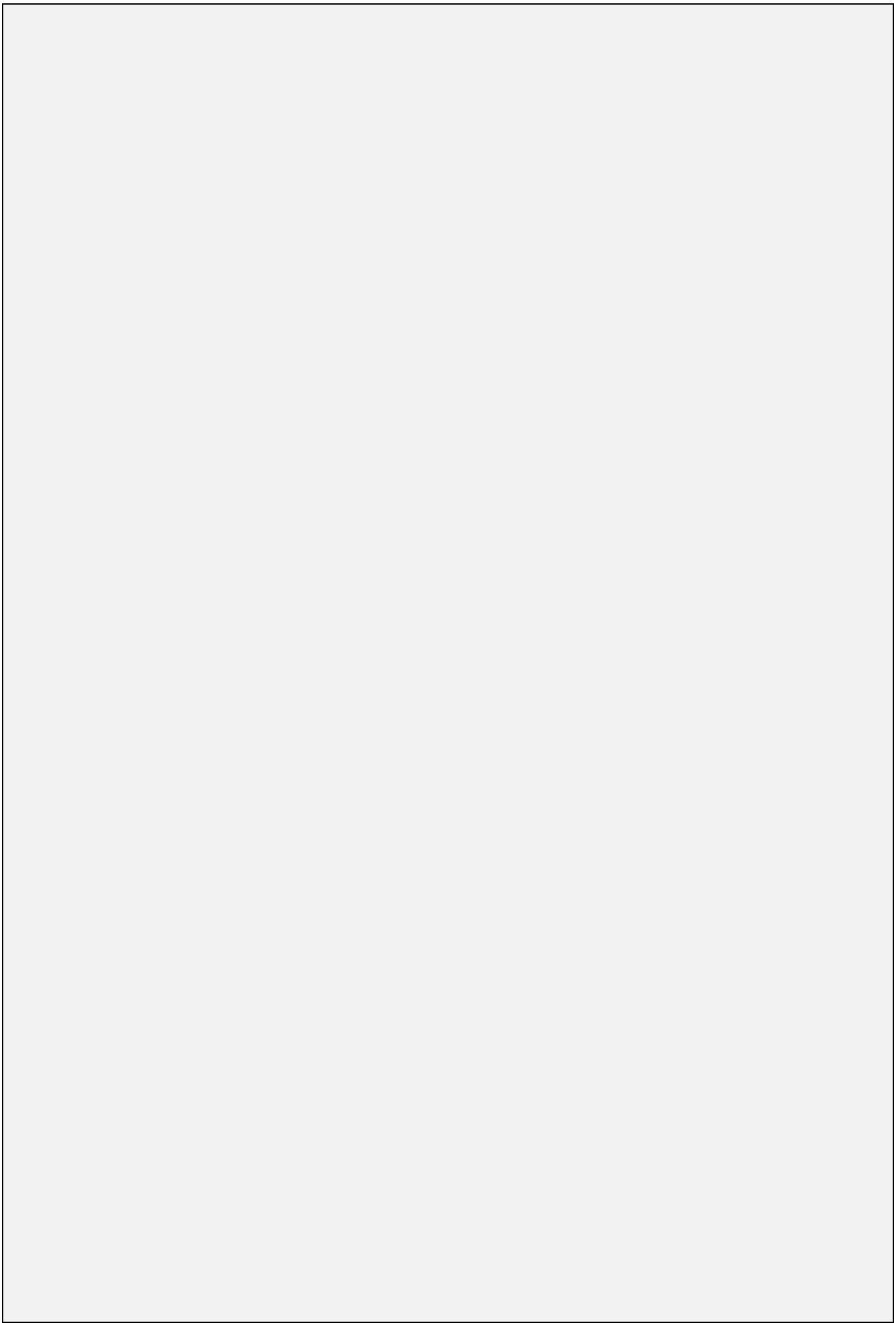




City of Wisconsin Rapids

2019 Department Budgets

**Final
November 20, 2018**



City of Wisconsin Rapids

Department Budgets Summary 2019

Budget	Page No.	2019 Budget	2018 Budget	Increase (Decrease)	Percent
Airport	- 7 -	\$ 88,431	\$ 84,186	\$ 4,245	5.0%
Assessor	- 10 -	\$ 143,189	\$ 148,019	\$ (4,830)	-3.3%
Attorney	- 12 -	\$ 126,883	\$ 130,498	\$ (3,615)	-2.8%
Cemetery	- 14 -	\$ 88,859	\$ 95,915	\$ (7,056)	-7.4%
Centralia Center	- 16 -				
Senior Resource Center		\$ 133,525	\$ 128,987	\$ 4,538	3.5%
Commercial Lease		\$ 121,925	\$ 117,157	\$ 4,768	4.1%
Debt Service		\$ 219,919	\$ 220,443	\$ (524)	-0.2%
Replacement Reserves		\$ 25,000	\$ 25,000	\$ -	0.0%
City Property	- 19 -				
Operating		\$ 35,969	\$ 40,850	\$ (4,881)	-11.9%
Outlay		\$ 5,000	\$ 5,000	\$ -	0.0%
Clerk	- 20 -	\$ 188,814	\$ 159,221	\$ 29,593	18.6%
Common Council	- 22 -	\$ 85,780	\$ 87,728	\$ (1,948)	-2.2%
Community Development	- 23 -	\$ 216,132	\$ 229,012	\$ (12,880)	-5.6%
Crossing Guards	- 25 -	\$ 55,605	\$ 64,488	\$ (8,883)	-13.8%
Debt	- 26 -				
General Obligation Debt		\$ 2,665,868	\$ 2,646,266	\$ 19,602	0.7%
Lease		\$ -	\$ -	\$ -	
Clean Water Fund Loan		\$ 2,108,540	\$ 1,985,960	\$ 122,580	6.2%
Elections	- 30 -				
Operating		\$ 16,006	\$ 35,541	\$ (19,535)	-55.0%
Outlay		\$ 2,500	\$ 2,500	\$ -	0.0%
Emergency Communications	-32 -				
Operating		\$ 9,250	\$ 10,750	\$ (1,500)	-14.0%
Outlay		\$ -	\$ -	\$ -	0.0%
Engineering	- 33 -				
Operating		\$ 386,676	\$ 413,900	\$ (27,224)	-6.6%
Outlay		\$ 5,117	\$ 500	\$ 4,617	923%

City of Wisconsin Rapids

Departmental Budget Summary 2019

Budget	Page No.	2019 Budget	2018 Budget	Increase (Decrease)	Percent
Engineering	- 33 -				
Curb & Gutter		\$ 62,587	\$ 55,406	\$ 7,181	13.0%
Sidewalk		\$ 92,372	\$ 95,679	\$ (3,307)	-3.5%
Traffic Control		\$ 164,474	\$ 206,159	\$ (41,685)	-20.2%
Finance	- 38 -	\$ 453,064	\$ 445,241	\$ 7,823	1.8%
Fire Department	- 40 -				
Operating		\$ 4,399,969	\$ 4,614,243	\$ (214,274)	-4.6%
Outlay		\$ 12,000	\$ 1,808	\$ 10,192	563.7%
Replacement Fund		\$ 823,450	\$ 121,700	\$ 701,750	576.6%
Heart of Wisconsin	- 45 -	\$ 25,000	\$ 25,000	\$ -	0.0%
Human Resources	- 46 -	\$ 345,098	\$ 254,002	\$ 91,096	35.9%
Humane Society	- 48 -	\$ 76,500	\$ 76,500	\$ -	0.0%
Information Technology	- 50 -				
Operating		\$ 368,820	\$ 332,713	\$ 36,107	10.9%
Outlay		\$ 35,000	\$ 100,000	\$ (65,000)	-65.0%
Inspection Services	- 53 -	\$ 236,104	\$ 246,709	\$ (10,605)	-4.3%
Lowell Center	- 55 -	\$ 200,736	\$ 192,451	\$ 8,285	4.3%
Mass Transit	- 57 -				
Operating		\$ 902,293	\$ 893,328	\$ 8,965	1.0%
Outlay		\$ 107,400	\$ 66,434	\$ 40,966	61.7%
Mayor	- 58 -	\$ 187,800	\$ 197,170	\$ (9,370)	-4.8%
McMillan Library	- 60 -				
Operating		\$ 1,886,366	\$ 1,779,534	\$ 106,832	6.0%
Outlay		\$ 100,000	\$ -	\$ 100,000	
Municipal Court	- 63 -	\$ 116,250	\$ 117,406	\$ (1,156)	-1.0%
Ordinance Control	- 65 -	\$ 97,593	\$ 97,393	\$ 200	0.2%
Park Department	- 67 -				
Witter Field		\$ 79,870	\$ 78,559	\$ 1,311	1.7%

City of Wisconsin Rapids

Departmental Budget Summary 2019

Budget	Page No.	2019 Budget	2018 Budget	Increase (Decrease)	Percent
Park Department	- 66 -				
Mead Field		\$ 50,718	\$ 51,918	\$ (1,200)	-2.3%
Other Green Areas		\$ 74,554	\$ 77,325	\$ (2,771)	-3.6%
Aquatics		\$ 74,931	\$ 75,000	\$ (69)	-0.1%
Recreation Department		\$ 119,134	\$ 118,640	\$ 494	0.4%
Park Department		\$ 371,594	\$ 415,391	\$ (43,797)	-10.5%
Tree Care		\$ 151,112	\$ 143,695	\$ 7,417	5.2%
City Zoo		\$ 88,314	\$ 77,768	\$ 10,546	13.6%
Christmas Decorations		\$ 36,190	\$ 38,353	\$ (2,163)	-5.6%
Bike Trails		\$ 16,820	\$ 17,689	\$ (869)	-4.9%
Police & Fire Commission	- 77 -	\$ 3,142	\$ 13,642	\$ (10,500)	-77.0%
Police Department	- 78 -				
Operating		\$ 4,692,954	\$ 4,739,079	\$ (46,125)	-1.0%
Outlay		\$ 8,395	\$ 18,200	\$ (9,805)	-53.9%
Replacement Fund		\$ 128,500	\$ 118,350	\$ 10,150	8.6%
Property & Liability Insurance	- 82 -	\$ 144,700	\$ 81,818	\$ 62,882	76.9%
Public Works Construction	- 83 -				
Street Construction		\$ 1,424,768	\$ 1,430,608	\$ (5,840)	-0.4%
Traffic Control Outlay		\$ 50,766	\$ 210,000	\$ (159,234)	-75.8%
Water Main Construction		\$ 236,381	\$ 151,695	\$ 84,686	55.8%
Sanitary Sewer Construction		\$ 838,624	\$ 405,066	\$ 433,558	107.0%
Storm Sewer Construction		\$ 459,498	\$ 579,692	\$ (120,194)	-20.7%
Highway Rehabilitation		\$ 731,895	\$ 138,703	\$ 593,192	427.7%
Aquatics and Riverfront Outlay		\$ 12,798,175	\$ 16,563,516	\$ (3,765,341)	-22.7%
Sidewalk Construction		\$ 48,615	\$ -	\$ 48,615	N/A
Public Works Director	- 91 -	\$ 49,665	\$ 55,069	\$ (5,404)	-9.8%
Relief Clerical	- 93 -	\$ 17,179	\$ 21,570	\$ (4,391)	-20.4%
Retiree Health Insurance	- 94 -	\$ 339,544	\$ 301,976	\$ 37,568	12.4%
Room Tax	- 96 -				
Tourism		\$ 226,625	\$ 234,500	\$ (7,875)	-3.4%

City of Wisconsin Rapids

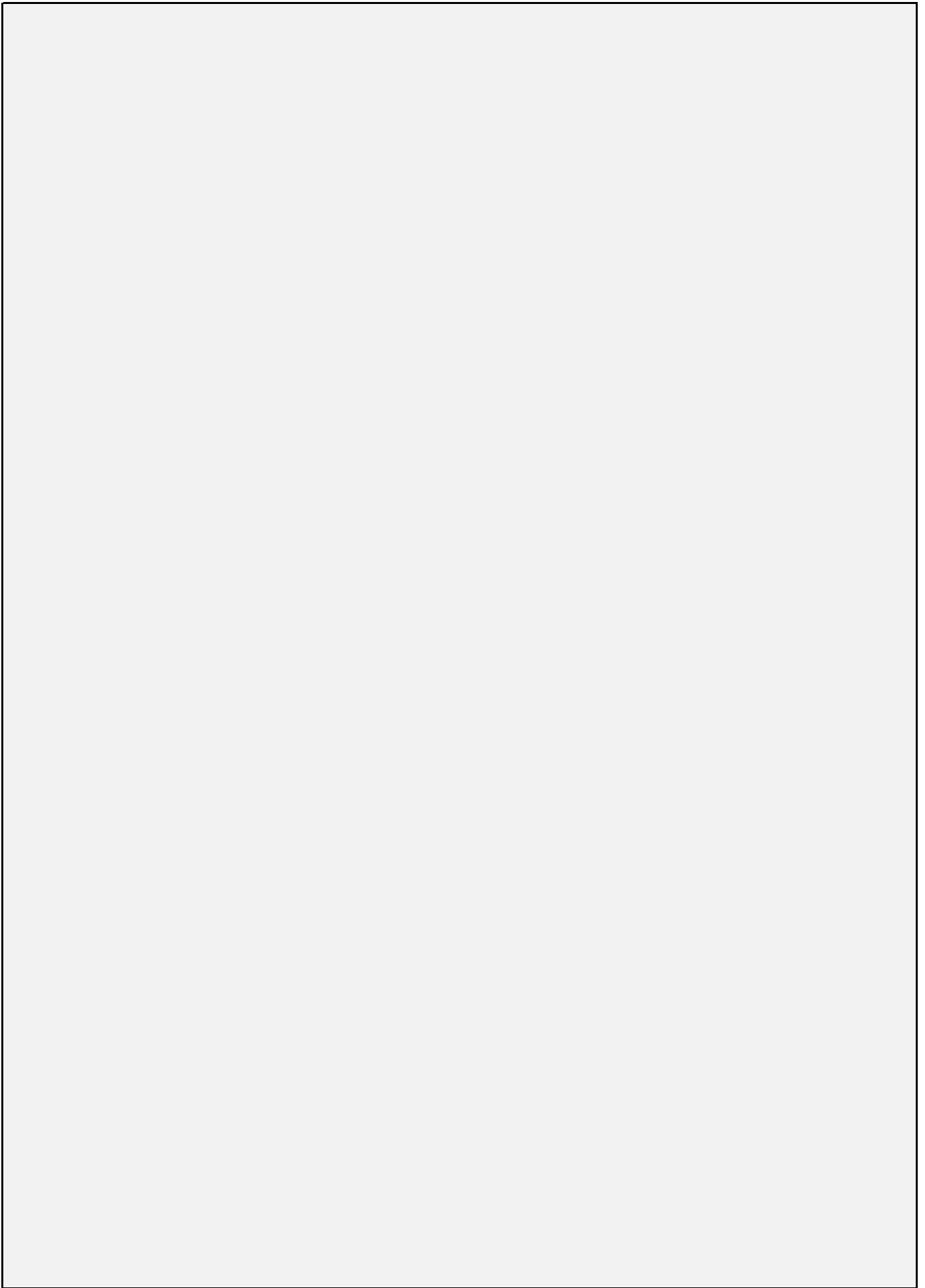
Departmental Budget Summary 2019

Budget	Page No.	2019 Budget	2018 Budget	Increase (Decrease)	Percent
Room Tax	- 96 -				
Economic Development		\$ 36,422	\$ 37,688	\$ (1,266)	-3.4%
Recreational Purposes		\$ 60,703	\$ 62,812	\$ (2,109)	-3.4%
Special Events	- 97 -	\$ 46,397	\$ 46,310	\$ 87	0.2%
Storm Water Utility	- 98 -				
Street Sweeping		\$ 354,933	\$ 330,200	\$ 24,733	7.5%
Storm Sewer Maintenance		\$ 268,805	\$ 234,853	\$ 33,952	14.5%
Stormwater Administration		\$ 55,116	\$ 68,992	\$ (13,876)	-20.1%
Street Department	- 101 -				
Street Administration		\$ 328,668	\$ 312,389	\$ 16,279	5.2%
Street Department Training		\$ 57,603	\$ 45,361	\$ 12,242	27.0%
Street Repair & Maintenance		\$ 732,217	\$ 738,378	\$ (6,161)	-0.8%
Snow & Ice Control		\$ 893,030	\$ 824,534	\$ 68,496	8.3%
Brush & Weed Control		\$ 108,813	\$ 108,415	\$ 398	0.4%
Street Signs & Markings		\$ 246,192	\$ 276,198	\$ (30,006)	-10.9%
Garbage Collection		\$ 845,464	\$ 532,887	\$ 312,577	58.7%
Landfill Contract		\$ 310,240	\$ 313,585	\$ (3,345)	-1.1%
City Landfill Site		\$ 42,951	\$ 54,240	\$ (11,289)	-20.8%
Recycling		\$ 289,668	\$ 248,204	\$ 41,464	16.7%
Composting		\$ 278,379	\$ 254,699	\$ 23,680	9.3%
Wastewater	- 110 -				
Sanitary Sewer Maintenance		\$ 299,156	\$ 301,658	\$ (2,502)	-0.8%
Treatment Plant		\$ 1,559,293	\$ 1,566,939	\$ (7,646)	-0.5%
Lift Stations		\$ 160,070	\$ 160,000	\$ 70	0.0%
Sludge Drying Beds		\$ 42,880	\$ 45,140	\$ (2,260)	-5.0%
Sewer Utility Billing		\$ 308,535	\$ 309,535	\$ (1,000)	-0.3%
Depreciation / Special Funds		\$ 607,447	\$ 464,583	\$ 142,864	30.8%
Wastewater Outlay		\$ 1,077,478	\$ 1,153,264	\$ (75,786)	-6.6%
Transfer to Other Funds		\$ 2,966,742	\$ 2,409,855	\$ 556,887	23.1%

City of Wisconsin Rapids

Departmental Budget Summary 2019

Budget	Page No.	2019 Budget	2018 Budget	Increase (Decrease)	Percent
Wisconsin Rapids Community Media	- 118 -				
Operating		\$ 319,070	\$ 316,035	\$ 3,035	1.0%
Outlay		\$ 25,000	\$ 39,000	\$ (14,000)	-35.9%





CITY OF WISCONSIN RAPIDS

2019 DEPARTMENT BUDGET SUMMARY

Airport

Position	Wage	2019	2018	2017	2016	2015
Airport Administrator	\$ 60,059	1.00	1.00	1.00	1.00	-
Airport Attendant	\$ 14.54	0.50	0.50	0.50	0.50	-
Seasonal Employee	\$ 10.00	0.35	0.24	-	-	-
Total Full-time Equivalent Employees (FTE's)		1.85	1.74	1.50	1.50	-

Airport Expenses

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Wages and Benefits						
Wages	\$ -	\$ 53,186	\$ 72,271	\$ 79,909	\$ 85,545	\$ 5,636
Wisconsin Retirement	-	3,323	3,911	3,874	4,004	130
FICA	-	3,782	5,265	6,024	6,419	395
Health / Dental Insurance	-	5,961	7,574	8,498	8,384	(114)
HSA Contribution	-	375	375	375	375	-
Worker's Compensation	-	2,240	2,676	3,065	3,688	623
Total Wages and Benefits	\$ -	\$ 68,867	\$ 92,072	\$ 101,745	\$ 108,415	\$ 6,670
Percent Change						6.6%

Operating Expenditures

Office Expense	\$ 4,429	\$ 5,516	\$ 8,216	\$ 4,000	\$ 5,000	\$ 1,000
Telephone	-	488	948	4,500	4,500	-
Property & Liability Insurance	3,144	4,757	4,584	5,000	5,000	-
Aircraft Service Equipment MTX	-	-	-	-	5,000	5,000
Operational Service Equipment M	-	-	-	-	6,000	6,000
Fixed Base Operator	36,037	-	-	-	-	-
Field Lighting	-	998	-	1,000	-	(1,000)
Maintenance of Grounds	38,081	79,095	70,946	8,000	8,000	-
Runway Maintenance	-	-	138	5,000	5,000	-
Snow Removal	10,798	18,116	14,371	30,000	30,000	-
Terminal Improvements	-	-	-	-	-	-
Equipment Maintenance	13,660	8,497	11,831	10,000	-	(10,000)
Utilities	12,679	14,024	13,718	14,000	14,000	-

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Conferences	-	443	1,314	1,000	1,000	-
Professional Fees	-	-	-	1,500	1,500	-
Accounting & Audit	1,025	1,950	2,000	2,000	2,500	500
Airport Vehicle	-	343	623	1,000	-	(1,000)
Catering Expense	-	-	880	-	-	-
Hangar Maintenance	-	-	43,729	-	-	-
Airport Improvements	-	-	-	47,170	24,844	(22,326)
Capital Improvement Fund	-	-	19,762	22,597	66,152	43,555
Total Operating Expenditures	\$ 119,853	\$ 134,227	\$ 193,060	\$ 156,767	\$ 178,496	\$ 21,729
Percent Change						13.9%
Total Airport	\$ 119,853	\$ 203,094	\$ 285,132	\$ 258,512	\$ 286,911	\$ 28,399
Percent Change						11.0%

Airport Revenues

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Hangar Rental	\$ 22,564	\$ 28,756	\$ 25,726	\$ 25,000	\$ 25,000	\$ -
Lot Lease	-	-	-	-	-	-
T-Hangar Rent	-	-	-	-	-	-
Community Hangar Rent	-	-	-	-	-	-
Fuel Sales	7,002	22,626	67,973	65,000	80,000	15,000
Catering Revenue	-	-	911	-	2,000	2,000
Ramp Fee	-	-	4,772	-	5,000	5,000
GPU	-	-	-	-	-	-
Lavatory Service	-	-	-	-	-	-
Wood County	7,500	7,500	7,500	7,500	10,000	2,500
Town of Rome	-	-	10,000	10,000	10,000	-
Interest	434	1,187	2,425	300	2,000	1,700
Miscellaneous	500	2,460	4,147	8,000	3,000	(5,000)
Municipal Contributions	120,125	-	142,726	142,727	149,911	7,184
Total	\$ 158,125	\$ 62,529	\$ 266,180	\$ 258,527	\$ 286,911	\$ 28,384

Municipal Contributions

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
City of Wisconsin Rapids	\$ 71,354	\$ 85,493	\$ 84,208	\$ 84,186	\$ 88,431	\$ 4,245
City of Nekoosa	7,448	9,134	9,420	8,763	9,203	440
Town of Grand Rapids	34,956	39,963	40,820	41,886	43,991	2,105
Village of Port Edwards	6,367	8,135	8,278	7,892	8,286	394
Total	\$ 120,125	\$ 142,725	\$ 142,726	\$ 142,727	\$ 149,911	\$ 7,184

Municipal Funding Formula

Municipality	2018 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	29.3%
Village of Port Edwards	95,437,400	5.5%
Total	\$ 1,726,653,400	100.0%



CITY OF WISCONSIN RAPIDS

2019 DEPARTMENT BUDGET SUMMARY

Assessor

Position	Wage	2019	2018	2017	2016	2015
Assessor	\$ -	-	-	-	-	-
Assessment Technician	\$ 52,717	0.80	0.90	0.80	0.80	0.80
Total Full-time Equivalent Employees (FTE's)		0.80	0.90	0.80	0.80	0.80

Budget Line Item	Historical Information		
	Actual 2015	Actual 2016	Actual 2017
Wages and Benefits			
Wages	\$ 37,452	\$ 38,977	\$ 39,778
Sick Leave Payout	-	-	448
Wisconsin Retirement	2,536	2,527	2,737
FICA	2,730	2,792	2,974
Health / Dental Insurance	7,016	7,153	7,574
HSA Contribution	1,250	375	375
Worker's Compensation	105	81	81
Total Wages and Benefits	\$ 51,089	\$ 51,905	\$ 53,967
Percent Change			

Operating Expenditures

Office Supplies	\$ 588	\$ 642	\$ 807
Postage	1,215	1,300	1,869
Copying Cost	847	910	589
Software Support Contract	5,241	5,547	5,275
Books & Periodicals	581	634	634
Telephone	991	588	454
Internet / Email	478	478	478
Subscriptions, Memberships	50	430	260
Training / Education	904	1,623	635
Assessment Contract	48,000	48,000	48,000
City Hall Rent	6,690	6,467	6,690
State Mfg Assessment	7,979	7,518	-
Total Operating Expenditures	\$ 73,564	\$ 74,137	\$ 65,691
Percent Change			

Budget		
Budget 2018	Budget 2019	Increase (Decrease)
\$ 46,007	\$ 41,726	\$ (4,281)
532	448	(84)
3,118	2,792	(326)
3,450	3,115	(335)
8,668	8,384	(284)
375	375	-
90	89	(1)
\$ 62,240	\$ 56,929	\$ (5,311)
		-8.5%
\$ 1,200	\$ 1,200	\$ -
9,000	5,000	(4,000)
1,250	4,500	3,250
6,720	6,800	80
700	800	100
1,000	1,000	-
319	320	1
400	450	50
1,500	1,500	-
49,000	50,000	1,000
6,690	6,690	-
8,000	8,000	-
\$ 85,779	\$ 86,260	\$ 481
		0.6%

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Total Assessor	\$ 124,653	\$ 126,042	\$ 119,658	\$ 148,019	\$ 143,189	\$ (4,830)
Percent Change						-3.3%

Assessor Budget Highlights

- ▶ **2019 Maintenance Year** - 2019 will be a maintenance year. No additional cost or hours are associated with a maintenance year other than those outlined in wages below.
 - ▶ **Wages** - An approximate wage adjustment for the Techn/Office Coordinator is included in the budget, final wages to be determined. Based on state statutes and trespassing law changes, and in order to sustain a five-year market update cycle, job responsibilities and daily practices of the Assessment office and staff require adjustment. A request is in place to review and revise the Tech/Office Coordinator's position to Assistant Assessor. Law changes require additional emphasis and attention to listings, sales, and permits on an annual basis - both internally and in the field - to get a clear depiction of the market and to maintain full market valuation. The intent is to avoid the time and expense involved in a full revaluation. The budget for the 2013 full revaluation was \$280,000 compared to the 2018 market update budget of \$40,000.

