



**OAKCREEK**  
— WISCONSIN —

**2020**

**Annual Budget &  
Capital Improvement Program**

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## Mayor and Common Council



*Ald. Steven Kurkowski, Ald. Gregory Loreck, Ald. Richard Duchniak, Mayor Daniel Bukiewicz, Ald. Michael Toman, Ald. Kenneth Gehl, and Ald. Christopher Guzikowski*

	<b>Term Expires</b>
<b>Mayor</b>	
Daniel Bukiewicz .....	April 2021
<b>Common Council</b>	
Steven Kurkowski ..... District 1 .....	April 2019
Gregory Loreck ..... District 2 .....	April 2020
Richard Duchniak ..... District 3 .....	April 2019
Michael Toman ..... District 4 .....	April 2020
Kenneth Gehl ..... District 5 .....	April 2019
Christopher Guzikowski ..... District 6 .....	April 2020



# City of Oak Creek 2020 Annual Budget

## PRINCIPAL OFFICIALS

### MAYOR

Dan Bukiewicz

### COMMON COUNCIL

Steven Kurkowski  
First District

Greg Loreck  
Second District

Rich Duchniak  
Third District

Michael E. Toman  
Fourth District

Kenneth Gehl  
Fifth District & Council President

Christopher Guzikowski  
Sixth District

### CITY LEADERSHIP TEAM

Andrew J. Vickers, City Administrator

Melissa Karls, City Attorney

Bridget M. Souffrant, Assistant City Administrator/Comptroller

Catherine Roeske, City Clerk

Barbara A. Guckenberger, City Treasurer

Steve Anderson, Police Chief

Michael Kressuk, Fire Chief

Kevin Koenig, Information Technology Manager

Judy Rogers, Human Resources Manager

Mary Jane Trate, Recreation Manager

Richard Kulka, Facility Manager

Ted Johnson, Public Works Director

Darcy DuBois, Community Public Health Officer

Douglas Seymour, Community Development Director

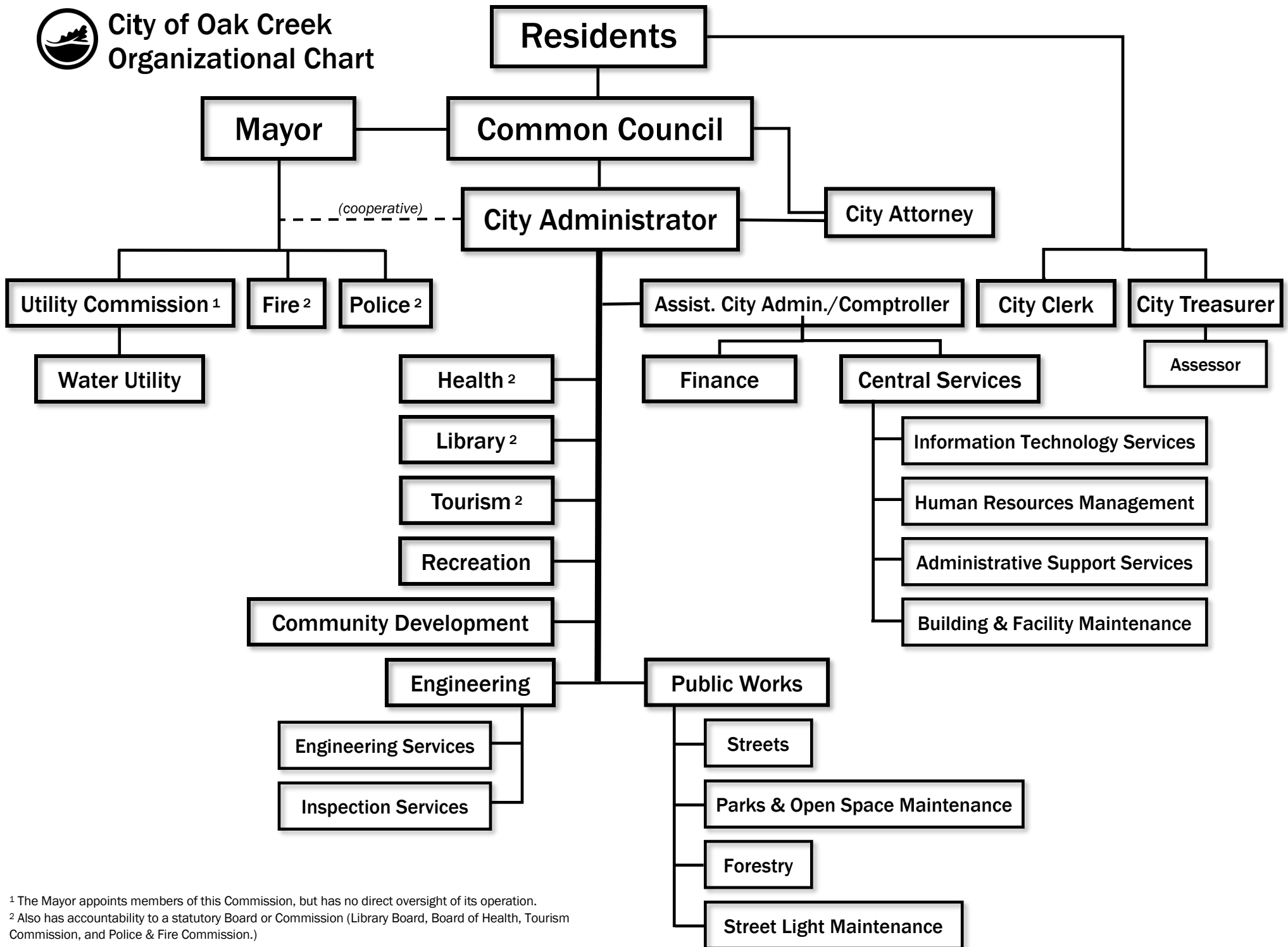
Michael Simmons, City Engineer

Jill Lininger, Library Director

Michael Sullivan, General Manager- Water & Sewer Utility



# City of Oak Creek Organizational Chart



<sup>1</sup> The Mayor appoints members of this Commission, but has no direct oversight of its operation.

<sup>2</sup> Also has accountability to a statutory Board or Commission (Library Board, Board of Health, Tourism Commission, and Police & Fire Commission.)



**LETTER OF TRANSMITTAL  
2020 CITY OPERATING AND CAPITAL IMPROVEMENT BUDGET**

January 1, 2020

Dear Honorable Mayor, Common Council, and Citizens of Oak Creek:

Herein transmitted is the comprehensive operating budget for the City of Oak Creek’s Fiscal Year 2020. The Mayor and Common Council arrived at a budget the public would appreciate; one that allocates new resources to enhance public services yet avoids unnecessary tax burden for residents. The budget to follow is another tool to successfully advance the City’s adopted mission and vision:

**VISION:** Oak Creek: A dynamic regional leader, connected to our community, driving the future of the south shore.

**MISSION:** We are a dedicated organization providing high-quality services that positively **IMPACT** Oak Creek residents, businesses, and visitors.

The Operating Budget is not only a tabulation of revenues and expenditures the City anticipates; rather, this document serves as a public education tool that not only identifies “how much”, but also articulates “what” goods and services our taxpayers receive. Oak Creek City government represents a great “value-proposition” to our taxpayers. We are a full-service government providing a comprehensive array of public services and amenities while boasting among the lowest municipal tax rates of any city or village in the County.

While the 2020 Budget is a forward-looking plan heading into the next calendar/fiscal year, it is equally important to recap the organizational outcomes leading up to this budget’s approval.

**A LOOK BACK AT 2019**

**CHANGES IN CITY LEADERSHIP**

In 2019, the City saw changes to its leadership team due to retirement, resignation, and promotion. With the retirement of Fire Chief, Tom Rosandich, the Police and Fire Commission appointed former Assistant Fire Chief, Mike Kressuk, as the new Fire Chief. With Chief Kressuk’s now vacant Assistant Chief position to be filled, there could potentially be more new faces among the Fire Department command staff.

The Community Development Department, Finance Department, and Engineering-Inspection Services Division also saw staffing changes. In all, two Building Inspectors retired, a new Assistant City Engineer and Assistant Comptroller were promoted from within, and the City



hired both a new Design Engineer and Zoning Administrator/Planner. The “Planspectioneering” team did a wonderful job keeping up with workload during all of this transition.

Library Director, Jill Lininger, welcomed several new employees to the Library staff, and completed a comprehensive reorganization of staffing to suit the needs of all library patrons. Similarly, the Administrative Support Services Division restructured from one large group to a “2-unit” structure to better suit the needs of internal and external customers.

Due to retirements, the City will be filling additional vacancies in the Police Department, Engineering Department, and Water Utility. We wish all retiring employees well in their “next life” and extend a heart-felt “thank you” for their dedicated service to the City.

In furtherance of our Strategic Action Plan goal to “Right-size, Evaluate, and Better Align the City Organization”, the City approved a new Charter Ordinance regarding the manner of selection for the Clerk and Treasurer positions. Effective in April 2021, these two positions will be appointed officers of the City, and no longer elected positions.

### **ECONOMIC DEVELOPMENT ACTIVITY**

Oak Creek had another busy year in the area of economic development with a host of projects beginning, businesses expanding, and new business locating in the City. Our multi-family and single-family housing offerings also expanded with a diverse portfolio of residential options being constructed throughout the community.

To round out the year, the City announced a partnership with Stand Rock Hospitality for a project featuring two Hilton hotels and a conference & event center. The project, just south of IKEA on land owned by Northwestern Mutual, serves as a catalyst for additional development near the Drexel Avenue/I-94 interchange. This entire corridor, both east and west of the interchange, will be building out over the next several years. The City also entered into a Development Agreement with Highgate, LLC. for a master-planned, mixed use development near 13<sup>th</sup> & Drexel.

In addition to the above investments, the following is a sample of 2019 accomplishments in the economic development arena; the list is not designed to be all-inclusive:

- Construction and initial building occupancies for Orchard Hills, a 225-unit multi-family neighborhood on 27<sup>th</sup> St.;
- Approved 84-lot
- Ribbon-cutting for Zund America, Inc. a corporate office headquarters of approximately 50,000 square feet in Drexel Town Square;
- Ribbon-cutting for an Aldi grocery store and 6,100 square foot multi-tenant building at the doorstep of Drexel Town Square. This re-development cleans up a former storage unit complex and vacant industrial building;
- Occupancy for new aerospace firm, Astronautics in the former Master Lock headquarters on Howell & Forest Hill;

- Completion of a 180,000 square foot light industrial building at the corner of 6<sup>th</sup> & Rawson. This project was an environmental clean-up of the former Bioversal site at the corner of 6<sup>th</sup> & Rawson. The previous buildings served as a significant community eyesore;
- Commencement of construction for the stalled Emerald Row phase 2 apartments (247 units) in Drexel Town Square;
- Near-completion of Lakeshore Veterinary Hospital at the corner of 27<sup>th</sup> & Ryan Road;
- Near-completion of the Azura Medical Resort on 27<sup>th</sup> St.;
- Continued build out of two sizeable single family home subdivisions- Glen Crossing and East Brooke Preserve;
- Occupancy of a new multi-tenant building on Howell in Drexel Town Square. The building features First Watch, MACS Macaroni and Cheese Shop, Diesel Barbershop, and Stanton Optical;
- Execution of a Planning Memorandum of Understanding for development of land in the Lakefront District adjacent to Lake Vista Park.

### **STRATEGIC ACTION PLAN ACCOMPLISHMENTS**

In a large section of this Budget document, the reader will note the City's Strategic Action Plan (SAP) goals, as well as a progress report on each goal. It is important to note though, that 2019 was a very busy year for the City team as it relates to SAP implementation. The organization accomplished the following initiatives in 2019; the list is not designed be all-inclusive:

- Transitioned Clerk and Treasurer positions to appointed versus elected positions (effective April 2021);
- Completed analysis entitled *Street Light CIP and LED Conversion Analysis*;
- Completed analysis entitled *Street Lighting Special Charge Analysis*;
- Implement phase 1 of 3 regarding transitioning DPW light-duty fleet vehicles to a leasing model in partnership with Enterprise;
- Finalized a draft for public review of the City Comprehensive Plan;
- Engaged firm to redesign City homepage- go live target of February 2020;
- Secured the Government Finance Officers' Distinguished Budget Presentation Award for the City's 2019 Operating Budget document;

While the SAP outlines the City's most pressing priorities, the initiatives have to be achieved in addition to very busy daily tasks; this is no small effort. A big "thank you" to the staff and Elected Officials for their continued investment of time and talent in the City's SAP priorities!

### **LOOKING AHEAD: THE 2020 OPERATING BUDGET**

The purpose of the following budget overview is to identify the staff's priorities, and Mayoral and Council directives, included in the Adopted 2020 Budget. The overview also provides context to

the City's budget picture vis-a-vis state spending and revenue limitations. Additionally, we have summarized new personnel requisitions included for 2020.

Many factors affect the City's ability to adjust its spending plan to: a) reflect actual costs; b) get out in front of expected cost increases in line items over the next few budget cycles; c) address critical resource needs in terms of personnel and capital projects; and d) implement the Strategic Action Plan. The factors influencing the 2020 Budget include, but are not limited to:

- A net new construction increase of 3.73% which yields a workable available levy increase of \$835,027;
- A **decrease** of \$90,658 in general transportation aid revenue from the State. For all practical financial purposes, all other state aids have remain unchanged from last year;
- A higher Consumer Price Index (CPI) estimated at 1.85%, increasing spending thresholds under the Expenditure Restraint Program (ERP). ERP is not a significant factor in the 2020 Operating Budget, but staff is still showing a revenue offset and contingency expenditure to keep the ERP capacity for future years;
- An increase in required WRS contribution: Up 0.15% for general employees and up 0.53% for public safety (\$90,000 spread over all funds).

#### **STATE EXPENDITURE RESTRAINT PROGRAM (ERP) AND LEVY LIMITS**

Again in fiscal year 2020, the City elected to participate in the State Expenditure Restraint Program (ERP), demonstrating its commitment to controlling costs. In order to participate in ERP, a municipality must have a mill rate exceeding 5 mills (in other words, a tax rate of at least \$5.00/\$1,000 of property value), and it must limit its budget expenditures year over year to the ERP percentage given by the State. The ERP percentage is calculated using the average CPI (12 months ending in September) plus 60% of a municipality's net new construction percentage. By qualifying for ERP, the City receives a supplemental state revenue payment totaling \$297,435 in 2020.

The State levy limit went largely unchanged as per the State's 2020-2021 budget. Generally speaking, the City is limited to annual levy increases equal to the value of net new construction as a percentage of total equalized value. State Statute allows a municipality to carry forward a percentage of unused levy capacity from the previous year, and allows for additional levy increases related to closure of tax increment districts (TID). The 2020 allowable levy limit for the City of Oak Creek was 3.73%. More simply put, the City had \$835,027 of additional levy capacity available to meet staffing and operational needs in this 2020 Adopted Budget.

#### **SUMMARY OF ADOPTED TAX LEVY AND TAX RATE PAYABLE 2020**

The 2020 Budget has a total levy for City operations equaling \$21,532,906. The levy is the amount of money needed to balance the budget after all revenues and expenditures are taken into account. The levy amount is then divided by the total assessed value of all properties within the City based on the last property valuation (assessment). The following calculation is used when determining the "mill rate", or the amount levied divided by the assessed value. The mill

rate is then used to compute the tax rate: the amount per thousand dollars of property value that taxpayers pay. This is the key figure shown on property tax bills each December.

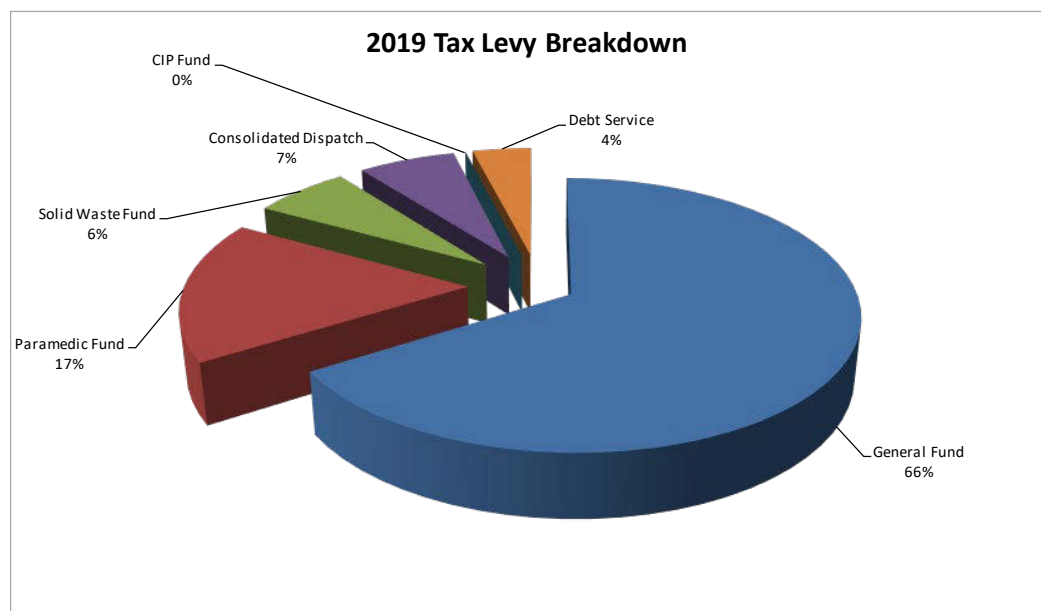
### 2020 Tax Rate Calculation

\$26,694,918	General Fund Expenditures
- \$12,283,012	General Fund Revenues (less General Fund tax levy)
<b>= \$14,411,906</b>	<b>(General Fund tax levy)</b>
+ \$3,655,849	(Paramedic fund tax levy)
+ \$1,406,461	(Consolidated Dispatch tax levy)
+ \$1,390,836	(Solid Waste Fund tax levy)
+ \$850,000	(Debt Service Tax Levy)
<b>= \$21,532,906</b>	<b>(TOTAL tax levy - City Operations)</b>
+ \$7,859,800	(tax increment levy)
<b>= \$29,392,706</b>	<b>(TOTAL tax levy)</b>
\$83,386,085	(All taxing jurisdictions total tax levy)
÷ \$3,760,176,500	(total City assessed value)
<b>= .021664222</b>	<b>(mill rate)</b>
× 1000	
<b>\$21.66/\$1,000</b>	<b>(combined tax rate for <u>all</u> taxing jurisdictions)</b>

*As calculated above, the combined tax rate for 2019 (payable 2020) is \$21.66 for every \$1,000 of property value. This is an increase of 54 cents per \$1,000 of property value from the 2018 (payable 2019) tax rate.*

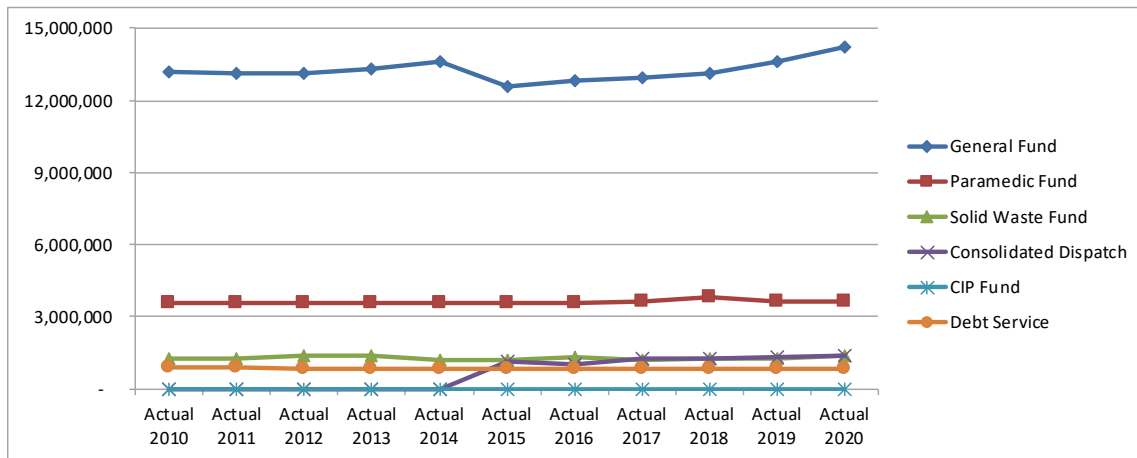
### 2019 Tax Levy

The 2019 Tax Levy is broken out proportionately to each fund receiving levy support as follows:



The history of City property tax levies is as follows:

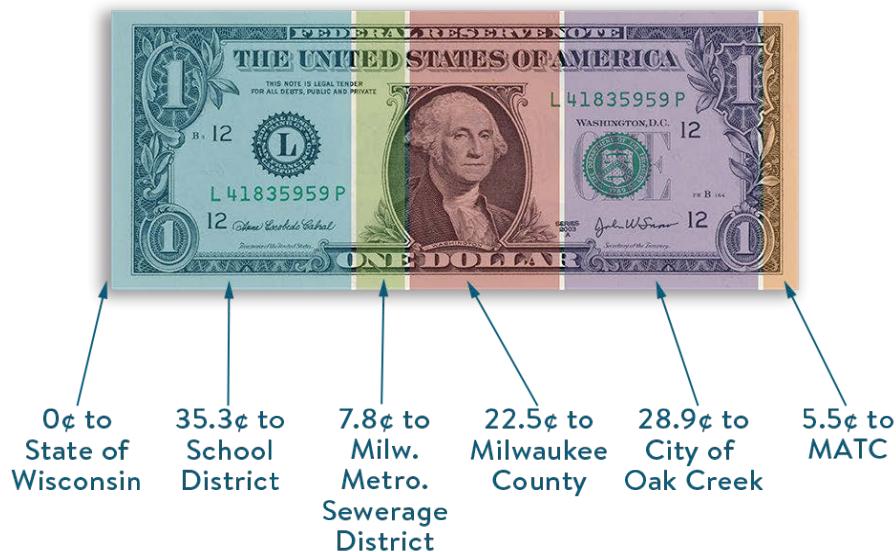
## City Property Tax Levy, Historic Trending 2005-2020



### WHERE DO YOUR PROPERTY TAX DOLLARS GO?

The City of Oak Creek is only one of several taxing jurisdictions that share your annual property tax payment. Although the City collects your entire tax payment, the City only retains 28.9% (put another way, 28.9 cents of every tax dollar) for City of Oak Creek operations. Other entities, such as Oak Creek-Franklin School District (OCSFD), Milwaukee County, Milwaukee Area Technical College (MATC), and Milwaukee Metro Sewerage District (MMSD) also retain a portion of your annual tax payment (note: the State is no longer receiving any local property taxes). Below, residents can view a breakdown of how the City distributes your property tax dollars among the multiple taxing jurisdictions.

## 2019 Tax Dollar Breakdown



To restate, the dollar bill graphic above shows that only 28.9% (put another way, 28.9 cents of every tax dollar) of the funds coming from your property tax dollars are used to operate the City of Oak Creek. The remaining 71.1% of your annual property tax payment goes to other taxing jurisdictions that make their own financial and policy decisions.

For example: an Oak Creek taxpayer with a property valued at \$200,000 would pay a total tax bill (real estate only) of \$4,332 based on the combined tax rate from all taxing jurisdictions of \$21.66/\$1,000 of property value. **NOTE: This year, the “combined” tax rate for all taxing jurisdictions increased 54 cents/\$1,000 of property value, despite the fact the City-only portion decreased by 4 cents/\$1,000 of property value.** The City of Oak Creek’s tax share for City operations on the \$200,000 example property is \$1,252. The other \$3,080 goes to fund the operations of all the other taxing jurisdictions shown in the dollar bill above.

**MONTHLY COSTS FOR CITY SERVICES**

When doing our household budgets, many of us look at our expenses on a monthly basis. To give our residents an idea of the monthly costs for the suite of City services received, we have further itemized “where your tax dollars go.” Keep in mind, the monthly example includes only the \$1,252 you pay to operate the City of Oak Creek. On a monthly basis, that amounts to \$104.33 (\$1,252/12 months = \$104.33 per month). Breaking that amount down on a monthly basis, the \$104.33 is allocated to City of Oak Creek services as follows:

## Monthly tax bill (\$104.33)

• EMS Fund,	\$17.71	
• Fire (Non-EMS) & EOP,	\$4.98	
Total Fire		\$22.69
• Police & Municipal Court,	\$23.92	
• Consolidated Dispatch Services Fund,	\$6.81	
Total Police		\$30.73
• Administrative Services,	\$18.93	
• Community Dev., Engineering, & Inspection,	\$4.23	
• Debt Service,	\$4.12	
• Solid Waste Fund,	\$6.74	
• Dept. of Public Works	\$12.11	
• Health, Rec, & Library,	\$4.78	
Total All Others		\$50.91
Total Monthly rate		\$104.33

Now, put the above monthly costs side-by-side with your other monthly expenses. What do you pay for your cell phone? What about your bill for cable/satellite television? A typical

cell phone or cable/satellite bill is probably more expensive on a monthly basis than what you pay monthly for the full range of Oak Creek services and amenities!

### **PERSONNEL REQUESTS/COSTS INCLUDED IN 2020 BUDGET**

The 2020 Operating Budget includes the following employee wage plan:

- 2.25% wage increase for the Police and Fire (public safety) Bargaining Units;
- 2.25% across the board wage increase for all non-represented (non-union) part-time and full-time positions;
- 2.07% wage increase for the Labor Association of Wisconsin, Inc. unit (non-public safety union employees). The City is limited by state law to the 2.07% increase. The City is making an additional one-time payment of \$125.00 to employees in this group so their 2020 compensation increase reflects the same as all other employees.

In addition to accommodating the above wage plan, the Mayor and Common Council approved new personnel funding requests in the 2020 Adopted Budget as follows:

- Funding totaling \$113,905 for Police Department wages for the pre-hiring strategy;
- Replacing two (2) part-time Police Mechanics with one (1) full-time Mechanic; a net cost of \$41,882 after eliminating the part-time wages;
- The addition of two (2) part-time Library Aide positions; a net cost of \$13,322 after eliminating a Substitute Library Assistant position.

### **CAPITAL IMPROVEMENT PROJECTS IN 2020 BUDGET**

The Capital Improvement Budget (“CIP”) accounts for the City’s equipment and larger infrastructure projects among other items. The City’s CIP is currently not funded by the general property tax levy; rather, the CIP has various funding sources which the reader can find in the CIP section of this document. A brief summary of large, new, or unique CIP projects included in 2020 are as follows:

- \$1,000,000 for road maintenance and repaving projects (exact roads to be determined);
- \$200,000 for funding phases 1 and 2 of the fleet vehicle leasing program in the Department of Public Works;
- \$75,000 of funding to begin a large bridge maintenance fund for future repairs to bridges the City of Oak Creek is responsible to maintain;
- Door repair (Fire Station 1) and building systems replacements (Fire Station 3) totaling \$228,000;
- \$60,000 for upgrading fire extrication equipment;
- \$160,000 for a new salt brine system for DPW snow & ice control operations;
- Replacement of play structures at Manor Marquette and Riverton Meadows Park totaling \$200,000.

**OTHER LARGE COST CENTERS ADDRESSED IN 2020 BUDGET**

Although personnel and capital improvement needs may be the most costly, they are certainly not the only increases facing the City each budget cycle. The City leadership team identified the following larger cost increases, which the Common Council also addressed in the 2020 Budget:

- Increase of \$10,000 for Building Maintenance in Dept-40, General Government;
- Increase of \$59,700 for Annual License Fees in Dept-43, Central Service-IT Services;
- Increase of \$8,495 for Snow and Ice Removal (salt) in Dept-83 Public Works-Streets Division;
- Increase costs for license fees and intergovernmental agreements with Milwaukee County involving public safety communications (\$20,863 note: this is across all funds).

In the Solid Waste Fund (Fund 11) additional property tax levy was required to accommodate additional costs of \$114,887 for refuse & recycling collection in 2020. Although not a general fund expenditure, the levy increase required for these additional costs in the Solid Waste fund could have been utilized for General Fund expenses, or the Capital Fund to achieve established SAP funding goals.

**CONCLUSION**

The dedicated Elected Officials and professional City staff serving the taxpayers and citizens of Oak Creek are of the highest caliber. Our team chemistry is even more critical in the current period of growth for the City of Oak Creek. We want to thank all of the staff for helping prepare this budget document. We were able to maintain and, where possible, enhance resources to continue to provide the best public services in a cost-conscious manner. With this adopted budget, the City of Oak Creek will continue driving the future of the south shore in a positive direction.

Prepared & Respectfully Submitted by:



Andrew J. Vickers, M.P.A.  
City Administrator



Bridget M. Souffrant  
Assistant City Administrator/Comptroller



ORDINANCE NO. 2954

BY:     Ald. Gehl    

AN ORDINANCE ADOPTING THE  
2020 BUDGET AND MAKING APPROPRIATIONS

The Common Council of the City of Oak Creek does hereby ordain as follows:

SECTION 1: As per the requirements of Section 3.01 of the Municipal Code of the City of Oak Creek, the various departments of the municipal government of the City of Oak Creek, having prior hereto duly submitted and filed with the City Administrator an itemized statement of disbursements made to carry out the power and duties of such department during the preceding fiscal year, and a detailed statement of the receipts and disbursements on account of any special fund under the supervision of the department during such year, and of the conditions and management of such fund, together with detailed estimates of the same matters of the respective departments of the City for the current fiscal year, and for the ensuing fiscal year, all formulated in budget form as is required by statutes, and the budget so formulated in detail, prior to the determination of the sum to be financed in whole or in part, by a general property tax, funds on hand and estimated revenues from all sources was available for public inspection and a summary of such budget was duly published in a newspaper of general circulation and a public hearing was held on Tuesday, November 19, 2019 at the City Hall at 7:00 p.m., where all residents and taxpayers were afforded an opportunity to be heard on all matters pertaining to said proposed budget.

SECTION 2: The Common Council of the City of Oak Creek does hereby adopt the budget hereinafter set out in detail and hereby appropriates under the requirements of the Purchasing Policy for corporate purposes and sums of money or so much thereof as may be needed and deemed necessary to defray all expenses and liabilities for municipal purposes of the fiscal year, commencing on the 1<sup>st</sup> day of January, 2020 and ending the 31<sup>st</sup> day of December, 2020.

SECTION 3: The Common Council of the City of Oak Creek does hereby order that a copy of the budget hereby adopted be published in summary form and this ordinance of said budget shall be effective immediately after passage and publication.

Introduced this   19th   day of     November    , 2019.

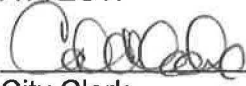
Passed and adopted this   19th   day of     November    , 2019.

  
\_\_\_\_\_  
President, Common Council

Approved this   19th   day of     November    , 2019.

  
\_\_\_\_\_  
Mayor

ATTEST:

  
\_\_\_\_\_  
City Clerk

Vote: Ayes   6   Noes   0



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Oak Creek  
Wisconsin**

For the Fiscal Year Beginning

**January 1, 2019**

*Christopher P. Morrill*

Executive Director



**OAKCREEK**  
— WISCONSIN —

Publish 10/30/18 & 11/6/18

**CITY OF OAK CREEK  
NOTICE OF PUBLIC HEARING  
2020 Proposed Executive Draft Budget  
Tuesday, November 19, 2019  
7:00 pm**

NOTICE IS HEREBY GIVEN that on Tuesday, November 19, 2019, the Common Council of the City of Oak Creek will meet in the Civic Center Council Chambers at 8040 S. 6th Street, at 7:00 p.m. for the purpose of holding a public hearing on the 2020 Proposed Executive Draft Budget. The purpose of the public hearing is to solicit public comment on the City's 2020 Annual Property Tax Levy and Budget.

A summary of the 2020 Proposed Executive Draft Budget is published herewith and public notice is hereby given that the budget detail is available for public inspection at the City Clerk's office at the Oak Creek Civic Center, 8040 S. 6th Street, Oak Creek, Wisconsin, during the hours of 7:30 a.m. and 4:00 p.m. Monday through Friday.

The proposed Water and Sewer Utility Proprietary Fund Budget is not included in this notice. The Water and Sewer Utility Commission is expected to review the proposed budget at their regular meeting on Tuesday, November 12, 2019.

Dated this 23rd day of October, 2019

/s/ Catherine Roeske, City Clerk

**GENERAL FUND**

	2018 Actual	2019 Budget	2019 Estimated	2020 Budget	% Change
Beginning Fund Balance	\$ 8,212,130	\$ 8,426,053	\$ 8,426,053	\$ 11,185,324	
<b>Revenues</b>					
Taxes	\$ 13,116,163	\$ 13,642,419	\$ 13,878,948	\$ 14,411,906	5.64%
Other Taxes	\$ 2,217,859	\$ 2,451,156	\$ 2,201,158	\$ 2,214,810	-9.64%
State Shared Revenues	\$ 5,915,042	\$ 5,945,105	\$ 5,945,105	\$ 5,857,034	-1.48%
Other Intergovernmental	\$ 148,228	\$ 207,999	\$ 212,128	\$ 225,548	8.44%
Licenses and Permits	\$ 1,731,760	\$ 817,225	\$ 1,833,290	\$ 877,725	7.40%
Charges for Services	\$ 676,481	\$ 627,300	\$ 638,550	\$ 669,780	6.77%
Public Health and Safety	\$ 60,212	\$ 26,865	\$ 28,228	\$ 28,750	7.02%
Commercial Revenues	\$ 1,330,007	\$ 814,840	\$ 1,163,338	\$ 886,840	8.84%
Fines, Forfeitures & Penalties	\$ 404,829	\$ 425,000	\$ 425,000	\$ 425,000	0.00%
Revenue Offset	\$ -	\$ 746,631	\$ -	\$ 1,072,525	100.00%
Transfers	\$ 25,127	\$ 14,000	\$ 25,000	\$ 25,000	0.00%
<b>Total Revenues</b>	<b>\$ 25,625,708</b>	<b>\$ 25,718,540</b>	<b>\$ 26,350,745</b>	<b>\$ 26,694,918</b>	<b>3.80%</b>
<b>Expenditures</b>					
General Government	\$ 5,981,898	\$ 7,217,780	\$ 6,553,849	\$ 7,631,215	5.73%
Public Safety	\$ 10,998,168	\$ 11,372,950	\$ 10,470,359	\$ 11,752,582	3.34%
Health & Human Services	\$ 428,177	\$ 488,265	\$ 414,926	\$ 508,456	4.14%
Public Works	\$ 5,032,987	\$ 5,373,322	\$ 4,889,015	\$ 5,458,989	1.59%
Culture, Recreation, & Library	\$ 1,160,577	\$ 1,266,223	\$ 1,263,325	\$ 1,343,676	6.12%
Transfers Out	\$ 1,809,978	\$ -	\$ -	\$ -	0.00%
<b>Total Expenditures</b>	<b>\$ 25,411,785</b>	<b>\$ 25,718,540</b>	<b>\$ 23,591,474</b>	<b>\$ 26,694,918</b>	<b>3.80%</b>
Revenues Over/(under) Expenditures	\$ 213,923	\$ -	\$ 2,759,271	\$ -	
Ending Fund Balance	\$ 8,426,053	\$ 8,426,053	\$ 11,185,324	\$ 11,185,324	32.75%

**2020 Proposed Property Tax Levy**

Taxing Fund	2017 Actual	2018 Actual	2019 Actual	2020 Proposed	% Change
General Fund	\$ 12,941,185	\$ 13,194,517	\$ 13,642,419	\$ 14,229,760	4.31%
Paramedic (EMS) Fund	\$ 3,602,939	\$ 3,710,502	\$ 3,626,053	\$ 3,655,849	0.82%
Solid Waste Fund	\$ 1,213,054	\$ 1,236,780	\$ 1,266,837	\$ 1,390,836	9.79%
Consolidated Dispatch Fund	\$ 1,270,902	\$ 1,269,332	\$ 1,312,570	\$ 1,406,461	7.15%
Debt Service Fund	\$ 850,000	\$ 850,000	\$ 850,000	\$ 850,000	0.00%
<b>Total Levy</b>	<b>\$ 19,878,080</b>	<b>\$ 20,261,131</b>	<b>\$ 20,697,879</b>	<b>\$ 21,532,906</b>	<b>4.03%</b>

Included in the 2020 Proposed Executive Draft Budget:

\* \$2 increase in the Storm Water Fee: 2019 = \$37 & 2020 = \$39

Total Direct General Obligation (GO) Debt	\$ 99,095,000
Total Direct GO Debt Per Capita	\$ 2,738
Total Direct GO Debt as a % of Equalized Value	2.80%

Equalized Value of Taxable Property 2018	\$ 3,492,653,000
GO Debt Outstanding as of October 14, 2019	\$ 99,095,000
Legal Debt Capacity (5% of Equalized Value)	\$ 174,632,650
Unused Margin of Indebtedness	\$ 75,537,650
Percent of Unused Margin of Indebtedness	43.26%

OTHER FUNDS	2018 Actual	2019 Budget	2019 Estimated	2020 Budget	% Change
<b>Revenues</b>					
<b>Special Revenue Funds</b>					
Solid Waste	\$ 1,377,573	\$ 1,407,136	\$ 1,403,277	\$ 1,523,869	8.30%
Grants/Donations	\$ 91,582	\$ 49,973	\$ 51,973	\$ 51,973	100.00%
WE Energies	\$ 2,256,931	\$ 2,253,000	\$ 2,253,000	\$ 2,253,000	0.00%
Special Assessment	\$ 42,614	\$ 44,000	\$ 50,000	\$ 45,000	2.27%
Economic Development	\$ 146,082	\$ 100,483	\$ 101,583	\$ 87,224	-13.20%
Low Interest Loan	\$ -	\$ 3,000	\$ -	\$ 3,000	0.00%
Health Insurance	\$ 7,250,590	\$ 6,522,204	\$ 6,366,099	\$ 6,548,268	0.40%
Paramedic (EMS)	\$ 5,485,612	\$ 5,125,700	\$ 5,181,754	\$ 5,229,435	2.02%
Storm Water Utility	\$ 917,173	\$ 941,270	\$ 988,068	\$ 1,037,100	10.18%
Police Asset Forfeiture	\$ 56,871	\$ 15,075	\$ 7,075	\$ 15,075	0.00%
Consolidated Dispatch Services	\$ 1,701,689	\$ 1,669,289	\$ 1,669,289	\$ 1,711,605	2.53%
Tourism Commission	\$ 483,634	\$ 557,548	\$ 582,391	\$ 579,000	3.85%
<b>Debt Service Funds</b>					
General Debt Service	\$ 5,052,161	\$ 3,559,500	\$ 3,771,910	\$ 3,613,375	1.51%
Debt Amortization	\$ 3,160,425	\$ 3,167,348	\$ 3,220,740	\$ 3,205,730	1.21%
TID #6	\$ 408,296	\$ 333,050	\$ 354,722	\$ 321,198	-3.56%
<b>Capital Projects Funds</b>					
Capital Projects	\$ 7,516,324	\$ 2,527,095	\$ 2,513,595	\$ 2,193,573	-13.20%
Developer Capital Projects	\$ 10,289	\$ 10,000	\$ 500	\$ 63,000	530.00%
TID #7	\$ 382,349	\$ 401,882	\$ 427,679	\$ 582,478	44.94%
TID #8	\$ 11,338,917	\$ 935,713	\$ 988,073	\$ 1,674,615	78.97%
TID #10	\$ 350,816	\$ 367,787	\$ 388,969	\$ 393,451	6.98%
TID #11	\$ 16,530,005	\$ 2,118,191	\$ 2,422,012	\$ 7,888,453	272.41%
TID #12	\$ 186,558	\$ 5,507,317	\$ 5,542,095	\$ 898,186	-83.69%
TID #13	\$ 400,000	\$ 401,921	\$ 402,921	\$ 402,058	100.00%
TID #14	\$ -	\$ -	\$ -	\$ 1,100,000	100.00%
TID #15	\$ -	\$ -	\$ -	\$ 21,648	100.00%
TID #16	\$ -	\$ -	\$ 2,857,500	\$ 209,518	100.00%
<b>TOTAL REVENUES</b>	\$ 65,146,491	\$ 38,018,482	\$ 41,545,225	\$ 41,651,832	9.56%

OTHER FUNDS	2018 Actual	2019 Budget	2019 Estimated	2020 Budget	% Change
<b>Expenditures</b>					
<b>Special Revenue Funds</b>					
Solid Waste	\$ 1,374,707	\$ 1,405,858	\$ 1,405,772	\$ 1,523,813	8.39%
Grants/Donations	\$ 90,178	\$ 40,611	\$ 44,982	\$ 40,211	100.00%
WE Energies	\$ 2,184,682	\$ 2,218,403	\$ 2,207,135	\$ 2,186,541	-1.44%
Special Assessment	\$ 50,000	\$ -	\$ -	\$ -	0.00%
Economic Development	\$ 184,450	\$ 102,848	\$ 104,580	\$ 90,880	-11.64%
Low Interest Loan	\$ -	\$ 3,000	\$ -	\$ 3,000	0.00%
Health Insurance	\$ 9,466,919	\$ 5,962,200	\$ 6,151,724	\$ 6,061,000	1.66%
Paramedic (EMS)	\$ 4,976,394	\$ 5,125,700	\$ 5,134,804	\$ 5,229,435	2.02%
Storm Water Utility	\$ 937,729	\$ 869,309	\$ 868,392	\$ 1,004,218	15.52%
Police Asset Forfeiture	\$ 21,258	\$ 15,000	\$ 70,327	\$ 15,000	0.00%
Consolidated Dispatch Services	\$ 1,642,645	\$ 1,669,289	\$ 1,632,019	\$ 1,711,605	2.53%
Tourism Commission	\$ 420,963	\$ 473,163	\$ 421,103	\$ 526,797	11.34%
<b>Debt Service Funds</b>					
General Debt Service	\$ 6,471,074	\$ 3,559,500	\$ 3,559,500	\$ 3,543,188	-0.46%
Debt Amortization	\$ 4,640,000	\$ 3,167,347	\$ 3,237,347	\$ 3,200,000	1.03%
TID #6	\$ 426,783	\$ 427,500	\$ 427,500	\$ 427,500	0.00%
<b>Capital Projects Funds</b>					
Capital Projects	\$ 2,775,694	\$ 2,842,441	\$ 719,095	\$ 2,680,073	-5.71%
Developer Capital Projects	\$ (2,236)	\$ 10,000	\$ 41,820	\$ 10,000	0.00%
TID #7	\$ 574,079	\$ 470,685	\$ 519,288	\$ 544,288	15.64%
TID #8	\$ 11,173,057	\$ 965,806	\$ 904,160	\$ 1,367,207	41.56%
TID #10	\$ 290,495	\$ 291,212	\$ 297,706	\$ 297,706	2.23%
TID #11	\$ 16,679,407	\$ 2,018,445	\$ 6,429,945	\$ 7,370,878	265.18%
TID #12	\$ 1,690,728	\$ 5,755,000	\$ 5,526,576	\$ 719,576	-87.50%
TID #13	\$ 102,725	\$ 102,500	\$ 182,500	\$ 402,500	100.00%
TID #14	\$ 17,501	\$ -	\$ 4,934	\$ 1,091,250	100.00%
TID #15	\$ 17,187	\$ -	\$ 2,500	\$ 10,000	100.00%
TID #16	\$ 43,668	\$ -	\$ 2,950,031	\$ 437,500	100.00%
<b>TOTAL EXPENDITURES</b>	\$ 66,250,087	\$ 37,495,817	\$ 42,843,740	\$ 40,494,166	8.00%

	Beginning 1/1/2019 Fund Balance	Est. Ending 12/31/2019 Fund Balance	Est. Ending 12/31/2020 Equity	Change in Equity 12/31/2020	% Change
Solid Waste	\$ 104,085	\$ 101,590	\$ 101,646	\$ 56	0.06%
Grants/Donations	\$ 1,792,437	\$ 1,799,428	\$ 1,811,190	\$ 11,762	0.65%
WE Energies	\$ 175,167	\$ 221,032	\$ 287,491	\$ 66,459	30.07%
Special Assessment	\$ 2,123,171	\$ 2,173,171	\$ 2,218,171	\$ 45,000	2.07%
Economic Development	\$ 884,548	\$ 881,551	\$ 877,895	\$ (3,656)	-0.41%
Low Interest Loan	\$ 7,825	\$ 7,825	\$ 7,825	\$ -	0.00%
Health Insurance	\$ -	\$ 214,375	\$ 701,643	\$ 487,268	227.30%
Paramedic (EMS)	\$ 858,749	\$ 905,699	\$ 905,699	\$ -	0.00%
Storm Water Utility	\$ 109,892	\$ 229,568	\$ 262,450	\$ 32,882	14.32%

	Beginning 1/1/2019 Fund Balance	Est. Ending 12/31/2019 Fund Balance	Est. Ending 12/31/2020 Equity	Change in Equity 12/31/2020	% Change
Debt Amortization	\$ 26,572	\$ 9,965	\$ 15,695	\$ 5,730	57.50%
TID #6	\$ 255,715	\$ 182,937	\$ 76,635	\$ (106,302)	-58.11%
Capital Projects	\$ 3,108,821	\$ 4,903,321	\$ 4,416,821	\$ (486,500)	-9.92%
Developer Capital Projects	\$ 81,229	\$ 39,909	\$ 92,909	\$ 53,000	132.80%
TID #7	\$ 92,590	\$ 981	\$ 39,171	\$ 38,190	3892.97%
TID #8	\$ (1,076,694)	\$ (992,781)	\$ (685,373)	\$ 307,408	-30.96%
TID #10	\$ 691,487	\$ 782,750	\$ 878,495	\$ 95,745	12.23%
TID #11	\$ 4,294,861	\$ 286,928	\$ 804,503	\$ 517,575	180.38%
TID #12	\$ 549,753	\$ 565,272	\$ 743,882	\$ 178,610	31.60%

	<b>Beginning</b> <b>1/1/2019</b>	<b>Est. Ending</b> <b>12/31/2019</b>	<b>Est. Ending</b> <b>12/31/2020</b>	<b>Change in</b> <b>Equity</b>	<b>%</b> <b>Change</b>
	<b>Fund Balance</b>	<b>Fund Balance</b>	<b>Equity</b>	<b>12/31/2020</b>	
Police Asset Forfeiture	\$ 102,675	\$ 39,423	\$ 39,498	\$ 75	0.19%
Consolidated Dispatch Services	\$ 91,329	\$ 128,599	\$ 128,599	\$ -	0.00%
Tourism Commission	\$ 316,466	\$ 477,754	\$ 529,957	\$ 52,203	10.93%
General Debt Service	\$ (1,095,888)	\$ (883,478)	\$ (813,291)	\$ 70,187	-7.94%

	<b>Beginning</b> <b>1/1/2019</b>	<b>Est. Ending</b> <b>12/31/2019</b>	<b>Est. Ending</b> <b>12/31/2020</b>	<b>Change in</b> <b>Equity</b>	<b>%</b> <b>Change</b>
	<b>Fund Balance</b>	<b>Fund Balance</b>	<b>Equity</b>	<b>12/31/2020</b>	
TID #13	\$ 266,809	\$ 487,230	\$ 486,788	\$ (442)	100.00%
TID #14	\$ (17,501)	\$ (22,435)	\$ (13,685)	\$ 8,750	100.00%
TID #15	\$ (17,187)	\$ (19,687)	\$ (8,039)	\$ 11,648	100.00%
TID #16	\$ (43,668)	\$ (136,199)	\$ (364,181)	\$ (227,982)	100.00%



**OAKCREEK**  
— WISCONSIN —

# STRATEGIC PLAN FRAMEWORK

## Vision:

What we want to be.

## Mission:

Why we exist.

## Values:

What we believe in.

## Critical Success Factors:

What we must get right in order to achieve our vision.

## Vision

Oak Creek: A dynamic regional leader, connected to our community, driving the future of the south shore.

## Mission

We are a dedicated organization providing high-quality services that positively **IMPACT** Oak Creek residents, businesses, and visitors.

## Values

**I**ntegrity

**M**utual Respect

**P**rofessionalism

**A**ccountable

**C**ommitment

**T**eamwork

## Critical Success Factors



Vibrant and Diverse Cultural Opportunities



Thoughtful Development and Prosperous Economy



Safe, Welcoming and Engaged Community



Inspired, Aligned and Proactive City Leadership



Financial Stability



Quality Infrastructure, Amenities and Service

## 2017 – 2020 Strategic Action Plan “Score Card” (Fall 2019)

[Key: 🌟 = Complete → = In Progress ○ = Not Started]

### Vibrant and Diverse Cultural Opportunities

1. Finalize and Implement a Master Plan & Vision for Abendschein Park
  - a. Inventory and summarize past Abendschein Park plans and visioning efforts 🌟
  - b. Establish an RFP process for creation of the master plan guidance document 🌟
  - c. Engage community stakeholders via brief preference survey on future park amenities 🌟
  - d. Finalize master plan guidance document 🌟
  - e. Engage Oak Creek Parks, Recreation and Forestry (OCPRF) Commission and Common Council for plan endorsement, including an implementation timeline with future funding sources 🌟 (a Park Master Plan & Visioning document was ratified by the Common Council on December 18, 2018)
2. Update Park & Open Space Plan with an emphasis on continually improving community walkability/bike-ability
  - a. Engage OCPRF Commission to review existing, and establish future, plan goals →
  - b. Identify in-house or consultant resources for amending guidance document (RFP process, if necessary) 🌟 (Planning staff will be amending the existing plan in-house)
  - c. Initiate citizen participation plan; pursue efficiencies with coupling Abendschein Park preference survey process →
  - d. Engage OCPRF and Common Council for plan amendment recommendations and formal action ○
3. Become a City known for its successful Special Events and Community Gatherings
  - a. Identify and contact groups and leaders (business, education, faith-based, culture-based clubs, non-profit, etc.) for potential partnerships → (this is an ongoing effort that will never be fully “complete”)
  - b. Explore holding an annual “Around the World” ethnic food/music/dance event → (In 2019, the City held its first C.A.F.E. event (culture, arts, food, entertainment). Year one was a great success. Staff intends to continue growing this event into the future.)
  - c. Coordinate an informational summit with cultural leadership groups and organizations in City and metro area ○
  - d. Parlay events with education efforts regarding City Department/Programs, where appropriate (i.e. Library Fundraising, Health Department information, Recreation registration) → (this is an ongoing effort that will never be “complete”. Library, Health, Rec, Clerk’s Office, Planning Dept. have consistently positioned themselves at events to educate residents as to their mission/purpose, gather feedback for City purposes, and highlight upcoming events. All Departments, and most Divisions, have participated in Sneak Peek at Oak Creek the past two years. Clerk’s Office has performed voter registration events at apartments, care facilities, and OCHS, among other locations)
  - e. Facilitate the creation of an all-inclusive "community event" calendar; include module on City website → (New website has a community calendar module that outside entities can “Submit” events to; however this has not been advertised or implemented- still needs works. City does have an informal website calendar for Community Events maintained in clerk’s office. The calendar is shared with City departments and the OCCC)
  - f. Develop a Use Policy for Drexel Town Square ○ (staff determining if this objective is still relevant, i.e. if a formal use policy is needed now that certain issues have worked themselves out over 3+ years of event programming at DTS)



## 2017 – 2020 Strategic Action Plan “Score Card” (Fall 2019)

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- g. Review/Revise local ordinances, policies, permitting, and procedures to ensure facilitative vs. inhibitive event processes → (with the exception of the Use Policy for DTS, staff has reviewed and revised internal policies and external ordinance/state law to ensure successful, yet safe and compliant, City events)
  - h. Examine policies and best practices for other communities who excel at event implementation → (this is an ongoing effort that will never be fully “complete”)
  - i. Address parking and traffic considerations at City venues → (City made specific strides at DTS related to parking with the shared parking agreement with Zund and partnering with Froedtert for ramp parking, but other venues will need to be examined on a case by case basis given the event size, features, etc.. Good example of this is parking and safety lessons learned from moving the fireworks to the lakefront. Overall, a successful first year (2019), but a long-term parking solution needs to be incorporated in the redevelopment of the lakefront. One option staff is loosely analyzing is a portion of the Beazer/Connell property just north of Lake Vista Park.
4. Provide Additional Cultural and Recreational Opportunities for the City’s Senior Population
- a. Inventory existing offerings and those of adjacent communities ○
  - b. Identify target audience & develop a survey instrument ○
  - c. Identify and explore collaborative relationships with adjacent communities ○
  - d. Coordinate an informational summit with senior living facilities, other key stakeholder groups ○
  - e. Incorporate more senior-focused event programming at City venues and into Recreation and Library initiatives → Farmers Market held monthly “Seniors at the Market” events this summer. Health Department, Fire Department, and Froedtert partnered on the events. Information relevant to seniors was provided by partners (blood pressure screenings, fall prevention info, flu shot info, etc.) and participating seniors received \$10 gift card to spend at market. This is only one example; more program offerings for Seniors will be vetted for future implementation.
5. Improve Pedestrian Corridors with Public Art & Sculpture → In general, Planning staff have contacted representatives in the Milwaukee BID 21 program for guidance on how they implemented their utility box art program, and discussed the Ghost Train project with a representative on that Board. Planning staff also discussed creating a public art program with the Destination Marketing Specialist, and will continue to discuss ways to create such a program.
- a. Partner with art programs in local institutes of higher education for potential activities and exhibits ○
  - b. Research city liability and creation of a local Art & Architecture Ordinance ○
  - c. Identify best practices and activities of other creative communities/spaces in metro area ○
  - d. Prioritize best City locations for work to be showcased ○
  - e. Connect public art efforts with Destination Marketing functions of Tourism Commission for further reach and impact outside of community → (DM Specialist did collaborate with NEWAUKKEE on the “Confluence” event, but that was rained out entirely. City may look to bring that concept back in 2020 or look to a different art-inspired event)

# 2017 – 2020 Strategic Action Plan “Score Card” (Fall 2019)

[Key: 🌟 = Complete → = In Progress ○ = Not Started]

## Thoughtful Development and Prosperous Economy

1. Design and Implement a Business Retention and Expansion (BRE) Program
  - a. Investigate BRE visitation programs of other economic development organizations 🌟
  - b. Identify key information to be gained from business leaders during visits 🌟
  - c. Develop a database to track actionable items and notable business information → (staff is tracking information and action steps from each visit, but a more formal process will be developed in future)
  - d. Articulate and record goals of our BRE program 🌟
  - e. Provide additional opportunities for local business recognition and award programs → (this is an ongoing effort that will never be fully “complete”)
  
2. Market the Lakefront Development on a Regional and National Scale
  - a. Finalize TID 6 amendment and TID 13 creation 🌟
  - b. Craft a vision statement 🌟
  - c. Create an easy reference document re: developing within Lakefront's environmental parameters 🌟
  - d. Develop micro website specific to Lakefront 🌟
  - e. Extend reach of Lakefront by preserving/enhancing entrance corridors from I-94 through wayfinding/signage to establish a gateway or “sense of arrival” ○
  - f. Leverage (and where possible, enhance) the recreational assets of Lakefront to promote mixed-used development ○ (enhancement of public amenities at the Lakefront often comes up during discussions with potential residential developers, and such amenities will be a part of a master planned neighborhood concept)
  - g. Coordinate park (Lake Vista and Bender) programming and unique offerings to promote a regional draw → (held first Beer Garden at Lake Vista in 2018, attempted Confluence event with Newaukee in July 2019- rain out, and held Fireworks at lakefront for first time in 2019. Planning new events at lakefront including another Newaukee event and a Bacon & Eggs 5K race- not yet approved)
  - h. Prepare marketing materials and identify targeted development partners 🌟 (brochure, website, and Vision Statement complete. The City is currently under a planning MOU with a development partner to plan a potential mixed-used neighborhood project on the former EPEC/DuPont property now owned by the City (~55 acres) as well as the Boerke Family Trust (~20 acres) property adjacent to 5<sup>th</sup> Ave. & Lake Vista Parkway. Discussions are also taking for a corporate headquarters building on the former Peter Cooper site now owned by WISPARK. Company is presently negotiating a Purchase and Sale Agreement with WISPARK).
  
