be determined by years of service wherein for every year of service, the City will contribute 2% of the premium amount on behalf of the retiree. For those hire after March 2004, the City's contributions will not exceed 50% of the premium amount. For those retiring after January 1, 2011 coverage will not extend beyond age 65. For new employees hired after May 5, 2010 and before January 1, 2013 will be entitled to have 100% of their earned/unused sick leave converted to a monetary value and shall be applied toward the payment of health insurance premiums. Employees hired after December 31, 2012 are not eligible for the retiree health insurance benefit.

	<u>2018</u>	<u>2017</u>	<u>Inc (Dec)</u>
Total Retiree health insurance premium	\$ 243,204	\$ 230,151	\$ 13,053
Less retiree health insurance premium contribution	(94,082)	(91,245)	(2,837)
City Health Savings Account (HSA) contribution	-	-	-
Total Retiree Health Insurance Cost	\$ 149,122	\$ 138,906	\$ 10,216



CITY OF WISCONSIN RAPIDS

2018 DEPARTMENT BUDGET SUMMARY

Room Tax

Allocation Percentages	2018	2017	2016	2015	2014	2013
Tourism	70.00%	65.00%	65.00%	65.00%	65.00%	65.00%
Economic Development	11.25%	13.75%	13.75%	13.75%	13.75%	13.75%
Recreational Purposes	18.75%	21.25%	21.25%	21.25%	21.25%	21.25%
Total	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Tourism	\$ 219,435	\$ 219,239	\$ 219,335	\$ 204,750	\$ 234,500	\$ 29,750
Economic Development	46,419	46,378	46,034	43,312	37,688	(5,624)
Recreational Purposes	71,739	71,674	71,144	66,938	62,812	(4,126)
Total	\$ 337,593	\$ 337,291	\$ 336,513	\$ 315,000	\$ 335,000	\$ 20,000

Room Tax Budget Highlights

- ▶ **Tourism** - 70.0% of the room tax is allocated to Wisconsin Rapids Area Convention and Visitors Bureau to be utilized for tourism purposes that meet the statutory definition.
- ▶ **Economic Development** - 11.25% of the room tax is allocated to the City of Wisconsin Rapids to be utilized for economic development purposes.
- ▶ **Recreational Purposes** - 18.75% of the room tax is allocated to the City of Wisconsin Rapids Park Department to be utilized for recreational purposes.
- ▶ **City Ordinance** - City Ordinance No. 2.19, pursuant to Section 66.0615, Wisconsin Statutes, imposes an 8.0% tax on the privilege and service of furnishing, at retail, of rooms or lodging to transients by hotelkeepers, motel operators, and other persons furnishing accommodations that are available to the public. According to Section 2.19(3)(b) of the City of Wisconsin Rapids' municipal code, room tax revenue may be allocated for the following purposes:

Tourism - The promotion of conventions, vacations, festivals, special events and attractions, either through direct funding or advertising.

Recreational Purposes - Shall be interpreted broadly to encompass all leisure activities and pursuits of all people, from the youngest to the oldest, and shall include, but not be limited to, funding for athletic activities, cultural activities, amusements, and pastimes, as well as parks, facilities and equipment for any of these.

Economic Development - The broadening and strengthening of the economy of the city by supporting and assisting private and/or public organizations in their efforts to foster the expansion of existing commercial or industrial enterprises and to initiate efforts to attract new enterprises.

Except for room tax funds that are mandated by Wisconsin State Statute 66.015, Section 2.19(3)(b) dictates that the percentages in the three categories identified above shall remain flexible to allow for variation from year to year as determined by the common council, but shall not be less than 3% for any one of the three categories.



CITY OF WISCONSIN RAPIDS
2018 DEPARTMENT BUDGET SUMMARY
Special Events / Community Benefit

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages	\$ 13,741	\$ 13,433	\$ 15,879	\$ 16,000	\$ 16,160	\$ 160
Overtime	732	1,367	1,621	1,400	1,400	-
Incidental Labor	11,868	11,422	5,155	13,572	14,750	1,178
Equipment	14,025	6,675	7,950	8,500	8,000	(500)
Contract Payments	-	-	-	-	-	-
Materials	5,064	1,953	2,507	2,000	2,000	-
Fireworks	3,050	3,050	4,000	4,000	4,000	-
Total	\$ 48,480	\$ 37,900	\$ 37,112	\$ 45,472	\$ 46,310	\$ 838
Percent Change						1.8%

Special Events Budget Highlights

► **Special Events** - Budget accounts for the City cost for the following events or activities:

- Fourth of July
- Parades
- Flags and banners
- Runs/walks
- Humane Society fundraiser - Souper Snow Sculpture Spectacular
- Community Benefit
- Beautification
- Grand Affair



CITY OF WISCONSIN RAPIDS 2018 DEPARTMENT BUDGET SUMMARY Storm Water Utility

Street Sweeping

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages	\$ 69,170	\$ 81,298	\$ 77,610	\$ 72,565	\$ 73,081	\$ 516
Overtime	107	27	137	-	-	-
Incidental Labor	56,807	65,873	63,036	56,601	61,388	4,787
Equipment	211,160	234,294	214,768	180,835	195,731	14,896
Materials	352	1,051	16	-	-	-
Total	\$ 337,596	\$ 382,543	\$ 355,567	\$ 310,001	\$ 330,200	\$ 20,199
Percent Change						6.5%

Street Sweeping Based Budget Highlights

- **Sweeping of Streets** - Budget is based on twenty-eight weeks of sweeping for two sweepers. In addition a third sweeper and a multi - axle truck are figured for four weeks in the spring and four weeks in the fall to assist in cleanup. The third sweeper is also used for forty hours a month to complete the required sweeping by the DNR. Sweepings are hauled to the landfill when it is required, normally four times throughout the summer.

Storm Sewer Maintenance

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages	\$ 78,249	\$ 61,573	\$ 77,033	\$ 92,793	\$ 76,897	\$ (15,896)
Overtime	1,797	398	319	-	1,008	1,008
Incidental Labor	62,610	50,186	62,776	72,379	65,440	(6,939)
Equipment	52,033	25,983	45,555	54,643	53,173	(1,470)
Materials	33,729	24,486	42,243	36,110	38,335	2,225
Contract Payments	195,563	639	-	-	-	-
Total	\$ 423,981	\$ 163,265	\$ 227,926	\$ 255,925	\$ 234,853	\$ (21,072)
Percent Change						-8.2%

Storm Sewer Maintenance Activity Based Budget Highlights

- ▶ **Catch Basin Repair** - Minor repairs to catch basins. Usually involves repair or replacement of adjusting rings under the casting, some curb replacement, and restoration.
- ▶ **Catch Basin Rebuild** - Rebuild of catch basins occurs when basin is beyond repair, or needs to be moved.
- ▶ **Culverts** - Repair or replacement of old culverts. Older galvanized culverts usually last 20 years on the west side of town. The culverts are replaced with plastic pipe.
- ▶ **Ditch Maintenance** - Routine ditch work involves cleaning debris and soils from ditches to ensure drainage and flow. Usually done during dry periods, but can be an emergency operation as well.
- ▶ **Catch Basin Cleaning** - Work is done primarily by Wastewater sewer maintenance crew. Street Department employees clean area drains one to two times per year. Budget is based on thirty-five days spent cleaning catch basins.
- ▶ **Diggers Hotline** - Time required by the Engineering Department for digger hotline locates and marking.