The Assessor's Office doesn't anticipate utilizing clerical relief in 2019.
 - ▶ **Postage** - The Assessor's Office will utilize ODC for the annual Personal Property mailer and potentially the annual assessment notices. Postage expense includes ODC's mailing services as well as increased postage for additional sales review mailings.
 - ▶ **Software Support Contract** - Department has the following software support contracts:

Market Drive/Assessment Technologies, \$4,507: Annual license, \$3,257, based on \$.46 per improved parcels for a total of 7,081 licensed parcels, and custom reports @\$1,250.
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.
 - ▶ **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 covers the cost of the Assessment Technician / Office Coordinator attending the following:

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 period began in June 2018 and increased 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.
 - ▶ **Copying Cost** (includes scanning project outlined below). Copy budget increased to accommodate additional expense associated with scanning preparation (bar codes / divider sheets).
- Assessment Property Record Card Scanning & Destruction Project** - Approximate expense, \$3,500 (see attached quote from EO Johnson). The project involves scanning pertinent data from the physical, property record card file into an electronic version assessible to the mass appraisal software program. The hard copies will confidentially be destroyed.



CITY OF WISCONSIN RAPIDS

2019 DEPARTMENT BUDGET SUMMARY

Attorney

Position	Wage	2019	2018	2017	2016	2015
City Attorney	\$ 104,302	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 2015	Actual 2016	Actual 2017
Wages and Benefits			
Wages	\$ 95,923	\$ 97,362	\$ 103,182
Wisconsin Retirement	7,386	6,426	6,753
FICA	7,155	7,265	7,412
Health / Dental Insurance	7,016	7,153	7,574
HSA Contribution	1,250	375	375
Worker's Compensation	269	204	184
Cost Allocations	(4,308)	(4,350)	(6,474)
Total Wages and Benefits	\$ 114,691	\$ 114,435	\$ 119,006
Percent Change			

Operating Expenditures

Office Supplies	\$ 263	\$ 95	\$ 117
Postage	8	22	30
Copying Cost	130	63	321
Telephone	1,203	917	833
Internet / Email	159	159	159
Legal Research and Reference	534	197	-
City Hall Rent Allocation	-	1,530	1,583
Subscriptions & Memberships	622	613	712
Special Attorney Fees	1,583	-	-
Training / Education	2,432	2,068	2,407
Total Operating Expenditures	\$ 6,934	\$ 5,664	\$ 6,162
Percent Change			

Budget		
Budget 2018	Budget 2019	Increase (Decrease)
\$ 105,469	\$ 104,302	\$ (1,167)
7,066	6,832	(234)
7,879	7,734	(145)
8,668	8,384	(284)
375	375	-
204	191	(13)
(6,635)	(6,635)	-
\$ 123,026	\$ 121,183	\$ (1,843)
		-1.5%
<hr/>		
\$ 330	\$ 300	\$ (30)
50	50	-
200	200	-
1,200	1,200	-
159	-	(159)
600	500	(100)
1,583	-	(1,583)
600	700	100
-	-	-
2,750	2,750	-
\$ 7,472	\$ 5,700	\$ (1,772)
		-23.7%

Budget Line Item	Historical Information		
	Actual 2015	Actual 2016	Actual 2017
Total City Attorney	\$ 121,625	\$ 120,099	\$ 125,168
Percent Change			

Budget		
Budget 2018	Budget 2019	Increase (Decrease)
\$ 130,498	\$ 126,883	\$ (3,615)
		-2.8%

City Attorney Budget Highlights

► Subscriptions/Memberships

State Bar of Wisconsin	\$ 530
Wood County Bar Association	\$ 20
American Bar Association	\$150

► Training & Education

League of WI Municipalities Municipal Attorneys Institute
League of WI 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

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



CITY OF WISCONSIN RAPIDS

2019 DEPARTMENT BUDGET SUMMARY

Forest Hill Cemetery

Budget Line Item	Historical Information			Budget		
	Actual 2015/2016	Actual 2016/2017	Actual 2017/2018	Budget 2018	Budget 2019	Increase (Decrease)
Wages	\$ 90,179	\$ 96,609	\$ 96,464	\$ 101,200	\$ 100,230	\$ (970)
Payroll Taxes	9,674	8,794	7,878	8,288	9,055	767
Bronze	9,021	12,861	3,223	10,941	8,042	(2,899)
Truck Expense	615	158	19	387	89	(298)
Insurance	10,192	10,358	9,024	10,275	9,691	(584)
Gas, Oil, Grease	4,264	2,523	2,492	3,394	3,000	(394)
Equipment Maintenance	3,113	287	125	1,557	500	(1,057)
Maintenance of Grounds	1,440	1,087	1,120	1,264	1,300	36
Office Supplies	1,389	970	453	1,180	1,000	(180)
Bank Service Charges	18	20	18	18	18	-
Dues & Publications	329	313	-	323	-	(323)
Utilities	3,956	4,285	5,970	4,121	5,200	1,079
Seed, Fertilizer, Dirt	468	477	343	473	410	(63)
Telephone	712	779	1,047	746	897	151
Advertising	542	645	756	644	700	56
Postage	184	188	240	186	214	28
Professional Fees	6,713	5,050	5,988	5,882	5,600	(282)
License Fees	94	424	94	475	340	(135)
COGS New & Old Inventory	11,823	11,628	5,998	-	-	-
Supplies	2,714	2,874	1,745	2,794	2,310	(484)
Miscellaneous Upkeep	1,574	2,182	2,780	1,527	2,481	954
Mandatory Addition to Trust Funds	4,594	4,186	4,863	4,390	4,525	135
Capital Items	-	-	12,250	5,000	15,000	10,000
Total Operating	\$ 163,606	\$ 166,697	\$ 162,890	\$ 165,065	\$ 170,602	\$ 5,537

Forest Hill Cemetery Budget Highlights

- ▶ Roof of the Mausoleum was repaired
- ▶ Future purchase of a pick up truck for cemetery work
- ▶ The only investment earnings come from trust funds
- ▶ Future restoration of cemetery stone entrance
- ▶ Future leveling of small utility shed more room for ground spaces; Sub 5 development on hold

Revenues

Budget Line Item	Historical Information			Budget		
	Actual 2015/2016	Actual 2016/2017	Actual 2017/2018	Budget 2018	Budget 2019	Increase (Decrease)
Trust Fund Earnings	\$ 1,218	\$ 2,602	\$ 4,721	\$ 2,087	\$ 3,662	\$ 1,575
General Investment Earnings	4,096	4,531	174	-	-	-
Ground Interment Fees	19,700	27,925	16,625	24,480	22,275	(2,205)
Mausoleum Interment Fees	21,650	15,188	16,325	18,372	15,757	(2,615)
Sale of Graves & Plots	6,410	12,650	8,390	5,230	10,520	5,290
Mausoleum Crypt Sales	56,972	36,598	19,400	23,393	28,000	4,607
Miscellaneous	1,440	6,602	5,306	1,125	5,954	4,829
City of Wisconsin Rapids	64,305	73,620	90,378	90,378	84,434	(5,944)
Total Revenue	\$ 175,790	\$ 179,716	\$ 161,319	\$ 165,065	\$ 170,602	\$ 5,537
Funding Surplus (Deficit)	\$ 12,184	\$ 13,018	\$ (1,571)	\$ -	\$ -	\$ (0)

Budget Line Item	Historical Information			Budget		
	Actual 2014	Actual 2015	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Wages	\$ 383	\$ 2,725	\$ -	\$ 400	\$ -	\$ (400)
Incidental Labor	310	2,239	-	312	-	(312)
Equipment	309	1,645	-	400	-	(400)
WWLC	4,175	4,098	4,124	4,425	4,425	-
Forest Hills Cemetery	63,075	64,305	73,620	90,378	84,434	(5,944)
Total Operating	\$ 68,252	\$ 75,012	\$ 77,744	\$ 95,915	\$ 88,859	\$ (7,056)
Percent Change						-7.4%



CITY OF WISCONSIN RAPIDS

2019 DEPARTMENT BUDGET SUMMARY

Centralia Center

Senior Resource Center

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Building Maintenance	\$ 26,654	\$ 36,535	\$ 24,343	\$ 28,000	\$ 29,000	\$ 1,000
Heating	9,550	7,744	10,971	9,705	11,500	1,795
Electric	34,112	36,396	36,044	36,859	38,000	1,141
Water	3,626	3,929	4,125	3,830	4,300	470
Sewer	2,340	2,684	2,870	2,682	3,100	418
Property Insurance	2,869	4,351	4,688	4,050	4,050	-
Cleaning Services	32,610	30,724	30,738	35,000	35,000	-
Management Services	8,453	8,489	9,417	8,861	8,575	(286)
Total Operating	\$ 120,214	\$ 130,852	\$ 123,196	\$ 128,987	\$ 133,525	\$ 4,538

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	\$ 50,495	\$ 37,736	\$ 88,231
Aging Resource Center	49,358	12,186	61,544
Park Place	30,044	7,376	37,420

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	\$ 29,000	\$ (19,110)	\$ 9,890
Heating	11,500	(8,295)	3,205
Electric	38,000	(24,710)	13,290
Water	4,300	(2,753)	1,547
Sewer	3,100	(1,978)	1,122
Property Insurance	4,050	(2,669)	1,381
Cleaning Services	35,000	(23,065)	11,935
Management Services	8,575	(5,651)	2,924
Total	\$ 133,525	\$ (88,231)	\$ 45,294

Commercial Lease Space

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Building Maintenance	\$ 19,041	\$ 28,105	\$ 23,109	\$ 25,000	\$ 25,000	\$ -
Telephone	368	277	282	300	300	-
Heating	8,267	6,959	10,651	8,402	12,000	3,598
Electric	29,530	31,507	31,236	31,908	32,000	92
Water	3,139	3,401	3,571	3,315	3,500	185
Sewer	2,026	2,323	2,485	2,321	2,500	179
Property Insurance	2,484	4,351	4,688	4,050	4,050	-
Cleaning Services	31,267	29,614	34,163	33,000	34,000	1,000
Management Services	8,453	8,489	8,641	8,861	8,575	(286)
Leasehold Improvements	7,550	-	-	-	-	-
Total	\$ 112,125	\$ 115,026	\$ 118,826	\$ 117,157	\$ 121,925	\$ 4,768

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 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
G.O. Refunding Bonds	\$ 125,625	\$ 123,563	\$ 121,250	\$ 143,281	\$ 139,688	\$ (3,593)
Taxable G.O. Refunding Bonds	70,210	73,030	74,750	77,162	80,231	3,069
CDBG Promissory Note	-	-	-	-	-	-
Total	\$ 195,835	\$ 196,593	\$ 196,000	\$ 220,443	\$ 219,919	\$ (524)

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	2019 Debt Service	Lease Revenue	Tax Levy
G.O. Refunding Bonds	\$ 139,688	\$ (47,633)	\$ 92,055
Taxable G.O. Refunding Bonds	80,231	-	80,231
Total	\$ 219,919	\$ (47,633)	\$ 172,286

- **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 - 12/31/2019	\$ 375,000	2019 Principal Payment	\$ 125,000
Net Interest Rate	2.94%	2019 Interest Payment	\$ 14,688

- **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 - 12/31/2019	\$ 335,613	2019 Principal Payment	\$ 70,560
Net Interest Rate	2.28%	2019 Interest Payment	\$ 9,671

Replacement Reserves

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	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 \$376,083. In the 2018 budget, \$333,013 of the \$376,083 balance was allocated from the replacement reserves for the reconstruction of the Centralia Center parking lot, however, to date these fund have not been spent.



CITY OF WISCONSIN RAPIDS

2019 DEPARTMENT BUDGET SUMMARY

City Property

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Wages	\$ 8,674	\$ 6,739	\$ 10,587	\$ 15,000	\$ 12,500	\$ (2,500)
Overtime	-	-	111	-	-	-
Incidental Labor	7,026	5,464	8,582	12,600	10,219	(2,381)
Equipment	1,998	1,449	3,059	3,500	3,500	-
Materials	17,827	17,451	7,479	7,500	7,500	-
WWLC	2,483	2,690	2,105	2,250	2,250	-
Total	\$ 38,008	\$ 33,793	\$ 31,923	\$ 40,850	\$ 35,969	\$ (4,881)

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 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Capital Outlay	\$ -	\$ 2,015	\$ -	\$ 5,000	\$ 5,000	\$ -
Total	\$ -	\$ 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

2019 DEPARTMENT BUDGET SUMMARY

City Clerk

Position	Wage	2019	2018	2017	2016	2015
City Clerk	\$ 65,315	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	\$ 47,610	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 2015	Actual 2016	Actual 2017
Wages and Benefits			
Wages	\$ 117,380	\$ 97,565	\$ 112,049
Overtime	247	2,050	-
Sick Leave Payout	-	-	15
Wisconsin Retirement	8,485	5,372	7,477
FICA	8,748	7,209	8,395
Health / Dental Insurance	19,741	20,645	210
HSA Contribution	5,000	750	-
Worker's Compensation	329	206	220
Total Wages and Benefits	\$ 159,930	\$ 133,797	\$ 128,366

Percent Change

Operating Expenditures

Office Supplies	\$ 446	\$ 994	\$ 1,014
Postage	625	3,541	3,827
Copying Cost	1,011	1,479	1,736
Telephone	2,582	1,669	2,115
Internet / Email	318	318	318
Postage Machine	4,418	1,573	469
Training / Education	506	681	269
Advertising & Publications	46	2,645	6,876
Subscriptions, Memberships	351	248	370

Budget		
Budget 2018	Budget 2019	Increase (Decrease)
\$ 111,301	\$ 113,425	\$ 2,124
500	-	(500)
476	16	(460)
7,523	7,430	(93)
8,589	8,434	(155)
-	24,181	24,181
-	750	750
216	237	21
\$ 128,605	\$ 154,473	\$ 25,868
		20.1%

\$ 400	\$ 750	\$ 350
8,600	8,600	-
1,300	1,300	-
2,600	2,600	-
318	318	-
3,000	3,000	-
750	600	(150)
4,000	6,875	2,875
273	273	-

Budget Line Item	Historical Information		
	Actual 2015	Actual 2016	Actual 2017
City Hall Rent	9,375	9,063	9,375
Total Operating Expenditures	\$ 19,678	\$ 22,211	\$ 26,369
Percent Change			

Total City Clerk	\$ 179,608	\$ 156,008	\$ 154,735
Percent Change			

Budget		
Budget 2018	Budget 2019	Increase (Decrease)
9,375	10,025	650
\$ 30,616	\$ 34,341	\$ 3,725
		12.2%
\$ 159,221	\$ 188,814	\$ 29,593
		18.6%

Outlay

Budget Line Item	Historical Information		
	Actual 2015	Actual 2016	Actual 2017
Sit-to-Stand Desk Top / Chair	\$ -	\$ -	\$ -
Total Election Outlay	\$ -	\$ -	\$ -
Percent Change			

Budget		
Budget 2018	Budget 2019	Increase (Decrease)
\$ 1,000	\$ -	\$ (1,000)
\$ 1,000	\$ -	\$ (1,000)



CITY OF WISCONSIN RAPIDS

2019 DEPARTMENT BUDGET SUMMARY

Common Council

Position	Wage	2019	2018	2017	2016	2015
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 2015	Actual 2016	Actual 2017
Wages and Benefits			
Wages	\$ 48,120	\$ 48,610	\$ 48,610
FICA	3,681	3,719	3,719
Worker's Compensation	135	102	97
Total Wages and Benefits	\$ 51,936	\$ 52,431	\$ 52,426
Percent Change			

Operating Expenditures			
Office Supplies	\$ 560	\$ 185	\$ 574
Postage	90	76	74
Copying Cost	3,425	4,237	2,272
Telephone	1,501	1,275	1,440
Advertising & Publications	5,835	3,002	766
League Dues	4,051	3,990	3,990
Software Support Contract	1,330	1,065	1,065
Conferences	381	-	229
City Hall Rent	20,250	19,575	20,250
Total Operating Expenditures	\$ 37,423	\$ 33,405	\$ 30,660
Percent Change			

Total Common Council	\$ 89,359	\$ 85,836	\$ 83,086
Percent Change			

Budget		
Budget 2018	Budget 2019	Increase (Decrease)
\$ 48,120	\$ 48,610	\$ 490
3,681	3,719	38
87	95	8
\$ 51,888	\$ 52,424	\$ 536
		1.0%
\$ 400	\$ 400	\$ -
150	100	(50)
3,500	2,500	(1,000)
1,450	1,450	-
3,000	-	(3,000)
3,990	4,152	162
1,100	1,100	-
2,000	2,000	-
20,250	21,654	1,404
\$ 35,840	\$ 33,356	\$ (2,484)
		-6.9%
\$ 87,728	\$ 85,780	\$ (1,948)
		-2.2%



CITY OF WISCONSIN RAPIDS

2019 DEPARTMENT BUDGET SUMMARY

Community Development

Position	Wage	2019	2018	2017	2016	2015
Director	\$ 87,156	1.00	1.00	1.00	1.00	1.00
Community Development Specialist	\$ 53,838	0.80	1.00	1.00	1.00	1.00
Administrative Assistant	\$ -	-	-	-	0.50	0.50
Total Full-time Equivalent Employees (FTE's)		1.80	2.00	2.00	2.50	2.50

Budget Line Item	Historical Information		
	Actual 2015	Actual 2016	Actual 2017
Wages and Benefits			
Wages	\$ 104,629	\$ 106,891	\$ 129,307
Overtime	-	-	-
Sick Leave Payout	-	495	684
Wisconsin Retirement	7,109	7,049	8,356
FICA	7,635	7,804	9,253
Health / Dental Insurance	18,560	19,042	28,691
HSA Contribution	2,500	750	1,687
Worker's Compensation	293	224	253
Total Wages and Benefits	\$ 140,726	\$ 142,255	\$ 178,231
Percent Change			-4.1%

Budget		
Budget 2018	Budget 2019	Increase (Decrease)
\$ 139,674	\$ 133,894	\$ (5,780)
-	-	-
691	684	(7)
9,404	8,815	(589)
10,289	9,668	(621)
42,639	41,245	(1,394)
1,500	1,500	-
270	281	11
\$ 204,467	\$ 196,087	\$ (8,380)
		-4.1%
Operating Expenditures		
\$ 1,000	\$ 2,500	\$ 1,500
750	750	-
1,000	1,000	-
2,500	2,500	-
318	318	-
100	100	-
1,100	1,100	-
4,500	4,500	-
8,500	2,500	(6,000)
-	-	-
3,777	3,777	-

Budget Line Item	Historical Information		
	Actual 2015	Actual 2016	Actual 2017
Miscellaneous	-	849	884
Total Operating Expenditures	\$ 18,889	\$ 49,600	\$ 41,930
Percent Change			
Total Community Development	\$ 159,615	\$ 191,855	\$ 220,161
Percent Change			

Budget		
Budget 2018	Budget 2019	Increase (Decrease)
1,000	1,000	-
\$ 24,545	\$ 20,045	\$ (4,500)
		-18.3%
\$ 229,012	\$ 216,132	\$ (12,880)
		-5.6%

Planning & Economic Development Budget Highlights

- **Wages** - Decrease due to Community Development Specialist move to .80

- **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 San Francisco.

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** – Change cell phone for Community Development Specialist from City provided to stipend.
- **Office Supplies** - Increase to cover standing desk conversion.
- **Comprehensive Planning/Zoning** – Reduction reflects finishing up the Sign Code Update.



CITY OF WISCONSIN RAPIDS

2019 DEPARTMENT BUDGET SUMMARY

Crossing Guards

Budget Line Item	Historical Information		
	Actual 2015	Actual 2016	Actual 2017
Wages and Benefits			
Wages	\$ 47,380	\$ 44,079	\$ 39,685
Walking School Bus Wages	-	-	-
FICA	3,734	3,414	3,082
Worker's Compensation	1,818	1,360	1,418
Total Wages and Benefits	\$ 52,932	\$ 48,853	\$ 44,185
Percent Change			
Operating Expenditures			
Cell Phone	\$ 362	\$ 390	\$ 140
Training / Education	75	150	13
Uniforms	25	213	15
Safety Shoes	900	865	725
Supplies	486	14	96
Total Operating Expenditures	\$ 1,848	\$ 1,632	\$ 989
Percent Change			
Total Crossing Guards	\$ 54,780	\$ 50,485	\$ 45,174
Percent Change			

Budget		
Budget 2018	Budget 2019	Increase (Decrease)
\$ 47,735	\$ 40,000	\$ (7,735)
7,000	7,000	-
4,187	3,596	(591)
1,966	1,959	(7)
\$ 60,888	\$ 52,555	\$ (8,333)
		-13.7%
\$ 425	\$ 375	\$ (50)
550	550	-
625	625	-
1,250	1,000	(250)
750	500	(250)
\$ 3,600	\$ 3,050	\$ (550)
		-15.3%
\$ 64,488	\$ 55,605	\$ (8,883)
		-13.8%



CITY OF WISCONSIN RAPIDS

2019 DEPARTMENT BUDGET SUMMARY

Debt Service

Description	2018	2017	2016	2015	2014	2013
Moody's Bond Rating	Aa3	Aa3	Aa3	Aa3	Aa3	Aa3
Total Outstanding G.O. Debt	\$ 20,774,961	\$ 20,734,850	\$ 18,168,285	\$ 19,005,280	\$ 12,015,936	\$ 13,540,262
Percent of Legal Debt Margin	39.5%	40.7%	35.9%	36.6%	23.0%	26.1%

General Obligation Debt

Budget Line Item	2018 Budget			2019 Budget		
	Principal	Interest	Total	Principal	Interest	Total
2008 G.O. Promissory Notes	\$ 100,000	\$ 2,000	\$ 102,000	\$ -	\$ -	\$ -
2011 G.O. Refunding Bonds	125,000	18,281	143,281	125,000	14,688	139,688
2011 G.O. Promissory Notes	150,000	14,063	164,063	150,000	9,750	159,750
2011 G.O. Refunding Bonds	175,000	52,981	227,981	175,000	48,169	223,169
2012 State Trust Fund Loan	49,888	7,946	57,834	51,385	6,449	57,834
2012 G.O. Taxable Refunding Bond	365,000	61,488	426,488	390,000	53,450	443,450
2012 G.O. Refunding Bonds	190,000	21,805	211,805	215,000	19,780	234,780
2012 G.O. Promissory Notes	100,000	5,590	105,590	100,000	4,590	104,590
2015 G.O. Promissory Notes	95,000	13,462	108,462	100,000	12,363	112,363
2015 G.O. Refunding Bonds	485,000	138,869	623,869	495,000	129,069	624,069
2016 G.O. Promissory Notes	90,000	14,292	104,292	95,000	13,413	108,413
2017 G.O. Bonds	170,000	200,601	370,601	155,000	129,788	284,788
2018 G.O. Promissory Notes	-	-	-	100,000	72,974	172,974
Total General Obligation Debt	\$ 2,094,888	\$ 551,378	\$ 2,646,266	\$ 2,151,385	\$ 514,483	\$ 2,665,868

Leases

Budget Line Item	2018 Budget			2019 Budget		
	Principal	Interest	Total	Principal	Interest	Total
2008 - Fire Rescue Truck	\$ 9,620	\$ 508	\$ 10,128	\$ -	\$ -	\$ -
Total Leases	\$ 9,620	\$ 508	\$ 10,128	\$ -	\$ -	\$ -

Clean Water Fund Loan

Budget Line Item	2018 Budget			2019 Budget		
	Principal	Interest	Total	Principal	Interest	Total
2008 - Clean Water Fund Loan	\$ 1,391,478	\$ 594,482	\$ 1,985,960	\$ 1,438,761	\$ 546,396	\$ 1,985,157
2018 - Clean Water Fund Loan	-	-	-	-	123,383	123,383
Total Clean Water Fund Loan	\$ 1,391,478	\$ 594,482	\$ 1,985,960	\$ 1,438,761	\$ 669,779	\$ 2,108,540

Debt Service Budget Highlights

- **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 - 12/31/2018	\$ 500,000	Original Amount	\$ 1,225,000
2019 Principal Payment	(125,000)	Net Interest Rate	2.96%
Outstanding Balance - 12/31/2019	\$ 375,000		