3. Establish City Objectives for Handling Demand for Single Family Lot Inventory
  - a. Convene a homebuilder / stakeholder summit to gain industry/market expertise and understanding on single family development in Oak Creek 🌟
  - b. Research best practices and policy positions of communities with strong lot inventory absorption 🌟
  - c. Perform an inventory and prioritization of 1) existing lot availability; and 2) land available for future platting 🌟
  - d. Revisit, refresh the “Cost of Service” Study done in the 1990s 🌟
  - e. Review/revise Subdivision Ordinance where necessary 🌟

## 2017 – 2020 Strategic Action Plan “Score Card” (Fall 2019)

[Key: 🟢 = Complete → = In Progress ○ = Not Started]

- f. Finalize policy analysis and future recommended actions in a formal report to Council 🟢 (while the formal analysis is complete, the analysis contains several implementation recommendations which the staff is prioritizing for action in 2019. Staff has sent the priority single family site on to at least 3 homebuilders/developers. The analysis will also be a tool for informing the revision to the Comprehensive Plan and Zoning code which projects are currently in progress). Staff has sent information to an area homebuilder regarding priority sites and has met with them to follow up with more site-specific information.
4. Examine Public/Private Partnerships to facilitate Development of a Medium-sized Convention & Event Space
    - a. Engage Tourism Commission to provide market information and best practices for conference centers in peer communities ○
    - b. Establish regional partnerships to respond to market demand and to determine an appropriate geographic location for conference/event space →
    - c. Survey local businesses as part of Business Retention and Expansion strategic objective to gauge potential business demand for conference/event facilities 🟢 (per item “e” below, consultant performed a business survey as part of the market feasibility study, and staff does include a discussion on business travel at BRE visits)
    - d. Engage Destination Marketing Specialist to survey regional professional organizations and non-profit groups to gauge potential market for conference/event facilities → (per item “e” consultant also queried local and state event/conference planners as part of the market feasibility study, more forthcoming)
    - e. Engage third party consultant to produce market feasibility studies for both hospitality and conference/event space once a preferred geographic location is selected 🟢 (City engaged Hospitality Marketers International, Inc. and final drafts were utilized in discussion with hotel/conference developer for acreage south of IKEA. Discussions with that developer are ongoing and encouraging)
  5. Examine Public/Private Partnerships to facilitate Development of a Recreation Center
    - a. Inventory public and private recreational facilities in market → (as an initial market competition survey, City engaged Strategic Performance Group for an “Oak Creek Sports & Fitness Center Feasibility” study which was complete in July 2018). City is in active discussions with a health club looking at a ~65K SF building footprint on/near I-94/Drexel. Should the City conclude a deal with this business, discussions will ensure with the club, city, and school district regarding shared recreation goals, programming and space needs, etc...) Ideally, this facility could take the place of a publically-funded “recreation center”, but the Council will have that discussion during our next phase strategic planning session in mid-late 2020).
    - b. Engage Parks and Recreation Commission to analyze local demand and best practices for recreation centers in peer communities ○
    - c. Establish regional partnerships to respond to market demand and determine appropriate regional location for recreation center ○
    - d. Survey community to gauge willingness to fund construction and ongoing operations of a recreation center ○
    - e. Identify financial strategies to fund construction and operation of a recreation center ○

## 2017 – 2020 Strategic Action Plan “Score Card” (Fall 2019)

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6. Position City for future Corporate Office Development
  - a. Engage market professionals to determine priority areas to preserve for this use ○
  - b. Define what "corporate office" means for the City of Oak Creek ○
  - c. Examine best practices and policy positions of other communities developing office markets ○
  - d. Preserve identified priority areas through comprehensive planning and zoning actions →
  - e. Discuss, with decision-makers, the relationship of short-term actions facilitating long-term community goals. → (this is an ongoing effort that will never be fully “complete”)

### Safe, Welcoming, and Engaged Community

1. Undertake a Redesign of City Websites to Ensure Optimal Utility to End-Users
  - a. Create website redesign committee to review potential vendors and site features 🟢
  - b. Solicit staff and public user input on current website functionality 🟢
  - c. Examine Google Analytics for web trends (I.e. what matters most for customers to find) 🟢
  - d. Determine best search tool [including optical character recognition (OCR) capability] and optimize content 🟢
  - e. Select vendor and implement design 🟢 (The new City homepage went live on or about April 1, 2019. City has received very positive comments on the new look and utility from our internal and external stakeholders)
  - f. Determine roles & responsibilities for ongoing website maintenance 🟢 (extensive training was had by all website administrators to ensure content is thorough and up-to-date, and that any dated material is promptly removed)
2. Engage Neighborhood Groups/Associations as an Ally in Crime-Reduction and Prevention Measures
  - a. Review/revise Community Resource Coordinator job description; fill position 🟢
  - b. Establish ongoing dialogue with community groups (schools, businesses, faith groups, non-profits) → The base for this goal has been established and completed with the schools, faith-based groups and hotel managers. This is a goal which will continue to grow as regular meetings are established with the current groups, and as relationships with other groups are developed.
  - c. Formalize, coordinate & increase use of web-based platforms (Nextdoor, etc.) → This goal is partially established as the Department’s social media “footprint” has been successful. Communications are made with the public through social media for advisory information as well as assistance in solving crimes. The Department has established a Next-Door site, but will continue to work with I.T. to divide the City in aldermanic districts.
  - d. Determine new opportunities to increase interaction among Police and residents → This is a goal which will continue to develop and will never truly be completed. In 2019 the Department has held educational self-defense classes, youth academies, been present at two Farmer’s Market’s as a booth and additional as bike patrol, held Coffee-with-a-Cop, and have been present at many other events to positively engage the community. Community engagement will always be a central focus of the Police Department.

## 2017 – 2020 Strategic Action Plan “Score Card” (Fall 2019)

[Key: 🟢 = Complete → = In Progress ○ = Not Started]

- e. Improve Police/Fire coordination related to resident outreach and interaction → PD, Fire, and Health Department working together with surrounding communities with outreach programs for those with opioid addiction. Training has been completed and the team is established for outreach. Members of the Police and Health Department, along with the School District are also sponsoring a “Vaping Summit” in November of 2019 to help educate the public on this issue.

Police and Health also collaborating on Senior Safety Talks. Staff visit senior living facilities to provide general safety information as well as medication safety information. Medication lock boxes are provided to residents at no charge, and Police collected unwanted/unused medication for medication drop box.

3. Create and Implement a New Resident Welcoming Process > initiative changed to “Residents’ Guide to City Services” that will also be disseminated to new OC residents
  - a. Determine best methods for identifying residents new to community 🟢
  - b. Establish a new resident welcome module on website → (the new resident model, which became a “Residents Guide to City Services”, has a dedicated place on the new City homepage)
  - c. Tailor welcome packets for specific audience (single family, multifamily, business...) 🟢 (the project team decided messaging in one document can accommodate different residential living arrangements)
  - d. Include new resident resource info in City's written publications →
  - e. Communicate value-proposition of City services to new residents → (the City has utilized various venues and tools for this including posting of our “Dollar Bill Graphic and Milwaukee County tax rate comparisons each year. Additionally, staff now posts the annual TID Status Presentation to various social channels, which document contains information about sources of payment for GO Debt, and tax rate comparisons)
  - f. Host a New Family Doors Open/Open Civic Center Event ○ (while not completely in line with this objective, many Depts/Division participate in Sneak Peek which helps satisfy the intent of this objective)

### Inspired, Aligned, and Proactive City Leadership

1. Increase Methods/Frequency of Communication and Engagement among Staff & Common Council
  - a. Institute a Monthly Departmental report; share with all City staff and Council 🟢 (decision made to keep this communication between Council and Department Directors versus an organization-wide communication)
  - b. Improve access and content on employee Intranet platform → (new City website will have an extranet component that could replace the employee intranet. Still, more effective and more frequent communication on the platform is the committed goal)
  - c. Encourage Aldermen to have district meetings; have Department Directors or City Administrator present ○

## 2017 – 2020 Strategic Action Plan “Score Card” (Fall 2019)

[Key: 🟢 = Complete → = In Progress ○ = Not Started]

- d. Establish an internal staff newsletter to foster interpersonal communication through entire organization ○
  - e. Better communicate Board, Committee, Commission activity to both elected and appointed decision-makers → More work is forthcoming on this. Staff has implemented a “summary of action items” for the Tourism Commission similar to what the Planning Department provides for Plan Commission meetings/recaps.
  - f. Ensure all OC email users receive link to full Council packets 🟢
  - g. Coordinate social occasions where all people in organization have the opportunity to interact ○
2. Convene discussions and examine partnerships with other stakeholders regarding shared services, cooperative programming, and alignment of resources
- a. Maintain leadership role in Milwaukee Intergovernmental Cooperation Council (ICC) →
  - b. Establish a shared services implementation plan with Oak Creek—Franklin Joint School District (OCFJSD) →
  - c. Examine further community partnerships with Milwaukee Area Technical College (MATC) →
  - d. Unify and coordinate “Event Programmers” (eliminate separate identities; all “city”) →
  - e. Increase participation and City leadership in the League and Urban Alliance → (City Administrator has commenced regular attendance at the League’s Annual Chief Executives workshop. Mayor will be attending same in 2020. City Administrator looking for more opportunities to serve on League sub-committees)
3. Be a Leading-Edge Local Government in the Use of Technology to Foster Innovative and Cost-effective Service Delivery
- a. Improve Website from technology-utility standpoints (permitting, payments, licensing, fillable forms, etc.) → (exploring implementation of online forms and payments (credit card) on new website, but there are challenges to work through)
  - b. Implement an “innovation” component to all job descriptions and job announcements → (Comprehensive job description updating is underway. The new Employee Performance Appraisal templates implemented in 2018 include an evaluation section re: “innovation” and “use of technology” where applicable)
  - c. Be engaged in SMART Cities initiatives; explore pilot technology projects ○
  - d. Educate and prepare for Internet of Things (IOT) as related to City service delivery ○
  - e. Provide research and recommendations on use of body cameras, “security” cameras, and license plate reader recognition → (PD still in process of exploring body camera and will have a final recommendation in 2020. IT Division updated building security cameras at PD in 2019)
4. Evaluate, Right-size, and Better Align City Organization
- a. Undertake a staffing deployment efficiency analysis and core service review for Police, Fire, EMS, DPW and Health Departments → (org alignment and staffing deployment has been formally explored in Health, Library, DPW, PD, and from City Administrator’s Office. Formal recommendations were approved for Health,

## 2017 – 2020 Strategic Action Plan “Score Card” (Fall 2019)

[Key: 🟢 = Complete → = In Progress ○ = Not Started]

Library, City Administrator’s Office, others are still forthcoming. DPW will finalize recommendations on structural reorganization in 2020)

- b. Enact better alignment between City and Utility; eliminate resource overlap ○
- c. Evaluate and revise City organization chart/structure including committee structure → (Revisions regarding the Clerk and Treasurer positions are forthcoming in 4Q 2019 with the balance of Chapter 2 ordinance revisions slated for 2020)
- d. Evaluate ongoing implementation of Administrative Support Assistant functionality 🟢 (while this is an ongoing effort with any city function, a formal review of functionality/staffing, and a wage study is completed and staff will present to Personnel Committee in early 2019).
- e. Plan for future joint programming and administration of Recreation and Library offerings (i.e. “leisure services” concept) ○

### Financial Stability

1. Create Fiscal Policy Teams and Provide Analyses and Recommendations on a Multi-Year Budget Strategy
  - a. Evaluate Expenditure Restraint → ERP team met several times throughout 2018-19, conducted a survey of WI communities re: their usage of ERP, and intends to complete white paper by end of March 2019.
  - b. Revenue Team ○
  - c. Include staff, citizens, community groups on teams 🟢
  - d. Debt examination - any strategic borrowing → presently updating long range financial plan for debt service including assessing increment changes in TID 7 and other sources to allocate GO Debt service to other funds and create capacity in CIP. Not looking at any borrowing initiatives outside of TIDs and with the exception of any borrowing related to performance contract projects proposed by Siemens Industry, Inc.
  - e. Look at special assessment policy/options for funding capital expenditures 🟢
  - f. Develop strategy and long range funding plan for capital equipment and infrastructure needs → 🟢 (Policy Team completed CIP Funding Alternatives Analysis with implementation actions forthcoming in the 2019-2021 operating budgets. Have established reserve funding for bridge maintenance, buildings maintenance, and began vehicle fleet leasing. Have also engage Siemens Industry Inc, for potential performance contract projects related to building upgrades) → (In sum, City has developed certain tools with which to execute more long-range planning, but have not formally adopted a comprehensive 5,7,10 year plan for capital asset depreciation/replacement)
2. Reduce Health Insurance Costs through Proactive Consumer Education
  - a. Develop tutorial for benefits websites; general employee education on existing benefit levels →
  - b. Institute “one program a month” education to be communicated by Department Managers → (began the monthly communication plan in January 2019 with a primary and secondary topic that will include multiple methods of communication to insureds)

## 2017 – 2020 Strategic Action Plan “Score Card” (Fall 2019)

[Key: 🟢 = Complete → = In Progress ○ = Not Started]

- c. Provide employees an education on Self-funded insurance plans →
  - d. Develop Clinic utilization plan and benchmarking ○ (City determined to not renew its contract with Ascension for the near-site clinic effective January 1, 2019)
  - e. Reinstitute Wellness and Insurance Committee and programs to serve as avenue specific to educational outreach ○
  - f. Evaluate insurance waiver carve-out; revise if necessary ○ (per recommendation of City benefits consultant, Gallagher, we are in line with other carve-out offerings and this effort would likely not be worthwhile- will re-assess again after the next few budgets)
3. Evolve the Communication of Budget Processes, Priorities, and Fiscal Challenges (Internally and Externally)
- a. Evolve budget document as a financial blueprint and communication device 🟢
  - b. Provide additional outlets to communicate the budget to all levels of internal organization → (this is an ongoing effort that will never be fully “complete”)
  - c. Prepare budget document for Government Finance Officers Association (GFOA) budget award submittal to demonstrate commitment to financial transparency 🟢
  - d. Provide basic TIF education "101" piece 🟢 (article included in summer Current and on social media- can be re-used in future)
  - e. Increase utilization of Dollar breakdown of taxes (i.e. where do your taxes go?); place info at tax collection sites 🟢
  - f. Demonstrate value-proposition of City services to taxpayers → (this is an ongoing effort that will never be fully “complete”)
4. Establish Intra-Departmental Business Process Improvement Teams to Determine Cost-control Measures and Overcome Process Inefficiency
- a. Explore Lean Government training platform; implement techniques where applicable ○
  - b. Streamline, improve Vehicle maintenance processes ○
  - c. Evaluate office supply purchasing policy/process 🟢
  - d. Re-assume "paperless initiative" (Online/fillable forms, alternative payment collection methods, certain Committee packets, internal communications) ○
  - e. Establish central database for Vehicle and Property insurance and Fixed Asset reporting ○
  - f. Streamline meeting packet creation process →
  - g. Research Building & Grounds maintenance fund consolidation - Comprehensive Facilities Program →
  - h. Review/revise purchasing policy, travel policy and 3-year financial plan → (travel policy update is complete, but purchasing and 3-year plan not started)
  - i. Review Fleet lifespan & procurement, leasing →
  - j. Review/revise snow removal notification plan 🟢
  - k. Explore "naturalizing" strategic areas of parks to reduce mowing needs while improving aesthetics →
  - l. Centralize process for private renting/reserving of Civic Center meeting space →

### Quality Infrastructure, Amenities, and Services



## 2017 – 2020 Strategic Action Plan “Score Card” (Fall 2019)

[Key: 🟢 = Complete → = In Progress ○ = Not Started]

1. Complete a Feasibility Analysis for Possible Conversion to LED Streetlights
  - a. Complete the lighting inventory 🟢
  - b. Explore energy grants and pilot-projects (Smart Cities, M-WERC) 🟢
  - c. Consult other communities' best practices, experiences with LED change out →
  - d. Consider/solicitation of private companies that would be paid to change out the lights to LED with a reasonable ROI. → (City engaged Siemens Industry, Inc. and Tanko Lighting for payback analysis which will include LED retrofit options under an energy performance contract)
  - e. Consult with WE Energies on its maintenance-lease agreement and any potential partnership →
  - f. Expand scope to research LED conversion for City facilities → (will be part of the Siemens study's “facility improvement measures”)
  - g. Finalize a cost-benefit analysis and recommendations for decision-makers → (Siemens Industry, Inc. to provide menu of performance contracting projects to staff working group on 1/24/19)
  
2. Ensure City Transportation and Land Use Plans Align with plans of Overlapping Organizations and Governments → Comprehensive Plan Update Plan Commission hearing scheduled for 12/10/19, with review by the Common Council in January 2020.
  - a. Coordinate local planning/design tasks for readiness of Elm Road Interchange construction →
  - b. Coordinate County design for reconstruction of 13th St. with adjacent economic development plans 🟢
  - c. Discuss (DOT) additional enhancements of Drexel on/off ramps to facilitate significant retail traffic on adjacent parcels 🟢
  - d. Keep abreast of developments on the Lake Parkway Extension (S.T.H. 794) → (this is an ongoing objective that will never be fully “complete”) The 794 extension does show up on the Regional Transportation Plan for 2050, but does not have, nor are there any immediate prospects for funding.
  
3. Develop Strategies for Future Multi-modal Transportation Enhancements
  - a. Keep abreast of developments in the KRM commuter line → (this is an ongoing objective that will never be fully “complete”)
  - b. Explore future opportunities for traditional and Bus Rapid Transit (BRT) lines in strategic areas of city → Staff has been proactive in advocating for the retention of bus service in Oak Creek as part of the 2020 Milwaukee County budget. Staff has also had a discussion with SEWRPC regarding the potential in 2020 for the design of a Bus Rapid Transit (BRT) line along 27<sup>th</sup> Street.
  - c. Encourage a Metra stop in the City → (see KRM discussion)
  - d. Maintain City's position in MetroGo organization 🟢
  - e. Compile and Prioritize an inventory of unfinished multi-use pathway segments (include in Park, Rec, & Open Space Plan update) → Existing and proposed bikeway and complete streets proposals are included as part of the Active Transportation Plan in the draft Comprehensive Plan update.
  - f. Finalize Safe Routes to School (SRTS) Study 🟢
  - g. Update walk-score as a community benchmark 🟢

## 2017 – 2020 Strategic Action Plan “Score Card” (Fall 2019)

[Key: 🟢 = Complete → = In Progress 🔴 = Not Started]

4. Perform a Capacity Review and Analysis on Local Collector and Arterial Streets
  - a. Establish on-going program → We have yet to formalize how we will archive and present the data in the context of traffic performance and capacity needs.
  - b. Document and track traffic counts → Have continued to collect traffic counts through summer and fall of 2019 and will continue to do so after winter. Our collector roads are being check for counts/speeds yearly.
  - c. Identify sources of changing volume → We have evaluated counts/speeds in developing applications for road grant funding the MLS grant.
  - d. Adjust 20-year plan accordingly → See comments above.
  - e. Evaluate land use policy with regards to future corridor needs → This has been and will continue to be part of the road evaluation, and larger developments generally require that a TIA be performed.
  - f. Improve substandard and unsafe drainage systems along collector and arterial roads → There has not been a strong push to invest the large capital it would require to tackle some of the roads that have these conditions (i.e. E. Puetz, S. Pennsylvania, and E. Forest Hill). We repaved 15<sup>th</sup> Avenue this year, and evaluated whether we should install some guardrail to protect drivers from a pond near the edge of road.
  
5. Explore New Methods, Best Practices to Maximize Useful Life of Roads and Bridges
  - a. Establish the 20 year life/maintenance cycle → We believe lesser maintenance procedures applied to higher rated roads will preserve those roads at a higher condition rating and push larger, more costly rehabilitation work further into the future.
  - b. Explore alternate methods of pavement rehabilitation and pilot where appropriate/Ensure process and recording methods are in place to track the efficiency of piloted methods over long period of time → In summer 2019, we applied two surface treatments to Pennsylvania Avenue (Ryan to Puetz), at a cost of about 1/3 of what it costs to mill/surface a similar one-mile length of a different section of Pennsylvania (Drexel to Rawson). We will review the condition of this road going forward to see how it holds up to weather and traffic.
  - c. Determine policy for infrastructure aesthetics and consistency throughout City → All newer lighting systems have had consistent and aesthetic characteristics, median landscaping requirements and locations need further planning yet.

**City of  
Oak Creek  
ANNUAL  
BUDGET  
PROCESS**

**August/September**

Budget templates released to Department Directors and/or Division Managers. CIP/CEP Requests, Personnel Requests, Operational Department Budgets, and Goals and Objectives due to Finance Director.



**Early September**

Finance Director/City Administrator review budget requests. Data is entered into spreadsheets, templates and computerized software.

**Mid- to Late September**

Department Budget Review Sessions with City Administrator and Finance Director.



**Mid-October**

Common Council Budget Workshops with City Administrator, Finance Director and Department Directors.



**Early October**

Distribution of Draft Budget to Department Directors and Common Council.

**Late September**

Personnel Committee and Capital Improvement Program Committee Meetings.



**Early November**

Public Hearing published in the newspaper.



**Mid- to Late November**

Public Hearing and Adoption of Annual Budget.

**Late December**

Publication and distribution of adopted Annual Budget.



**January 1  
New  
Fiscal Year  
Begins**



## 2020 BUDGET CALENDAR

Date, Time, Location	Budget Preparation
July 10, 2019	Budget templates released with Budget letter and directions
August 9, 2019	2020 CIP/CEP requests due
August 9, 2019	2020 Personnel requests due
August 9, 2019	2020 Operating Departmental budgets due
August 9, 2019	2020 Goals & Strategic Plan Initiatives due
<b>Department Budget Review Sessions with City Administrator &amp; Assistant City Administrator/Comptroller</b>	
September 3, 2019 at 8:30 am, C204	Maintenance
September 3, 2019 at 9:30 am, C204	Fire / WE / EMS
September 3, 2019 at 12:30 pm, C204	Public Works
September 3, 2019 at 2:00 pm, C204	City Clerk
September 3, 2019 at 2:30 pm, C204	Treasurer / Assessor
September 4, 2019 at 10:00 am, C204	Health
September 4, 2019 at 10:30 am, C204	Inspection / Engineering / Storm Water / CIP
September 4, 2019 at 1:30 pm, C204	Information Technology
September 4, 2019 at 2:30 pm, C204	Community Development / CDA / Tourism



Date, Time, Location	Budget Preparation
September 4, 2019 at 3:30 pm, C204	Police / Dispatch / WE / Municipal Court
September 6, 2019 at 8:30 am, C204	Library / Recreation
September 6, 2019 at 9:30 am, C204	Administration / Finance / HR / ASA
<b>Committee &amp; Common Council review sessions</b>	
September 25, 2019 at 1:00 pm, Common Council Conference Room	Personnel Committee meeting
September 27, 2019 at 9:00am, Tower Room	Capital Improvement Program Committee meeting
October 7, 2019	Draft Budget distributed to Department Heads / Common Council
October 11, 2019 8:30am-11:30pm, Multi-Purpose Room	Common Council Budget Workshop
October 14, 2019 5:00-8:00pm, Multi-Purpose Room	Common Council Budget Workshop
October 16, 2019 5:00-8:00pm, Multi-Purpose Room	Common Council Budget Workshop (IF NEEDED)
<b>Public Hearing Notices &amp; Budget Adoption</b>	
October 18, 2019	Final changes to budget notice
October 23, 2019 by 11:30am	Public Hearing notice to CNI for publication
October 30 <sup>th</sup> & November 6 <sup>th</sup>	Public Hearing published
November 19, 2019 at 7:00pm, Council Chambers	Public Hearing & Adoption of 2020 Budget

**City of Oak Creek**  
**Summary 2020 Budget and Appropriations**  
**as Revised and Approved by the Common Council**  
**November 19, 2019**

<b>FUND</b>	<b>Number</b>	<b>Budget</b>
<b>General Fund</b>	10	
General Government		7,631,215
Public Safety		11,752,582
Health/Social Services		508,456
Public Works		5,458,989
Leisure		1,343,676
Other		0
<b>Total Appropriations</b>		<b>\$26,694,918</b>

<b>FUND</b>	<b>Number</b>	<b>Budget</b>	<b>Other Funds</b>	<b>Number</b>	<b>Budget</b>
<b>Other Funds</b>					
Solid Waste	11	1,523,813	Developer Agreements	41	10,000
Grants/Donations	12	40,211	TID #7-Capital Projects	43	544,288
We Power Mitigation	19	2,186,541	TID #8-Capital Projects	45	1,367,207
General Debt	20	3,543,188	TID #10-Capital Projects	52	297,706
Debt Amortization	21	3,200,000	TID #11- Capital Projects	53	7,370,878
Debt Service TID #6	28	427,500	TID #12- Capital Projects	54	719,576
Special Assessments	30	0	Consolidated Dispatch Service	55	1,711,605
Economic Development	31	90,880	Tourism Commission	56	526,797
Low Income Loan	33	3,000	TID #13 - Capital Projects	57	402,500
Health Insurance	36	6,061,000	TID #14 - Capital Projects	58	1,091,250
EMS	37	5,229,435	TID #15 - Capital Projects	59	10,000
Storm Water Utility	38	1,004,218	TID #16 - Capital Projects	60	437,500
Police Assets	39	15,000			
Capital Projects	40	2,680,073			

<b>Total Expenses - All Funds</b>	<u>40,494,166</u>
	<b><u>\$67,189,084.00</u></b>

**General Property Tax Rate Per Thousand of Assessed Valuation**

2019 Assessed Value	3,760,176,500	98.13% Ratio
State	0.00	
County	6.09	
MMSD	1.68	
City of Oak Creek	6.26	First Dollar Credit
Oak Creek-Franklin School District	9.03	Lottery Credit
MATC	1.20	
<b>Total:</b>	<u><b>\$24.26</b></u>	
<b>Less Credits:</b>		
Milwaukee County Sales Tax Credit	(1.21)	
State School Tax Credit	(1.39)	
<b>Net Tax Rate:</b>	<u><b>\$21.66</b></u>	

## DESCRIPTION OF FUNDS AND ACCOUNTING STRUCTURE

The accounts of the City are organized on the basis of funds, each of which is considered a separate accounting entity. All of the City funds are appropriated funds, but not all fund balances are “spendable” and available for appropriation. The City’s fiscal year is the calendar year. As required by Wisconsin Statutes, budgets are adopted for the City’s funds, which are classified and defined as Governmental Fund Types.




Most of the functions of the City are financed through the following funds, which are budgeted and audited on a modified accrual basis of accounting. The focus of the modified accrual basis of accounting is on available spendable resources; that is, the flow of resources into and out of the organization in providing services. The reported fund balance of the City represents a measure of these resources. Under the modified accrual basis of accounting, revenues are recognized when measurable and available. Available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures, other than interest on long-term debt, are recorded when the liability is incurred, if measurable. The City utilizes the following fund types and funds for budgetary purposes:

### General Fund

### Special Revenue Funds

-  Solid Waste Fund
-  Grants/Donations Fund
-  WE Energies Fund
-  Special Assessment Fund
-  Economic Development Fund
-  Park Development Escrow
-  Low Interest Loan Fund
-  Future Improvement Fund
-  Impact Fee Escrow
-  Health Insurance Fund
-  Emergency Medical Services Fund
-  Storm Water Utility Fund
-  Police Asset Forfeiture Fund
-  Consolidated Dispatch Services Fund
-  Tourism Commission

### Debt Service Funds

-  General Purpose Debt Service Fund
-  Debt Amortization Fund
-  Debt Service, TID #6

## **Capital Projects Funds**

- 🌐 Capital Project Fund
- 🌐 Developer Capital Projects Fund
- 🌐 TID #7 Capital Improvements
- 🌐 TID #8 Oak View Business Park
- 🌐 TID #10 Capital Improvements
- 🌐 TID #11 Drexel Town Square
- 🌐 TID#12 IKEA
- 🌐 TID #13 Lake Vista
- 🌐 TID #14 6<sup>TH</sup> & Rawson
- 🌐 TID #15 6<sup>th</sup> & Drexel
- 🌐 TID #16 Ryan Business Park

## **BASIS OF BUDGETING**

Budgets are adopted on a basis consistent with accounting principles generally accepted in the United States of America for all general, debt service, special revenue funds, and capital project funds. All individual funds are described in further detail within the applicable section of this budget document.

The budget is defined as the originally approved budget plus or minus approved amendments. Additionally, the budget must be adopted by the City Council and spent in accordance with the appropriations. If the Council chooses to amend the adopted budget they can do so with a two-thirds (2/3) vote of the entire Common Council. A publication must then be sent to the official newspaper within 10 days of the approved transfer



## Departmental / Fund Relationship

	General Government	Police & Fire	DPW	Engineering & Inspection	Health Department	Leisure Service Rec & Lib	All Departments
Fund 11 Solid Waste			X	X			
Fund 12 Grants/Donations		X			X	X	
Fund 19 WE Energies	X	X					
Fund 20 General Purpose Debt Service							X
Fund 21 Debt Amortization Fund							X
Fund 28 Debt Service, TID #6	X			X			
Fund 30 Special Assessment Fund	X		X	X			
Fund 31 Economic Development	X						
Fund 32 Park Development Escrow	X		X			X	
Fund 33 Low Interest Loan	X						
Fund 34 Future Improvement	X			X			
Fund 35 Impact Fee Escrow	X	X	X			X	
Fund 36 Health Insurance							X
Fund 37 Emergency Medical Services		X					
Fund 38 Storm Water Utility			X	X			
Fund 39 Police Asset Forfeiture		X					
Fund 40 Capital Projects							X
Fund 41 Developer Capital Projects	X			X			
Fund 43 Capital Improvement, TID #7	X			X			
Fund 45 Capital Improvments, TID #8	X			X			
Fund 50 Water & Sewer Utility			X	X			
Fund 52 Capital Improvements, TID #8	X			X			
Fund 53 Capital Improvements, TID #11	X			X			
Fund 54 Capital Improvements, TID #12	X			X			
Fund 55 Consolidated Dispatch Services		X					
Fund 56 Tourism Commission	X						
Fund 57 Capital Improvements, TID #13	X			X			
Fund 58 Capital Improvements, TID #14	X			X			
Fund 59 Capital Improvements, TID #15	X			X			
Fund 60 Capital Improvements, TID #16	X			X			

# City of Oak Creek 2020 Annual Budget

## Budgeted Personnel Count by Classification

<u>Classification</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
<b>GENERAL GOVERNMENT</b>						
Mayor	1	1	1	1	1	1
President of Council	1	1	1	1	1	1
Aldermen	5	5	5	5	5	5
<i>TOTAL FULL TIME</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
<b>CENTRAL SERVICES - BUILDING &amp; FACILITY MAINTENANCE</b>						
Building Superintendent	1	1	1	1	1	1
Facilities Maintenance Technician	1	1	1	1	1	1
Full Time Custodian	1	1	2	2	2	2
Part Time Custodian	5	5	5	5	6	6
<i>TOTAL FULL TIME</i>	<i>3</i>	<i>3</i>	<i>4</i>	<i>4</i>	<i>4</i>	<i>4</i>
<b>CITY ADMINISTRATOR'S OFFICE</b>						
City Administrator	1	1	1	1	1	1
Communication Coordinator	1	1	1	1	1	1
Destination Marketing Specialist	0	0	1	1	1	1
Intern	0	0	0	0	1	1
<i>TOTAL FULL TIME</i>	<i>2</i>	<i>2</i>	<i>3</i>	<i>3</i>	<i>3</i>	<i>3</i>
<b>CENTRAL SERVICES - HUMAN RESOURCES MANAGEMENT</b>						
Human Resources Manager	1	1	1	1	1	1
HR Generalist	1	1	1	1	1	1
<i>TOTAL FULL TIME</i>	<i>2</i>	<i>2</i>	<i>2</i>	<i>2</i>	<i>2</i>	<i>2</i>
<b>CENTRAL SERVICES - ADMINISTRATIVE SUPPORT</b>						
Administrative Support Manager	1	1	1	1	1	1
Administrative Support Staff	4	5	5	6	6	6
Part Time Administrative Support	6	5	5	4	5	5
<i>TOTAL FULL TIME</i>	<i>5</i>	<i>6</i>	<i>6</i>	<i>7</i>	<i>7</i>	<i>7</i>
<b>CENTRAL SERVICES - INFORMATION TECHNOLOGY</b>						
Information Technology Manager	1	1	1	1	1	1
Assistant Information Technology Man	0	1	1	1	1	1
Computer Specialist-Database	1	1	1	1	1	1
GIS Eng Technician	1	1	1	1	1	1
Computer Specialist-PC	1	1	1	1	1	1
Part Time Specialist	0	0	0	1	1	1
<i>TOTAL FULL TIME</i>	<i>4</i>	<i>5</i>	<i>5</i>	<i>5</i>	<i>5</i>	<i>5</i>
<b>CITY CLERK'S OFFICE</b>						
Clerk	1	1	1	1	1	1
Deputy Clerk	1	1	1	1	1	1
<i>TOTAL FULL TIME</i>	<i>2</i>	<i>2</i>	<i>2</i>	<i>2</i>	<i>2</i>	<i>2</i>

# City of Oak Creek 2020 Annual Budget

## Budgeted Personnel Count by Classification

<b>Classification</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
<b>FINANCE DEPARTMENT</b>						
Assistant City Administrator/Comptrol	0	0	0	0	1	1
Finance Director/Comptroller	1	1	1	1	0	0
Assistant Comptroller	1	1	1	1	1	1
Staff Accountant	0	1	1	1	1	1
Account Clerk II	1	0	0	0	0	0
Accounting Associate	0	0	1	1	1	1
<i>TOTAL FULL TIME</i>	<i>3</i>	<i>3</i>	<i>4</i>	<i>4</i>	<i>4</i>	<i>4</i>
<b>TREASURER'S OFFICE</b>						
Treasurer	1	1	1	1	1	1
Deputy Treasurer	1	1	1	1	1	1
<i>TOTAL FULL TIME</i>	<i>2</i>	<i>2</i>	<i>2</i>	<i>2</i>	<i>2</i>	<i>2</i>
<b>CITY ATTORNEY'S OFFICE</b>						
City Attorney	1	1	1	1	1	1
Assistant City Attorney	1	1	1	1	1	1
<i>TOTAL FULL TIME</i>	<i>1</i>	<i>1</i>	<i>1</i>	<i>1</i>	<i>1</i>	<i>1</i>
<b>ASSESSOR'S OFFICE</b>						
Assessment Technician	0	0	0	0	0	0
<i>TOTAL FULL TIME</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
<b>COMMUNITY DEVELOPMENT DEPARTMENT</b>						
Director	1	1	1	1	1	1
Planner	1	1	1	1	1	1
Zoning Adm/Planner	1	1	1	1	1	1
Intern	0	0	0	0	1	1
<i>TOTAL FULL TIME</i>	<i>3</i>	<i>3</i>	<i>3</i>	<i>3</i>	<i>3</i>	<i>3</i>
<b>ENGINEERING - INSPECTION</b>						
Building Inspector Supervisor	1	1	1	1	1	1
Building Inspector	2	2	2	2	2	2
Electrical Inspector	1	1	1	1	1	1
Registered Sanitarian Full Time	0	0	0	1	1	1
Registered Sanitarian Part Time	0	0	0	1	1	1
Street Light Maintenance Electrician	1	1	1	0	0	0
<i>TOTAL FULL TIME</i>	<i>5</i>	<i>5</i>	<i>5</i>	<i>5</i>	<i>5</i>	<i>5</i>
<b>POLICE DEPARTMENT</b>						
Police Chief	1	1	1	1	1	1
Captain	2	2	2	2	2	2
Lieutenant	4	4	4	4	4	4
Sergeant	6	6	6	6	6	6
Detective	4	4	4	5	5	5
Investigator	0	0	0	0	1	1
Training Officer	0	0	0	0	1	1
Police Officer	41	41	41	42	44	44
Dispatch Manager	1	1	1	1	1	1
Clerk Matron	3	3	3	4	3	3
Open Records Clerk	0	0	0	0	1	1

# City of Oak Creek 2020 Annual Budget

## Budgeted Personnel Count by Classification

<b>Classification</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
Dispatchers	13	13	13	16	16	16
Dispatch Supervisor	1	1	1	2	2	2
Admin Executive Assistant	1	1	1	1	1	1
Mechanic	0	0	0	0	0	1
Mechanic-Part-time	2	2	2	2	2	0
Part Time Community Resource	1	1	1	1	1	1
Part Time Police Aide	3	3	3	3	2	2
Part Time Custodian	4	4	4	4	0	0
Part Time Crime Analyst	0	0	0	0	0	0
Part Time Evidence Room Technician	1	1	1	1	1	1
Court Liason	0	0	0	0	1	1
Part Time Student	1	1	1	1	1	1
<b>TOTAL FULL TIME</b>	<b>76</b>	<b>76</b>	<b>76</b>	<b>84</b>	<b>86</b>	<b>87</b>
<b>MUNICIPAL COURT</b>						
Municipal Judge	1	1	1	1	1	1
Court Clerks	2	2	2	2	2	2
Part Time Clerical	1	1	1	1	1	1
<b>FIRE DEPARTMENT</b>						
Chief	1	1	1	1	1	1
Assistant Chief	1	1	1	2	2	2
Battalion Chiefs	4	4	4	3	3	3
Lieutenant	9	9	9	9	9	9
Firefighter	36	36	36	37	37	37
Fire Inspector	1	1	1	1	1	1
Admin Executive Assistant	1	1	1	1	1	1
Part Time Clerical	1	1	1	1	1	1
Part Time Mechanic	1	1	1	1	1	1
<b>TOTAL FULL TIME</b>	<b>53</b>	<b>53</b>	<b>53</b>	<b>54</b>	<b>54</b>	<b>54</b>
<b>LIBRARY</b>						
Library Director	1	1	1	1	1	1
Assistant Library Director	1	1	1	1	1	1
Children's Librarian	1	1	1	1	1	1
Young Adult Librarian	0	0	0	1	1	1
Reference Librarian	2	2	2	1	2	2
Circulation Supervisor	0	0	0	1	1	1
Part Time Library Associate	0	0	0	1	1	1
Part Time Administrative Support	1	1	1	1	1	1
Part Time Aides	7	7	7	7	7	7
Part Time Reference Librarian	6	6	6	5	4	4
Part Time Page	10	10	10	5	5	5
Part Time Intern	0	0	0	1	0	0
<b>TOTAL FULL TIME</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>7</b>	<b>7</b>

# City of Oak Creek 2020 Annual Budget

## Budgeted Personnel Count by Classification

<b>Classification</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
<b>HEALTH DEPARTMENT</b>						
Community Public Health Officer	1	1	1	1	1	1
Deputy Public Health Officer	1	1	1	0	0	0
Public Health Specialist	1	1	1	1	1	1
Public Health Nurse	1	1	1	2	2	2
Registered Sanitarian	1	1	1	0	0	0
Administrative Support Assistant (PT)	2	2	2	2	2	2
Part Time Nurse	2	2	2	1	1	1
<i>TOTAL FULL TIME</i>	<i>5</i>	<i>5</i>	<i>5</i>	<i>4</i>	<i>4</i>	<i>4</i>
<b>RECREATION DEPARTMENT</b>						
Recreation Supervisor	1	1	1	1	1	1
Part Time Clerical	3	3	3	3	3	3
<i>TOTAL FULL TIME</i>	<i>1</i>	<i>1</i>	<i>1</i>	<i>1</i>	<i>1</i>	<i>1</i>
<b>ENGINEERING DIVISION</b>						
City Engineer	1	1	1	1	1	1
Assistant City Engineer	1	1	1	1	1	1
Design Engineer	2	2	2	2	2	2
Civil Engineer	1	1	1	1	1	1
Senior Engineering Technician	2	2	2	2	2	2
Engineering Technician	1	1	1	1	1	1
<i>TOTAL FULL TIME</i>	<i>8</i>	<i>8</i>	<i>8</i>	<i>8</i>	<i>8</i>	<i>8</i>
<b>DEPARTMENT OF PUBLIC WORKS</b>						
<b>STREETS DIVISION</b>						
Director	1	1	1	1	1	1
Assistant Director	1	1	1	1	1	1
Secretary/Account Clerk III	1	1	1	1	1	1
Part Time Clerical	0	0	0	1	1	1
Chief Mechanic	1	1	1	1	1	1
Mechanic II	2	2	2	2	2	2
Fabricator/Welder	0	0	0	1	1	1
Operators	23	24	24	0	0	0
Operator II	0	0	0	13	11	11
Operator I	0	0	0	4	4	4
Laborer/Driver	0	0	0	6	8	8
Part Time	3	3	3	0	0	0
Part Time Laborer	0	0	0	4	3	3
<b>PARKS &amp; OPEN SPACES MAINTENANCE DIVISION</b>						
Parks Maintenance Supervisor	1	1	1	1	1	1
Parks Maintenance Technician	2	2	2	1	0	0
Operator I	0	0	0	0	1	1
Parks Mechanic II	1	1	1	1	1	1
Part Time Laborer	0	0	0	6	5	5

# City of Oak Creek 2020 Annual Budget

## Budgeted Personnel Count by Classification

<b>Classification</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
<b>FORESTRY DIVISION</b>						
Urban Forester	1	1	1	1	1	1
Arborist	2	2	2	2	0	0
Operator II	0	0	0	0	1	1
Operator I	0	0	0	0	1	1
Part Time Laborer	0	0	0	1	2	2
<b>STREET LIGHTS DIVISION</b>						
Street Light Maintenance Electrician	0	0	0	1	1	1
<i>TOTAL FULL TIME</i>	<i>36</i>	<i>37</i>	<i>37</i>	<i>37</i>	<i>37</i>	<i>37</i>
<b>Total Full Time Employment</b>	<b>215</b>	<b>218</b>	<b>220</b>	<b>229</b>	<b>237</b>	<b>239</b>
<b>Total Part Time Employment</b>	<b>69</b>	<b>68</b>	<b>68</b>	<b>73</b>	<b>69</b>	<b>65</b>
<b>Total All Employees</b>	<b>284</b>	<b>286</b>	<b>288</b>	<b>302</b>	<b>306</b>	<b>304</b>

## THE BUDGET IN BRIEF

Revenues for all funds comprising the 2020 Budget total \$68,346,750. This figure is \$4,607,336 (7%) more than the 2019 Budget. The largest revenue increases are related to increased tax increment in TID #8 and TID #11 over 2019 levels. Additionally, TID #11 will go through a process of refunding debt and there was a general increase in general fund property taxes from new construction.

Expenditures for all funds comprising the 2020 Budget total \$67,189,084. Expected 2020 expenditures represent an increase of \$3,972,334 (6%) over the 2019 Budget. The main reasons for the increase are the TID #11 refunding debt, initial developer incentives and project costs being paid and budgeted for, for the first time in new TIDs #14, #15, and #16. Included in the overall increase, the general fund expenditures increased 3.80%. Each Department/Division and Fund Narrative page provides more detailed information about expenditure increases within line items that comprise each Department/Division or Fund.

### 2020 EXPLANATION OF GENERAL FUND REVENUES:

In total, 2020 General Fund revenues increased by \$976,378 (3.80%).

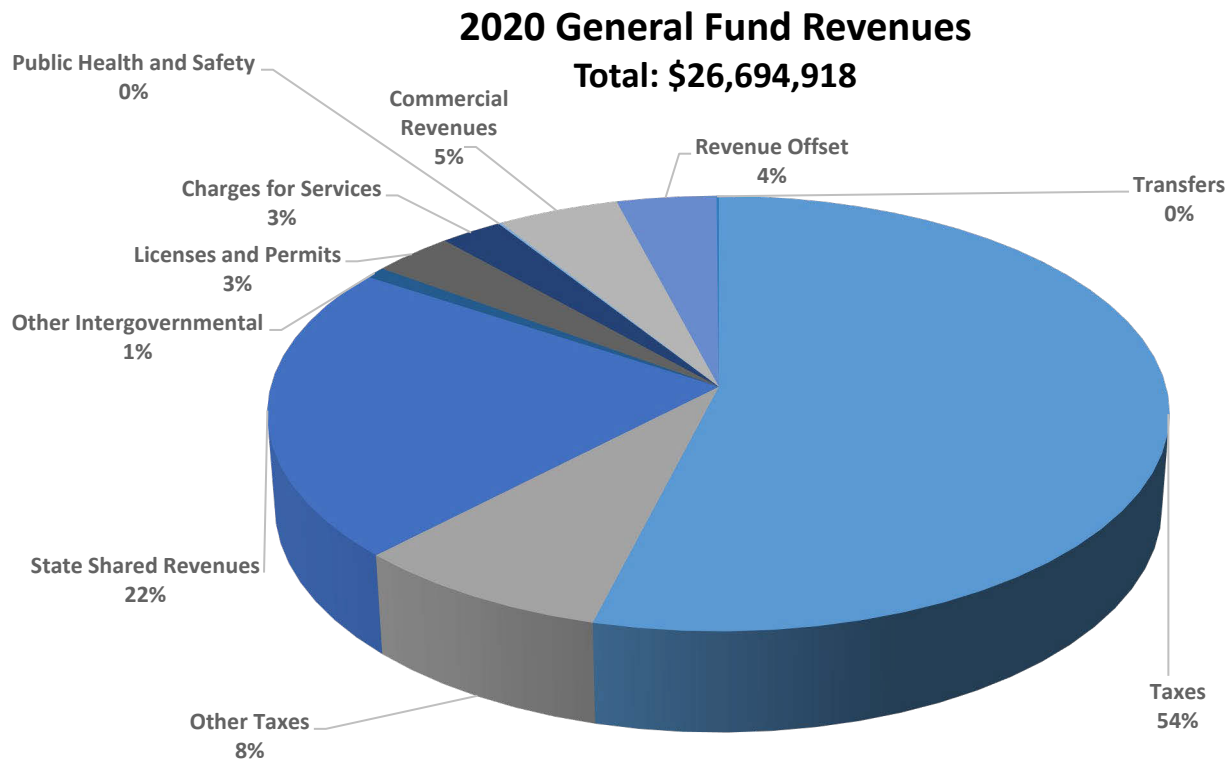
**Taxes:** The *Overall Taxes* section, including the portion of the tax levy that stays in the General Fund, the Water Utility's Payment in lieu of taxes (PILOT), hotel room tax retained in the General Fund, and various smaller taxes increased by \$533,141 (3.31%). The 2020 budget displays the second year of a new Personal Property Tax aid which is a shift of revenue out of the property taxes and into an aid payment, thus why it is shown under the taxes section of the budget. The General Fund portion of the City property tax levy shows an increase of \$587,341 (4.31%).

**State Shared Revenues:** The *State Shared Revenues* in the 2020 Budget shows a slight decrease of \$88,071 (1.48%). The City realized an unexpected decrease in the City's portion of general transportation aids (GTA). While the state funding for General Transportation Aids increased by 10%, the City had a large expenditure drop off of the 10-year average used to calculate its share, resulting in a decrease of \$90,658 (3.21%). All other state shared revenue remained stable.

**Charges for Services:** The *Overall Charges for Services* section increased by \$42,480 (6.77%). Most notable within this section is the increase of \$40,000 to the Staff time – TID projects line item. This line item accounts for the internal transfer where the City's TIDs offset a portion of staff wages and benefits as noted in the project plans and development agreements. All other charges for services increased or decreased minimally based on the historical average.

**Licenses/Permits:** The *Licenses and Permits* section in the 2020 Budget shows an increase of \$60,500 (7.4%). In 2020, the City anticipates seeing a continued influx of new commercial and residential development leading to another year of steady revenue throughout most categories. While the City has chosen to keep very conservative budget numbers for permits, staff has increased the budget amounts in small increments each year. The year-end numbers have demonstrated a positive year-end budget variance for the past five fiscal years.

Below please find the 2020 General Fund Revenues broken out by percentage of each category:



#### **2020 EXPLANATION OF GENERAL FUND EXPENDITURES:**

The General Fund (GF) is the largest fund and represents six (6) spending areas as follows: *General Government, Public Safety, Health Services, Public Works, Leisure Services, and Transfers*. Each spending area has key programs and departments that are detailed throughout the budget document. The GF does not include other expenditure items such as capital purchases, debt service, tax increment fund expenses, or storm water purchases. Below you will find a summary of significant changes that occurred by section.

**General Government:** The *General Government* section consists of the following Departments: General Government, Central Services (Building & Facility Maintenance, Information Technology, Administrative Support Services, And Human Resources), City Administrator’s Office, City Clerk, Finance, City Treasurer (and Assessor Division), City Attorney’s Office, and Community Development. General Government increased by \$413,435 (5.73%) mainly as a result of the contingency line item which maintains the City’s unused expenditure restraint capacity, an increase in funding for additional elections in 2020, increases in annual technology software licenses, and annual wage increases.

**Public Safety:** The *Public Safety* section includes the Police, Municipal Court, Fire, Emergency Operations, and Engineering (including the Inspections Division) Departments. *Public Safety* increased \$379,632 (3.34%) over 2019. This increase is due mainly to the addition of a Full time Mechanic (net the reduction of two part time mechanic positions), an allocation of \$114,000 towards the pre-hiring of Police Officers (due to pending retirements), and annual wage increases.



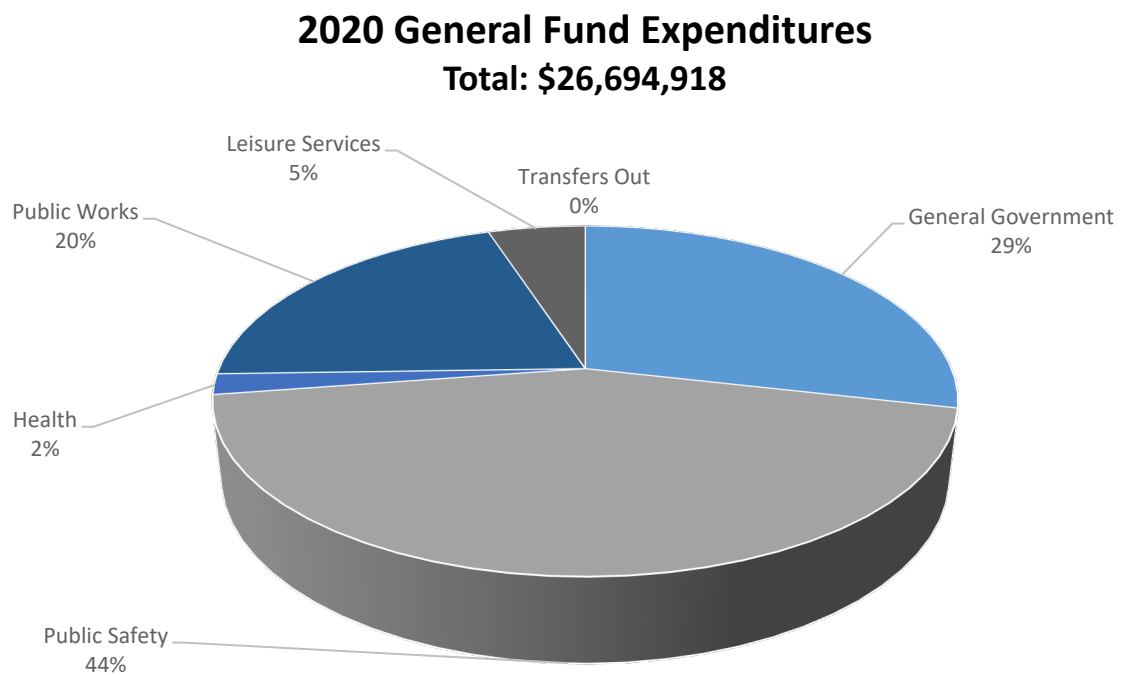
**Health Services:** The *Health Services* section consists of the expenditures directly related to the Health Department. The 2020 Budget for the Health Department increased by \$20,191 (4.14%) mainly attributable to the annual wage increase given to all full time and part time non-represented employees.

**Public Works:** The *Public Works* section includes the Department of Public Works (Streets, Forestry, Parks & Open Space Maintenance, and Streetlight Maintenance Divisions). *Public Works* increased by \$85,667 (1.59%) due to an increase in salt costs and annual wage increases.

**Leisure Services:** The *Leisure Services* section consists of the Recreation Department and the Public Library. This section increased by \$77,453 (6.12%) mainly due to the addition of two part time Library aide positions and the annual wage increases.

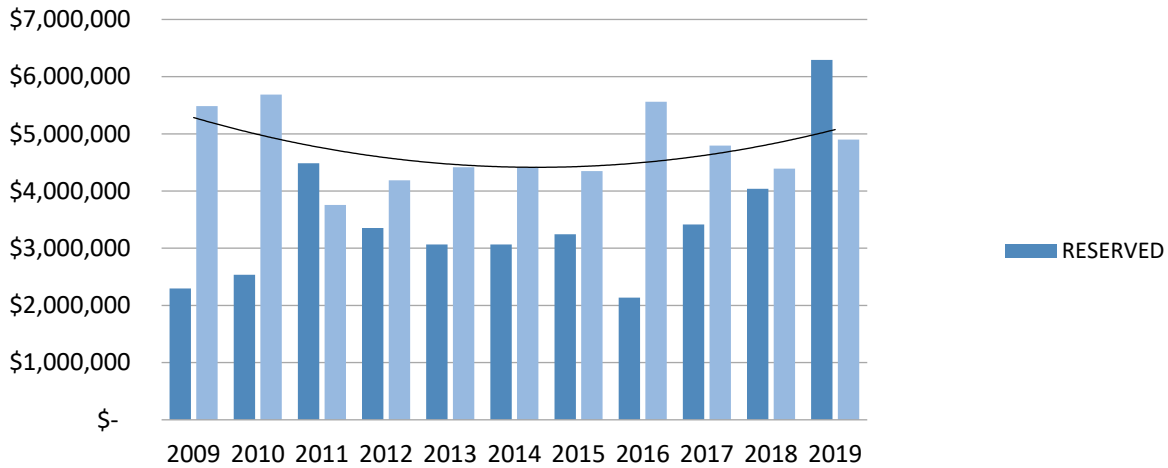
**Transfers Out:** The *Transfers Out* section is utilized to account for moving expenditures out of the General Fund into another fund. This is called a “transfer out”. The City did not budget for any planned transfers out in 2020.

Below is the 2020 General Fund Expenditures broken out by percentage of each category:



Below is the current position and historical trending of the City's overall Fund Balance broken out by both reserved and unreserved funds.

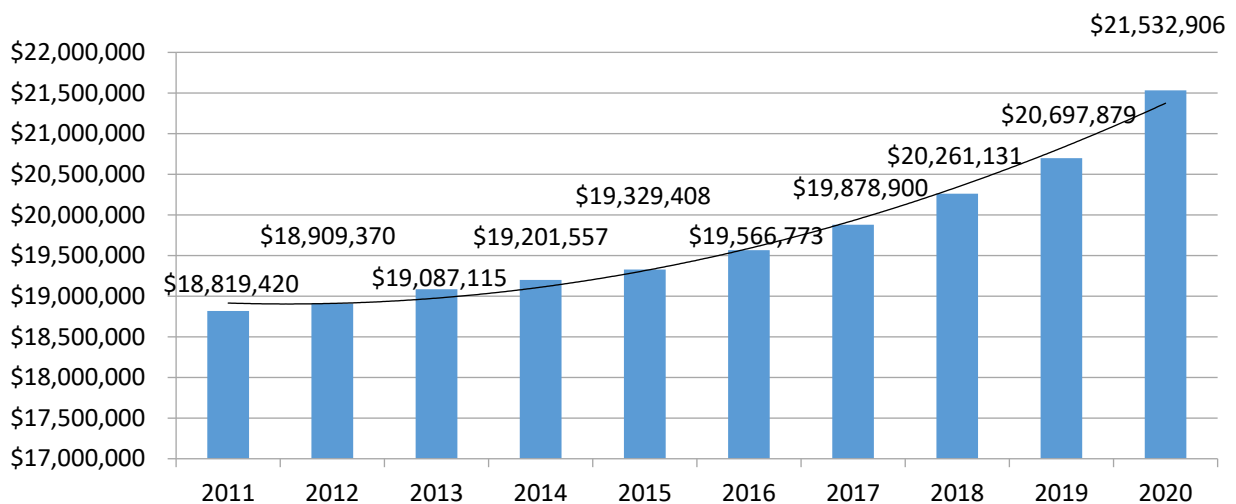
### CITY OF OAK CREEK Fund Balance 2009-2019 (2019 estimated)



#### Property Taxes:

In addition to making up 54% of the General Fund revenue, property taxes are also the main revenue source for the following funds: *Debt Service, Emergency Medical Services (EMS), Solid Waste, and Consolidated Dispatch Services*. Below you will find the City of Oak Creek total levy from 2011 through 2020.