Activity Based Budget Summary

2018 Activity	Wages	ILC	Equipment	Other	Total	2017
Catch Basin Repair	\$ 23,500	\$ 19,700	\$ 13,200	\$ 19,375	\$ 75,775	\$ 77,348
Catch Basin Rebuild	16,860	14,150	8,650	11,660	51,320	51,637
Culverts	-	-	-	-	-	-
Ditch Maintenance	3,115	2,615	2,610	-	8,340	8,092
Catch Basin Cleaning	28,105	23,590	20,300	7,000	78,995	77,445
Spring Drainage Problems	6,152	5,168	7,388	-	18,708	17,548
Diggers Hotline	173	217	1,025	300	1,715	23,855
Total	\$ 77,905	\$ 65,440	\$ 53,173	\$ 38,335	\$ 234,853	\$ 255,925

Storm Water Administration

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages	\$ 15,303	\$ 13,174	\$ 14,693	\$ 14,067	\$ 14,535	\$ 468
Incidental Labor	15,577	10,722	11,894	10,972	12,207	1,235
Supplies	2,338	781	7,823	500	500	-
Utility Billing Charges	11,439	14,372	14,372	14,750	14,750	-
Permits & Fees	3,000	4,500	4,500	7,500	7,000	(500)
Contract Payments	131	7,181	5,446	45,000	20,000	(25,000)
Total	\$ 47,788	\$ 50,730	\$ 58,728	\$ 92,789	\$ 68,992	\$ (23,797)
Percent Change						-25.6%

Storm Water Administration Activity Based Budget Highlights

- ▶ **Public Education** - Engineering time spent on coordinating rain barrel workshops and storm stenciling.
- ▶ **Illicit Discharge & Pollution Control** - Time spent inspecting 36 priority outfalls, 12 major outfalls and investigating spills and contaminations. Also includes time for inspection of private and public developments and review of City storm water policies.
- ▶ **Storm Water Quality Management** - Engineering time spent updating the storm water management plan, storm sewer map, GIS data input, storm water modeling, and TSS reduction analysis. Budget also includes the cost for the following:

MSA - storm water consultant	\$ 45,000	ESRI - GIS	\$ 1,500
WI DNR - MS4 permit	\$ 3,500	North Central Storm Water Coalition	\$ 1,500

► **Utility Administration** - Engineering staff time spent on the annual budget and storm water billing issues. WWLC - \$14,750

Activity Based Budget Summary

2018 Activity	Wages	ILC	Equipment	Other	Total	2017
Public Education	\$ 884	\$ 743	\$ -	\$ 2,000	\$ 3,627	\$ 3,047
Illicit Discharge & Pollution	2,171	1,823	-	500	4,494	4,156
Storm Water Quality Managem't	7,958	6,683	-	25,000	39,641	64,872
Utility Administration	3,522	2,958	-	14,750	21,230	20,714
Total	\$ 14,535	\$ 12,207	\$ -	\$ 42,250	\$ 68,992	\$ 92,789



CITY OF WISCONSIN RAPIDS

2018 DEPARTMENT BUDGET SUMMARY

Street Department

Position	Wage	2018	2017	2016	2015	2014
Public Works Director	\$ 99,688	0.30	0.30	0.30	-	-
Public Works Superintendent	\$ 79,543	1.00	1.00	1.00	1.00	1.00
Street Supervisor	\$ 64,542	1.00	1.00	1.00	1.00	1.00
Lead Mechanic	\$ 58,469	1.00	1.00	1.00	1.00	1.00
Mechanic	\$ 52,978	4.00	4.00	4.00	4.00	4.00
Building Maintenance Technician	\$ 50,710	1.00	1.00	1.00	1.00	1.00
Heavy Equipment Operator	\$ 50,918	8.00	8.00	8.00	9.00	10.00
Truck Driver	\$ 49,962	12.00	12.00	12.00	12.00	10.00
Street Marking Group Leader	\$ 51,854	1.00	1.00	1.00	1.00	1.00
Storekeeper	\$ -	-	-	-	-	-
Inventory Clerk	\$ -	-	-	-	-	1.00
Traffic Control	\$ 49,462	1.00	1.00	1.00	1.00	1.00
Sewer Construction Group Leader	\$ 58,469	1.00	1.00	1.00	1.00	1.00
Skilled Labor	\$ 50,586	4.00	4.00	4.00	2.00	6.00
Semi-Skilled Labor	\$ 49,462	5.00	5.00	5.00	6.00	2.00
Laborer	\$ -	-	-	-	-	-
Limited Term Employee (LTE)	\$ 20,000	-	-	-	1.00	1.00
Limited Term Employee (LTE)	\$ 16,000	2.00	2.00	2.00	1.00	1.00
Administrative Assistant	\$ 43,472	1.00	1.00	1.00	1.00	1.00
Summer Help	\$ 11.00	1.50	1.50	1.50	1.50	1.50
Total Full-time Equivalent Employees (FTE's)		44.80	44.80	44.80	44.50	44.50

Street Administration

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages	\$ 126,054	\$ 124,594	\$ 127,429	\$ 134,745	\$ 129,996	\$ (4,749)
Public Works Director	-	1,770	37,805	40,076	43,026	2,950
Overtime	2,785	-	1,527	-	1,687	1,687
Incidental Labor	105,574	102,356	104,583	105,101	107,968	2,867
Office Supplies	1,162	321	2,610	1,000	2,800	1,800
Postage	99	107	143	120	175	55
Copying Cost	517	539	1,237	800	1,300	500
Vehicles	16,725	17,700	17,950	10,900	10,525	(375)
Telephone / Network	3,414	3,815	9,204	5,440	12,912	7,472
Training & Education	359	1,251	2,437	4,500	2,000	(2,500)
Software Maintenance Contract	12,000	12,480	12,728	12,600	-	(12,600)
	-	-	-	-	-	-
Total	\$ 268,689	\$ 264,933	\$ 317,653	\$ 315,282	\$ 312,389	\$ (2,893)
Percent Change						-0.9%

Street Administration Activity Based Budget Highlights

- ▶ **Administration** - The Street Superintendent budget accounts for 85% of the Street Superintendent and Street Supervisor's time, 50% of the Administrative Assistant's time and 30% of the Public Works Director's time. Also included is the Relief Supervisor pay of \$120.00 per weekend for 31 weekends.