- **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 - 12/31/2018	\$ 400,000	Original Amount	\$ 1,300,000
2019 Principal Payment	(150,000)	Net Interest Rate	2.74%
Outstanding Balance - 12/31/2019	\$ 250,000		

- **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 - 12/31/2018	\$ 1,400,000	Original Amount	\$ 2,715,000
2019 Principal Payment	(175,000)	Net Interest Rate	3.36%
Outstanding Balance - 12/31/2019	\$ 1,225,000		

- **2012 State Trust Fund Loan** - A State Trust Fund Loan issued to fund the following 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 - 12/31/2018	\$ 214,962	\$ 500,000
2019 Principal Payment	(51,385)	3.00%
Outstanding Balance - 12/31/2019	\$ 163,577	

- **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 - 12/31/2018	\$ 2,245,000	\$ 3,930,000
2019 Principal Payment	(390,000)	2.28%
Outstanding Balance - 12/31/2019	\$ 1,855,000	

- **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

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 - 12/31/2018	\$ 1,430,000	Original Amount	\$ 2,310,000
2019 Principal Payment	<u>(215,000)</u>	Net Interest Rate	1.47%
Outstanding Balance - 12/31/2019	\$ 1,215,000		

- **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 - 12/31/2018	\$ 410,000	Original Amount	\$ 1,010,000
2019 Principal Payment	<u>(100,000)</u>	Net Interest Rate	1.47%
Outstanding Balance - 12/31/2019	\$ 310,000		

- **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 - 12/31/2018	\$ 720,000	Original Amount	\$ 995,000
2019 Principal Payment	<u>(100,000)</u>	Net Interest Rate	1.88%
Outstanding Balance - 12/31/2019	\$ 620,000		

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

Outstanding Balance - 12/31/2018	\$ 6,030,000	Original Amount	\$ 7,475,000
2019 Principal Payment	<u>(495,000)</u>	Net Interest Rate	2.23%
Outstanding Balance - 12/31/2019	\$ 5,535,000		

- **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 - 12/31/2018	\$ 945,000	Original Amount	\$ 1,120,000
2019 Principal Payment	<u>(95,000)</u>	Net Interest Rate	1.62%
Outstanding Balance - 12/31/2019	\$ 850,000		

- **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 - 12/31/2018	\$ 4,345,000	Original Amount	\$ 4,515,000
2019 Principal Payment	<u>(155,000)</u>	True Interest Rate	2.75%
Outstanding Balance - 12/31/2019	\$ 4,190,000		

- **2018 G.O. Promissory Notes** - G.O. Promissory Notes used to finance the following projects issues:

\$818,348 - East River Bank Bike Path

\$62,500 - Overlook Balcony in Mead Rapids View Park

\$1,135,222 - street / storm sewer construction projects

High Street - 7th Ave N to 10th Ave N
High Street - 12th Ave N to 17th Ave N
Van Buren - 8th Ave N to 10th Ave N

\$143,832 - Sidewalk - 10th St S - 330' N Wood Ave to Grove Ave

\$100,000 - McMillan Library lower level restroom renovation

\$57,160 - Debt issuance cost

Outstanding Balance - 12/31/2018	\$ 2,135,000	Original Amount	\$ 2,135,000
2019 Principal Payment	<u>(100,000)</u>	True Interest Rate	2.68%
Outstanding Balance - 12/31/2019	\$ 2,035,000		

► **Total General Obligation Debt**

Outstanding Balance - 12/31/2018	\$ 20,774,961
2019 Debt Issuance	5,300,000
2019 Principal Payment	<u>(2,151,385)</u>
Outstanding Balance - 12/31/2019	\$ 23,923,576

- **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 - 12/31/2018	\$ 16,799,316	Original Amount	\$ 26,615,595
2019 Principal Payment	<u>(1,438,761)</u>	Net Interest Rate	3.398%
Outstanding Balance - 12/31/2019	\$ 15,360,555		

- **2018 Clean Water Fund Loan** - The Clean Water Fund Loan was used to finance the reconstruction of the west side lift station and the force main river crossing project.

Outstanding Balance - 12/31/2018	\$ 7,027,469	Original Amount	\$ 7,027,469
2019 Principal Payment	<u>-</u>	Net Interest Rate	1.870%
Outstanding Balance - 12/31/2019	\$ 7,027,469		

► **Total Wastewater Clean Water Fund Loan Debt**

Outstanding Balance - 12/31/2018	\$ 23,826,785
2019 Debt Issuance	-
2019 Principal Payment	<u>(1,438,761)</u>
Outstanding Balance - 12/31/2019	\$ 22,388,024



CITY OF WISCONSIN RAPIDS

2019 DEPARTMENT BUDGET SUMMARY

Elections

Election	2019	2018	2017	2016	2015
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	-
November Election	-	1.00	-	1.00	-
Special Election	-	-	-	-	-
Total Elections	2.00	4.00	2.00	4.00	2.00

Budget Line Item	Historical Information		
	Actual 2015	Actual 2016	Actual 2017
Wages and Benefits			
Wages	\$ 5,841	\$ 30,263	\$ 9,348
Overtime	-	-	-
Wisconsin Retirement	-	-	-
FICA	45	-	-
Worker's Compensation	16	64	19
Total Wages and Benefits	\$ 5,902	\$ 30,327	\$ 9,367
Percent Change			

Operating Expenditures			
Office Supplies	\$ -	\$ 302	\$ 178
Postage	366	705	2,375
Copying	496	1,682	763
Advertising & Publications	212	113	18
Voting Machine Maintenance	1,686	1,686	675
Programming & Ballots	-	-	-
Total Operating Expenditures	\$ 2,760	\$ 4,488	\$ 4,009
Percent Change			

Total Elections	\$ 8,662	\$ 34,815	\$ 13,376
Percent Change			

Budget		
Budget 2018	Budget 2019	Increase (Decrease)
\$ 30,250	\$ 10,000	\$ (20,250)
-	-	-
-	-	-
-	-	-
55	20	(35)
\$ 30,305	\$ 10,020	\$ (20,285)
		-66.9%
\$ 750	\$ 500	\$ (250)
1,000	2,500	1,500
1,500	800	(700)
300	500	200
1,686	1,686	-
-	-	-
\$ 5,236	\$ 5,986	\$ 750
		14.3%
\$ 35,541	\$ 16,006	\$ (19,535)
		-55.0%

Outlay

Budget Line Item	Historical Information		
	Actual 2015	Actual 2016	Actual 2017
Voting Machines	\$ -	\$ -	\$ -
Total Election Outlay	\$ -	\$ -	\$ -

Percent Change

Budget		
Budget 2018	Budget 2019	Increase (Decrease)
\$ 2,500	\$ 2,500	\$ -
\$ 2,500	\$ 2,500	\$ -
		0.0%

Election Outlay Budget Highlights

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



CITY OF WISCONSIN RAPIDS

2019 DEPARTMENT BUDGET SUMMARY

Emergency Communications

Budget Line Item	Historical Information		
	Actual 2015	Actual 2016	Actual 2017
Operating Expenditures			
Siren Maintenance	\$ 630	\$ 2,945	\$ 525
Equipment Maintenance	-	-	-
Training / Education	-	-	-
Supplies & Materials	-	-	-
Telephone	-	-	-
WWLC	1,365	1,361	1,368
Auxiliary Police	3,160	4,277	3,505
Total	\$ 5,155	\$ 8,583	\$ 5,398
Percent Change			

Budget		
Budget 2018	Budget 2019	Increase (Decrease)
\$ 750	\$ 750	\$ -
2,500	2,000	(500)
-	-	-
-	-	-
-	-	-
2,500	1,500	(1,000)
5,000	5,000	-
\$ 10,750	\$ 9,250	\$ (1,500)
		-14.0%

Emergency Communications / Management Budget Highlights



Emergency Communications Outlay

Budget Line Item	Historical Information		
	Actual 2015	Actual 2016	Actual 2017
	\$ -	\$ -	\$ -
Total	\$ 30,335	\$ 11,090	\$ -
Percent Change			

Budget		
Budget 2018	Budget 2019	Increase (Decrease)
\$ -	\$ -	\$ -
\$ -	\$ -	\$ -



CITY OF WISCONSIN RAPIDS

2019 DEPARTMENT BUDGET SUMMARY

Engineering

Position	Wage	2019	2018	2017	2016	2015
Public Works Director	\$ 101,682	0.30	0.30	0.30	0.30	1.00
City Engineer	\$ 84,144	1.00	1.00	1.00	1.00	1.00
Design Engineer II	\$ 72,101	1.00	1.00	1.00	1.00	1.00
Design Engineer I	\$ -	-	-	-	-	-
Engineering Tech V - D	\$ 61,446	3.00	3.00	3.00	3.00	3.00
Engineering Tech III - D	\$ 54,755	2.00	2.00	2.00	1.00	1.00
Adm Engineering Tech III - C	\$ -	-	-	-	1.00	1.00
Administrative Assistant	\$ -	-	-	-	-	-
Engineering Seasonal Tech - LTE	\$ 48,214	1.50	1.50	1.50	1.50	1.50
Total Full-time Equivalent Employees (FTE's)		8.80	8.80	8.80	8.80	9.50

Engineering

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Wages	\$ 182,517	\$ 129,400	\$ 121,818	\$ 164,867	\$ 151,360	\$ (13,507)
Public Works Director	-	18,903	21,153	21,513	21,112	(401)
Overtime	504	43	295	-	-	-
Incidental Labor	112,387	99,331	94,779	138,492	123,737	(14,755)
Office Supplies	3,753	1,818	3,058	3,500	3,500	-
Operating Supplies	3,141	3,915	6,802	6,595	6,772	177
Postage	929	1,157	1,132	1,400	1,400	-
Copying Cost	2,449	3,315	3,526	4,000	4,000	-
Vehicles	31,740	28,583	17,876	21,805	23,080	1,275
Telephone	6,409	4,241	4,806	4,500	4,500	-
Internet / Email	1,274	1,274	1,274	1,220	1,300	80
Subscriptions & Memberships	840	575	1,165	590	590	-
Training & Education	5,729	1,559	2,390	5,180	5,180	-
Special Surveying	15,350	17,490	7,030	6,825	6,500	(325)
Contract Payments	-	-	-	2,050	600	(1,450)
City Hall Rent	26,138	23,454	24,263	24,263	25,945	1,682
Safety Shoes	1,179	1,150	1,150	1,300	1,300	-
Software Licensing	3,895	8,050	4,090	5,800	5,800	-
Total	\$ 398,234	\$ 344,258	\$ 316,607	\$ 413,900	\$ 386,676	\$ (27,224)

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** - Developers - meetings, special assessment calculations, preliminary estimates & layouts, permit requirements; Rapid Improvement Projects - construction means & methods; ROW Permits - reviewing data, phone conversations, project follow-up, inspections; Data Requests - as-built drawings, sewer & water services, infrastructure.
- ▶ **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** - P&Z exhibits; legal descriptions & property searches; equipment maintenance & supplies inventory; CSM reviews; survey database maintenance; survey services administration.
- ▶ **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
TBD	20.0	\$ 325	\$ 6,500
TBD	-	\$ -	-
			<u>\$ 6,500</u>

▶ Software Licensing

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

2019 Activity	Wages	ILC	Vehicles	Other	Total	2018
Administration	\$ 122,474	\$ 82,864	\$ 23,030	\$ 48,385	\$ 276,753	\$ 272,797
Special Projects	19,334	15,806	-	-	35,140	41,019
Data Management	7,045	5,759	-	-	12,804	20,708
Surveying Services	17,857	14,598	-	7,372	39,827	40,859
Training	5,762	4,710	-	5,180	15,652	22,378
Assessor Plats	-	-	-	6,500	6,500	16,139
Public Hearings	-	-	-	-	-	-
Total	\$ 172,472	\$ 123,737	\$ 23,030	\$ 67,437	\$ 386,676	\$ 413,900

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 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Kayak	\$ -	\$ -	\$ -	\$ 500	\$ -	\$ (500)
NA2 Auto Level	-	-	-	-	2,636	2,636
Auto Laser Level	-	-	-	-	2,481	2,481
	-	-	-	-	-	-
Total	\$ 4,651	\$ -	\$ 2,213	\$ 500	\$ 5,117	\$ 4,617

Curb & Gutter Maintenance

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Wages	\$ 12,945	\$ 7,011	\$ 11,325	\$ 11,603	\$ 10,740	\$ (863)
Overtime	-	401	-	-	-	-
Incidental Labor	10,485	6,009	9,093	9,738	8,782	(956)
Equipment	1,520	1,380	3,672	3,690	3,690	-
Materials	4,867	8,401	355	5,625	5,625	-
Contract Payments	14,240	9,054	36,869	24,750	33,750	9,000
Total	\$ 44,057	\$ 32,256	\$ 61,314	\$ 55,406	\$ 62,587	\$ 7,181

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.

Sidewalk Maintenance

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Wages	\$ 12,455	\$ 13,510	\$ 26,861	\$ 13,305	\$ 10,620	\$ (2,685)
Overtime	-	319	123	-	-	-
Incidental Labor	10,089	11,208	21,677	11,178	8,682	(2,496)
Equipment	759	1,688	5,241	5,576	4,920	(656)
Pit Materials	1,507	305	1,351	3,570	3,150	(420)
Contract Payments	25,973	15,274	131,082	62,050	65,000	2,950
Total	\$ 50,783	\$ 42,304	\$ 186,335	\$ 95,679	\$ 92,372	\$ (3,307)

Sidewalk Activity Based Budget Highlights

- **Sidewalk Maintenance** - Inspection includes preliminary identification, scheduling, and estimating during repair of sidewalk. Administration includes billings, mailings, resident meetings, phone calls, etc. Street Department performs restoration work. Surveyors are needed periodically to reset line and grade to meet ADA compliance at curb ramps and driveways. Contractor removes and replaces sidewalk panels.
- **Joint Cutting** - Work includes cutting joints rather than removing and replacing faulted panels. It is more cost effective than removal and replacement up to 1 inch fault heights.

Activity Based Budget Summary

2019 Activity	Wages	ILC	Equipment	Other	Total	2018
Sidewalk Maintenance	\$ 10,620	\$ 8,682	\$ 4,920	\$ 54,150	\$ 78,372	\$ 11,443
Survey	-	-	-	-	-	4,030
Joint Cutting	-	-	-	14,000	14,000	80,206
Total	\$ 10,620	\$ 8,682	\$ 4,920	\$ 68,150	\$ 92,372	\$ 95,679

Traffic Control

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Wages	\$ 3,933	\$ 6,661	\$ 4,947	\$ 15,428	\$ 10,773	\$ (4,655)
Overtime	-	-	9	-	-	-
Incidental Labor	3,185	4,526	4,002	12,956	8,807	(4,149)
Equipment	100	123	101	162	324	162
Supplies & Materials	1,791	15,852	5,848	17,548	69,680	52,132
Contract Payments	-	-	-	10,000	-	(10,000)
Intersection Safety Audit	-	-	928	-	-	-
Railroad Crossing Analysis	-	-	-	20,000	-	(20,000)
Traffic Consultant	-	1,080	7,132	5,000	33,075	28,075
Phone Interconnect	23,355	23,512	33,458	3,380	3,500	120
WWLC	57,156	76,760	62,433	80,000	80,000	-
Total	\$ 89,520	\$ 128,514	\$ 118,858	\$ 164,474	\$ 206,159	\$ 41,685

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

2019 Activity	Wages	ILC	Equipment	Other	Total	2018
Traffic Control Activities	\$ 9,770	\$ 7,987	\$ 162	\$ 41,575	\$ 59,494	\$ 55,955
Traffic Signal Maintenance	1,003	820	162	144,680	146,665	108,519
Total	\$ 10,773	\$ 8,807	\$ 324	\$ 186,255	\$ 206,159	\$ 164,474

► Supplies and Materials

Controller Replacements	\$ 3,000
PED Button Replacement	\$ 1,600
Signal Head Backplates	\$ 1,200
Detector Replacements (Pepper Ave)	\$ 24,000
Tactics Subscriptions (Signal software)	\$ 3,500
Power Supply Unit (Chase St and High St)	\$ 20,000
Conflict Monitor Tester	\$ 11,380



CITY OF WISCONSIN RAPIDS

2019 DEPARTMENT BUDGET SUMMARY

Finance

Position	Wage	2019	2018	2017	2016	2015
Finance Director	\$ 95,505	1.00	1.00	1.00	1.00	1.00
Senior Accountant	\$ 68,442	1.00	1.00	1.00	1.00	-
Accountant	\$ -	-	-	-	-	1.00
Elected Treasurer	\$ -	-	-	-	-	1.00
Payroll Clerk	\$ 53,174	1.00	1.00	1.00	1.00	1.00
Accounting Clerk	\$ 45,700	1.50	1.50	1.50	1.80	1.80
Deputy Tax Collector	\$ 14,905	-	0.39	0.39	0.39	0.39
Total Full-time Equivalent Employees (FTE's)		4.50	4.89	4.89	5.19	6.19

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Wages & Benefits						
Wages	\$ 332,217	\$ 308,369	\$ 299,800	\$ 299,921	\$ 287,534	\$ (12,387)
Sick Leave Payout	-	-	-	1,936	1,791	(145)
Wisconsin Retirement	21,678	20,273	18,514	20,272	18,951	(1,321)
FICA	24,515	22,682	22,666	22,146	20,934	(1,212)
Health / Dental Insurance	31,427	31,005	29,982	35,693	42,872	7,179
HSA Contribution	7,500	1,125	1,500	1,500	1,500	-
Worker's Compensation	930	645	603	583	603	20
Cost Allocations	(40,229)	(40,103)	(34,982)	(48,915)	(38,730)	10,185
Total Wages and Benefits	\$ 378,038	\$ 343,996	\$ 338,083	\$ 333,136	\$ 335,455	\$ 2,319
Percent Change						0.7%

Operating Expenditures						
Office Supplies	\$ 9,262	\$ 5,619	\$ 5,187	\$ 6,500	\$ 5,500	\$ (1,000)
Postage	9,347	9,590	5,195	7,500	6,250	(1,250)
Copying Cost	3,890	4,368	3,232	4,250	3,750	(500)
Maintenance Agreements	1,440	1,429	710	1,250	750	(500)
Software Support Contract	28,408	24,716	26,893	40,000	40,000	-
Books, Periodicals, Publications	94	33	22	100	100	-
Telephone	3,591	2,687	2,389	2,000	2,400	400
Internet / Email	955	955	955	955	955	-
Subscriptions & Memberships	75	80	80	100	100	-
Training / Education	3,024	1,869	2,373	3,500	3,500	-

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Financial Audit	21,040	17,150	22,235	21,700	22,000	300
Continuing Disclosure	4,889	4,889	5,225	-	5,575	5,575
Banking Fees	-	-	357	1,000	5,500	4,500
City Hall Rent	23,250	22,476	23,250	23,250	21,229	(2,021)
Total Operating Expenditures	\$ 109,265	\$ 95,861	\$ 98,103	\$ 112,105	\$ 117,609	\$ 5,504
Percent Change						4.9%
Total Finance	\$ 487,303	\$ 439,857	\$ 436,186	\$ 445,241	\$ 453,064	\$ 7,823
Percent Change						1.8%

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 \$ 50

► **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.

► **Continuing Disclosure** - In accordance with Securities and Exchange Commission Rule 15c2-12, the City must provide certain annual financial information and material event notices to the public. Those filings must be made electronically at the Electronic Municipal Market Access (EMMA) portal. Also included in this line item is the cost for paying agent fees on certain debt issues. This line item was previously budgeted in the Debt Service Fund.

► **Cost Allocations** - Administrative services are allocated to operating budgets that are supported by revenue sources other than the property tax levy. The decrease in the 2019 budgeted cost allocations is attributed to the fact that in 2018 \$10,000 of Finance Department cost were allocated to the Group Health Insurance Fund and built into the self-insured health insurance premiums. Costs are allocated to the following budgets:

River Cities Community Access \$ 3,000
Wastewater \$ 27,425
Centralia Center \$ 6,805
Airport \$ 1,500



CITY OF WISCONSIN RAPIDS

2019 DEPARTMENT BUDGET SUMMARY

Fire Department / EMS

Position	Wage	2019	2018	2017	2016	2015
Fire Chief	\$ 93,177	1.00	1.00	1.00	1.00	1.00
Deputy Chief	\$ 84,144	1.00	1.00	1.00	1.00	1.00
Captain	\$ 76,989	3.00	3.00	3.00	3.00	3.00
Lieutenant	\$ 69,043	3.00	3.00	3.00	3.00	3.00
Motor Pump Operator	\$ 66,470	9.00	9.00	9.00	9.00	9.00
Firefighter - 5 year	\$ 64,614	11.00	15.00	15.00	15.00	14.00
Firefighter - 4 year	\$ 64,202	-	-	-	-	1.00
Firefighter - 3 year	\$ 63,790	3.00	-	-	-	-
Firefighter - 2 year	\$ 63,378	-	3.00	-	-	-
Firefighter - 18 month	\$ 58,395	-	-	3.00	-	-
Firefighter - 12 month	\$ 53,639	2.00	-	-	-	-
Firefighter - 6 month	\$ 51,255	2.00	-	-	-	-
Firefighter - Starting	\$ 48,875	-	-	-	3.00	-
Administrative Assistant	\$ 44,429	0.50	1.00	1.00	1.00	1.00
Total Full-time Equivalent Employees (FTE's)		35.50	36.00	36.00	36.00	33.00

Budget Line Item	Historical Information			Budget Information		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Wages and Benefits						
Wages	\$ 2,108,483	\$ 2,296,857	\$ 2,425,230	\$ 2,427,233	\$ 2,361,654	\$ (65,579)
Overtime	273,101	152,447	171,355	134,000	143,550	9,550
Holiday Pay	48,488	54,653	56,314	49,440	52,000	2,560
Ambulance Transfer Pay	98,606	89,191	93,578	69,000	45,000	(24,000)
Ambulance Pay	44,844	50,724	50,180	45,000	52,250	7,250
Critical Care Pay	12,000	12,000	14,400	13,200	13,200	-
Sick Leave Payout	-	14,469	12,510	14,468	12,510	(1,958)
Wisconsin Retirement	350,105	351,538	415,586	419,183	407,851	(11,332)
FICA	39,119	39,255	41,026	40,403	37,738	(2,665)
Health / Dental Insurance	645,503	697,632	735,860	840,666	732,019	(108,647)
HSA Contribution	77,500	25,875	26,250	26,250	23,625	(2,625)
Worker's Compensation	123,034	104,765	108,525	113,319	121,136	7,817
Total Wages and Benefits	\$ 3,820,783	\$ 3,889,406	\$ 4,150,814	\$ 4,192,162	\$ 4,002,533	\$ (189,629)
Percent Change						-4.5%

Budget Line Item	Historical Information			Budget Information		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Operating Expenditures						
Office Supplies	\$ 3,706	\$ 4,788	\$ 2,504	\$ 5,000	\$ 4,000	\$ (1,000)
Postage	2,299	1,586	1,847	1,885	1,500	(385)
Copying Cost	5,833	6,875	6,240	4,150	3,000	(1,150)
Equipment Maintenance	9,383	8,997	14,483	7,000	7,000	-
Building Maintenance	32,936	25,995	40,915	32,500	35,000	2,500
Small Tools & Equipment	2,600	6,398	1,961	5,000	5,000	-
Ambulance Supplies	61,194	73,659	97,974	85,000	75,000	(10,000)
Telephone	24,435	29,215	34,947	30,000	35,000	5,000
WWLC	26,523	26,528	26,853	27,750	25,250	(2,500)
Heating	9,426	8,213	8,661	13,000	13,000	-
Internet / Email	6,576	6,576	6,576	6,250	6,500	250
Subscriptions & Memberships	1,903	1,784	2,401	2,750	2,750	-
Training & Education - Fire	16,612	19,984	8,783	16,911	20,388	3,477
Training & Education - EMS	-	-	8,130	12,541	8,512	(4,029)
Educational Reimbursement	7,067	5,442	5,495	5,000	6,500	1,500
EMS Software - Image Trend	14,899	18,095	13,852	17,750	12,250	(5,500)
Contract EMS Billing Support	9,016	9,358	7,523	10,000	-	(10,000)
Ambulance Vehicles	50,831	42,905	49,439	40,000	32,500	(7,500)
Fire Department Vehicles	28,227	50,432	51,623	40,000	40,000	-
Clothing Allowance	11,950	13,150	13,150	13,150	13,150	-
Uniforms	428	1,159	595	1,000	5,000	4,000
First Responder Stipend	-	-	2,060	-	2,100	2,100
Laundry / Dry Cleaning	14	94	147	250	500	250
Physicals/ Health & Wellness	11,076	12,173	23,794	20,000	20,000	-
Fire Prevention	4,671	3,953	1,786	5,000	5,000	-
Property & Auto Insurance - Fire	14,245	14,324	15,100	14,406	13,460	(946)
Property & Auto Insurance - EMS	5,806	5,838	6,205	5,788	5,076	(712)
Total Operating Expenditures	\$ 361,656	\$ 397,521	\$ 453,044	\$ 422,081	\$ 397,436	\$ (24,645)
Percent Change						-5.8%
Total Fire Department / EMS	\$ 4,182,439	\$ 4,286,927	\$ 4,603,858	\$ 4,614,243	\$ 4,399,969	\$ (214,274)
Percent Change						-4.6%

Fire Department Budget Highlights

- **Wages** - Non-union and Local 425 I.A.F.F. wages are budgeted at the 2018 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.	\$ 25,000
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	15,000
Training - Overtime for off-duty members to attend training opportunities or to cover on-duty personnel during training	7,500
Education - Overtime for members to attend conferences or receive mandatory education such as EMS refreshers, FFI, FFII, Haz-Mat, etc..	7,500
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	2,500
Comp Time Pay - Comp time pay based on requests from departmental personnel and can reflect overtime from multiple budget periods	25,000
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	21,150
Sick Days - Shift shortage due to department personnel off on sick leave	35,000
Misc. - Funeral leave, jury duty, surge staffing, etc...	4,900
	\$ 143,550

Overtime - 2019 budget (\$143,500) increased \$ 9,550. There is an increase in overtime in 2019 based on where the department is at for the midway point of 2018 and also the unknown of entry level firefighter availability. Without full staffing the flexibility of completing crew transfers is not always an option, resulting in overtime being paid to maintain minimum staffing levels.