### CITY OF OAK CREEK Total Levy 2011-2020



## **OTHER FUNDS HIGHLIGHTS:**

**Economic Development Fund:** As a result of changes in state statutes, the City created a Tourism Commission to utilize the majority of hotel/motel room tax dollars the City receives. Roughly \$100,000 of hotel/motel room tax revenue will continue to be allocated to the economic development fund, which allocation will decrease to zero over time.

**Storm Water Utility:** The Common Council voted to increase the storm water rate per equivalent run off unit (ERU) from \$37 to \$39 effective in the 2020 Budget. This resulted in an increase of 10% in that fund allowing for a capital equipment reserve to be established as well as the purchase of a salt brining system to reduce the salt in the waterways.

**TID #6:** 2020 is the third year for the Donor/Donee relationship between TID #6 and TID #13. An estimated \$400,000 a year, for five years, will be transferred to TID #13 to help cover costs while the Lakefront District is being developed.

**TID #7:** In 2018 and 2019, TID 7 saw a significant increase in development resulting in a \$179, 495 (47.27%) in increase tax revenue.

**TID #8:** In 2018 and 2019, TID 8 also saw increased development resulting in a \$738,491 (80.67%) in increase tax revenue.

**TID #11:** In 2018 and 2019, TID 11 realized a significant increase in development as well, resulting in a \$857,239 (41.07%) increase in tax revenue. Additionally, in 2020, a short-term debt issuance for a developer incentive of \$4.9 million will be refinanced.

**TID #13:** An estimated \$400,000 a year will be transferred for five years from TID #6 to TID #13 to help cover costs while the Lakefront is being developed.

## **PERFORMANCE MEASUREMENTS**

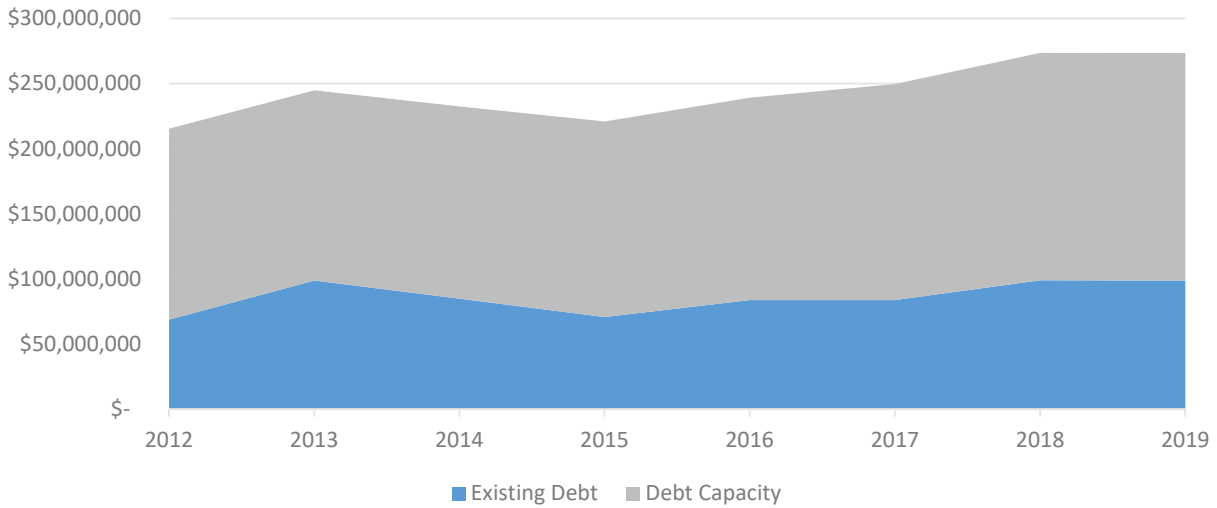
This budget document includes reporting of performance measurements within each Department and Division. The goal of the performance measures is to establish a reporting system which will give the public, the Council, and staff the ability to evaluate the level and value of services provided to the community. Future budget documents will serve as the primary source of such reporting. As performance analysis continues, the budget will continue to be more refined in its qualitative and quantitative reporting.

## **STATUTORY DEBT LIMITATION**

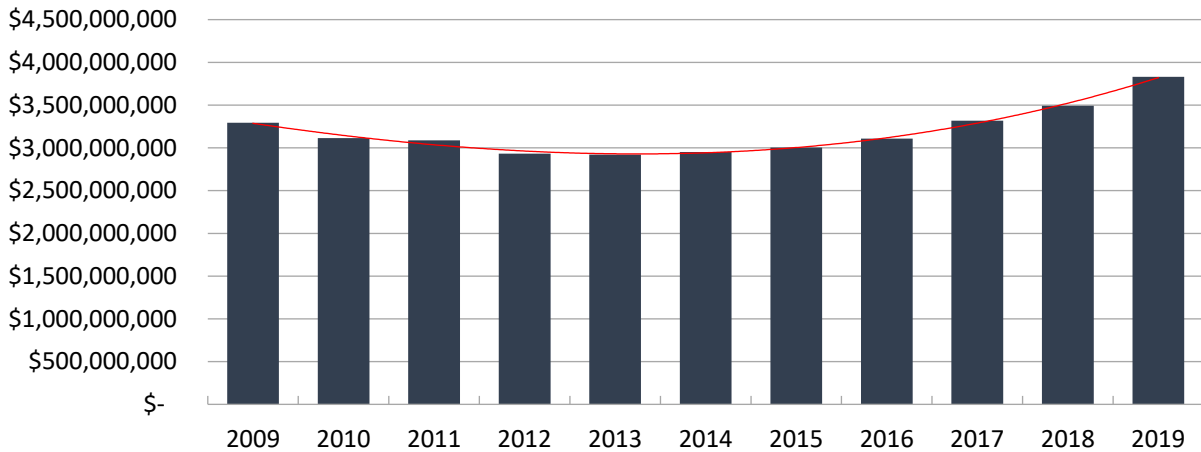
The City has the power to incur indebtedness for City purposes specified by statute (Article 11 Section 3 of the Wisconsin Constitution and Chapter 67, Wisconsin Statutes) in an aggregate amount, not exceeding five percent of the equalized value of taxable property in the City, as last determined by the State of Wisconsin Department of Revenue. In general, such indebtedness may be in the form of bonds and promissory notes for various public purposes.

As of December 31, 2019, the City's Net General Obligation Debt Outstanding is \$98,780,000 and the Legal Debt Capacity (5% of Equalized Value) is \$191,550,190. This leaves an unused margin of indebtedness of \$92,770,190, or 48.43%, of additional capacity.

### CITY OF OAK CREEK Total Debt Capacity 2012-2019



### CITY OF OAK CREEK Equalized Value 2009-2019



**FINANCIAL POLICY GUIDELINES:**

**(Excerpted from the City of Oak Creek Three Year Financial Plan)**

**GENERAL FUND UNDESIGNATED AND UNRESERVED FUND BALANCE**

The City shall seek to maintain its undesignated and unreserved fund balance at a minimum of 15% - 25% of total General Fund annual revenues plus the amount of state shared revenue during the previous year. The purpose of this balance is to provide adequate cash flow during

the year and to provide the ability of the City to respond to unforeseeable contingencies. The City will also apply any amounts in excess of this policy toward onetime expenses or capital items and not to operating purposes. Use of the Fund Balance includes:

1. Not for an annually recurring expenditure
2. Vehicle purchase or repair projects
3. Equipment or repair projects related to facilities
4. Other office, operating or personal equipment
5. Use of consultants – none recurring
6. Elimination of existing fund balance deficits

Any annual budget surplus generated in the General Fund shall be distributed as follows:

1. 30% of surplus goes to undesignated General Fund Balance or other fund balance deficits
2. 30% of surplus goes to vehicle equipment replacement fund
3. 30% of surplus goes to the debt service fund
4. 10% of surplus goes to funding Other Post-Employment Benefits (OPEB) liability

## **TAX RATE STABILITY**

### **A. Capital Improvement Financing**

The City will only issue debt and fund capital projects at a level sustainable with the proceeds from Utility Aid, Mitigation Payments and existing tax levy. It is the intent that for the foreseeable future, the City will not increase the debt levy for capital projects. The City will explore all options and revenue sources including the City Water & Sewer Utility when considering any future debt burden.

The exceptions to this rule will be the financing of Tax Increment Districts, where it is the policy of the City to limit TID expenditures to enable districts to be closed as quickly as possible, and in instances of emergency or natural disaster.

### **B. Operating Expenses and Staffing**

The City will project operating expenses and staffing needs and will integrate the projected impact of these needs with capital financing plans so that the tax rate required to finance both operations and capital can be coordinated and maintained at an affordable level. This will also require annually reviewing projections and amending the operating and or capital plan to address changing environmental conditions as part of the annual budget process.

### **C. Growth Projections and Assumptions**

While it is the intent of the City to encourage growth consistent with the Comprehensive Plan, for purposes of financial planning, the City will use a growth model that assumes the application of a straight line figure of 75% of the actual average annual historical growth occurring over the most recent five year period. If economic conditions change, this will be adjusted as required.

## **FINANCING CAPITAL EQUIPMENT AND ONGOING ROAD MAINTENANCE**

Capital improvements and capital expenditures are any items which are expected to exceed \$10,000 in value and which are likely to have a useful life of three years or more. The City has dedicated funding of annual road maintenance projects at \$1,000,000 per year from the annual Utility Aid appropriation. Capital funding for Equipment and Vehicle replacement will be reviewed annually with an understanding that large apparatus and public works equipment with a value in excess of \$100,000 and a projected life of greater than 10 years could be debt financed.

## **PRESERVATION OF GENERAL OBLIGATION BORROWING CAPACITY**

It is the City's philosophy that its general obligation borrowing authority must be protected and conserved. Wisconsin allows municipalities to borrow up to 5% of its Equalized Valuation on a general obligation basis. The City hereby reaffirms its intention to control its direct debt burden while still meeting its capital needs.

In addition, it is the philosophy of the City of Oak Creek that enterprise funds should be financed with revenue debt and not general obligation debt. Utilities should continue to be self-supporting from their user fee base and therefore the use of revenue bonds, fund balances or user revenue for water and sewer infrastructure investment is recommended as a preferred approach to financing these needs vs. general obligation borrowing.

## **DEBT PAYMENT STRUCTURE/DURATION**

When debt is to be issued, the City of Oak Creek shall generally finance capital improvements with the issuance of 10 year general obligation notes. The exception to this would be the financing of Tax Increment District expenses where the debt will be structured to match the projected cash flow of the district and larger building projects with projected useful lives of 20 or more years. It is generally the philosophy of the City to avoid balloon payment structures or significant back loading of the issue where more than 50% of the principal is matured in the last two years of the issue. It is also the general policy of the City that Districts be closed as soon as possible to re-capture revenue growth in the General Fund.

## **POLICY ON BORROWING FOR TAX INCREMENTAL FINANCING**

The City has enjoyed success with the early retirement of 5 tax increment districts. This is due in part to the careful planning of borrowing to coincide with the projected development of the districts. To assure that this success continues, the City has determined that it will borrow for TID related expenditures only when a development agreement has been secured or when the history of the development of an area (market conditions) clearly indicates the development will support the projected debt load. It is also the general policy of the City that life of Districts be as short as possible, with an eye toward the ability to retire TID's within a ten-year or less time table whenever possible.

## **LAND USE AND GROWTH**

The City recognizes that it is important that its tax base be maintained and expanded where appropriate. It has been the policy of the City of Oak Creek to encourage new growth and development as a means of tax base expansion provided that such growth conforms to the City's Comprehensive Plan and Strategic Action Plan. The emphasis is on balanced growth to assure diversity in the tax base.

## **MAINTENANCE AND ENHANCEMENT OF CREDIT RATING**

The City of Oak Creek recognizes that a high quality credit rating is important to achieving the lowest possible cost of debt when debt is used to finance capital needs. In addition, a high quality rating is also reflective of sound financial management and prudent operating practices. It is therefore the City's policy that its current Aa2 credit rating is maintained and that efforts are made where possible to seek to upgrade this rating. It is recognized that the City is within two steps of the top Moody's rating scale of Aaa. The City remains committed to maintaining positive working relationships with the credit rating agencies, and will cooperate with the representatives of such agencies through the provision of information and, when appropriate, through personal presentations to the analysts responsible for review of the Oak Creek account.

Moody's has cited, above average wealth indices; stable financial operations with solid reserves; elevated debt burden that is subject to moderate refinancing risk; and affordable pension liabilities as rationale for the Aa2 rating. Additionally, they cited that moderation in the City's debt burden and expansion and sustained growth of the City's tax base could make the rating increase.

## **PENSION & OPEB LIABILITY**

The Finance Committee and Common Council gave the direction to stabilize health care costs and eliminate Other Post-Employment Benefits (OPEB) over time. The City has taken great strides in reducing their OPEB liability over the years. As of December 31, 2010, the City's liability was \$89.2 million. Action was taken to reduce the liability to \$57 million in January 1, 2012, \$51 million as of January 1, 2014, and then to \$44.9 million as of January 1, 2016. The newest OPEB report dated January 1, 2018 shows another reduction in the liability down to \$36.5 million.

The City of Oak Creek participates in the Wisconsin Retirement System. This system is recognized nationally as a fully funded system and one of the best managed systems in the nation. According to Moody's the City's pension obligations are modest.

## **CLOSING**

In summary, the City has developed these policy objectives with the intent of setting forth its philosophy related to fiscal management. The Common Council and Mayor recognize that circumstances change and that these objectives must be reviewed annually; however it is the intent of the City of Oak Creek to follow these general principals in subsequent years in order to assure the continuous improvement of the City's fiscal integrity.

# GENERAL FUND



<b>Fund / Department</b>	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Actual</b>	<b>2018 Budget</b>	<b>2018 Actual</b>	<b>2019 Budget</b>	<b>2019 Projected</b>	<b>2020 Budget</b>
<b>General Fund Summary</b>								
Beginning Balance	\$ 7,361,261	\$ 7,468,063	\$ 7,510,825	\$ 8,024,151	\$ 8,212,130	\$ 8,426,053	\$ 8,426,053	\$ 11,185,324
<b>Revenues</b>								
Taxes	\$ 12,597,175	\$ 12,825,398	\$ 12,941,185	\$ 13,116,162	\$ 13,116,163	\$ 13,642,419	\$ 13,878,948	\$ 14,411,906
Other Taxes	\$ 2,252,780	\$ 2,309,645	\$ 2,354,775	\$ 2,258,941	\$ 2,217,859	\$ 2,451,156	\$ 2,201,158	\$ 2,214,810
State Shared Revenues	\$ 5,022,090	\$ 5,262,449	\$ 5,580,676	\$ 5,922,458	\$ 5,915,042	\$ 5,945,105	\$ 5,945,105	\$ 5,857,034
Other Intergovernmental	\$ 161,872	\$ 149,063	\$ 133,898	\$ 134,347	\$ 148,228	\$ 207,999	\$ 212,128	\$ 225,548
Licenses and Permits	\$ 995,004	\$ 1,039,374	\$ 1,192,369	\$ 787,875	\$ 1,731,760	\$ 817,225	\$ 1,833,290	\$ 877,725
Charges for Services	\$ 510,310	\$ 523,768	\$ 622,402	\$ 637,100	\$ 676,481	\$ 627,300	\$ 638,550	\$ 669,780
Public Health and Safety	\$ 21,693	\$ 23,956	\$ 37,609	\$ 26,115	\$ 60,212	\$ 26,865	\$ 28,228	\$ 28,750
Commercial Revenues	\$ 1,393,375	\$ 1,115,047	\$ 1,265,714	\$ 1,261,900	\$ 1,734,836	\$ 1,239,840	\$ 1,588,338	\$ 1,311,840
Revenue Offset	\$ -	\$ -	\$ -	\$ 140,210	\$ -	\$ 746,631	\$ -	\$ 1,072,525
Transfers	\$ 107,701	\$ -	\$ -	\$ -	\$ 25,127	\$ 14,000	\$ 25,000	\$ 25,000
<b>Total Revenues</b>	<b>\$ 23,062,000</b>	<b>\$ 23,248,700</b>	<b>\$ 24,128,628</b>	<b>\$ 24,285,108</b>	<b>\$ 25,625,708</b>	<b>\$ 25,718,540</b>	<b>\$ 26,350,745</b>	<b>\$ 26,694,918</b>
<b>Expenditures</b>								
General Government	\$ 6,001,746	\$ 6,527,984	\$ 6,422,745	\$ 6,319,332	\$ 5,981,898	\$ 7,217,780	\$ 6,553,849	\$ 7,631,215
Public Safety	\$ 10,731,196	\$ 10,194,493	\$ 10,386,198	\$ 11,778,296	\$ 10,998,168	\$ 11,372,950	\$ 10,470,359	\$ 11,752,582
Health	\$ 500,080	\$ 470,962	\$ 501,378	\$ 476,725	\$ 428,177	\$ 488,265	\$ 414,926	\$ 508,456
Public Works	\$ 3,688,346	\$ 4,185,475	\$ 4,271,860	\$ 4,523,071	\$ 5,032,987	\$ 5,373,322	\$ 4,889,015	\$ 5,458,989
Leisure Services	\$ 1,088,418	\$ 1,101,195	\$ 1,109,165	\$ 1,187,684	\$ 1,160,577	\$ 1,266,223	\$ 1,263,325	\$ 1,343,676
Transfers Out	\$ 945,412	\$ 725,829	\$ 923,956	\$ -	\$ 1,809,978	\$ -	\$ -	\$ -
<b>Total Expenditures</b>	<b>\$ 22,955,198</b>	<b>\$ 23,205,938</b>	<b>\$ 23,615,302</b>	<b>\$ 24,285,108</b>	<b>\$ 25,411,785</b>	<b>\$ 25,718,540</b>	<b>\$ 23,591,474</b>	<b>\$ 26,694,918</b>
Revenues Over/(under)	\$ 106,802	\$ 42,762	\$ 513,326	\$ -	\$ 213,923	\$ -	\$ 2,759,271	\$ -
Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Ending Fund Balance</b>	<b>\$ 7,468,063</b>	<b>\$ 7,510,825</b>	<b>\$ 8,024,151</b>	<b>\$ 8,024,151</b>	<b>\$ 8,426,053</b>	<b>\$ 8,426,053</b>	<b>\$ 11,185,324</b>	<b>\$ 11,185,324</b>

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %
									CHANGE
<b>ESTIMATED REVENUES</b>									
<b>Dept 00</b>									
<b>TAXES</b>									
10-00-31-30000	GENERAL PROPERTY TAX	12,597,175	12,825,398	12,941,185	13,116,163	<b>13,642,419</b>	13,642,419	<b>14,229,760</b>	4.31%
10-00-31-30050	PERSONAL PROPERTY TAX AID	0	0	0	0	<b>236,529</b>	236,529	<b>182,146</b>	-22.99%
10-00-31-30100	OMITTED PROPERTY TAX	0	0	164,661	(10,503)	<b>0</b>	0	<b>0</b>	0.00%
10-00-31-30200	UTILITY TAX EQUIVALENT	1,719,547	1,707,741	1,663,609	1,661,639	<b>1,663,327</b>	1,661,921	<b>1,663,510</b>	0.01%
10-00-31-30300	MOTEL/HOTEL ROOM TAX	457,000	457,000	457,000	472,638	<b>457,000</b>	457,000	<b>457,000</b>	0.00%
10-00-31-30400	MOBILE TRAILER FEES	66,327	64,394	63,431	59,107	<b>68,000</b>	68,000	<b>68,000</b>	0.00%
10-00-31-30500	WRITTEN OFF DELINQUENT TAXE	(4,126)	(7,955)	(4,493)	(5,933)	<b>2,000</b>	(11,108)	<b>2,000</b>	0.00%
10-00-31-30600	TAX DISTRICT REIMBURSEMENT	9,895	84,833	6,266	37,195	<b>20,000</b>	21,045	<b>20,000</b>	0.00%
10-00-31-30700	MOTOR FUEL TAX REFUND	4,138	3,632	4,301	3,716	<b>4,300</b>	4,300	<b>4,300</b>	0.00%
	<b>TAXES</b>	<b>14,849,956</b>	<b>15,135,043</b>	<b>15,295,960</b>	<b>15,334,022</b>	<b>16,093,575</b>	<b>16,080,106</b>	<b>16,626,716</b>	<b>3.31%</b>
<b>STATE SHARED REVENUE</b>									
10-00-32-31000	PER CAPITA	883,771	878,749	876,931	883,771	<b>883,771</b>	883,771	<b>883,771</b>	0.00%
10-00-32-31200	SPECIAL UTILITY	1,800,000	1,800,000	1,800,000	1,800,000	<b>1,800,000</b>	1,800,000	<b>1,800,000</b>	0.00%
10-00-32-31500	STATE AID - ROADS	1,912,517	2,095,564	2,409,899	2,771,384	<b>2,824,221</b>	2,824,221	<b>2,733,563</b>	-3.21%
10-00-32-31550	STATE AID-COMPUTER AIDS	105,554	138,602	128,547	130,437	<b>133,593</b>	133,593	<b>136,265</b>	2.00%
10-00-32-31600	EXPENDITURE RESTRAINT PROGR	352,430	343,538	359,478	324,560	<b>297,520</b>	297,520	<b>297,435</b>	-0.03%
10-00-32-31800	OTHER STATE AIDS	5,724	5,996	5,821	4,890	<b>6,000</b>	6,000	<b>6,000</b>	0.00%
10-00-32-31900	GAIN/(LOSS) ON INVESTMENT	(37,906)	0	0	0	<b>0</b>	0	<b>0</b>	0.00%
	<b>STATE SHARED REVENUE</b>	<b>5,022,090</b>	<b>5,262,449</b>	<b>5,580,676</b>	<b>5,915,042</b>	<b>5,945,105</b>	<b>5,945,105</b>	<b>5,857,034</b>	<b>-1.48%</b>
<b>STATE/COUNTY GRANTS &amp; AIDS</b>									
10-00-33-32000	POLICE STATE TRAINING	8,480	8,640	8,800	8,640	<b>10,000</b>	10,000	<b>10,000</b>	0.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

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								CHANGE	
<b>ESTIMATED REVENUES</b>									
10-00-33-32015	DOT ALCOHOL ENF	7,327	18,186	0	740	3,500	3,500	3,500	0.00%
10-00-33-32020	SPEED & AGG DRIVING GRANT	0	0	0	9,918	0	1,500	0	0.00%
10-00-33-32032	SCHOOL RESOURCE OFFICER	116,321	117,945	125,098	128,885	194,499	194,467	212,048	9.02%
10-00-33-32150	SEATBELT ENFORCEMENT GRANT	0	0	0	0	0	2,661	0	0.00%
10-00-33-32200	DOJ-CEASE PROGRAM	0	4,292	0	0	0	0	0	0.00%
10-00-33-32300	HEALTH DEPT BLOCK GRANT	0	0	0	45	0	0	0	0.00%
10-00-33-32800	STATE OF WIS GRANTS	29,744	0	0	0	0	0	0	0.00%
<b>STATE/COUNTY GRANTS &amp; AIDS</b>		<b>161,872</b>	<b>149,063</b>	<b>133,898</b>	<b>148,228</b>	<b>207,999</b>	<b>212,128</b>	<b>225,548</b>	<b>8.44%</b>
<b>LICENSES &amp; PERMITS</b>									
10-00-34-33000	COMBINATION CLASS A	14,311	14,300	14,430	16,523	15,000	18,000	17,000	13.33%
10-00-34-33010	COMBINATION CLASS B	39,603	50,719	41,601	30,345	42,000	35,000	42,000	0.00%
10-00-34-33020	BEER CLASS A	740	750	542	450	1,000	500	1,000	0.00%
10-00-34-33030	BEER CLASS B	973	650	1,320	1,139	1,500	1,500	1,500	0.00%
10-00-34-33035	WINE CLASS C LICENSE	653	500	641	529	700	700	700	0.00%
10-00-34-33036	RENEWAL ALCOHOL LICENSE LATI	0	0	0	1,300	1,000	1,000	1,000	0.00%
10-00-34-33040	PUBLISHING FEES	840	770	980	880	900	900	900	0.00%
10-00-34-33100	BARTENDER OPERATORS LICENSE	28,420	26,826	30,597	25,295	28,000	28,000	28,000	0.00%
10-00-34-33200	AMUSEMENT DEVICES	7,785	8,190	8,010	7,740	9,500	8,200	8,500	-10.53%
10-00-34-33210	AMUSEMENT OPERATORS LICENS	1,050	1,050	1,200	1,050	1,200	1,200	1,200	0.00%
10-00-34-33300	ELECTRICAL LICENSES	50	0	0	0	0	0	0	0.00%
10-00-34-33400	MISC. BUSINESS LICENSES	11,390	10,365	7,330	10,774	11,000	10,000	11,000	0.00%
10-00-34-33410	MISC. NON-BUSINESS LICENSES	32	4,557	66	49	75	50	75	0.00%
10-00-34-33420	DATCP LICENSES	19,001	20,617	88,657	90,101	88,850	90,000	88,850	0.00%
10-00-34-33430	FSRL LICENSES	43,911	48,754	0	0	0	0	0	0.00%

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									CHANGE
<b>ESTIMATED REVENUES</b>									
10-00-34-33440	LATE SANITARIAN LICENSE RENEV	0	205	565	540	500	500	500	0.00%
10-00-34-33450	SANITARIAN PLAN REVIEW	0	2,926	3,717	1,496	3,000	1,500	3,000	0.00%
10-00-34-33500	LANDFILL LICENSE	900	300	0	1,200	500	0	0	-100.00%
10-00-34-33600	LANDFILL PERMITS	0	300	0	300	0	0	0	0.00%
10-00-34-33700	BUILDING PERMITS	483,205	612,783	623,496	537,621	385,000	1,350,000	400,000	3.90%
10-00-34-33705	BUILDING PLAN REVIEW	34,847	45,743	58,257	698,886	40,000	75,000	50,000	25.00%
10-00-34-33706	AGENT PLAN REVIEWS	3,308	2,835	60	(1,993)	2,000	500	2,000	0.00%
10-00-34-33710	ELECTRICAL PERMITS	170,373	120,635	146,431	144,377	90,000	110,000	110,000	22.22%
10-00-34-33720	PLUMBING PERMITS	114,200	95,360	112,640	104,475	75,000	80,000	90,000	20.00%
10-00-34-33800	STREET OPENING/DRIVEWAY PER	3,209	0	16,444	14,133	7,500	8,600	7,500	0.00%
10-00-34-33810	EROSION CONTROL PERMITS	11,762	11,824	27,659	40,065	12,500	12,000	12,500	0.00%
10-00-34-33830	FIRE INSPECTIONS	4,037	6,675	6,151	0	0	0	0	0.00%
10-00-34-33900	OTHER MISC. PERMITS	405	495	1,845	4,485	500	140	500	0.00%
	LICENSES & PERMITS	995,005	1,088,129	1,192,639	1,731,760	817,225	1,833,290	877,725	7.40%
<b>CHARGES FOR SERVICES</b>									
10-00-35-34000	WEED CUTTING	5,021	3,305	2,699	3,026	3,000	3,000	3,000	0.00%
10-00-35-34005	WEED CUTTING-TAX ROLL	12,732	8,663	8,171	5,526	5,000	5,000	5,000	0.00%
10-00-35-34010	PROPERTY STATUS REPORTS	6,810	9,340	9,060	9,710	7,500	8,000	8,000	6.67%
10-00-35-34020	ADMINISTRATIVE FEE	35,955	26,446	28,581	27,029	28,000	28,000	28,000	0.00%
10-00-35-34040	PHOTO COPIES SOLD - OTHER	1,370	1,035	742	866	1,500	900	1,500	0.00%
10-00-35-34060	UTILITY CHARGE FOR SERVICE	40,000	40,000	40,000	45,000	45,000	45,000	45,000	0.00%
10-00-35-34120	ANIMAL LICENSE PROCESSING FEI	10,315	15,053	12,071	12,859	12,500	12,500	12,500	0.00%
10-00-35-34200	ZONING/HOUSING APPEAL FEES	750	1,750	1,000	1,000	800	500	800	0.00%
10-00-35-34210	REZONING PETITION & FEES	3,100	2,718	6,975	5,425	2,500	2,500	2,500	0.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015	2016	2017	2018	2019	2019	2020	2020
		ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
ESTIMATED REVENUES									
10-00-35-34220	CONDITIONAL USE REQUESTS	12,075	13,075	17,725	20,725	<b>12,000</b>	12,000	<b>12,000</b>	0.00%
10-00-35-34230	TEXT AMENDMENT REQUESTS	500	2,250	500	2,000	<b>500</b>	500	<b>500</b>	0.00%
10-00-35-34240	ROW VACATION FEES	0	575	575	0	<b>575</b>	575	<b>575</b>	0.00%
10-00-35-34250	MAP AMENDMENTS	775	775	2,325	0	<b>1,200</b>	1,200	<b>1,200</b>	0.00%
10-00-35-34260	CSM FILING FEES	8,425	4,318	8,450	9,200	<b>7,000</b>	7,000	<b>7,000</b>	0.00%
10-00-35-34270	PLAN COMMISSION FEES	11,185	13,500	12,650	26,070	<b>12,500</b>	21,350	<b>14,000</b>	12.00%
10-00-35-34275	LNDSCP, LIGHTING & SIGN REVIEW	2,740	3,650	3,850	6,525	<b>3,500</b>	3,800	<b>3,800</b>	8.57%
10-00-35-34280	SUBDIVISION PLAT FEES	875	475	950	3,500	<b>1,000</b>	1,000	<b>1,000</b>	0.00%
10-00-35-34290	MAP SALES	0	0	42	51	<b>25</b>	25	<b>25</b>	0.00%
10-00-35-34300	STATE SEIZURES	1,904	1,873	1,749	760	<b>2,000</b>	1,500	<b>1,500</b>	-25.00%
10-00-35-34400	POLICE/FIRE REPORT COPIES	3,434	3,167	3,856	3,234	<b>3,000</b>	3,000	<b>3,000</b>	0.00%
10-00-35-34520	ENGINEERING FEES - DEVELOPER	0	0	603	0	<b>0</b>	0	<b>0</b>	0.00%
10-00-35-34530	STAFF TIME-TID PROJECTS	200,000	200,000	225,000	235,000	<b>235,000</b>	235,000	<b>275,000</b>	17.02%
10-00-35-34550	HIGHWAY EQUIP & SERVICE FEES	1,085	4,025	40,990	59,716	<b>43,000</b>	43,000	<b>43,680</b>	1.58%
10-00-35-34600	PARKS MAINT SET UP CHARGES	639	128	1,601	1,656	<b>1,000</b>	1,000	<b>1,000</b>	0.00%
10-00-35-34610	SALES OF CULVERT PIPE	7,947	12,431	12,554	13,590	<b>10,000</b>	10,000	<b>10,000</b>	0.00%
10-00-35-34620	CULVERT PIPE INSTALLATION	0	3,566	2,310	3,570	<b>1,200</b>	4,200	<b>1,200</b>	0.00%
10-00-35-34700	RECREATION PROGRAM CHARGES	119,912	125,898	126,956	124,506	<b>140,000</b>	140,000	<b>140,000</b>	0.00%
10-00-35-34800	LIBRARY FINES/CARD FEES	14,475	18,461	19,051	18,096	<b>20,000</b>	20,000	<b>20,000</b>	0.00%
10-00-35-34810	FEDERATED LIBRARY SYSTEM	570	0	0	0	<b>0</b>	0	<b>0</b>	0.00%
10-00-35-34820	PHOTO COPIES SOLD - LIBRARY	5,272	5,078	7,992	9,386	<b>7,000</b>	7,000	<b>7,000</b>	0.00%
10-00-35-34830	SOUTH MILWAUKEE	0	0	22,808	18,806	<b>19,000</b>	19,000	<b>19,000</b>	0.00%
10-00-35-34900	MISC. CHARGES FOR SERVICE	2,444	2,213	566	9,649	<b>2,000</b>	2,000	<b>2,000</b>	0.00%
CHARGES FOR SERVICES		510,310	523,768	622,402	676,481	<b>627,300</b>	638,550	<b>669,780</b>	6.77%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015	2016	2017	2018	2019	2019	2020	2020
		ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
<b>ESTIMATED REVENUES</b>									
<b>PUBLIC HEALTH &amp; SAFETY</b>									
10-00-36-35000	POLICE SPECIAL EVENT SERV FEES	2,747	2,605	4,200	16,658	4,000	2,000	4,000	0.00%
10-00-36-35010	POLICE DEPT FEES	0	0	1,704	2,608	1,000	1,076	1,000	0.00%
10-00-36-35210	HEALTH DEPT. CLINIC FEES	12,623	13,230	15,709	12,587	8,000	10,000	9,000	12.50%
10-00-36-35211	HEALTH GRANT ADMINISTRATION	1,791	0	0	8,559	4,500	4,500	4,500	0.00%
10-00-36-35215	HAZARDOUS WASTE	10	15	5	386	15	0	0	-100.00%
10-00-36-35220	SANITARIAN PRE-INSPECTION	2,175	3,869	5,851	5,182	5,000	5,000	5,000	0.00%
10-00-36-35230	SANITARIAN RE-INSPECTION	268	268	525	4,440	2,000	2,000	2,000	0.00%
10-00-36-35240	TEMP FOOD INSPECTIONS	0	0	2,165	2,495	2,000	2,000	2,000	0.00%
10-00-36-35500	MISC. REVENUE/SERVICE CHARGE	0	0	7,450	7,297	100	1,652	1,000	900.00%
10-00-36-35550	EOC TRAUMA KITS	2,078	3,969	0	0	250	0	250	0.00%
	<b>PUBLIC HEALTH &amp; SAFETY</b>	<b>21,692</b>	<b>23,956</b>	<b>37,609</b>	<b>60,212</b>	<b>26,865</b>	<b>28,228</b>	<b>28,750</b>	<b>7.02%</b>
<b>COMMERCIAL REVENUE</b>									
10-00-37-36000	INTEREST ON INVESTMENTS	147,193	65,863	130,701	306,782	155,000	550,000	220,000	41.94%
10-00-37-36010	INTEREST ON TAXES	68,608	56,907	53,221	97,940	70,000	70,000	70,000	0.00%
10-00-37-36160	AT&T CELL TOWER LEASE	27,600	27,600	55,200	61,740	31,740	31,740	31,740	0.00%
10-00-37-36165	SOUTH SUBURBAN CHAMBER LEA	0	0	8,000	12,000	12,000	12,000	12,000	0.00%
10-00-37-36200	REFUNDS FROM STATE	10	10	10	10	0	0	0	0.00%
10-00-37-36300	INSURANCE INCENTIVES	228,714	71,211	108,782	173,184	25,000	15,000	25,000	0.00%
10-00-37-36301	P-CARD REBATES	8,329	11,433	11,529	19,871	15,000	20,000	20,000	33.33%
10-00-37-36400	INSURANCE RECOVERY - GENERAL	4,434	2,930	1,264	1,556	2,800	1,500	2,800	0.00%
10-00-37-36405	INS RECOVERY-STREET LIGHTS	8,552	0	155	1,309	0	0	0	0.00%
10-00-37-36410	INSURANCE RECOVERY - POLICE	5,479	91,446	2,957	5,263	5,000	5,000	5,000	0.00%
10-00-37-36420	INSURANCE RECOVERY - FIRE	0	0	0	0	1,000	500	1,000	0.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %
								CHANGE	
<b>ESTIMATED REVENUES</b>									
10-00-37-36430	INSURANCE RECOVERY - STREETS	0	0	0	0	1,000	500	1,000	0.00%
10-00-37-36500	CABLE TV FEES	272,802	157,962	339,183	297,992	300,000	300,000	300,000	0.00%
10-00-37-36550	AT&T VIDEO SERVICE FEES	201,792	228,284	152,990	105,064	160,000	136,000	160,000	0.00%
10-00-37-36600	SALE OF CITY EQUIPMENT-OTHER	11,934	1,230	223	225,000	10,000	5,000	10,000	0.00%
10-00-37-36610	SALE OF CITY EQUIPMENT-POLICE	1,833	9,652	27,464	8,642	10,000	5,000	10,000	0.00%
10-00-37-36700-17	SCRAP POLES REVENUE	0	0	0	1,756	0	1,598	0	0.00%
10-00-37-36800	MISC. REVENUE	10,665	693	367	1,628	10,000	2,000	10,000	0.00%
10-00-37-36900	COURT FINES	391,080	385,183	367,649	404,829	425,000	425,000	425,000	0.00%
10-00-37-36902	BAIL SERVICE FEE	0	0	0	1,370	800	0	800	0.00%
10-00-37-36910	FALSE ALARM PENALTIES	4,350	4,643	6,019	8,900	5,500	7,500	7,500	36.36%
	COMMERCIAL REVENUE	1,393,375	1,115,047	1,265,714	1,734,836	1,239,840	1,588,338	1,311,840	5.81%
<b>INTERFUND TRANSFER</b>									
10-00-39-39820	REVENUE OFFSET	0	0	0	0	746,631	0	1,072,525	43.65%
10-00-39-39999	INTERFUND TRANSFER IN	107,701	0	0	25,127	14,000	25,000	25,000	78.57%
	INTERFUND TRANSFER	107,701	0	0	25,127	760,631	25,000	1,097,525	44.29%
Totals for dept 00 -		23,062,001	23,297,455	24,128,898	25,625,708	25,718,540	26,350,745	26,694,918	3.80%
<b>TOTAL ESTIMATED REVENUES</b>		23,062,001	23,297,455	24,128,898	25,625,708	25,718,540	26,350,745	26,694,918	3.80%

## **GENERAL GOVERNMENT**

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### **PROGRAM DESCRIPTION:**

The General Government section of the budget document covers general municipal functions that are not categorized under one City “department” or “division”. These governmental activities, programs, and services include, but are not limited to, the following: Mayor/Common Council expenses, Boards, Committees, and Commission, consolidated central purchasing for items such as office supplies, postage, printing/copying, Election and election-worker expenses, retiree benefits, small claims, certain legal expenses, general liability insurance, and animal control.

### **SIGINIFICANT FUNDING OR PROGRAM CHANGES IN 2020:**

- 🕒 Part time wages increased to account for the increase in elections for 2020.



**DEPARTMENT: GENERAL GOVERNMENT**

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**DEPARTMENTAL DETAIL INFORMATION**

200 TRAVEL TRAINING	\$4,000
210 EXPENSE ALLOWANCE	\$300
225 RECOGNITION	\$5,000
315 TELEPHONE	\$2,750
400 OFFICE SUPPLIES	\$9,000
410 PRINTING & COPYING	\$15,000
415 POSTAGE	\$6,500
420 DUES & PUBLICATIONS	\$15,000
425 ADVERTISING & PROMOTIONS	\$3,000
450 PUBLIC INFORMATION - NEWSLETTERS	\$6,500
494 LEASED OFFICE EQUIPMENT	\$6,000
495 MISCELLANEOUS	\$5,000
503 SEC 125 PLAN ADMINISTRATION	\$1,100
504 RETIREE MEDICARE PREMIUMS	\$170,000
505 RETIREE HEALTH INSURANCE	\$1,300,000
525 OUTSIDE LEGAL SERVICES	\$40,000
535 GENERAL INSURANCE	\$217,000
545 LEGAL NOTICES	\$9,000
560 TAX ASSESSMENT REFUNDS	\$10,000

**DEPARTMENT: GENERAL GOVERNMENT**

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565 ELECTION COSTS	\$20,000
575 CLAIMS/BAD DEBT EXPENSE	\$17,000
576 SALES TAX	\$8,000
581 BOARD OF REVIEW	\$2,000
584 BOARD OF ZONING APPEALS	\$3,960
585 PLAN COMMISSION	\$4,500
586 CELEBRATIONS COMMISSION	\$25,000
587 LANDSCAPE BEAUTIFICATION COMMISSION	\$0
588 POLICE & FIRE COMMISSION	\$3,000
590 BOARD OF HEALTH	\$3,500
592 HISTORICAL SOCIETY	\$5,000
593 COUNTY ANIMAL CONTROL	\$53,971
595 MISCELLANEOUS	\$1,500
596 WEED COMMISSIONER	\$100
600 OFFICE EQUIPMENT MAINTENANCE	\$0
999 CONTINGENCY	\$0
<b>TOTAL</b>	<b>\$1,972,681</b>

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %
								CHANGE	
APPROPRIATIONS									
Dept 40 - GENERAL GOVERNMENT									
DIRECT EMPLOYEE COSTS									
10-40-41-10500	SALARIES, PART TIME	87,705	130,063	78,607	125,055	105,000	80,000	115,000	9.52%
10-40-41-12500	CAR ALLOWANCE	12,650	14,800	13,490	13,500	14,800	14,800	14,800	0.00%
10-40-41-13000	RETIREMENT	7,196	5,063	3,992	4,008	6,878	5,000	7,000	1.77%
10-40-41-13500	SOCIAL SECURITY	7,149	6,930	6,068	6,777	8,033	6,553	8,798	9.52%
10-40-41-14500	UNEMPLOYMENT COMPENSATION	0	0	122	0	0	0	0	0.00%
10-40-41-16000	INSURANCE - WORKMANS COMP	432	426	806	349	500	235	500	0.00%
10-40-41-17500	INSURANCE - GROUP LIFE	227	233	199	192	250	228	250	0.00%
DIRECT EMPLOYEE COSTS		115,359	157,515	103,284	149,881	135,461	106,816	146,348	8.04%
INDIRECT EMPLOYEE COSTS									
10-40-42-20000	TRAVEL/TRAINING	4,718	3,252	3,734	876	4,000	2,300	4,000	0.00%
10-40-42-20500	RECRUITMENT/TESTING/PHYSICALS	0	62	0	0	0	0	0	0.00%
10-40-42-21000	EXPENSE ALLOWANCE	178	15	42	47	300	300	300	0.00%
10-40-42-22500	RECOGNITION	5,676	9,402	7,107	7,842	5,000	5,000	5,000	0.00%
INDIRECT EMPLOYEE COSTS		10,572	12,731	10,883	8,765	9,300	7,600	9,300	0.00%
UTILITY COST									
10-40-43-31500	TELEPHONE	6,284	3,199	3,302	3,752	2,750	2,659	2,750	0.00%
10-40-43-33000	STREET LIGHTING	472,634	503,035	544,194	0	0	0	0	0.00%
UTILITY COST		478,918	506,234	547,496	3,752	2,750	2,659	2,750	0.00%
SUPPLIES									
10-40-44-40000	OFFICE SUPPLIES	9,359	6,626	11,353	6,918	9,000	9,000	9,000	0.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %
								CHANGE	
APPROPRIATIONS									
Dept 40 - GENERAL GOVERNMENT									
10-40-44-41000	PRINTING & COPYING	8,342	16,812	15,842	13,491	15,000	15,000	15,000	0.00%
10-40-44-41500	POSTAGE	2,258	5,246	7,662	1,120	6,500	6,072	6,500	0.00%
10-40-44-42000	DUES & PUBLICATIONS	11,009	13,289	21,650	4,339	15,000	15,000	15,000	0.00%
10-40-44-42500	ADVERTISING & PROMOTIONS	218	1,059	120	3,684	2,000	3,402	3,000	50.00%
10-40-44-45000	PUBLIC INFORMATION-NEWSLETTERS	3,014	6,070	7,548	5,927	6,500	6,500	6,500	0.00%
10-40-44-49400	LEASED OFFICE EQUIPMENT	4,879	5,879	5,304	7,996	6,000	5,191	6,000	0.00%
10-40-44-49500	MISCELLANEOUS	3,681	(11)	7,585	1,204	5,000	3,000	5,000	0.00%
	SUPPLIES	42,760	54,970	77,064	44,679	65,000	63,165	66,000	1.54%
OTHER SERVICES									
10-40-45-50300	SEC. 125 PLAN ADMINISTRATION	502	671	0	500	1,100	1,000	1,100	0.00%
10-40-45-50400	RETIREE MEDICARE PREMIUMS	170,000	170,000	170,000	170,000	170,000	170,000	170,000	0.00%
10-40-45-50500	RETIREE HEALTH INSURANCE	1,300,000	1,300,000	1,300,000	1,300,000	1,300,000	1,300,000	1,300,000	0.00%
10-40-45-51400	ENGINEERING/CONSULTING	0	37,091	417	(100)	0	0	0	0.00%
10-40-45-52500	OUTSIDE LEGAL SERVICES	52,726	52,168	65,520	57,817	40,000	75,000	40,000	0.00%
10-40-45-53500	GENERAL INSURANCE	185,648	184,907	204,782	204,031	217,000	217,574	217,000	0.00%
10-40-45-54500	LEGAL NOTICES	8,987	17,591	14,963	10,354	9,000	9,000	9,000	0.00%
10-40-45-56000 * *	TAX ASSESSMENT REFUNDS	19,517	46,238	6,956	86,141	10,000	370,332	10,000	0.00%
10-40-45-56500	ELECTION COSTS	6,118	12,035	13,180	18,850	20,000	10,000	20,000	0.00%
10-40-45-57500	CLAIMS/BAD DEBT EXPENSE	17,904	11,420	25,405	23,954	17,000	12,000	17,000	0.00%
10-40-45-57600	SALES TAX	1,547	13,372	8,298	7,419	8,000	7,500	8,000	0.00%
10-40-45-58100	BOARD OF REVIEW	1,149	692	1,104	1,151	2,000	1,100	2,000	0.00%
10-40-45-58300	CIVIL SERVICE COMMISSION	286	40	210	0	0	0	0	0.00%
10-40-45-58400	BOARD OF ZONING APPEALS	1,760	3,145	3,024	2,800	3,960	2,800	3,960	0.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %
								CHANGE	
<b>APPROPRIATIONS</b>									
<b>Dept 40 - GENERAL GOVERNMENT</b>									
10-40-45-58500	PLAN COMMISSION	3,649	3,798	3,892	3,547	4,500	4,000	4,500	0.00%
10-40-45-58600	CELEBRATIONS COMMISSION	25,002	25,000	25,000	25,000	25,000	25,000	25,000	0.00%
10-40-45-58700	LANDSCAPE BEAUTIFICATION COMM	0	0	21	0	500	0	0	-100.00%
10-40-45-58800	POLICE & FIRE COMMISSION	1,969	3,737	1,654	2,121	3,000	2,000	3,000	0.00%
10-40-45-59000	BOARD OF HEALTH	2,488	2,402	2,400	2,401	3,500	3,500	3,500	0.00%
10-40-45-59200	HISTORICAL SOCIETY	2,133	2,896	5,000	5,000	5,000	5,000	5,000	0.00%
10-40-45-59300	COUNTY ANIMAL CONTROL	49,539	52,190	50,714	51,900	53,069	53,069	53,971	1.70%
10-40-45-59400	MISCELLANEOUS BOARDS	0	0	0	21	0	0	0	0.00%
10-40-45-59500	MISCELLANEOUS	0	1,411	19	3,221	1,500	100	1,500	0.00%
10-40-45-59600	WEED COMMISSIONER	0	129	77	65	100	50	100	0.00%
OTHER SERVICES		1,850,924	1,940,933	1,902,636	1,976,193	1,894,229	2,269,025	1,894,631	0.02%
<b>MAINTENANCE</b>									
10-40-46-60000	OFFICE EQUIP MAINTENANCE	(142)	0	0	0	500	0	0	-100.00%
MAINTENANCE		(142)	0	0	0	500	0	0	-100.00%
<b>CAPITAL OUTLAY&amp; INTERFUND TRANSFER</b>									
10-40-49-99900	CONTINGENCY	8,000	3,056	0	0	809,608	0	1,081,588	33.59%
CAPITAL OUTLAY& INTERFUND TRANSFER		8,000	3,056	0	0	809,608	0	1,081,588	33.59%
<b>Totals for dept 40 - GENERAL GOVERNMENT</b>		2,506,391	2,675,439	2,641,363	2,183,270	2,916,848	2,449,265	3,200,617	9.73%

DEPARTMENT 40 GENERAL GOVERNMENT

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	<b>2019 AMENDED BUDGET</b>	2019 PROJECTED ACTIVITY	<b>2020 ORIGINAL BUDGET</b>	2020 %
APPROPRIATIONS									
Dept 40 - GENERAL GOVERNMENT									
45-56000	TAX ASSESSMENT REFUNDS								

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\$137,000 TO WOODMANS & \$166,000 TO FRANSWAY FOR TAX REFUNDS PER SETTLEMENT

## CITY ADMINISTRATOR'S OFFICE

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### PROGRAM DESCRIPTION:

The City Administrator serves as the Chief Administrative Officer of the City and carries out the executive management functions of the government. Andrew J. Vickers has served as the City Administrator since October 2016. Mr. Vickers takes strategic direction from, and is accountable to, the Common Council. In accordance with City Ordinance Chapter 2: Government and Administration, the City Administrator *shall exercise authority over all department heads in conjunction with the Mayor, and be responsible for the administrative direction and coordination of all employees of the City, according to the established organizational procedures, subject to statutory and ordinance limits which apply.*

In conjunction with various Department Directors, the City Administrator is responsible for economic development negotiations, budget management, legislative initiatives, employee training and professional development, organizational and operational efficiency, labor negotiations, benefit management, policy/procedure development and implementation, and overall financial management of the City.

The City Administrator's Office is also the communications hub of the City. Under direction of the City Administrator, the Communications Coordinator is responsible for planning, coordinating, and leading the implementation of strategic communications to effectively engage and inform internal and external audiences about City activities and initiatives. The Communication Coordinator is integral in promoting and raising the profile of the City within the broader local and regional community.

### SIGNIFICANT INITIATIVES RECENTLY ACCOMPLISHED:

The below accomplishments are not the City Administrator's alone; these should be considered organization-wide accomplishments. In all cases, the City Attorney, numerous Department Directors & Division Managers, and support staff have deployed their time and talents towards these initiatives and accomplishments.

- 🕒 Negotiated finance development agreement for a two-phase hotel and conference center development south of IKEA- this was a significant Strategic Action Plan item;
- 🕒 Facilitated a planning MOU with a development group for mixed use development around Lake Vista Park in the Lakefront District-parties still engaged and land use and infrastructure planning continues;
- 🕒 Negotiated finance development agreement for Highgate, LLC (13<sup>th</sup> & Drexel development);
- 🕒 Facilitated commencement of the stalled Emerald Row Phase 2 project in DTS- construction started in September 2019;
- 🕒 Collaborated with a City SAP team and helped author the *Street Lighting CIP and LED Conversion Analysis*;
- 🕒 Engaged consulting firm and assisted with the creation of a *Street Lighting Special Charge Analysis* presented to Council in October 2019;

## CITY ADMINISTRATOR'S OFFICE

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- Assisted Finance Department staff to secure 2<sup>nd</sup> consecutive GFOA Distinguished Budget Presentation Award;
- Gained Council approval for amending Charter Ordinance to transition to Clerk and Treasurer roles from elected to appointed positions (effective April 2021);
- Analyzed and provided structural and procedural changes to the ASA pool functionality- implemented in 1Q 2019;
- Provided an annual presentation to Council/public regarding the status of City TIF Districts, and created a "TIF 101" publication.

### 2020 STRATEGIC ACTION PLAN INITIATIVES:

- Market the Lakefront Development on a Regional and National Scale;
- Increase Methods/Frequency of Communication and Engagement among Staff & Common Council;
- Create Fiscal Policy Teams and Provide Analyses and Recommendations on a Multi-Year Budget Strategy;
- Reduce Health Insurance Costs through Proactive Consumer Education;
- Convene discussions and examine partnerships with other stakeholders regarding shared services, cooperative programming, and alignment of resources;
- Evaluate, Right-size, and Better Align City Organization;
- Improve Pedestrian Corridors with Public Art & Sculpture.
- Examine Public/Private Partnerships to facilitate Development of a Recreation Center;
- Position City for future Corporate Office Development.

### OTHER 2020 MANAGEMENT INITIATIVES:

- Facilitate a successor Strategic Action Plan (SAP) for years beyond 2021. The current SAP covers 2017-2020;
- Assist HR with comprehensive review and Personnel Committee/Council approval of a revised Personnel Policy Manual;
- Assist Community Development Department in implementing additional research and recommendations in SAP document *Handling Demand for Single Family Lot Inventory*;
- Assist Engineering Department in implementing additional research and recommendations in the SAP document entitled *CIP Funding Alternatives Analysis*;
- Finalize a successor MOU between the City and School District;
- Assist City SAP team to implement next-step recommendations contained in the *Street Lighting CIP and LED Conversion Analysis*;
- Examine GO Debt obligations and provide a new multi-year plan including identifying alternative funding sources/strategies;
- Assist the HR Division in establishing formal employee recognition/appreciation program;



## **CITY ADMINISTRATOR'S OFFICE**

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- ④ Determine options and strategies regarding beautifying railroad overpasses on Ryan, Rawson, and Drexel;
- ④ Help to coordinate (and attend) listening sessions for each Aldermen;
- ④ Work with Mayor/Council to develop an expedited performance appraisal form/process for the City Administrator;
- ④ Review and recommend further revisions to City Ordinance Chapter 2 and City Organizational Chart.

### **SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2020:**

- ④ 2.25% wage adjustments for full-time staff and associated payroll/WRS expenses;
- ④ Increase of \$4,000 in Travel/Training line item for additional staff professional development.

**DEPARTMENT: CITY ADMINISTRATOR'S OFFICE**

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**DEPARTMENTAL DETAIL INFORMATION**

200 TRAINING	<i>\$10,000</i>
State WCMA and International ICMA conferences, LEAGUE workshops. Also includes travel/training for Communications Coordinator position.	
210 EXPENSE ALLOWANCE	<i>\$250</i>
Coverage for training and staff related items.	
315 TELEPHONE	<i>\$400</i>
Annual phone costs.	
415 POSTAGE	<i>\$450</i>
Postage costs for various administrative items.	
420 DUES & PUBLICATIONS	<i>\$2,600</i>
WCMA, ICMA, (City Administrator) and Bigstock, Smartsheet, 3CMA, GSM and ELGL (Communications Coordinator)	
460 MINOR EQUIPMENT	<i>\$400</i>
Calculators, phones.	
495 MISCELLANEOUS	<i>\$1,000</i>
Expenses not covered by specific categories.	
600 OFFICE EQUIPMENT MAINTENANCE	<i>\$100</i>
Copier and typewriter maintenance.	
<b>TOTAL</b>	<b><i>\$15,200</i></b>

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %
								CHANGE	
APPROPRIATIONS									
Dept 42 - CITY ADMINISTRATOR'S OFFICE									
DIRECT EMPLOYEE COSTS									
10-42-41-10000	SALARIES - FULL TIME	608,225	660,113	637,139	198,103	202,736	202,736	207,299	2.25%
10-42-41-10500	SALARIES, PART TIME	89,310	82,466	82,860	12,547	15,600	12,000	15,951	2.25%
10-42-41-11000	SALARIES - OVERTIME	4,679	1,934	2,524	0	0	0	0	0.00%
10-42-41-12500	CAR ALLOWANCE	3,300	3,750	2,700	2,700	2,700	2,700	2,700	0.00%
10-42-41-13000	RETIREMENT	47,310	50,275	49,000	14,905	14,301	14,301	15,069	5.37%
10-42-41-13500	SOCIAL SECURITY	52,570	57,040	54,417	17,261	16,703	16,703	17,080	2.26%
10-42-41-15000	INSURANCE - ACTIVE HEALTH	73,290	73,290	73,290	13,192	13,192	13,192	13,192	0.00%
10-42-41-16000	INSURANCE - WORKMANS COMP	2,488	2,155	1,988	1,532	1,200	1,580	1,580	31.67%
10-42-41-16500	INSURANCE - DISABILITY	980	2,859	2,820	662	1,900	926	950	-50.00%
10-42-41-17000	INSURANCE - DENTAL	10,070	10,070	10,070	1,535	1,535	1,535	1,535	0.00%
10-42-41-17500	INSURANCE - GROUP LIFE	1,369	1,648	1,622	458	850	349	450	-47.06%
10-42-41-18000	LONGEVITY	1,110	1,075	845	240	240	240	240	0.00%
10-42-41-18500	SECTION 125 EXPENSES	404	548	589	(89)	250	204	225	-10.00%
DIRECT EMPLOYEE COSTS		895,105	947,223	919,864	263,046	271,207	266,466	276,271	1.87%
INDIRECT EMPLOYEE COSTS									
10-42-42-20000	TRAINING/TRAVEL	1,062	1,378	1,642	4,645	6,000	3,500	10,000	66.67%
10-42-42-20500	RECRUITMENT/TESTING/PHYSICALS	11,440	38,976	11,732	0	0	0	0	0.00%
10-42-42-21000	EXPENSE ALLOWANCE	950	512	143	0	500	250	250	-50.00%
INDIRECT EMPLOYEE COSTS		13,452	40,866	13,517	4,645	6,500	3,750	10,250	57.69%
UTILITY COST									
10-42-43-31500	TELEPHONE	468	616	632	470	400	396	400	0.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

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		CHANGE							
APPROPRIATIONS									
Dept 42 - CITY ADMINISTRATOR'S OFFICE									
UTILITY COST		468	616	632	470	400	396	400	0.00%
SUPPLIES									
10-42-44-40000	OFFICE SUPPLIES	0	381	0	0	0	0	0	0.00%
10-42-44-41000	PRINTING AND COPYING	339	286	279	0	0	0	0	0.00%
10-42-44-41500	POSTAGE	712	717	784	583	450	450	450	0.00%
10-42-44-42000	DUES AND PUBLICATIONS	1,793	2,148	2,379	700	2,600	2,600	2,600	0.00%
10-42-44-46000	MINOR EQUIPMENT	0	0	0	0	250	250	400	60.00%
10-42-44-49500	MISCELLANEOUS	0	1,211	202	172	1,000	500	1,000	0.00%
SUPPLIES		2,844	4,743	3,644	1,455	4,300	3,800	4,450	3.49%
MAINTENANCE									
10-42-46-60000	OFFICE EQUIP. MAINTENANCE	0	0	0	0	100	100	100	0.00%
MAINTENANCE		0	0	0	0	100	100	100	0.00%
Totals for dept 42 - CITY ADMINISTRATOR'S OFFICE		911,869	993,448	937,657	269,616	282,507	274,512	291,471	3.17%

## **DEPARTMENT: CITY ATTORNEY**

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### **PROGRAM DESCRIPTION:**

The City Attorney attends all Common Council meetings and meetings of other Boards, Commissions and Committees when necessary. The City Attorney's Office represents the Common Council, officers, and employees officers regarding litigation, civil claims, and when otherwise directed by the Common Council.