Street Department Training

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages	\$ 24,360	\$ 23,000	\$ 26,020	\$ 15,173	\$ 16,163	\$ 990
Overtime	45	1,898	495	-	-	-
Incidental Labor	20,012	20,167	21,494	11,835	13,577	1,742
Equipment	2,421	2,032	3,802	4,656	5,396	740
Training & Education	261	1,500	875	-	-	-
License	420	280	450	300	300	-
Safety Shoes / Glasses	11,714	7,158	6,978	7,050	9,925	2,875
Total	\$ 59,233	\$ 56,035	\$ 60,114	\$ 39,014	\$ 45,361	\$ 6,347
Percent Change						16.3%

Street Department Training Activity Based Budget Highlights

- ▶ **Equipment Training** - Training operators on new equipment results from employees changing positions, new equipment brought in, new hires, and cross training.
- ▶ **Seminars / Presentations** - Charges here are mainly to cover OSHA-required annual training like Lockout/Tagout, Confined Space Entry, Blood-borne pathogens, etc. Departmental Safety meetings, City Safety Committee meetings, wellness, and Rapid Improvement labor time is also costed here. Most training is done in the winter season, weather permitting.
- ▶ **Other** - General safety training and participation in Rapid Improvement programs and projects. Also includes the safety shoe allowance that members of the Street Department are paid. The annual allowance is \$175 for Local 1075 members and \$100 for non-union employees.

Activity Based Budget Summary

2018 Activity	Wages	ILC	Equipment	Other	Total	2017
Equipment Training	\$ 7,019	\$ 5,896	\$ 5,396	\$ -	\$ 18,311	\$ 9,111
Seminars / Presentations	9,144	7,681	-	-	16,825	22,553
Other	-	-	-	10,225	10,225	7,350
Total	\$ 16,163	\$ 13,577	\$ 5,396	\$ 10,225	\$ 45,361	\$ 39,014

Street Repair & Maintenance

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages	\$ 162,645	\$ 160,144	\$ 145,420	\$ 134,661	\$ 145,051	\$ 10,390
Overtime	4,914	4,775	3,869	-	2,675	2,675
Incidental Labor	137,399	133,585	121,032	105,036	124,130	19,094
Equipment	147,143	155,768	133,459	88,041	102,794	14,753
Materials	298,426	307,701	227,763	245,225	243,838	(1,387)
Contract Payments	45,400	3,245	83,999	62,500	119,890	57,390
Total Street Repair & Maint	\$ 795,927	\$ 765,218	\$ 715,542	\$ 635,463	\$ 738,378	\$ 102,915
Percent Change						16.2%

Street Repair & Maintenance Activity Based Budget Highlights

- ▶ **Chip Seal** - Costs associated with covering streets with a layer of 3/8 inch gravel to extend the life of the surface.
- ▶ **Hot Patch** - Repairs to streets using asphalt purchased through Wood Co. Highway Dept.
- ▶ **Cold Patch** - Routine patching of streets using a cold mix asphalt or concrete product.
- ▶ Budget is based on an anticipated 5 days spent on gravel patching
- ▶ **Joint Repair** - Work done to concrete streets by Street Dept. workers usually using asphalt emulsion/pea gravel or hot asphalt bituminous.
- ▶ **Grading** - Routine grading of City streets that are gravel surfaced.
- ▶ **Inspection** - Annual spring street inspection that takes on average 15 days
- ▶ **Crack Filling Service** - Existing concrete pavements are to be sawed and resealed every ten years.

Activity Based Budget Summary

2018 Activity	Wages	ILC	Equipment	Other	Total	2017
Chip Seal	\$ 54,801	\$ 46,060	\$ 21,404	\$ 182,433	\$ 304,698	\$ 298,050
Hot Patch	33,725	28,325	44,700	25,450	132,200	117,100
Cold Patch	19,320	16,240	11,120	5,920	52,600	58,008
Gravel Patch	2,860	2,405	8,215	1,225	14,705	9,484
Joint Repair	17,250	14,490	6,590	20,480	58,810	46,580
Concrete Repair / Replace	15,370	12,910	6,620	26,720	61,620	48,769
Grading	1,460	1,230	4,145	3,500	10,335	10,547
Inspection	2,940	2,470	-	-	5,410	6,924
Crack Filling Service	-	-	-	98,000	98,000	40,000
Total	\$ 147,726	\$ 124,130	\$ 102,794	\$ 363,728	\$ 738,378	\$ 635,463

Snow & Ice Control

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages	\$ 208,091	\$ 91,862	\$ 121,153	\$ 126,650	\$ 118,175	\$ (8,475)
Overtime	30,408	11,742	38,505	44,375	75,611	31,236
Incidental Labor	185,403	83,920	129,590	133,400	162,769	29,370
Equipment	401,281	148,834	193,654	227,683	242,479	14,796
Materials	145,774	64,783	111,945	225,306	225,500	194
Total Snow & Ice Control	\$ 970,957	\$ 401,141	\$ 594,847	\$ 757,414	\$ 824,534	\$ 67,121
Percent Change						8.9%

Snow & Ice Control Activity Based Budget Highlights

- ▶ **Major Snow Event** - Plowing streets, alleys, parking lots, sidewalks. Typical approach to an average snowfall of 4 inches and estimated to have 6 major snow events for budgeting purposes
- ▶ **Minor Snow Event** - Plowing streets, alleys, parking lots, sidewalks. Typical approach to an average snowfall of less than 4 inches and estimated to have 12 minor snow events for budgeting purposes
- ▶ **Salting** - Salting only during snow or ice event. The budget is based on 3 days of salting during the winter season
- ▶ **Sanding** - Sanding only during minor snow/ice events, and post-event skid resistance. The budget is based on 3 days of sanding during the winter season
- ▶ **Filling Sand Barrels** - Initial and periodic placement and filling of sand barrels.
- ▶ **Downtown Snow Removal** - Loading snow and hauling to dump sites. When possible work is done on straight time hours, but during weeks of multiple snowfalls some overtime is incurred. The budget is based on 5 snow removal events
- ▶ **Mounting & Dismounting of Plows** - Initial fall and seasonal mounting of plows