- **Ambulance Transfer Pay** - 2019 budget (\$45,000) decrease of \$ 24,000. This is an estimate. Medivac has had an impact on inter-facility transfers from Riverview Aspirus; however, IFT's began to trend upwards in late June & July which is what the hospital had said may happen with the stand alone ER opening in Stevens Point
- **Building Maintenance** - increase of \$2,500 based on 2018 budget through June. As the departments two stations age we are seeing an increase in unpredictable repairs and maintenance needs.
- **Ambulance Supplies** - decrease of \$10,000. This is due to dropping several medications and streamlining equipment and material ordering
- **Training & Education** - The following is a list of conferences and training included in the 2019 budget:

In-State Training, Fire Instructor, Fire Officer, ISO, etc..	\$ 8,500
Paramedic Conference	2,750
Wisconsin EMS Association Conference	2,700
International Association of Arson Investigations Conference	2,700
Image Trend Conference	1,750
Training Committee - Fire & EMS Training	4,000
Fire Academy	1,500
MSTC Annual Fee	500
Wisconsin State Fire Chiefs Conference	2,500
Coding Re-cert Billing Clerk	-
TEMS/RTF	2,000
	\$ 28,900

- **Ambulance Vehicles** - 2019 budget is a decrease of \$7,500. Decrease due to receiving a new ambulance and major expenses being covered under warranty
- **Uniforms** - increase of \$4,000. Due to new hires needing a department jacket and no longer supplying patches for uniforms. Uniforms are now embroidered
- **Physicals/Health/Wellness** - The cost is attributed to the Occupational Preparedness Testing Services that will be conducted in 2019 by Ministry Medical Group Employer Solutions

Fire Department Outlay

Budget Line Item	Historical Information			Budget Information		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Station No. 1	\$ -	\$ -	\$ -	\$ 1,808	\$ 12,000	\$ 10,192
Station No. 2	-	-	-	-	-	-
Equipment	-	-	-	-	-	-
Total	\$ 21,049	\$ 10,270	\$ 11,061	\$ 1,808	\$ 12,000	\$ 10,192

Fire Department Outlay Budget Highlights

- **Station No. 1** - Ice maker wasn't purchased in 2018 due to cost underestimate. Allocated funds were applied to furnace at Station No. 2 - \$4,000
- **Station No. 1** - Remove garage door in EMS bay and replace with wall and door - \$8,000

Fire Department Replacement Fund

Budget Line Item	Historical Information			Budget Information		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Ambulance	\$ 199,243	\$ 41,074	\$ 127,145	\$ 57,500	\$ 43,700	\$ (13,800)
Fire Vehicles	30,427	16,037	31,925	36,950	738,750	701,800
Fire Equipment	22,604	19,082	40,998	27,250	41,000	13,750
Total	\$ 252,274	\$ 76,193	\$ 200,068	\$ 121,700	\$ 823,450	\$ 701,750

Fire Department Replacement Fund Budget Highlights

- **Ambulance** - this account is used to accumulate funds for the replacement of the City's ambulances and related EMS equipment. Anticipated 2019 purchases from the Ambulance Replacement Fund are:

EMS Jackets	\$ 13,500
Tablets for EMS PCR's	\$ 2,500
3 yr PM contract for cardiac monitors	\$ 16,200
Transport Ventilator	\$ 8,000
IV Pump	\$ 3,500
- **Fire Vehicles** - 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 2019 purchases from the Fire Vehicles Replacement Fund are:

Engine No. 4 Replacement	\$ 725,000
SABA Kit	\$ 13,750

Fire Vehicles – An increase of \$719,575. The increase is due to a request to replace a vehicle in the departments aging fleet. The recommendation of the Fire Vison Committee, which has my approval, is to replace an engine and hold off on an aerial/ ladder truck until truck 5 needs replacement. There is cost difference between a new engine versus an aerial device of approximately \$325,000. The belief of Red Power Diesel (the company that does our preventive maintenance on our fleet) is that the ladder truck has at least another 7 years of use left due to upgrades made over the last two years. The departments three current engines are aging with two of them needing major repairs this year. We held off on repairing E4 this summer until we see if the engine request is maintained in the 2019 budget. E4 has needs approximately \$30,000 in repairs needed to stay in service for any length of time. Another request item in the budget is replacing the MSA SABA unit with a SCOTT to match our SCBA's and face masks. The SABA unit is used for confined space or in other emergency operations to supply air to the rescuers.

- **Fire Equipment** - this account is used to accumulate funds for the replacement of fire fighting equipment such as hoses, turnout gear radios, SCBA equipment, etc... Anticipated 2019 purchases from this account are:

Hose Replacement	\$ 3,500
Turnout Gear	\$ 18,000
SCBA Equipment	\$ 2,000
Radios	\$ 15,000
Engine Equipment (handtools)	\$ 2,500

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

Budget Line Item	Fire	EMS	Total
Salaries and wages	\$ 1,700,391	\$ 661,263	\$ 2,361,654
Overtime	103,356	40,194	143,550
Holiday pay	37,440	14,560	52,000
Ambulance transfer pay	-	45,000	45,000
Ambulance pay	-	52,250	52,250
Critical Care Pay	-	13,200	13,200
Sick Leave Payout	9,007	3,503	12,510
Worker's Compensation	83,624	37,512	121,136
Wisconsin Retirement	281,551	126,300	407,851
Health / Dental Insurance	527,054	204,965	732,019
HSA Contribution	17,010	6,615	23,625
FICA	26,052	11,686	37,738
Office supplies	2,880	1,120	4,000
Postage	495	1,005	1,500
Copying cost	2,160	840	3,000
Equipment maintenance	5,040	1,960	7,000
Building maintenance	25,200	9,800	35,000
Small tools & equipment	3,600	1,400	5,000
Ambulance supplies	-	75,000	75,000
Telephone	25,200	9,800	35,000
WWLC	18,180	7,070	25,250
Heating	9,360	3,640	13,000
Internet / email	4,680	1,820	6,500
Dues, subscriptions, memberships	1,980	770	2,750
Training / Education - Fire	20,388	-	20,388
Training / Education - EMS	-	8,512	8,512
Educational reimbursement	4,680	1,820	6,500
EMS software admin fee	-	12,250	12,250
EMS billing support	-	-	-
Ambulance vehicles	-	32,500	32,500
Fire vehicles	40,000	-	40,000
Clothing allowance	9,468	3,682	13,150
Uniforms	3,600	1,400	5,000
First Responder Stipend	-	2,100	2,100
Laundry & dry cleaning	360	140	500
Physicals	14,400	5,600	20,000
Fire prevention	5,000	-	5,000
Auto Insurance - Fire	13,460	-	13,460
Auto Insurance - EMS	-	5,076	5,076
Total	\$ 2,995,616	\$ 1,404,353	\$ 4,399,969



CITY OF WISCONSIN RAPIDS

2019 DEPARTMENT BUDGET SUMMARY

Heart of Wisconsin

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	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

- Our mission at the Heart of Wisconsin is to Empower, Network, Promote- people, businesses and resources. All our activities are directed at creating the environment for businesses and the community to be successful. We respectfully request support from the City of Wisconsin Rapids, in budget year 2019, in the amount of \$25,000. The services provided to the City of Wisconsin Rapids and intended use of funds are directly supportive of the larger community vision: South Wood County has a healthy and growing economy where all people and businesses thrive. It is our intent to work with the Mayor of Wisconsin Rapids, Wisconsin Rapids City Council, Wisconsin Rapids Businesses and residents to attain that vision.

Additionally, the Heart of Wisconsin Chamber of Commerce offers:

- A full-time staff working on business recruitment, development and economic development issues
- A 12-member Board representing southern Wood County and northern Adams County.
- Team of community ambassadors that can be called in to assist promotion of our region for businesses to locate and grow.
- Marketing and Promotion of Wisconsin Rapids and Wisconsin Rapids Businesses
- Prepared material such as the "Economic Profile"
- Knowledge and Expertise of grants and incentives
- On-line Building and property inventory
- Contacts and obtaining business prospects who may locate within the park.
- Revolving Loan Funds
- Student Bus Tours – Working with Wisconsin Rapids School District
- Leadership Development Training
- Providing quality of life and place events that work to promote and bring the community together.

- **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 and 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. 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

2019 DEPARTMENT BUDGET SUMMARY

Human Resources

Position	Wage	2019	2018	2017	2016	2015
Human Resources Director	\$ 89,333	1.00	1.00	1.00	1.00	1.00
Human Resources Assistant	\$ 43,500	1.00	0.80	0.84	0.84	1.68
Benefits Coordinator	\$ -	-	1.00	1.00	1.00	-
Human Resources Generalist	\$ 60,059	1.00	-	-	-	-
Total Full-time Equivalent Employees (FTE's)		3.00	2.80	2.84	2.84	2.68

Budget Line Item	Historical Information		
	Actual 2015	Actual 2016	Actual 2017
Wages and Benefits			
Wages	\$ 177,253	\$ 192,751	\$ 99,412
Overtime	631	1,737	373
Sick Leave Payout	-	-	571
Wisconsin Retirement	12,075	12,687	9,266
FICA	12,193	13,099	10,517
Health / Dental Insurance	48,883	58,522	47,884
HSA Contribution	7,500	3,000	2,250
Worker's Compensation	498	407	496
Cost Allocations	(21,400)	(21,706)	(16,898)
Total Wages and Benefits	\$ 237,633	\$ 260,497	\$ 153,871
Percent Change			

Budget		
Budget 2018	Budget 2019	Increase (Decrease)
\$ 176,066	\$ 194,464	\$ 18,398
3,000	1,000	(2,000)
778	572	(206)
12,050	12,737	687
12,721	13,407	686
67,640	56,746	(10,894)
2,250	1,875	(375)
347	406	59
(70,745)	(51,400)	19,345
\$ 204,107	\$ 229,807	\$ 25,700
		12.6%

Operating Expenditures

Office Supplies	\$ 1,171	\$ 1,091	\$ 1,006	\$ 1,300	\$ 1,100	\$ (200)
Forms & Printing	419	-	-	200	500	300
Postage	-	662	573	750	600	(150)
Copying Cost	1,740	1,935	1,307	2,500	2,000	(500)
Telephone	2,749	1,917	1,654	1,750	2,150	400
Internet / Email	557	557	557	517	520	3
Subscriptions & Memberships	465	425	487	465	550	85
Training & Education	977	3,622	4,722	4,500	5,500	1,000
Archer Pay Plan Maint	825	990	-	660	1,000	340
Safety	135	458	927	2,000	1,000	(1,000)
Physicals	4,990	6,690	7,355	7,000	6,000	(1,000)

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
FMLA Manager	-	-	-	-	447	447
Recruiting	9,548	5,176	7,321	5,500	5,000	(500)
E.A.P.	3,695	4,680	3,988	5,280	4,900	(380)
Drug Screening	3,261	1,622	1,495	3,400	3,550	150
City Hall Rent	5,303	5,126	5,303	5,303	5,400	97
Flexible Spending Plan	445	411	376	420	400	(20)
FIT Program	-	-	-	-	66,424	66,424
Recognition Awards	411	737	718	850	750	(100)
Labor Attorney	2,591	4,619	1,090	7,500	7,500	-
Total Operating Expenditures	\$ 39,282	\$ 40,718	\$ 38,879	\$ 49,895	\$ 115,291	\$ 65,396
Percent Change						131.1%
Total Human Resources	\$ 276,915	\$ 301,215	\$ 192,750	\$ 254,002	\$ 345,098	\$ 91,096
Percent Change						35.9%

Human Resources Budget Highlights

- **Forms & Printing** - Mandatory postings need to be updated in 2019 (6 total)

- **Subscriptions & Memberships** -

National Public Employer Relations Association (NPELRA)	\$	200
CWSHRM	\$	150
Society for Human Resource Management (SHRM)	\$	200

- **Training / Education**

Leadership Development	League of Municipalities Conference
Annual WPELRA Conference	
Annual SHRM Conference	Manager Workplace Harassment Training

- **Archer 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.
- **FIT Program** - A contract with Ascension to provide on-site health related services such as FIT assessments, therapy services and injury intervention. This program was fund in prior years through the self-insured health insurance premiums.
- **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**

Health Insurance Admin Fee	\$	33,550	Wastewater	\$	16,850	WRCM	\$	1,000
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CITY OF WISCONSIN RAPIDS

2019 DEPARTMENT BUDGET SUMMARY

Humane Society

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Wages and Payroll Taxes	\$ 180,674	\$ 179,982	\$ -	\$ 160,000	\$ -	\$ (160,000)
Building Improvements	-	-	-	500	-	(500)
Disposal	5,312	5,192	-	2,700	-	(2,700)
Equipment / Furniture & Fixtures	-	-	-	-	-	-
Food & Supplies	39,695	38,085	-	33,000	-	(33,000)
Fundraising	16,679	17,139	-	12,000	-	(12,000)
Housekeeping	3,056	2,943	-	3,000	-	(3,000)
Mortgage Payment	500	500	-	500	-	(500)
Office & Postage	6,612	5,123	-	5,000	-	(5,000)
Public Relations	961	864	-	900	-	(900)
Building Maintenance	3,989	6,338	-	3,700	-	(3,700)
Equipment Maintenance	3,453	2,292	-	3,500	-	(3,500)
Telephone	3,371	3,711	-	3,700	-	(3,700)
Utilities	12,726	11,636	-	12,000	-	(12,000)
Vet Expense	31,571	30,325	-	31,000	-	(31,000)
Insurance	8,306	8,230	-	8,300	-	(8,300)
Accounting & Legal	4,800	4,600	-	5,000	-	(5,000)
Travel & Education	75	919	-	550	-	(550)
Total Operating	\$ 321,780	\$ 317,879	\$ -	\$ 285,350	\$ -	\$ (285,350)

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 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Donations & Fundraisers	\$ 184,704	\$ 179,347	\$ -	\$ 176,000	\$ -	\$ (176,000)
Surrenders & Adoptions	55,300	54,046	-	52,000	-	(52,000)
Other Municipalities	34,514	26,725	-	26,700	-	(26,700)
City of Wisconsin Rapids	75,000	76,500	-	76,500	76,500	-
Total Revenue	\$ 349,518	\$ 336,618	\$ -	\$ 331,200	\$ 76,500	\$ (254,700)
Funding Surplus (Deficit)	\$ 27,738	\$ 18,739	\$ -	\$ 45,850	\$ 76,500	\$ 30,650

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,
- **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

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



CITY OF WISCONSIN RAPIDS

2019 DEPARTMENT BUDGET SUMMARY

Information Technology

Position	Wage	2019	2018	2017	2016	2015
Director of Innovation & Technology	\$ 90,164	1.00	1.00	1.00	1.00	1.00
GIS Specialist	\$ 63,068	1.00	1.00	1.00	1.00	1.00
Computer/Network Support Tech	\$ 57,220	1.00	1.00	1.00	-	-
Intern	\$ 12,000	0.48	0.48	-	-	-
Total Full-time Equivalent Employees (FTE's)		3.48	3.48	3.00	2.00	2.00

Budget Line Item	Historical Information		
	Actual 2015	Actual 2016	Actual 2017
Wages & Benefits			
Wages	\$ 32,609	\$ 31,637	\$ 183,114
Sick Leave Payout	-	-	-
Wisconsin Retirement	2,781	1,544	11,879
FICA	3,864	2,158	13,492
Health / Dental Insurance	15,185	-	31,017
HSA Contribution	2,500	-	1,500
Worker's Compensation	132	66	359
Total Wages and Benefits	\$ 57,071	\$ 35,405	\$ 241,361
Percent Change			

Budget		
Budget 2018	Budget 2019	Increase (Decrease)
\$ 202,754	\$ 208,928	\$ 6,174
-	827	827
12,781	12,953	172
15,281	15,471	190
38,888	54,681	15,793
1,388	2,138	750
391	437	46
\$ 271,483	\$ 295,435	\$ 23,952
		8.8%

Operating Expenditures

Networking / GIS Supplies	\$ 1,644	\$ 598	\$ 4,573
Copying Costs	40	13	-
Telephone	809	646	3,375
Internet / Email	159	159	159
Training & Education	724	441	3,055
City Hall Rent	3,540	3,422	3,540
Network Software Licensing	27,723	1,990	12,152
Website	2,500	2,500	2,993
GIS Licensing	11,000	12,500	12,500
Microsoft Office Licensing	27,238	29,388	27,055
Contracted Computer Support	77,462	58,209	5,570

\$ 1,700	\$ 2,500	\$ 800
50	50	-
3,500	3,500	-
153	153	-
6,380	6,380	-
3,540	3,540	-
15,000	15,000	-
464	464	-
12,500	12,500	-
22,784	34,284	11,500
-	-	-

Budget Line Item	Historical Information		
	Actual 2015	Actual 2016	Actual 2017
Cost Allocations	(5,700)	(5,771)	(4,700)
Total Operating Expenditures	\$ 147,139	\$ 104,095	\$ 70,272
Percent Change			
<hr/>			
Total Information Technology	\$ 204,210	\$ 139,500	\$ 311,633
Percent Change			

Budget		
Budget 2018	Budget 2019	Increase (Decrease)
(4,841)	(4,986)	(145)
\$ 61,230	\$ 73,385	\$ 12,155
		19.9%
<hr/>		
\$ 332,713	\$ 368,820	\$ 36,107
		10.9%

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

► **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	\$ (4,986)
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IT Replacement Fund

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
I.T. Projects	\$ 2,782	\$ 111,903	\$ 829	\$ 15,000	\$ 15,000	\$ -
Computers	13,857	18,798	50,941	25,000	25,000	-
Network Hardware	4,872	44,784	7,259	12,000	12,000	-
Software	-	-	-	250,000	15,000	(235,000)
Total	\$ 21,511	\$ 175,485	\$ 59,029	\$ 302,000	\$ 67,000	\$ (235,000)

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



CITY OF WISCONSIN RAPIDS

2019 DEPARTMENT BUDGET SUMMARY

Inspection Services

Position	Wage	2019	2018	2017	2016	2015
Commercial Inspector	\$ 59,241	1.00	1.00	1.00	1.00	1.00
Building Inspector	\$ 64,647	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	\$ -	-	-	-	0.50	0.50
Total Full-time Equivalent Employees (FTE's)		2.00	2.00	2.00	2.50	2.50

Budget Line Item	Historical Information		
	Actual 2015	Actual 2016	Actual 2017
Wages and Benefits			
Wages	\$ 121,159	\$ 138,448	\$ 134,388
Sick Leave Payout	-	593	75
Wisconsin Retirement	8,021	9,141	8,996
FICA	8,214	9,705	9,530
Health / Dental Insurance	36,446	39,867	39,206
HSA Contribution	5,000	1,500	1,687
Worker's Compensation	4,560	4,704	5,187
Total Wages and Benefits	\$ 183,400	\$ 203,958	\$ 199,069
Percent Change			

Budget		
Budget 2018	Budget 2019	Increase (Decrease)
\$ 127,242	\$ 123,888	\$ (3,354)
1,034	75	(959)
8,594	8,120	(474)
8,987	9,199	212
42,639	24,181	(18,458)
1,500	750	(750)
5,008	5,506	498
\$ 195,004	\$ 171,719	\$ (23,285)
		-11.9%

Operating Expenditures

Postage	\$ 821	\$ 327	\$ 547	\$ 1,000	\$ 1,000	\$ -
Copying Cost	1,298	1,368	685	750	750	-
Vehicles	2,116	4,572	3,206	4,000	4,000	-
Telephone	2,926	2,463	736	2,650	4,530	1,880
Internet / Email	299	299	299	318	318	-
Subscriptions & Memberships	635	400	-	600	600	-
Training & Education	2,211	586	213	2,000	2,000	-
Safety Shoes	183	200	200	250	250	-
Software Maintenance	11,700	10,980	12,960	12,960	14,760	1,800
Contracted Services	15,124	16,061	15,302	15,000	24,000	9,000
City Hall Rent	3,777	3,651	4,985	3,777	3,777	-
Sealer of Weights & Measures	8,000	8,000	8,000	8,000	8,000	-

Budget Line Item	Historical Information		
	Actual 2015	Actual 2016	Actual 2017
Miscellaneous / CC Fees	661	334	30
Total Operating Expenditures	\$ 49,751	\$ 49,241	\$ 47,163
Percent Change			
<hr/>			
Total Inspection Services	\$ 233,151	\$ 253,199	\$ 246,232
Percent Change			

Budget		
Budget 2018	Budget 2019	Increase (Decrease)
400	400	-
\$ 51,705	\$ 64,385	\$ 12,680
		24.5%
<hr/>		
\$ 246,709	\$ 236,104	\$ (10,605)
		-4.3%

Inspection Services Budget Highlights

- ▶ **Vehicles** - Covers fuel and maintenance for the two inspector vehicles
- ▶ **Software Maintenance** – MyGov vendor pricing increase from \$1,080 per month to \$1,230 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 and if necessary, 6 month extension for Lorelei's Inspection Service to cover Commercial Building
- ▶ **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.
- ▶ **Phones** - Move one Inspector from City provided to stipend. Add \$800 for purchase of two I-Pads for Inspectors. Add two data lines at \$45 per month for I-Pads.
- ▶ **Wages** - Decrease due to retirement and hiring of new inspector



CITY OF WISCONSIN RAPIDS

2019 DEPARTMENT BUDGET SUMMARY

Lowell Center

Position	Wage	2019	2018	2017	2016	2015
Program Coordinator	\$ 54,036	0.80	0.80	0.80	0.80	0.80
Volunteer Coordinator	\$ 35,971	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		
	Actual 2015	Actual 2016	Actual 2017
Wages and Benefits			
Wages	\$ 73,703	\$ 54,470	\$ 58,603
Overtime	-	-	-
Sick Leave Pay	-	-	-
Wisconsin Retirement	4,970	4,910	3,915
FICA	5,158	5,257	4,045
Health / Dental Insurance	20,246	20,645	23,090
HSA Contribution	2,500	750	1,875
Worker's Compensation	206	155	115
Total Wages and Benefits	\$ 106,783	\$ 86,187	\$ 91,643

Percent Change

Operating Expenditures

Office Supplies	\$ 1,502	\$ 70	\$ -
Postage	-	-	-
Telephone / Cable	5,102	7,178	8,360
Internet / Email	1,934	1,934	1,934
Subscriptions & Memberships	300	572	466
Training & Education	790	824	-
Centralia Center Rent	79,221	86,926	83,985
	-	-	-
Total Operating Expenditures	\$ 88,849	\$ 97,504	\$ 94,745

Percent Change

Total Lowell Center **\$ 195,632** **\$ 183,691** **\$ 186,388**

Percent Change

Budget		
Budget 2018	Budget 2019	Increase (Decrease)
\$ 56,765	\$ 55,819	\$ (946)
-	-	-
443	841	398
3,833	3,711	(122)
4,020	11,456	7,436
28,035	27,115	(920)
881	881	-
110	118	8
\$ 94,087	\$ 99,941	\$ 5,854
		6.2%
\$ 500	\$ 500	\$ -
-	1,200	1,200
8,300	8,300	-
1,935	1,950	15
600	600	-
2,050	1,400	(650)
84,979	86,845	1,866
-	-	-
\$ 98,364	\$ 100,795	\$ 2,431
		2.5%
\$ 192,451	\$ 200,736	\$ 8,285
		4.3%

Lowell Center Budget Highlights

► **Postage** - Cost of monthly newsletter

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

Heart of Wisconsin	\$	220	United Way Affiliate	\$	25
Wisconsin Area Senior Centers	\$	80	Music license fee	\$	100
Working Women	\$	150	Wisconsin Volunteer Coordinators Association	\$	25

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

Spring WASC Conference	\$	-	Employee Training	\$	500
Fall WASC 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 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Lowell Center Garden Project	\$ -	\$ -	\$ -	\$ 45,000	\$ 25,000	\$ (20,000)
Donations	-	-	-	(34,000)	(25,000)	9,000
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

2019 DEPARTMENT BUDGET SUMMARY

Mass Transit

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Operating Expenses	\$ 852,720	\$ 869,835	\$ 874,788	\$ 893,328	\$ 902,293	\$ 8,965
Less: Operating Revenues	(327,000)	(327,000)	(360,000)	(370,000)	(370,000)	-
Less: Federal & State Grant	(494,578)	(504,504)	(502,456)	(509,197)	(505,284)	3,913
Local Share	\$ 31,142	\$ 38,331	\$ 12,332	\$ 14,131	\$ 27,009	\$ 12,878

Mass Transit Budget Highlights

- **Federal & State Grant** - Federal & State grant amount is based on a funding level of 56% of operating expenses.