The City Attorney's Office drafts and reviews contracts, ordinances, and resolutions. The Office is substantially involved with reviewing economic development matters, drafting and negotiating development agreements, evaluating City financing projects and related activities, assisting with public records requests and code enforcement matters, and monitoring claims and liability issues.

In addition, staff in the City Attorney's Office prosecutes ordinance violations in Municipal Court and in Milwaukee County Circuit Court when defendants appeal convictions or file jury demands. The services of the City Attorney, Municipal Court prosecutors, and outside legal services are provided from this budget.

### **SIGNIFICANT INITIATIVES RECENTLY ACCOMPLISHED:**

- 🌊 Provided legal guidance with ongoing review of projects and addressing going development issues, including those in Tax Incremental Financing Districts;
- 🌊 Defended and monitored claims and litigation involving all City Departments and Divisions;
- 🌊 Reviewed and revised contract documents and risk management processes with staff;
- 🌊 Assisted staff in multiple Departments and Divisions with evaluating and responding to public records requests and code enforcement matters;
- 🌊 Collaborated with staff to review and revise sections of the Municipal Code and various policies as needed.

### **DEPARTMENT ACTIVITY MEASURES:**

The services required by the City Attorney's Office are largely driven by outside factors. Regularly occurring, transactional legal matters are generated by staff department requests and as directed by the Common Council, with priority given to matters that are time sensitive, present significant risk of loss or have greatest potential for increasing revenue. Litigation matters originate from claims and lawsuits filed by plaintiffs and situations where City property has been damaged or financial obligations are due to the City, typically with set deadlines allowing for a prioritization of cases.

### **2020 STRATEGIC PLAN INITIATIVES:**

- 🌊 Become a City known for its successful Special Events and Community Gatherings;
- 🌊 Market the Lakefront Development on a Regional and National Scale;
- 🌊 Increase Methods/Frequency of Communication and Engagement among Staff and Common Council;

## **DEPARTMENT: CITY ATTORNEY**

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Evaluate, Right-size and Better Align City Organization.

### **OTHER 2020 MANAGEMENT INITIATIVES:**

Continue to assist staff by addressing legal issues related to Special Events and reviewing ordinances to facilitate programming of community gatherings throughout the City;

Continue participation in Lakefront Redevelopment working group to identify opportunities to market the property;

Continue collaborating with staff to assist with implementing consistent review of contracts, development agreements, licenses, and permits;

Continue to provide legal guidance with prosecuting, defending, and advocating for the best interests of the City;

Continue to assist with legal transactions, including providing oral and written advice and drafting necessary documents to implement Common Council actions;

Continue to provide strategic support to all City departments, particularly regarding development issues, contract administration, legislative research, and matters requiring legal research and review;

Continue to evaluate City Attorney's Office needs to address workload requirements and improve organizational consistency and efficiency while continuing to work with all City management staff to devote resources toward mutual goals and timelines.

### **SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2020:**

None.

**DEPARTMENT: CITY ATTORNEY'S OFFICE**

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**DEPARTMENTAL DETAIL INFORMATION**

200 TRAVEL/TRAINING Miscellaneous training classes.	<i>\$1,500</i>
400 OFFICE SUPPLIES Miscellaneous office supplies needed for two employees	<i>\$150</i>
415 POSTAGE Postage costs for various administrative items.	<i>\$150</i>
420 DUES & PUBLICATIONS Misc. for the Ciy Attorney and Assistant Attorney	<i>\$7,000</i>
525 LEGAL SERVICES Contracted legal services.	<i>\$86,000</i>
545 LEGAL NOTICES/RECORDINGS Newspaper publications for projects and public hearings.	<i>\$600</i>
<b>TOTAL</b>	<b><i>\$95,400</i></b>

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %CHANGE
APPROPRIATIONS									
Dept 50 - CITY ATTORNEY'S OFFICE									
DIRECT EMPLOYEE COSTS									
10-50-41-10000	SALARIES - FULL TIME	93,253	89,413	87,236	100,443	101,654	101,654	105,500	3.78%
10-50-41-10500	SALARIES - PART TIME	15,041	11,788	17,237	14,003	15,300	15,300	17,450	14.05%
10-50-41-12500	CAR ALLOWANCE	1,650	1,800	1,800	1,800	1,800	1,800	1,800	0.00%
10-50-41-13000	RETIREMENT	6,388	5,651	6,143	6,530	6,654	6,654	7,121	7.02%
10-50-41-13500	SOCIAL SECURITY	8,153	8,203	8,434	9,070	8,947	8,947	9,406	5.13%
10-50-41-15000	INSURANCE - ACTIVE HEALTH	16,812	16,812	16,812	16,812	16,812	16,812	16,812	0.00%
10-50-41-16000	INSURANCE - WORKMANS COMP	428	296	292	232	250	240	250	0.00%
10-50-41-16500	INSURANCE - DISABILITY	216	255	220	265	320	265	275	-14.06%
10-50-41-17000	INSURANCE - DENTAL	1,650	1,650	1,650	1,650	1,650	1,650	1,650	0.00%
10-50-41-17500	INSURANCE - GROUP LIFE	538	98	99	102	120	169	175	45.83%
10-50-41-18500	SECTION 125 EXPENSES	55	9	0	0	0	0	0	0.00%
	DIRECT EMPLOYEE COSTS	144,184	135,975	139,923	150,907	153,507	153,491	160,439	4.52%
INDIRECT EMPLOYEE COSTS									
10-50-42-20000	TRAVEL/TRAINING	703	1,038	1,193	765	1,500	1,500	1,500	0.00%
	INDIRECT EMPLOYEE COSTS	703	1,038	1,193	765	1,500	1,500	1,500	0.00%
SUPPLIES									
10-50-44-40000	OFFICE SUPPLIES	0	46	0	0	150	150	150	0.00%
10-50-44-41500	POSTAGE	107	169	111	189	150	150	150	0.00%
10-50-44-42000	DUES AND PUBLICATIONS	8,278	8,817	2,656	3,948	9,100	5,000	7,000	-23.08%
	SUPPLIES	8,385	9,032	2,767	4,137	9,400	5,300	7,300	-22.34%



BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %	
		CHANGE								
APPROPRIATIONS										
Dept 50 - CITY ATTORNEY'S OFFICE										
OTHER SERVICES										
10-50-45-52500	ATTORNEY/LEGAL OUTSIDE SERVICE	36,017	20,735	18,236	16,355	86,000	25,000	84,000	-2.33%	
10-50-45-54500	LEGAL NOTICES/RECORDINGS/FILIN	237	128	0	96	600	600	600	0.00%	
	OTHER SERVICES	36,254	20,863	18,236	16,451	86,600	25,600	84,600	-2.31%	
	Totals for dept 50 - CITY ATTORNEY'S OFFICE	189,526	166,908	162,119	172,260	251,007	185,891	253,839	1.13%	
	TOTAL APPROPRIATIONS	189,526	166,908	162,119	172,260	251,007	185,891	253,839	1.13%	

**DEPARTMENT: CENTRAL SERVICES**  
**DIVISION: BUILDING & FACILITY MAINTENANCE**

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**PROGRAM DESCRIPTION:**

The City’s Central Services Department is divided into four distinct Divisions as follows: Building & Facility Maintenance, Human Resources Management, Administrative Support Services, and Information Technology Services. The Central Services Department consists of work that supports the programs, services, and personnel of all other Departments and Divisions of the City, and is considered interdepartmental in nature. Each Division Manager works closely with the City Administrator as needed, but report directly to the Assistant City Administrator/Comptroller.

The Building & Facility Maintenance Division is responsible for the care and upkeep of all City-owned buildings, and all equipment associated with them. Key objectives include, but are not limited to: maintaining HVAC equipment, electrical systems, and plumbing systems, building generators, data and phone cabling, as well as providing janitorial services to all City-owned buildings.

**SIGNIFICANT INITIATIVES RECENTLY ACCOMPLISHED:**

- 🕒 Upgraded Electrical service in mechanics area at DPW, added new step down transformer and 225 amp 208 3-phase circuit panel to accommodate new equipment;
- 🕒 Wired new tire changer, tire balancer and small equipment hoist at DPW;
- 🕒 Removed 78 high-pressure sodium high bay light fixtures in police departments parking garage and mechanics area; upgraded to led and reinstalled.

**DIVISION ACTIVITY MEASURES:**

Activity	2014	2015	2016	2017	2018
Energy Costs City Hall/Library	\$113,629	\$74,570	\$130,249	\$112,954	\$113,996
Energy Costs Other City Facilities	\$140,712	\$134,065	\$191,259	\$199,000	\$191,252

**2020 STRATEGIC ACTION PLAN INITIATIVES:**

*None that are directly attributable to this Division.*

**OTHER 2020 MANAGEMENT INITIATIVES:**

- 🕒 Work with mechanical engineer to develop plans and specifications to replace two boilers and water heater at fire station three. The current boilers have exceeded their useful life;
- 🕒 If funding will permit the current building management at fire station three has reached its end of life. To try to coordinate this with the replacement of the boiler will save money and minimize system down time.

**DEPARTMENT: CENTRAL SERVICES**  
**DIVISION: BUILDING & FACILITY MAINTENANCE**

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**SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2020:**

2.25% wage adjustments for certain full-time and part-time staff and associated payroll/WRS expenses. Certain employees in this budget area are a part of the Labor Association. Those employees received a base wage adjustment of 2.07% (in accordance with state statute) and a one-time, non-base building stipend of \$125.00.



**DEPARTMENT: CENTRAL SERVICES**  
**DIVISION: BUILDING & FACILITY MAINTENANCE**

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**DEPARTMENTAL DETAIL INFORMATION**

200 TRAINING	\$2,000
This account covers the cost of any seminars that any member of the maintenance division attends throughout the year. Advanced training is needed on the software that con-trols the HVAC systems.	
205 RECRUITMENT/TESTING/PHYSICALS	\$500
Costs incurred when hiring new personnel.	
215 UNIFORM CLOTHING	\$250
Uniforms for maintenance division employees.	
300 ELECTRICITY	\$131,500
Electricity for City Hall and Library	
305 WATER AND SEWER	\$4,500
Water and sewer for City Hall /Library complex.	
310 NATURAL GAS	\$1,575
Natural gas for City Hall and Library	
315 TELEPHONE	\$27,500
This account covers all in the incoming and outgoing phone lines that enter or leave the phone systems at City Hall. Also charged to this account are all calls made through this system and repairs needed. Also includes all T1 circuits used in all of the city facilities.	
400 OFFICE SUPPLIES	\$0
Pens, pencils, markers and paper for maintenance division.	
430 HOUSEKEEPING	\$36,000
Hand towels, toilet paper, paper cups, and minor cleaning supplies for City Hall, Library, DPW, Police, and Fire buildings	
440 MEDICAL & SAFETY	\$450
Safety equipment for maintenance employees.	
455 SMALL TOOLS	\$50
Screw drivers, hammers, wrenches and other hand tools for maintenance division.	

**DEPARTMENT: CENTRAL SERVICES**  
**DIVISION: BUILDING & FACILITY MAINTENANCE**

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**DEPARTMENTAL DETAIL INFORMATION**

460 MINOR EQUIPMENT	\$500
517 BUILDING CLEANING	\$33,500
Outside services used to clean carpeting, second story windows and floor mats for city buildings, elevator maintenance and permits, lawn sprinkler maintenance, fire alarm and sprinkler system testing, stamped concrete resealing, heat pump filters, and make up air unit filters.	
550 CONTRACT SERVICES & ANNUAL TESTING	\$16,500
Civic Center elevator testing \$1,900, permits \$400, outside sprinkler testing \$300, Fire alarm system testing \$1,300, inside sprinkler testing \$1,500, resealing the concrete \$1,500, filters \$4,700 etc.	
620 BUILDING MAINTENANCE	\$35,000
Supplies and parts to make changes or repairs on all City Hall And Library	
635 RENTAL	\$100
For rental on tools that the maintenance division does not have.	
700 VEHICLES MAINTENANCE	\$2,000
Maintenance of division vans and pool cars.	
710 GAS/OIL/FLUIDS	\$2,000
Gas, oil, brake fluid and washer solvent for maintenance vans and pool cars.	
<b>TOTAL</b>	<b>\$293,925</b>

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %	2020 CHANGE
APPROPRIATIONS										
Dept 41 - CENTRAL SERVICES-BUILDING/FACILITY MAINT										
DIRECT EMPLOYEE COSTS										
10-41-41-10000	SALARIES, FULL TIME	147,464	177,779	190,720	185,791	199,415	199,415	200,468	0.53%	
10-41-41-10500	SALARIES, PART TIME	92,817	93,991	81,346	91,983	131,040	131,040	133,988	2.20%	
10-41-41-11000	SALARIES, OVERTIME	3,007	5,232	7,373	10,318	5,000	8,500	5,000	0.00%	
10-41-41-13000	RETIREMENT	16,272	18,212	18,689	18,722	21,059	21,059	21,290	1.09%	
10-41-41-13500	SOCIAL SECURITY	18,167	20,965	21,021	21,063	25,000	25,000	25,402	1.58%	
10-41-41-14500	UNEMPLOYMENT COMPENSATION	0	0	0	708	0	1,600	500	100.00%	
10-41-41-15000	INSURANCE - ACTIVE HEALTH	26,638	26,638	26,638	26,638	26,638	26,638	26,638	0.00%	
10-41-41-16000	INSURANCE - WORKMANS COMP	12,310	14,464	9,872	9,300	10,045	10,044	10,045	0.00%	
10-41-41-16500	INSURANCE - DISABILITY	627	982	881	1,014	1,250	1,058	1,150	-8.70%	
10-41-41-17000	INSURANCE - DENTAL	2,655	2,655	2,655	2,655	2,655	2,655	2,655	0.00%	
10-41-41-17500	INSURANCE - GROUP LIFE	725	927	1,174	1,294	1,500	1,719	1,800	16.67%	
10-41-41-18500	SECTION 125 EXPENSES	17	0	0	0	0	0	0	0.00%	
DIRECT EMPLOYEE COSTS		320,699	361,845	360,369	369,486	423,602	428,728	428,936	1.24%	
INDIRECT EMPLOYEE COSTS										
10-41-42-20000	TRAVEL/TRAINING	100	1,772	0	80	2,000	600	2,000	0.00%	
10-41-42-20500	RECRUITMENT/TESTING/PHYSICALS	159	304	541	819	750	600	500	-50.00%	
10-41-42-21500	CLOTHING MAINTENANCE	285	217	290	230	250	250	250	0.00%	
INDIRECT EMPLOYEE COSTS		544	2,293	831	1,129	3,000	1,450	2,750	-9.09%	
UTILITY COST										
10-41-43-30000	ELECTRICITY	48,560	124,528	108,395	113,996	127,300	127,300	131,500	3.19%	
10-41-43-30500	WATER AND SEWER	3,989	4,442	4,103	4,145	4,200	4,200	4,500	6.67%	

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %	CHANGE
<b>APPROPRIATIONS</b>										
<b>Dept 41 - CENTRAL SERVICES-BUILDING/FACILITY MAINT</b>										
10-41-43-31000	NATURAL GAS	8,570	1,280	457	1,886	1,550	1,550	1,575	1.59%	
10-41-43-31500	TELEPHONE	45,672	36,887	24,976	25,185	27,500	25,000	27,500	0.00%	
	UTILITY COST	106,791	167,137	137,931	145,212	160,550	158,050	165,075	2.74%	
<b>SUPPLIES</b>										
10-41-44-40000	OFFICE SUPPLIES	0	63	0	101	50	0	0	0.00%	
10-41-44-43010	HOUSEKEEPING-CIVIC CENTER	14,555	17,151	15,376	18,087	17,000	19,000	17,000	0.00%	
10-41-44-43020	HOUSEKEEPING-POLICE	6,505	7,474	6,350	6,152	9,000	7,000	9,000	0.00%	
10-41-44-43030	HOUSEKEEPING-FIRE	8,953	13,842	9,557	9,198	7,700	9,000	9,000	14.44%	
10-41-44-44000	MEDICAL & SAFETY	90	200	100	619	450	450	450	0.00%	
10-41-44-45500	SMALL TOOLS	0	0	0	1,361	50	50	50	0.00%	
10-41-44-46000	MINOR EQUIPMENT	0	0	0	0	500	50	500	0.00%	
10-41-44-49500	MISCELLANEOUS	0	3,305	0	0	0	0	0	0.00%	
	SUPPLIES	30,103	42,035	31,383	35,518	34,750	35,550	36,000	3.47%	
<b>OTHER SERVICES</b>										
10-41-45-51710	CLEANING-CIVIC CENTER CARPET	5,593	12,031	11,116	11,652	12,000	12,500	12,500	4.00%	
10-41-45-51720	CLEANING-POLICE CARPET	14,181	8,516	9,372	9,127	7,500	8,500	8,500	11.76%	
10-41-45-51730	CLEANING-POLICE WINDOWS	212	0	0	0	0	0	0	0.00%	
10-41-45-51740	CLEANING-FIRE CARPET	468	1,760	2,040	1,880	5,000	5,000	5,000	0.00%	
10-41-45-51750	WINDOW CLEANING - CIVIC CENTER	0	0	2,355	0	7,500	7,500	10,000	25.00%	
10-41-45-55000	CONTRACT SERVICES & ANNUAL TESTIN	0	0	1,014	13,998	16,500	16,500	16,500	0.00%	
	OTHER SERVICES	20,454	22,307	25,897	36,657	48,500	50,000	52,500	7.62%	
<b>MAINTENANCE</b>										
10-41-46-62000 * *	BUILDING MAINTENANCE	11,221	26,620	30,073	31,359	25,000	34,000	35,000	28.57%	
10-41-46-63500	EQUIPMENT RENTAL	0	0	0	0	100	100	100	0.00%	

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %
APPROPRIATIONS									
Dept 41 - CENTRAL SERVICES-BUILDING/FACILITY MAINT	MAINTENANCE	11,221	26,620	30,073	31,359	25,100	34,100	35,100	28.49%
VEHICLES									
10-41-47-70000	VEHICLE MAINTENANCE	1,799	143	71	999	2,000	2,000	2,000	0.00%
10-41-47-71000	GAS AND OIL	2,286	1,364	1,349	1,412	2,500	1,500	2,000	-25.00%
	VEHICLES	4,085	1,507	1,420	2,411	4,500	3,500	4,000	-12.50%
Totals for dept 41 - CENTRAL SERVICES-BUILDING/FACILITY MAINT		493,897	623,744	587,904	621,772	700,002	711,378	724,361	3.36%
DEPARTMENT 41 CENTRAL SERVICES-BUILDING/FACILITY MAINT									
46-62000	BUILDING MAINTENANCE								
	INCREASE TO COVER GROUNDS MAINTENANCE AT DTS IN ADDITION TO THE CIVIC CENTER								



**DEPARTMENT: CENTRAL SERVICES**  
**DIVISION: HUMAN RESOURCES MANAGEMENT**

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**PROGRAM DESCRIPTION:**

The City's Central Services Department is divided into four distinct Divisions as follows: Building & Facility Maintenance, Human Resources Management, Administrative Support Services, and Information Technology Services. The Central Services Department consists of work that supports the programs, services, and personnel of all other Departments and Divisions of the City, and is considered interdepartmental in nature. Each Division Manager works closely with the City Administrator as needed, but reports directly to the Assistant City Administrator/Comptroller.

Through strategic partnerships and collaboration, the Human Resources Management Division recruits, develops, and retains a high performing and diverse workforce, and fosters a healthy, safe, and productive work environment for employees, their families, and the public in order to maximize individual and organizational potential. The Division is integral in positioning the City of Oak Creek as an employer of choice.

More specifically, the Human Resources Management Division is responsible for all necessary tasks related to recruitment, retention, employee development, workplace safety, risk mitigation, benefits management, workplace culture, among many other human resource functions.

**SIGNIFICANT INITIATIVES RECENTLY ACCOMPLISHED:**

- 🕒 On a weekly basis reconciled and analyzed \$4,185,816 outstanding claims for the period of Jan 1, 2018 to March 31, 2019 between Advanced Medical Pricing Solutions and third-party administrator, BAS;
- 🕒 Participated in weekly health insurance outstanding claims runout meetings that resulted in significant cost savings for the City;
- 🕒 Communicated verbally to over 200 active and retired employees regarding outstanding balance billed claims; designed communication letters the resulted in 2800 letters begin sent over 3 months notifying employees of their claims status;
- 🕒 Assisted with the implementation and transitioning to new PPO / Cigna mid-year.

**DEPARTMENT: CENTRAL SERVICES**  
**DIVISION: HUMAN RESOURCES MANAGEMENT**

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**DIVISION ACTIVITY MEASURES:**

Activity	2016	2017	2018
Average Number of Employees	375	359	375
Average Number of Job Openings per Month	15	14	13
New Hires	91	86	96
Separations from Service	31	46	34
Turnover	8%	13%	9%
FMLA Requests	70	53	48

**2020 STRATEGIC ACTION PLAN INITIATIVES:**

Reduce Health Insurance Costs through Proactive Consumer Education;

Evolve the Communication of Employee Benefits, Priorities, and Fiscal Challenges to employees, retirees, family members on our health insurance plan, and potential employees.

**OTHER 2020 MANAGEMENT INITIATIVES:**

Revise and update Employee Handbook, Personnel Policies and Safety Manual;

Devise and implement a more formal and comprehensive employee on-boarding process;

Create more employee recognition and appreciation opportunities;

Improve access to HR information on employee Intranet platform;

Update City employment website to ensure optimal utilization for end users;

Streamline and document all compliance procedures and reporting;

Set-up benefits module in BS&A to facilitate reporting;

Conduct employee and salary surveys.

**SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2020:**

2.25% wage adjustments for full-time staff and associated payroll/WRS expenses

**DEPARTMENT: CENTRAL SERVICES**  
**DIVISION: HUMAN RESOURCES MANAGEMENT**

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**DEPARTMENTAL DETAIL INFORMATION**

200 TRAVEL/TRAINING	<i>\$1,500</i>
Out-of-City overnight travel and conferences for HR Manager and HR Generalist positions. SHRM Conference	
205 RECRUITMENT/TESTING/PHYSICALS	<i>\$11,500</i>
Ads MilwaukeeJobs.com; Onboarding enhancement	
20550 EMPLOYEE ASSISTANCE PROGRAM	<i>\$6,000</i>
Costs associated to the valuable EAP program the City provides.	
210 EXPENSE ALLOWANCE	<i>\$500</i>
Coverage for training and staff related items.	
315 TELEPHONE	<i>\$225</i>
Annual phone costs.	
415 POSTAGE	<i>\$0</i>
Postage costs for various administrative items.	
420 DUES & PUBLICATIONS	<i>\$1,350</i>
National Society for HR Management	
460 MINOR EQUIPMENT	<i>\$200</i>
Calculators, phones.	
495 MISCELLANEOUS	<i>\$2,250</i>
Includes \$24000 for purchase of Payscale Compensation software and resources, Add'l \$10,000 for HRIS upgrade of BS&A or purchase of software	
<b>TOTAL</b>	<b><i>\$23,525</i></b>

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %
								CHANGE	
<b>APPROPRIATIONS</b>									
<b>Dept 49 - CENTRAL SERVICES-HUMAN RESOURCES MGMT</b>									
<b>DIRECT EMPLOYEE COSTS</b>									
10-49-41-10000	SALARIES, FULL TIME	0	0	0	162,950	<b>157,419</b>	144,099	<b>160,956</b>	2.25%
10-49-41-13000	RETIREMENT	0	0	0	7,255	<b>10,311</b>	10,311	<b>10,865</b>	5.37%
10-49-41-13500	SOCIAL SECURITY	0	0	0	11,985	<b>12,043</b>	12,043	<b>12,313</b>	2.24%
10-49-41-15000	INSURANCE - ACTIVE HEALTH	0	0	0	13,192	<b>13,192</b>	13,192	<b>13,192</b>	0.00%
10-49-41-16000	INSURANCE - WORKMANS COMP	0	0	0	0	<b>192</b>	0	<b>0</b>	-100.00%
10-49-41-16500	INSURANCE - DISABILITY	0	0	0	441	<b>400</b>	441	<b>450</b>	12.50%
10-49-41-17000	INSURANCE - DENTAL	0	0	0	1,535	<b>1,535</b>	1,535	<b>1,535</b>	0.00%
10-49-41-17500	INSURANCE - GROUP LIFE	0	0	0	132	<b>250</b>	266	<b>275</b>	10.00%
10-49-41-18500	SECTION 125 EXPENSES	0	0	0	129	<b>84</b>	111	<b>125</b>	48.81%
<b>DIRECT EMPLOYEE COSTS</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>197,619</b>	<b>195,426</b>	<b>181,998</b>	<b>199,711</b>	<b>2.19%</b>
<b>INDIRECT EMPLOYEE COSTS</b>									
10-49-42-20000	TRAVEL/TRAINING	0	0	0	0	<b>1,500</b>	0	<b>1,500</b>	0.00%
10-49-42-20500	RECRUITMENT/TESTING/PHYSICALS	0	0	0	27,798	<b>11,500</b>	11,070	<b>11,500</b>	0.00%
10-49-42-20550	EMPLOYEE ASSISTANCE PROGRAM	0	0	0	0	<b>6,000</b>	6,000	<b>6,000</b>	0.00%
10-49-42-21000	EXPENSE ALLOWANCE	0	0	0	0	<b>500</b>	250	<b>500</b>	0.00%
<b>INDIRECT EMPLOYEE COSTS</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>27,798</b>	<b>19,500</b>	<b>17,320</b>	<b>19,500</b>	<b>0.00%</b>
<b>UTILITY COST</b>									
10-49-43-31500	TELEPHONE	0	0	0	77	<b>200</b>	213	<b>225</b>	12.50%
<b>UTILITY COST</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>77</b>	<b>200</b>	<b>213</b>	<b>225</b>	<b>12.50%</b>

**SUPPLIES**

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015	2016	2017	2018	2019	2019	2020	2020
		ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	PROJECTED	ORIGINAL	%
						BUDGET	ACTIVITY	BUDGET	CHANGE
APPROPRIATIONS									
Dept 49 - CENTRAL SERVICES-HUMAN RESOURCES MGMT									
10-49-44-41500	POSTAGE	0	0	0	0	150	0	0	-100.00%
10-49-44-42000	DUES & PUBLICATIONS	0	0	0	428	1,350	1,350	1,350	0.00%
10-49-44-46000	MINOR EQUIPMENT	0	0	0	0	200	200	200	0.00%
10-49-44-49500	MISCELLANEOUS	0	0	0	32	2,250	2,250	2,250	0.00%
	SUPPLIES	0	0	0	460	3,950	3,800	3,800	-3.80%
Totals for dept 49 - CENTRAL SERVICES-HUMAN RESOURCES MGI		0	0	0	225,954	219,076	203,331	223,236	1.90%
<b>TOTAL APPROPRIATIONS</b>		0	0	0	225,954	219,076	203,331	223,236	1.90%

**DEPARTMENT: CENTRAL SERVICES**  
**DIVISION: ADMINISTRATIVE SUPPORT SERVICES**

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**PROGRAM DESCRIPTION:**

The City's Central Services Department is divided into four distinct Divisions as follows: Building & Facility Maintenance, Human Resources Management, Administrative Support Services, and Information Technology Services. The Central Services Department consists of work that supports the programs, services, and personnel of all other Departments and Divisions of the City, and is considered interdepartmental in nature. Each Division Manager works closely with the City Administrator as needed, but report directly to the Assistant City Administrator/Comptroller.

The following budget for the Administrative Support Assistants (ASA) pool consists of one Division Manager, 6 full-time, and 5 part-time employees. The City's ASAs are committed to providing extraordinary customer service to Departmental staff, and when handling general public inquiries directed to the City Hall and Library. The ASAs are integral to the workflow and productivity of City government.

**SIGNIFICANT INITIATIVES RECENTLY ACCOMPLISHED:**

- 🕒 In conjunction with City Departments, reviewed and revised ASA structure with implementation of 2-Unit structure (1Q 2019). The Unit structure will provide the ability for ASAs to become experts in the departments & divisions they support for better internal and external customer service;
- 🕒 In conjunction with the IT Division, reviewed and created a test program for answering phone calls by Unit. The program has been written, the appropriate use is currently under exploration;
- 🕒 In conjunction with the IT Division, reviewed and revised the service desk module to receive work in a seamless manner to create efficiencies and eliminate any missed work requests in the absence of the supervisor or a specific ASA.

**2020 STRATEGIC ACTION PLAN INITIATIVES:**

- 🕒 Evaluate ongoing implementation of ASA pool functionality;
- 🕒 Participate in Implementing and distributing the "Residents' Guide to City Services" publication.

**OTHER 2020 MANAGEMENT INITIATIVES**

- 🕒 Review, revise, and create standard operator procedures for all processes performed by the ASAs; create tracking system for updates and new instructions;
- 🕒 Revise and implement employee performance appraisal process to reflect new functional, 2-unit structure.

**DEPARTMENT: CENTRAL SERVICES**  
**DIVISION: ADMINISTRATIVE SUPPORT SERVICES**

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**SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2020:**

2.25% wage adjustments for certain full-time and part-time staff and associated payroll/WRS expenses. Certain employees in this budget area are a part of the Labor Association. Those employees received a base wage adjustment of 2.07% (in accordance with state statute) and a one-time, non-base building stipend of \$125.00.

**DEPARTMENT: CENTRAL SERVICES**  
**DIVISION: ADMINISTRATIVE SUPPORT SERVICES**

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**DEPARTMENTAL DETAIL INFORMATION**

200 TRAINING	\$1,000
205 RECRUITMENT/TESTING/PHYSICALS	\$500
415 POSTAGE	\$0
420 DUES & PUBLICATIONS	\$250
460 MINOR EQUIPMENT	\$250
495 MISCELLANEOUS	\$750
600 OFFICE EQUIPMENT MAINTENANCE	\$100
<b>TOTAL</b>	<b>\$2,850</b>



BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %
								CHANGE	
<b>APPROPRIATIONS</b>									
<b>Dept 47 - CENTRAL SERVICES-ADMIN SUPPORT SERVICES</b>									
<b>DIRECT EMPLOYEE COSTS</b>									
10-47-41-10000	SALARIES, FULL TIME	0	0	0	268,989	335,063	260,861	298,411	-10.94%
10-47-41-10500	SALARIES, PART TIME	0	0	0	75,449	90,094	88,020	121,312	34.65%
10-47-41-11000	SALARIES, OVERTIME	0	0	0	1,042	1,000	250	1,000	0.00%
10-47-41-13000	RETIREMENT	0	0	0	22,471	27,205	24,873	28,331	4.14%
10-47-41-13500	SOCIAL SECURITY	0	0	0	24,792	32,849	28,072	32,109	-2.25%
10-47-41-15000	INSURANCE - ACTIVE HEALTH	0	0	0	46,906	46,906	46,906	46,906	0.00%
10-47-41-16000	INSURANCE - WORKMANS COMP	0	0	0	0	1,150	0	1,150	0.00%
10-47-41-16500	INSURANCE - DISABILITY	0	0	0	1,940	2,400	2,337	2,400	0.00%
10-47-41-17000	INSURANCE - DENTAL	0	0	0	5,456	5,456	5,456	5,456	0.00%
10-47-41-17500	INSURANCE - GROUP LIFE	0	0	0	878	1,500	1,163	1,300	-13.33%
10-47-41-18000	LONGEVITY	0	0	0	340	440	240	240	-45.45%
10-47-41-18500	SECTION 125 EXPENSES	0	0	0	441	506	255	260	-48.62%
<b>DIRECT EMPLOYEE COSTS</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>448,704</b>	<b>544,569</b>	<b>458,433</b>	<b>538,875</b>	<b>-1.05%</b>
<b>INDIRECT EMPLOYEE COSTS</b>									
10-47-42-20000	TRAVEL/TRAINING	0	0	0	0	1,000	750	1,000	0.00%
10-47-42-20500	RECRUITMENT/TESTING/PHYSICALS	0	0	0	752	500	250	500	0.00%
<b>INDIRECT EMPLOYEE COSTS</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>752</b>	<b>1,500</b>	<b>1,000</b>	<b>1,500</b>	<b>0.00%</b>
<b>SUPPLIES</b>									
10-47-44-42000	DUES AND PUBLICATIONS	0	0	0	0	250	150	250	0.00%
10-47-44-46000	MINOR EQUIPMENT	0	0	0	193	250	250	250	0.00%
10-47-44-49500	MISCELLANEOUS	0	0	0	57	500	400	750	50.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %
APPROPRIATIONS									
Dept 47 - CENTRAL SERVICES-ADMIN SUPPORT SERVICES									
SUPPLIES		0	0	0	250	1,000	800	1,250	25.00%
MAINTENANCE									
10-47-46-60000	OFFICE EQUIP MAINTENANCE	0	0	0	0	100	50	100	0.00%
	MAINTENANCE	0	0	0	0	100	50	100	0.00%
Totals for dept 47 - CENTRAL SERVICES-ADMIN SUPPORT SERVICE:		0	0	0	449,706	547,169	460,283	541,725	-0.99%
TOTAL APPROPRIATIONS		0	0	0	449,706	547,169	460,283	541,725	-0.99%

**DEPARTMENT: CENTRAL SERVICES**  
**DIVISION: INFORMATION TECHNOLOGY SERVICES**

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**PROGRAM DESCRIPTION:**

The City’s Central Services Department is divided into four distinct Divisions as follows: Building & Facility Maintenance, Human Resources Management, Administrative Support Services, and Information Technology Services. The Central Services Department consists of work that supports the programs, services, and personnel of all other Departments and Divisions of the City, and is considered interdepartmental in nature. Each Division Manager works closely with the City Administrator as needed, but report directly to the Assistant City Administrator/Comptroller.

The Information Technology (IT) Services Division is responsible for the installation, maintenance and administration of all computers, servers, networks, security cameras, city phone system, cellular devices, network security, websites, databases, geographic information systems (GIS) and software packages as required by the individual departments. The Division services the City Hall, Library, DPW, Park Facilities, Police and Fire departments. Service and support on all systems is provided by a staffed in house Help Desk with 24/7 on call availability to emergency services. Additionally, the Division offers training as requested, as well as for new technology and software. One of the Division’s primary goals is to ensure that technology is utilized to improve daily operations across all levels and constantly improve systems as best practices and software needs change over time.

The Information Technology (IT) Services Division also provides IT Services for the neighboring community of South Milwaukee.

**SIGNIFICANT INITIATIVES RECENTLY ACCOMPLISHED:**

- 🕒 Upgraded Building Security Cameras at Police Department;
- 🕒 Started a Cyber Security training program for all employees;
- 🕒 Completed the City Website Redesign in March of 2019.

**DIVISION ACTIVITY MEASURES:**

Activity	2014	2015	2016	2017	2018	2019*
oakcreekwi.org web site visits	204,481	243,570	269,725	489,804	443,236	342,486
# of spam and/or infected emails	n/a	n/a	345,800	396,164	834,616	1,750,644
Oak Creek IT Requests	n/a	n/a	921	2510	1887	1266
South Milwaukee IT Requests	n/a	n/a	n/a	22	367	222

**DEPARTMENT: CENTRAL SERVICES**  
**DIVISION: INFORMATION TECHNOLOGY SERVICES**

# of PC's, laptops, tablets & Mobile Devices	255	275	290	295	300	413
# of Physical and Virtual Servers	49	63	65	68	70	82
# of attempted cyber intrusions	n/a	n/a	4,878	15,657	64,562	85,900

*\*As of July 31, 2019*

**2020 STRATEGIC ACTION PLAN INITIATIVES:**

Convene discussions and examine partnerships with other stakeholders regarding shared services, cooperative programming, and alignment of resources;

Be a leading-edge local government in the use of technology to foster innovative and cost-effective service delivery;

Reduce Health Insurance Costs through Proactive Consumer Education.

**OTHER 2020 MANAGEMENT INITIATIVES:**

Assess various processes around the City to identify and implement streamlined services;

Increase the amount of training offered by IT to City staff;

Increase focus on Cyber Security through proactive education and network improvements;

Assist with gathering and analyzing data for various 2020 Strategic Action Plan Initiatives.

**SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2020:**

Annual License costs are expected to increase \$59,700 (12%) from 2019- largest increase is the Microsoft licensing for servers, databases, and email;

An additional cost of \$21,000 to move to an enterprise agreement with ESRI. The annual price is locked for three years and this agreement will enable access to additional GIS applications for Community Development, Engineering, and Public Works;

An increase of \$2,500 (50%) from 2019, to our Miscellaneous account. This is due to our aging printer fleet as well as fixing computers that are not yet scheduled for replacement in the 5 year schedule created in 2017;

Removed the all-in-one Cisco Telepresence units from our Cisco support contract saving the City nearly \$20,000 in annual computer maintenance contracts. These savings will be rolled into a fund to replace the current all-in-one Cisco Telepresence units at the Civic Center with different units that have a much lower upfront and annual maintenance cost.



**DEPARTMENT: CENTRAL SERVICES**  
**DIVISION: INFORMATION TECHNOLOGY SERVICES**

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**DEPARTMENTAL DETAIL INFORMATION**

200 TRAVEL/TRAINING Computer/Network training for support staff, technology seminars, travel reimbursement. Computer training for IT staff.	\$ 7,500
205 RECRUITMENT/TESTING/PHYSICALS Expenses incurred hiring new employees.	\$ 500
315 TELEPHONE Telephone charges and cellular phone charges.	\$ 3,500
320 DATA LINES Internet Access for City Hall/PD & IT/Main, web site hosting and fiber backbone locating/main costs.*	\$ 17,000
400 OFFICE SUPPLIES General office, misc. technology items.	\$ 600
405 COMPUTER HARDWARE/SOFTWARE Application software, network operating/management software, network infrastructure upgrades, network software, new or replacement computer hardware.	\$ 20,000
410 Printing & Copying Identification card printing, supplies & accessories.	\$ 750
415 POSTAGE	\$ 250
420 DUES & PUBLICATIONS User Groups, subscriptions, miscellaneous publications.	\$ 100
460 MINOR EQUIPMENT Data backups, cabling, printers, computer tools, computer parts, etc.	\$ 5,000
495 MISCELLANEOUS Computer costs not anticipated at this time.	\$ 5,000
550 CONSULTING	\$ 10,000

**DEPARTMENT: CENTRAL SERVICES**  
**DIVISION: INFORMATION TECHNOLOGY SERVICES**

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**DEPARTMENTAL DETAIL INFORMATION**

551 ONLINE SUBSCRIPTIONS

Annual Subscriptions:			\$ 29,000
Police, Fire & City Dept. WAN Data Modems	\$	19,000	
Wisconsin Dept. of Justice - Record Checks	\$	5,000	
Wisconsin Dept. of Justice - Time System	\$	5,000	
<b>SUB TOTAL</b>	<b>\$</b>	<b>29,000</b>	

552 ANNUAL LICENSE FEES

Software license fees:			\$ 373,000
911 Viper Support (Fire, Police)*	\$	9,500	
Antivirus (Citywide)	\$	5,000	
Arc Info & ArcView (Engineering, Planning, GIS)	\$	4,800	
Archive Social (IT, Communications)	\$	4,800	
ARCIMS (ArcGIS) and ESRI Online (GIS)	\$	35,000	Increase
AT&T Voice Recorder (Police)*	\$	4,250	
AutoDesk (Engineering, Planning, GIS)	\$	9,800	
Barracuda (Citywide)	\$	4,500	Increase
Beast Evidence (Police)	\$	1,000	
Black Light (Police)	\$	1,500	
Bridge (Citywide)	\$	1,000	
BS&A (Finance)	\$	52,500	Increase
Cisco ISE SA (IT)	\$	3,000	Increase
Cisco Mearki MDM (Citywide)	\$	2,950	
Cisco Unified Comm (Citywide)	\$	17,000	
Domains and Certificates (Citywide)	\$	2,000	
Dossier Fleet Maintenance (DPW, Police)	\$	3,700	
Fortinet (IT)	\$	8,000	
GasBoy (DPW)	\$	200	
GIS Cloud Hosting (Citywide)	\$	9,150	
GIS Pictometry Connect View (Citywide)	\$	600	
ID Fingerprint (Police)	\$	4,000	
Imagetrend CAD interface (Fire)	\$	4,000	
InfoSec IQ Pro- Cyber Security Training (City Wide)	\$	1,000	New
InvGate Service Desk (IT, Maintenance, ASA)	\$	1,800	
Laserfiche (Citywide)	\$	5,500	
Locution (Dispatch)*	\$	7,250	

**DEPARTMENT: CENTRAL SERVICES**  
**DIVISION: INFORMATION TECHNOLOGY SERVICES**

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**DEPARTMENTAL DETAIL INFORMATION**

Microsoft (Citywide)	\$	55,000	<i>Increase</i>
Miscellaneous Minor Software	\$	3,200	
Morpho Touch (Police)	\$	250	
Netmotion (Police & Fire)*	\$	2,800	
Netwirx Auditor (IT)	\$	1,750	
Nightingale Notes (Health)	\$	1,900	
Observium (IT)	\$	300	<i>New</i>
Papercut (IT)	\$	1,500	<i>New</i>
PDQ (IT)	\$	3,750	<i>New</i>
ProDemand (DPW)	\$	1,750	
ProPhoenix (Police & Fire)*	\$	41,000	
PRTG (IT)	\$	800	
RecTrac (Recreation)	\$	5,500	
Redact-IT (Police)	\$	500	
SignCAD (Public Works)	\$	200	
Starwind Cluster SA (IT)	\$	1,000	
Telestaff (Police & Fire)*	\$	10,300	
Transmissions (Public Works)	\$	1,500	
Unitrends (IT)	\$	6,500	
Visix (Communications)	\$	14,250	
Website Subscription (Citywide)	\$	12,600	
Winscribe (Police)	\$	2,000	
ZoningHub (Planning)	\$	850	
<b>SUB TOTAL</b>	<b>\$</b>	<b>373,000</b>	

\* This is a prorated amount - part of the total cost of these items is in the Joint Dispatch budget

605 COMPUTER MAINTENANCE	\$	11,000
General computer maintenance on city's 413 computers. Parts, upgrades, toner & printer cartridges, copier service contracts, network & cable maintenance.		
606 ANNUAL COMPUTER MAINTENANCE CONTRACTS	\$	45,000
Cisco WAP's, Routers, Switches & Tele Conference Equipment		
<b>TOTAL</b>	<b>\$</b>	<b>528,200</b>

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %	2020 CHANGE
APPROPRIATIONS										
Dept 43 - CENTRAL SERVICES-IT SERVICES										
DIRECT EMPLOYEE COSTS										
10-43-41-10000	SALARIES, FULL TIME	250,740	301,415	359,237	310,358	<b>370,868</b>	370,868	<b>379,102</b>	2.22%	
10-43-41-10500	SALARIES, PART TIME	19,129	6,510	1,892	3,980	<b>18,141</b>	5,000	<b>18,528</b>	2.13%	
10-43-41-11000	SALARIES-OVERTIME	0	326	0	381	<b>100</b>	100	<b>100</b>	0.00%	
10-43-41-12500	CAR ALLOWANCE	3,800	5,300	6,000	4,900	<b>6,000</b>	6,000	<b>6,000</b>	0.00%	
10-43-41-13000	RETIREMENT	16,804	20,125	24,586	20,741	<b>25,191</b>	25,191	<b>26,666</b>	5.86%	
10-43-41-13500	SOCIAL SECURITY	20,478	23,796	27,950	24,145	<b>29,616</b>	29,616	<b>30,419</b>	2.71%	
10-43-41-15000	INSURANCE - ACTIVE HEALTH	62,332	62,332	62,332	62,332	<b>62,332</b>	62,332	<b>62,332</b>	0.00%	
10-43-41-16000	INSURANCE-WORKMANS COMP	1,296	1,100	1,033	792	<b>815</b>	816	<b>815</b>	0.00%	
10-43-41-16500	INSURANCE - DISABILITY	1,078	1,175	1,102	1,147	<b>1,500</b>	1,499	<b>1,500</b>	0.00%	
10-43-41-17000	INSURANCE - DENTAL	5,823	5,823	5,823	5,823	<b>5,823</b>	5,823	<b>5,823</b>	0.00%	
10-43-41-17500	INSURANCE - GROUP LIFE	921	869	867	450	<b>750</b>	349	<b>375</b>	-50.00%	
10-43-41-18000	LONGEVITY	110	130	120	120	<b>120</b>	160	<b>160</b>	33.33%	
10-43-41-18500	SECTION 125 EXPENSES	79	82	78	65	<b>110</b>	60	<b>60</b>	-45.45%	
DIRECT EMPLOYEE COSTS		382,590	428,983	491,020	435,234	<b>521,366</b>	507,814	<b>531,880</b>	2.02%	
INDIRECT EMPLOYEE COSTS										
10-43-42-20000	TRAVEL/TRAINING	1,619	13,554	6,907	3,664	<b>7,500</b>	5,000	<b>7,500</b>	0.00%	
10-43-42-20500	RECRUITMENT/TESTING/PHYSICAL	403	439	0	428	<b>500</b>	0	<b>500</b>	0.00%	
INDIRECT EMPLOYEE COSTS		2,022	13,993	6,907	4,092	<b>8,000</b>	5,000	<b>8,000</b>	0.00%	
UTILITY COST										
10-43-43-31500	TELEPHONE	3,067	3,753	3,580	2,854	<b>3,500</b>	3,000	<b>3,500</b>	0.00%	
10-43-43-32000	DATA LINES	7,578	13,230	17,024	8,533	<b>17,000</b>	16,000	<b>17,000</b>	0.00%	



BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %
								CHANGE	
APPROPRIATIONS									
Dept 43 - CENTRAL SERVICES-IT SERVICES									
UTILITY COST		10,645	16,983	20,604	11,387	20,500	19,000	20,500	0.00%
SUPPLIES									
10-43-44-40000	OFFICE SUPPLIES	282	702	904	421	400	400	600	50.00%
10-43-44-40500	COMPUTER HARDWARE/SOFTWAF	34,194	20,998	32,582	20,170	20,000	19,750	20,000	0.00%
10-43-44-41000	PRINTING & COPYING	0	158	0	0	250	1,300	750	200.00%
10-43-44-41500	POSTAGE	335	0	57	357	250	150	250	0.00%
10-43-44-42000	DUES & PUBLICATIONS	150	238	50	50	100	100	100	0.00%
10-43-44-46000	MINOR EQUIPMENT	14,187	6,001	4,006	4,867	5,000	5,000	5,000	0.00%
10-43-44-49500	MISCELLANEOUS	4,818	3,937	5,943	4,979	5,000	5,000	5,000	0.00%
SUPPLIES		53,966	32,034	43,542	30,844	31,000	31,700	31,700	2.26%
OTHER SERVICES									
10-43-45-55000	CONSULTING	97,443	109,925	32,287	23,923	10,000	9,000	10,000	0.00%
10-43-45-55100	ONLINE SERVICES	31,898	25,781	26,679	25,926	29,000	25,000	29,000	0.00%
10-43-45-55200	ANNUAL LICENSE FEES	201,755	228,829	240,411	257,462	313,300	310,000	373,000	19.06%
OTHER SERVICES		331,096	364,535	299,377	307,311	352,300	344,000	412,000	16.95%
MAINTENANCE									
10-43-46-60500	COPIER & PRINTER MAINTENANCE	9,339	13,940	10,710	9,415	11,000	10,000	11,000	0.00%
10-43-46-60600	ANNUAL COMPUTER MAINT. CON	0	33,105	34,008	41,392	45,000	45,000	45,000	0.00%
MAINTENANCE		9,339	47,045	44,718	50,807	56,000	55,000	56,000	0.00%
Totals for dept 43 - CENTRAL SERVICES-IT SERVICES		789,658	903,573	906,168	839,675	989,166	962,514	1,060,080	7.17%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	<b>2019 AMENDED BUDGET</b>	2019 PROJECTED ACTIVITY	<b>2020 ORIGINAL BUDGET</b>	2020 %
APPROPRIATIONS									
Dept 43 - CENTRAL SERVICES-IT SERVICES									

## **DEPARTMENT: CITY CLERK**

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### **PROGRAM DESCRIPTION:**

The Clerk's Office helps facilitate the City's flow of information, not only among City Departments, but also between the government and the public.

The Clerk's Office is responsible for the City's record keeping functions, which include, but are not limited to: serving as clerical support staff for the Mayor and Common Council and the various boards and commissions, monitoring compliance with the Wisconsin Open Meetings and Open Records laws by all subunits of government, administering the election process, alcohol beverage and miscellaneous business licensing, property status verifications and insurance coverages, and implementing State law and Municipal Code requirements. Additionally, the Office supports City Assessment of property values and manages the statutory Board of Review process. The Clerk's office is responsible for providing budgetary and audit information to the City Administrator and Assistant City Administrator/Comptroller, as well as various required local, state, and federal reporting documents.

### **SIGNIFICANT INITIATIVES RECENTLY ACCOMPLISHED:**

- 🕒 Ensured successful administration of 2019 Election Cycle, Board of Review, and Liquor Licensing;
- 🕒 Ensured strict adherence to policy while administering more than 300 Freedom of Information Act (FOIA) requests;
- 🕒 Continued substantial process improvement and management of City Special Event requests through increased collaboration efforts among key stakeholder;
- 🕒 Successful management of Military Banner and Shred Day Event programs.

### **DEPARTMENT ACTIVITY MEASURES:**

<b>Activity</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
Liquor Licenses Processed	71	72	73	70	71
Board of Review Cases	16	12	6	26	10
Open Records Requests processed	56	71	82	111	146
Bartenders	214	297	291	297	256
Agenda Management	119	113	113	116	137
Voter Registrations	851	114	5123	265	3782
Transient Merchant, Amusement, Cigarette, Misc. Licenses	276	255	266	263	252
Absentee Ballot Requests	n/a	n/a	9816	883	7935

## **DEPARTMENT: CITY CLERK**

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### **2020 STRATEGIC ACTION PLAN INITIATIVES:**

- Increase Methods/Frequency of Communication and Engagement among Staff & Common Council;
- Become a City known for its successful Special Events and Community Gatherings;
- Collaborate with other staff to distribute the new Residents' Guide to City Services document;
- Establish Intra-Departmental Business Process Improvement Teams to Determine Cost-control Measures and Overcome Process Inefficiencies.

### **OTHER 2020 MANAGEMENT INITIATIVES:**

- Effectively promote the 2020 Census participation, including people of all ages, races, ethnic groups, citizens, and noncitizens;
- Collaborate with a team of staff members to select and implement a citywide credit card processing vendor. This will allow residents and customers another payment option and increase our customer service;
- Collaborate with the City Administrator, Finance Director/Comptroller, Treasurer, and Finance Committee to update the City's three year financial plan, and separate policies contained therein;
- Create and implement Audit of Records Retention Process in City Departments/Divisions;
- Provide WisVote access and training to three Administrative Support Assistants;
- Continue to oversee new Emergency Operations Manual and manage project with representatives from every department/division.

### **SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2020:**

- 2.25% wage adjustment for department full-time staff and associated payroll/WRS expenses.

**DEPARTMENT: CITY CLERK**

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**DEPARTMENTAL DETAIL INFORMATION**

200 TRAVEL/TRAINING	<i>\$3,500</i>
Training includes Wisconsin Municipal Clerks Association seminars, computer courses, Milwaukee County & UW-M & UW-Extension classes and workshops, ETN sessions, attendance at UW-Green Bay Master Academy, and other miscellaneous training classes for two full-time employees.	
420 DUES & PUBLICATIONS	<i>\$630</i>
Membership fees for International Institute of Municipal Clerks, Wisconsin Municipal Clerks Association, Milwaukee Metro Clerks Association; IIMC and WMCA booklets.	
<b>TOTAL</b>	<b><i>\$4,130</i></b>

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %
								CHANGE	
<b>APPROPRIATIONS</b>									
<b>Dept 44 - CITY CLERK</b>									
<b>DIRECT EMPLOYEE COSTS</b>									
10-44-41-10000	SALARIES - FULL TIME	138,110	138,991	139,649	141,587	144,297	144,297	148,282	2.76%
10-44-41-10500	PART TIME SALARIES	0	1,413	0	0	0	0	0	0.00%
10-44-41-11000	SALARIES - OVERTIME	2,354	8,458	2,219	6,141	5,000	4,500	5,000	0.00%
10-44-41-12500	CAR ALLOWANCE	1,650	1,950	1,800	1,800	1,800	1,800	1,800	0.00%
10-44-41-13000	RETIREMENT	10,141	9,831	9,646	9,987	9,451	9,451	10,009	5.90%
10-44-41-13500	SOCIAL SECURITY	10,393	11,113	10,542	11,158	11,230	10,881	11,344	1.02%
10-44-41-15000	INSURANCE - ACTIVE HEALTH	33,624	33,624	33,624	33,624	33,624	33,624	33,624	0.00%
10-44-41-16000	INSURANCE - WORKMANS COMP	544	440	431	328	339	340	350	3.24%
10-44-41-16500	INSURANCE - DISABILITY	647	509	441	529	625	618	625	0.00%
10-44-41-17000	INSURANCE - DENTAL	3,299	3,299	3,299	3,299	3,299	3,299	3,299	0.00%
10-44-41-17500	INSURANCE - GROUP LIFE	376	370	292	351	375	473	475	26.67%
10-44-41-18500	SECTION 125 EXPENSES	55	64	56	65	80	60	65	-18.75%
<b>DIRECT EMPLOYEE COSTS</b>		<b>201,193</b>	<b>210,062</b>	<b>201,999</b>	<b>208,869</b>	<b>210,120</b>	<b>209,343</b>	<b>214,873</b>	<b>2.26%</b>
<b>INDIRECT EMPLOYEE COSTS</b>									
10-44-42-20000	TRAVEL/TRAINING	3,216	1,601	2,426	2,066	3,500	2,256	3,500	0.00%
<b>INDIRECT EMPLOYEE COSTS</b>		<b>3,216</b>	<b>1,601</b>	<b>2,426</b>	<b>2,066</b>	<b>3,500</b>	<b>2,256</b>	<b>3,500</b>	<b>0.00%</b>
<b>SUPPLIES</b>									
10-44-44-40000	OFFICE SUPPLIES	0	1,415	259	(395)	0	0	0	0.00%
10-44-44-42000	DUES & PUBLICATIONS	570	606	935	598	600	630	630	5.00%
<b>SUPPLIES</b>		<b>570</b>	<b>2,021</b>	<b>1,194</b>	<b>203</b>	<b>600</b>	<b>630</b>	<b>630</b>	<b>5.00%</b>

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %
		CHANGE							
APPROPRIATIONS									
Dept 44 - CITY CLERK									
OTHER SERVICES									
10-44-45-59500	MISCELLANEOUS	171	290	0	0	0	0	0	0.00%
	OTHER SERVICES	171	290	0	0	0	0	0	0.00%
Totals for dept 44 - CITY CLERK		205,150	213,974	205,619	211,138	214,220	212,229	219,003	2.23%
TOTAL APPROPRIATIONS		205,150	213,974	205,619	211,138	214,220	212,229	219,003	2.23%

## **DEPARTMENT: FINANCE**

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### **PROGRAM DESCRIPTION:**

The Finance Department is responsible for the accounting and financial reporting of all the City's operations. The Department is managed by the Assistant City Administrator/Comptroller. Summarizing the work of the Finance Department is a difficult task, however, a brief overview of duties include, but are not limited to:

- 🌐 Financial analysis and projections;
- 🌐 Administering financial aspects of development agreements;
- 🌐 TIF district financial administration;
- 🌐 Debt issuance;
- 🌐 Processing accounts payable and receivables;
- 🌐 Preparing and processing journal entries and general ledger detail;
- 🌐 Developer and utility charges;
- 🌐 Administering all special assessments;
- 🌐 Preparing charges for the annual tax roll;
- 🌐 Implementing internal auditing procedures and working with the City auditors in preparation of the annual financial statement;
- 🌐 Coordinates the annual operating and capital budget process for all City operations;
- 🌐 Administers the City's computerized payroll system for all employees.