Activity Based Budget Summary

2018 Activity	Wages	ILC	Equipment	Materials	Total	2017
Major Snow Event	\$ 56,855	\$ 47,759	\$ 64,944	\$ 50,600	\$ 220,158	\$ 194,361
Minor Snow Event	80,790	67,858	98,460	82,800	329,908	253,397
Salting	14,194	11,924	14,056	60,000	100,174	104,850
Sanding	8,786	7,380	8,712	28,350	53,228	91,602
Filling Sand Barrels	3,467	2,912	2,862	3,750	12,991	10,926
Downtown Snow Removal	24,650	20,700	53,445	-	98,795	89,038
Mounting / Dismounting of Plows	5,044	4,236	-	-	9,280	13,240
Total	\$ 193,786	\$ 162,769	\$ 242,479	\$ 225,500	\$ 824,534	\$ 757,414

Brush & Weed Control

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages	\$ 32,397	\$ 49,692	\$ 23,630	\$ 35,116	\$ 36,130	\$ 1,014
Overtime	-	36	327	-	-	-
Incidental Labor	26,566	40,280	19,420	27,390	30,390	3,000
Equipment	30,761	35,924	21,511	33,922	39,435	5,513
Materials	2,729	1,689	1,970	1,811	2,460	649
Total Brush & Weed Control	\$ 92,453	\$ 127,621	\$ 66,858	\$ 98,239	\$ 108,415	\$ 10,176
Percent Change						10.4%

Brush & Weed Control Activity Based Budget Highlights

- ▶ **Brush Cutting** - Brush cutting is done throughout the year, with the majority of the work done in winter. Problem areas like blocked traffic signs and vision triangles are cleared ASAP. Widening of right-of-way jobs are done whenever street width is diminishing. Crew normally consists of one or two saw operators and two workers feeding the chipper.
- ▶ **Weed Spraying** - Budget is based on 20 days spent on weed control, performed primarily by summer help, in the downtown area, highway corridor and city owned parking lots and properties.
- ▶ **String Trimming** - Routine trimming of grass and weeds around sign ,power, and street light poles.
- ▶ **Roadside Mowing** - Consists of cutting grass and weeds along streets.

Activity Based Budget Summary

2018 Activity	Wages	ILC	Equipment	Materials	Total	2017
Brush Cutting	\$ 15,260	\$ 12,820	\$ 9,260	\$ 1,200	\$ 38,540	\$ 37,997
Weed Spraying	4,170	3,510	2,415	1,260	11,355	8,675
String Trimming	7,200	6,060	5,760	-	19,020	13,296
Roadside Mowing	9,500	8,000	22,000	-	39,500	38,271
Total	\$ 36,130	\$ 30,390	\$ 39,435	\$ 2,460	\$ 108,415	\$ 98,239

Street Signs & Markings

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages	\$ 103,213	\$ 90,079	\$ 83,937	\$ 108,196	\$ 106,004	\$ (2,192)
Overtime	53	46	115	-	-	-
Incidental Labor	84,678	73,001	68,128	84,393	88,984	4,591
Equipment	42,082	32,346	25,353	19,002	28,638	9,636
Materials	50,606	39,166	42,892	53,911	42,572	(11,339)
Telephone	1,359	1,894	1,915	969	600	(369)
Laundry / Dry Cleaning	1,493	1,509	1,300	1,500	1,400	(100)
Sign Shop Rent	8,000	8,000	8,000	8,000	8,000	-
Total Street Signs & Markings	\$ 291,484	\$ 246,041	\$ 231,640	\$ 275,971	\$ 276,198	\$ 227
Percent Change						0.1%

Street Signs & Markings Activity Based Budget Highlights

- ▶ **Painting Roads** - Painting centerline and edge line throughout the city, crosswalks, lane dividers, curb, etc.
- ▶ **Machine Maintenance** - Time spent maintaining machines in the off season. Each machine is examined and defective or worn out parts are replaced in preparation of the next season.
- ▶ **Signs** - Making, installing, replacing street signs
- ▶ **Other** - Includes, along with the telephone and laundry / dry cleaning costs, the \$8,000 rent paid to the sewer utility for the rent of the sign shop

Activity Based Budget Summary

2018 Activity	Wages	ILC	Equipment	Other	Total	2017
Painting Roads	\$ 35,370	\$ 29,702	\$ 15,984	\$ 17,428	\$ 98,484	\$ 98,267
Machine Maintenance	9,740	8,180	720	-	18,640	18,048
Signs	60,894	51,102	11,934	22,134	146,064	138,336
Bike Trail Painting and Marking	-	-	-	-	-	10,850
Other	-	-	-	13,010	13,010	10,469
Total	\$ 106,004	\$ 88,984	\$ 28,638	\$ 52,572	\$ 276,198	\$ 275,971

Garbage Collection

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages	\$ 180,531	\$ 184,110	\$ 182,135	\$ 184,785	\$ 182,124	\$ (2,661)
Overtime	2,367	2,318	2,625	1,537	3,096	1,559
Incidental Labor	149,977	151,006	149,759	145,331	155,789	10,458
Equipment	121,542	124,933	128,059	129,350	190,330	60,980
Materials	1,832	1,902	352	1,500	1,548	48
Total Garbage Collection	\$ 456,249	\$ 464,269	\$ 462,930	\$ 462,503	\$ 532,887	\$ 70,384
Percent Change						15.2%

Garbage Collection Activity Based Budget Highlights

- ▶ **Curbside Collection** - Curbside collection consists of 2 two person crews using 2 rear-loaded garbage trucks.
- ▶ **Christmas Tree Pickup** - Christmas tree pickup is accomplished by chipping trees during the month of January. A two person crew uses a tandem dump truck and a chipper, usually spending the equivalent of 5 days collecting trees.