Mass Transit Outlay

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Capital Outlay	\$ 102,057	\$ 96,120	\$ 32,888	\$ 66,434	\$ 107,400	\$ 40,966
Less: Federal Aid	(81,646)	(76,896)	(26,310)	(53,147)	(85,920)	
Fund Balance Applied	-	-	(6,578)	(13,287)	(21,480)	(8,193)
Local Share	\$ 20,411	\$ 19,224	\$ -	\$ -	\$ -	\$ 32,773

Mass Transit Outlay Budget Highlights

- **Capital Outlay** - The following capital items are anticipated to be purchased in 2019:
 (3) Mini-Vans \$ 107,400
 Note : reimbursement of Capital items is 80%



CITY OF WISCONSIN RAPIDS

2019 DEPARTMENT BUDGET SUMMARY

Mayor

Position	Wage	2019	2018	2017	2016	2015
Mayor	\$ 70,677	1.00	1.00	1.00	1.00	1.00
Executive Coordinator	\$ 47,203	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			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Wages and Benefits						
Wages	\$ 105,774	\$ 110,080	\$ 116,657	\$ 117,854	\$ 117,879	\$ 25
Sick Leave Payout	-	-	-	-	430	430
Wisconsin Retirement	7,741	7,201	7,727	7,896	7,749	(147)
FICA	7,942	8,108	8,344	8,704	8,626	(78)
Health / Dental Insurance	16,804	27,798	29,428	33,669	25,448	(8,221)
HSA Contribution	5,000	1,125	1,125	1,125	1,125	-
Worker's Compensation	300	230	227	227	247	20
Total Wages and Benefits	\$ 143,561	\$ 154,542	\$ 163,508	\$ 169,475	\$ 161,504	\$ (7,971)
Percent Change						-4.7%

Operating Expenditures

Office Supplies	\$ 592	\$ 2,685	\$ 487	\$ 600	\$ 600	\$ -
Postage	456	75	372	150	150	-
Copying Cost	672	361	895	300	300	-
Mileage	1,931	1,800	1,826	1,800	1,800	-
Telephone	2,035	1,297	1,501	2,000	1,700	(300)
Internet / Email	239	239	239	318	318	-
Advertising & Publications	543	510	249	577	500	(77)
Dues & Subscriptions	3,648	4,077	2,366	4,322	4,100	(222)
Community Promotion	8,048	7,524	6,323	7,500	7,500	-
Mayor's Councils	1,106	1,134	595	3,500	3,500	-
Training & Education	1,242	-	524	2,000	1,200	(800)

Budget Line Item	Historical Information		
	Actual 2015	Actual 2016	Actual 2017
City Hall Rent	4,628	4,473	4,628
Total Operating Expenditures	\$ 25,140	\$ 24,175	\$ 20,005
Percent Change			
Total Mayor	\$ 168,701	\$ 178,717	\$ 183,513
Percent Change			

Budget		
Budget 2018	Budget 2019	Increase (Decrease)
4,628	4,628	-
\$ 27,695	\$ 26,296	\$ (1,399)
		-5.1%
\$ 197,170	\$ 187,800	\$ (9,370)
		-4.8%

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	150
Newspaper Subscriptions/Other	675

Total	\$ 4,092
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► **Community Promotion** - Includes funding for the following:

RECon	\$ 770
City Hall Holiday Open House	275
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- next biennium budget advocacy	750
Summer & Winter Meetings hotel/transportation	2,500

Total	\$ 7,535
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► **Mayor's Councils** - Funding for the following of programs: Youth Council- includes Kids to Park Day, parade and other public 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; administrative assistance development.

Outlay

Budget Line Item	Historical Information		
	Actual 2015	Actual 2016	Actual 2017
Workstation	\$ -	\$ -	\$ -
Carryover - 2017 Budget	-	-	-
Total Mayor Outlay	\$ -	\$ -	\$ -
Percent Change			

Budget		
Budget 2018	Budget 2019	Increase (Decrease)
\$ 7,000	\$ -	\$ (7,000)
(7,000)	-	7,000
\$ -	\$ -	\$ -



CITY OF WISCONSIN RAPIDS

2019 DEPARTMENT BUDGET SUMMARY

McMillan Library

Position	Wage	2019	2018	2017	2016	2015
Director	\$ 94,888	1.00	1.00	1.00	1.00	1.00
Assistant Director	\$ 74,746	1.00	1.00	1.00	1.00	1.00
Administrative Services Manager	\$ 56,081	1.00	1.00	1.00	1.00	1.00
Customer Services Manager	\$ 65,079	1.00	1.00	1.00	1.00	1.00
Youth Services Manager	\$ 65,079	1.00	1.00	1.00	1.00	1.00
Young Adult Services Manager	\$ 60,883	1.00	1.00	1.00	1.00	1.00
Adult Services Manager	\$ 58,471	1.00	1.00	1.00	1.00	1.00
Customer Service Lead - 8 years	\$ 89,419	2.00	0.50	2.50	2.50	0.50
Customer Service Lead- 3 years	\$ 33,263	0.50	2.00	-	-	2.00
Customer Service Associate- 18 yr	\$ 37,772	0.50	0.50	1.00	1.00	1.00
Customer Service Associate- 8 yr	\$ 34,944	3.50	3.50	4.00	4.00	4.00
Customer Service Associate- 3 yr	\$ 33,263	1.00	1.00	0.50	0.50	0.50
Customer Service Associate- 2 yr	\$ 32,106	0.75	-	-	-	-
Customer Service Associate- 1 yr	\$ 30,860	-	0.50	-	-	-
Customer Services Assistant	\$ 21,112	4.00	4.00	4.00	4.00	4.00
Teacher Aide	\$ -	-	0.25	0.25	0.25	0.25
Total Full-time Equivalent Employees (FTE's)		19.25	19.25	19.25	19.25	19.25

Budget Line Item	Historical Information		
	Actual 2015	Actual 2016	Actual 2017
Wages and Benefits			
Wages	\$ 796,914	\$ 821,464	\$ 833,042
Wisconsin Retirement	47,863	47,655	50,160
FICA	57,804	59,924	61,301
Health / Dental Insurance	168,306	166,561	145,316
HSA Contribution	22,500	6,375	7,875
Worker's Compensation	2,233	1,725	1,539
Total Wages and Benefits	\$ 1,095,620	\$ 1,103,704	\$ 1,099,233
Percent Change			

Budget		
Budget 2018	Budget 2019	Increase (Decrease)
\$ 864,353	\$ 869,884	\$ 5,531
50,833	49,867	(966)
63,021	62,620	(401)
163,466	184,659	21,193
7,500	8,250	750
1,654	1,800	146
\$ 1,150,827	\$ 1,177,080	\$ 26,253
		2.3%

Operating Expenditures

Office Supplies	\$ 20,781	\$ 15,038	\$ 17,288
Postage	3,514	4,019	3,531
Coffeehouse Supplies	22,361	22,785	24,427
Maintenance Agreements	14,771	43,498	15,940
Computers & Peripherals	-	-	37,661
Library Automation	85,149	84,064	83,526
Building & Grounds	116,357	161,622	164,642
Books & Periodicals	166,399	170,944	163,980
Telephone	5,708	5,654	7,325

\$ 17,000	\$ 17,000	\$ -
4,000	5,000	1,000
23,500	26,000	2,500
22,000	24,000	2,000
26,000	38,000	12,000
83,500	83,500	-
147,949	191,000	43,051
197,574	210,021	12,447
7,644	9,200	1,556

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
WWLC	56,011	54,045	52,437	50,000	52,300	2,300
Heating	21,137	17,147	17,766	22,000	22,000	-
Advertising & Publications	13,163	7,019	7,045	7,000	7,000	-
Subscriptions & Memberships	605	534	585	675	650	(25)
Training & Education	2,016	3,020	2,463	4,000	6,000	2,000
Professional Services	-	1,753	3,642	3,000	3,000	-
E.A.P.	-	368	-	500	500	-
Property Insurance	7,540	11,453	12,883	11,115	11,115	-
Miscellaneous	1,300	1,166	774	1,250	3,000	1,750
Total Operating Expenditures	\$ 536,812	\$ 604,129	\$ 615,915	\$ 628,707	\$ 709,286	\$ 80,579
Percent Change						12.8%
Total McMillan Library	\$ 1,632,432	\$ 1,707,833	\$ 1,715,148	\$ 1,779,534	\$ 1,886,366	\$ 106,832
Percent Change						6.0%
2018 Carryover				87,148	-	
Total McMillan Library				\$ 1,866,682	\$ 1,886,366	

McMillan Library Budget Highlights

- ▶ **Office Supplies** - This line no longer includes printer toner, which is under Maintenance Agreements.
- ▶ **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; 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 has been phased out.
- ▶ **Water and Light** – Electricity and water for the facility. The Library has reduced its kWh by 30% osince 2012 but rate increases have kept expenditures nearly stable.
- ▶ **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.
- ▶ **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		
	Actual 2015	Actual 2016	Actual 2017
Restroom Renovation	\$ -	\$ -	\$ -
Emergency Generator	-	-	-
Total	\$ 114,890	\$ 15,252	\$ -
Percent Change			

Budget		
Budget 2018	Budget 2019	Increase (Decrease)
\$ 100,000	\$ -	\$ -
-	35,000	-
\$ 100,000	\$ 35,000	\$ (65,000)
		-65.0%

McMillan Library Outlay Budget Highlights

- For 2019, the Library Board requests funding for replacement of the emergency generator. The generator is failing and replacement is best done in 2019, when the City is replacing generators elsewhere, to obtain cost savings.

McMillan Library Revenues

Budget Line Item	Historical Information		
	Actual 2015	Actual 2016	Actual 2017
Fund Balance Applied	\$ -	\$ -	\$ -
Wood County	477,856	494,710	509,087
Adjacent County Reimbursement	-	-	-
State Aid	-	-	-
Gifts	-	-	-
Photocopy Income	-	-	-
Fines	-	-	-
Lost Books	-	-	-
Reimbursements	-	-	-
Miscellaneous	-	-	-
Book Rental	-	-	-
Coffeehouse Revenue	22,581	24,348	23,556
Library Revenue	\$ 551,246	\$ 566,230	\$ 588,517
Property Taxes	1,216,924	1,155,244	1,173,322
Total Revenues	\$ 1,768,170	\$ 1,721,474	\$ 1,761,839

Budget		
Budget 2018	Budget 2019	Increase (Decrease)
\$ 20,000	\$ 20,000	\$ -
501,037	560,436	59,399
-	8,464	8,464
400	650	250
1,200	1,200	-
17,000	17,000	-
19,000	16,000	(3,000)
9,000	9,000	-
250	300	50
1,250	1,400	150
-	-	-
24,000	27,000	3,000
\$ 593,137	\$ 661,450	\$ 68,313
1,259,218	1,259,916	698
\$ 1,852,355	\$ 1,921,366	\$ 69,011



CITY OF WISCONSIN RAPIDS

2019 DEPARTMENT BUDGET SUMMARY

Municipal Court

Position	Wage	2019	2018	2017	2016	2015
Municipal Court Judge	\$ 16,587	-	-	-	-	-
Assistant City Attorney	\$ 23,508	-	-	-	-	-
Administrative Assistant	\$ 44,346	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 2015	Actual 2016	Actual 2017
Wages and Benefits			
Wages	\$ 82,646	\$ 84,873	\$ 86,028
Sick Leave Payout	-	-	-
Wisconsin Retirement	2,914	2,934	3,082
FICA	6,181	6,297	6,288
Health / Dental Insurance	8,482	8,900	7,574
HSA Contribution	-	-	375
Worker's Compensation	231	177	170
Total Wages and Benefits	\$ 100,454	\$ 103,181	\$ 103,517
Percent Change			

Operating Expenditures			
Forms & Printing	\$ 1,850	\$ 1,803	\$ 2,296
Postage	1,789	1,653	1,069
Copying Cost	2	-	-
Telephone	585	544	425
Internet / Email	153	159	159
Training & Education	1,809	1,846	1,760
Software Support Contract	3,474	3,578	7,747
Total Operating Expenditures	\$ 9,662	\$ 9,583	\$ 13,456
Percent Change			

Total Municipal Court	\$ 110,116	\$ 112,764	\$ 116,973
Percent Change			

Budget		
Budget 2018	Budget 2019	Increase (Decrease)
\$ 85,211	\$ 84,441	\$ (770)
628	727	99
3,076	2,952	(124)
6,419	6,330	(89)
8,668	8,384	(284)
375	375	-
160	172	12
\$ 104,537	\$ 103,381	\$ (1,156)
		-1.1%
\$ 2,000	\$ 2,000	\$ -
1,750	1,700	(50)
-	-	-
400	450	50
159	159	-
1,900	1,900	-
6,660	6,660	-
\$ 12,869	\$ 12,869	\$ -
		0.0%
\$ 117,406	\$ 116,250	\$ (1,156)
		-1.0%

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			



CITY OF WISCONSIN RAPIDS

2019 DEPARTMENT BUDGET SUMMARY

Ordinance Control

Position	Wage	2019	2018	2017	2016	2015
Ordinance Officer	\$ 41,994	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 2015	Actual 2016	Actual 2017
Wages and Benefits			
Wages	\$ 37,559	\$ 39,398	\$ 41,233
Sick Leave Payout	-	-	-
Wisconsin Retirement	-	-	-
FICA	2,552	2,689	2,859
Health / Dental Insurance	14,318	14,592	15,436
HSA Contribution	2,500	750	750
Worker's Compensation	1,670	1,710	1,563
Total Wages and Benefits	\$ 58,599	\$ 59,139	\$ 61,841
Percent Change			

Operating Expenditures			
Vehicles	\$ 1,732	\$ 1,283	\$ 1,884
Postage	404	460	530
Copying Cost	43	225	804
Telephone	362	371	839
Supplies	-	-	45
Enforcement	14,014	400	6,460
Software Maintenance	5,250	5,513	5,733
Total Operating Expenditures	\$ 21,805	\$ 8,252	\$ 16,295
Percent Change			

Total Ordinance Control	\$ 80,404	\$ 67,391	\$ 78,136
Percent Change			

Budget		
Budget 2018	Budget 2019	Increase (Decrease)
\$ 41,985	\$ 41,994	\$ 9
9	-	(9)
-	-	-
2,566	2,549	(17)
13,146	13,399	253
750	750	-
1,537	1,751	214
\$ 59,993	\$ 60,443	\$ 450
		0.8%
Operating Expenditures		
\$ 3,000	\$ 3,000	\$ -
750	750	-
400	400	-
1,000	1,000	-
750	1,000	250
26,000	25,000	(1,000)
5,500	6,000	500
\$ 37,400	\$ 37,150	\$ (250)
		-0.7%
\$ 97,393	\$ 97,593	\$ 200
		0.2%

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** – Decrease based on technology purchases in 2018.

- ▶ **Staffing** – Proposal is to add a LTE to work with the full time ordinance controal officer over the course of the year to deal with the minor issues such as grass and recycling complaints. With the expected change to garbage collection procedures this is likely to be an even greater need based upon the current work load created by recycling. This would allow the full time officer to deal with more complicated cases.



CITY OF WISCONSIN RAPIDS

2019 DEPARTMENT BUDGET SUMMARY

Park Department

Position	Wage	2019	2018	2017	2016	2015
Public Works Director	\$ 101,682	0.10	0.10	0.10	0.10	-
Park & Building Supervisor	\$ 69,089	1.00	1.00	1.00	1.00	1.00
Recreation Supervisor	\$ 67,917	0.70	0.70	0.70	0.70	0.70
Zoo Keeper	\$ 50,877	1.00	1.00	1.00	1.00	1.00
Skilled Labor	\$ 51,522	1.00	1.00	1.00	1.00	1.00
Truck Driver	\$ 50,877	-	-	-	1.00	-
Semi-Skilled	\$ 50,378	2.00	2.00	2.00	1.00	2.00
Administrative Assistant	\$ 48,110	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	7.80	7.70

Witter Field

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Wages	\$ 11,611	\$ 13,272	\$ 13,868	\$ 18,898	\$ 19,774	\$ 876
Overtime	24	-	62	-	-	-
Incidental Labor	8,223	10,757	11,164	15,875	16,165	290
Equipment	4,414	5,136	6,562	10,475	11,464	989
Supplies & Materials	4,617	7,924	4,894	8,062	8,512	450
Telephone	278	284	292	300	295	(5)
Electric / Water	16,727	20,460	19,816	22,075	20,475	(1,600)
Heating	555	777	585	910	910	-
Property Insurance	951	1,677	2,269	1,964	2,275	311
Total Witter Field	\$ 47,400	\$ 60,287	\$ 59,512	\$ 78,559	\$ 79,870	\$ 1,311
Percent Change						1.7%

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

2019 Activity	Wages	ILC	Equipment	Other	Total	2018
Witter Field	\$ 7,647	\$ 6,251	\$ 7,000	\$ 27,705	\$ 48,603	\$ 46,736
Warming House / Skating Rink	10,829	8,853	3,877	2,720	26,279	26,784
Skate Park	1,298	1,061	587	2,042	4,988	5,039
Other	-	-	-	-	-	-
Total	\$ 19,774	\$ 16,165	\$ 11,464	\$ 32,467	\$ 79,870	\$ 78,559

Mead Field

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Wages	\$ 5,596	\$ 7,461	\$ 6,170	\$ 9,776	\$ 9,532	\$ (244)
Overtime	-	-	-	-	-	-
Incidental Labor	4,533	6,048	4,954	8,213	7,792	(421)
Equipment	6,021	6,790	5,111	9,101	8,744	(357)
Supplies & Materials	1,471	1,927	1,036	2,900	3,000	100
Electric / Water	16,814	19,188	12,745	19,500	19,000	(500)
Heating	611	508	424	775	725	(50)
Property Insurance	977	1,723	1,910	1,653	1,925	272
Total Mead Field	\$ 36,023	\$ 43,645	\$ 32,350	\$ 51,918	\$ 50,718	\$ (1,200)
Percent Change						-2.3%

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

2019 Activity	Wages	ILC	Equipment	Other	Total	2018
Ball Diamonds	\$ 3,524	\$ 2,881	\$ 4,072	\$ 22,875	\$ 33,352	\$ 35,158
Bathroom & Warming House	1,391	1,137	108	1,300	3,936	4,183
Maintenance	2,155	1,762	630	275	4,822	4,782
Mowing	2,462	2,013	3,934	200	8,609	7,795
Total	\$ 9,532	\$ 7,792	\$ 8,744	\$ 24,650	\$ 50,718	\$ 51,918

Other Green Areas

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Wages	\$ 24,229	\$ 25,933	\$ 23,212	\$ 22,009	\$ 21,871	\$ (138)
Incidental Labor	19,626	21,018	18,900	18,488	17,880	(608)
Equipment	32,796	35,943	34,973	35,234	33,864	(1,370)
Materials	737	-	492	1,594	939	(655)
Total Other Green Areas	\$ 77,388	\$ 82,894	\$ 77,577	\$ 77,325	\$ 74,554	\$ (2,771)
Percent Change						-3.6%

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

2019 Activity	Wages	ILC	Equipment	Other	Total	2018
Mowing	\$ 15,960	\$ 13,047	\$ 29,966	\$ 125	\$ 59,098	\$ 61,571
String Trimming	3,979	3,253	2,560	125	9,917	9,512
Green Area Repairs	882	721	582	329	2,514	3,007
Weed Kill	1,050	858	756	360	3,024	3,235
Total	\$ 21,871	\$ 17,880	\$ 33,864	\$ 939	\$ 74,554	\$ 77,325

Aquatics

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Wages	\$ 5,291	\$ 9,584	\$ 14,439	\$ -	\$ 3,942	\$ 3,942
Incidental Labor	4,286	8,456	12,740	-	3,223	3,223
Part-time Wages	24,092	-	-	-	-	-
FICA	1,843	-	-	-	-	-
Worker's Compensation	1,072	-	-	-	-	-
License & Taxes	438	87	174	-	-	-
Equipment	300	8,025	12,843	-	1,164	1,164
Supplies & Materials	9,065	53,539	11,868	-	760	760
Telephone	194	124	-	-	-	-
WWLC	9,927	2,448	1,041	-	20,000	20,000
Heating	134	123	-	-	-	-

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
YMCA Summer Camp	-	-	10,990	-	-	-
Aquatics	-	-	-	75,000	45,842	(29,158)
Total Aquatics	\$ 56,642	\$ 82,386	\$ 64,095	\$ 75,000	\$ 74,931	\$ (69)
Percent Change						-0.1%

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			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Wages and Benefits						
Wages	\$ 56,131	\$ 46,390	\$ 76,711	\$ 71,482	\$ 72,932	\$ 1,450
Incidental Labor	45,261	36,241	996	-	1,000	1,000
Part-time Wages	8,339	9,184	8,800	10,000	10,000	-
Wisconsin Retirement	-	-	4,656	4,790	4,699	(91)
FICA	638	703	6,840	6,069	6,037	(32)
Health / Dental Insurance	-	-	10,827	12,255	12,090	(165)
HSA Contribution	-	-	375	375	375	-
Worker's Compensation	375	463	547	2,235	567	(1,668)
Total Wages and Benefits	\$ 110,744	\$ 92,981	\$ 109,752	\$ 107,206	\$ 107,700	\$ 494
Percent Change						0.5%
Operating Expenditures						
Office Supplies	\$ 98	\$ 96	\$ 932	\$ 350	\$ 350	\$ -
Postage	121	131	123	225	225	-
Copying	1,414	1,587	2,280	1,900	2,000	100
Equipment	558	160	191	300	200	(100)
Supplies & Materials	2,628	3,785	3,084	4,100	4,100	-
Mileage	-	-	-	-	-	-
Telephone	559	390	339	550	550	-
Internet / Email	159	159	159	159	159	-
Advertising & Publications	15	-	-	-	-	-
Dues & Subscriptions	150	150	175	150	175	25
Training & Education	663	640	1,575	1,000	1,000	-

Budget Line Item	Historical Information		
	Actual 2015	Actual 2016	Actual 2017
Software Licensing	1,537	1,537	1,557
School Use	520	420	210
Awards	450	375	375
Total Operating Expenditures	\$ 8,872	\$ 9,430	\$ 11,000
Percent Change			

Total Recreation Dept.	\$ 119,616	\$ 102,411	\$ 120,752
Percent Change			

Budget		
Budget 2018	Budget 2019	Increase (Decrease)
1,750	1,750	-
500	475	(25)
450	450	-
\$ 11,434	\$ 11,434	\$ -
		0.0%

\$ 118,640	\$ 119,134	\$ 494
		0.4%

Park Department

Budget Line Item	Historical Information		
	Actual 2015	Actual 2016	Actual 2017
Wages and Benefits			
Wages	\$ 122,624	\$ 127,846	\$ 125,580
Public Works Director	-	12,602	14,102
Overtime	4,618	3,420	3,997
Incidental Labor	109,214	106,292	87,568
Wisconsin Retirement	-	-	1,691
FICA	638	-	1,709
Health / Dental Insurance	-	-	10,927
HSA Contribution	-	-	375
Worker's Compensation	375	-	69
Total Wages and Benefits	\$ 237,469	\$ 250,160	\$ 246,018
Percent Change			

Operating Expenditures

Office Supplies	\$ 558	\$ 147	\$ 325
Postage	321	-	-
Copying Cost	-	605	242
Equipment	47,619	47,716	41,336
Supplies & Materials	4,448	6,635	9,167
Telephone	1,279	1,299	4,770
Internet / Email	318	318	319
Electric / Water	14,025	14,685	19,669
Heating	-	-	-
Subscriptions & Memberships	15	132	-

Budget		
Budget 2018	Budget 2019	Increase (Decrease)
\$ 149,593	\$ 121,500	\$ (28,093)
14,342	14,075	(267)
4,000	4,000	-
108,169	82,674	(25,495)
1,663	1,597	(66)
1,736	1,649	(87)
12,255	12,090	(165)
375	375	-
48	51	3
\$ 292,181	\$ 238,011	\$ (54,170)
		-18.5%

\$ 475	\$ 450	\$ (25)
30	-	(30)
625	400	(225)
76,381	72,845	(3,536)
14,610	23,820	9,210
1,300	2,986	1,686
320	320	-
16,315	19,660	3,345
-	-	-
100	-	(100)

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Training & Education	-	-	-	750	500	(250)
Safety Shoes	875	925	1,100	925	1,100	175
Contract Payments	-	2,768	117	-	150	150
City Hall Rent	3,930	3,798	3,930	3,930	4,202	272
Property Insurance	1,050	1,851	2,021	1,749	1,750	1
Deer Management	990	550	790	1,200	1,200	-
Vandalism	(189)	1,142	1,327	4,500	4,200	(300)
Total Operating Expenditures	\$ 75,239	\$ 82,571	\$ 85,113	\$ 123,210	\$ 133,583	\$ 10,373
Percent Change						8.4%
Total Park Department	\$ 312,708	\$ 332,731	\$ 331,131	\$ 415,391	\$ 371,594	\$ (43,797)
Percent Change						-10.5%