The following budget for the Finance Department consists of 4 full-time employees. The Finance Department is integral to the fiscal health, financial compliance, and overall success of City government.

### **SIGNIFICANT INITIATIVES RECENTLY ACCOMPLISHED:**

- 🌐 Submitted the 2019 Adopted Budget to GFOA and received Distinguished Budget Award;
- 🌐 Completed a successful audit for fiscal year ending December 31, 2018;
- 🌐 Worked jointly with the Treasurer's Office to actively maintain cash flow for better returns on investments;
- 🌐 Improved the collection of Developer reimbursements per finance development agreements;
- 🌐 Efficiently applied technology resources to enhance payroll procedures;
- 🌐 Implemented a reorganization of Department structure, replacing key vacancies and firmly enhancing departmental capacity.



**DEPARTMENT: FINANCE****DEPARTMENT ACTIVITY MEASURES:**

Activity	2014	2015	2016	2017	2018
Checks Processed	4,677	4,338	4,658	4,559	4,400
Miscellaneous Receivable invoices sent	NA	1,047	1,501	1,470	1,340
Special Assessments – Total Deferred Amount outstanding	\$2,418,181	\$2,379,304	\$2,284,242	\$2,224,254.18	\$2,169,755.37
Total W2s Issued	563	560	581	530	569
Total 1099s Issued	83	82	72	74	68
Direct Deposits processed	8,013	7,422	8,495	8,048	8357
Debt Issuances	1	3	5	3	4
Debt Rating	Aa2	Aa2	Aa2	Aa2	Aa2
Open Tax Increment Financing (TIF) Districts	7	6	6	10	10

**2020 STRATEGIC ACTION PLAN INITIATIVES:**

Increase Methods/Frequency of Communication and Engagement among Staff & Common Council;

Create Fiscal Policy Teams and Provide Analyses and Recommendations on a Multi-Year Budget Strategy (finalize Expenditure Restraint and Levy Limit white paper);

Reduce Health Insurance Costs through Proactive Consumer Education;

Evolve the Communication of Budget Processes, Priorities, and Fiscal Challenges (Internally and Externally);

Provide support for SAP item related to the Streetlight CIP and LED Conversion Project.

## **DEPARTMENT: FINANCE**

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### **OTHER 2020 MANAGEMENT INITIATIVES:**

Continue to collaborate with an cross-department employee team to select and implement a city-wide credit card processing vendor. This will allow residents and customers another payment option and increase our customer service;

Work with City Administrator to revise multi-year strategy regarding sources of funds for General Obligation Debt Service payments, including, but not limited to, the strategic use of TID 7 as well as funds on hand;

Improve Fixed Asset tracking;

Continue transition among Finance Department with cross-training and adjustment of duties.

### **SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2020:**

2.25% wage adjustments for full-time staff and associated payroll/WRS expenses.

**DEPARTMENT: FINANCE**

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**DEPARTMENTAL DETAIL INFORMATION**

200 TRAVEL/TRAINING	\$6,000
Miscellaneous training classes for four full-time employees and mileage reimbursement. Government Finance Officers Annual Conference	
420 DUES & PUBLICATIONS	\$1,580
National and Wisconsin GFOA dues	
460 MINOR EQUIPMENT	\$300
Calculators, phones.	
530 AUDIT	\$43,000
595 MISCELLANEOUS	\$200
Expenses not covered by specific categories.	
600 OFFICE EQUIPMENT MAINTENANCE	\$0
Copier and typewriter maintenance.	
<b>TOTAL</b>	<b>\$51,080</b>

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %
									CHANGE
<b>APPROPRIATIONS</b>									
<b>Dept 45 - FINANCE DEPARTMENT</b>									
<b>DIRECT EMPLOYEE COSTS</b>									
10-45-41-10000	SALARIES, FULL TIME	195,743	210,691	245,091	259,774	<b>278,842</b>	265,200	<b>278,976</b>	0.05%
10-45-41-10500	PART TIME SALARIES	1,766	0	0	0	<b>0</b>	0	<b>0</b>	0.00%
10-45-41-11000	SALARIES OVERTIME	4,007	515	1,125	0	<b>2,000</b>	2,000	<b>2,000</b>	0.00%
10-45-41-13000	RETIREMENT	13,096	14,138	17,159	17,805	<b>18,264</b>	17,262	<b>18,831</b>	3.10%
10-45-41-13500	SOCIAL SECURITY	15,348	16,328	18,999	19,979	<b>21,331</b>	19,520	<b>21,342</b>	0.05%
10-45-41-15000	INSURANCE, ACTIVE EMPLOYEES	9,000	9,000	9,000	9,000	<b>9,000</b>	9,000	<b>9,000</b>	0.00%
10-45-41-16000	INSURANCE, WORK COMP	680	532	644	484	<b>500</b>	500	<b>500</b>	0.00%
10-45-41-16500	INSURANCE, DISABILITY	666	764	681	1,080	<b>950</b>	1,235	<b>1,235</b>	30.00%
10-45-41-17000	INSURANCE, DENTAL	4,949	4,949	4,949	4,949	<b>4,949</b>	4,949	<b>4,949</b>	0.00%
10-45-41-17500	INSURANCE, GROUP LIFE	211	151	176	288	<b>250</b>	356	<b>356</b>	42.40%
10-45-41-18000	LONGEVITY	45	0	0	0	<b>0</b>	0	<b>0</b>	0.00%
10-45-41-18500	SECTION 125	47	56	165	172	<b>190</b>	121	<b>150</b>	-21.05%
	<b>DIRECT EMPLOYEE COSTS</b>	<b>245,558</b>	<b>257,124</b>	<b>297,989</b>	<b>313,531</b>	<b>336,276</b>	<b>320,143</b>	<b>337,339</b>	<b>0.32%</b>
<b>INDIRECT EMPLOYEE COSTS</b>									
10-45-42-20000	TRAVEL/TRAINING	152	2,878	2,841	1,960	<b>6,000</b>	3,500	<b>6,000</b>	0.00%
10-45-42-20500	RECRUITMENT & PHYSICALS	247	0	0	0	<b>0</b>	3,405	<b>0</b>	0.00%
	<b>INDIRECT EMPLOYEE COSTS</b>	<b>399</b>	<b>2,878</b>	<b>2,841</b>	<b>1,960</b>	<b>6,000</b>	<b>6,905</b>	<b>6,000</b>	<b>0.00%</b>
<b>SUPPLIES</b>									
10-45-44-40000	OFFICE SUPPLIES	0	565	566	0	<b>0</b>	0	<b>0</b>	0.00%
10-45-44-42000	DUES & PUBLICATIONS	463	640	530	950	<b>850</b>	1,580	<b>1,580</b>	85.88%
10-45-44-46000	MINOR EQUIPMENT	127	0	33	114	<b>300</b>	250	<b>300</b>	0.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	<b>2019 AMENDED BUDGET</b>	2019 PROJECTED ACTIVITY	<b>2020 ORIGINAL BUDGET</b>	2020 %
		CHANGE							
APPROPRIATIONS									
Dept 45 - FINANCE DEPARTMENT									
SUPPLIES		590	1,205	1,129	1,064	<b>1,150</b>	1,830	<b>1,880</b>	63.48%
OTHER SERVICES									
10-45-45-53000	AUDIT	45,555	41,500	29,617	39,270	<b>43,000</b>	40,000	<b>43,000</b>	0.00%
10-45-45-59500	MISCELLANEOUS	279	7	9	48	<b>200</b>	200	<b>200</b>	0.00%
OTHER SERVICES		45,834	41,507	29,626	39,318	<b>43,200</b>	40,200	<b>43,200</b>	0.00%
<b>Totals for dept 45 - FINANCE DEPARTMENT</b>		<b>292,381</b>	<b>302,714</b>	<b>331,585</b>	<b>355,873</b>	<b>386,626</b>	369,078	<b>388,419</b>	0.46%
<b>TOTAL APPROPRIATIONS</b>		<b>292,381</b>	<b>302,714</b>	<b>331,585</b>	<b>355,873</b>	<b>386,626</b>	369,078	<b>388,419</b>	0.46%

## **DEPARTMENT: CITY TREASURER**

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### **PROGRAM DESCRIPTION:**

Except as provided in Wis. Stats s. 66.0608, the Treasurer shall collect all city, school, county, and state taxes, receive all moneys belonging to the City or which by law are directed to be paid to the Treasurer, and pay over the money in the Treasurer's hands according to law.

The City Treasurer is entrusted with collecting, depositing, and investing City funds. The Department is accountable for the entire tax roll process, including, but not limited to: calculation of the tax rate and credits, preparation and mailing of real and personal property tax bills, apportionment to all other taxing districts and final settlement of taxes with Milwaukee County, creating and administering the City's policy on delinquent personal property tax and processing rescinded/refunded tax. This office is also responsible for reconciling various bank statements, submitting monthly banking and investment financial reports, reviewing and reconciling journal entries to various financial ledgers as well as generating department related documents for the audit, and establishing and administering certain internal controls and cash handling procedures for the security of City funds.

Additionally, the Treasurer prepares and negotiates the third-party Assessment contract and manages the services provided, facilitates the Manufactured Housing assessed values and parking fee process, oversees the pet licensing process, provides budgetary data, and serves as an ex-officio member of the Finance Committee.

### **SIGNIFICANT INITIATIVES RECENTLY ACCOMPLISHED:**

- 🕒 City Treasurer was elected as President of the Municipal Treasurer's Association of Wisconsin (MTAW); Received 1<sup>st</sup> Recertification as Certified Municipal Treasurer of Wisconsin (CMTW);
- 🕒 Researched vendors for services for delinquent collections and printing and mailing of tax bills;
- 🕒 Participated in training, developed, actively maintain Treasurer documents for the City's new website;
- 🕒 Worked jointly with Finance Department staff to actively manage cash flow for better return on investments;
- 🕒 Successfully achieved the following Other 2019 Management Initiatives:
  - ✓ Met all statutory requirements and deadlines of the City Treasurer as related to the 2018 property tax roll; the collection, deposit, investment, security, reconciliation, reporting and audit of City funds; and managed all other duties entrusted to the Treasurer;
  - ✓ Provided direction to the Deputy Treasurer and supported enhanced growth and development through Department training, attendance at the New Treasurers Workshop; year-two of the UWGB Municipal Treasurers Institute and as a member of the Institute's Advisory Board – applied for and was awarded \$472 scholarship;
  - ✓ Administered guidance on proper cash handling processes and procedures for tax collection and other general payments to employees who process City funds. Assistance with written departmental procedures and providing training; began collaborative

**DEPARTMENT: CITY TREASURER**

efforts with the Police Department and developed processes to meet internal control initiatives for the safety and security of city funds;

- ✓ Negotiated a 3-year Assessment Services Contract with Tyler Technologies to include annual revaluations; expires October 31, 2022.

**DEPARTMENT ACTIVITY MEASURES:**

Activity	2014	2015	2016	2017	2018
Property Tax Real:	\$68,469,038.91	\$71,947,310.42	\$71,191,402.37	\$73,615,834.22	\$77,146,651.06
Personal:	\$2,630,285.28	\$2,664,032.53	\$2,794,310.09	\$2,952,784.83	\$1,893,410.59
City Levy	\$19,329,408.00	\$19,566,773.00	\$19,878,080.00	\$20,261,131.00	\$20,697,879.00
TID Levy	\$1,770,891.09	\$2,364,926.17	\$2,219,210.33	\$3,297,055.85	\$4,716,662.67
City Tax Rate per \$1,000	\$6.76	\$6.64	\$6.60	\$6.41	\$6.30
Delinquent Tax at July 31 <sup>st</sup> - Real	\$852,812.31	\$828,846.23	\$761,962.55	\$703,334.48	\$654,708.12
Delinquent Tax at July 31 <sup>st</sup> - Personal	\$22,570.65	\$8,677.15	\$27,542.86	\$21,965.59	\$7,062.57
Tax Collection - City	\$36,540,662.49	\$36,663,802.77	\$39,817,495.45	\$43,301,167.77	\$39,346,719.97
Tax Collection - Bank	\$21,777,397.88	\$24,663,455.39	\$25,045,638.40	\$23,564,869.53	\$21,739,931.62
Tax Collection - Escrow	\$7,647,536.28	\$8,281,319.80	\$3,432,581.12	\$3,397,219.50	\$11,051,018.75
Tax Collection - Credit Card	\$223,814.38	\$204,251.35	\$617,648.48	\$636,856.81	\$985,525.40

**2020 STRATEGIC ACTION PLAN INITIATIVES:**

Increase Methods/Frequency of Communication and Engagement among Staff & Common Council;

Create Fiscal Policy Teams and Provide Analyses and Recommendations on a Multi-Year Budget Strategy.

## **DEPARTMENT: CITY TREASURER**

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### **OTHER 2020 MANAGEMENT INITIATIVES:**

Meet all statutory requirements and deadlines of the City Treasurer as related to the 2019 property tax roll; the collection, deposit, investment, security, reconciliation, reporting and audit of City funds; and manage all other duties entrusted to the Treasurer;

Provide direction to the Deputy Treasurer and support enhanced growth and development:

- Provide in-depth training with a primary focus on succession planning;
- Support educational opportunities as well as City team and MTAW involvement.

Administer guidance on internal controls and cash handling processes and procedures for tax collection and other general payments to employees who process city funds, including assistance with preparing written departmental procedures and providing training;

Continue collaboration with a team of staff members to select a vendor(s) and implement procedures for City-wide credit card processing. This is meant to enhance customer service by providing residents and customers with an additional, convenient payment option;

Create an Internal Control on Cash Management Policy (to replace current Internal Control Policy on Cash Handling and Receipting) that encompasses all forms of payments for the City. This effort is being done to improve efficiency for individual departments, while maintaining reasonable assurance against risk of loss, compliance of laws and regulations and reliability of financial reporting. The policy is being written in conjunction with, and as an integral part of, implementing City-wide credit card processing;

Reassess current delinquent account collection process for efficiency and increased recovery;

Participate in Strategic Action groups: Expenditure Restraint Program, Revenue Team;

Increase efficiency by soliciting additional banks/escrow companies to utilize electronic portfolio payments. The cost/time savings achieved, through the importing of electronic payment files directly into the tax software thus eliminating manual entry previously done by administrative support assistants, outweighs the added responsibility taken on by the Department.

### **SIGNNIFICANT FUNDING OR PROGRAM CHANGES IN 2020:**

2.25% wage adjustments for full-time staff and associated payroll/WRS expenses;

Legislation to close the Dark Store Loophole – action was not taken in 2019 to close loopholes that have been costing local governments (and taxpayers) in refunds back to many big box stores. In 2019 the City refunded the following due to lowered assessments:

- Woodman's: 2017 \$61,946.55; 2018 \$75,155.66 Total of \$137,102.21
- Yaskawa: 2016 \$21,138.53; 2017: \$20,400.77 Total of \$41,539.30



**DEPARTMENT: TREASURER**

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**DEPARTMENTAL DETAIL INFORMATION**

200 TRAVEL/TRAINING	<i>\$4,000</i>
Local Government meetings, Annual Municipal Treasurers Master Academy, meals, Chamber meetings/events, MTAW Conferences, Treasurer State Conferences, Treasurer's Institute, New Treasurer Workshop and other related educational trainings.	
315 TELEPHONE	<i>\$325</i>
Charges for mobile phone.	
410 PRINTING AND COPYING	<i>\$3,500</i>
Envelopes-tax payment, tax bill printing and tax bill insert.	
415 POSTAGE	<i>\$6,200</i>
Bulk mailing of tax bills, delinquent notices-real estate and personal property tax, certified letters and routine mailings; includes anticipated postage increase.	
420 DUES AND PUBLICATIONS	<i>\$830</i>
Membership dues for: Association of Public Treasurers of the United States & Canada, Municipal Treasurer's Association of WI, Government Finance Officers Association, and delinquent personal property tax list publication.	
460 MINOR EQUIPMENT	<i>\$2,000</i>
Calculators, Currency and Coin Counters, security equipment	
<b>TOTAL</b>	<b><i>\$16,855</i></b>

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %	CHANGE
APPROPRIATIONS										
Dept 46 - TREASURER										
DIRECT EMPLOYEE COSTS										
10-46-41-10000	SALARIES - FULL TIME	124,922	125,004	120,324	130,253	<b>132,752</b>	132,752	<b>135,200</b>	1.84%	
10-46-41-10500	SALARIES - PART TIME	3,864	3,018	1,759	1,662	<b>2,100</b>	2,300	<b>2,100</b>	0.00%	
10-46-41-11000	SALARIES - OVERTIME	0	0	2,450	0	<b>0</b>	0	<b>0</b>	0.00%	
10-46-41-12500	CAR ALLOWANCE	1,650	1,950	1,800	1,800	<b>1,800</b>	1,800	<b>1,800</b>	0.00%	
10-46-41-13000	RETIREMENT	9,157	8,224	7,725	8,820	<b>8,833</b>	8,638	<b>9,268</b>	4.92%	
10-46-41-13500	SOCIAL SECURITY	9,322	9,261	8,770	10,037	<b>10,400</b>	10,180	<b>10,503</b>	0.99%	
10-46-41-15000	INSURANCE - ACTIVE HEALTH	26,638	26,638	26,638	26,638	<b>26,638</b>	26,638	<b>26,638</b>	0.00%	
10-46-41-16000	INSURANCE - WORKMANS COMP	496	404	389	296	<b>305</b>	304	<b>305</b>	0.00%	
10-46-41-16500	INSURANCE - DISABILITY	470	509	397	529	<b>625</b>	617	<b>625</b>	0.00%	
10-46-41-17000	INSURANCE - DENTAL	2,655	2,655	2,655	2,655	<b>2,655</b>	2,655	<b>2,655</b>	0.00%	
10-46-41-17500	INSURANCE - GROUP LIFE	372	471	437	454	<b>545</b>	532	<b>545</b>	0.00%	
10-46-41-18500	SECTION 125 EXPENSES	109	120	100	65	<b>100</b>	42	<b>50</b>	-50.00%	
DIRECT EMPLOYEE COSTS		179,655	178,254	173,444	183,209	<b>186,753</b>	186,458	<b>189,689</b>	1.57%	
INDIRECT EMPLOYEE COSTS										
10-46-42-20000	TRAVEL/TRAINING	2,884	3,229	2,660	1,606	<b>4,375</b>	1,800	<b>4,000</b>	-8.57%	
10-46-42-20500	RECRUITMENT/TESTING/PHYSICALS	0	0	592	21	<b>0</b>	0	<b>0</b>	0.00%	
INDIRECT EMPLOYEE COSTS		2,884	3,229	3,252	1,627	<b>4,375</b>	1,800	<b>4,000</b>	-8.57%	
UTILITY COST										
10-46-43-31500	TELEPHONE	509	353	306	305	<b>325</b>	260	<b>325</b>	0.00%	
UTILITY COST		509	353	306	305	<b>325</b>	260	<b>325</b>	0.00%	

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %	CHANGE
APPROPRIATIONS										
Dept 46 - TREASURER										
SUPPLIES										
10-46-44-41000	PRINTING AND COPYING	3,167	3,777	3,690	3,221	3,500	3,400	3,500	0.00%	
10-46-44-41500	POSTAGE	5,984	5,190	5,366	5,657	5,900	5,800	6,200	5.08%	
10-46-44-42000	DUES AND PUBLICATIONS	357	726	429	707	750	540	830	10.67%	
10-46-44-46000	MINOR EQUIPMENT	0	58	2,082	70	2,000	2,000	2,000	0.00%	
	SUPPLIES	9,508	9,751	11,567	9,655	12,150	11,740	12,530	3.13%	
Totals for dept 46 - TREASURER		192,556	191,587	188,569	194,796	203,603	200,258	206,544	1.44%	
TOTAL APPROPRIATIONS		192,556	191,587	188,569	194,796	203,603	200,258	206,544	1.44%	

**DEPARTMENT: CITY TREASURER**  
**DIVISION: ASSESSOR**

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**PROGRAM DESCRIPTION:**

The City of Oak Creek contracts with Tyler Technology to perform municipal assessment services as its Statutory Assessor, pursuant to Chapter 70 of the Wisconsin Statutes. The Assessor shall make all assessments in accordance with the Assessor’s manual as specified in section 70.32 (1) Wisconsin Statutes, and shall be responsible for all final values arrived at in compliance with same. Specifically, the Assessor will follow the Interim Market Update (IMU) process identified on page 4-3 of the WPAM, Volume I.

The Assessor’s Office is responsible for discovering, listing, and placing a fair market value on all real and personal property to equitably distribute the local tax burden. Preparation of the annual assessment roll is the end-result of each year’s work. Personnel in the assessment function assist the public in obtaining assessment information on agricultural, residential, commercial, and manufacturing properties, and manufactured housing units. Tyler Technology is an independent contractor accountable to the City Treasurer.

**ACTIVITY MEASURES:**

Activity	2014	2015	2016	2017	2018
Real Estate Parcels	10,453	10,465	10,467	10,470	10,483
Real Estate Assessed Value	\$2,824,861,300	\$2,936,513,800	\$2,990,206,200	\$3,176,599,800	\$3,406,861,600
Personal Property Parcels	1,061	1,044	1,062	1,075	1,036
Personal Property Assessed Value	\$108,519,000	\$108,731,900	\$117,367,601	\$127,415,700	\$83,614,600
City Equalized Value	\$2,952,097,300	\$3,003,919,300	\$3,108,897,900	\$3,318,333,100	\$3,492,653,000
Open Book Appointments	161	194	131	144	211
Board of Review Cases	9	8	10	18	3
Assessed to Equalized Percentage	99.10%	101.24%	99.90%	99.44%	100.13%

**DEPARTMENT: CITY TREASURER**  
**DIVISION: ASSESSOR**

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**2020 STRATEGIC PLAN INITIATIVES:**

None directly attributable to City Assessor's Office; Assessor is a third-party contractor.

**OTHER 2020 MANAGEMENT INITIATIVES:**

- ④ Perform assessment services as prescribed by Wisconsin State Law, make all assessments in accordance with the Assessor's manual, timely deliver the assessment roll to the City Clerk, and submit all State reporting by required deadlines;
- ④ Perform annual statistical revaluations with goal of maintaining the assessed to equalized value percentage between 99%-100%;
- ④ Hold open book conferences and attend all meetings of the Board of Review to explain and defend the assessed values;
- ④ Collaborate with the City Treasurer with the objective that all contractual obligations will be met by their targeted dates:
  - Corrective Action: Provide written plan to Treasurer for clerical support training and oversight;
  - Corrective Action: Provide written plan to Treasurer for tracking and quality control system to reduce errors and omissions.

**SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2020:**

- ④ Increase of \$12,800 in cost for assessment contract with Tyler Technology; November 1, 2019-October 31, 2020 contract is for \$199,000 which includes additional \$9,000 for updating digital images (current images date back to the late 1990's). Contract will also use equal monthly invoicing method rather than percentage of completion to provide more accurate budgeting estimates.



**DEPARTMENT: TREASURER**  
**DIVISION: ASSESSOR**

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**DEPARTMENTAL DETAIL INFORMATION**

410 PRINTING AND COPYING Plat pages.	\$150
415 POSTAGE Routine business correspondence, annual mailings of personal property forms, assessment notices, mailings to Department of Revenue, and required certified mailings.	\$4,300
420 DUES AND PUBLICATIONS Subscription to Marshall & Swift	\$665
514 ENGINEERING CONSULTING Tyler Technologies, Inc. for assessor services annual contract	\$199,000
520 FEE FOR STATE MANUFACTURING ASSESSMENTS Fee paid to State DOR for performing manufacturing assessments annually	\$14,000
	<b>TOTAL \$218,115</b>

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %
								CHANGE	
APPROPRIATIONS									
Dept 48 - TREASURER - ASSESSOR									
INDIRECT EMPLOYEE COSTS									
10-48-42-20500	RECRUITMENT/TESTING/PHYSICALS	0	0	0	42	0	0	0	0.00%
	INDIRECT EMPLOYEE COSTS	0	0	0	42	0	0	0	0.00%
SUPPLIES									
10-48-44-41000	PRINTING AND COPYING	349	451	570	95	200	125	150	-25.00%
10-48-44-41500	POSTAGE	3,691	3,980	3,652	3,850	4,300	4,100	4,300	0.00%
10-48-44-42000	DUES AND PUBLICATIONS	614	634	634	644	665	649	665	0.00%
	SUPPLIES	4,654	5,065	4,856	4,589	5,165	4,874	5,115	-0.97%
OTHER SERVICES									
10-48-45-51400 * *	CONSULTING	154,170	191,960	184,670	174,940	186,200	202,800	199,000	6.87%
10-48-45-52000	STATE MFG ASSMT FEE	22,268	0	13,266	13,433	14,000	12,976	14,000	0.00%
	OTHER SERVICES	176,438	191,960	197,936	188,373	200,200	215,776	213,000	6.39%
MAINTENANCE									
10-48-46-60000	OFFICE EQUIP. MAINTENANCE	238	15	0	0	0	0	0	0.00%
	MAINTENANCE	238	15	0	0	0	0	0	0.00%
Totals for dept 48 - TREASURER - ASSESSOR		181,330	197,040	202,792	193,004	205,365	220,650	218,115	6.21%
TOTAL APPROPRIATIONS		181,330	197,040	202,792	193,004	205,365	220,650	218,115	6.21%

DEPARTMENT 48 TREASURER - ASSESSOR

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %	2020 CHANGE
APPROPRIATIONS										
Dept 48 - TREASURER - ASSESSOR										
45-51400	CONSULTING									
----- CONTRACT EXPIRES 2019; NEW CONTRACT INCLUDES \$9,000 FOR 2020 AND 2021 FOR PHOTOS OF PROPERTY WITHIN THE CITY -----										



## **DEPARTMENT: COMMUNITY DEVELOPMENT**

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### **PROGRAM DESCRIPTION:**

The Department of Community Development is responsible for assisting the leaders and citizens of Oak Creek in defining and achieving their long-term vision for the community and its neighborhoods through the implementation of sound land use planning. The Department serves as the focal point for all new development proposed in the City, and is often the first contact for landowners, realtors, and developers. Since 2007, the Department has been responsible for Zoning Code Enforcement, working directly with landowners and businesses to remediate nonconformance issues. The Zoning Administrator/Planner coordinates with the Police, Fire, Inspection, Public Works, and Health Departments to ensure compliance with the Zoning Code.

Department staff process all land use and development requests (see table below for list), and manage all aspects of public review procedures. Staff liaise with the Plan Commission, Community Development Authority, Board of Housing & Zoning Appeals, Standing Joint Review Board, and the Parks, Recreation & Forestry Commission on all aspects of City development projects and Tax Incremental Financing District creation/amendment.

While a majority of the development proposals are for private individuals or entities, the Department also reviews, directs, guides, and makes recommendations for civic projects. Examples of such projects include master planning for the expansion of Abendschein Park, and master planning and development of Lake Vista Park.

### **SIGNIFICANT PROJECT REVIEWS COMPLETED:**

Although the number of development reviews conducted by the Department, Plan Commission, and Board of Zoning Appeals fluctuates based on market forces outside of Department controls, the size and complexity of the proposals has increased significantly. Examples of these types of development proposals include Ryan Business Park and Amazon, the Highgate mixed-use development, and the ModHome single-family condominium PUD. All of these projects required multi-step review/entitlement processes, and creative solutions for the unique challenges each site posed.

Following a successful referendum at the end of 2018, the Oak Creek-Franklin Joint School District submitted applications for review of several additions and facility enhancements at the high school, Deerfield Elementary School, Edgewood Elementary School, Meadowview Elementary School, East Middle School, and Shepard Hills Elementary School. It is anticipated that there will be additional projects submitted for local review processes continuing into 2020.

Complicating the reviews of the above was a significant disruption to staffing with the departure of our Zoning Administrator/Planner in mid-April. Zoning Code Enforcement capacity was reduced through mid-June, but has been restored with the hiring of the Department's new Zoning Administrator/Planner, Laurie Miller. This capacity will continue to improve throughout the training and onboarding process.

Finally, staff continues to work with other Departments on the redevelopment plans for the Lakefront District (TID 13).

**DEPARTMENT: COMMUNITY DEVELOPMENT**

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**SIGNIFICANT INITIATIVES RECENTLY ACCOMPLISHED:**

- 🕒 Completion of the process for Amendment No. 1 to Tax Increment District No. 12 to incorporate adjacent properties south of the existing TID 12 boundaries, to incorporate adjacent properties at the northwest corner and one property on the southwest corner of 13<sup>th</sup> St. and Drexel Ave., and to update the Project Plan with related changes to the schedule and amounts of eligible project costs;
- 🕒 Completion of the entitlement process (including TID 12 Amendment No. 1, rezoning, PUD, and various land divisions) for Highgate (formerly Somerstone), a mixed-use development at the northwest corner of 13<sup>th</sup> St. and Drexel Ave.;
- 🕒 Completion of the entitlement process for a financial institution as part of the Highgate development on the northwest corner of 13<sup>th</sup> St. and Drexel Ave.;
- 🕒 Approval of the rezoning and PUD review process for a significant multi-family development (Hub13) within TID 12 (Amendment No. 1) in the 7500 block of S. 13<sup>th</sup> Street for Wingspan Development;
- 🕒 Approval of final subdivision plats (East Brook Preserve Phase 1 and Glen Crossing Addition 2);
- 🕒 Approval of the rezoning and PUD review process for a significant single-family residential condominium development (ModHomes) at 10730 S. Howell Ave.;
- 🕒 Held several public outreach events and Steering Committee meetings related to the update of the Comprehensive Plan and Zoning Code. Anticipated completion is 1Q 2020;
- 🕒 Completed update of the Abendschein Park Master Plan;
- 🕒 Selected a consultant, executed contracts, and began process for the update of the Abendschein Park skatepark.

**DEPARTMENT ACTIVITY MEASURES:**

Activity	2013	2014	2015	2016	2017	2018	2019*
Board of Zoning Appeals	2	3	3	7	4	4	1
Comprehensive Plan Amendment	0	0	4	2	5	4	2
Conditional Use Permits/Amendments	6/2	5/0	3/5	5/5	17/3	9/3	2/1
CSM/Minor Land Division/Affidavit of Correction	14	16	18	14	15	21	10
Official Map Amendment	1	0	1	1	2	1	1
House Moving Approval	--	--	--	--	--	1	0
Landscape Plan Review	--	--	--	--	--	2	0
Activity	2013	2014	2015	2016	2017	2018	2019*

**DEPARTMENT: COMMUNITY DEVELOPMENT**

Plan Review	17	35	29	38	33	24	25
Planned Unit Developments/Amendments	2/0	0/2	0/0	1/0	0/0	2/0	3/1
Rezone	2	1	3	6	10	6	4
Right-of-Way Vacation	2	3		1	0	0	0
Sign Appeal	5	8	8	9	13	7	2
Sign Plan Review	3	2	5	20	16	5	5
Subdivision Plat - Preliminary	2	1	1	1	2	0	0
Subdivision Plat - Final	0	0	1	0	0	2	2
Temporary Use/Amend	7	13	6	3	3	7/0	4
New TIDs Created	0	0	0	1	1	3	0
TID Amendments	1	0	0	0	2	0	1
Zoning Text Amendments		2	3	5	8	3	1**
<b>TOTAL REVIEWS</b>	<b>66</b>	<b>93</b>	<b>94</b>	<b>123</b>	<b>137</b>	<b>104</b>	<b>65</b>
Plan Commission review revenue	\$32,740	\$32,775	\$40,425	\$43,086	\$55,000	\$72,575	\$53,275
Code Enforcement Cases	217	33	112	95	149	198	51

Activity	2016	2017	2018	2019**
<b>Impact Fees</b>				
Fire	\$50,267	\$167,989	\$132,950	\$394,506
Police	\$124,216	\$353,427	\$314,388	\$912,104
Library	\$20,445	\$132,317	\$41,555	\$21,855
Park	\$61,045	\$374,117	\$124,155	\$65,255
Bikeway	\$1,450	\$14,250	\$4,950	\$1,550
<b>TOTAL IMPACT FEES</b>	<b>\$257,423</b>	<b>\$1,042,100</b>	<b>\$617,988</b>	<b>\$1,395,270</b>

\*2019 is Year-to-Date and scheduled through 8-27-19.

\*\*through 8-9-19.

## **DEPARTMENT: COMMUNITY DEVELOPMENT**

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### **2020 STRATEGIC ACTION PLAN INITIATIVES:**

- 🌀 Market the Lakefront Development on a Regional and National Scale;
- 🌀 Develop Strategies for Future Multi-Modal Transportation Enhancements;
- 🌀 Improve Pedestrian Corridors with Public Art & Sculpture;
- 🌀 Reduce Health Insurance Costs through Proactive Consumer Education;
- 🌀 Become a City Known for its Successful Special Events and Community Gatherings;
- 🌀 Examine Public/Private Partnerships to facilitate Development of a Recreation Center;
- 🌀 Position City for future Corporate Office Development.

### **OTHER 2020 MANAGEMENT INITIATIVES:**

- 🌀 Implement action steps contained in the Single Family Demand Analysis;
- 🌀 Coordinate public process and design of Amazon Park and Orchard Hills and establish a timeline for construction;
- 🌀 Finalize update of the City's Comprehensive Plan and re-write of the Zoning Ordinance;
- 🌀 Continue the Business Retention and Expansion (BRE) program and determine the next evolution of the program;
- 🌀 Coordinate the review of development proposals in the vicinity of the Drexel Avenue interchange, including any requests for tax incremental financing;
- 🌀 Create protocols for more effective archival and retrieval of development information;
- 🌀 Create written policy for Departmental approval of Occupancy Permits;
- 🌀 Research and coordinate with other Departments and agencies as necessary on creating a program for beautification/art/enhancement of public utility infrastructure;
- 🌀 Research and coordinate with other Departments as necessary on establishment of a placemaking program;
- 🌀 Coordinate with the City of Franklin on updates to the 27<sup>th</sup> Street Corridor Plan;
- 🌀 Coordinate with other Departments on the establishment of a comprehensive Code Enforcement program/protocol/standard operating procedure including additional personnel resources for this function.

### **SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2020:**

- 🌀 2.25% wage adjustments for full-time staff and associated payroll/WRS expenses.



**DEPARTMENT: COMMUNITY DEVELOPMENT**

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**DEPARTMENTAL DETAIL INFORMATION**

200 TRAVEL/TRAINING	\$4,400
Training of staff and members of the Department of Community Development and staff mileage reimbursement. (NOTE: continuing education credits are required to maintain AICP and ASFPM certification for department members).	
205 RECRUITMENT/TESTING/PHYSICALS	\$0
315 TELEPHONE	\$1,000
Mobile and long distance phone service.	
415 POSTAGE	\$2,000
Cost of mailings generated by the department. Includes public outreach for comprehensive plan update.	
420 DUES & PUBLICATIONS	\$1,737
Staff membership in the American Planning Association, American Institute of Certified Planners, American Society of Floodplain Managers as well as publications for the department.	
545 LEGAL NOTICES	\$2,500
Publication of legal notices in conjunction with City and developer initiated petitions. NOTE: the majority of these costs should be recovered by corresponding application revenue.	
574 RECORDING AND REVIEW FEES	\$800
Fees for the County's review and recording of documents (which have been increased such as certified survey maps, development agreements, deed restrictions, easements, etc. NOTE: DCD has been recording documents for other departments as well. NOTE: the majority of these costs should be recovered by corresponding application revenue.	
710 GAS/OIL/FLUIDS	\$250
Zoning Administrator vehicle.	
<b>TOTAL</b>	<b>\$12,687</b>

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %	CHANGE
APPROPRIATIONS										
Dept 55 - COMMUNITY DEVELOPMENT										
DIRECT EMPLOYEE COSTS										
10-55-41-10000	SALARIES - FULL TIME	175,107	180,536	177,834	181,196	204,152	204,152	204,577	0.21%	
10-55-41-10500	SALARIES - PART TIME	0	2,279	0	7,269	15,600	15,600	15,951	2.25%	
10-55-41-13000	RETIREMENT	11,940	11,845	12,089	12,197	14,310	14,310	14,886	4.03%	
10-55-41-13500	SOCIAL SECURITY	12,597	13,246	12,644	13,704	16,745	16,745	16,870	0.75%	
10-55-41-15000	INSURANCE - ACTIVE HEALTH	33,085	33,085	33,085	33,085	33,085	33,085	33,085	0.00%	
10-55-41-16000	INSURANCE - WORKMANS COMP	584	484	486	376	453	384	390	-13.91%	
10-55-41-16500	INSURANCE - DISABILITY	780	764	661	794	950	838	850	-10.53%	
10-55-41-17000	INSURANCE - DENTAL	3,609	3,609	3,609	3,609	3,609	3,609	3,609	0.00%	
10-55-41-17500	INSURANCE - GROUP LIFE	632	361	374	502	500	688	700	40.00%	
10-55-41-18500	SECTION 125 EXPENSES	168	189	178	195	250	161	200	-20.00%	
	<b>DIRECT EMPLOYEE COSTS</b>	<b>238,502</b>	<b>246,398</b>	<b>240,960</b>	<b>252,927</b>	<b>289,654</b>	<b>289,572</b>	<b>291,118</b>	<b>0.51%</b>	
INDIRECT EMPLOYEE COSTS										
10-55-42-20000	TRAVEL/TRAINING	2,360	2,201	3,365	1,877	4,000	4,000	4,400	10.00%	
10-55-42-20500	RECRUITMENT/TESTING/PHYSICALS	0	5	152	233	250	3,565	0	-100.00%	
	<b>INDIRECT EMPLOYEE COSTS</b>	<b>2,360</b>	<b>2,206</b>	<b>3,517</b>	<b>2,110</b>	<b>4,250</b>	<b>7,565</b>	<b>4,400</b>	<b>3.53%</b>	
UTILITY COST										
10-55-43-31500	TELEPHONE	1,453	1,090	995	886	1,000	588	1,000	0.00%	
	<b>UTILITY COST</b>	<b>1,453</b>	<b>1,090</b>	<b>995</b>	<b>886</b>	<b>1,000</b>	<b>588</b>	<b>1,000</b>	<b>0.00%</b>	
SUPPLIES										
10-55-44-40000	OFFICE SUPPLIES	0	0	0	0	0	18	0	0.00%	

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %
								CHANGE	
APPROPRIATIONS									
Dept 55 - COMMUNITY DEVELOPMENT									
10-55-44-41000	PRINTING AND COPYING	497	172	559	0	0	0	0	0.00%
10-55-44-41500	POSTAGE	1,449	1,335	2,378	1,833	1,500	1,967	2,000	33.33%
10-55-44-42000	DUES AND PUBLICATIONS	2,060	1,514	915	2,087	1,737	1,737	1,737	0.00%
	SUPPLIES	4,006	3,021	3,852	3,920	3,237	3,722	3,737	15.45%
OTHER SERVICES									
10-55-45-51400	CONSULTING	0	0	1,784	0	0	0	0	0.00%
10-55-45-54500	LEGAL NOTICES	3,390	5,734	6,530	4,064	3,000	2,029	2,500	-16.67%
10-55-45-57400	RECORDING AND REVIEW FEES	616	828	1,101	626	800	568	800	0.00%
	OTHER SERVICES	4,006	6,562	9,415	4,690	3,800	2,597	3,300	-13.16%
MAINTENANCE									
10-55-46-60000	OFFICE EQUIP. MAINTENANCE	139	0	0	0	0	0	0	0.00%
	MAINTENANCE	139	0	0	0	0	0	0	0.00%
VEHICLES									
10-55-47-70000	VEHICLE MAINTENANCE	25	0	0	129	0	326	0	0.00%
10-55-47-71000	GAS/OIL/FLUIDS	235	279	230	171	250	90	250	0.00%
	VEHICLES	260	279	230	300	250	416	250	0.00%
Totals for dept 55 - COMMUNITY DEVELOPMENT		250,726	259,556	258,969	264,833	302,191	304,460	303,805	0.53%
TOTAL APPROPRIATIONS		250,726	259,556	258,969	264,833	302,191	304,460	303,805	0.53%

## DEPARTMENT: POLICE

### PROGRAM DESCRIPTION:

The Police Department is charged with protecting the lives and property of the citizens of Oak Creek and visitors to the community. In order to do this, the Police Department progressively designs and executes programs of community service, crime prevention, and anti-crime education, as well as programs to identify and apprehend those who commit crimes. The Police Department has based its responses to the community in its Mission Statement, which is to “enhance the quality of life in the City of Oak Creek.” This Mission is served by accomplishing the goals of: protecting life and property; preserving the peace, and enforcing the Law. The core values to accomplish this are: Human Life, Integrity, Respect, Constitution (and Laws), Excellence, Accountability, and Adaptability. Both internally and externally, the Police Department is striving to improve, and as such, is working closely with the community to form a cohesive partnership in peace. The community of Oak Creek has entrusted to the Police Department the authority and responsibility to serve the needs of the community while preserving peace and dignity, and protecting the rights of all.

The funding for the Police Department supports a total of 95 personnel, both sworn and non-sworn. The current staffing is as follows (Note: The 19 personnel from the Dispatch Center are not listed below, but rather under Fund 55).

SWORN PERSONNEL	
RANK	QUANTITY
Chief of Police	1
Captain of Operations	1
Captain of Administration	1
Lieutenant	4
Sergeant	6
Detective	5
Acting Detective	1
Training Officer	1
Patrol Officer	42

NON-SWORN PERSONNEL	
RANK	QUANTITY
Police Executive Administrative Assistant	1
Clerk / Open Records	4
Mechanic (PT)	2
Police Aide (PT)	2
Court Liaison (PT)	1
Community Resource (PT)	1
Crime Analyst (PT)	1
Property Room Tech (PT)	1
Squad Cleaning (PT)	1



## DEPARTMENT: POLICE

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### SIGNIFICANT INITIATIVES RECENTLY ACCOMPLISHED:

- ④ The Chief has met with various business managers and residents about traffic concerns in the Community. Staff has worked closely with the Farmer's Market coordinator for event planning and safety concerns for this event. The plan developed for the Farmer's Market was used as the blueprint for all activities held at Drexel Town Square. The Department continues to hold programs such as the women's self-defense class, National Night Out, youth academy, and other community events to engage the members of the community in safety discussions;
- ④ The Department has used Facebook and Twitter for disseminating information to the community. Social media is the platform for all press releases, positive community engagement, and the location we can share other community/City events. We have used this platform to request tips or assist in identifying suspects for cases, and have had success in this area. The Department has replaced its old electronic reader board with a model consisting of a more up-to-date display. This assists with the notification to the public about civic events, both at the Police Department and in conjunction with other City departments;
- ④ The Chief continues to work on a 3-5 year plan for staffing. The beginning phase is identifying those resources leaving due to planned sworn position retirements. Those projected numbers are 2-3 members in 2019, 2-5 members in 2020, and 2-3 in 2021. With these retirements, and the continued growth of the City, this management objective will be reviewed annually and discussions will be held with the Mayor and City Administrator;
- ④ The Department is looking at new models for recruitment and the hiring of police officers. The number of candidates, and the competition with surrounding Departments, has made this a highly competitive process;
- ④ The Police Department and the Oak Creek/Franklin School District have negotiated a new contract for School Resource Officers, which includes the addition of a third School Resource Officer position at a different cost sharing for the new SRO as well as an increase in the term of the contract from one year to three years;
- ④ The Department has hired a new part-time Court Liaison after the previous employee stepped down. The Department has filled the part-time Crime Analyst position, which was an additional position granted to the Department during the 2019 budget process;
- ④ The process continues with researching the implementation of the proper plan for squad video equipment replacement as well as body cameras. The Department was ready to move forward with the plan for body-cameras, but realized that the squad video equipment was at end-of-life. The research is almost complete for a comprehensive plan that would encompass both squad video and body camera technology;
- ④ Milwaukee County user fees for the radio system are being monitored and discussed on a regular basis.

## DEPARTMENT: POLICE

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### DEPARTMENT ACTIVITY MEASURES:

Activity	2013	2014	2015	2016	2017	2018
Calls For Service (CFS)	33,560	31,922	31,365	30,628	29,547	28,945
Use of Force Incidents (UOF)	52	44	30	62	56	89
Pursuits	15	12	21	39	35	22
Accidents	834	899	1,029	1,080	1,071	1,093
Domestic Violence	92	105	103	97	108	84
Drug Investigations (UCSA)	410	216*	404	522	564	641
Violent Crimes**					61	64
Property Crimes	290	113*	335	314	968	1,127
Traffic Contacts	2,674	3,662	5,167	6,052	4,605	6,420
Driving Under the Influence	166	205	209	166	193	165
Officer Training hours/year (average)	158.40	111.68	138.99	132.14	151.26*	125.5*

\*Training hours based on 57 officers in 2017 and 61 officers in 2018.

\*\*The categories used to calculate violent crimes for 2017 were adjusted to reflect the definition set by the FBI.

### 2020 STRATEGIC ACTION PLAN INITIATIVES:

- 🌀 Create Fiscal Policy Teams and Provide Analyses and Recommendations on a Multi-Year Budget Strategy;
- 🌀 Reduce Health Insurance Costs through Proactive Consumer Education;
- 🌀 Become a City known for its successful Special Events and Community Gatherings;
- 🌀 Engage Neighborhood Groups/Associations as an Ally in Crime-Reduction and Prevention Measures
- 🌀 Convene discussions and examine partnerships with other stakeholders regarding shared services, cooperative programming, and alignment of resources;
- 🌀 Be a Leading-Edge Local Government in the Use of Technology to Foster Innovative and Cost-effective Service Delivery;
- 🌀 Evaluate, Right-size, and Better Align City Organization.

## **DEPARTMENT: POLICE**

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### **OTHER 2020 MANAGEMENT INITIATIVES:**

- ④ Collaborate with different sections of the community to build positive working relationships and partner towards a safer community;
- ④ Coordinate with other City Departments/Divisions to implement the City's Strategic Action Plan;
- ④ Work with the City of Milwaukee and other area Police Departments, as well as local businesses, to provide a safe 2020 Democratic National Convention, which is being held in July, 2020;
- ④ Work on a three-to-five-year staffing plan to coincide with the growth of the community so the Department is able to meet the public's needs;
- ④ Work to review ordinances to update due to changes in the Law or other societal factors;
- ④ Continue to monitor fee increases for Milwaukee County radio system and work with the City Administrator on action steps for handling this, and other fee increases, from outside entities;
- ④ Continue to improve upon the Department's social media footprint for transparency with the community;
- ④ Work with other community partners such as motel/hotel managers and the Oak Creek Franklin School District to continue to establish community relations/partnerships.

### **SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2020:**

- ④ 2.25% wage adjustments for LAW and non-represented full-time and part-time staff and associated payroll/WRS expenses;
- ④ The Police Union Contract settled with a 2.25% increase for 2020 with associated payroll/WRS expenses;
- ④ New contract with Milwaukee County for radio fees in effect at a cost of \$23,353.

**DEPARTMENT: POLICE DEPARTMENT -- FUND 10**


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**DEPARTMENTAL DETAIL INFORMATION**
**200 TRAVEL/TRAINING**
**\$28,875**

This requested amount provides monies to be used for advanced training by all department staff in specialized fields as assigned by the Chief in the department's effort to meet the needs of the department and the community. Of particular importance is the fact that non-sworn employee training costs are not offset by state funds.

Types of training that this line item would fund would include, but are not limited to: Int'l Assn. of Chiefs of Police Conference, Wisc. Chiefs of Police Conference, Attorney General's Conference, Wisc. Traffic & Safety Officers' Conference, Wisc. Emergency Management Assn., Wisc. Narcotics Officers' Annual Conference/training, Wisc. Arson Investigators' Training, K-9 handler training, specialized schools in evidence collection, fingerprinting, narcotics investigation and interdiction, intoximeter and preliminary breath test training, supervisory and management training for first line supervisors/senior staff, specialized firearms training, hostage negotiation and SWAT training, unfunded State certifications (i.e., D.A.A.T.--\$1,000), as well as any updates required.

Training also includes Wisc. Juvenile Officers' Conference, Midwest Gang Investigators' Conference, gunsmithing school, Wisc. Tactical Officers' Assn. Conference, Emergency Response Unit in-service, UCR training and update training as required, and S.R.O. in-service/training. This line item also funds the mandatory, annual, in-house, in-service training for all sworn personnel. It covers unanticipated travel costs for major investigations not covered by the D.A.'s Office. It also includes payment for mileage for the use of any personal vehicle to attend specialized training and meal allowances set at \$45/day per employee.

**DEPARTMENT: POLICE DEPARTMENT -- FUND 10**


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**DEPARTMENTAL DETAIL INFORMATION**

<p><b>205 RECRUITMENT / TESTING / PHYSICALS</b></p> <p>This line item funds any anticipated costs not covered in the Police &amp; Fire Commission's budget for advertising, in-house testing, psychological testing, and physical exams for entry level personnel and/or those going through the promotional process, as well as fitness-for-duty physicals. In 2019, the Department will be developing two (2) Police Officer eligibility lists (\$7,000), which includes the setup/data export fees for the online application process. This line item also covers costs associated with random drug testing (\$3,600), mandatory hearing tests (\$1,500), and annual lead testing (\$1,800). This line item also includes expenses incurred by the Department's Recruitment Team including recruitment flyers (\$1,500).</p>	<p><b>\$15,450</b></p>
<p><b>210 EXPENSE ALLOWANCE</b></p> <p>This line item would fund costs associated with the Department's hosting of meetings and training sessions, which includes but is not limited to, the purchase of refreshments.</p>	<p><b>\$950</b></p>
<p><b>215 UNIFORMS &amp; CLOTHING</b></p> <p>This line item covers the cost of outfitting new officers (\$9,270/ea., which includes the purchase of uniforms [\$300 max], badges/leather/reflective traffic vests [\$350], body armor [\$770], ballistic helmet [\$350], radio [\$7,000] and weapon [\$500]). Also included in this line item are Class A dress uniforms for newly promoted Captains/Lieutenants/Sergeants or the replacement of said uniforms as needed; specialty uniforms for the Honor Guard (\$2,000), bicycle patrol unit, trainers, vehicle maintenance uniforms, and unanticipated body armor and ballistic helmet replacements. It also includes costs for dry-cleaning Honor Guard uniforms.</p>	<p><b>\$12,040</b></p>
<p><b>220 TUITION REIMBURSEMENT</b></p> <p>This line item would provide funding for tuition reimbursement as mandated under the current OCPPA labor contract for officers (47) @ \$285/ea. (\$13,395). Also provides funding for non-union staff for undergraduate/graduate/masters programs as outlined in specific academic plan submittals (No requests for 2019).</p>	<p><b>\$13,267</b></p>



**DEPARTMENT: POLICE DEPARTMENT -- FUND 10**

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**DEPARTMENTAL DETAIL INFORMATION**

<b>225 RECOGNITION</b>	<b>\$2,850</b>
This line item would allow funding for the Department's annual Awards Ceremony in addition to memorials, flowers, plaques and commemorative items.	
<b>300 ELECTRICITY</b>	<b>\$77,615</b>
Allows for funding for lighting and cooling components within the Police Department. Also funds exterior lighting and other normal uses of electricity. This budget estimate reflects a 3% increase over last year's expenditures as instructed by the Finance Department.	
<b>305 WATER &amp; SEWER</b>	<b>\$3,206</b>
Covers the cost of water and sewer utilities provided. Rates are anticipated to remain the same for 2019.	
<b>310 NATURAL GAS</b>	<b>\$34,343</b>
Covers the cost of heating the Police Department facility and garage. This budget estimate reflects a 3% increase over last year's expenditures as instructed by the Finance Department.	
<b>315 TELEPHONE</b>	<b>\$61,843</b>
Covers the cost of telephone service for the Department, including A.T.&T. (\$31,200), Verizon (\$31,320), and anticipated costs for phone line repairs/equipment costs (\$5,000), cell phone repairs/replacements/equipment needs, E911 wireless trunk line costs (\$200/mo.), and monthly WPS (Wireless Priority Service) costs (\$.70/min.).	
<b>400 OFFICE SUPPLIES</b>	<b>\$8,900</b>
Covers the cost of necessary office supplies to run the Police Department including, but not limited to, paper, pens, copy & fax machine supplies, computer supplies, filing systems, costs for in-house printing of forms, and various other supplies needed to support the department's office and clerical functions.	
<b>410 PRINTING AND COPYING</b>	<b>\$4,275</b>
This line item would cover the cost of printing materials--primarily forms, brochures, etc.--by outside printing services.	