Activity Based Budget Summary

2018 Activity	Wages	ILC	Equipment	Materials	Total	2017
Curbside Collection	\$ 181,890	\$ 152,994	\$ 187,050	\$ 1,548	\$ 523,482	\$ 452,692
Christmas Tree Pickup	3,330	2,795	3,280	-	9,405	9,811
Total	\$ 185,220	\$ 155,789	\$ 190,330	\$ 1,548	\$ 532,887	\$ 462,503

Landfill Contract

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Contract Payments	\$ 276,101	\$ 290,766	\$ 302,726	\$ 303,483	\$ 313,585	\$ 10,102
Total Landfill Contract	\$ 276,101	\$ 290,766	\$ 302,726	\$ 303,483	\$ 313,585	\$ 10,102
Percent Change						3.3%

Garbage Collection Activity Based Budget Highlights

- ▶ **Landfill Contract** - Budget based on 5,900 tons @ \$53.15 per ton

Description	2017*	2016	2015	2014	2013	2012
Landfill Tonnage	4,310	5,903	5,718	5,554	5,403	5,475
Recycling Tonnage	856	815	840	846	854	898
Recycling as a % of Landfill	19.9%	13.8%	14.7%	15.2%	15.8%	16.4%

* 2017 tonnage thru September

City Landfill Site

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages	\$ 17,319	\$ 18,126	\$ 26,492	\$ 17,520	\$ 17,520	\$ -
Overtime	-	-	202	-	-	-
Incidental Labor	14,201	14,682	21,637	13,666	14,640	974
Equipment	20,465	17,825	27,442	22,320	22,080	(240)
Materials	1,700	1,138	5,681	-	-	-
Total City Landfill Site	\$ 53,685	\$ 51,771	\$ 81,454	\$ 53,506	\$ 54,240	\$ 734
Percent Change						1.4%

City Landfill Site Activity Based Budget Highlights

- **Site Maintenance** - Costs for managing our dump site at the former Arneson Hill. This site is used to bury some mixed loads of dirt/stumps, concrete with excessive reinforcing, etc. A City end loader operator maintains the site, with an average charge time of 3 hours per day. Occasionally trucks are assigned to the work to move materials, and our gates are opened and closed by our traffic control person(1 hour/day).

Recycling

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages	\$ 73,411	\$ 76,816	\$ 88,703	\$ 82,842	\$ 79,858	\$ (2,984)
Overtime	558	555	1,219	764	769	5
Incidental Labor	59,635	62,671	72,888	65,213	67,727	2,514
FICA	-	-	-	-	-	-
Contract Payments	-	-	-	-	34,650	34,650
Equipment	79,052	60,847	55,451	61,635	64,900	3,265
Materials	5	97	17,709	500	300	(200)
Telephone	736	751	190	-	-	-
Advertising & Publications	-	-	3,265	3,350	-	(3,350)
Total Recycling	\$ 213,397	\$ 201,737	\$ 239,425	\$ 214,304	\$ 248,204	\$ 33,900
Percent Change						15.8%

Recycling Activity Based Budget Highlights

- **Administration** - The Street Superintendent, Street Supervisor and Administrative Assistant in the Street Department charge 15% of their time to the recycling budget. Increase in material cost is attributed to WWLC utility bill recycling insert.
- **Contract Payments** - Budget based on 1,155 tons @ \$30.00 per ton

Activity Based Budget Summary

2018 Activity	Wages	ILC	Equipment	Materials	Total	2017
Administration	\$ 29,330	\$ 24,637	\$ 2,105	\$ -	\$ 56,072	\$ 59,070
Curbside Collection	51,297	43,090	62,795	34,950	192,132	155,233
Total	\$ 80,627	\$ 67,727	\$ 64,900	\$ 34,950	\$ 248,204	\$ 214,303

Composting

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages	\$ 68,111	\$ 67,817	\$ 69,739	\$ 75,182	\$ 74,123	\$ (1,059)
Overtime	144	42	264	-	-	-
Contracted Labor	15,866	16,648	17,263	18,189	19,098	909
Incidental Labor	55,969	54,966	56,741	58,642	62,264	3,622
Equipment	119,337	110,105	87,297	89,202	95,809	6,607
Materials	12,486	11,983	3,233	1,826	3,405	1,579
Advertising & Publications	-	-	-	-	-	-
Contract Services	-	-	281	-	-	-
Total Composting	\$ 271,913	\$ 261,561	\$ 234,818	\$ 243,041	\$ 254,699	\$ 11,658
Percent Change						4.8%

Composting Activity Based Budget Highlights

- ▶ **Administration** - The Street Superintendent, Street Supervisor and Administrative Assistant in the Street Department charge a portion of their time to the Composting budget for administration
- ▶ **Spring & Fall Pickup** - Pickup of leaves, grass each spring and fall. Work is currently done using rear loader garbage trucks and two person crews
- ▶ **Monthly Brush Pickup** - Curbside collection of residents' brush piles, utilizing chippers for small piles and end loader and trucks for larger piles. The budget is based on 7 curbside collections per year.
- ▶ **Material Handling / Screening** - Cost to turn and maintain the compost piles and screen the material

Activity Based Budget Summary

2018 Activity	Wages	ILC	Equipment	Other	Total	2017
Administration	\$ 13,730	\$ 11,533	\$ 1,053	\$ 1,300	\$ 27,616	\$ 31,565
Spring & Fall Pickup	13,097	11,002	14,280	250	38,629	33,922
Monthly Brush Pickup	21,438	18,008	22,751	-	62,197	62,999
Material Handling / Screening	24,847	20,871	57,475	510	103,703	93,325
Site Maintenance	1,011	850	250	1,345	3,456	3,041
Gatekeepers	19,098	-	-	-	19,098	18,189
Total	\$ 93,221	\$ 62,264	\$ 95,809	\$ 3,405	\$ 254,699	\$ 243,041



CITY OF WISCONSIN RAPIDS

2018 DEPARTMENT BUDGET SUMMARY

Wastewater

Position	Wage	2018	2017	2016	2015	2014
Wastewater Superintendent	\$ 70,852	1.00	1.00	1.00	1.00	1.00
Chief Operator	\$ 58,468	1.00	1.00	1.00	1.00	1.00
Grade 4 Operator	\$ 53,352	4.00	4.00	4.00	4.00	4.00
Sewer Cleaning Group Leader	\$ 51,854	1.00	1.00	1.00	1.00	1.00
Maintenance Technician	\$ 52,978	1.00	1.00	1.00	1.00	1.00
Truck Driver	\$ 49,962	1.00	1.00	1.00	1.00	1.00
Summer Help	\$ 10.50	0.50	0.50	0.50	0.50	0.50
Total Full-time Equivalent Employees (FTE's)		9.50	9.50	9.50	9.50	9.50

Sanitary Sewer Maintenance

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages and Benefits						
Wages	\$ 80,058	\$ 85,658	\$ 111,958	\$ 110,000	\$ 110,000	\$ -
Overtime	1,594	659	616	1,000	1,200	200
Incidental Labor	66,955	69,917	91,201	86,580	93,408	6,828
Total Wages and Benefits	\$ 148,607	\$ 156,234	\$ 203,775	\$ 197,580	\$ 204,608	\$ 7,028
Percent Change						3.6%
Operating Expenditures						
Equipment	\$ 32,428	\$ 27,203	\$ 53,303	\$ 55,000	\$ 55,000	\$ -
Materials	18,917	11,269	10,813	20,000	15,000	(5,000)
Contracted Services	17,595	6,909	41,071	25,000	25,000	-
Electric	1,823	1,991	2,559	2,000	2,050	50
Total Operating Expenditures	\$ 70,763	\$ 47,372	\$ 107,746	\$ 102,000	\$ 97,050	\$ (4,950)
Percent Change						-4.9%
Total Sanitary Sewer Maint	\$ 219,370	\$ 203,606	\$ 311,521	\$ 299,580	\$ 301,658	\$ 2,078
Percent Change						0.7%

Sanitary Sewer Maintenance Budget Highlights

- ▶ **Wages** - The sewer maintenance crew has two full time employees. For the 2018 budget year includes the hiring of two summer helpers to assist the maintenance crew during the busy season of catch basin cleaning, and televising.
- ▶ **Contracted Services and Materials** - I feel we need to be aggressive about repairing and maintaining our infrastructure. Major expenses include sewer pipe lining, manhole rehabilitation, and root foaming.