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

2019 Activity	Wages	ILC	Equipment	Other	Total	2018
Administration						
Administration	\$ 51,148	\$ 35,299	\$ 5,650	\$ 15,888	\$ 107,985	\$ 147,070
Meetings	3,510	2,869	-	-	6,379	5,752
Winter Maintenance	4,049	3,310	144	500	8,003	9,947
Other	7,331	5,993	108	3,500	16,932	18,307
Total Administration	\$ 66,038	\$ 47,472	\$ 5,902	\$ 19,888	\$ 139,300	\$ 181,076
Robinson Park						
Ball Field Maintenance	\$ 1,300	\$ 1,063	\$ 883	\$ 875	\$ 4,121	\$ 5,114
Mow / String Trim	7,132	5,830	10,167	-	23,129	23,466
Ice Rink Maintenance	4,011	3,279	531	475	8,296	8,269
Leaf Pick-up	3,098	2,533	2,632	100	8,363	10,388
Maintenance	6,453	5,275	1,996	7,800	21,524	22,681
Total Robinson Park	\$ 21,994	\$ 17,980	\$ 16,209	\$ 9,250	\$ 65,433	\$ 69,918

Sand Lot Park

Ball Field Maintenance	\$ 871	\$ 712	\$ 568	\$ 100	\$ 2,251	\$ 2,582
Mow / String Trim	5,488	4,486	9,966	125	20,065	20,890
Maintenance	3,466	2,833	1,320	4,450	12,069	12,225
Total Sand Lot Park	\$ 9,825	\$ 8,032	\$ 11,854	\$ 4,675	\$ 34,386	\$ 35,697

Veterans / Rapids View Park

Mow / String Trim	\$ 2,105	\$ 1,721	\$ 2,869	\$ 100	\$ 6,795	\$ 6,250
Leaf Pick-up	677	553	704	-	1,934	2,256
Maintenance	1,325	1,083	287	3,357	6,052	6,293
Total Veterans / Rapids View	\$ 4,107	\$ 3,357	\$ 3,860	\$ 3,457	\$ 14,781	\$ 14,799

Ben Hansen / Lyon Park

Mow / String Trim	\$ 7,004	\$ 5,726	\$ 10,528	\$ 100	\$ 23,358	\$ 19,677
Bathrooms	1,958	1,601	648	450	4,657	4,473
Maintenance	3,176	2,596	1,378	3,121	10,271	10,846
Total Ben Hansen / Lyon Park	\$ 12,138	\$ 9,923	\$ 12,554	\$ 3,671	\$ 38,286	\$ 34,996

Other Parks

Mow / String Trim	\$ 13,395	\$ 10,950	\$ 18,942	\$ 400	\$ 43,687	\$ 40,440
Leaf Pick-up	3,135	2,563	1,536	-	7,234	8,570
Maintenance	4,060	3,319	1,988	19,120	28,487	28,478
Total Other Parks	\$ 20,590	\$ 16,832	\$ 22,466	\$ 19,520	\$ 79,408	\$ 77,488
Total	\$ 134,692	\$ 103,596	\$ 72,845	\$ 60,461	\$ 371,594	\$ 413,974

Tree Care

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Wages	\$ 31,858	\$ 33,329	\$ 46,171	\$ 44,991	\$ 48,549	\$ 3,558
Overtime	212	664	1,008	-	-	-
Incidental Labor	25,976	27,554	38,226	37,792	39,689	1,897
Equipment	21,104	22,067	38,562	29,299	31,460	2,161
Materials	2,266	2,212	3,486	6,613	4,764	(1,849)
Contract Payments	-	-	7,297	25,000	26,650	1,650
Total Tree Care	\$ 81,416	\$ 85,826	\$ 134,750	\$ 143,695	\$ 151,112	\$ 7,417
Percent Change						5.2%

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

2019 Activity	Wages	ILC	Equipment	Other	Total	2018
Tree Removal / Stump Removal	\$ 24,258	\$ 19,831	\$ 11,606	\$ 2,065	\$ 57,760	\$ 51,303
Tree Trimming	17,169	14,036	14,264	1,200	46,669	46,755
Downtown Tree Program	3,404	2,783	2,078	4,154	12,419	12,486
EAB Prevention / Removals	-	-	-	25,000	25,000	25,000
Other	3,137	2,564	3,188	375	9,264	8,151
Total	\$ 47,968	\$ 39,214	\$ 31,136	\$ 32,794	\$ 151,112	\$ 143,695

City Zoo

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Wages	\$ 19,976	\$ 19,357	\$ 17,554	\$ 20,999	\$ 22,383	\$ 1,384
Overtime	3,207	3,288	3,278	-	4,345	4,345
Incidental Labor	19,344	18,355	16,052	17,641	21,850	4,209
Part-time Wages	4,207	3,310	4,914	6,460	6,460	-
FICA	322	253	376	494	380	(114)
Worker's Compensation	687	491	2,701	236	235	(1)
Equipment	4,618	4,354	5,446	5,995	5,937	(58)
Supplies & Materials	5,928	6,903	5,003	8,386	8,548	162
Telephone	214	310	337	320	340	20
Electric / Water	10,206	10,560	11,256	10,800	11,300	500
Animals	4,400	4,613	5,646	5,800	5,800	-
Property Insurance	370	653	736	637	736	99
Total City Zoo	\$ 73,479	\$ 72,447	\$ 73,299	\$ 77,768	\$ 88,314	\$ 10,546
Percent Change						13.6%

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

2019 Activity	Wages	ILC	Equipment	Other	Total	2018
Zoo Operation	\$ 23,235	\$ 14,329	\$ 1,260	\$ 21,967	\$ 60,791	\$ 51,427
Maintenance	9,953	8,137	4,677	4,757	27,524	26,341
Total	\$ 33,188	\$ 22,465	\$ 5,937	\$ 26,724	\$ 88,314	\$ 77,768

Christmas Decorations

Budget Line Item	Historical Information		
	Actual 2015	Actual 2016	Actual 2017
Wages	\$ 13,418	\$ 13,035	\$ 14,425
Incidental Labor	10,869	10,564	10,240
Equipment	3,886	3,419	3,432
Materials	1,654	5,177	1,333
WWLC	-	-	-
Total Christmas Decorations	\$ 29,827	\$ 32,195	\$ 29,430
Percent Change			

Budget		
Budget 2018	Budget 2019	Increase (Decrease)
\$ 16,632	\$ 16,845	\$ 213
13,969	13,771	(198)
4,627	4,549	(78)
1,225	1,025	(200)
1,900	-	(1,900)
\$ 38,353	\$ 36,190	\$ (2,163)
		-5.6%

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

2019 Activity	Wages	ILC	Equipment	Other	Total	2018
Install Christmas Lights	\$ 6,813	\$ 5,570	\$ 1,554	\$ 75	\$ 14,012	\$ 13,881
Ground Displays	6,722	5,495	2,537	-	14,754	15,108
Maintenance	3,310	2,706	458	950	7,424	9,364
Total	\$ 16,845	\$ 13,771	\$ 4,549	\$ 1,025	\$ 36,190	\$ 38,353

Christmas Decorations Outlay

Budget Line Item	Historical Information		
	Actual 2015	Actual 2016	Actual 2017
	\$ -	\$ -	\$ 11,370
Total	\$ -	\$ -	\$ 11,370
Percent Change			

Budget		
Budget 2018	Budget 2019	Increase (Decrease)
\$ -	\$ 4,000	\$ 4,000
\$ -	\$ 4,000	\$ 4,000

Bike Trails

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Wages	\$ 819	\$ 4,305	\$ 3,498	\$ 1,750	\$ 2,925	\$ 1,175
Incidental Labor	671	3,487	2,835	1,365	2,391	1,026
Equipment	719	3,333	3,519	924	560	(364)
Materials	-	4,995	-	150	-	(150)
Contract Payments	-	-	19,202	13,500	10,944	(2,556)
Total Bike Trails	\$ 2,209	\$ 16,120	\$ 29,054	\$ 17,689	\$ 16,820	\$ (869)
Percent Change						-4.9%

Bike Trails Budget Highlights

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



CITY OF WISCONSIN RAPIDS

2019 DEPARTMENT BUDGET SUMMARY

Police & Fire Commission

Position	Wage	2019	2018	2017	2016	2015
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 2015	Actual 2016	Actual 2017
Wages	\$ 1,040	\$ 1,220	\$ 1,620
FICA	80	93	124
Total Wages and Benefits	\$ 1,120	\$ 1,313	\$ 1,744
Percent Change			

Operating Expenditures

Postage	\$ 47	\$ 5	\$ 27
Advertising & Publications	28	42	400
Training / Education	131	1,376	71
Recruitment / Testing	1,724	-	12,689
Total Operating Expenditures	\$ 1,930	\$ 1,423	\$ 13,187
Percent Change			

Total Common Council	\$ 3,050	\$ 2,736	\$ 14,931
Percent Change			

Budget		
Budget 2018	Budget 2019	Increase (Decrease)
\$ 1,200	\$ 1,200	\$ -
92	92	-
\$ 1,292	\$ 1,292	\$ -
		0.0%
\$ 50	\$ 50	\$ -
500	500	-
300	300	-
11,500	1,000	(10,500)
\$ 12,350	\$ 1,850	\$ (10,500)
		-85.0%
\$ 13,642	\$ 3,142	\$ (10,500)
		-77.0%



CITY OF WISCONSIN RAPIDS

2019 DEPARTMENT BUDGET SUMMARY

Police Department

Position	Wage	2019	2018	2017	2016	2015
Police Chief	\$ 93,177	1.00	1.00	1.00	1.00	1.00
Deputy Chief	\$ 84,144	1.00	1.00	1.00	1.00	1.00
Police Lieutenant	\$ 77,644	4.00	4.00	4.00	4.00	4.00
Detective Lieutenant	\$ 77,644	1.00	1.00	1.00	1.00	1.00
Sergeant, Detective	\$ 70,429	-	-	-	-	-
Detective	\$ 67,320	3.00	3.00	4.00	3.00	3.00
Safety Officer	\$ 67,320	3.00	2.00	2.00	2.00	2.00
Sergeant, Patrol	\$ 70,429	4.00	4.00	4.00	4.00	4.00
Senior Patrol Officer	\$ 64,696	6.00	7.00	4.00	2.00	2.00
Patrol Officer - 5 year	\$ 63,857	8.00	8.00	12.00	9.00	9.00
Patrol Officer - 4 year	\$ 63,348	-	2.00	1.00	2.00	2.00
Patrol Officer - 3 year	\$ 62,839	1.00	-	1.00	4.00	4.00
Patrol Officer - 2 year	\$ 62,330	2.00	1.00	1.00	1.00	1.00
Patrol Officer - 18 month	\$ 59,943	2.00	-	-	2.00	2.00
Patrol Officer - 12 month	\$ 57,556	1.00	1.00	1.00	-	-
Patrol Officer - 6 month	\$ 55,169	-	2.00	-	-	-
Patrol Officer - Starting	\$ 52,782	-	-	-	-	-
Administrative Assistant III	\$ 46,093	1.00	1.00	1.00	1.00	1.00
Administrative Assistant II	\$ 45,261	-	-	-	-	-
Administrative Assistant I	\$ 44,346	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	\$ 40,352	2.00	2.00	2.00	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 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Wages and Benefits						
Officer Wages	\$ 2,314,314	\$ 2,406,439	\$ 2,521,355	\$ 2,502,852	\$ 2,502,763	\$ (89)
Overtime	169,541	199,716	198,401	150,000	150,000	-
Night Differential	9,712	9,698	9,436	10,000	10,000	-
Holiday Pay	109,647	114,831	118,378	115,000	120,000	5,000
Civilian Salaries	204,480	177,735	182,436	169,481	171,142	1,661
Civilian Overtime	-	-	-	-	-	-
Civilian Longevity	-	-	-	-	-	-
Sick Leave Payout	-	18,720	15,379	18,720	15,379	(3,341)
Wisconsin Retirement	292,792	295,299	330,824	333,544	326,520	(7,024)
FICA	207,102	214,640	219,373	217,757	215,576	(2,181)
Health / Dental Insurance	646,613	639,536	616,440	731,475	677,197	(54,278)
HSA Contribution	62,500	22,125	24,750	24,375	23,250	(1,125)
Worker's Compensation	106,717	87,300	81,137	81,472	88,633	7,161
Total Wages and Benefits	\$ 4,123,418	\$ 4,186,039	\$ 4,317,909	\$ 4,354,676	\$ 4,300,460	\$ (54,216)
Percent Change						-1.2%

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Operating Expenditures						
Office Supplies	\$ 3,890	\$ 2,350	\$ 6,802	\$ 4,300	\$ 4,300	\$ -
Forms & Printing	610	2,578	2,420	3,050	3,050	-
Postage	1,614	1,340	1,154	2,000	2,000	-
Copying Cost	5,145	3,832	2,686	6,000	3,000	(3,000)
Machine Maintenance	1,526	162	222	1,200	1,200	-
Photography	(340)	(224)	545	250	250	-
Computer Supplies	4,405	4,204	3,704	3,500	4,000	500
Small Tools & Equipment	9,600	5,706	7,319	8,000	8,000	-
Range Supplies	5,998	5,469	11,069	9,000	10,600	1,600
Telephone	30,692	28,127	22,232	31,000	31,000	-
Internet / Email	2,287	2,388	2,388	2,400	2,400	-
Subscriptions & Memberships	1,041	935	1,994	1,400	1,700	300
Training & Education	31,171	36,208	19,789	26,000	26,000	-
Communications	6,171	5,709	1,821	4,000	4,000	-
Educational Reimbursement	10,629	6,000	4,605	6,000	6,000	-
TIME System	4,508	4,592	4,634	5,304	5,304	-
Crime Stoppers	2,000	2,000	-	2,000	2,000	-
Patrol Squads	77,068	75,935	81,161	104,050	104,050	-
Unmarked Squads	33,319	25,606	17,014	24,000	24,000	-
Clothing Allowance	4,391	5,050	5,777	4,625	7,400	2,775
Uniforms	9,985	13,572	8,132	9,000	9,000	-
Laundry / Dry Cleaning	2,173	2,603	3,354	3,000	3,000	-
City Hall Rent	83,838	77,430	80,100	80,100	85,654	5,554
Safety	5,810	4,962	3,588	4,750	4,750	-
Physicals	-	1,755	5,066	6,307	6,307	-
Community Policing	4,004	3,759	2,965	3,200	3,200	-
Investigations	12,444	7,948	13,535	10,000	10,000	-
Special Events	2,332	423	1,087	1,000	1,000	-
Special Response Team	4,769	4,237	4,349	5,200	5,200	-
Auto Insurance	4,201	4,297	4,634	3,706	4,068	362
Lexipol	-	-	9,061	9,061	9,061	-
K-9 Program	1,442	2,592	1,728	1,000	1,000	-
Total Operating Expenditures	\$ 366,723	\$ 341,545	\$ 334,935	\$ 384,403	\$ 392,494	\$ 8,091
Percent Change						2.1%
Total Police Department	\$ 4,490,141	\$ 4,527,584	\$ 4,652,844	\$ 4,739,079	\$ 4,692,954	\$ (46,125)
Percent Change						-1.0%

Police Department Budget Highlights

- **Wages** - Non-union and WRPPA wages are budgeted at the 2018 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 \$ 6,000

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.. 10,000

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. 24,000

Emergency Call-Ins - Related to emergency situations where personnel are needed immediately. 4,800

FMLA - Substituting for someone that is off due to family medical leave 3,000

Investigations - Related to certain offenses where officers with specialized training are needed (Sexual assaults, Arson, Homicide, etc.) 29,000

Late Call - Complaints that are received late in an officer's shift so the officer must stay over to complete. 5,000

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. 27,000

Vacation - Officer is working for someone who is absent due to vacation 8,000

Other - Various duties. 1,200

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	1,200
Missing Persons Conf.	515
Wisconsin Corners & Medical Examiners Association Conference	400
Leadership in Police Organizations	3,000
WI Chief's of Police Association Mid-Winter Conf.	1,100
Delinquency Control Institute	1,000
FBI National Academy Association Retrainer	650
Wisconsin Narcotics Officers Association Conferences (Narcotics Officers)	1,000
WSROA Conference (School Resource Officers)	1,600
Child Passenger Safety Technician Recertification	160
REID Interview & Interrogation	2,000
Homicide Investigators Conference	1,400
WI Attorney Generals Conf.	1,000
Child Fatality Investigations	1,200
Homeland Security Training (Lieutenant)	190
Crimes Against Children Training	350
Wisconsin Chief of Police Association Summer Conference	600
Instructor Development	1,200
MID-WI Law Enforcement Symposium	990
Governors Conference on Highway Safety	400
Basic Narcotics Investigations	1,000
Hostage Negotiations	800
Heart of Wisconsin Leadership Program	700
K-9 Certification	1,200

Total \$ 26,655

- **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 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Squads	\$ -	\$ -	\$ -	\$ 98,350	\$ 108,500	\$ 10,150
Tapco Radar Feedback Sign	-	-	-	-	2,795	2,795
Ballistic Shields	-	-	-	5,000	-	(5,000)
Mobile Radios	-	-	-	7,600	-	(7,600)
Ballistic Vests	-	-	-	5,600	5,600	-
Squad Equipment	-	-	-	20,000	20,000	-
Total Replacement Fund	\$ 98,995	\$ 128,450	\$ 110,930	\$ 136,550	\$ 136,895	\$ 345
Percent Change						0.3%

Police Department Replacement Fund Budget Highlights

- ▶ **Squads** - Replacement of squads in cycle. Squad estimates for 2019 \$31,000
- ▶ **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
- ▶ **Tapco Radar Feedback Sign** - Purchase one lightweight, portable radar sign for areas with traffic speed issues @ \$2795



CITY OF WISCONSIN RAPIDS

2019 DEPARTMENT BUDGET SUMMARY

Property & Liability Insurance

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
General Liability	\$ 89,032	\$ 94,500	\$ 94,500	\$ 90,367	\$ 91,451	\$ 1,084
Law Enforcement Liability	30,313	32,300	32,300	30,768	31,137	369
Public Officials Liability	44,166	47,100	47,100	44,828	45,366	538
Business Auto	49,891	54,900	54,900	53,131	54,332	1,201
Boiler	11,095	12,723	12,723	10,840	11,165	325
Employee Dishonesty	1,679	1,800	1,800	1,803	1,803	-
Buildings & Personal Property	32,600	53,053	53,053	53,281	52,839	(442)
Contractor's Equipment	9,844	12,723	12,723	9,793	12,723	2,930
Public Officials Bond	312	315	315	-	-	-
Dividend	-	-	(65,000)	-	-	-
Budget Allocations	(131,044)	(155,325)	(162,596)	(150,111)	(154,161)	(4,050)
Total	\$ 137,888	\$ 154,089	\$ 81,818	\$ 144,700	\$ 146,655	\$ 1,955

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	\$ 6,091	Airport	\$ 2,130
Fire Department	\$ 14,134	McMillan Library	\$ 11,115
Police	\$ 4,068	City Zoo	\$ 637
Fleet Maintenance	\$ 54,681	Witter Field	\$ 1,964
Wastewater	\$ 43,432	Mead Field	\$ 1,653
Centralia Center	\$ 8,100	Park Department	\$ 1,754



CITY OF WISCONSIN RAPIDS

2019 DEPARTMENT BUDGET SUMMARY

Public Works Construction

Street Construction

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Wages	\$ 179,699	\$ 207,015	\$ 232,862	\$ 102,388	\$ 117,709	\$ 15,321
Incidental Labor	145,720	168,457	188,550	86,005	96,228	10,223
Equipment	117,896	110,732	126,105	137,972	127,409	(10,563)
Materials	98,845	149,333	111,849	774,493	210,755	(563,738)
Contract Payments	860,362	913,748	575,072	329,750	872,667	542,917
Total	\$ 1,402,522	\$ 1,549,285	\$ 1,234,438	\$ 1,430,608	\$ 1,424,768	\$ (5,840)

2019 Street Construction Projects

▶ Chase Street (17th Ave S to 21st Ave S)	\$ 279,740
▶ 7th Street South (East Grand Ave to Oak St)	55,286
▶ East Grand Avenue (Grand Ave Bridge to 3rd St S)	269,900
▶ Concrete Joint Sealing - Plover Rd (CTH W to 26th St N)	174,969
▶ Concrete Pavement Patching - Wilson St	99,969
▶ Centralia Parking Lot	327,988
▶ Contingency Project	150,790
▶ 2018 Project Closeout / 2020 Design	66,126
Total	\$ 1,424,768

Street Construction Funding

Budget Line Funding Sources	Budget		
	Budget 218	Budget 2019	Increase (Decrease)
Property Tax Levy	\$ 297,080	\$ 491,854	\$ 194,774
Long-term Debt Proceeds	775,515	604,926	(170,589)
WWLC	-	-	-
Transfer From Other Funds	333,013	327,988	(5,025)
Fund Balance - carryover funds	25,000	-	(25,000)
Total Funding	\$ 1,430,608	\$ 1,424,768	\$ (5,840)

Traffic Control

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Wages	\$ 238	\$ -	\$ -	\$ 5,435	\$ 4,000	\$ (1,435)
Incidental Labor	195	-	-	4,565	3,270	(1,295)
Equipment	-	-	-	-	800	800
Materials	-	-	-	-	1,000	1,000
Contract Payments	45,868	-	28,875	200,000	41,696	(158,304)
Total	\$ 46,301	\$ -	\$ 28,875	\$ 210,000	\$ 50,766	\$ (159,234)

Traffic Control Funding

Budget Line Funding Sources	Budget		
	Budget 2018	Budget 2019	Increase (Decrease)
Property Tax Levy	\$ 130,000	\$ 50,766	\$ (79,234)
Carryover Funds	80,000	-	(80,000)
Total Funding	\$ 210,000	\$ 50,766	\$ (159,234)

2019 Traffic Control Projects

► 8th St S and E Riverview Expressway Signal Improvements	\$ 24,408
► W. Grand Ave and W Riverview Expressway Intersection Upgrade	26,358
Total	\$ 50,766

Water Main Construction

Budget Line Item	Historical Information		
	Actual 2015	Actual 2016	Actual 2017
Wages	\$ 97,450	\$ 83,310	\$ 77,193
Incidental Labor	79,910	78,338	61,928
Equipment	74,045	48,584	54,467
Materials	146,327	6,751	16,036
Contract Payments	389	-	90,962
Total	\$ 398,121	\$ 216,983	\$ 300,586

Budget		
Budget 2018	Budget 2019	Increase (Decrease)
\$ 37,965	\$ 71,067	\$ 33,102
31,891	58,097	26,206
46,284	107,217	60,933
-	-	-
35,555	-	(35,555)
\$ 151,695	\$ 236,381	\$ 84,686

2019 Water Main Construction Projects

► Chase Street (17th Ave S to 21st Ave S)	\$ 40,605
► 7th Street South (East Grand Ave to Oak St)	16,921
► East Grand Avenue (3rd St S to 8th St S)	115,451
► East Grand Avenue (Grand Ave Bridge to 3rd St S)	5,539
► Contingency Project -	36,518
► 2018 Project Closeout / 2020 Design	21,347
Total	\$ 236,381

Water Main Construction Funding

Water Main Construction Funding Sources
Property Tax Levy
WWLC Cost Reimbursements
Total Funding

Budget		
Budget 2018	Budget 2019	Increase (Decrease)
\$ -	\$ -	\$ -
151,695	236,381	84,686
\$ 151,695	\$ 236,381	\$ 84,686

Sanitary Sewer Construction

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Wages	\$ 120,697	\$ 67,522	\$ 140,452	\$ 78,471	\$ 150,337	\$ 71,866
Incidental Labor	98,972	54,547	151,688	65,916	122,901	56,985
Equipment	139,518	44,431	92,460	126,936	236,927	109,991
Materials	91,528	72,398	144,423	50,684	92,159	41,475
Contract Payments	-	35,758	213,099	83,059	236,300	153,241
Total	\$ 450,715	\$ 274,656	\$ 742,122	\$ 405,066	\$ 838,624	\$ 433,558

2019 Sanitary Sewer Construction Projects

► Chase Street (17th Ave S to 21st Ave S)	\$ 209,780
► 7th Street South (East Grand Ave to Oak St)	46,465
► East Grand Avenue (3rd St S to 8th St S)	267,821
► East Grand Avenue (Grand Ave Bridge to 3rd St S)	3,230
► Sanitary Lining (5280 lineal feet including monoforming)	183,459
► Contingency Project -	106,522
► 2018 Project Closeout / 2020 Design	21,347
Total	\$ 838,624

Sanitary Sewer Construction Funding

Sanitary Sewer Construction Funding	Budget		
	Budget 2018	Budget 2019	Increase (Decrease)
Property Tax Levy	\$ -	\$ -	\$ -
Long-term Debt Proceeds	-	-	-
Grant	-	-	-
Transfer From Sewer Utility	405,066	838,624	433,558
WWLC Cost Reimbursements	-	-	-
Total Funding	\$ 405,066	\$ 838,624	\$ 433,558