**DEPARTMENT: POLICE DEPARTMENT -- FUND 10**


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**DEPARTMENTAL DETAIL INFORMATION**

<p><b>415 POSTAGE</b></p> <p>Covers the cost of mailing blood/urine samples to the state, certified mail for the Detective Bureau, shipping of weapons/equipment for repairs, and all other office/clerical postage requirements of the Department.</p>	<p><b>\$3,325</b></p>
<p><b>420 DUES AND PUBLICATIONS</b></p> <p>Covers the cost of dues to several associations including the IACP, WCPA, Wisc. Juvenile Officers Assn., Int'l Juvenile Officers' Assn., Milw. Co. Law Enf. Exec. Assn., Wisc. Chapter of Arson Investigators, Wisc. &amp; Int'l Assn. for Identification, and Nat'l Assn. for SWAT Personnel, FBI Nat'l Academy, MOCIC, Nat'l School Resource Officers' Assn., Narcotic Officers' Assn., It also covers the cost of WI Bar Assn. dues, ALPRS annual fee (\$100), Trans Union Risk &amp; Alt fees, Milwaukee Journal/Sentinel subscription, Wisc. State Statutes (\$120/set), "Selected Excerpts from Wisc. Statutes", "Wisc. Uniform State Traffic Schedule", and local government and reference books as required to update the department's library. Also included are the fees for department members to have access to an outdoor shooting range.</p>	<p><b>\$5,225</b></p>
<p><b>425 ADVERTISING AND PROMOTIONS</b></p> <p>Covers the costs related to Department promotions, including the continuation of the Department's Citizens' Academy Programs, miscellaneous promotional t-shirts/hats, challenge coins, and other items, and a department group picture every 5 years (\$2,000).</p>	<p><b>\$3,658</b></p>
<p><b>426 CRIME PREVENTION</b></p> <p>Covers the cost of materials, mass mailings, education, and training to operate numerous programs within the Department's Crime Prevention Unit. Some of these would include: Neighborhood Watch Program (including block captains' recognition/awards), home safety programs, drug awareness programs, bicycle safety program and National Night Out.</p>	<p><b>\$8,550</b></p>

**DEPARTMENT: POLICE DEPARTMENT -- FUND 10**


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**DEPARTMENTAL DETAIL INFORMATION**

<p>440 MEDICAL AND SAFETY</p> <p>Covers the cost of emergency blankets, antimicrobial wipes, disinfectants, medical gloves, fingerprint gloves, bandages, CPR pocket masks, N95 masks, splints, first aid kits, jail biohazard response kit, ERU trauma kit, biohazard spill/clean-up kits, NARCAN, and other miscellaneous supplies required to comply with the federal OSHA requirements for bloodborne pathogens, as well as supplies/maintenance and purchase of automated external defibrillators, safety shoes/glasses/respirators for fleet mechanic, and infectious control disease consultant fees (1-2/yr @ \$200/exposure).</p>	<p><i>\$5,197</i></p>
<p>460 MINOR EQUIPMENT</p> <p>This line item would cover the costs associated with both anticipated and unanticipated smaller office equipment/furniture purchases/replacements/repairs, including file cabinets, office chairs, etc.</p>	<p><i>\$8,550</i></p>
<p>470 AUDIO VISUAL / PHOTO SUPPLIES</p> <p>Covers the cost of all photo and audio visual supplies, updates, repairs and replacement of all department/squad cameras, as well as the cost for USB's, CD's &amp; DVD's for the mandated digital recording of interviews/in-car videos.</p>	<p><i>\$2,375</i></p>
<p>480 FIRE EQUIPMENT</p> <p>This line item would cover the costs associated with the inspection/recharging/replacement of fire extinguishers for department vehicles and throughout the building, including the purchase of fire suppression tools.</p>	<p><i>\$2,921</i></p>
<p>485 POLICE EQUIPMENT</p> <p>This line item will cover costs for the purchase/replacement of needed police equipment, including radar/laser units, annual equipment updates, fingerprint-related items, the replacement of drug testing kits (\$1,000), D.A.A.T. training equipment/maintenance (\$2,000), evidence tech supplies (\$1,000), arson investigator supplies, crisis negotiator equipment, flares (\$3,500), speed signs, maintenance/replacement bicycle patrol equipment, stop sticks, ballistic helmets, gas masks/filters, etc.</p>	<p><i>\$16,150</i></p>





**DEPARTMENT: POLICE DEPARTMENT -- FUND 10**

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**DEPARTMENTAL DETAIL INFORMATION**

486 AMMUNITION / ARMORY	\$22,800
<p>This line item would cover the costs of replacement and/or updates in OC spray as well as the purchase of ammunition, less lethal rounds--i.e., bean bag (+\$1,000 for qualification rounds), taser cartridges (+\$3,300 for annual certification rounds), and simunition equipment--targets, non-lead based ammunition, match-grade sniper ammunition and all other range and firearm-related supplies.</p>	
486.10 ERU EQUIPMENT	\$9,500
<p>This line item would cover costs associated with the purchase of specialty ERU equipment including chemical agents, distraction devices, replacement explosive entry explosives, specialty ammunition for the 37mm Sage weapon, and specialty uniforms, as well as sniper team needs for 15 ERU members, 5 TEMS members and 2 K-9 members.</p>	
487 POLICE AUXILIARY	\$1,425
<p>This line item would cover the cost of replacement and new uniforms for auxiliary police officers, including the cost for in-service training (\$300+), and annual service awards.</p>	
488 POLICE SPECIAL OPERATIONS	\$2,850
<p>This line item would allow funding to be utilized to work specific drug investigations within the City. Specifically, to fund the purchase, when required, of controlled substances, the development of confidential sources of information, and the purchase of necessary equipment. Also included are costs associated with subpoenaed telephone/financial records and activation fees for the Drug Unit GPS device/s.</p>	
488.10 DWI ENFORCEMENT	\$950
<p>This line item would cover the costs associated with DWI enforcement, including blood draws by hospital personnel of DWI subjects, towing of DWI court-ordered seized vehicles and the requirement to title seized vehicles prior to being sold at auction.</p>	
490 POLICE VEHICLES	\$152,000
<p>This line item will cover the purchase of four (4) vehicles to replace four (4) police vehicles.</p>	



**DEPARTMENT: POLICE DEPARTMENT -- FUND 10**

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**DEPARTMENTAL DETAIL INFORMATION**

490.10 POLICE VEHICLES EQUIPMENT	\$14,250
<p>This line item will cover the costs associated with equipping replacement squads. NOTE: 4 replacement vehicles are needed in 2019. Costs include, but is not limited to, registration/title, graphics (@ \$1,200/ea.), a radio (@ \$4,950), computer w/phone card (@ \$4,500), DH sireless antennas (@ \$1,200/ea.), fire suppressant tool (@ \$600/ea.), siren (@ \$800), emergency lights (\$3,000), security partition (\$400), shotgun/rifle mounts (@ \$500), molded seat (@ \$1,200), center consoles/computer mounts (@ \$900), pushbar (@ \$350), radar unit (@ \$1,900), Taser unit (@ \$800), squad rifle (@ \$1,800), shotgun (@ \$550), less lethal (orange stock) shotgun (@ \$600), stop sticks (@ \$500), AED (@ \$1,200), first aid kits (@ \$250), Tahoe trunk vaults (@ \$2,000), K-9 insert (@ \$2,500), in-car video equipment (@ \$5,000), Opticom units (@ \$500), and citation printer ((@ \$250), printer box (@ \$200) and ballistic carrier/plate (@\$600). (Total cost to equip an <u>additional</u> new squad is approximately \$38,250; costs for 2019 are for transitioning only as no squads are being <u>added</u> to the fleet.)</p>	
493 CANINE OPERATIONS	\$4,275
<p>This line item covers the costs for the K-9 units, including food, veterinarian services, supplies and equipment and medical insurance.</p>	
495 MISCELLANEOUS	\$3,325
<p>This line item covers the costs for notary fees, downtown court parking fees, prisoner costs (\$500), costs for requested transcripts for appealed cases, Spanish translation of Dept. documents/forms/brochures, evidentiary towing (\$500), paper shredding service (\$675), towel service, various paper products (plates/cups/napkins), plastic utensils, as well as other miscellaneous operating expenses.</p>	
525 ATTORNEY / LEGAL	\$23,750
<p>Covers the cost of legal representation in cases where the City Attorney cannot represent the Department in personnel issues. This line item also covers the cost of the City's labor attorney in those management/labor disputes that are handled by the City's labor attorney, as well as any specialized legal work that may be required.</p>	



**DEPARTMENT: POLICE DEPARTMENT -- FUND 10**

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**DEPARTMENTAL DETAIL INFORMATION**

552 ANNUAL LICENSE/SUPPPORT FEES	\$7,185
Covers the annual cost for a service agreement for the Department's mobile/portable radios.	
553 COUNTY FEES	\$22,224
Covers the cost of monthly radio charges for the Milwaukee County/Waukesha County 800 Mhz digital radio system.	
600 OFFICE EQUIPMENT MAINTENANCE	\$9,365
Includes the cost of maintenance contracts for current copy machines, cash registers, dictation system and other miscellaneous service contracts on office equipment. Also includes costs for maintenance/repair of fax machines and other office equipment not covered under a service contract.	
610 RADIO EQUIPMENT / MAINTENANCE	\$6,650
Covers the cost for repairs to mobile/portable radios not covered by maintenance agreement as well as replacement antennas/holders, etc..	
615 GROUNDS MAINTENANCE	\$9,500
This line item covers the costs of improvements and maintenance as needed for the exterior grounds of the Department, including lawn maintenance (fertilizing/weed feed, track maintenance and pond maintenance (\$5,000), parking lot/sidewalk salt, canopy lights, parking lot light pole ballasts (\$160/ea.), outside building lights (14 @ \$100/ea.), eagle statue lights/ballasts (4@\$70/ea.). It also covers any purchase of or repairs to equipment used to maintain the exterior grounds of the Department.	
620 BUILDING MAINTENANCE	\$27,075
This line item will cover the necessary repairs and maintenance for the Department's building, including the heating and air conditioning units, building security system (cameras and door locks), mnt. supplies, painting of both the interior and exterior of the building, yearly sprinkler system inspections (\$700), 5-yr inspection/flushing of sprinkler system (\$1,100), yearly fire alarm inspections (\$3,200), repairs to high-speed overhead garage doors, carpet replacement as needed, reader board repairs, etc.	

**DEPARTMENT: POLICE DEPARTMENT -- FUND 10**


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**DEPARTMENTAL DETAIL INFORMATION**

<b>700 VEHICLE MAINTENANCE</b> Covers the cost of the maintenance of all police vehicles, including necessary parts and supplies, the replacement of damaged squad decals/graphics, the yearly updates on the diagnostic scanner (\$800), as well as updates/replacement of tools required to maintain the vehicles. Also covers costs for damage to squads not covered by insurance (below \$5,000 deductible).	<i>\$30,400</i>
<b>705 EQUIPMENT MAINTENANCE</b> This line item would cover the cost of the maintenance of the emergency generator and other specialized equipment used by the Department, including radar maintenance/certifications and fire alarm system repairs/batteries for fire alarm system. Also covers the cost of mandatory leak testing for fuel storage tanks and costs associated with the maintenance/cleaning of the range--annual range air-quality testing and range trap cleaning service (\$5,000).	<i>\$10,450</i>
<b>710 GAS AND OIL</b> Covers the cost of an estimated usage of 50,000 gallons of gasoline at an estimated cost of \$3.50 per gallon, and the required motor oil (152 gallons @ \$9.80/gal.) and transmission oil (2-55gal. drums @ \$18.25/gal.) used by the Department's fleet. Also includes the cost for fuel oil for the generator (1,100 gals. @ \$3.3496/gal. + delivery @ \$.099/gal.).	<i>\$140,696</i>
<b>715 TIRES</b> Covers the cost of tires for all department vehicles, including snow tires for winter use and speed rated tires as required.	<i>\$11,400</i>
<b>TOTAL</b>	<b><i>\$829,635</i></b>

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %
								CHANGE	
APPROPRIATIONS									
Dept 60 - POLICE DEPARTMENT									
DIRECT EMPLOYEE COSTS									
10-60-41-10000	SALARIES - FULL TIME	4,240,447	4,311,192	4,482,783	4,684,357	5,144,114	4,376,467	5,391,933	4.82%
10-60-41-10500	SALARIES - PART TIME	22,281	97,378	104,002	79,368	126,993	85,000	81,520	-35.81%
10-60-41-11000	SALARIES - OVERTIME	238,850	258,599	267,337	249,063	252,350	245,043	258,028	2.25%
10-60-41-11500	SALARIES - HOLIDAY PAY	52,885	61,191	52,690	54,476	60,000	57,000	58,310	-2.82%
10-60-41-12000	SPECIAL PAY ALLOWANCES	111,184	114,673	105,595	116,035	120,547	118,000	119,991	-0.46%
10-60-41-13000	RETIREMENT	482,578	456,765	591,401	641,640	586,085	579,144	661,841	12.93%
10-60-41-13500	SOCIAL SECURITY	343,284	353,622	358,015	373,393	397,733	397,733	426,765	7.30%
10-60-41-15000	INSURANCE - ACTIVE HEALTH	933,888	915,210	915,210	948,256	967,608	967,608	993,263	2.65%
10-60-41-16000	INSURANCE - WORKMANS COMP	166,177	153,562	132,597	114,883	114,563	120,556	114,563	0.00%
10-60-41-16500	INSURANCE - DISABILITY	16,827	18,667	16,553	20,553	25,000	25,578	24,849	-0.60%
10-60-41-17000	INSURANCE - DENTAL	74,060	74,060	74,060	75,612	77,155	77,155	79,094	2.51%
10-60-41-17500	INSURANCE - GROUP LIFE	6,362	6,644	6,851	7,855	9,000	9,992	8,649	-3.90%
10-60-41-18000	LONGEVITY	8,555	8,516	8,477	8,423	8,600	8,930	8,418	-2.12%
10-60-41-18500	SECTION 125 EXPENSES	2,116	2,397	2,478	2,853	3,300	2,600	3,112	-5.70%
DIRECT EMPLOYEE COSTS		6,699,494	6,832,476	7,118,049	7,376,767	7,893,048	7,070,806	8,230,336	4.27%
INDIRECT EMPLOYEE COSTS									
10-60-42-20000 * *	TRAVEL/TRAINING	33,739	33,969	35,486	30,472	28,875	37,810	28,880	0.02%
10-60-42-20500	RECRUITMENT/TESTING/PHYSICALS	23,975	21,643	15,722	23,504	15,450	15,450	15,450	0.00%
10-60-42-21000	EXPENSE ALLOWANCE	1,454	411	813	549	950	950	950	0.00%
10-60-42-21500	UNIFORM/CLOTHING	8,851	8,230	5,428	2,972	12,100	12,100	12,040	-0.50%
10-60-42-22000	TUITION REIMBURSEMENT	17,610	6,724	3,206	2,930	13,295	0	13,267	-0.21%
10-60-42-22500	RECOGNITION	3,260	5,264	2,193	2,605	2,850	2,850	2,850	0.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %
APPROPRIATIONS									
Dept 60 - POLICE DEPARTMENT									
INDIRECT EMPLOYEE COSTS		88,889	76,241	62,848	63,032	73,520	69,160	73,437	-0.11%
UTILITY COST									
10-60-43-30000	ELECTRICITY	34,933	76,722	82,740	66,927	81,700	76,000	77,615	-5.00%
10-60-43-30500	WATER AND SEWER	2,857	2,842	2,640	2,679	3,206	3,206	3,206	0.00%
10-60-43-31000	NATURAL GAS	8,757	18,658	25,135	19,797	33,345	33,345	34,343	2.99%
10-60-43-31500	TELEPHONE	54,960	53,718	53,199	64,606	61,843	61,843	61,843	0.00%
UTILITY COST		101,507	151,940	163,714	154,009	180,094	174,394	177,007	-1.71%
SUPPLIES									
10-60-44-40000	OFFICE SUPPLIES	8,270	7,582	6,598	5,388	8,900	8,900	8,900	0.00%
10-60-44-41000	PRINTING AND COPYING	3,791	3,959	2,812	4,066	4,275	4,275	4,275	0.00%
10-60-44-41500	POSTAGE	2,962	3,353	2,758	3,015	3,325	3,325	3,325	0.00%
10-60-44-42000	DUES AND PUBLICATIONS	4,321	5,287	4,281	5,077	5,225	5,225	5,225	0.00%
10-60-44-42500	ADVERTISING AND PROMOTIONS	0	2,519	290	286	3,658	3,658	3,658	0.00%
10-60-44-42600	CRIME PREVENTION	8,324	8,352	7,898	8,152	8,550	8,550	8,550	0.00%
10-60-44-44000	MEDICAL & SAFETY	3,428	4,369	5,404	3,199	5,197	5,197	5,197	0.00%
10-60-44-46000	MINOR EQUIPMENT	260	741	4,011	7,447	8,550	8,550	8,550	0.00%
10-60-44-47000	AUDIO VISUAL/PHOTO SUPPLIES	4,650	650	625	2,330	2,375	2,375	2,375	0.00%
10-60-44-48000	FIRE EQUIPMENT	542	948	2,929	809	1,211	1,211	2,921	141.21%
10-60-44-48500	POLICE EQUIPMENT	12,825	15,748	14,323	10,654	16,150	16,150	16,150	0.00%
10-60-44-48600	AMMUNITION & ARMORY OPERATION	20,609	19,698	19,781	19,850	19,950	19,950	22,800	14.29%
10-60-44-48610	ERU EQUIPMENT	8,825	9,350	9,050	9,188	9,500	9,500	9,500	0.00%
10-60-44-48700	POLICE AUXILIARY	1,395	746	708	638	1,425	1,425	1,425	0.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %
APPROPRIATIONS									
Dept 60 - POLICE DEPARTMENT									
10-60-44-48800	POLICE SPECIAL OPERATIONS	2,458	2,667	3,249	2,772	2,850	2,850	2,850	0.00%
10-60-44-48810	DWI ENFORCEMENT	753	365	798	781	950	950	950	0.00%
10-60-44-49000	POLICE VEHICLES	119,620	200,199	118,830	146,810	142,500	142,500	152,000	6.67%
10-60-44-49010	POLICE VEHICLES EQUIPMENT	15,632	50,617	33,573	12,034	14,250	14,250	14,250	0.00%
10-60-44-49300	CANINE OPERATIONS	3,979	4,225	2,698	3,660	4,275	4,275	4,275	0.00%
10-60-44-49500	MISCELLANEOUS	1,966	4,229	1,645	2,296	3,325	3,325	3,325	0.00%
	SUPPLIES	224,610	345,604	242,261	248,452	266,441	266,441	280,501	5.28%
OTHER SERVICES									
10-60-45-50100	BAIL BOND	(6,978)	0	0	0	0	0	0	0.00%
10-60-45-52500	ATTORNEY/LEGAL	33,615	27,164	41,258	8,937	23,750	23,750	23,750	0.00%
10-60-45-55200	ANNUAL LICENSE FEES	0	0	0	0	5,320	7,185	7,185	35.06%
10-60-45-55300	COUNTY FEES	0	0	0	16,598	20,155	20,155	22,224	10.27%
	OTHER SERVICES	26,637	27,164	41,258	25,535	49,225	51,090	53,159	7.99%
MAINTENANCE									
10-60-46-60000	OFFICE EQUIP. MAINTENANCE	9,021	10,189	8,196	8,053	9,365	9,365	9,365	0.00%
10-60-46-61000	RADIO MAINTENANCE	47,098	14,967	29,849	1,422	5,388	5,388	6,650	23.42%
10-60-46-61500	GROUPS MAINTENANCE	7,915	8,824	6,084	6,835	9,500	9,500	9,500	0.00%
10-60-46-62000	BUILDING MAINTENANCE	38,017	32,367	17,808	21,985	27,075	36,525	27,075	0.00%
	MAINTENANCE	102,051	66,347	61,937	38,295	51,328	60,778	52,590	2.46%
VEHICLES									
10-60-47-70000	VEHICLE MAINTENANCE	23,345	22,309	30,065	21,149	30,400	37,525	30,400	0.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %
APPROPRIATIONS									
Dept 60 - POLICE DEPARTMENT									
10-60-47-70500	EQUIP MAINT/FIRE RANGE REPAIRS	5,408	4,963	6,258	5,223	5,700	6,650	10,450	83.33%
10-60-47-71000	GAS AND OIL	106,134	88,262	86,430	87,357	140,000	99,750	140,696	0.50%
10-60-47-71500	TIRES	9,336	10,439	10,721	8,776	10,450	10,450	11,400	9.09%
	VEHICLES	144,223	125,973	133,474	122,505	186,550	154,375	192,946	3.43%
Totals for dept 60 - POLICE DEPARTMENT		7,387,411	7,625,745	7,823,541	8,028,595	8,700,206	7,847,044	9,059,976	4.14%

DEPARTMENT 60 POLICE DEPARTMENT

42-20000 TRAVEL/TRAINING

2019 RECEIVED GENERAL FUND GRANT REIMBURSEMENT FOR STATE TRAINING



## **DEPARTMENT: MUNICIPAL COURT**

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### **PROGRAM DESCRIPTION:**

The City of Oak Creek Municipal Court is an independent branch of the City of Oak Creek municipal government. The court has exclusive jurisdiction over all traffic and ordinance violations occurring within the city limits, including, but not necessarily limited to: first offense drunk or drugged driving, loitering, shoplifting, disorderly conduct, and building and health code violations. The Municipal Court also hears juvenile matters, such as truancy, underage drinking, drug offenses, and curfew violations. Additionally, the Municipal Court handles a significant portion of the statewide court caseload in these areas providing a local forum for residents to have their cases heard by a locally-elected judge.

A case comes to the municipal court when an individual receives a citation for a violation. Most citations are issued by the Oak Creek Police Department. The penalty for an ordinance violation is a civil forfeiture imposed by the Court. The forfeitures paid to the Municipal Court are then deposited into the City's general fund revenues.

### **SIGNIFICANT INITIATIVES RECENTLY ACCOMPLISHED:**

- 🌀 In 2019, the Municipal Court processed over 7,500 municipal citations. While there was an increase in traffic citations processed by the Municipal Court in 2019, significantly there was a slight decrease in the number of citations processed for first offense operating while intoxicated from 2018. The Court processed 183 citations for first offense operating while intoxicated, operating with a controlled substance, operating with a prohibited alcohol content or a refusal, all of which constitute a first offense drunk driving. The Municipal Court collected over \$400,000 in municipal forfeitures in 2019. The Court continues to increase its workload while maintaining the same staffing levels through use of the computer technology, on-going staff training and state debt collection services.

### **2020 STRATEGIC ACTION PLAN INITIATIVES:**

None directly attributable to Municipal Court functions.

### **OTHER 2020 MANAGEMENT INITIATIVES:**

- 🌀 Continue vigorous monitoring of citations for speeding in school zones and illegal passing of school buses to ensure safety of school children;
- 🌀 Decrease the payment of county prisoner fees by decreasing the use of commitment orders to the House of Corrections for unpaid forfeitures.

### **SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2020:**

- 🌀 2.25% wage adjustments for full-time and part-time staff and associated payroll/WRS expenses;



**DEPARTMENT: MUNICIPAL COURT**

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**DEPARTMENTAL DETAIL INFORMATION**

200 TRAVEL/TRAINING	\$2,000
Miscellaneous training classes for employees and mileage reimbursement.	
205 RECRUITMENT/PHYSICALS	\$250
Costs associated with recruitment and hiring of an employee	
215 UNIFORMS AND CLOTHING	\$500
Coverage for clothing.	
220 TUITION REIMBURSEMENT	\$570
City policy tuition reimbursement	
400 OFFICE SUPPLIES	\$1,750
Miscellaneous office supplies needed for three employees	
405 COMPUTER HARDWARE SOFTWARE	\$12,000
TIPSS annual maintenance \$10,105	
410 PRINTING AND COPYING	\$3,000
Administrative printing and copying.	
415 POSTAGE	\$2,000
Postage costs for various administrative items.	
420 DUES & PUBLICATIONS	\$1,500
Court Clerk Assoc, Judges Assoc.	
500 COUNTY PRISONER FEES	\$2,000
Fees paid to county jail.	
501 BAIL BOND	\$10,000
Moved from Police Budget.	
595 MISCELLANEOUS	\$800
Expenses not covered by specific categories.	
<b>TOTAL</b>	<b>\$36,370</b>

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %
								CHANGE	
<b>APPROPRIATIONS</b>									
<b>Dept 61 - MUNICIPAL COURT</b>									
<b>DIRECT EMPLOYEE COSTS</b>									
10-61-41-10000	SALARIES, FULL TIME	100,277	91,520	94,487	96,219	<b>98,156</b>	98,156	<b>100,364</b>	2.25%
10-61-41-10500	SALARIES, PART TIME	18,094	25,944	25,464	24,048	<b>37,538</b>	37,538	<b>37,538</b>	0.00%
10-61-41-11000	SALARIES, OVERTIME	0	8	68	34	<b>500</b>	500	<b>500</b>	0.00%
10-61-41-12000	SPECIAL PAY	294	0	0	0	<b>0</b>	0	<b>0</b>	
10-61-41-13000	RETIREMENT	6,363	5,787	6,447	6,435	<b>6,429</b>	6,429	<b>6,775</b>	5.38%
10-61-41-13500	SOCIAL SECURITY	9,214	9,109	9,252	9,281	<b>10,381</b>	10,381	<b>10,550</b>	1.63%
10-61-41-15000	HEALTH INSURANCE	5,343	5,343	5,343	5,343	<b>5,343</b>	5,343	<b>5,343</b>	0.00%
10-61-41-16000	INSURANCE, WORKER COMP	0	0	0	256	<b>263</b>	264	<b>263</b>	0.00%
10-61-41-16500	INSURANCE, DISABILITY	431	372	240	265	<b>325</b>	309	<b>325</b>	0.00%
10-61-41-17000	DENTAL INSURANCE	1,090	1,090	1,090	1,090	<b>1,090</b>	1,090	<b>1,090</b>	0.00%
10-61-41-17500	GROUP LIFE INSURANCE	110	89	56	56	<b>75</b>	66	<b>70</b>	-6.67%
10-61-41-18000	LONGEVITY	300	270	300	320	<b>300</b>	360	<b>360</b>	20.00%
10-61-41-18500	SECTION 125 ADMINISTRATION	0	39	0	0	<b>0</b>	42	<b>50</b>	0.00%
<b>DIRECT EMPLOYEE COSTS</b>		<b>141,516</b>	<b>139,571</b>	<b>142,747</b>	<b>143,347</b>	<b>160,400</b>	<b>160,478</b>	<b>163,228</b>	<b>1.76%</b>
<b>INDIRECT EMPLOYEE COSTS</b>									
10-61-42-20000	TRAINING/TRAVEL	1,519	1,793	1,940	1,422	<b>2,000</b>	1,000	<b>2,000</b>	0.00%
10-61-42-20500	RECRUITMENT/TESTING/PHYSICALS	0	0	0	0	<b>250</b>	0	<b>250</b>	0.00%
10-61-42-21500	UNIFORMS/CLOTHING	19	465	0	0	<b>500</b>	250	<b>500</b>	0.00%
10-61-42-22000	TUITION REIMBURSMENT	0	0	0	0	<b>570</b>	0	<b>570</b>	0.00%
<b>INDIRECT EMPLOYEE COSTS</b>		<b>1,538</b>	<b>2,258</b>	<b>1,940</b>	<b>1,422</b>	<b>3,320</b>	<b>1,250</b>	<b>3,320</b>	<b>0.00%</b>

**SUPPLIES**

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %
								CHANGE	
<b>APPROPRIATIONS</b>									
<b>Dept 61 - MUNICIPAL COURT</b>									
10-61-44-40000	OFFICE SUPPLIES	1,577	4,335	1,914	1,354	1,750	1,000	1,750	0.00%
10-61-44-40500	COMPUTER HARDWARE SOFTWARE	370	1,200	1,200	1,200	10,855	10,855	12,000	10.55%
10-61-44-41000	PRINTING & COPYING	704	0	25	1,234	2,000	2,708	3,000	50.00%
10-61-44-41500	POSTAGE	2,287	2,309	2,979	3,147	2,000	2,000	2,000	0.00%
10-61-44-42000	DUES/PUBLICATIONS	1,138	440	1,191	1,247	1,500	1,500	1,500	0.00%
10-61-44-46000	MINOR EQUIPMENT	0	0	0	0	150	0	0	-100.00%
	SUPPLIES	6,076	8,284	7,309	8,182	18,255	18,063	20,250	10.93%
<b>OTHER SERVICES</b>									
10-61-45-50000	COUNTY PRISONER FEES	16,924	32,605	13,707	355	2,500	500	2,000	-20.00%
10-61-45-50100	BAIL BOND	12,829	(869)	3,322	(877)	15,000	2,000	10,000	-33.33%
10-61-45-52500	LEGAL SERVICES	705	1,070	0	0	500	0	0	-100.00%
10-61-45-59500	MISCELLANEOUS	825	469	640	723	800	600	800	0.00%
	OTHER SERVICES	31,283	33,275	17,669	201	18,800	3,100	12,800	-31.91%
<b>MAINTENANCE</b>									
10-61-46-60000	OFFICE EQUIPMENT MAINTENANCE	431	539	3	0	0	0	0	0.00%
	MAINTENANCE	431	539	3	0	0	0	0	0.00%
<b>Totals for dept 61 - MUNICIPAL COURT</b>		<b>180,844</b>	<b>183,927</b>	<b>169,668</b>	<b>153,152</b>	<b>200,775</b>	<b>182,891</b>	<b>199,598</b>	<b>-0.59%</b>

## DEPARTMENT: EMERGENCY OPERATIONS

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### PROGRAM DESCRIPTION:

The Emergency Management group is responsible for managing events and supporting the Incident Commander in the City before, during, and after a disaster situation, under policies approved by the Common Council, and in accordance with State Statutes.

The City recognizes that because of its geographic location and mix of industrial, transportation, and natural hazards, the City and its citizens will continue to experience natural and man-made disasters. These disasters will require staff to be prepared to deal with these events in a rapid and professional manner.

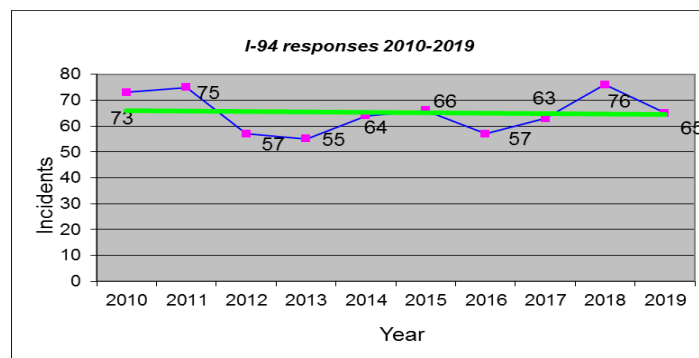
The Fire Chief serves as the Emergency Management director and the Police Chief serving as Deputy Director.

### SIGNIFICANT INITIATIVES RECENTLY ACCOMPLISHED:

- 🕒 Improved the Emergency Operations Center at City Hall establishing 24-hour readiness if activated. Training continues in all aspects. Technology is improving;
- 🕒 Toured with the Milwaukee Police Department for their setup of an EOC during the Democratic National Convention in July of 2020. Networking has established a working relationship;
- 🕒 Attended the MABAS (Mutual Aid Box Alarm System) Conference in Steven’s Point (Dispatch and Fire);
- 🕒 Activated EOC in June during the I-94 construction accident in Racine County directly affecting roadways in Oak Creek. Training areas were identified;
- 🕒 Unified command for Fire and Police incidents included a HAZMAT spill at Wayne Pigments, structure fire at KEI, and a construction accident fatality at Amazon;
- 🕒 IT Division continues dealing with cyber security issues and has further reduced our exposure for affecting daily operations. Test emails went out with training for City personnel to improve exposure reduction.

### DEPARTMENT ACTIVITY MEASURES:

Note: Uptick in I-94 responses due to immense scope of interstate construction



## **DEPARTMENT: EMERGENCY OPERATIONS**

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### **2020 STRATEGIC ACTION PLAN INITIATIVES:**

- 🌐 Become a City Known for its Successful Special Events and Community Gatherings.

### **OTHER 2020 MANAGEMENT INITIATIVES:**

- 🌐 Continue technical improvements at the EOC as needed and within budget guidelines.
- 🌐 Implement basic training for new members associated with Emergency Operations. Existing members meet regularly and train or activate the EOC on a regular basis for training type events.
- 🌐 Begin to review and coordinate 2-1-1 impact for the community.
- 🌐 Complete a MOU with other agencies for the use of the EOC. A draft exists and is at the City Attorney level. A side agreement may be necessary for the Democratic National Convention.
- 🌐 Maintain emergency sirens and Alert Sense for disasters;
- 🌐 Review cybersecurity and maintain service within IT as they recommend.
- 🌐 Communicate, evaluate, and strategic plan any storm water issues with engineering and other pertinent staff.
- 🌐 Continue exploration of an Emergency Recovery Fund to assist a rebuild if not included in a Qualified Federal Disaster; with this the details of what CIVMIC covers need to be known and if necessary beef up their coverage.
- 🌐 Work with County and State officials to train and implement the new disaster-reporting tool, which determines any funding if qualifications are met in a disaster occurrence.

### **SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2020:**

- 🌐 2.25% wage increase for all full-time and part-time staff and associated payroll/WRS expenses.



**DEPARTMENT: EMERGENCY OPERATIONS**

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**DEPARTMENTAL DETAIL INFORMATION**

<b>110 SALARIES - OVERTIME</b>	<b>\$2,500</b>
Overtime associated with training for the Emergency Operations Center and major events or weather related incidents.	
<b>200 TRAVEL/TRAINING</b>	<b>\$1,000</b>
There are a variety of training seminars held across the state for emergency operations training. This account can be used for all departments. Other training includes required National Incident Management System (NIMS) training, the MABAS conference and functional exercises.	
<b>210 EXPENSE ALLOWANCE</b>	<b>\$1,000</b>
Expenses related to special training events, emergency operations events, and other events of a business nature. Food expense for employees for large disasters.	
<b>300 ELECTRICITY</b>	<b>\$1,000</b>
Electricity for the three warning sirens located within the city.	
<b>315 TELEPHONE</b>	<b>\$7,700</b>
This line item covers expenses for the Alert Sense callback system and yearly maintenance for InformaCast, an internal emergency notification system.	
<b>400 OFFICE SUPPLIES</b>	<b>\$250</b>
This money is used for office supplies needed to operate the EOC.	
<b>410 PRINTING AND COPYING</b>	<b>\$300</b>
This money is used for materials such as the Emergency Operations Manual, NIMS and MABAS material and other forms to be used in case of an emergency.	
<b>415 POSTAGE</b>	<b>\$50</b>
This money is used for postage on all correspondence or other materials sent out in the conduct of this department's workload.	

**DEPARTMENT: EMERGENCY OPERATIONS**

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**DEPARTMENTAL DETAIL INFORMATION**

420 DUES AND PUBLICATIONS	\$200
Membership fees for various emergency operations organizations including the National Safety Council and Wisconsin Emergency Management MABAS dues.	
470 AUDIO VISUAL/PHOTO SUPPLIES	\$400
Funding for audio visual items to support emergency operations.	
495 MISCELLANEOUS	\$2,750
Miscellaneous items not covered elsewhere.	
625 EMERGENCY SIREN SYSTEM MAINTENANCE	\$1,750
The City has three large warning sirens that require regular maintenance.	
<b>TOTAL</b>	<b>\$18,900</b>



BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %	2020 CHANGE
APPROPRIATIONS										
Dept 63 - EMERGENCY OPERATIONS										
DIRECT EMPLOYEE COSTS										
10-63-41-11000	SALARIES - OVERTIME	132	1,018	1,120	0	2,500	2,542	2,500	0.00%	
10-63-41-13000	RETIREMENT	15	102	143	0	0	298	169	100.00%	
10-63-41-13500	SOCIAL SECURITY	0	0	0	0	0	0	191	100.00%	
	DIRECT EMPLOYEE COSTS	147	1,120	1,263	0	2,500	2,840	2,860	14.40%	
INDIRECT EMPLOYEE COSTS										
10-63-42-20000	TRAVEL/TRAINING	394	876	642	164	1,000	500	1,000	0.00%	
10-63-42-21000	EXPENSE ALLOWANCE	26	0	213	37	1,000	100	1,000	0.00%	
	INDIRECT EMPLOYEE COSTS	420	876	855	201	2,000	600	2,000	0.00%	
UTILITY COST										
10-63-43-30000	ELECTRICITY	815	790	563	818	1,000	1,000	1,000	0.00%	
10-63-43-31500	TELEPHONE	2,575	2,575	5,427	108	7,692	7,692	7,700	0.10%	
	UTILITY COST	3,390	3,365	5,990	926	8,692	8,692	8,700	0.09%	
SUPPLIES										
10-63-44-40000	OFFICE SUPPLIES	0	3,144	0	354	250	250	250	0.00%	
10-63-44-41000	PRINTING & COPYING	0	0	0	0	300	300	300	0.00%	
10-63-44-41500	POSTAGE	0	0	0	0	50	0	50	0.00%	
10-63-44-42000	DUES & PUBLICATIONS	0	75	100	100	200	185	200	0.00%	
10-63-44-47000	AUDIO VISUAL/PHOTO SUPPLIES	0	0	0	0	400	0	400	0.00%	
10-63-44-49500	MISCELLANEOUS	4,284	0	178	215	2,750	1,000	2,750	0.00%	
	SUPPLIES	4,284	3,219	278	669	3,950	1,735	3,950	0.00%	

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015	2016	2017	2018	2019	2019	2020	2020
		ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	PROJECTED	ORIGINAL	%
						BUDGET	ACTIVITY	BUDGET	CHANGE
APPROPRIATIONS									
Dept 63 - EMERGENCY OPERATIONS									
MAINTENANCE									
10-63-46-62500	WARNING SYSTEM MAINTENANCE	0	293	(2,228)	5,026	1,750	1,000	1,750	0.00%
	MAINTENANCE	0	293	(2,228)	5,026	1,750	1,000	1,750	0.00%
Totals for dept 63 - EMERGENCY OPERATIONS		8,241	8,873	6,158	6,822	18,892	14,867	19,260	1.95%
TOTAL APPROPRIATIONS		8,241	8,873	6,158	6,822	18,892	14,867	19,260	1.95%

## **DEPARTMENT: FIRE**

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### **PROGRAM DESCRIPTION:**

The Oak Creek Fire Department is an all-hazards department that protects the citizens, visitors, and properties within the City of Oak Creek. The mission of the Oak Creek Fire Department is to “*Prevent Harm, Provide Care, Protect Each Other, and Take Responsibility*”. It accomplishes this mission through the dedicated efforts of its 55 employees (53 uniformed/career staff and 2 civilian staff) who provide services 24 hours a day from each of the three fire stations.

The Oak Creek Fire Department provides the following emergency services:

- 🌊 Fire suppression: structural and mobile property
- 🌊 Rescue: extrication, confined space awareness, technical rescue services and support
- 🌊 Emergency Medical Services (EMS): care and transport both at the Advanced Life Support (ALS) and Basic Life Support (BLS) level
- 🌊 Hazardous materials response: operations level services
- 🌊 Specialized services: foam trailer, tactical emergency medical support (TEMS) team

In addition to providing emergency services to the community, the department also provides a variety of programs aimed at preventing and/or reducing the impact of emergency events. These programs include:

- 🌊 Building plan review and permitting
- 🌊 Fire inspections
- 🌊 Fire investigation (in collaboration with the Oak Creek Police Department)
- 🌊 Fire extinguisher training
- 🌊 Fire prevention education
- 🌊 Community CPR/AED training
- 🌊 Public access defibrillation program (PulsePoint application)
- 🌊 Active shooter training (in collaboration with the Oak Creek Police Department)
- 🌊 Other specialty programs based on request

The Fire Chief of the Oak Creek Fire Department serves as the Emergency Management Director for the city. The Chief and his designees direct the activities associated with maintaining the city’s emergency management capabilities; both locally and regionally.

The department achieved accredited agency status in 2017 and maintains that status through the institutionalization of the continuous improvement model into all department programs.

## DEPARTMENT: FIRE

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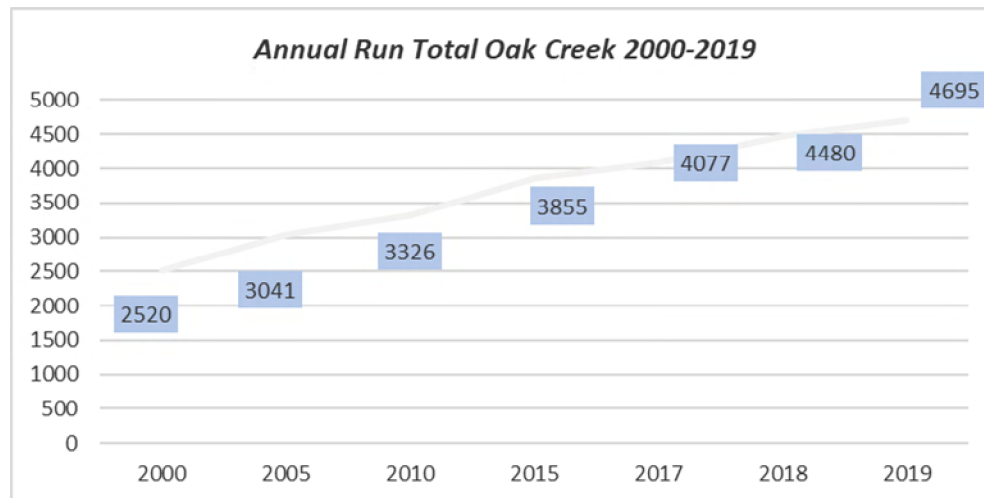
### SIGNIFICANT INITIATIVES RECENTLY ACCOMPLISHED:

- ④ Maintained accredited agency status following the submittal and approval of our 2018 Annual Compliance Report. This report contained information supporting the department's adherence to performance indicators and the progress achieved towards meeting the strategic and specific recommendation identified during the 2017 accreditation site visit. The report was peer reviewed by an independent reviewer and forwarded to the Commission on Fire Accreditation International with a positive recommendation to maintain accredited agency status.
- ④ Developed, in conjunction with the City of Oak Creek's web site project, online forms to provide visitors to the Oak Creek Fire Department's website with an easy and efficient way to request and submit information. These online forms have also streamlined the distribution of collected information to program leads.
- ④ Completed the hiring and on-boarding of three new personnel. These personnel have completed their initial training and are utilized for regular staffing.
- ④ Completed the design, purchase, and acceptance of a new ambulance.
- ④ Completed the selection and on-boarding of a new Fire Inspector.
- ④ Completed the fitting process and purchase of new protective ensembles (turn-out gear) for all personnel.

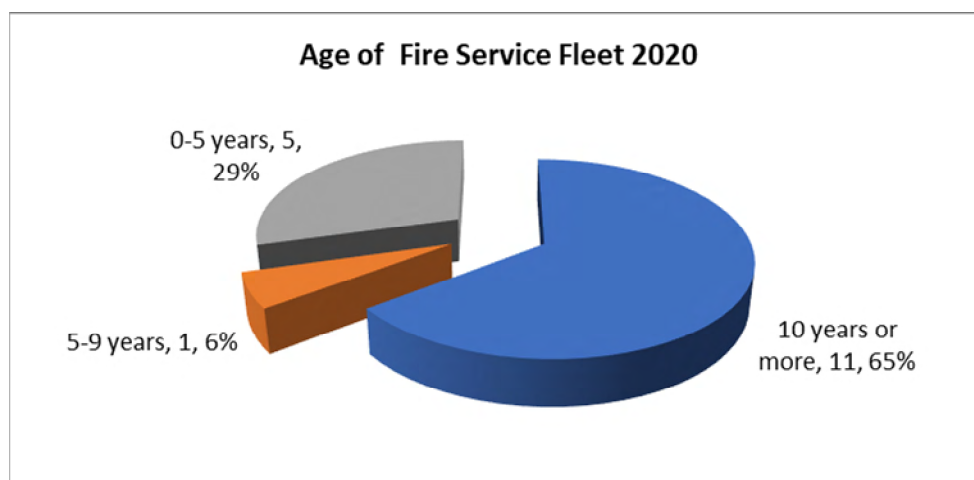
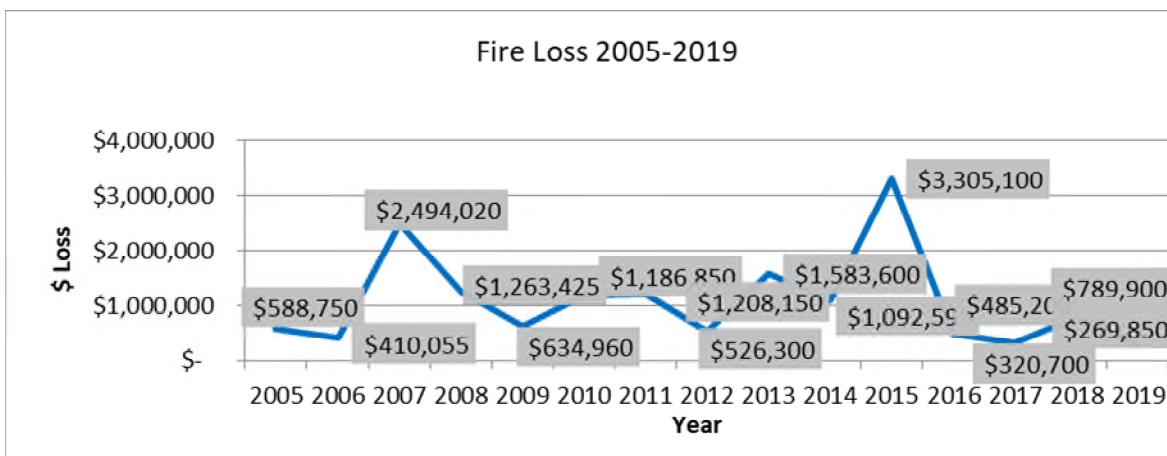
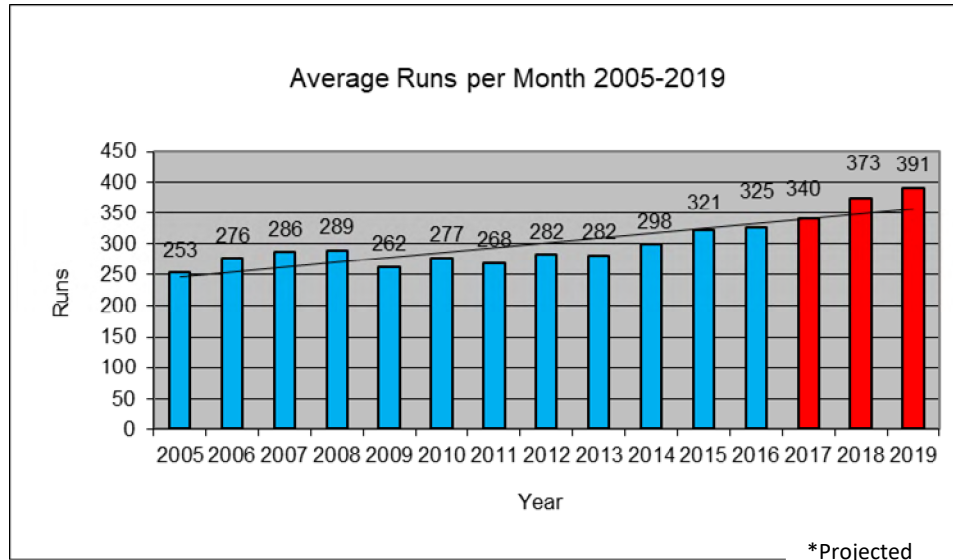
### SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2019:

- ④ The Department continued to track the impact recent contract changes and personnel additions have had on personnel costs. Mid-year estimates indicate that 2019 overtime expenditures will be substantially lower than 2018. Early indications is as much as 50%. Additionally, revenues from emergency medical billing (up 10%) and the State of Wisconsin 2% Dues (up 16%) program continue to have had positive results.

### DEPARTMENT ACTIVITY MEASURES:

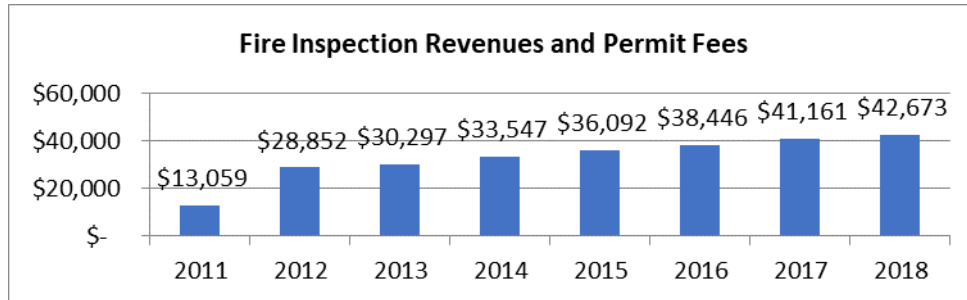


**DEPARTMENT: FIRE**



## DEPARTMENT: FIRE

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### 2020 STRATEGIC INITIATIVES:

- 🌐 Complete, by July 15, 2020, the Annual Compliance Report necessary to maintain accredited agency status.
- 🌐 Complete, by July 31, 2020, the development and adoption of a formal, 3 to 5 year strategic plan (Strategic Recommendation – 3B.1). The department will invite internal and external stakeholders to contribute towards the development of this plan and the organization’s goals and objectives.
- 🌐 Complete, by July 31, 2020, a work study analysis of the Community Risk Reduction and Public Education programs and evaluate staffing and task distribution needs (Strategic Recommendation – 5A.3 and 5B.2). This analysis will be included in the aforementioned strategic plan as part of a comprehensive staffing strategy.
- 🌐 Complete, by December 31, 2020, a comprehensive plan that addresses the future needs of Fire Station 2. Components of this plan will include an evaluation of the current placement of Station 2 as well as construction considerations. Components of this plan will be included in the aforementioned strategic plan.
- 🌐 Implement, by December 31, 2020, a document management solution to allow for the regular review and maintenance of organizational materials. (Strategic Recommendation – 9C.5). This solution shall address the processes and technology adjuncts necessary to categorize organizational policies, procedures, and guidelines; as well as provide a process for the regular review and revision of these documents.

### SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2020:

- 🌐 Continue to track the financial impact of recent contractual changes, personnel additions, and existing revenue sources.
- 🌐 Continue to develop a fire inspection fee modification plan that addresses the impact of large buildings on the fire inspection program. Pending development of this plan, seek Common Council approval for a modified fire inspection fee structure.



**DEPARTMENT: FIRE DEPARTMENT**

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**DEPARTMENTAL DETAIL INFORMATION**

<b>200 TRAVEL/TRAINING</b>	<b>\$8,336</b>
Money in this line will be used for in-house training related to fire suppression and emergency medical service. Schools, conferences, seminars, and certifications in training, inspection, and fire investigation. Milwaukee County video conferencing fees are also included in this line item.	
<b>205 RECRUITMENT/TESTING/PHYSICALS</b>	<b>\$2,375</b>
Money in this line will be used for employee drug testing (\$900), establishing a new Lieutenant and Firefighter eligibility list. It also contains money to hire two Firefighter's which includes cost for a physical, job trait assessment, and background checks.	
<b>210 EXPENSE ALLOWANCE</b>	<b>\$329</b>
Large fire expense for Fire Bell, food for firefighters at long term fires, and expenses for hosting meetings and seminars.	
<b>215 UNIFORM CLOTHING</b>	<b>\$10,346</b>
Cleaning service for station uniforms (\$26,000), dress blues, uniform shirts and pants, repair and cleaning for turnout gear, replacement boots, helmets, and gloves.	
<b>220 TUITION REIMBURSEMENT</b>	<b>\$10,925</b>
Attendance at Milwaukee Area Technical College for credits towards an associate degree in fire technology and college attendance for credits toward a Bachelor's degree with approval of the Chief and Personnel Committee. The contractual agreement with Local 1848 that needs to be budgeted is \$16,000. The additional cost is for the non-represented personnel.	
<b>300 ELECTRICITY</b>	<b>\$22,800</b>
Electricity use for Fire Stations 1, 2, & 3.	
<b>305 WATER AND SEWER</b>	<b>\$2,969</b>
Water and sewer charges to operate Fire Stations 1, 2, & 3.	
<b>310 NATURAL GAS</b>	<b>\$12,920</b>
Natural gas will be used for heating, hot water, and auxiliary generator on an incidental basis for Fire Stations 1, 2, & 3.	



**DEPARTMENT: FIRE DEPARTMENT**

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**DEPARTMENTAL DETAIL INFORMATION**

<b>315 TELEPHONE</b>	<b>\$3,830</b>
Monthly charges for cellular phone service and advertising. Money in this line item includes the cost for Direct TV service and monitoring the sprinkler system at Station 1.	
<b>400 OFFICE SUPPLIES</b>	<b>\$855</b>
Miscellaneous office supplies for three fire stations and the Command Post.	
<b>410 PRINTING AND COPYING</b>	<b>\$665</b>
Business cards, stationery, envelopes, labels, and copy machine paper for three fire stations.	
<b>415 POSTAGE</b>	<b>\$586</b>
Routine business correspondence, including fire inspection correspondence and shipping costs.	
<b>420 DUES AND PUBLICATIONS</b>	<b>\$2,494</b>
This covers department membership in NFPA, International Association of Fire Chiefs, membership in Wisconsin State Fire Service Instructors, NFPA Standard and Code updates, and other miscellaneous publications to aid in keeping up with the changing technologies and skills in fire service and EMS. The increase in this line item is for the annual accreditation dues.	
<b>425 ADVERTISING AND PROMOTIONS</b>	<b>\$95</b>
Promotional advertising for EMS and Fire Prevention Weeks.	
<b>427 PUBLIC EDUCATION</b>	<b>\$5,700</b>
This covers EMS week and fire prevention activities throughout the year which include Fire Prevention Week and National Night Out. It also covers fire prevention handouts, senior citizen fire education, and Juvenile Fire Setters program. This account also funds File of Life materials and Pulse Point maintenance.	
<b>430 HOUSEKEEPING</b>	<b>\$713</b>
Dish soap, towels, and other miscellaneous household items not covered in the Facilities Maintenance Budget.	





**DEPARTMENT: FIRE DEPARTMENT**

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**DEPARTMENTAL DETAIL INFORMATION**

<b>440 MEDICAL AND SAFETY</b>	<b>\$0</b>
Medical supplies for five ambulances. The increase in this line item is for cot maintenance (\$3,750), video laryngoscopes (\$5,500), and 5% increase for medical supplies and increase call volume.	
<b>460 MINOR EQUIPMENT</b>	<b>\$6,175</b>
Small hardware, TV, and appliance replacement or repair. Treadmill replacement and other fitness equipment needed to support the Fire Department's Wellness/Fitness program.	
<b>470 AUDIO VISUAL/PHOTO SUPPLIES</b>	<b>\$380</b>
Audio visual needs for use for fire, rescue and fire investigation.	
<b>480 FIRE EQUIPMENT</b>	<b>\$11,001</b>
Includes but not limited to nozzles, nozzle repair, hose, hose repair, hydrotests, air mask repair, cleaning and testing and maintenance to the air filling station.	
<b>495 MISCELLANEOUS</b>	<b>\$143</b>
Miscellaneous items not covered elsewhere.	
<b>506 HAZARDOUS RESPONSE UNIT</b>	<b>\$9,025</b>
Level B hazardous material and spill clean-up and materials. The purchase of foam, oil dry and meters also come out of this line item.	
<b>523 ADMINISTRATION BILLING FEE</b>	<b>\$0</b>
8% billing fee for ALS and BLS treatments and transports, computer tablets and field bridge software annual fees.	
<b>525 ATTORNEY/LEGAL</b>	<b>\$9,500</b>
Legal fees for grievance settlements, bargaining or other legal matters.	
<b>600 OFFICE EQUIPMENT MAINTENANCE</b>	<b>\$238</b>
Station 1, 2, and 3 copier supplies and maintenance.	
<b>610 RADIO MAINTENANCE</b>	<b>\$11,400</b>
Repair, maintenance, and batteries for all mobile, portable, paging and base radio equipment. The annual Milwaukee County radio and mobile fees are also included in this line item.	
<b>615 GROUNDS MAINTENANCE</b>	<b>\$1,188</b>
Grounds maintenance and flowers for Stations 1, 2, and 3.	