Treatment Plant

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages and Benefits						
Wages	\$ 351,902	\$ 340,611	\$ 330,836	\$ 325,000	\$ 353,729	\$ 28,729
Overtime	13,851	16,443	16,608	16,650	16,650	-
Public Works Director	-	-	18,903	20,038	21,154	1,116
Cell Phone Stipend	7,220	7,280	7,220	7,300	6,680	(620)
Incidental Labor	296,730	286,263	273,813	266,487	311,118	44,631
Total Wages and Benefits	\$ 669,703	\$ 650,597	\$ 647,380	\$ 635,475	\$ 709,331	\$ 73,856
Percent Change						11.6%
Operating Expenditures						
Equipment	\$ 29,590	\$ 46,686	\$ 46,198	\$ 33,000	\$ 40,000	\$ 7,000
Office Supplies	461	340	803	550	800	250
Postage	48	42	44	200	100	(100)
Copying Cost	65	134	126	300	250	(50)
Materials	53,934	54,989	66,279	55,000	55,000	-
Jenbacher Maintenance	-	110,511	12,009	10,600	30,000	19,400
Chemical	138,186	175,685	194,281	165,000	240,000	75,000
UV Lighting	-	-	5,759	-	6,500	6,500
Building Maintenance	8,894	24,255	13,043	25,000	20,000	(5,000)
Permits & Testing	30,182	29,319	30,147	35,000	33,000	(2,000)
Telephone	6,107	7,068	12,313	7,200	15,380	8,180
Electric	163,999	193,339	184,503	182,000	180,000	(2,000)
Natural Gas	145,867	72,731	65,341	95,000	95,000	-
Dues & Subscriptions	54	54	7	100	100	-
Training & Education	4,300	3,732	3,254	3,500	3,700	200
Safety Shoes	1,495	1,525	1,424	1,375	1,500	125
Laundry & Dry Cleaning	3,251	3,139	5,903	3,500	3,000	(500)
Property & Liability Insurance	38,023	37,230	44,881	47,437	43,163	(4,274)
Financial Audit	3,275	3,275	3,500	4,000	4,000	-
Professional Services	-	8,944	34,917	25,000	35,000	10,000

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Administrative Services	55,925	56,925	57,778	49,627	51,115	1,488
Total Operating Expenditures	\$ 683,656	\$ 829,923	\$ 782,510	\$ 743,389	\$ 857,608	\$ 114,219
Percent Change						15.4%
Total Treatment Plant	\$ 1,353,359	\$ 1,480,520	\$ 1,429,890	\$ 1,378,864	\$ 1,566,939	\$ 188,075
Percent Change						13.6%

Treatment Plant Budget Highlights

- ▶ **Cell Phone Stipend** - Wastewater operators receive a cell phone stipend to respond to issues at the treatment plant.
- ▶ **Jenbacher Maintenance** - This item will cover the cost of annual unforeseen maintenance - \$10,600. This number was derived from historical financial information. This account also contains budgeted funds set aside for future manufacturers maintenance:

40,000 hour O&M manufacturers maintenance	\$ 26,217
50,000 hour O&M manufacturers maintenance	\$ 10,763
60,000 hour O&M manufacturers maintenance (new engine block)	\$ 322,649
- ▶ **Chemicals** - Substantial increase to \$240,000, an increase of \$75,000 from 2017. Our 3 year average suggests an upward trend. I did a full analysis of polymer use on our RDT and found that \$135,000+ of this chemical use could be directly correlated to the local industry. I have made a recommendation to increase the Industrial surcharge to cover these costs. Major expenses include polymer, ferric chloride, zetag dry poly, phosphoric acid, and laboratory
- ▶ **Building Maintenance** - The budget was reduced from \$25,000 from \$20,000. This is closer to our 4 year average and projected 2017 totals. Major expenses include HVAC equipment, motors, fans, solenoids, sensors, and routine building maint.
- ▶ **Permits and Testing** - Reduction reflects efforts to do more testing in-house, and send less out for contract work. Major expenses include contract lab work and DNR discharge permit fees.
- ▶ **Training & Education** - Account is used for safety training and WDNR mandatory continuing education schooling for operators and other employees. The account is also used for operator wastewater schooling needed for operators that are in the process of obtaining their WDNR wastewater operator license.
- ▶ **Administrative Services** - Administrative costs that support wastewater operations are allocated to the Wastewater budgets based on various allocation formulas. The reason the Wastewater budget is allocated this cost is because their budget is supported by revenue that is primarily derived from a source other than property taxes. The administrative charges are as follows:

Human Resources	\$ 16,375
Attorney	\$ 3,274
Information Systems	\$ 4,841
Finance	\$ 26,625

Lift Stations

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages and Benefits						
Wages	\$ 14,224	\$ 21,746	\$ 30,655	\$ 28,500	\$ 28,500	\$ -
Overtime	254	1,515	1,040	1,000	1,500	500
Incidental Labor	23,713	18,843	25,695	23,010	25,200	2,190
Total Wages and Benefits	\$ 38,191	\$ 42,104	\$ 57,390	\$ 52,510	\$ 55,200	\$ 2,690
Percent Change						5.1%
Operating Expenditures						
Equipment	\$ 1,221	\$ 760	\$ 1,026	\$ 5,000	\$ 5,000	\$ -
Materials	7,678	5,071	8,539	6,000	5,000	(1,000)
Telephone	2,432	2,452	2,200	2,800	2,800	-
WWLC	74,575	76,913	82,480	84,000	87,000	3,000
Heating	5,662	3,790	3,376	5,000	5,000	-
Total Operating Expenditures	\$ 91,568	\$ 88,986	\$ 97,621	\$ 102,800	\$ 104,800	\$ 2,000
Percent Change						1.9%
Total Lift Stations	\$ 129,759	\$ 131,090	\$ 155,011	\$ 155,310	\$ 160,000	\$ 4,690
Percent Change						3.0%

Lift Stations Budget Highlights

- **Lift Stations** - Budget accounts for the operating cost for the sewer utility's seventeen lift stations located throughout the City. The lift station location are listed below.