Storm Sewer Construction

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Wages	\$ 87,804	\$ 74,016	\$ 58,659	\$ 80,297	\$ 79,079	\$ (1,218)
Incidental Labor	72,000	59,954	47,410	67,449	64,648	(2,801)
Equipment	69,899	34,674	16,682	108,521	96,721	(11,800)
Materials	134,313	130,167	92,361	233,975	147,136	(86,839)
Contract Payments	1,354	22,755	15,351	89,450	71,914	(17,536)
Total	\$ 365,370	\$ 321,566	\$ 230,463	\$ 579,692	\$ 459,498	\$ (120,194)

2019 Storm Sewer Construction Projects

▶ Chase Street (17th Ave S to 21st Ave S)	\$ 135,900
▶ 7th Street South (East Grand Ave to Oak St)	17,519
▶ East Grand Avenue (Grand Ave Bridge to 3rd St S)	48,049
▶ Centralia Parking Lot	21,500
▶ One Mile Creek Dredging	157,408
▶ Contingency Project -	57,775
▶ 2018 Project Closeout / 2020 Design	21,347
▶	-
Total	\$ 459,498

Storm Sewer Construction Funding

Storm Sewer Construction Funding	Budget		
	Budget 2018	Budget 2019	Increase (Decrease)
Property Tax Levy	\$ 222,047	\$ 158,030	\$ (64,017)
Long-term Debt Proceeds	177,645	201,468	23,823
Grant	-	-	-
Transfer From Other Funds	100,000	125,000	25,000
Fund Balance Applied - Carryover	80,000	-	(80,000)
Total Funding	\$ 579,692	\$ 484,498	\$ (95,194)

Highway Rehabilitation

Budget Line Item	Historical Information		
	Actual 2015	Actual 2016	Actual 2017
Wages	\$ 12,210	\$ 28,448	\$ 14,106
Incidental Labor	8,218	23,043	10,755
Equipment	21	84	130
Materials	3,285	1,959	5,212
Contract Payments	19,835	171,335	224,258
Total	\$ 43,569	\$ 224,869	\$ 254,461

Budget		
Budget 2018	Budget 2019	Increase (Decrease)
\$ 5,435	\$ 8,500	\$ 3,065
4,565	6,950	2,385
-	-	-
-	-	-
128,703	716,445	587,742
\$ 138,703	\$ 731,895	\$ 593,192

2019 Highway Rehabilitation Projects

► E. Grand Avenue Construction (80/20 STP-Urban)	\$ 724,333
► Seneca Road / 2nd Ave HISP	3,018
► 2nd Ave S / STH 54 - Gaynor Ave to W Riverview Expy	4,544
Total	\$ 731,895

Highway Rehabilitation Funding

Highway Rehabilitation Funding
Property Tax Levy
Long-term Debt Proceeds
Grant
Fund Balance Applied
Total Funding

Budget		
Budget 2018	Budget 2019	Increase (Decrease)
\$ 131,873	\$ 7,562	\$ (124,311)
-	724,333	724,333
-	-	-
6,830	-	(6,830)
\$ 138,703	\$ 731,895	\$ 593,192

Aquatics & Riverfront Outlay

Budget Line Item	Historical Information		
	Actual 2015	Actual 2016	Actual 2017
Wages	\$ -	\$ -	\$ 25,410
Incidental Labor	-	-	20,722
Equipment	-	-	3,693
Materials	-	-	26,236
Contract Payments	-	47,461	1,131,649
Total	\$ -	\$ 47,461	\$ 1,207,710

Budget		
Budget 2018	Budget 2019	Increase (Decrease)
\$ 61,141	\$ 10,000	\$ (51,141)
51,358	8,175	(43,183)
-	-	-
-	120,000	120,000
16,451,017	12,660,000	(3,791,017)
\$ 16,563,516	\$ 12,798,175	\$ (3,765,341)

2019 Aquatics and Riverfront Outlay Budget Highlights

▶ East River Bank Bike Path - Phase II - Veterans Park and Mead Rapids View Park	\$ 1,538,175
▶ Witter Field Aquatics Facility	11,260,000
Total	\$ 12,798,175

Aquatics & Riverfront Outlay Funding

Aquatics & Riverfront Outlay Funding
Property Tax Levy
Long-term Debt Proceeds
WI DNR Stewardship Grant - East River Bank - Phase II
Transfer From Other Funds
Gifts and Donations - Witter Field Aquatics Facility
Fund Balance Applied - 2017 Carryover Funds
Total Funding

Budget		
Budget 2018	Budget 2019	Increase (Decrease)
\$ -	\$ -	\$ -
5,011,706	3,412,646	(1,599,060)
1,214,070	625,529	
-	-	
7,000,000	7,000,000	
3,337,740	1,760,000	(1,577,740)
\$ 16,563,516	\$ 12,798,175	\$ (3,176,800)

Long-term Debt Proceeds

East River Bank Bike Path - Phase II	\$ 912,821
Witter Field Aquatics Facility	2,500,000
Total Long-term Debt Proceeds	\$ 3,412,821

Fund Balance Applied - 2018 Carryover Funds

2017 unspent bond proceeds - Witter Field Aquatics Facility	\$ 1,760,000
Total Fund Balance Applied - 2018 Carryover Funds	\$ 1,760,000

Sidewalk

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Wages	\$ -	\$ -	\$ 5,284	\$ 12,273	\$ 12,551	\$ 278
Incidental Labor	-	-	2,905	10,309	10,260	(49)
Equipment	-	-	-	10,536	18,509	7,973
Materials	-	-	-	110,714	18,676	(92,038)
Contract Payments	-	-	-	-	48,615	48,615
Total	\$ -	\$ -	\$ 8,189	\$ 143,832	\$ 108,611	\$ (35,221)

2019 Sidewalk Construction Projects

► 12th Street South (Huntington Ave to Wood Ave)	\$ 94,445
► Contingency Project	14,166
Total	\$ 108,611

Sidewalk Construction Funding

Sidewalk Funding Sources	Budget		
	Budget 2018	Budget 2019	Increase (Decrease)
Property Tax Levy	\$ -	\$ 14,166	\$ 14,166
Long-term Debt Proceeds	143,832	94,445	(49,387)
Total Funding	\$ 143,832	\$ 108,611	\$ (35,221)



CITY OF WISCONSIN RAPIDS

2019 DEPARTMENT BUDGET SUMMARY

Public Works Director

Position	Wage	2019	2018	2017	2016	2015
Public Works Director	\$ 101,682	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 2015	Actual 2016	Actual 2017
Wages and Benefits			
Wages	\$ -	\$ 96,399	\$ 108,089
Sick Leave Payout	-	748	675
Wisconsin Retirement	-	6,362	7,033
FICA	-	6,791	7,339
Health / Dental Insurance	-	20,645	21,854
HSA Contribution	-	750	750
Worker's Compensation	-	202	211
Cost Allocations	-	(88,212)	(98,714)
Total Wages and Benefits	\$ -	\$ 43,685	\$ 47,237
Percent Change			

Operating Expenditures

Office Supplies	\$ -	\$ -	\$ 84
Postage	-	-	-
Copying Cost	-	-	-
Mileage	-	284	401
Telephone	-	1,423	1,924
Internet / Email	-	-	-
Subscriptions & Memberships	-	139	50
City Hall Rent	-	1,813	1,875
Training / Education	-	1,460	601
Safety Shoes	-	-	100
Total Operating Expenditures	\$ -	\$ 5,119	\$ 5,035
Percent Change			

Budget		
Budget 2018	Budget 2019	Increase (Decrease)
\$ 103,213	\$ 101,682	\$ (1,531)
750	675	(75)
6,965	6,704	(261)
7,369	7,113	(256)
25,001	23,611	(1,390)
750	750	-
3,974	213	(3,761)
(100,394)	(98,524)	1,870
\$ 47,628	\$ 42,224	\$ (5,404)
		-11.3%
Operating Expenditures		
\$ 350	\$ 350	\$ -
50	50	-
200	200	-
750	750	-
1,450	1,450	-
16	16	-
350	350	-
1,875	1,875	-
2,200	2,200	-
200	200	-
\$ 7,441	\$ 7,441	\$ -
		0.0%

Budget Line Item	Historical Information		
	Actual 2015	Actual 2016	Actual 2017
Total Public Works Director	\$ -	\$ 48,804	\$ 52,272
Percent Change			

Budget		
Budget 2018	Budget 2019	Increase (Decrease)
\$ 55,069	\$ 49,665	\$ (5,404)
		-9.8%

Public Works Director Highlights

- ▶ **Mileage** - some miles on personal vehicle were not logged/paid for 2018. Due to frequency of use in work zones/stops in traffic, a fleet vehicle is being possibly considered for the future.
- ▶ **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	\$ 21,112
Street Department	42,224
Engineering Department	21,112
Park Department	14,075
Total	\$ 98,524



CITY OF WISCONSIN RAPIDS

2019 DEPARTMENT BUDGET SUMMARY

Relief Clerical

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Wages	\$ 8,059	\$ 25,195	\$ 11,654	\$ 20,000	\$ 15,610	\$ (4,390)
FICA	607	1,919	912	1,530	1,530	-
Worker's Compensation	23	71	24	40	39	(1)
Total	\$ 8,689	\$ 27,185	\$ 12,590	\$ 21,570	\$ 17,179	\$ (4,391)

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

2019 DEPARTMENT BUDGET SUMMARY

Retiree Health Insurance

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
ASCET	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Local 425 - I.A.F.F.	29,690	15,309	8,172	7,239	10,689	3,450
WRPPA	38,420	37,692	41,271	46,860	57,276	10,416
Local 1075 Street	20,810	44,766	27,557	79,747	96,777	17,030
Non-Union Clerical	12,805	12,900	5,685	19,008	20,088	1,080
Non-union	156,788	147,066	133,085	149,122	154,714	5,592
Total	\$ 258,513	\$ 257,733	\$ 215,770	\$ 301,976	\$ 339,544	\$ 37,568
Percent Change						12.4%

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.

	2019	2018	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.

	2019	2018	Inc. (Dec)
Total Retiree health insurance premium	\$ 30,641	\$ 26,837	\$ 3,804
Less retiree health insurance premium contribution	(19,952)	(19,598)	(354)
City Health Savings Account (HSA) contribution	-	-	-
Total Retiree Health Insurance Cost	\$ 10,689	\$ 7,239	\$ 3,450

- **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.

	2019	2018	Inc. (Dec)
Total Retiree health insurance premium	\$ 116,236	\$ 93,720	\$ 22,516
Less retiree health insurance premium contribution	(58,960)	(46,860)	(12,100)
City Health Savings Account (HSA) contribution	-	-	-
Total Retiree Health Insurance Cost	\$ 57,276	\$ 46,860	\$ 10,416

- **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.

	2019	2018	Inc. (Dec)
Total Retiree health insurance premium	\$ 125,482	\$ 97,248	\$ 28,234
Less retiree health insurance premium contribution	(28,705)	(17,501)	(11,204)
City Health Savings Account (HSA) contribution	-	-	-
Total Retiree Health Insurance Cost	\$ 96,777	\$ 79,747	\$ 17,030

- **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.

	2019	2018	Inc (Dec)
Total Retiree health insurance premium	\$ 20,088	\$ 28,152	\$ (8,064)
Less retiree health insurance premium contribution	-	(9,144)	9,144
City Health Savings Account (HSA) contribution	-	-	-
Total Retiree Health Insurance Cost	\$ 20,088	\$ 19,008	\$ 1,080

- **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.

	2019	2018	Inc (Dec)
Total Retiree health insurance premium	\$ 274,290	\$ 243,204	\$ 31,086
Less retiree health insurance premium contribution	(119,576)	(94,082)	(25,494)
City Health Savings Account (HSA) contribution	-	-	-
Total Retiree Health Insurance Cost	\$ 154,714	\$ 149,122	\$ 5,592



CITY OF WISCONSIN RAPIDS

2019 DEPARTMENT BUDGET SUMMARY

Room Tax

Allocation Percentages	2019	2018	2017	2016	2015	2014
Tourism (See note)	70.00%	70.00%	65.00%	65.00%	65.00%	65.00%
Economic Development	11.25%	11.25%	13.75%	13.75%	13.75%	13.75%
Recreational Purposes	18.75%	18.75%	21.25%	21.25%	21.25%	21.25%
Total	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%

	Historical Information		
Budget Line Item	Actual 2015	Actual 2016	Actual 2017
Tourism	\$ 219,239	\$ 219,335	\$ 218,972
Economic Development	46,378	46,034	46,321
Recreational Purposes	71,674	71,144	71,587
Total	\$ 337,291	\$ 336,513	\$ 336,880

Budget		
Budget 2018	Budget 2019	Increase (Decrease)
\$ 234,500	\$ 226,625	\$ (7,875)
37,688	36,422	(1,266)
62,812	60,703	(2,109)
\$ 335,000	\$ 323,750	\$ (11,250)

Room Tax Budget Highlights

- ▶ **Tourism** - Up to 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. Municipalities that imposed a room tax on May 13 1994 that were retaining more than 30% can retain the greater of 30% of 2019 room tax revenues or the amount retained in 2012 (\$114,351).
- ▶ **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

2019 DEPARTMENT BUDGET SUMMARY

Special Events / Community Benefit

Budget Line Item	Historical Information		
	Actual 2015	Actual 2016	Actual 2017
Wages	\$ 13,433	\$ 15,879	\$ 18,338
Overtime	1,367	1,621	1,387
Incidental Labor	11,422	5,155	17,124
Equipment	6,675	7,950	6,769
Contract Payments	-	-	-
Materials	1,953	2,507	2,547
Fireworks	3,050	4,000	4,000
Total	\$ 37,900	\$ 37,112	\$ 50,165
Percent Change			

Budget		
Budget 2018	Budget 2019	Increase (Decrease)
\$ 16,160	\$ 17,000	\$ 840
1,400	1,375	(25)
14,750	15,022	272
8,000	7,000	(1,000)
-	-	-
2,000	2,000	-
4,000	4,000	-
\$ 46,310	\$ 46,397	\$ 87
		0.2%

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

2019 DEPARTMENT BUDGET SUMMARY

Storm Water Utility

Street Sweeping

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Wages	\$ 81,298	\$ 77,610	\$ 65,457	\$ 73,081	\$ 74,428	\$ 1,347
Overtime	27	137	276	-	-	-
Incidental Labor	65,873	63,036	53,067	61,388	60,845	(543)
Equipment	234,294	214,768	175,113	195,731	219,660	23,929
Materials	1,051	16	8	-	-	-
Total	\$ 382,543	\$ 355,567	\$ 293,921	\$ 330,200	\$ 354,933	\$ 24,733
Percent Change						7.5%

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 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Wages	\$ 61,573	\$ 77,033	\$ 63,486	\$ 76,897	\$ 89,573	\$ 12,676
Overtime	398	319	1,126	1,008	-	(1,008)
Incidental Labor	50,186	62,776	51,872	65,440	73,226	7,786
Equipment	25,983	45,555	39,115	53,173	53,481	308
Materials	24,486	42,243	14,587	38,335	52,525	14,190
Contract Payments	639	-	7,145	-	-	-
Total	\$ 163,265	\$ 227,926	\$ 177,331	\$ 234,853	\$ 268,805	\$ 33,952
Percent Change						14.5%

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

2019 Activity	Wages	ILC	Equipment	Other	Total	2018
Catch Basin Repair	\$ 23,925	\$ 19,559	\$ 15,850	\$ 25,475	\$ 84,809	\$ 75,775
Catch Basin Rebuild	17,170	14,036	9,820	13,520	54,546	51,320
Culverts	-	-	-	-	-	-
Ditch Maintenance	-	-	-	-	-	8,340
Catch Basin Cleaning	28,665	23,434	17,500	10,885	80,484	78,995
Spring Drainage Problems	6,288	5,140	9,136	-	20,564	18,708
Diggers Hotline	13,525	11,057	1,175	2,645	28,402	1,715
Total	\$ 89,573	\$ 73,226	\$ 53,481	\$ 52,525	\$ 268,805	\$ 234,853

Storm Water Administration

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Wages	\$ 13,174	\$ 14,693	\$ 16,271	\$ 14,535	\$ 15,607	\$ 1,072
Incidental Labor	10,722	11,894	13,058	12,207	12,759	552
Supplies	781	7,823	1,075	500	500	-
Utility Billing Charges	14,372	14,372	16,301	14,750	15,000	250
Permits & Fees	4,500	4,500	3,241	7,000	6,250	(750)
Contract Payments	7,181	5,446	42,697	20,000	5,000	(15,000)
Total	\$ 50,730	\$ 58,728	\$ 92,643	\$ 68,992	\$ 55,116	\$ (13,876)
Percent Change						-20.1%

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	\$ 5,000	ESRI - GIS	\$ 1,500
WI DNR - MS4 permit	\$ 3,500	North Central Storm Water Coalition	\$ 1,250

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

Activity Based Budget Summary

2019 Activity	Wages	ILC	Equipment	Other	Total	2018
Public Education	\$ 1,127	\$ 921	\$ -	\$ 1,250	\$ 3,298	\$ 3,627
Illicit Discharge & Pollution	4,885	3,993	-	500	9,378	4,494
Storm Water Quality Managem't	6,137	5,018	-	10,000	21,155	39,641
Utility Administration	3,458	2,827	-	15,000	21,285	21,230
Total	\$ 15,607	\$ 12,759	\$ -	\$ 26,750	\$ 55,116	\$ 68,992



CITY OF WISCONSIN RAPIDS

2019 DEPARTMENT BUDGET SUMMARY

Street Department

Position	Wage	2019	2018	2017	2016	2015
Public Works Director	\$ 101,682	0.30	0.30	0.30	0.30	-
Public Works Superintendent	\$ 81,134	1.00	1.00	1.00	1.00	1.00
Street Supervisor	\$ 65,833	1.00	1.00	1.00	1.00	1.00
Lead Mechanic	\$ 59,550	1.00	1.00	1.00	1.00	1.00
Mechanic	\$ 53,955	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	\$ 51,854	8.00	8.00	8.00	8.00	9.00
Truck Driver	\$ 50,877	10.00	12.00	12.00	12.00	12.00
Street Marking Group Leader	\$ 59,550	1.00	1.00	1.00	1.00	1.00
Storekeeper	\$ -	-	-	-	-	-
Inventory Clerk	\$ -	-	-	-	-	-
Traffic Control	\$ 50,378	1.00	1.00	1.00	1.00	1.00
Sewer Construction Group Leader	\$ 59,550	1.00	1.00	1.00	1.00	1.00
Skilled Labor	\$ 51,522	4.00	4.00	4.00	4.00	2.00
Semi-Skilled Labor	\$ 50,378	5.00	5.00	5.00	5.00	6.00
Laborer	\$ 49,629	2.00	-	-	-	-
Limited Term Employee (LTE)	\$ 20	-	-	-	-	1.00
Limited Term Employee (LTE)	\$ 16	2.00	2.00	2.00	2.00	1.00
Administrative Assistant	\$ 44,346	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	44.80	44.50

Street Administration

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Wages	\$ 124,594	\$ 127,429	\$ 120,382	\$ 129,996	\$ 138,085	\$ 8,089
Public Works Director	1,770	37,805	42,306	43,026	42,224	(802)
Overtime	-	1,527	1,398	1,687	-	(1,687)
Incidental Labor	102,356	104,583	98,295	107,968	112,884	4,916
Office Supplies	321	2,610	1,753	2,800	2,800	-
Postage	107	143	119	175	175	-
Copying Cost	539	1,237	1,624	1,300	2,100	800
Vehicles	17,700	17,950	10,900	10,525	15,700	5,175
Telephone / Network	3,815	9,204	10,824	12,912	13,200	288
Training & Education	1,251	2,437	1,424	2,000	1,500	(500)
Software Maintenance Contract	12,480	12,728	12,983	-	-	-
	-	-	-	-	-	-
Total	\$ 264,933	\$ 317,653	\$ 302,008	\$ 312,389	\$ 328,668	\$ 16,279
Percent Change						5.2%

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 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Wages	\$ 23,000	\$ 26,020	\$ 22,344	\$ 16,163	\$ 23,564	\$ 7,401
Overtime	1,898	495	1,083	-	-	-
Incidental Labor	20,167	21,494	19,186	13,577	19,264	5,687
Equipment	2,032	3,802	3,000	5,396	4,050	(1,346)
Training & Education	1,500	875	750	-	-	-
License	280	450	280	300	300	-
Safety Shoes / Glasses	7,158	6,978	6,837	9,925	10,425	500
Total	\$ 56,035	\$ 60,114	\$ 53,480	\$ 45,361	\$ 57,603	\$ 12,242
Percent Change						27.0%

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

2019 Activity	Wages	ILC	Equipment	Other	Total	2018
Equipment Training	\$ 5,085	\$ 4,157	\$ 4,050	\$ -	\$ 13,292	\$ 18,311
Seminars / Presentations	18,479	15,107	-	-	33,586	16,825
Other	-	-	-	10,725	10,725	10,225
Total	\$ 23,564	\$ 19,264	\$ 4,050	\$ 10,725	\$ 57,603	\$ 45,361

Street Repair & Maintenance

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Wages	\$ 160,144	\$ 145,420	\$ 121,091	\$ 145,051	\$ 152,560	\$ 7,509
Overtime	4,775	3,869	4,806	2,675	2,750	75
Incidental Labor	133,585	121,032	102,169	124,130	126,966	2,836
Equipment	155,768	133,459	80,790	102,794	120,291	17,497
Materials	307,701	227,763	137,480	243,838	278,704	34,866
Contract Payments	3,245	83,999	125,708	119,890	50,946	(68,944)
Total Street Repair & Maint	\$ 765,218	\$ 715,542	\$ 572,044	\$ 738,378	\$ 732,217	\$ (6,161)
Percent Change						-0.8%

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

2019 Activity	Wages	ILC	Equipment	Other	Total	2018
Chip Seal	\$ 61,957	\$ 50,649	\$ 24,124	\$ 196,240	\$ 332,970	\$ 304,698
Hot Patch	34,325	28,061	54,450	26,175	143,011	132,200
Cold Patch	19,680	16,088	15,080	6,240	57,088	52,600
Gravel Patch	2,920	2,387	9,225	1,225	15,757	14,705
Joint Repair	17,580	14,372	5,280	24,250	61,482	58,810
Concrete Repair / Replace	15,670	12,810	7,920	35,380	71,780	61,620
Grading	1,188	971	4,212	-	6,371	10,335
Inspection	1,990	1,628	-	140	3,758	5,410
Crack Filling Service	-	-	-	40,000	40,000	98,000
Total	\$ 155,310	\$ 126,966	\$ 120,291	\$ 329,650	\$ 732,217	\$ 738,378

Snow & Ice Control

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Wages	\$ 91,862	\$ 121,153	\$ 125,831	\$ 118,175	\$ 101,553	\$ (16,622)
Overtime	11,742	38,505	32,610	75,611	96,382	20,771
Incidental Labor	83,920	129,590	124,914	162,769	161,812	(957)
Equipment	148,834	193,654	202,777	242,479	291,046	48,567
Materials	64,783	111,945	135,019	225,500	242,237	16,737
Total Snow & Ice Control	\$ 401,141	\$ 594,847	\$ 621,151	\$ 824,534	\$ 893,030	\$ 68,496
Percent Change						8.3%

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

2019 Activity	Wages	ILC	Equipment	Materials	Total	2018
Major Snow Event	\$ 58,660	\$ 47,955	\$ 79,998	\$ 53,672	\$ 240,285	\$ 220,158
Minor Snow Event	82,284	67,267	121,272	90,640	361,463	329,908
Salting	14,452	11,815	15,950	65,700	107,917	100,174
Sanding	8,786	7,183	8,712	28,350	53,031	53,228
Filling Sand Barrels	3,511	2,870	4,714	3,875	14,970	12,991
Downtown Snow Removal	25,105	20,523	60,400	-	106,028	98,795
Mounting / Dismounting of Plows	5,137	4,199	-	-	9,336	9,280
Total	\$ 197,935	\$ 161,812	\$ 291,046	\$ 242,237	\$ 893,030	\$ 824,534

Brush & Weed Control

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Wages	\$ 49,692	\$ 23,630	\$ 23,703	\$ 36,130	\$ 34,450	\$ (1,680)
Overtime	36	327	110	-	-	-
Incidental Labor	40,280	19,420	19,106	30,390	28,163	(2,227)
Equipment	35,924	21,511	21,167	39,435	43,700	4,265
Materials	1,689	1,970	1,385	2,460	2,500	40
Total Brush & Weed Control	\$ 127,621	\$ 66,858	\$ 65,471	\$ 108,415	\$ 108,813	\$ 398
Percent Change						0.4%

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

2019 Activity	Wages	ILC	Equipment	Materials	Total	2018
Brush Cutting	\$ 11,670	\$ 9,540	\$ 7,755	\$ 1,000	\$ 29,965	\$ 38,540
Weed Spraying	5,880	4,807	3,045	1,500	15,232	11,355
String Trimming	7,200	5,886	6,750	-	19,836	19,020
Roadside Mowing	9,700	7,930	26,150	-	43,780	39,500
Total	\$ 34,450	\$ 28,163	\$ 43,700	\$ 2,500	\$ 108,813	\$ 108,415