**DEPARTMENT: FIRE DEPARTMENT**

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**DEPARTMENTAL DETAIL INFORMATION**

<b>620 BUILDING MAINTENANCE</b>	<b>\$14,250</b>
Painting, plumbing, heating and air-conditioning repair. Light bulbs, filters, emergency generator and inside repairs for Stations 1, 2 & 3. Annual sprinkler test for Station 1, 2, and 3. This line item also includes sprinkler monitoring and the annual elevator test for Station 1.	
<b>700 VEHICLE MAINTENANCE</b>	<b>\$23,750</b>
Maintenance of 5 ambulances, 4 engines, 1 aerial ladder, 2 grass fire rigs, 2 cars and a command post.	
<b>705 EQUIPMENT MAINTENANCE</b>	<b>\$6,650</b>
Pump testing and all ground and aerial ladder tests and certifications. Hurst tool repair and maintenance and repairs to small equipment and meters.	
<b>710 GAS/OIL/FLUIDS</b>	<b>\$19,000</b>
Fuel and oil usage, oil changes and filters for all department equipment.	
<b>715 TIRES</b>	<b>\$3,800</b>
General repair and replacement of tires.	
<b>TOTAL</b>	<b>\$202,438</b>

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %
								CHANGE	
APPROPRIATIONS									
Dept 65 - FIRE DEPARTMENT									
DIRECT EMPLOYEE COSTS									
10-65-41-10000	SALARIES - FULL TIME	1,162,292	1,083,252	1,076,129	1,485,704	1,098,690	1,098,690	1,112,057	1.22%
10-65-41-10500	SALARIES-PART TIME	3,152	3,203	3,182	3,053	4,460	4,460	4,544	1.88%
10-65-41-11000	SALARIES - OVERTIME	99,698	88,115	58,926	45,479	55,900	82,521	57,200	2.33%
10-65-41-11500	SALARIES - HOLIDAY PAY	10,651	7,394	34,002	33,862	32,000	32,000	30,250	-5.47%
10-65-41-12000	SPECIAL PAY ALLOWANCES	22,643	7,390	6,125	4,822	6,200	6,200	5,113	-17.53%
10-65-41-12500	CAR ALLOWANCE	1,121	1,913	2,661	1,682	2,200	2,200	1,682	-23.55%
10-65-41-13000	RETIREMENT	127,042	137,600	149,527	176,700	128,320	128,320	134,786	5.04%
10-65-41-13500	SOCIAL SECURITY	88,948	97,311	87,382	89,685	82,940	82,940	85,038	2.53%
10-65-41-15000	INSURANCE - ACTIVE HEALTH	203,740	199,665	199,665	204,653	208,830	208,830	208,836	0.00%
10-65-41-16000	INSURANCE - WORKMANS COMP	39,325	37,616	40,274	34,212	44,000	36,272	44,010	0.02%
10-65-41-16500	INSURANCE - DISABILITY	5,063	12,031	6,006	6,487	8,500	7,792	4,000	-52.94%
10-65-41-17000	INSURANCE - DENTAL	16,591	16,591	16,591	16,591	16,930	16,930	16,924	-0.04%
10-65-41-17500	INSURANCE - GROUP LIFE	1,140	1,229	1,349	1,404	2,000	1,637	1,780	-11.00%
10-65-41-18000	LONGEVITY	1,279	1,433	1,417	1,341	1,495	1,310	1,198	-19.87%
10-65-41-18500	SECTION 125 EXPENSES	305	300	413	411	450	349	289	-35.78%
	DIRECT EMPLOYEE COSTS	1,782,990	1,695,043	1,683,649	2,106,086	1,692,915	1,710,451	1,707,707	0.87%
INDIRECT EMPLOYEE COSTS									
10-65-42-20000	TRAVEL/TRAINING	3,868	6,095	8,088	8,521	8,336	8,336	8,336	0.00%
10-65-42-20500	RECRUITMENT/TESTING/PHYSICALS	4,690	3,680	662	2,293	2,375	2,375	2,375	0.00%
10-65-42-21000	EXPENSE ALLOWANCE	306	192	306	263	329	329	329	0.00%
10-65-42-21500	UNIFORM/CLOTHING	9,354	8,816	6,820	7,429	10,346	10,346	10,346	0.00%
10-65-42-22000	TUITION REIMBURSEMENT	2,883	3,793	4,179	6,248	10,925	10,925	10,925	0.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

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								CHANGE	
APPROPRIATIONS									
Dept 65 - FIRE DEPARTMENT									
INDIRECT EMPLOYEE COSTS		21,101	22,576	20,055	24,754	32,311	32,311	32,311	0.00%
UTILITY COST									
10-65-43-30000	ELECTRICITY	0	0	0	0	22,173	22,173	22,800	2.83%
10-65-43-30001	ELECTRICITY-STATION #1	9,858	10,525	8,815	8,805	0	0	0	0.00%
10-65-43-30002	ELECTRICITY-STATION #2	4,292	4,856	4,970	4,914	0	0	0	0.00%
10-65-43-30003	ELECTRICITY - STATION #3	9,487	8,639	7,804	8,780	0	0	0	0.00%
10-65-43-30500	WATER AND SEWER	0	0	0	0	2,969	2,969	2,969	0.00%
10-65-43-30501	WATER & SEWER - STATION #1	1,312	1,171	1,142	1,186	0	0	0	0.00%
10-65-43-30502	WATER & SEWER - STATION #2	542	551	525	704	0	0	0	0.00%
10-65-43-30503	WATER & SEWER - STATION #3	1,095	1,055	1,065	1,113	0	0	0	0.00%
10-65-43-31000	NATURAL GAS	0	0	0	0	9,795	12,825	12,920	31.90%
10-65-43-31001	NATURAL GAS-STATION #1	2,783	3,098	2,831	3,460	0	0	0	0.00%
10-65-43-31002	NATURAL GAS - STATION #2	2,342	2,453	2,542	2,766	0	0	0	0.00%
10-65-43-31003	NATURAL GAS - STATION #3	4,572	4,438	4,496	5,408	0	0	0	0.00%
10-65-43-31500	TELEPHONE	3,844	1,285	358	966	3,830	3,830	3,830	0.00%
10-65-43-31501	TELEPHONE - STATION #1	508	2,849	4,021	3,108	0	0	0	0.00%
10-65-43-31502	TELEPHONE STATION #2	41	0	0	0	0	0	0	0.00%
10-65-43-31503	TELEPHONE - STATION #3	267	0	0	0	0	0	0	0.00%
UTILITY COST		40,943	40,920	38,569	41,210	38,767	41,797	42,519	9.68%
SUPPLIES									
10-65-44-40000	OFFICE SUPPLIES	1,325	600	845	619	855	855	855	0.00%
10-65-44-41000	PRINTING AND COPYING	611	503	299	353	665	665	665	0.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %
								CHANGE	
<b>APPROPRIATIONS</b>									
<b>Dept 65 - FIRE DEPARTMENT</b>									
10-65-44-41500	POSTAGE	439	379	444	344	586	586	586	0.00%
10-65-44-42000 * *	DUES AND PUBLICATIONS	1,968	1,981	2,709	1,629	1,900	1,805	2,494	31.26%
10-65-44-42500	ADVERTISING & PROMOTIONS	0	0	119	0	95	95	95	0.00%
10-65-44-42700	PUBLIC EDUCATION	2,398	4,715	5,708	6,156	5,700	5,700	5,700	0.00%
10-65-44-43000	HOUSEKEEPING SUPPLIES	378	485	383	281	713	713	713	0.00%
10-65-44-46000	MINOR EQUIPMENT	6,771	3,963	6,776	3,924	6,000	6,175	6,175	2.92%
10-65-44-46002	MINOR EQUIP-STATION #2	34	0	0	0	0	0	0	0.00%
10-65-44-47000	AUDIO VISUAL/PHOTO SUPPLIES	93	382	370	302	380	380	380	0.00%
10-65-44-48000	FIRE EQUIPMENT	11,844	14,630	12,175	9,447	11,000	11,000	11,001	0.01%
10-65-44-49500	MISCELLANEOUS	374	172	185	3	143	238	143	0.00%
	SUPPLIES	26,235	27,810	30,013	23,058	28,037	28,212	28,807	2.75%
<b>OTHER SERVICES</b>									
10-65-45-50600	HAZARDOUS RESPONSE UNIT	1,541	0	8,131	6,347	9,025	9,025	9,025	0.00%
10-65-45-52500	ATTORNEY/LEGAL	9,630	11,019	9,548	5,818	9,500	9,500	9,500	0.00%
	OTHER SERVICES	11,171	11,019	17,679	12,165	18,525	18,525	18,525	0.00%
<b>MAINTENANCE</b>									
10-65-46-60000	OFFICE EQUIP. MAINTENANCE	0	0	0	0	570	570	238	-58.25%
10-65-46-60001	OFFICE EQUIP MAINT-STATION #1	111	263	0	166	0	0	0	0.00%
10-65-46-60002	OFFICE EQUIP MAINT-STATION #2	203	218	240	264	0	0	0	0.00%
10-65-46-60003	OFFICE EQUIP MAINT-STATION #3	73	66	79	76	0	0	0	0.00%
10-65-46-61000	RADIO MAINTENANCE	1,351	2,602	5,734	9,897	11,400	11,400	11,400	0.00%
10-65-46-61500	GROUNDS MAINTENANCE	0	0	0	0	1,188	1,188	1,188	0.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

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								CHANGE	
APPROPRIATIONS									
Dept 65 - FIRE DEPARTMENT									
10-65-46-61501	GROUNDS MAINT - STATION #1	52	521	198	914	0	0	0	0.00%
10-65-46-61502	GROUNDS MAINT - STATION #2	605	128	49	268	0	0	0	0.00%
10-65-46-61503	GROUNDS MAINT - STATION #3	166	183	517	347	0	0	0	0.00%
10-65-46-62000	BUILDING MAINTENANCE	0	64	0	0	14,250	14,250	14,250	0.00%
10-65-46-62001	BUILDING MAINT-STATION #1	6,139	3,397	6,794	8,889	0	0	0	0.00%
10-65-46-62002	BUILDING MAINT-STATION #2	5,092	1,088	5,127	2,063	0	0	0	0.00%
10-65-46-62003	BUILDING MAINT-STATION #3	5,142	10,923	6,970	4,978	0	0	0	0.00%
MAINTENANCE		18,934	19,453	25,708	27,862	27,408	27,408	27,076	-1.21%
VEHICLES									
10-65-47-70000	VEHICLE MAINTENANCE	23,790	26,922	35,826	27,658	23,750	23,750	23,750	0.00%
10-65-47-70500	EQUIPMENT MAINTENANCE	6,995	8,162	5,520	4,787	6,650	6,650	6,650	0.00%
10-65-47-71000	GAS AND OIL	18,226	13,876	15,419	19,378	19,000	19,000	19,000	0.00%
10-65-47-71500	TIRES	2,543	6,471	3,873	5,459	3,800	3,800	3,800	0.00%
VEHICLES		51,554	55,431	60,638	57,282	53,200	53,200	53,200	0.00%
Totals for dept 65 - FIRE DEPARTMENT		1,952,928	1,872,252	1,876,311	2,292,417	1,891,163	1,911,904	1,910,145	1.00%
DEPARTMENT 65 FIRE DEPARTMENT									
44-42000	DUES AND PUBLICATIONS								
INCREASE FOR ANNUAL ACCREDITATION									

## **DEPARTMENT: HEALTH**

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### **PROGRAM DESCRIPTION:**

The Health Department promotes health and the prevention of disease and injury through three core functions: assessment, policy development, and assurance. While the three core functions provide direction to the Health Department, ten essential public health services guide how the Department carries out the core functions. The Board of Health and a Medical Advisor provide oversight for the Department. The State has designated the Oak Creek Health Department as a Level III health department per Wisconsin Statute and Department of Health Services Administrative Code.

#### ***Programs include:***

Bender Beach Water Testing	Infant Home Visitation
Breastfeeding Support Program	Lead Case Management
Child Developmental Screening	Nursing Education
Child Passenger Safety Program	Rabies Transmission Control
Communicable Disease Investigation	Radon Program
Community Health Assessment	Respiratory Fit Testing
Community Health Improvement Taskforces	Safe Sleep Program
Educational Programming	Sharps Container Collection & Distribution
Emergency Preparedness	Substance Abuse Awareness
Falls Prevention	Tuberculosis Case Management
Human Health Hazard Investigation	

#### ***Clinical Services include:***

Blood Pressure Screening	Immunization
Tuberculosis Skin Testing	Hearing Screening
Vision Screening	Pregnancy Testing
Lead Screening	

### **SIGNIFICANT INITIATIVES RECENTLY ACCOMPLISHED:**

- 🕒 Hired a full-time Public Health Specialist in March 2019;
- 🕒 Hired a part-time Public Health Nurse in August 2019;
- 🕒 Implemented new electronic health record system in January 2019, allowing for more robust data collection and analysis;
- 🕒 Successfully obtained grant to fund trauma informed care training for all Fire, Health, and Police Department staff as part of ongoing substance abuse program;
- 🕒 Collaborated with City Attorney to implement coal tar sealant ban;

## DEPARTMENT: HEALTH

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- ☉ Completed joint Community Health Assessment plan with communities of Cudahy, St. Francis, and South Milwaukee.

### DEPARTMENT ACTIVITY MEASURES

Activity	2014	2015	2016	2017	2018
Disease Investigations	196	210	215	317	365
Immunizations	515	370	307	297	277
Health Screenings	397	354	287	310	206
Fall Prevention Participants	9	0	30	27	20
Safe Sleep Program	n/a	8	7	22	62
Car Seat Installation Checks	n/a	72	113	128	115
Car Seats Distributed	n/a	9	15	16	16
Health Education	1060	875	887	828	945
Clinic Revenues	\$19,725	\$12,623	\$12,877	\$15,734	\$17,992
Grant Revenues	\$87,684	\$84,811	\$78,546	\$78,252	\$88,485
Elevated Lead Follow up/ Investigation	9	14	18	6	8
Sanitarian Inspections	305	364	311	157	381
Sharps Collections	330	332	333	385	348
Sharps Distributed	246	250	303	324	330
Rabies Control	47	42	47	54	66
Radon Kits	74	195	188	82	75
Sanitarian Revenue (net)	\$66,308	\$65,354	\$76,639	\$101,480	\$104,254
State Reimbursement	\$ 4,189	\$ 4,612	\$ 5,214	\$5,837	\$6,335

### 2020 STRATEGIC ACTION PLAN INITIATIVES:

- ☉ Increase Methods/Frequency of Communication and Engagement among Staff & Common Council;
- ☉ Become a City known for its successful Special Events and Community Gatherings;
- ☉ Participate in Revenue Team to Provide Analyses and Recommendations on a Multi-year Budget Strategy.



## **DEPARTMENT: HEALTH**

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### **OTHER 2020 MANAGEMENT INITIATIVES:**

- ④ Identify Department priorities for the next five years through the development of the Community Health Improvement Plan;
- ④ Increase community awareness through publication of licensed facility inspection data;
- ④ Increase clinic revenue generated through addition of reproductive health services;
- ④ Continue to build and strengthen relationships with community partners.

### **SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2020:**

- ④ 2.25% wage adjustments for full-time and part-time staff and associated payroll/WRS expenses.



**DEPARTMENT: HEALTH DEPARTMENT**

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**DEPARTMENTAL DETAIL INFORMATION**

200 TRAVEL/TRAINING Mileage and professional development for all staff	\$6,250
205 RECRUITMENT/TESTING/PHYSICALS Advertising for any vacant position(s), funding for pre-employment physicals for employees, and record checks for volunteers	\$500
315 TELEPHONE Staff cellular telephone expenses	\$1,200
400 OFFICE SUPPLIES Office supplies needed to conduct daily business	\$900
410 PRINTING AND COPYING Printing and copying expenses	\$900
415 POSTAGE Postage and shipping expenses	\$1,000
420 Licensing and Subscriptions Lab recertification fee, license and certification staff fees, subscriptions to programs/software	\$2,000
425 ADVERTISING AND PROMOTIONS Community outreach and education	\$2,200
440 MEDICAL AND SAFETY Vaccines and TB skin testing solution, clinic supplies, and medical/first aide equipment	\$9,000
495 MISCELLANEOUS Miscellaneous supplies or unforeseen price increases	\$750
507 HAZARDOUS WASTE DISPOSAL Sharps collection and destruction expenses and purchase of sharps containers	\$3,500

**DEPARTMENT: HEALTH DEPARTMENT**

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**DEPARTMENTAL DETAIL INFORMATION**

514 CONSULTANTS	\$1,750
Audits, consultant expenses, and translation services	
524 TESTING	\$200
Expenses for mandated lab tests for disease control and environmental safety	
600 OFFICE EQUIPMENT MAINTENANCE	\$100
Medical equipment recalibration expenses	
<b>TOTAL</b>	<b>\$30,250</b>

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %
								CHANGE	
APPROPRIATIONS									
Dept 75 - HEALTH DEPARTMENT									
DIRECT EMPLOYEE COSTS									
10-75-41-10000	SALARIES - FULL TIME	297,607	227,236	241,552	255,438	290,181	250,000	306,302	5.56%
10-75-41-10500	SALARIES - PART TIME	52,397	98,695	101,220	50,787	65,474	42,144	66,545	1.64%
10-75-41-11000	SALARIES - OVERTIME	966	0	0	0	0	0	0	0.00%
10-75-41-13000	RETIREMENT	24,336	21,120	22,724	20,658	21,289	21,289	23,053	8.29%
10-75-41-13500	SOCIAL SECURITY	29,184	27,706	29,154	25,128	27,208	27,208	28,523	4.83%
10-75-41-15000	INSURANCE - ACTIVE HEALTH	41,807	41,807	41,807	31,807	31,807	31,807	31,807	0.00%
10-75-41-16000	INSURANCE - WORKMANS COMP	18,204	21,588	15,254	13,812	14,920	14,920	14,920	0.00%
10-75-41-16500	INSURANCE - DISABILITY	1,176	881	881	1,103	1,400	1,147	1,200	-14.29%
10-75-41-17000	INSURANCE - DENTAL	5,961	5,961	5,961	4,961	4,961	4,961	4,961	0.00%
10-75-41-17500	INSURANCE - GROUP LIFE	1,390	612	525	514	625	761	770	23.20%
10-75-41-18500	SECTION 125 EXPENSES	55	65	121	126	150	119	125	-16.67%
DIRECT EMPLOYEE COSTS		473,083	445,671	459,199	404,334	458,015	394,356	478,206	4.41%
INDIRECT EMPLOYEE COSTS									
10-75-42-20000	TRAVEL/TRAINING	4,041	2,053	2,038	4,974	6,250	3,200	6,250	0.00%
10-75-42-20500	RECRUITMENT/TESTING/PHYSICALS	322	762	444	588	500	845	500	0.00%
10-75-42-30000	SANITARIAN EXPENSES	0	0	6,475	0	0	0	0	0.00%
INDIRECT EMPLOYEE COSTS		4,363	2,815	8,957	5,562	6,750	4,045	6,750	0.00%
UTILITY COST									
10-75-43-31500	TELEPHONE	3,545	2,386	822	1,009	1,000	900	1,200	20.00%
UTILITY COST		3,545	2,386	822	1,009	1,000	900	1,200	20.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %
								CHANGE	
APPROPRIATIONS									
Dept 75 - HEALTH DEPARTMENT									
SUPPLIES									
10-75-44-40000	OFFICE SUPPLIES	564	677	537	812	900	400	900	0.00%
10-75-44-41000	PRINTING AND COPYING	395	886	394	384	900	900	900	0.00%
10-75-44-41500	POSTAGE	714	1,172	597	768	1,200	600	1,000	-16.67%
10-75-44-42000 * *	LICENSING AND SUBSCRIPTIONS	803	1,527	497	1,018	1,000	750	2,000	100.00%
10-75-44-42500	ADVERTISING AND PROMOTIONS	269	496	11	1,419	2,200	1,500	2,200	0.00%
10-75-44-44000	MEDICAL AND SAFETY	13,084	4,019	7,073	7,765	9,000	8,000	9,000	0.00%
10-75-44-49500	MISCELLANEOUS	1,317	1,142	0	0	1,500	1,300	750	-50.00%
	SUPPLIES	17,146	9,919	9,109	12,166	16,700	13,450	16,750	0.30%
OTHER SERVICES									
10-75-45-50700	HAZARDOUS WASTE DISPOSAL	1,260	2,091	2,774	1,693	3,500	1,600	3,500	0.00%
10-75-45-51400	CONSULTING	52	7,535	20,054	3,338	2,000	500	1,750	-12.50%
10-75-45-52400	LAB TESTING/X-RAYS	13	0	0	0	200	0	200	0.00%
10-75-45-59500	MISCELLANEOUS	(11)	0	0	0	0	0	0	0.00%
	OTHER SERVICES	1,314	9,626	22,828	5,031	5,700	2,100	5,450	-4.39%
MAINTENANCE									
10-75-46-60000	OFFICE EQUIP. MAINTENANCE	0	150	75	75	100	75	100	0.00%
	MAINTENANCE	0	150	75	75	100	75	100	0.00%
VEHICLES									
10-75-47-70000	VEHICLE MAINTENANCE	70	196	269	0	0	0	0	0.00%
10-75-47-71000	GAS & OIL	559	199	119	0	0	0	0	0.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %
APPROPRIATIONS									
Dept 75 - HEALTH DEPARTMENT									
	VEHICLES	629	395	388	0	0	0	0	0.00%
Totals for dept 75 - HEALTH DEPARTMENT		500,080	470,962	501,378	428,177	488,265	414,926	508,456	4.14%
DEPARTMENT 75 HEALTH DEPARTMENT									
44-42000	LICENSING AND SUBSCRIPTIONS								
	COVERS SOCIAL MEDIA SUBSCRIPTION								

**DEPARTMENT: ENGINEERING**  
**DIVISION: ENGINEERING SERVICES**

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**PROGRAM DESCRIPTION:**

The City's Engineering Department is responsible for the design, inspection, and administration of public works infrastructure improvements within the City. The Engineering Department is divided into two collaborative Divisions: Engineering Services and Inspection Services. The City Engineer oversees both Divisions. In-house staff handles as much of the City's engineering needs as possible including field survey, design, and inspection of capital improvement projects.

The Engineering Services Division manages all land development activities including, but certainly not limited to, the following: drafting of development agreements, plan review, construction inspection, as-built certification, and final acceptance of public improvements. Other primary functions performed include traffic management, and addressing a wide range of drainage and environmental issues. Staff continually reviews and recommends appropriate improvements to intersections, road capacities, street lighting, and pavement conditions. Environmental issues such as storm water management, enforcement of erosion control standards, green infrastructure, landfill closures, site remediation, and the preservation of wetlands and flood plains continue to grow in number and complexity, thus requiring increased staff attention and education.

**SIGNIFICANT INITIATIVES RECENTLY ACCOMPLISHED:**

- 🕒 At the direction of the CIP Committee and the Common Council designed and coordinated the construction of \$1.3 million in road improvements, including utilizing an unfamiliar treatments (new to OC's use) to analyze and confirm our belief in the effectiveness of spending on less expensive surface treatments to preserve and even extend useful life on higher condition-rated roads (pilot road section was Pennsylvania – Ryan to Puetz);
- 🕒 Participated on Strategic Action Plan team and helped author the *Street Light CIP and LED Conversion Analysis*;
- 🕒 Hired two new staff members to replace two long-time Engineering employees who had moved on. This also involved several job description updates and some shifting of duties to better utilize staff experience and talents;
- 🕒 Worked with a large team of City staff, consultant design engineers, highway agency representatives and the developers of the large Ryan Business Park project, for which the impressive 2.4 million square foot Amazon distribution facility is the cornerstone. This entailed significant improvements to the roads and bridges surrounding the site and on the site itself;
- 🕒 Worked with DPW, PD, and Engineering staff to revise and streamline the previously cumbersome snow removal inspection effort;
- 🕒 Served on the team that worked with Siemens Industry on their performance contract project for City facilities;
- 🕒 Participated on a staff team investigating the North Lake Vista bluff stability and feasible solutions;

**DEPARTMENT: ENGINEERING**  
**DIVISION: ENGINEERING SERVICES**

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- ☉ Staff Environmental Engineer Sue Winnen has applied for two large grants in the effort to move lakefront development forward, specifically the North Lake Vista site.

**DIVISION ACTIVITY MEASURES:**

Activity	2014	2015	2016	2017	2018
Right-of-way Excavation Permits Issued	157	178	135	163	149
Right-of-way Temporary Work Encroachment Permits Issued	N/A	N/A	N/A	21	11
Driveway Approach Permits Issued	52	53	61	40	43
Erosion Control Permits Issued	51	58	46	50	47
Development Agreements	0	2	4	6	4
Construction Contracts Administered - Designed In-house (\$\$ Value, in Millions)	\$0.30	\$3.96	\$0.64	\$1.14	\$0.14
Construction Contracts Administered - Designed by Consultant (\$\$ Value, in Millions)	\$1.03	\$2.63	\$8.27	\$1.93	\$0.18

**2020 STRATEGIC ACTION PLAN INITIATIVES:**

- ☉ Convene Discussions and Examine Partnerships with other Stakeholders (public-private-non-profit) Regarding Shared Services, Cooperative Programming, and Alignment of Resources;
- ☉ Ensure City Transportation and Land Use Plans Align with Plans of Overlapping Organizations and Government;
- ☉ Perform a Capacity Review and Analysis on Local Collector and Arterial Streets;
- ☉ Explore New Methods, Best Practices to Maximize Useful Life of Roads and Bridges;
- ☉ Market the Lakefront Development on a Regional and National Scale;
- ☉ Reduce Health Insurance Costs through Proactive Consumer Education.

**OTHER 2020 MANAGEMENT INITIATIVES:**

- ☉ Update the Roadway Design chapter of the Engineering Design Manual;
- ☉ Continue development of the traffic calming manual;
- ☉ Create a work plan with the City Administrator in implementing the preferred alternatives and recommendations contained in the *Street Light CIP and LED Conversion Analysis*;
- ☉ Create and dedicate to customer service commitment standards; incorporate customer service standards into staff performance appraisals;



**DEPARTMENT: ENGINEERING**  
**DIVISION: ENGINEERING SERVICES**

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- ④ Continue working with reporting staff and Community Development Director and staff to ensure successful implementation of revised ASA pool structure; incorporate expectations of staff into the employee performance appraisal process;
- ④ Create a GIS mapping layer for traffic counts;
- ④ Research/develop a new plan file listing system/process.

**SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2019:**

- ④ 2.25% wage adjustments for certain full-time and part-time staff and associated payroll/WRS expenses. Certain employees in this budget area are a part of the Labor Association. Those employees received a base wage adjustment of 2.07% (in accordance with state statute) and a one-time, non-base building stipend of \$125.00.



**DEPARTMENT: ENGINEERING**

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**DEPARTMENTAL DETAIL INFORMATION**

200 TRAVEL/TRAINING	\$3,300
Engineering Department must stay current in traffic analysis & signage, construction inspection & testing, hydrologic & storm sewer design, and street lighting & pavement design.	
205 RECRUITMENT AND TESTING	\$1,200
Recruitment for possible vacant positions	
215 CLOTHING MAINTENANCE	\$800
Maintain uniforms for field personnel	
315 TELEPHONE	\$3,000
Seven cell phones	
415 POSTAGE	\$250
420 DUES AND PUBLICATIONS	\$350
Professional memberships, registrations, certifications and subscriptions.	
440 MEDICAL AND SAFETY	\$150
Safety shoes and glasses.	
455 SMALL TOOLS	\$125
Tape measures, hand levels, etc.	
460 MINOR EQUIPMENT	\$1,400
Traffic counters & tubes, etc.	
462 FIELD SURVEY/INSPECTION SUPPLIES	\$1,200
Construction inspection/surveying needs such as stakes, lath, marking paint, etc.	
495 MISCELLANEOUS SUPPLIES	\$100
515 ENGINEERING/CONSULTING	\$50,000
This will provide funds to retain consultants to supplement staff with specialized expertise needs.	

**DEPARTMENT: ENGINEERING**


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**DEPARTMENTAL DETAIL INFORMATION**

516 DIGGERS HOTLINE SERVICES	<i>\$33,000</i>
The City is charged on a per call basis for the field marking of its underground facilities.	
600 OFFICE EQUIPMENT MAINTENANCE	<i>\$2,000</i>
Covers the cost of paper/printing and regular maintenance of the Canon plotter.	
700 VEHICLE MAINTENANCE	<i>\$1,800</i>
Maintenance of five vehicles.	
705 VEHICLE EQUIPMENT MAINTENANCE	<i>\$250</i>
High-Vis flasers, etc.	
710 GAS/OIL/FLUIDS	<i>\$4,500</i>
1,300 gallons @ \$3.40/gal., plus oil changes for five vehicles	
715 TIRES	<i>\$500</i>
Tires for five vehicles.	
<b>TOTAL</b>	<b><i>\$103,925</i></b>

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %
									CHANGE
APPROPRIATIONS									
Dept 81 - ENGINEERING									
DIRECT EMPLOYEE COSTS									
10-81-41-10000	SALARIES - FULL TIME	396,665	422,895	415,142	442,342	479,555	426,000	480,556	0.21%
10-81-41-10500	SALARIES - PART TIME	0	0	0	0	0	0	20,000	0.00%
10-81-41-11000	SALARIES - OVERTIME	8,903	5,281	9,739	3,245	4,000	1,000	4,000	0.00%
10-81-41-12500	CAR ALLOWANCE	1,650	1,950	1,800	1,800	1,800	1,800	1,800	0.00%
10-81-41-13000	RETIREMENT	31,165	30,269	31,909	31,744	31,411	31,411	32,033	1.98%
10-81-41-13500	SOCIAL SECURITY	33,658	33,762	34,601	34,960	36,686	36,686	36,304	-1.04%
10-81-41-15000	INSURANCE - ACTIVE HEALTH	65,605	65,605	65,605	65,605	65,605	65,605	65,605	0.00%
10-81-41-16000	INSURANCE - WORKMANS COMP	19,856	22,216	15,853	14,496	15,659	15,660	15,659	0.00%
10-81-41-16500	INSURANCE - DISABILITY	1,607	1,527	1,322	1,588	2,000	1,632	1,650	-17.50%
10-81-41-17000	INSURANCE - DENTAL	8,116	8,116	8,116	8,116	8,116	8,116	8,116	0.00%
10-81-41-17500	INSURANCE - GROUP LIFE	1,366	1,423	1,439	1,536	1,900	1,236	1,300	-31.58%
10-81-41-18000	LONGEVITY	400	460	480	480	480	280	300	-37.50%
10-81-41-18500	SECTION 125 EXPENSES	391	428	415	418	475	307	325	-31.58%
	DIRECT EMPLOYEE COSTS	569,382	593,932	586,421	606,330	647,687	589,733	667,648	3.08%
INDIRECT EMPLOYEE COSTS									
10-81-42-20000	TRAVEL/TRAINING	1,100	3,863	2,164	2,896	4,000	2,100	3,300	-17.50%
10-81-42-20500	RECRUITMENT/TESTING/PHYSICALS	38	138	0	22	150	2,800	1,200	700.00%
10-81-42-21500	CLOTHING MAINTENANCE	459	578	515	222	900	500	800	-11.11%
	INDIRECT EMPLOYEE COSTS	1,597	4,579	2,679	3,140	5,050	5,400	5,300	4.95%
UTILITY COST									
10-81-43-31500	TELEPHONE	2,500	2,677	3,353	3,365	2,500	2,500	3,000	20.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %
								CHANGE	
APPROPRIATIONS									
Dept 81 - ENGINEERING									
UTILITY COST		2,500	2,677	3,353	3,365	2,500	2,500	3,000	20.00%
SUPPLIES									
10-81-44-41000	PRINTING AND COPYING	981	207	111	0	0	0	0	
10-81-44-41500	POSTAGE	369	549	221	453	200	150	250	25.00%
10-81-44-42000	DUES AND PUBLICATIONS	145	0	144	200	200	100	350	75.00%
10-81-44-44000	MEDICAL AND SAFETY	89	0	0	100	150	0	150	0.00%
10-81-44-45500	SMALL TOOLS	35	0	0	0	125	75	125	0.00%
10-81-44-46000	MINOR EQUIPMENT	413	2,300	96	371	1,400	200	1,400	0.00%
10-81-44-46200	FIELD SURVEY/INSPECTION SUPPLY	1,174	312	1,290	236	1,800	1,400	1,200	-33.33%
10-81-44-49500	MISCELLANEOUS	69	0	0	47	100	100	100	0.00%
SUPPLIES		3,275	3,368	1,862	1,407	3,975	2,025	3,575	-10.06%
OTHER SERVICES									
10-81-45-51500	ENGINEERING	77,730	28,981	13,311	13,614	64,000	10,000	50,000	-21.88%
10-81-45-51600	DIGGERS HOTLINE SERVICES	24,516	28,454	32,078	25,745	33,000	26,000	33,000	0.00%
OTHER SERVICES		102,246	57,435	45,389	39,359	97,000	36,000	83,000	-14.43%
MAINTENANCE									
10-81-46-60000	OFFICE EQUIP. MAINTENANCE	1,977	1,764	1,091	1,514	2,100	1,900	2,000	-4.76%
MAINTENANCE		1,977	1,764	1,091	1,514	2,100	1,900	2,000	-4.76%
VEHICLES									
10-81-47-70000	VEHICLE MAINTENANCE	37	583	1,668	1,699	1,500	1,500	1,800	20.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %
		CHANGE							
APPROPRIATIONS									
Dept 81 - ENGINEERING									
10-81-47-70500	EQUIPMENT MAINTENANCE-VEHICLES	0	0	0	0	250	0	250	0.00%
10-81-47-71000	GAS AND OIL	3,969	4,180	4,438	2,883	4,500	2,500	4,500	0.00%
10-81-47-71500	TIRES	0	451	483	0	1,000	500	500	-50.00%
	VEHICLES	4,006	5,214	6,589	4,582	7,250	4,500	7,050	-2.76%
Totals for dept 81 - ENGINEERING		684,983	668,969	647,384	659,697	765,562	642,058	771,573	0.79%
		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

**DEPARTMENT: ENGINEERING**  
**DIVISION: INSPECTION SERVICES**

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**PROGRAM DESCRIPTION:**

The City's Engineering Department is divided into two collaborative Divisions: Engineering Services and Inspection Services. The Inspection Services Division promotes the health, safety, and welfare of the public through the administration of effective and efficient regulations, education, communication and enforcement of building codes, housing codes, and other applicable City ordinances.

The Inspection Services Division staff assists residents and contractors in the issuance of permits by acting on zoning-related issues, investigating complaints, and inspecting all new and renovated building construction for compliance with City and State building codes including plumbing, electrical, HVAC, fire and housing. The Division routinely coordinates with Engineering Services, Fire, Police, Health, and Community Development functions to maintain thorough management of all building construction and housing and zoning issues.

**SIGNIFICANT INITIATIVES RECENTLY ACCOMPLISHED:**

- 🌊 Eliminated the need for part-time sanitarian help due to efficient job performance of our one full-time staffer, and adjusted his wage accordingly;
- 🌊 Hired a new plumbing inspector to replace a senior-level building inspector lost to retirement;
- 🌊 Adjusted the inspectors' wages to bring them more in line and competitive with the market wages in this area;
- 🌊 Permitted/inspected the razing of several residential structures to accommodate planned developments along W. Drexel and along S. 13<sup>th</sup> street, as well as two long-overdue dilapidated structures (one on S. Pennsylvania and one on Alton Road);
- 🌊 Reviewed plans, permitted, and inspected all aspects of the high-profile 2.4 -million square foot Amazon distribution center;
- 🌊 Other notable 2019 projects, in various stages of completion, that required significant plan review and inspection included Oak Park Place, Villa Healthcare, Oak Hills Apartments, the St. Johns distribution center (Rawson/Howell), Zund, the HSA (6<sup>th</sup>/Rawson) facility, Lakeshore Veterinary Clinic, and Arena Americas and the MSA building in Oakview Business Park.

**DEPARTMENT: ENGINEERING**  
**DIVISION: INSPECTION SERVICES**

**DIVISION ACTIVITY MEASURES:**

Activity	Measure	2014	2015	2016	2017	2018
Permits Issued for Single family homes – New construction	#	N/A	32	31	31	20
	Value		\$7.62M	\$8.64M	\$8.65M	\$5.92M
Permits Issued for Multi-family residential – New construction	#	N/A	15	16	8	0
	Value		\$31.67M	\$26.42M	\$13.09M	\$0
Permits Issued for Non-residential – New construction	#	N/A	8	31	30	8
	Value		\$26.34M	\$94.14M	\$103.11M	\$21.00M
Permits Issued for Renovations/Additions	#	N/A	142	177	369	358
	Value		\$9.01M	\$38.32M	\$63.92M	\$34.97M
Permits Issued for Accessory Structures	#	N/A	144	145	171	143
	Value		\$1.31M	\$1.61M	\$1.78M	\$1.94M
All other permits	#	N/A	1,474	1,650	274	289
	Value		\$15.72M	\$22.52M	\$11.97M	\$1.45M

**2020 STRATEGIC ACTION PLAN INITIATIVES:**

None directly attributable to the Inspection Services Division.

**OTHER 2020 MANAGEMENT INITIATIVES:**

- 🕒 Coordinate with ASAs and Planning & Engineering staff to improve consistency and efficiency of the permitting, inspection scheduling and filing (BS&A) process;
- 🕒 Work with reporting Inspections staff and Community Development and Engineering staff to ensure successful implementation of revised ASA pool structure; incorporate expectations of staff into the employee (Inspectors) performance appraisal process;
- 🕒 Create and dedicate to customer service commitment standards; incorporate customer service standards into staff performance appraisals;
- 🕒 Explore the feasibility of electronic plan review.

**SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2020:**

- 🕒 2.25% wage adjustments for full-time staff and associated payroll/WRS expenses.





**DEPARTMENT: ENGINEERING**  
**DIVISION: 70 INSPECTIONS**

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**DEPARTMENTAL DETAIL INFORMATION**

200 TRAVEL & TRAINING	\$3,400
Classes and seminars necessary to maintain inspector certifications.	
205 RECRUITMENT/TESTING/PHYSICALS	\$500
Testing and recruitment costs for new hires.	
215 CLOTHING MAINTENANCE	\$750
ID shirts similar to street supervisors	
315 TELEPHONE	\$3,000
Five cell phones.	
400 OFFICE SUPPLIES	\$200
401 STATE BUILDING PERMIT SEALS	\$2,000
Building seals required by the State for each home constructed.	
410 PRINTING AND COPYING	\$500
Costs include forms and check lists for permits. Our brochures are being done in-house.	
415 POSTAGE	\$650
Postage costs for all mailing from the department.	
420 DUES AND PUBLICATIONS	\$1,400
Costs incurred to maintain up-to-date codes as well as certification renewal.	
425 ADVERTISING & PROMOTIONS	\$0
440 MEDICAL & SAFETY	\$1,000
Safety shoes and glasses.	
450 PUBLIC INFORMATION	\$400
455 SMALL TOOLS	\$200
Tape measues, testers, etc.	



**DEPARTMENT: ENGINEERING**  
**DIVISION: 70 INSPECTIONS**

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**DEPARTMENTAL DETAIL INFORMATION**

460 MINOR EQUIPMENT Locator, test meters, etc.	<i>\$300</i>
495 MISCELLANEOUS	<i>\$800</i>
516 DEMOLITION/PROPERTY CLEANUP	<i>\$6,500</i>
524 TESTING Charges paid to the State for Weights & Measures.	<i>\$10,500</i>
52401 TESTING - SANITARIAN	<i>\$500</i>
700 VEHICLE MAINTENANCE Maintenance of four cars and the bucket truck.	<i>\$2,000</i>
710 GAS/OIL/FLUIDS	<i>\$5,000</i>
715 TIRES Tire replacements for four SUVs.	<i>\$1,000</i>
<b>TOTAL</b>	<b><i>\$40,600</i></b>

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %
								CHANGE	
APPROPRIATIONS									
Dept 70 - ENGINEERING - INSPECTION									
DIRECT EMPLOYEE COSTS									
10-70-41-10000	SALARIES - FULL TIME	349,251	346,150	353,189	348,996	382,343	340,869	385,334	0.78%
10-70-41-10500	SALARIES - PART TIME	316	0	0	10,726	0	0	0	0.00%
10-70-41-11000	SALARIES - OVERTIME	3,485	(610)	2,209	4,151	5,500	5,500	5,500	0.00%
10-70-41-13000	RETIREMENT	23,857	23,343	24,228	23,391	25,607	25,607	26,381	3.02%
10-70-41-13500	SOCIAL SECURITY	25,839	25,886	26,131	26,227	32,968	30,000	29,899	-9.31%
10-70-41-15000	INSURANCE - ACTIVE HEALTH	56,117	56,117	56,117	54,877	54,877	54,877	54,877	0.00%
10-70-41-16000	INSURANCE - WORKMANS COMP	15,260	17,396	12,412	11,352	10,331	12,260	12,260	18.67%
10-70-41-16500	INSURANCE - DISABILITY	1,372	1,273	1,102	1,235	1,700	1,764	1,764	3.76%
10-70-41-17000	INSURANCE - DENTAL	5,672	5,672	5,672	5,538	5,538	5,538	5,538	0.00%
10-70-41-17500	INSURANCE - GROUP LIFE	1,883	1,920	1,827	987	1,600	1,256	1,300	-18.75%
10-70-41-18000	LONGEVITY	15	0	0	0	0	0	0	0.00%
10-70-41-18500	SECTION 125 EXPENSES	218	225	235	166	200	127	150	-25.00%
DIRECT EMPLOYEE COSTS		483,285	477,372	483,122	487,646	520,664	477,798	523,003	0.45%
INDIRECT EMPLOYEE COSTS									
10-70-42-20000	TRAVEL/TRAINING	2,029	2,714	1,422	2,892	3,400	3,400	3,400	0.00%
10-70-42-20500	RECRUITMENT/TESTING/PHYSICALS	38	19	273	554	1,000	600	500	-50.00%
10-70-42-21500	CLOTHING MAINTENANCE	581	772	682	764	750	750	750	0.00%
INDIRECT EMPLOYEE COSTS		2,648	3,505	2,377	4,210	5,150	4,750	4,650	-9.71%
UTILITY COST									
10-70-43-31500	TELEPHONE	2,604	2,824	2,957	3,439	2,500	2,500	3,000	20.00%
UTILITY COST		2,604	2,824	2,957	3,439	2,500	2,500	3,000	20.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %
								CHANGE	
APPROPRIATIONS									
Dept 70 - ENGINEERING - INSPECTION									
SUPPLIES									
10-70-44-40000	OFFICE SUPPLIES	0	0	0	58	300	75	200	-33.33%
10-70-44-40100 * *	STATE BUILDING PERMIT SEALS	756	826	830	829	1,000	830	2,000	100.00%
10-70-44-41000	PRINTING AND COPYING	856	722	472	80	500	200	500	0.00%
10-70-44-41500	POSTAGE	669	337	334	363	650	400	650	0.00%
10-70-44-42000	DUES AND PUBLICATIONS	895	1,025	1,300	2,265	1,400	1,400	1,400	0.00%
10-70-44-42501	ADVERTISING & PROMOTIONS	0	0	0	0	250	0	0	-100.00%
10-70-44-44000	MEDICAL AND SAFETY	221	503	706	100	1,000	750	1,000	0.00%
10-70-44-45000	PUBLIC INFORMATION	1,065	197	28	214	450	450	400	-11.11%
10-70-44-45500	SMALL TOOLS	20	275	1,641	62	200	200	200	0.00%
10-70-44-46000	MINOR EQUIPMENT	0	0	16	0	350	150	300	-14.29%
10-70-44-49500	MISCELLANEOUS	591	779	1,065	460	800	400	800	0.00%
SUPPLIES		5,073	4,664	6,392	4,431	6,900	4,855	7,450	7.97%
OTHER SERVICES									
10-70-45-51600	DEMOLITION/PROPERTY CLEANUP	1,165	189	(115)	200	6,500	7,500	6,500	0.00%
10-70-45-52400	WEIGHTS & MEASURES	9,200	9,600	10,400	10,400	10,500	10,400	10,500	0.00%
10-70-45-52401	TESTING - SANITARIAN	0	0	0	554	200	350	500	150.00%
OTHER SERVICES		10,365	9,789	10,285	11,154	17,200	18,250	17,500	1.74%
VEHICLES									
10-70-47-70000	VEHICLE MAINTENANCE	6,379	1,440	1,692	1,366	3,500	1,500	2,000	-42.86%
10-70-47-71000	GAS AND OIL	5,888	3,675	3,695	3,902	5,000	3,500	5,000	0.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %
								CHANGE	
APPROPRIATIONS									
Dept 70 - ENGINEERING - INSPECTION									
10-70-47-71500	TIRES	542	432	0	1,034	1,000	500	1,000	0.00%
	VEHICLES	12,809	5,547	5,387	6,302	9,500	5,500	8,000	-15.79%
Totals for dept 70 - ENGINEERING - INSPECTION		516,784	503,701	510,520	517,182	561,914	513,653	563,603	0.30%
DEPARTMENT 70 ENGINEERING - INSPECTION									
44-40100	STATE BUILDING PERMIT SEALS								
	INCREASE IN SEALS FOR MOD HOMES								

**DEPARTMENT: PUBLIC WORKS**  
**DIVISION: STREETS**

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**PROGRAM DESCRIPTION:**

The City Department of Public Works is divided into four distinct yet collaborative Divisions. The Public Works Divisions include Streets, Parks & Open Space Maintenance, Forestry, and Street Lighting. The Department provides a full range of public works projects and services to Oak Creek residents and businesses.

The Streets Division is responsible for a wide variety of tasks including, but not limited to: overseeing private contractor for residential refuse collection, operating and maintaining the recycling yard, street and sidewalk maintenance, brush and tree removals, ditching, grass cutting, equipment and vehicle maintenance for various departments, and being prepared for emergency situations such as snow storms, flooding or any situation requiring street closures. The Streets Division works in conjunction with all other Public Works Divisions, and other City Departments, in an effort to conserve resources and provided quality service to the community. Additionally, the Street Division is an active member on the Traffic and Safety Committee ensuring that the public’s safety is a top priority.

**SIGNIFICANT INITIATIVES RECENTLY ACCOMPLISHED:**

- 🕒 Updated contracts to be released for bid for refuse and recycle contract;
- 🕒 Expanded pilot area for LED smart lighting to entire Southbranch Business Park, 64 smart LED Fixtures;
- 🕒 Led a Strategic Action Plan team and help author the *Street Light CIP and LED Conversion Analysis*;
- 🕒 Worked with Tourism, Celebrations, Oak Creek Franklin Schools, and the Oak Creek Community Center to assist in set up and operations for over 50 special events;
- 🕒 Finalized recommendation for DPW’s second year in the vehicle leasing program;
- 🕒 Enhanced ambiance of Drexel Town Square by adding 55 planters and additional flowers to main street beds.

**DIVISION ACTIVITY MEASURES:**

Activity	2015	2016		2017		2018	
Snow Removal Hrs/Cost	N/A	5427	(\$459,217)*	4644	(\$294,619)*	8389	(\$586,387)*
Ditching and Culvert Repair Hrs/Cost	N/A	2269	(\$167,196)*	4336	(\$296,916)*	3411	(\$221,950)*
Roadway Mowing Hrs/Cost	N/A	1695	(\$144,788)*	2300	(\$185,262)*	1900	(\$157,744)*
Roadway Repair and Maintenance Hrs/Cost	N/A	3753	(\$194,024)*	5069	(\$209,920)*	6424	(\$282,572)*

\*Cost includes both labor and equipment

**DEPARTMENT: PUBLIC WORKS**  
**DIVISION: STREETS**

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**2020 STRATEGIC ACTION PLAN INITIATIVES:**

The Divisions comprising the Public Works Department will be involved in some level with the following SAP Initiatives:

- 🌐 Increase Methods/Frequency of Communication and Engagement among Staff & Common Council;
- 🌐 Implement a project related to LED Conversion per the next-step recommendation in the *Street Light CIP and LED Conversion Analysis*;
- 🌐 Perform a Capacity Review and Analysis on Local Collector and Arterial Streets;
- 🌐 Become a City known for its Successful Special Events and Community Gatherings;
- 🌐 Reduce Health Insurance Costs through Proactive Consumer Education;
- 🌐 Evaluate, Right-size, and Better Align City Organization.

**OTHER 2020 MANAGEMENT INITIATIVES:**

- 🌐 Purchase and install a salt brine system for snow and ice control;
- 🌐 Finalize a DPW organizational/supervisory structure recommendation for the City Administrator's review;
- 🌐 Reduce use of rock salt which will save the city money and be more environmentally friendly to the storm water runoff;
- 🌐 Continue to expand the smart lighting program currently in Southbranch Business Park;
- 🌐 Continue updating vehicle, decals, uniforms, etc. to "Department of Public Works";
- 🌐 Implement DPW fleet leasing phase 2 of 3;
- 🌐 Research and select a new work order management system.

**SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2020:**

- 🌐 2.25% wage adjustments for certain full-time and part-time staff and associated payroll/WRS expenses. Certain employees in this budget area are a part of the Labor Association. Those employees received a base wage adjustment of 2.07% (in accordance with state statute) and a one-time, non-base building stipend of \$125.00.
- 🌐 Cost of salt increased by \$8,495 due to the cost/ton increase experienced in the state bidding.



**DEPARTMENT: PUBLIC WORKS**  
**DIVISION: STREETS**

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**DEPARTMENTAL DETAIL INFORMATION**

**Indirect Employee**

200 Travel/Training	\$1,200
205 Recruitment/Testing/Physicals	\$3,000
215 Uniforms and Clothing	\$10,000

**Utility Costs**

300 Electricity	\$49,260
305 Water and Sewer	\$4,030
310 Natural Gas	\$24,998
315 Telephone	\$5,700

**Supplies**

400 Office Supplies	\$2,000
410 Printing and Copying	\$350
420 Dues and Publications	\$850
430 Housekeeping	\$1,000
435 Reimbursable Expenses/Culverts	\$11,000
440 Medical and Safety	\$6,400
455 Small Tools	\$4,000
460 Minor Equipment	\$5,000
465 Chemicals	\$3,000
475 Sign Materials	\$24,000
495 Miscellaneous	\$23,000

**Other Services**

525 Attorney/Legal	\$2,000
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**Maintenance**

600 Office Equip Maintenance	\$200
610 Radio Maintenance	\$500
615 Grounds Maintenance	\$6,000
620 Building Maintenance	\$18,000
640 Street Maintenance Materials	\$74,000
645 Boulevard Decorations	\$7,000
660 Sno and Ice Removal Materials	\$326,655





**DEPARTMENT: PUBLIC WORKS**  
**DIVISION: STREETS**

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**DEPARTMENTAL DETAIL INFORMATION**

**Vehicles**

700 Vehicle Maintenance	\$59,465
705 Equipment Maintenance	\$46,500
710 Gas/Oil/Fluids	\$125,000
715 Tires	\$15,000

**TOTAL \$859,108**

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %
								CHANGE	
APPROPRIATIONS									
Dept 83 - PUBLIC WORKS - STREETS									
DIRECT EMPLOYEE COSTS									
10-83-41-10000	SALARIES - FULL TIME	1,360,552	1,241,240	1,367,963	1,363,852	1,426,399	1,203,566	1,459,715	2.34%
10-83-41-10500	SALARIES - PART TIME	90,168	98,806	92,710	110,303	129,259	80,000	131,935	2.07%
10-83-41-11000	SALARIES - OVERTIME	60,136	50,096	17,507	49,158	55,000	50,000	55,000	0.00%
10-83-41-13000	RETIREMENT	99,882	87,885	95,979	94,934	101,944	90,781	104,149	2.16%
10-83-41-13500	SOCIAL SECURITY	115,066	103,612	110,455	113,991	123,215	108,228	125,969	2.24%
10-83-41-15000	INSURANCE - ACTIVE HEALTH	329,669	329,669	329,669	324,669	324,669	324,669	324,669	0.00%
10-83-41-16000	INSURANCE - WORKMANS COMP	69,496	75,036	56,229	51,688	55,840	55,840	55,840	0.00%
10-83-41-16500	INSURANCE - DISABILITY	6,057	6,736	5,949	6,968	8,300	7,718	7,800	-6.02%
10-83-41-17000	INSURANCE - DENTAL	35,181	35,181	35,181	35,181	35,181	35,181	35,181	0.00%
10-83-41-17500	INSURANCE - GROUP LIFE	4,798	4,826	5,334	5,141	6,300	5,681	5,800	-7.94%
10-83-41-18000	LONGEVITY	2,621	2,696	2,514	2,294	2,500	2,134	2,200	-12.00%
10-83-41-18500	SECTION 125 EXPENSES	996	987	1,046	944	1,200	900	900	-25.00%
DIRECT EMPLOYEE COSTS		2,174,622	2,036,770	2,120,536	2,159,123	2,269,807	1,964,698	2,309,158	1.73%
INDIRECT EMPLOYEE COSTS									
10-83-42-20000	TRAVEL/TRAINING	1,200	3,797	1,716	1,083	1,200	1,200	1,200	0.00%
10-83-42-20500	RECRUITMENT/TESTING/PHYSICALS	2,462	3,010	2,222	2,400	3,000	3,000	3,000	0.00%
10-83-42-21500	UNIFORMS/CLOTHING	6,830	8,067	8,746	8,640	9,200	10,000	10,000	8.70%
INDIRECT EMPLOYEE COSTS		10,492	14,874	12,684	12,123	13,400	14,200	14,200	5.97%
UTILITY COST									
10-83-43-30000	ELECTRICITY	41,557	43,019	47,020	42,611	47,825	47,825	49,260	3.00%
10-83-43-30500	WATER AND SEWER	4,234	4,264	4,036	4,647	4,030	4,030	4,030	0.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %
									CHANGE
<b>APPROPRIATIONS</b>									
<b>Dept 83 - PUBLIC WORKS - STREETS</b>									
10-83-43-31000	NATURAL GAS	17,378	15,153	14,910	15,010	24,750	24,750	24,998	1.00%
10-83-43-31500	TELEPHONE	4,170	5,483	5,878	7,612	5,700	5,700	5,700	0.00%
	UTILITY COST	67,339	67,919	71,844	69,880	82,305	82,305	83,988	2.04%
<b>SUPPLIES</b>									
10-83-44-40000	OFFICE SUPPLIES	935	1,956	1,990	2,067	2,000	2,000	2,000	0.00%
10-83-44-41000	PRINTING AND COPYING	480	516	732	340	350	350	350	0.00%
10-83-44-42000	DUES AND PUBLICATIONS	519	609	852	790	850	850	850	0.00%
10-83-44-43000	HOUSEKEEPING	513	885	959	1,000	1,000	1,000	1,000	0.00%
10-83-44-43500	REIMBURSEABLE EXPENSES/CULVERT	8,498	12,324	11,164	14,019	11,000	11,000	11,000	0.00%
10-83-44-44000	MEDICAL & SAFETY	4,622	6,276	6,316	6,123	6,400	6,400	6,400	0.00%
10-83-44-45500	SMALL TOOLS	3,883	3,997	3,788	4,016	4,000	4,000	4,000	0.00%
10-83-44-46000	MINOR EQUIPMENT	4,629	3,944	3,058	9,922	5,000	5,000	5,000	0.00%
10-83-44-46500	CHEMICALS	2,146	2,975	2,949	2,261	3,000	3,000	3,000	0.00%
10-83-44-47500	SIGN MATERIALS	23,582	22,971	19,539	23,020	24,000	24,000	24,000	0.00%
10-83-44-49500	MISCELLANEOUS	8,390	3,390	24,236	22,977	23,000	23,000	23,000	0.00%
	SUPPLIES	58,197	59,843	75,583	86,535	80,600	80,600	80,600	0.00%
<b>OTHER SERVICES</b>									
10-83-45-52500	ATTORNEY/LEGAL	0	0	0	0	2,000	500	2,000	0.00%
	OTHER SERVICES	0	0	0	0	2,000	500	2,000	0.00%
<b>MAINTENANCE</b>									
10-83-46-60000	OFFICE EQUIP. MAINTENANCE	0	0	0	0	0	200	200	

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 % CHANGE
APPROPRIATIONS									
Dept 83 - PUBLIC WORKS - STREETS									
10-83-46-61000	RADIO MAINTENANCE	534	485	353	8,820	500	6,500	500	0.00%
10-83-46-61500	GROUNDS MAINTENANCE	2,854	5,775	6,070	7,324	6,000	6,000	6,000	0.00%
10-83-46-62000	BUILDING MAINTENANCE	18,470	17,940	22,054	19,992	18,000	18,000	18,000	0.00%
10-83-46-64000	STREET MAINTENANCE MATERIALS	50,921	80,385	69,240	69,439	74,000	74,000	74,000	0.00%
10-83-46-64500	BOULEVARD DECORATIONS	7,661	6,788	7,154	7,294	7,000	7,000	7,000	0.00%
10-83-46-66000	SNOW AND ICE REMOVAL	295,575	287,192	271,005	264,761	318,160	318,160	326,655	2.67%
	MAINTENANCE	376,015	398,565	375,876	377,630	423,660	429,860	432,355	2.05%
VEHICLES									
10-83-47-70000	VEHICLE MAINTENANCE	53,415	62,689	49,009	59,297	59,465	59,465	59,465	0.00%
10-83-47-70500	EQUIPMENT MAINTENANCE	46,221	51,810	56,498	46,488	46,500	46,500	46,500	0.00%
10-83-47-71000	GAS AND OIL	113,895	69,640	69,522	155,995	125,000	125,000	125,000	0.00%
10-83-47-71500	TIRES	16,882	15,000	14,544	14,999	15,000	15,000	15,000	0.00%
	VEHICLES	230,413	199,139	189,573	276,779	245,965	245,965	245,965	0.00%
Totals for dept 83 - PUBLIC WORKS - STREETS		2,917,078	2,777,110	2,846,096	2,982,070	3,117,737	2,818,128	3,168,266	1.62%

**DEPARTMENT: PUBLIC WORKS**  
**DIVISION: PARKS & OPEN SPACE MAINTENANCE**

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**PROGRAM DESCRIPTION:**

The City Department of Public Works is divided into four distinct yet collaborative Divisions. The Public Works Divisions include Streets, Parks & Open Space Maintenance, Forestry, and Street Lighting. The Department provides a full range of public works projects and services to Oak Creek residents and businesses.