West Side	Washington St
Jefferson St	1st St N
Lovewood St	Two Mile Ave
8th & West Grand	Whitrock St
1st & Two Mile	17th Ave
Pepper Ave	Hwy 13 N
Dewey St	Blue Heron St
Daly Ave	Ridges
Rosewood Ave	

Sludge Disposal

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages and Benefits						
Wages	\$ 3,257	\$ 2,607	\$ 3,393	\$ 3,200	\$ 3,200	\$ -
Overtime	135	136	229	-	300	300
Incidental Labor	2,781	2,222	2,937	2,496	2,940	444
Total Wages and Benefits	\$ 6,173	\$ 4,965	\$ 6,559	\$ 5,696	\$ 6,440	\$ 744
Percent Change						13.1%
Operating Expenditures						
Equipment	\$ 21,409	\$ 24,098	\$ 26,447	\$ 25,000	\$ 28,000	\$ 3,000
Materials	123	18	-	500	500	-
Sludge Disposal	14,685	28,730	18,438	32,000	10,000	(22,000)
WWLC	-	-	-	250	200	(50)
Total Operating Expenditures	\$ 36,217	\$ 52,846	\$ 44,885	\$ 57,750	\$ 38,700	\$ (19,050)
Percent Change						-33.0%
Total Sludge Disposal	\$ 42,390	\$ 57,811	\$ 51,444	\$ 63,446	\$ 45,140	\$ (18,306)
Percent Change						-28.9%

Sludge Disposal Budget Highlights

- ▶ **Sludge Disposal** - Funds are used to pay for land application of bio solids. Note the 33% decrease in budget. It is likely that we will be certified Class A by next year, making disposal costs much lower.

Sewer Utility Billing

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Operating Expenditures						
WWLC	\$ 312,889	\$ 309,497	\$ 308,909	\$ 305,435	\$ 309,535	\$ 4,100
Total Sludge Disposal	\$ 312,889	\$ 309,497	\$ 308,909	\$ 305,435	\$ 309,535	\$ 4,100
Percent Change						1.3%

Sewer Utility Billing Budget Highlights

- ▶ **Sewer Utility** - The Water Works & Lighting Commission charges the utility for the billing and collection of the sewer use fee. The sewer utility billing charge includes the following WWLC costs: (1) meter maintenance and expenses, (2) supervision, (3) meter reading expenses, (4) customer records & collection, (5) meter depreciation, (6) taxes, and (7) return on net investment in meters.

Depreciation / Special Funds

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
CWFL Replacement Fund	\$ 38,926	\$ 33,109	\$ 58,690	\$ 300,000	\$ 321,250	\$ 21,250
Sanitary Sewer Depreciation	-	-	-	121,050	123,333	2,283
Capital Improvement Fund	151,523	-	-	20,000	20,000	-
Total Sludge Disposal	\$ 190,449	\$ 33,109	\$ 58,690	\$ 441,050	\$ 464,583	\$ 23,533
Percent Change						5.3%

Depreciation / Special Funds Budget Highlights

- ▶ **CWFL Replacement Fund** - The State of Wisconsin Clean Water Fund Loan program requires that a replacement fund be established for equipment financed with the loan from the program. Each year the replacement account is reviewed and an annual contribution is calculated and placed in the budget. The balance as of 12/31/2016 was \$2,729,687.
- ▶ **Sanitary Sewer Depreciation** - The annual depreciation on the utility's sanitary sewer transportation system that was capitalized for GASB No. 34 purposes is budgeted on an annual basis for the future replacement of that infrastructure. Balance as of 12/31/2016 was \$1,053,346.
- ▶ **Capital Improvement Fund** - The Wastewater Commission established this fund for future capital improvements. The balance as of 12/31/2016 was \$153,635. An annual contribution of \$20,000 is divided as follows:

City of Wisconsin Rapids	\$ 18,535
Village of Biron	\$ 1,093
Village of Rudolph	\$ 372

Wastewater Outlay

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Filtrate Equalization Project/Tank Mod	\$ -	\$ -	\$ -	\$ -	\$ 1,200,000	\$ -
Sewer Camera Replacement	-	-	-	-	165,000	-
Primary Clarifier Rehab	-	-	-	-	150,000	-
Lift Station Comm Upgrade	-	-	-	-	50,000	-
ASP-CON OUR Meter	-	-	-	-	16,500	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total	\$ 595,447	\$ 45,826	\$ 129,794	\$ 348,500	\$ 1,581,500	\$ 1,233,000
Percent Change						353.8%

Wastewater Outlay Budget Highlights

- ▶ **Filtrate Equalization/HSW tank modification project** - \$1,200,000 is the cost opinion for this project from Strand Engineering. This would allow the equalization of fan press filtrate water for optimal nutrient balance and load to aeration. This is a large component of our settling issues, and would save money on aeration slug loading and likely improve dewatering performance. This project could qualify for principal forgiveness.
- ▶ **Sewer Crew Camera Replacement** – Our current sewer televising camera was purchased in 2009 and is fully depreciated. We would like to move forward with a van/camera set up to optimize televising efficiency. This would be a faster, safer, and more effective use of crew time and infrastructure monitoring. As part of the DNR CMAR we as a staff need to be aggressively televising City sewer to stay on top of potential issues and also assist the engineering department with construction projects for capital improvements. We could apply the depreciated value of \$25,000 to this, as well as sell the camera and trailer, which would likely be worth \$40,000.
- ▶ **Primary Clarifier Rehab** – This piece of equipment is 27 years old and is passed its life expectancy. In 2017 we had the other primary done and the project went well, and we would like to use the same contractor to do the same work to this clarifier. The work includes sand blasting, painting, rebuilding the drive, and repairing seals.
- ▶ **Lift Station Communication Upgrade** - In 2017 we had 3 lift station upgraded in similar fashion. Old copper telephone wires currently communicate with many of our lift stations. I would like to continue upgrading these lifts to new radio style communication. This improves reliability, increase available information from remote sources, and gives us more remote control. With the \$50,000 we could do 3 or 4 additional lifts.