Street Signs & Markings

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Wages	\$ 90,079	\$ 83,937	\$ 106,812	\$ 106,004	\$ 104,120	\$ (1,884)
Overtime	46	115	137	-	-	-
Incidental Labor	73,001	68,128	86,100	88,984	85,118	(3,866)
Equipment	32,346	25,353	23,183	28,638	26,526	(2,112)
Materials	39,166	42,892	46,983	42,572	28,428	(14,144)
Telephone	1,894	1,915	723	600	600	-
Laundry / Dry Cleaning	1,509	1,300	2,219	1,400	1,400	-
Sign Shop Rent	8,000	8,000	8,000	8,000	-	(8,000)
Total Street Signs & Markings	\$ 246,041	\$ 231,640	\$ 274,157	\$ 276,198	\$ 246,192	\$ (30,006)
Percent Change						-10.9%

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 replace 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

2019 Activity	Wages	ILC	Equipment	Other	Total	2018
Painting Roads	\$ 33,306	\$ 27,227	\$ 13,572	\$ 17,846	\$ 91,951	\$ 98,484
Machine Maintenance	9,920	8,110	1,020	-	19,050	18,640
Signs	60,894	49,781	11,934	-	122,609	146,064
Other	-	-	-	12,582	12,582	13,010
Total	\$ 104,120	\$ 85,118	\$ 26,526	\$ 30,428	\$ 246,192	\$ 276,198

Garbage Collection

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Wages	\$ 184,110	\$ 182,135	\$ 186,237	\$ 182,124	\$ 122,650	\$ (59,474)
Overtime	2,318	2,625	4,878	3,096	3,158	62
Incidental Labor	151,006	149,759	153,441	155,789	102,848	(52,941)
Equipment	124,933	128,059	122,785	190,330	180,375	(9,955)
Garbage Carts	-	-	-	-	434,933	434,933
Materials	1,902	352	486	1,548	1,500	(48)
Total Garbage Collection	\$ 464,269	\$ 462,930	\$ 467,827	\$ 532,887	\$ 845,464	\$ 312,577
Percent Change						58.7%

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

2019 Activity	Wages	ILC	Equipment	Materials	Total	2018
Curbside Collection	\$ 122,418	\$ 100,077	\$ 176,360	\$ 1,500	\$ 400,355	\$ 523,482
Cart Purchase & Delivery	-	-	-	434,933	434,933	523,482
Christmas Tree Pickup	3,390	2,771	4,015	-	10,176	9,405
Total	\$ 125,808	\$ 102,848	\$ 180,375	\$ 436,433	\$ 845,464	\$ 1,056,369

Landfill Contract

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Contract Payments	\$ 290,766	\$ 302,726	\$ 297,496	\$ 313,585	\$ 310,240	\$ (3,345)
Total Landfill Contract	\$ 290,766	\$ 302,726	\$ 297,496	\$ 313,585	\$ 310,240	\$ (3,345)
Percent Change						-1.1%

Garbage Collection Activity Based Budget Highlights

- **Landfill Contract** - Budget based on 5,600 tons @ \$55.40 per ton

Description	2018*	2017	2016	2015	2014	2013
Landfill Tonnage	3,728	5,541	5,903	5,718	5,554	5,403
Recycling Tonnage	794	1,165	815	840	846	854
Recycling as a % of Landfill	21.3%	21.0%	13.8%	14.7%	15.2%	15.8%

* 2018 tonnage thru August

City Landfill Site

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Wages	\$ 18,126	\$ 26,492	\$ 16,209	\$ 17,520	\$ 13,200	\$ (4,320)
Overtime	-	202	-	-	-	-
Incidental Labor	14,682	21,637	13,040	14,640	10,791	(3,849)
Equipment	17,825	27,442	16,110	22,080	18,960	(3,120)
Materials	1,138	5,681	1,890	-	-	-
Total City Landfill Site	\$ 51,771	\$ 81,454	\$ 47,249	\$ 54,240	\$ 42,951	\$ (11,289)
Percent Change						-20.8%

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 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Wages	\$ 76,816	\$ 88,703	\$ 84,142	\$ 79,858	\$ 80,650	\$ 792
Overtime	555	1,219	2,038	769	-	(769)
Incidental Labor	62,671	72,888	69,425	67,727	65,931	(1,796)
FICA	-	-	-	-	-	-
Contract Payments	-	-	37,988	34,650	40,275	5,625
Equipment	60,847	55,451	49,627	64,900	102,512	37,612
Materials	97	17,709	4,855	300	300	-
Telephone	751	190	75	-	-	-
Advertising & Publications	-	3,265	-	-	-	-
Total Recycling	\$ 201,737	\$ 239,425	\$ 248,150	\$ 248,204	\$ 289,668	\$ 41,464
Percent Change						16.7%

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

2019 Activity	Wages	ILC	Equipment	Materials	Total	2018
Administration	\$ 29,919	\$ 24,458	\$ 3,140	\$ -	\$ 57,517	\$ 56,072
Curbside Collection	50,731	41,473	99,372	40,575	232,151	192,132
Total	\$ 80,650	\$ 65,931	\$ 102,512	\$ 40,575	\$ 289,668	\$ 248,204

Composting

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Wages	\$ 67,817	\$ 69,739	\$ 68,472	\$ 74,123	\$ 74,575	\$ 452
Overtime	42	264	37	-	-	-
Contracted Labor	16,648	17,263	16,358	19,098	28,648	9,550
Incidental Labor	54,966	56,741	55,087	62,264	60,965	(1,299)
Equipment	110,105	87,297	89,908	95,809	112,641	16,832
Materials	11,983	3,233	3,248	3,405	1,550	(1,855)
Advertising & Publications	-	-	110	-	-	-
Contract Services	-	281	635	-	-	-
Total Composting	\$ 261,561	\$ 234,818	\$ 233,855	\$ 254,699	\$ 278,379	\$ 23,680
Percent Change						9.3%

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

2019 Activity	Wages	ILC	Equipment	Other	Total	2018
Administration	\$ 14,006	\$ 11,449	\$ 1,570	\$ 1,300	\$ 28,325	\$ 27,616
Spring & Fall Pickup	13,338	10,904	15,054	250	39,546	38,629
Monthly Brush Pickup	21,737	17,770	27,896	-	67,403	62,197
Material Handling / Screening	23,334	19,076	61,335	-	103,745	103,703
Site Maintenance	2,160	1,766	6,786	-	10,712	3,456
Gatekeepers	-	-	-	28,648	28,648	19,098
Total	\$ 74,575	\$ 60,965	\$ 112,641	\$ 30,198	\$ 278,379	\$ 254,699



CITY OF WISCONSIN RAPIDS

2019 DEPARTMENT BUDGET SUMMARY

Wastewater

Position	Wage	2019	2018	2017	2016	2015
Wastewater Superintendent	\$ 74,078	1.00	1.00	1.00	1.00	1.00
Chief Operator	\$ 59,550	1.00	1.00	1.00	1.00	1.00
Grade 4 Operator	\$ 54,330	4.00	4.00	4.00	4.00	4.00
Sewer Cleaning Group Leader	\$ 52,811	1.00	1.00	1.00	1.00	1.00
Maintenance Technician	\$ 53,955	1.00	1.00	1.00	1.00	1.00
Truck Driver	\$ 50,877	1.00	1.00	1.00	1.00	1.00
Summer Help	\$ 11.00	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		
	Actual 2015	Actual 2016	Actual 2017
Wages and Benefits			
Wages	\$ 85,658	\$ 111,958	\$ 77,210
Overtime	659	616	1,055
Incidental Labor	69,917	91,201	63,077
Total Wages and Benefits	\$ 156,234	\$ 203,775	\$ 141,342
Percent Change			

Operating Expenditures

Equipment	\$ 27,203	\$ 53,303	\$ 41,757
Materials	11,269	10,813	9,984
Contracted Services	6,909	41,071	6,836
Electric	1,991	2,559	1,939
Total Operating Expenditures	\$ 47,372	\$ 107,746	\$ 60,516
Percent Change			

Total Sanitary Sewer Maint	\$ 203,606	\$ 311,521	\$ 201,858
Percent Change			

Budget		
Budget 2018	Budget 2019	Increase (Decrease)
\$ 110,000	\$ 110,000	\$ -
1,200	1,200	-
93,408	90,906	(2,502)
\$ 204,608	\$ 202,106	\$ (2,502)
		-1.2%
\$ 55,000	\$ 55,000	\$ -
15,000	15,000	-
25,000	25,000	-
2,050	2,050	-
\$ 97,050	\$ 97,050	\$ -
		0.0%
\$ 301,658	\$ 299,156	\$ (2,502)
		-0.8%

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 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Wages and Benefits						
Wages	\$ 340,611	\$ 330,836	\$ 349,824	\$ 353,729	\$ 353,729	\$ -
Overtime	16,443	16,608	16,814	16,650	16,650	-
Public Works Director	-	18,903	21,153	21,154	21,112	(42)
Cell Phone Stipend	7,280	7,220	6,900	6,680	10,950	4,270
Incidental Labor	286,263	273,813	283,726	311,118	302,785	(8,333)
Total Wages and Benefits	\$ 650,597	\$ 647,380	\$ 678,417	\$ 709,331	\$ 705,226	\$ (4,105)
Percent Change						-0.6%
Operating Expenditures						
Equipment	\$ 46,686	\$ 46,198	\$ 48,884	\$ 40,000	\$ 42,000	\$ 2,000
Office Supplies	340	803	1,091	800	800	-
Postage	42	44	74	100	100	-
Copying Cost	134	126	236	250	200	(50)
Materials	54,989	66,279	50,524	55,000	50,000	(5,000)
Jenbacher Maintenance	110,511	12,009	10,034	30,000	25,000	(5,000)
Chemical	175,685	194,281	245,528	240,000	250,000	10,000
UV Lighting	-	5,759	7,715	6,500	10,000	3,500
Building Maintenance	24,255	13,043	14,079	20,000	15,000	(5,000)
Permits & Testing	29,319	30,147	47,217	33,000	40,000	7,000
Telephone	7,068	12,313	16,116	15,380	12,000	(3,380)
Electric	193,339	184,503	194,426	180,000	180,000	-
Natural Gas	72,731	65,341	66,053	95,000	95,000	-
Dues & Subscriptions	54	7	110	100	100	-
Training & Education	3,732	3,254	4,159	3,700	3,700	-
Safety Shoes	1,525	1,424	1,367	1,500	1,500	-
Laundry & Dry Cleaning	3,139	5,903	2,825	3,000	3,200	200
Property & Liability Insurance	37,230	44,881	47,437	43,163	43,432	269
Financial Audit	3,275	3,500	4,000	4,000	4,500	500
Professional Services	8,944	34,917	18,072	35,000	25,000	(10,000)

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Administrative Services	56,925	57,778	49,627	51,115	52,535	1,420
Total Operating Expenditures	\$ 829,923	\$ 782,510	\$ 829,574	\$ 857,608	\$ 854,067	\$ (3,541)
Percent Change						-0.4%
Total Treatment Plant	\$ 1,480,520	\$ 1,429,890	\$ 1,507,991	\$ 1,566,939	\$ 1,559,293	\$ (7,646)
Percent Change						-0.5%

Treatment Plant Budget Highlights

Cell Phone Stipend - I am proposing to increase the cell phone stipend to \$30 per day. Through SCADA software upgrades we now have the ability to monitor the WWTP remotely by use of computers/tablets. I would like to pay the Operators more per day to be on call, but also create the expectation that more remote monitoring is taking place after hours. This will certainly decrease the amount of call time the Operators get for coming into the plant to respond to calls, when they can make adjustment from home. It will also create a larger burden for them during off hours, which is the reason for the increase.

- ▶ **UV Lighting** – In 2017 this line item was well overspent. It was necessary as much of the UV system was in need of replacement. I budgeted \$10,000 (\$15,000 less than we spent in 2017) here to cover annual costs of bulbs, ballasts, quartz sleeves, seals, and electrical components.
- ▶ **Chemicals** - Increase to \$250,000, an increase of \$10,000 from 2018. An analysis was performed in 2017 showing that much of this cost can be correlated to Industrial BOD load. The Industrial BOD surcharge has been adjusted to accommodate this value. We have also been trying new polymers and nutrient removal chemicals that cost more up front, but have shown positive signs of reducing operational costs elsewhere.
- ▶ **Building Maintenance** - The budget was reduced from \$20,000 to \$15,000. A testament to our Maintenance Technician and his ability to perform work in house, saving money. 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	\$ 16,850
Attorney	\$ 3,274
Information Systems	\$ 4,986
Finance	\$ 27,425

Lift Stations

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Wages and Benefits						
Wages	\$ 21,746	\$ 30,655	\$ 30,312	\$ 28,500	\$ 29,900	\$ 1,400
Overtime	1,515	1,040	1,885	1,500	1,500	-
Incidental Labor	18,843	25,695	25,871	25,200	25,670	470
Total Wages and Benefits	\$ 42,104	\$ 57,390	\$ 58,068	\$ 55,200	\$ 57,070	\$ 1,870
Percent Change						3.4%
Operating Expenditures						
Equipment	\$ 760	\$ 1,026	\$ 2,485	\$ 5,000	\$ 5,000	\$ -
Materials	5,071	8,539	8,391	5,000	8,000	3,000
Telephone	2,452	2,200	2,425	2,800	1,000	(1,800)
WWLC	76,913	82,480	80,409	87,000	84,000	(3,000)
Heating	3,790	3,376	3,412	5,000	5,000	-
Total Operating Expenditures	\$ 88,986	\$ 97,621	\$ 97,122	\$ 104,800	\$ 103,000	\$ (1,800)
Percent Change						-1.7%
Total Lift Stations	\$ 131,090	\$ 155,011	\$ 155,190	\$ 160,000	\$ 160,070	\$ 70
Percent Change						0.0%

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 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Wages and Benefits						
Wages	\$ 2,607	\$ 3,393	\$ 5,977	\$ 3,200	\$ 2,000	\$ (1,200)
Overtime	136	229	235	300	300	-
Incidental Labor	2,222	2,937	4,965	2,940	1,880	(1,060)
Total Wages and Benefits	\$ 4,965	\$ 6,559	\$ 11,177	\$ 6,440	\$ 4,180	\$ (2,260)
Percent Change						-35.1%
Operating Expenditures						
Equipment	\$ 24,098	\$ 26,447	\$ 31,332	\$ 28,000	\$ 28,000	\$ -
Materials	18	-	417	500	500	-
Sludge Disposal	28,730	18,438	11,385	10,000	10,000	-
WWLC	-	-	-	200	200	-
Total Operating Expenditures	\$ 52,846	\$ 44,885	\$ 43,134	\$ 38,700	\$ 38,700	\$ -
Percent Change						0.0%
Total Sludge Disposal	\$ 57,811	\$ 51,444	\$ 54,311	\$ 45,140	\$ 42,880	\$ (2,260)
Percent Change						-5.0%

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 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Operating Expenditures						
WWLC	\$ 309,497	\$ 308,909	\$ 310,587	\$ 309,535	\$ 308,535	\$ (1,000)
Total Sludge Disposal	\$ 309,497	\$ 308,909	\$ 310,587	\$ 309,535	\$ 308,535	\$ (1,000)
Percent Change						-0.3%

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 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
CWFL Replacement Fund	\$ 33,109	\$ 58,690	\$ 30,725	\$ 321,250	\$ 437,439	\$ 116,189
Sanitary Sewer Depreciation	-	-	-	123,333	126,485	3,152
Emergency Lateral Fund	-	-	-	-	23,523	23,523
Capital Improvement Fund	-	-	-	20,000	20,000	-
Total Depreciation	\$ 33,109	\$ 58,690	\$ 30,725	\$ 464,583	\$ 607,447	\$ 142,864
Percent Change						30.8%

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 12/31/2017 was \$2,979,658.
- **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 12/31/2017 was \$1,174,396.
- **Collection System Replacement Fund** - The annual replacement costs for the sewer transportation system that was NOT capitalized for GASB No. 30 purposes was calculated with the 2016 rate review - for collection assets installed prior to 1960
- **Capital Improvement Fund** - The Wastewater Commission established this fund for future capital improvements. The balance as of 12/31/2017 was \$174,934. 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 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Filtrate Equalization Project	\$ -	\$ -	\$ -	\$ 771,764	\$ -	\$ -
Sewer Camera Replacement	-	-	-	165,000	-	-
Primary Clarifier Rehab	-	-	-	150,000	154,384	-
Lift Station Comm Upgrade	-	-	-	50,000	-	-
ASP-CON OUR Meter	-	-	-	16,500	-	-
Dewey Lift Station Screen Replace	-	-	-	-	245,538	-
Two-mile Lift Station Screen	-	-	-	-	75,000	-
Solids Pad Covering	-	-	-	-	42,500	-
Radio Telemetry Upgrades	-	-	-	-	52,555	-
HSW Receiving Upgrades	-	-	-	-	50,000	-
Grit Pump Replacement	-	-	-	-	32,501	-
Unit 30 Vector Truck Replacement	-	-	-	-	425,000	-
Total	\$ 45,826	\$ 129,794	\$ 347,000	\$ 1,153,264	\$ 1,077,478	\$ (75,786)
Percent Change						-6.6%

Wastewater Outlay Budget Highlights

- ▶ **Dewey Lift Station Screening Replacement** – Dewey Lift is our largest lift station pumping over 1.7 MGD. The screening system in this lift is over 30 years old, and is currently being limped along. Optimal screening is key to energy efficiency, and reliable pumping. This is our biggest priority for the 2019 outlay.
- ▶ **Two-mile Lift Station Screen Upgrade** – Lift station currently has no screen system. Repurpose screen from west side lift station. This should substantially reduce electrical costs & labor from pumps clogging. Associated costs include: electrical, plumbing, mechanical installation.
- ▶ **Solids pad covering** – We are now certified Exceptional Quality Class A biosolids. The main concern I have with giving away or selling our Class A fertilizer is moisture content. If we receive more than 0.5" of rain, our current solids pad becomes sloppy and difficult to deal with. Which will likely decrease the products attractiveness. If we invest in a covering to keep the solids dry, I believe we will have a very desirable product that we can charge for.
- ▶ **Lift Station Radio Telemetry Upgrade**– In 2018 we had 5 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. This may complete our 3-4 year upgrade goals.
- ▶ **HSW Receiving Upgrades** – We currently accept more high strength waste than ever before. This have huge benefits to the plant and rate payers financially, but does come with challenges. Our current receiving facilities like tankage, valving, drainage, and pipes should be upgraded to better accommodate accepting the high solid and low pH wastes.
- ▶ **Vector Truck Replacement** - Unit 30 is now 18 years old, and is approaching the end of its life. This unit is fully depreciated and is in need of replacement.

Blue Font - Funded from CWFL Replacement Account

Green Font - Funded from Capital Improvement Fund Account

Transfer to Other Funds

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Debt Service Fund - 2008 CWFL	\$ 1,988,215	\$ 1,987,488	\$ 1,986,737	\$ 1,985,960	\$ 1,985,157	\$ (803)
Debt Service Fund - 2017 CWFL	-	-	-	-	123,383	123,383
Debt Service Fund - G.O.	17,132	17,820	18,240	18,829	19,578	749
Public Works Construction Fund	274,645	500,313	742,122	405,066	838,624	433,558
Total	\$ 2,279,992	\$ 2,505,621	\$ 2,747,099	\$ 2,409,855	\$ 2,966,742	\$ 556,887
Percent Change						23.1%

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 - 12/31/2018 \$ 16,799,316

2019 Principal Payment (1,438,761) 2019 Interest Payment \$ 546,396

Balance - 12/31/2019 \$ 15,360,555

- **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:

Chase Street - 17th Ave S to 21st	\$ 209,780
10th Street South - Airport Ave to	-
7th Street South - East Grand Ave	46,465
East Grand Ave - 3rd St S to 8th	267,821
East Grand Ave - Grand Ave	3,230
Sanitary Lining - 5,280 lineal feet	183,459
2018 Project Closeout / 2020	106,522
Contingency	21,347
Total	\$ 838,624



CITY OF WISCONSIN RAPIDS

2019 DEPARTMENT BUDGET SUMMARY

Wisconsin Rapids Community Media

Position	Wage	2019	2018	2017	2016	2015
Multimedia Coordinator	\$ 60,059	1.00	1.00	1.00	1.00	1.00
Director of Innovation & Technology	\$ 90,164	0.15	0.15	0.15	0.15	-
Multimedia Specialist	\$ 45,002	1.00	1.00	1.00	1.00	1.00
Assistant Multimedia Specialist	\$ 38,848	1.00	1.00	1.00	1.00	0.50
Interns	\$ -	-	-	-	0.25	0.50
Total Full-time Equivalent Employees (FTE's)		3.15	3.15	3.15	3.40	3.00

Budget Line Item	Historical Information		
	Actual 2015	Actual 2016	Actual 2017
Wages and Benefits			
Wages	\$ 116,667	\$ 135,119	\$ 160,346
Overtime	532	2,084	-
Sick Leave Payout	-	1,852	-
City Admin Charge	5,000	5,000	5,000
Government Meeting Fee	-	-	1,980
Wisconsin Retirement	7,467	9,120	10,571
FICA	8,451	9,978	11,249
Health / Dental Insurance	26,678	37,760	46,552
HSA Contribution	3,750	1,500	1,575
Worker's Compensation	339	284	316
Total Wages and Benefits	\$ 168,884	\$ 202,697	\$ 237,589
Percent Change			

Budget		
Budget 2018	Budget 2019	Increase (Decrease)
\$ 158,478	\$ 158,406	\$ (72)
-	-	-
1,852	1,725	(127)
5,000	5,000	-
2,000	2,000	-
10,742	10,489	(253)
11,722	11,456	(266)
53,753	51,989	(1,764)
1,613	1,612	(1)
309	334	25
\$ 245,469	\$ 243,011	\$ (2,458)
		-1.0%

Operating Expenditures

Mileage	\$ 880	\$ 409	\$ 379	\$ 1,000	\$ 1,000	\$ -
Office Supplies	3,916	3,824	1,932	4,500	4,500	-
Postage	105	163	88	500	500	-
Centralia Center Lease	19,200	19,200	19,200	19,200	19,200	-
Centralia Center Utilities	4,059	4,160	5,361	3,662	3,955	293
Building Maintenance	8,650	-	35	2,000	2,000	-
DVD's	77	275	123	800	800	-
Advertising	-	1,413	835	2,000	2,000	-
Awards	344	522	359	1,500	1,500	-
Telephone & Cable	4,998	8,114	8,667	9,100	9,100	-

Budget Line Item	Historical Information			Budget		
	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Budget 2019	Increase (Decrease)
Equipment Maintenance	141	826	940	1,200	1,200	-
Training & Education	940	1,337	879	2,855	2,855	-
Equipment	7,161	8,209	7,474	10,000	10,000	-
Website Hosting	220	264	122	300	300	-
On-Demand & Streaming	3,048	2,149	1,280	2,149	2,149	-
Computer Software	2,563	4,816	5,545	9,800	15,000	5,200
Total Operating Expenditures	\$ 56,302	\$ 55,681	\$ 53,219	\$ 70,566	\$ 76,059	\$ 5,493
Percent Change						7.8%
Total WRCM	\$ 225,186	\$ 258,378	\$ 290,808	\$ 316,035	\$ 319,070	\$ 3,035
Percent Change						1.0%

River Cities Community Access Budget Highlights

- ▶ **Government Meeting Fee** - Cost to cover government meetings outside the City of Wisconsin Rapids meetings
- ▶ **Mileage** - Cost to cover government meetings outside the City of Wisconsin Rapids meetings
- ▶ **Office Supplies** - Printer/copier, general office needs.
- ▶ **Postage** - For large items needing repairs and insurance
- ▶ **Building Maintenance** - Carpet cleaning, paint studio wall and paint back of office
- ▶ **Equipment Maintenance** - Repairs
- ▶ **DVD's** - DVD sales
- ▶ **Advertising** - Riverkings banner, WRCM promotional materials for volunteers and staff, LHS and AHS Booster Club calendars
- ▶ **Awards** - WCM awards for staff and volunteers, United Way Volunteer Breakfast for volunteers, and volunteer incentives
- ▶ **Telephone/Cable** - Phone, internet and TV, cell phone reimbursement for coordinator, staff cell phones and 4G JetPack
- ▶ **Training & Education** - WCM membership spring and fall conventions, United Way volunteer membership, and MSTC Continuing Education
- ▶ **Equipment** - Replace studio cameras, HDMI cables and SDI cables and office furniture
- ▶ **Computer Software** - Adobe Gov. CCT12 Month Cloud Software, Pro support for Rushworks, Archive Social, SiteImprove, Digital Juice and Apps
- ▶ **Website** - Photo Biz and domains
- ▶ **On-Demand/streaming** - Rushworks online TV

Wisconsin Rapids Community Media Outlay

Budget Line Item	Historical Information		
	Actual 2015	Actual 2016	Actual 2017
Website Accessibility Standards	\$ -	\$ -	\$ -
Closed Captioning	-	-	-
Total Outlay	\$ 31,827	\$ 562	\$ 4,625

Budget		
Budget 2018	Budget 2019	Increase (Decrease)
\$ 6,000	\$ -	
6,500	25,000	
\$ 39,000	\$ 25,000	\$ (14,000)