Transfer to Other Funds

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Debt Service Fund - CWFL	\$ 1,988,918	\$ 1,988,215	\$ 1,987,488	\$ 1,986,737	\$ 1,985,960	\$ (777)
Debt Service Fund - G.O.	16,621	17,132	17,820	18,240	18,829	589
Public Works Construction Fund	450,715	274,645	500,313	866,159	405,066	(461,093)
Total	\$ 2,456,254	\$ 2,279,992	\$ 2,505,621	\$ 2,871,136	\$ 2,409,855	\$ (461,281)
Percent Change						-16.1%

Transfers to Other Funds Budget Highlights

- ▶ **Debt Service Fund - CWFL** - Wisconsin DNR Clean Water Fund Loan for the 2008 treatment plant expansion and upgrade

Balance - 12/31/2017	\$ 18,190,794		
2018 Principal Payment	(1,391,478)	2018 Interest Payment	\$ 594,482
Balance - 12/31/2018	\$ 16,799,316		

- ▶ **Debt Service Fund - G.O.** - The sewer utility share of the annual principal and interest on the taxable general obligation refunding bonds used to pay-off the City's unfunded actuarial pension liability.
- ▶ **Public Works Construction Fund** - Transfer to the Public Works Construction Fund to fund the cost of sanitary sewer installation. The budgeted 2018 construction projects are:

High Street - 7th Ave N to 10th Ave N	\$ 171,451
High Street - 12th Ave N to 17th Ave N	137,526
Chase Street - 17th Ave S to 21st Ave S	-
2017 Project Closeout / 2019 Design	22,080
Contingency	74,009
Total	\$ 405,066



CITY OF WISCONSIN RAPIDS

2018 DEPARTMENT BUDGET SUMMARY

Wisconsin Rapids Community Media

Position	Wage	2018	2017	2016	2015	2014
Multimedia Coordinator	\$ 58,881	1.00	1.00	1.00	1.00	1.00
Director of Innovation & Technology	\$ 81,933	0.15	0.15	0.15	-	-
Multimedia Specialist	\$ 44,120	1.00	1.00	1.00	1.00	-
Assistant Multimedia Specialist	\$ 38,086	1.00	1.00	1.00	0.50	0.50
Producer	\$ -	-	-	-	-	1.00
Office Clerk	\$ -	-	-	-	-	1.00
Interns	\$ -	-	-	0.25	0.50	-
Total Full-time Equivalent Employees (FTE's)		3.15	3.15	3.40	3.00	3.50

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Wages and Benefits						
Wages	\$ 93,876	\$ 116,667	\$ 135,119	\$ 153,109	\$ 153,377	\$ 268
Overtime	107	532	2,084	-	-	-
Sick Leave Payout	-	-	1,852	1,943	1,852	(91)
City Admin Charge	5,000	5,000	5,000	5,000	5,000	-
Government Meeting Fee	230	-	-	2,000	2,000	-
Wisconsin Retirement	5,472	7,467	9,120	10,544	10,400	(144)
FICA	6,906	8,451	9,978	11,391	11,332	(59)
Health / Dental Insurance	27,315	26,678	37,760	40,567	52,697	12,130
HSA Contribution	2,500	3,750	1,500	1,613	1,613	-
Worker's Compensation	263	339	284	306	299	(7)
Total Wages and Benefits	\$ 141,669	\$ 168,884	\$ 202,697	\$ 226,473	\$ 238,570	\$ 12,097
Percent Change						5.3%

Operating Expenditures						
Mileage	\$ 220	\$ 880	\$ 409	\$ 1,000	\$ 1,000	\$ -
Office Supplies	3,718	3,916	3,824	4,500	4,500	-
Postage	136	105	163	500	500	-
Centralia Center Lease	19,200	19,200	19,200	19,200	19,200	-
Centralia Center Utilities	4,242	4,059	4,160	3,612	3,662	50
Building Maintenance	35	8,650	-	2,000	2,000	-
DVD's	1,653	77	275	800	800	-
Advertising	-	-	1,413	2,000	2,000	-
Awards	1,984	344	522	1,500	1,500	-
Telephone & Cable	5,073	4,998	8,114	6,500	9,100	2,600

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Equipment Maintenance	164	141	826	1,200	1,200	-
Training & Education	613	940	1,337	2,855	2,855	-
Equipment	11,445	7,161	8,209	10,000	10,000	-
Website Hosting	195	220	264	250	300	50
Sales Tax	-	-	-	100	-	(100)
On-Demand & Streaming	3,995	3,048	2,149	2,250	2,149	(101)
Computer Software	4,106	2,563	4,816	5,000	9,800	4,800
Total Operating Expenditures	\$ 56,779	\$ 56,302	\$ 55,681	\$ 63,267	\$ 70,566	\$ 7,299
Percent Change						11.5%
Total WRCM	\$ 198,448	\$ 225,186	\$ 258,378	\$ 289,740	\$ 309,136	\$ 19,396
Percent Change						6.7%

River Cities Community Access Budget Highlights

- ▶ **Government Meeting Fee** - Cost to cover Nekoosa School Board, Grand Rapids Town Board and Wood County Board
- ▶ **Advertising**
 - LHS and AHS Booster Club calendars
 - WRCM logo clothing for staff and volunteers
- ▶ **Awards**
 - WCM award entries for staff and volunteers
 - WCM awards for staff and volunteers
 - United Way Volunteer Breakfast for volunteers
 - Volunteer incentives
- ▶ **Telephone**
 - Charter cable - \$1,080
 - Solarus cable / internet - \$3,000
 - Shred phone charge switch - \$2,370
 - Cell phone reimbursement - \$600
 - Staff smartphone for social media postings (2) - \$1,560
- ▶ **Training & Education**
 - Wisconsin Community Media's spring convention
 - Wisconsin Community Media's fall workshop
 - UW-Madison Extension
 - Wisconsin Community Media membership
 - United Way Volunteer Center membership
- ▶ **Equipment**
 - I-mac 21" volunteer editing station - \$1,500
 - Chromebooks for volunteer workstations - \$750
 - Drone - \$3,000
 - Volunteer gear - \$1,000
 - Staff gear - \$3,800
- ▶ **Computer Software**
 - Adobe Gov. CCT12 Month Cloud Software (3) - \$2,392
 - LogMeIn Pro for staff and volunteers (1) - \$599
 - Pro support for Rushworks -TV platform distribution (1) - \$1,280
 - Archive Social - \$4,788

Wisconsin Rapids Community Media Outlay

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Budget 2018	Increase (Decrease)
Website Accessibility Standards	\$ -	\$ -	\$ -	\$ -	\$ 6,000	
Closed Captioning	-	-	-	-	6,500	
Total Outlay	\$ 6,246	\$ 31,827	\$ 562	\$ 39,000	\$ 12,500	\$ (26,500)