The Division of Parks & Open Space Maintenance provides maintenance services to existing parklands, open spaces, certain public right-of-ways, and facilities according to established standards. There are 350 acres of school and park sites in Oak Creek. The Division’s activities include, but are not limited to: mowing 250 acres of grass at 23 school and park sites, 21 municipal areas and medians, maintaining 160 park facilities (tennis, basketball, volleyball courts, football, soccer fields, etc.) and over 10 miles of sidewalk and bike trails, 15 parking lot areas, 3 maintenance buildings, 9 shelters, 1 pavilion, 1 skate park, and 1 disc golf course. Additionally, the Parks & Open Space Division assists the Forestry Division with tree planting, pruning, and removals as needed.

**SIGNIFICANT INITIATIVES RECENTLY ACCOMPLISHED:**

- ☺ Completed upgrade of infield and backstop at Sheppard Hills School;
- ☺ Provided project management for dredging of Miller Park Pond.

**DIVISION ACTIVITY MEASURES:**

Activity	2015	2016		2017		2018	
Hrs/Dollars for Athletic Field Prep	N/A	695	(\$24,880)*	615	(\$23,691)*	650	(\$23,369)*
Hrs/Dollars spent on County Median Maintenance	N/A	140	(\$6895)*	146	(\$7229)*	112	(\$5603)*
Hrs/Dollars spent for St. Johns use	N/A	67	(\$2,672)*	110	(\$4179)*	79	(\$2880)*
Hrs/Dollars spent Mowing School District MOU Property	N/A	381	(\$18,307)*	400	(\$19,061)*	384	(\$19,482)*

\*Cost includes both labor and equipment

**DEPARTMENT: PUBLIC WORKS**  
**DIVISION: PARKS & OPEN SPACE MAINTENANCE**

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**2020 STRATEGIC ACTION PLAN INITIATIVES:**

The Divisions comprising the Public Works Department will be involved in some level with the following SAP Initiatives:

- 🕒 Improve Pedestrian Corridors with Public Art & Sculpture (working with Tourism and Community Development);
- 🕒 Increase Methods/Frequency of Communication and Engagement among Staff & Common Council;
- 🕒 Become a City known for its Successful Special Events and Community Gatherings;
- 🕒 Reduce Health Insurance Costs through Proactive Consumer Education;
- 🕒 Evaluate, Right-size, and Better Align City Organization.

**OTHER 2020 MANAGEMENT INITIATIVES:**

- 🕒 Assist with planning and establishing construction timeline for news neighborhood parks around the Amazon project and at the Orchard Hills water tower site;
- 🕒 Provide mapping and rank order of priority for all mowing/maintenance operations not within City ROWs and those not on public property (parks, City Hall, PD etc.);
- 🕒 Complete planning and construction of Abendschein Skate Park;
- 🕒 Work with Parks Commission to finalize overall parks and open space plan;
- 🕒 Continue to work with Celebrations and Tourism Commission to assist in planning and set up of successful committee events in Oak Creek's parks;
- 🕒 Create a 5 year Routine Maintenance and 5 year replacement plan for the aging Park structures and amenities to keep them safety compliant and usable.

**SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2020:**

- 🕒 2.25% wage adjustments for certain full-time and part-time staff and associated payroll/WRS expenses. Certain employees in this budget area are a part of the Labor Association. Those employees received a base wage adjustment of 2.07% (in accordance with state statute) and a one-time, non-base building stipend of \$125.00.



**DEPARTMENT: PUBLIC WORKS**  
**DIVISION: PARKS & OPEN SPACE MAINTENANCE**

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**DEPARTMENTAL DETAIL INFORMATION**

200 TRAVEL/TRAINING	\$2,600
Maintenance workshops for maintenance supervisor, technician & staff.	
205 RECRUITMENT/TESTING/PHYSICALS	\$1,600
Classified ads for part-time maintenance, hearing tests, CDL license & physicals.	
215 UNIFORMS & CLOTHING	\$1,500
Coveralls, rain gear, gloves, staff shirts & uniforms	
300 ELECTRICITY	\$12,360
Facility charges & energy charges for 15 different locations throughout the city estimated to be 7% increase.	
305 WATER & SEWER	\$3,100
Three locations plus athletic fields estimated to be 6% increase.	
310 NATURAL GAS	\$9,090
Heating for Miller Park pavilion & two garages located at 800 W Puetz.	
315 TELEPHONE	\$1,000
Cellular phone - Parks Supervisor.	
400 OFFICE SUPPLIES	\$200
Folders, markers, labels, pens, binders, ink, ribbons, steno pads, staplers, printer cartridges, stationery, envelopes, paper and other misc. supplies needed to conduct daily business as well as special forms.	
415 POSTAGE	\$50
Mailings & UPS charges	
420 DUES AND PUBLICATIONS	\$600
Various publications.	
440 MEDICAL AND SAFETY	\$2,500
Reimbursement for safety shoes/safety glasses/first aid supplies.	



**DEPARTMENT: PUBLIC WORKS**  
**DIVISION: PARKS & OPEN SPACE MAINTENANCE**

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**DEPARTMENTAL DETAIL INFORMATION**

460 MINOR EQUIPMENT	\$3,000
Office, grounds, buildings, vehicle, equipment & tools.	
495 MISCELLANEOUS SUPPLIES	\$100
615 GROUNDS MAINTENANCE	\$60,000
Picnic tables, paint, fertilizer, lumber, herbicide, baseball infield mix, Round-Up, Aqua Shade, Miller Pond water management, city hall complex flowers/shrubs & sidewalk salt, park signs, wood chips, topsoil, seeds, trees, etc. & other supplies/materials needed for maintenance of public grounds. Use of Border Collies to remove Canada Geese from Miller Park pond. Acrylic crack filling court surfaces. Veterans Memorial Park maintenance.	
620 BUILDINGS MAINTENANCE	\$6,000
Paint, insulation, lumber fire extinguishers, keys, plumbing supplies, wire, Plexiglas, cement, shelving, supplies, etc. & other supplies/materials/equipment needed for maintenance of public building. Fire protection system inspection/testing for cold storage building.	
635 FACILITY/EQUIPMENT RENTAL	\$14,000
Port-a-jon unit rental for various park sites, road signs, and miscellaneous equipment rentals.	
665 BOULEVARD MAINTENANCE	\$6,000
Puetz Road and Howell Avenue Boulevard Maintenance	
700 VEHICLE MAINTENANCE	\$10,000
Supplies/repairs on Department trucks.	
705 VEHICLE EQUIPMENT MAINTENANCE	\$13,000
Maintenance and service on mowers, tractors, power tools, plows, power equipment, trailers, etc. Supplies/materials/equipment such as nuts, bolts, springs, saw blades, etc., needed to perform mainenance tasks.	





**DEPARTMENT: PUBLIC WORKS**  
**DIVISION: PARKS & OPEN SPACE MAINTENANCE**

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**DEPARTMENTAL DETAIL INFORMATION**

710 GAS & OIL	<i>\$30,000</i>
Diesel (4604 gal x \$4.04/gal. = \$18,600), Unleaded (6000 gal x \$3.65/gal - \$21,900)	
715 TIRES	<i>\$3,000</i>
Vehicle/equipment tires.	
<b>Total</b>	<b><i>\$179,700</i></b>

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %
									CHANGE
APPROPRIATIONS									
Dept 89 - PUBLIC WORKS - PARKS & OPEN SPACE MAINT									
DIRECT EMPLOYEE COSTS									
10-89-41-10000	SALARIES - FULL TIME	172,021	157,020	172,428	180,759	188,960	188,960	193,260	2.28%
10-89-41-10500	SALARIES - PART TIME	87,291	78,380	96,185	85,617	95,940	80,000	109,686	14.33%
10-89-41-11000	SALARIES - OVERTIME	5,546	5,911	4,197	7,593	5,000	7,200	5,000	0.00%
10-89-41-13000	RETIREMENT	15,022	13,339	14,484	15,045	15,979	15,732	16,786	5.05%
10-89-41-13500	SOCIAL SECURITY	19,871	18,338	20,723	20,410	22,177	20,547	23,558	6.23%
10-89-41-14500	UNEMPLOYMENT COMPENSATION	0	0	1,095	3,889	6,579	6,289	6,579	0.00%
10-89-41-15000	INSURANCE - ACTIVE HEALTH	28,981	29,098	28,981	28,981	28,981	28,981	28,981	0.00%
10-89-41-16000	INSURANCE - WORKMANS COMP	11,031	12,366	8,972	8,205	8,864	8,863	8,864	0.00%
10-89-41-16500	INSURANCE - DISABILITY	706	646	661	794	950	926	950	0.00%
10-89-41-17000	INSURANCE DENTAL	6,336	6,336	3,168	3,168	3,168	3,168	3,168	0.00%
10-89-41-17500	INSURANCE - GROUP LIFE	446	521	531	676	800	820	825	3.13%
10-89-41-18000	LONGEVITY	240	200	0	0	0	0	0	0.00%
10-89-41-18500	SECTION 125 EXPENSES	0	0	0	112	150	102	105	-30.00%
	DIRECT EMPLOYEE COSTS	347,491	322,155	351,425	355,249	377,548	361,588	397,762	5.35%
INDIRECT EMPLOYEE COSTS									
10-89-42-20000	TRAVEL/TRAINING	2,050	4,113	2,667	1,965	2,600	2,600	2,600	0.00%
10-89-42-20500	RECRUITMENT/TESTING/PHYSICALS	689	726	451	722	1,600	1,600	1,600	0.00%
10-89-42-21500	UNIFORM/CLOTHING	897	1,423	1,400	941	1,500	1,500	1,500	0.00%
	INDIRECT EMPLOYEE COSTS	3,636	6,262	4,518	3,628	5,700	5,700	5,700	0.00%
UTILITY COST									
10-89-43-30000	ELECTRICITY	8,864	8,156	8,760	16,241	12,000	12,000	12,360	3.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %
								CHANGE	
<b>APPROPRIATIONS</b>									
<b>Dept 89 - PUBLIC WORKS - PARKS &amp; OPEN SPACE MAINT</b>									
10-89-43-30500	WATER AND SEWER	2,958	3,004	3,082	3,889	3,100	3,100	3,100	0.00%
10-89-43-31000	NATURAL GAS	7,397	6,605	6,774	7,628	9,000	9,000	9,090	1.00%
10-89-43-31500	TELEPHONE	979	1,058	444	1,007	1,000	1,000	1,000	0.00%
	<b>UTILITY COST</b>	<b>20,198</b>	<b>18,823</b>	<b>19,060</b>	<b>28,765</b>	<b>25,100</b>	<b>25,100</b>	<b>25,550</b>	<b>1.79%</b>
<b>SUPPLIES</b>									
10-89-44-40000	OFFICE SUPPLIES	9	200	171	123	200	200	200	0.00%
10-89-44-41000	PRINTING AND COPYING	0	46	0	0	0	0	0	0.00%
10-89-44-41500	POSTAGE	56	26	9	46	50	50	50	0.00%
10-89-44-42000	DUES AND PUBLICATIONS	584	395	275	349	600	600	600	0.00%
10-89-44-44000	MEDICAL & SAFETY	1,130	2,583	2,488	2,444	2,500	2,500	2,500	0.00%
10-89-44-46000	MINOR EQUIPMENT	2,745	2,561	2,351	3,000	3,000	3,000	3,000	0.00%
10-89-44-47500	RECREATION EQUIPMENT/SUPPLIES	0	133	0	0	0	0	0	0.00%
10-89-44-49500	MISCELLANEOUS	29	100	40	122	100	100	100	0.00%
	<b>SUPPLIES</b>	<b>4,553</b>	<b>6,044</b>	<b>5,334</b>	<b>6,084</b>	<b>6,450</b>	<b>6,450</b>	<b>6,450</b>	<b>0.00%</b>
<b>MAINTENANCE</b>									
10-89-46-61500	GROUNDS MAINTENANCE	54,973	48,500	50,292	50,408	60,000	60,000	60,000	0.00%
10-89-46-62000	BUILDING MAINTENANCE	3,745	5,000	5,087	5,549	5,100	5,100	6,000	17.65%
10-89-46-63500	FACILITY/EQUIPMENT RENTAL	2,748	2,842	2,990	13,764	14,000	14,000	14,000	0.00%
10-89-46-66500	BOULEVARD MAINTENANCE	8,309	5,595	6,000	5,426	6,000	6,000	6,000	0.00%
	<b>MAINTENANCE</b>	<b>69,775</b>	<b>61,937</b>	<b>64,369</b>	<b>75,147</b>	<b>85,100</b>	<b>85,100</b>	<b>86,000</b>	<b>1.06%</b>
<b>VEHICLES</b>									

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %
APPROPRIATIONS									
Dept 89 - PUBLIC WORKS - PARKS & OPEN SPACE MAINT									
10-89-47-70000	VEHICLE MAINTENANCE	6,583	9,623	8,138	6,468	10,000	10,000	10,000	0.00%
10-89-47-70500	EQUIPMENT MAINTENANCE	13,578	12,890	11,044	13,721	13,000	13,000	13,000	0.00%
10-89-47-71000	GAS AND OIL	18,273	15,344	15,610	17,903	30,000	30,000	30,000	0.00%
10-89-47-71500	TIRES	3,966	2,970	2,887	1,621	3,000	3,000	3,000	0.00%
	VEHICLES	42,400	40,827	37,679	39,713	56,000	56,000	56,000	0.00%
Totals for dept 89 - PUBLIC WORKS - PARKS & OPEN SPACE MAINT		488,053	456,048	482,385	508,586	555,898	539,938	577,462	3.88%

**DEPARTMENT: PUBLIC WORKS**  
**DIVISION: FORESTRY**

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**PROGRAM DESCRIPTION:**

The City Department of Public Works is divided into four distinct yet collaborative Divisions. The Public Works Department Divisions include Streets, Parks & Open Space Maintenance, Forestry, and Street Lighting. The Department provides a full range of public works projects and services to Oak Creek residents and businesses.

The overarching objective of the Forestry Division is to enhance the health, beauty, and value of the City, and the City’s urban forest, through high-quality forestry practices. The Forestry Division is responsible for the planned and unplanned maintenance of City trees, and the general monitoring of the urban forest (collectively, all trees within the boundaries of Oak Creek). Forestry works with a wide range of internal and external entities including residents, other departments and divisions, contractors, diverse government staff, utility companies, etc., to further tree care, advance knowledge, and improve or plan operations. Major responsibilities include a full program that supports the annual planning and implementation of the following activities: planting, pruning, treatments, removals, stump grinding, and all aspects of insect and disease management.

**SIGNIFICANT INITIATIVES RECENTLY ACCOMPLISHED:**

- 🕒 Oak Creek Tree Inventory from 2016 WI-DNR Grant was added to Wisconsin’s Community Tree Map to become visible to public at: <https://pg-cloud.com/Wisconsin/>; yearly updates are ongoing. In turn, WI-DNR is able to supply Oak Creek with data specific to Oak Creek’s urban forest;
- 🕒 Continued tree planting enhancements in low density canopy areas with an emphasis on industrial/business park zones;
- 🕒 Continue natural/wild/rural area ash/elm removals along complex Oak Creek property borders in frozen winter and dry summer conditions.

**DIVISION ACTIVITY MEASURES:**

Activity	2014	2015	2016	2017	2018
Urban Forestry Grants and Donations	\$7,409	NA	\$14,418	\$19,211	\$16,949
Trees Removed	430	318	489	403	740
Trees Planted	322	288	215	319	405
Trees Pruned	2594	1576	1791	2886	2033
Trees Treated (EAB)	702	405	284	168	142

**DEPARTMENT: PUBLIC WORKS**  
**DIVISION: FORESTRY**

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**2020 STRATEGIC ACTION PLAN INITIATIVES:**

The Divisions comprising the Public Works Department will be involved in some level with the following SAP Initiatives:

- 🌱 Increase Methods/Frequency of Communication and Engagement among Staff & Common Council;
- 🌱 Become a City known for its Successful Special Events and Community Gatherings;
- 🌱 Reduce Health Insurance Costs through Proactive Consumer Education.

**OTHER 2020 MANAGEMENT INITIATIVES:**

- 🌱 Continue sustainable planting measures in identified “hotspots” such as industrial/business parks. Work to develop canopy connectivity – linking canopied sites to canopied sites;
- 🌱 Evaluate school properties for high risk trees (especially ash); increase tree plantings in general school zones, especially neighboring parks;
- 🌱 Implement Abendschein Park interpretive signage along woodland path;
- 🌱 Continue Drexel Avenue tree improvements and long-term planning;
- 🌱 Advise on plantings for new parks near Amazon and Orchard Hills;
- 🌱 Plan, map, treat, and provide information for targeting most serious regional noxious weeds.

**SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2020:**

- 🌱 2.25% wage adjustments for certain full-time and part-time staff and associated payroll/WRS expenses. Certain employees in this budget area are a part of the Labor Association. Those employees received a base wage adjustment of 2.07% (in accordance with state statute) and a one-time, non-base building stipend of \$125.00.



**DEPARTMENT: PUBLIC WORKS**  
**DIVISION: FORESTRY**

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**DEPARTMENTAL DETAIL INFORMATION**

200 TRAVEL/TRAINING	\$2,000
Maintenance workshops for maintenance supervisor, technician & staff.	
205 RECRUITMENT AND TESTING	\$700
Classified ads for part-time maintenance, hearing tests, CDL license & physicals.	
215 CLOTHING MAINTENANCE	\$850
Coveralls, rain gear, gloves, staff shirts & uniforms	
315 TELEPHONE	\$750
Annual phone costs.	
400 OFFICE SUPPLIES	\$150
Folders, markers, labels, pens, binders, ink, ribbons, steno pads, staplers, printer cartridges, stationery, envelopes, paper and other misc. supplies needed to conduct daily business as well as special forms.	
410 PRINTING AND COPYING	\$400
Printing costs.	
415 POSTAGE	\$300
Mailings & UPS charges	
420 DUES AND PUBLICATIONS	\$650
Various publications.	
440 MEDICAL AND SAFETY	\$500
Reimbursement for safety shoes/safety glasses/first aid supplies.	
460 MINOR EQUIPMENT	\$3,000
Office, grounds, buildings, vehicle, equipment & tools.	
465 CHEMICALS	\$2,000
494 LEASES/RENTAL EQUIPMENT	\$1,200
495 MISCELLANEOUS SUPPLIES	\$200



**DEPARTMENT: PUBLIC WORKS**  
**DIVISION: FORESTRY**

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**DEPARTMENTAL DETAIL INFORMATION**

665 BOULEVARD MAINTENANCE Puetz Road and Howell Avenue Boulevard Maintenance	<i>\$1,000</i>
700 VEHICLE MAINTENANCE Supplies/repairs on Department trucks.	<i>\$5,000</i>
705 VEHICLE EQUIPMENT MAINTENANCE Maintenance and service on mowers, tractors, power tools, plows, power equipment, trailers, etc. Supplies/materials/equipment such as nuts, bolts, springs, saw blades, etc., needed to perform mainenance tasks.	<i>\$3,000</i>
710 GAS & OIL	<i>\$7,500</i>
715 TIRES Vehicle/equipment tires.	<i>\$1,500</i>
<b>TOTAL</b>	<b><i>\$30,700</i></b>



BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %
								CHANGE	
APPROPRIATIONS									
Dept 88 - PUBLIC WORKS - FORESTRY									
DIRECT EMPLOYEE COSTS									
10-88-41-10000	SALARIES - FULL TIME	167,137	172,326	175,957	178,420	182,190	182,190	186,334	2.27%
10-88-41-10500	SALARIES - PART TIME	27,212	19,817	22,950	19,589	22,574	22,574	23,041	2.07%
10-88-41-11000	SALARIES - OVERTIME	2,667	1,761	1,449	6,633	2,000	2,000	2,000	0.00%
10-88-41-13000	RETIREMENT	11,503	11,924	12,110	12,337	11,933	11,933	12,578	5.41%
10-88-41-13500	SOCIAL SECURITY	14,470	14,761	14,796	14,893	16,564	15,100	16,730	1.00%
10-88-41-15000	INSURANCE - ACTIVE HEALTH	21,497	21,497	21,497	21,497	21,497	21,497	21,497	0.00%
10-88-41-16000	INSURANCE - WORKMANS COMP	7,906	9,013	6,580	6,017	6,500	6,500	6,500	0.00%
10-88-41-16500	INSURANCE - DISABILITY	706	764	661	794	975	926	950	-2.56%
10-88-41-17000	INSURANCE - DENTAL	3,168	3,168	3,168	3,168	3,168	3,168	3,168	0.00%
10-88-41-17500	INSURANCE - GROUP LIFE	311	314	429	543	650	634	650	0.00%
10-88-41-18000	LONGEVITY	180	180	180	205	180	240	240	33.33%
10-88-41-18500	SECTION 125 EXPENSES	164	187	191	191	230	170	190	-17.39%
DIRECT EMPLOYEE COSTS		256,921	255,712	259,968	264,287	268,461	266,932	273,878	2.02%
INDIRECT EMPLOYEE COSTS									
10-88-42-20000	TRAVEL/TRAINING	1,592	1,905	2,914	1,488	2,000	2,000	2,000	0.00%
10-88-42-20500	RECRUITMENT/TESTING/PHYSICALS	314	693	83	558	700	700	700	0.00%
10-88-42-21500	UNIFORM/CLOTHING	884	872	622	732	850	850	850	0.00%
INDIRECT EMPLOYEE COSTS		2,790	3,470	3,619	2,778	3,550	3,550	3,550	0.00%
UTILITY COST									
10-88-43-31500	TELEPHONE	122	247	792	698	750	750	750	0.00%
UTILITY COST		122	247	792	698	750	750	750	0.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %
		CHANGE							
APPROPRIATIONS									
Dept 88 - PUBLIC WORKS - FORESTRY									
SUPPLIES									
10-88-44-40000	OFFICE SUPPLIES	215	250	175	150	150	150	150	0.00%
10-88-44-41000	PRINTING AND COPYING	334	456	689	366	400	400	400	0.00%
10-88-44-41500	POSTAGE	144	271	303	93	300	300	300	0.00%
10-88-44-42000	DUES AND PUBLICATIONS	450	816	766	477	650	650	650	0.00%
10-88-44-44000	MEDICAL & SAFETY	406	745	500	606	500	500	500	0.00%
10-88-44-46000	MINOR EQUIPMENT	889	2,601	2,554	2,512	3,000	3,000	3,000	0.00%
10-88-44-46500	CHEMICALS	1,881	2,517	2,505	4,350	2,000	2,000	2,000	0.00%
10-88-44-49400	LEASED/RENTAL EQUIPMENT	7,000	0	1,624	755	1,200	1,200	1,200	0.00%
10-88-44-49500	MISCELLANEOUS	146	337	246	417	200	200	200	0.00%
SUPPLIES		11,465	7,993	9,362	9,726	8,400	8,400	8,400	0.00%
MAINTENANCE									
10-88-46-60000	OFFICE EQUIPMENT MAINTENANCE	0	0	0	0	0	180	0	
10-88-46-66500	BOULEVARD MAINTENANCE	2,114	1,495	448	583	1,000	1,000	1,000	0.00%
MAINTENANCE		2,114	1,495	448	583	1,000	1,180	1,000	0.00%
VEHICLES									
10-88-47-70000	VEHICLE MAINTENANCE	3,627	5,042	5,537	13,121	5,000	5,000	5,000	0.00%
10-88-47-70500	EQUIPMENT MAINTENANCE	3,570	2,853	265	1,655	3,000	3,000	3,000	0.00%
10-88-47-71000	GAS AND OIL	5,607	4,867	4,916	4,404	7,500	7,500	7,500	0.00%
10-88-47-71500	TIRES	300	1,671	1,595	1,217	1,500	1,500	1,500	0.00%
VEHICLES		13,104	14,433	12,313	20,397	17,000	17,000	17,000	0.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	<b>2019 AMENDED BUDGET</b>	2019 PROJECTED ACTIVITY	<b>2020 ORIGINAL BUDGET</b>	2020 %
APPROPRIATIONS									
Dept 88 - PUBLIC WORKS - FORESTRY									
Totals for dept 88 - PUBLIC WORKS - FORESTRY		286,516	283,350	286,502	298,469	<b>299,161</b>	297,812	<b>304,578</b>	1.81%

**DEPARTMENT: PUBLIC WORKS**  
**DIVISION: STREETLIGHT MAINTENANCE**

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**PROGRAM DESCRIPTION:**

The City Department of Public Works is divided into four distinct yet collaborative Divisions. The Public Works Department Divisions include Streets, Parks & Open Space Maintenance, Forestry, and Street Lighting. The Department provides a full range of public works projects and services to Oak Creek residents and businesses.

The Streetlight Maintenance Division oversees, coordinates, ensures operability of all City-owned streetlights, and serves as the liaison to lighting systems owned by WE Energies for which the City has lease agreements. Activities include, but are not limited to: streetlight trouble-shooting, bulb/fixture replacement, pole maintenance/repair/replacement, and hanging of banners and decorations, among many other areas of maintenance responsibility.

**2020 STRATEGIC ACTION PLAN INITIATIVES:**

- 🌐 Present Common Council with findings of the Feasibility Analysis for possible Conversion to LED Streetlights

**OTHER 2020 MANAGEMENT INITIATIVES:**

- 🌐 Expand smart lighting pilot in the Southbranch business park;
- 🌐 Assist with implementing next-step recommendations contained in the *Street Light CIP and LED Conversion Analysis*.

**SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2020:**

- 🌐 2.25% wage adjustments for certain full-time and part-time staff and associated payroll/WRS expenses;
- 🌐 As a reminder, all street lighting energy costs have historically been paid out of “General Government”. Beginning with the 2018 budget document, this Streetlight Maintenance Division was created in the Department of Public Works budget to record the associated costs;
- 🌐 Additionally beginning with the 2018 budget document, the wages, benefits, training, and operating expenses for the Street Light Technician has been removed from the Inspection Division of Engineering into the Streetlight Maintenance Division of Public Works.



**DEPARTMENT: PUBLIC WORKS**  
**DIVISION: STREET LIGHT MAINTENANCE**

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**DEPARTMENTAL DETAIL INFORMATION**

200 TRAVEL/TRAINING Maintenance workshops for maintenance supervisor, technician & staff.	\$950
215 Uniforms and Clothing	\$250
315 TELEPHONE Cellular phone - Parks Supervisor.	\$420
330 STREET LIGHTING Electricity costs for the City's Street lights	\$530,953
440 MEDICAL AND SAFETY Reimbursement for safety shoes/safety glasses/first aid supplies.	\$300
460 MINOR EQUIPMENT	\$500
700 VEHICLE MAINTENANCE Supplies/repairs on Department trucks.	\$2,000
710 GAS & OIL	\$5,000
715 TIRES Vehicle/equipment tires.	\$1,000
<b>TOTAL</b>	<b>\$541,373</b>

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %	CHANGE
APPROPRIATIONS										
Dept 87 - PUBLIC WORKS - STREET LIGHTS										
DIRECT EMPLOYEE COSTS										
10-87-41-10000	SALARIES, FULL TIME	0	0	0	65,968	68,032	68,032	69,693	2.44%	
10-87-41-10500	SALARIES, PART TIME	0	0	0	907	0	0	0	0.00%	
10-87-41-11000	SALARIES, OVERTIME	0	0	0	683	1,000	350	1,000	0.00%	
10-87-41-13000	RETIREMENT	0	0	0	4,435	4,456	4,456	4,696	5.39%	
10-87-41-13500	SOCIAL SECURITY	0	0	0	4,865	5,204	5,204	5,322	2.27%	
10-87-41-15000	INSURANCE - ACTIVE HEALTH	0	0	0	11,240	11,240	11,240	11,240	0.00%	
10-87-41-16000	INSURANCE - WORKMANS COMP	0	0	0	0	1,930	0	1,930	0.00%	
10-87-41-16500	INSURANCE - DISABILITY	0	0	0	243	221	0	221	0.00%	
10-87-41-17000	INSURANCE - DENTAL	0	0	0	1,134	1,134	1,134	1,134	0.00%	
10-87-41-17500	INSURANCE - GROUP LIFE	0	0	0	367	374	442	450	20.32%	
10-87-41-18500	SECTION 125 EXPENSES	0	0	0	88	0	51	51	0.00%	
DIRECT EMPLOYEE COSTS		0	0	0	89,930	93,591	90,909	95,737	2.29%	
INDIRECT EMPLOYEE COSTS										
10-87-42-20000	TRAVEL/TRAINING	0	0	0	1,239	950	950	950	0.00%	
10-87-42-20500	RECRUITMENT/TESTING/PHYSICALS	0	0	0	7	0	0	0	0.00%	
10-87-42-21500	CLOTHING MAINTENANCE	0	0	0	0	250	0	250	0.00%	
INDIRECT EMPLOYEE COSTS		0	0	0	1,246	1,200	950	1,200	0.00%	
UTILITY COST										
10-87-43-31500	TELEPHONE	0	0	0	31	420	420	420	0.00%	
10-87-43-33000	STREET LIGHTING	0	0	9,493	488,667	530,953	490,000	530,953	0.00%	
UTILITY COST		0	0	9,493	488,698	531,373	490,420	531,373	0.00%	

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET




GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %	CHANGE
APPROPRIATIONS										
Dept 87 - PUBLIC WORKS - STREET LIGHTS										
SUPPLIES										
10-87-44-44000	MEDICAL & SAFETY	0	0	0	303	300	300	300	0.00%	
10-87-44-46000	MINOR EQUIPMENT	0	0	0	78	500	500	500	0.00%	
	SUPPLIES	0	0	0	381	800	800	800	0.00%	
VEHICLES										
10-87-47-70000	VEHICLE MAINTENANCE	0	0	0	2,006	2,000	2,000	2,000	0.00%	
10-87-47-71000	GAS AND OIL	0	0	0	1,904	5,000	5,000	5,000	0.00%	
10-87-47-71500	TIRES	0	0	0	0	1,000	1,000	1,000	0.00%	
	VEHICLES	0	0	0	3,910	8,000	8,000	8,000	0.00%	
Totals for dept 87 - PUBLIC WORKS - STREET LIGHTS		0	0	9,493	584,165	634,964	591,079	637,110	0.34%	

## DEPARTMENT: RECREATION

### PROGRAM DESCRIPTION:

The Recreation Department strives to develop diverse recreational services and programs that promote citizen involvement, personal growth, and community enhancement while striving to increase the social, cultural, and physical well-being of our residents and visitors.

### SIGNIFICANT INITIATIVES RECENTLY ACCOMPLISHED:

-  Maintained current cooperative programming with Franklin Recreation Department, implemented new or improved programming in conjunction with Greater Milwaukee Figure Skating Club, Racine Tennis Club, Schultz Gun Club, Gastrau’s Driving Range, and the Oak Creek Public Library, including, instructional classes and fitness opportunities for youth and adults;
-  Relocated and reorganized the youth baseball program to the ball diamond and open field area at Carrollton School from the 3 diamonds located at the High School while successfully maintaining the quality of the T Ball, Rookie Ball, and Mighty Mitts programs and adding a preschool soccer program;
-  Worked with Croatia Eagles Soccer Club to improve coach training for our Soccer leagues and introduce coaches to Futsal as a new fall sports program.

### DEPARTMENT ACTIVITY MEASURES:

Activity	2014	2015	2016	2017	2018	Comments
<b>ActiveAdult (50+) participation:</b>						
ForeverYoung Membership	167	152	138	136	129	
Active Adult Activities	606	639	414	711	607	2016: Significant reduction in Active Adult classes due to coordinator medical leave during Summer.
Revenue	\$12,000	\$11,757	\$10,567	\$12,461	\$11,812	
<b>Youth participation</b>						
Instruction	791	739	780	575	829	
Team Sports	877	782	713	594	511	
Revenue	\$56,308	\$53,979	\$48,927	45,598	\$37,692	
<b>Adult (18+) Participation</b>						



**DEPARTMENT: RECREATION**

Activity	2014	2015	2016	2017	2018	Comments
Instruction	238	267	317	269	388	
Sports	305	235	220	193	152	
Revenue	\$21,005	\$22,125	\$23,684	\$19,600	\$17,631	
<b>Camps</b>						
Participation	847	978	1014	963	689	School District added 6 wks of full day camps at summer school sites, beginning 2017.
Revenues	\$40,036	\$46,695	\$51,574	\$76,294	\$51,088	
<b>Permits and Rentals</b>						
Number issued	978	839	628	718	883	
Revenues	\$15,138	\$14,890	\$14,202	\$15,959	\$21,571	Added Lake Vista 2018
<b>Total of all pay types per RecTrac</b>	\$230,872	\$226,851	\$218,641	\$237,167	\$227,356	
<b>Payment type trends:</b>						
Credit Card	70%	75%	80%	86%	84%	
Cash	16%	12.5	12%	7%	9%	
Check	14%	12.50%	8%	7%	7%	
<b>Registration trends:</b>						
Online	32%	42%	42%	52%	60%	
Processed in office	68%	58%	58%	48%	40%	

**2020 STRATEGIC ACTION PLAN INITIATIVES:**

- 🕒 Update Park & Open Space Plan with an emphasis on continually improving community walkability/bike-ability;
- 🕒 Provide Additional Cultural and Recreational Opportunities for the City’s Senior Population;
- 🕒 Convene discussions and examine partnerships with other stakeholders regarding shared services, cooperative programming, and alignment of resources;
- 🕒 Evaluate, Right-size, and Better Align City Organization (1) plan for future joint programming and administration of Recreation and Library offerings (i.e. “leisure services” concept).

## **DEPARTMENT: RECREATION**

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### **OTHER 2020 MANAGEMENT INITIATIVES:**

- ④ Examine and implement additional opportunities for improved programming to adults over 50 by increasing partnerships with other local Recreation Departments, Senior living facilities, private organizations, and Oak Creek Public Library staff;
- ④ Evaluate programming options for demographics who have been requesting additional recreation opportunities, particularly ages 1-3 and teens, through surveys and social media. Implement programs that meet the needs of those groups;
- ④ Research and evaluate new directions in recreational programming for the community;
- ④ Continued collaborating with Library Director to investigate efficiencies regarding shared staffing, scheduling administration, supply purchases, etc...

### **SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2019:**

- ④ 2.25% wage adjustments for full-time and part-time staff and associated payroll/WRS expenses;
- ④ Minor market-based wage adjustments for Program Coordinator staff.



**DEPARTMENT: RECREATION**

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**DEPARTMENTAL DETAIL INFORMATION**

200 TRAVEL/TRAINING Workshops and classes for Recreation Manager & staff	\$250
205 RECRUITMENT/TESTING/PHYSICALS Ads for part-time recreation, background checks	\$600
315 TELEPHONE Annual phone costs	\$1,150
400 OFFICE SUPPLIES Folders, markers, labels, pens, binders, ink, ribbons, steno pads, staplers, printer cartridges, stationery, envelopes, paper and other misc. supplies needed to conduct daily business	\$500
410 PRINTING AND COPYING	\$11,700
415 POSTAGE Mailings & UPS charges	\$5,200
420 DUES AND PUBLICATION Various publications	\$200
475 RECREATION EQUIPMENT AND SUPPLIES	\$5,550
635 FACILITY/EQUIPMENT RENTAL	\$9,000
700 VEHICLE MAINTENANCE Supplies/repairs on Department vehicles	\$200
710 GAS & OIL	\$300
<b>TOTAL</b>	<b>\$34,650</b>

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %
									CHANGE
APPROPRIATIONS									
Dept 90 - RECREATION									
DIRECT EMPLOYEE COSTS									
10-90-41-10000	SALARIES - FULL TIME	73,678	73,762	69,167	71,322	71,785	71,785	73,396	2.24%
10-90-41-10500	SALARIES - PART TIME	161,614	152,073	142,345	148,583	156,970	156,970	165,219	5.26%
10-90-41-11000	SALARIES - OVERTIME	0	57	0	3	0	0	0	0.00%
10-90-41-13000	RETIREMENT	8,802	8,987	8,916	9,758	11,196	9,851	12,016	7.32%
10-90-41-13500	SOCIAL SECURITY	18,352	17,518	15,962	16,413	17,500	16,602	18,372	4.98%
10-90-41-14500	UNEMPLOYMENT COMPENSATION	37	143	94	53	0	0	0	0.00%
10-90-41-15000	INSURANCE - ACTIVE HEALTH	3,000	3,000	3,000	3,000	3,000	3,000	3,000	0.00%
10-90-41-16000	INSURANCE - WORKMANS COMP	8,457	9,432	6,730	6,154	6,648	6,648	6,648	0.00%
10-90-41-16500	INSURANCE - DISABILITY	411	255	220	265	325	309	325	0.00%
10-90-41-17000	INSURANCE - DENTAL	1,006	1,006	1,006	1,006	1,006	1,006	1,006	0.00%
10-90-41-17500	INSURANCE - GROUP LIFE	1,043	1,137	1,204	1,023	1,325	1,050	1,100	-16.98%
10-90-41-18000	LONGEVITY	15	0	0	0	0	0	0	0.00%
10-90-41-18500	SECTION 125 EXPENSES	63	65	65	71	90	77	80	-11.11%
	DIRECT EMPLOYEE COSTS	276,478	267,435	248,709	257,651	269,845	267,298	281,162	4.19%
INDIRECT EMPLOYEE COSTS									
10-90-42-20000	TRAVEL/TRAINING	299	187	20	90	250	0	250	0.00%
10-90-42-20500	RECRUITMENT/TESTING/PHYSICALS	619	354	808	301	600	98	600	0.00%
	INDIRECT EMPLOYEE COSTS	918	541	828	391	850	98	850	0.00%
UTILITY COST									
10-90-43-31500	TELEPHONE	1,145	1,227	1,082	1,264	1,100	1,138	1,150	4.55%
	UTILITY COST	1,145	1,227	1,082	1,264	1,100	1,138	1,150	4.55%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %
								CHANGE	
APPROPRIATIONS									
Dept 90 - RECREATION									
SUPPLIES									
10-90-44-40000	OFFICE SUPPLIES	1,023	1,009	1,374	977	800	450	500	-37.50%
10-90-44-41000	PRINTING AND COPYING	6,052	12,724	9,138	5,772	11,700	11,700	11,700	0.00%
10-90-44-41500	POSTAGE	4,051	2,053	4,837	4,900	5,000	5,127	5,200	4.00%
10-90-44-42000	DUES AND PUBLICATIONS	513	320	170	365	200	200	200	0.00%
10-90-44-42500	ADVERTISING AND PROMOTIONS	204	158	0	0	0	0	0	0.00%
10-90-44-46000	MINOR EQUIPMENT	95	0	0	0	0	0	0	0.00%
10-90-44-47500	RECREATION EQUIPMENT/SUPPLIES	5,104	6,190	4,339	5,287	5,550	5,550	5,550	0.00%
10-90-44-49500	MISCELLANEOUS	202	0	0	0	0	0	0	0.00%
	SUPPLIES	17,244	22,454	19,858	17,301	23,250	23,027	23,150	-0.43%
MAINTENANCE									
10-90-46-60000	OFFICE EQUIPMENT MAINTENANCE	378	0	0	0	0	0	0	0.00%
10-90-46-62000	BUILDING MAINTENANCE	0	497	0	0	0	0	0	0.00%
10-90-46-63500	FACILITY/EQUIPMENT RENTAL	5,574	5,646	7,576	8,405	9,000	8,750	9,000	0.00%
	MAINTENANCE	5,952	6,143	7,576	8,405	9,000	8,750	9,000	0.00%
VEHICLES									
10-90-47-70000	VEHICLE MAINTENANCE	40	61	137	21	200	200	200	0.00%
10-90-47-71000	GAS AND OIL	401	206	317	356	300	125	300	0.00%
10-90-47-71500	TIRES	0	479	0	0	0	0	0	0.00%
	VEHICLES	441	746	454	377	500	325	500	0.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	<b>2019 AMENDED BUDGET</b>	2019 PROJECTED ACTIVITY	<b>2020 ORIGINAL BUDGET</b>	2020 %
APPROPRIATIONS									
Dept 90 - RECREATION									
Totals for dept 90 - RECREATION		302,178	298,546	278,507	285,389	<b>304,545</b>	300,636	<b>315,812</b>	3.70%

## DEPARTMENT: LIBRARY

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### PROGRAM DESCRIPTION:

The Oak Creek Public Library is dedicated to supporting educational, civic, and cultural activities of individuals, groups, and organizations. It is also dedicated to providing the opportunity for recreation by utilizing literature, music, media, and other art forms.

### SIGNIFICANT INITIATIVES RECENTLY ACCOMPLISHED:

- 🕒 In partnership with the City and Oak Creek Public Library Foundation, enhanced the South Plaza of the Civic Center through the creation of a Serenity Garden and Social Terrace;
- 🕒 Improved patron access to Civic Center technology by creating step-by-step tutorials on how to use conference room technologies;
- 🕒 Increased the amount of youth programming, including the creation of a weekly baby story time, toddler story time, and Imagination Play Station in the Youth Services Department;
- 🕒 Reinstated outreach to local preschools, daycares, and elementary schools to promote early literacy and other Library programs;
- 🕒 Developed a streamlined process for public and staff to reserve and/or rent public meeting spaces at the Civic Center and study rooms in the Library;
- 🕒 Launched a podcast, “Not Your Mother’s Library” to engage patrons and provide reader’s advisory services via a new media;
- 🕒 Purchased a 3D printer available for public and staff use;
- 🕒 Updated Circulation Policy, including the Fine & Fee schedule to streamline rules for using the Library;
- 🕒 Codified numerous Library procedures to ensure equitable service across the Department;
- 🕒 Received a grant from the Wisconsin Association of Independent Colleges and Universities (WAICU) to fund an intern for 10 weeks during the summer;
- 🕒 Underwent a SWOT Analysis of current Library services.

### DEPARTMENT ACTIVITY MEASURES:

Activity	2014	2015	2016	2017	2018
Patron Visits	33,713	71,332	198,319	193,631	202,390
Total Circulation	259,096	241,772	308,638	326,255	337,326
Digital Circulation	12,494	15,536	18,798	20,217	26,667
Items Added to Collection	8,560	7,694	7,063	7,754	7,654
Programs Held	338	244	564	451	653

**DEPARTMENT: LIBRARY**

Program Attendance	9,029	6,312	5,583	22,443	23,254
Civic Center Meeting Room Rentals	N/A	N/A	N/A	130	204
Library Study Room Use	N/A	N/A	N/A	8,530	6,268
Reference Transactions	11,778	10,332	21,198	23,470	36,588
Computer Usage	15,532	10,268	21,398	18,547	17,992
Library Card Registrations	N/A	933	2,375	1,917	1,922
Oak Creek Residents with a Library Card	N/A	N/A	N/A	15,220	16,628
Estimated Wireless Internet Users	N/A	N/A	7,913	16,198	20,422

**2020 STRATEGIC ACTION PLAN INITIATIVES:**

- 🌀 Evaluate, Right-Size, and Better Align the City Organization: (1) complete library staff reorganization and present to Council (2) plan for future joint programming and administration of Recreation and Library offerings (i.e. “leisure services” concept);
- 🌀 Be a Leading-Edge Local Government in the Use of Technology to Foster Innovative and Cost-Effective Service Delivery;
- 🌀 Reduce Health Insurance Costs through Proactive Consumer Education;
- 🌀 Increase Methods/Frequency of Communication and Engagement among Staff & Common Council;
- 🌀 Become a City known for its successful Special Events and Community Gatherings.

**OTHER 2020 MANAGEMENT INITIATIVES:**

- 🌀 Maximize efficiencies by increasing usage of text and email notification systems;
- 🌀 Use funds provided by the Oak Creek Public Library Foundation to create the Lightbulb Lab;
- 🌀 In partnership with MCLFS, update “CountyCat Mobile”, the Library’s mobile catalog app.
- 🌀 Expand continuing education opportunities for professional staff, including attendance at local, state, and national conferences.
- 🌀 Update the Library’s non-fiction collection to reflect the needs of the community with current resources;
- 🌀 Author an annual report for public distribution highlighting the services the Library has provided and continues to provide to the community;
- 🌀 Collaborate with a team of staff members to select and implement a City-wide credit card processing vendor. This will allow residents and customers another payment option and increase our customer service;



## **DEPARTMENT: LIBRARY**

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- 🌐 Apply for a grant from the Wisconsin Association of Independent Colleges and Universities (WAICU) to fund an intern for 10 weeks during the summer;
- 🌐 Partner with local schools and organizations to expand the Department's presence in the community through outreach events.

### **SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2020:**

- 🌐 2.25% wage adjustments for full-time and part-time staff and associated payroll/WRS expenses;
- 🌐 Reclassified the former Library Aides to Library Assistants;
- 🌐 Created the Collection Development account in Fund 12 as a result of temporary MCFLS funding;
- 🌐 Created two part-time Library Aide positions.



**DEPARTMENT: LIBRARY**

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**DEPARTMENTAL DETAIL INFORMATION**

<b>200 TRAVEL/TRAINING</b>	<b>\$7,500</b>
Includes mileage and other costs incurred in attending committee meetings, workshops, seminars and conventions, nationally, regionally and locally. Also includes registration fees, lodging and meals.	
<b>205 RECRUITMENT/TESTING/PHYSICALS</b>	<b>\$1,235</b>
Includes recruitment advertising and examinations for new employees.	
<b>315 TELEPHONE</b>	<b>\$1,272</b>
Includes cell phone for Library Director and Assistant Library Director	
<b>400 OFFICE SUPPLIES</b>	<b>\$5,000</b>
Includes general office supplies including bookmarks.	
<b>401 MATERIAL PROCESSING SUPPLIES</b>	<b>\$5,000</b>
Includes RFID supplies, dust jacket covers, binding tape, media cases, labels, Mylar, etc.	
<b>410 PRINTING AND COPYING</b>	<b>\$5,500</b>
Includes all supplies for photocopiers and printers for both library and recreation staff and public use. Also includes brochures, promotional materials, stationery, envelopes, etc.	
<b>415 POSTAGE</b>	<b>\$200</b>
Includes regular postage and shipping costs.	
<b>420 DUES AND PUBLICATIONS</b>	<b>\$2,300</b>
Includes memberships in professional organizations for all full-time staff.	
<b>425 PROGRAMMING</b>	<b>\$5,000</b>
Includes library program costs for all ages (adult, youth, families): promotional materials, outside performers, speakers, props, supplies and advertising.	
<b>469 TECHNOLOGY</b>	<b>\$1,500</b>



**DEPARTMENT: LIBRARY**

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**DEPARTMENTAL DETAIL INFORMATION**

Includes computer and technology additions and upgrades to meet patron demand, including software and hardware upgrades for library public computers and RFID equipment and all fees associated with the Library website. Also includes upgrades to staff workstations outside of the purview of the City IT Department.

470 AUDIOVISUAL \$19,000

Includes collection development in these areas: adult, young adult and juvenile compact discs, DVDs, Audiobooks, and kits (mixed media)

471 BOOKS \$61,000

Includes collection development for print materials in the adult, young adult and juvenile areas of the library.

472 SUBSCRIPTIONS, MAGAZINES \$10,000

Includes magazine and newspaper subscription costs for adult, young adult and juvenile titles through subscription jobber and direct subscriptions.

473 SUBSCRIPTIONS, DIGITAL \$3,600

Includes annual and monthly subscriptions for digital memberships for website and podcast hosting, study room reservations, supply purchasing, statistical tracking, and marketing services.

540 MCFLS \$46,000

Includes automation charges for participation in the on-line library computer system, system-wide cataloging services, and costs associated with subscriptions for online databases, costs associated with e-book and audiobook subscriptions through the Wisconsin Public Library Consortium, costs associated with online magazine databases. Also includes charges for patron text notification system, forms, postage and telephone charges and participation in the online fine/bill paying system through CountyCat.

600 EQUIPMENT SERVICE CONTRACTS \$31,000

Includes the annual maintenance agreement for library RFID equipment including: automated materials handler, one (1) self check unit, eight (8) staff workstations and two (2) security gates. Also includes annual maintenance contract for Public PC Management and printing software.



**DEPARTMENT: LIBRARY**

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**DEPARTMENTAL DETAIL INFORMATION**

620 BUILDING MAINTENANCE	\$4,500
Includes maintenance for lighting, heating and air conditioning units, plumbing, emergency lighting and routine maintenance, such as painting, and annual cleaning of all upholstered furniture.	

**TOTAL \$209,607**

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %	CHANGE
APPROPRIATIONS										
Dept 95 - LIBRARY										
DIRECT EMPLOYEE COSTS										
10-95-41-10000	SALARIES - FULL TIME	325,790	328,534	330,439	323,151	397,365	397,365	412,469	3.80%	
10-95-41-10500	SALARIES - PART TIME	169,143	178,797	190,985	221,384	220,985	201,096	252,547	14.28%	
10-95-41-13000	RETIREMENT	29,195	28,205	29,990	28,542	36,335	36,335	39,684	9.22%	
10-95-41-13500	SOCIAL SECURITY	36,794	37,697	39,038	40,437	47,466	47,466	50,874	7.18%	
10-95-41-15000	INSURANCE - ACTIVE HEALTH	51,978	51,978	51,978	51,978	51,978	51,978	51,978	0.00%	
10-95-41-16000	INSURANCE - WORKMANS COMP	1,828	1,480	1,450	1,112	1,147	1,148	1,147	0.00%	
10-95-41-16500	INSURANCE - DISABILITY	1,411	6,986	1,322	1,477	1,900	2,029	2,100	10.53%	
10-95-41-17000	INSURANCE - DENTAL	6,508	6,508	6,508	6,508	6,508	6,508	6,508	0.00%	
10-95-41-17500	INSURANCE - GROUP LIFE	735	659	859	766	1,100	751	800	-27.27%	
10-95-41-18500	SECTION 125 EXPENSES	168	235	222	185	225	122	150	-33.33%	
DIRECT EMPLOYEE COSTS		623,550	641,079	652,791	675,540	765,009	744,798	818,257	6.96%	
INDIRECT EMPLOYEE COSTS										
10-95-42-20000	TRAVEL/TRAINING	612	1,737	2,577	3,258	4,000	4,500	7,500	87.50%	
10-95-42-20500	RECRUITMENT/TESTING/PHYSICALS	145	0	7	298	100	3,000	1,235	1135.00%	
INDIRECT EMPLOYEE COSTS		757	1,737	2,584	3,556	4,100	7,500	8,735	113.05%	
UTILITY COST										
10-95-43-30000	ELECTRICITY	8,693	0	0	0	0	0	0	0.00%	
10-95-43-30500	WATER AND SEWER	1,875	0	0	0	0	0	0	0.00%	
10-95-43-31000	NATURAL GAS	2,883	0	0	0	0	0	0	0.00%	
10-95-43-31500	TELEPHONE	3,749	630	694	976	1,272	1,272	1,272	0.00%	
UTILITY COST		17,200	630	694	976	1,272	1,272	1,272	0.00%	

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	2019 AMENDED BUDGET	2019 PROJECTED ACTIVITY	2020 ORIGINAL BUDGET	2020 %
								CHANGE	
APPROPRIATIONS									
Dept 95 - LIBRARY									
SUPPLIES									
10-95-44-40000	OFFICE SUPPLIES	8,818	14,454	4,079	5,358	4,750	4,750	5,000	5.26%
10-95-44-40100	MATERIAL PROCESSING SUPPLIES	5,426	6,039	6,409	4,796	5,000	8,000	5,000	0.00%
10-95-44-41000	PRINTING AND COPYING	4,026	5,512	5,860	4,592	5,500	5,500	5,500	0.00%
10-95-44-41500	POSTAGE	810	486	128	156	200	50	200	0.00%
10-95-44-42000	DUES & PUBLICATIONS	490	1,415	854	1,005	1,000	1,500	2,300	130.00%
10-95-44-42500	PROGRAMMING	2,710	4,194	5,942	5,741	5,000	5,000	5,000	0.00%
10-95-44-46900	TECHNOLOGY	5,175	7,112	3,958	14,468	3,500	2,500	1,500	-57.14%
10-95-44-47000	AUDIO VISUAL/PHOTO SUPPLIES	10,405	20,450	18,373	16,882	19,000	19,000	19,000	0.00%
10-95-44-47100	BOOKS	49,160	63,177	60,190	63,617	61,000	61,000	61,000	0.00%
10-95-44-47200	SUBSCRIPTIONS - MAGAZINES & NEWSPAPEI	7,440	10,502	8,607	12,322	10,600	19,600	10,000	-5.66%
10-95-44-47300	SUBSCRIPTIONS - DIGITAL	2,474	0	0	0	0	0	3,600	0.00%
SUPPLIES		96,934	133,341	114,400	128,937	115,550	126,900	118,100	2.21%
OTHER SERVICES									
10-95-45-52500	LEGAL SERVICES	8,935	250	0	0	0	0	0	0.00%
10-95-45-54000	MCFLS	34,328	21,985	37,349	40,843	44,263	47,500	46,000	3.92%
10-95-45-54020	FEDERATED OPERATING FEES	1,530	2,887	0	0	0	0	0	0.00%
OTHER SERVICES		44,793	25,122	37,349	40,843	44,263	47,500	46,000	3.92%
MAINTENANCE									
10-95-46-60000	EQUIP SERVICE CONTRACTS	0	0	20,361	20,108	26,984	28,719	31,000	14.88%
10-95-46-62000	BUILDING MAINTENANCE	3,005	739	2,479	5,228	4,500	6,000	4,500	0.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015 ACTIVITY	2016 ACTIVITY	2017 ACTIVITY	2018 ACTIVITY	<b>2019 AMENDED BUDGET</b>	2019 PROJECTED ACTIVITY	<b>2020 ORIGINAL BUDGET</b>	2020 %
APPROPRIATIONS									
Dept 95 - LIBRARY									
	MAINTENANCE	3,005	739	22,840	25,336	<b>31,484</b>	34,719	<b>35,500</b>	12.76%
	Totals for dept 95 - LIBRARY	786,239	802,648	830,658	875,188	<b>961,678</b>	962,689	<b>1,027,864</b>	6.88%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

GL NUMBER	DESCRIPTION	2015	2016	2017	2018	2019	2019	2020	2020
		ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
<b>APPROPRIATIONS</b>									
<b>Dept 99 - INTERFUND TRANSFER</b>									
10-99-49-99999	INTERFUND TRANSFER OUT	945,411	725,829	923,956	1,809,978	0	0	0	0.00
	TRANSFER	945,411	725,829	923,956	1,809,978	0	0	0	0.00
<b>Totals for dept 99 - INTERFUND</b>		<b>945,411</b>	<b>725,829</b>	<b>923,956</b>	<b>1,809,978</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 10</b>		<b>103,509</b>	<b>102,786</b>	<b>513,596</b>	<b>221,519</b>	<b>0</b>	<b>2,759,271</b>	<b>0</b>	<b>0.00</b>
<b>BEGINNING FUND BALANCE</b>		<b>7,412,875</b>	<b>7,593,364</b>	<b>7,699,457</b>	<b>8,213,054</b>	<b>8,434,570</b>	<b>8,434,570</b>	<b>11,193,841</b>	
<b>ENDING FUND BALANCE</b>		<b>7,593,371</b>	<b>7,699,455</b>	<b>8,213,053</b>	<b>8,434,573</b>	<b>8,434,570</b>	<b>11,193,841</b>	<b>11,193,841</b>	



SPECIAL  
REVENUE  
FUNDS

Fund / Department	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2018 Actual	2019 Budget	2019 Projected	2020 Budget
Special Revenue Funds Summary								
Beginning Balance	\$ 6,976,917	\$ 7,728,924	\$ 5,978,845	\$ 6,596,636	\$ 6,596,636	\$ 5,057,062	\$ 5,860,359	\$ 6,474,030
Revenues								
Taxes	\$ 5,882,233	\$ 5,891,073	\$ 6,086,895	\$ 6,294,969	\$ 6,294,969	\$ 6,205,460	\$ 6,205,460	\$ 6,464,146
State Shared Revenues	\$ 134,419	\$ 145,271	\$ 154,941	\$ 117,130	\$ 154,973	\$ 119,147	\$ 138,390	\$ 138,390
State/County Grants	\$ 226,261	\$ 220,878	\$ 318,019	\$ 289,234	\$ 331,661	\$ 277,172	\$ 286,616	\$ 286,206
Licenses and Permits	\$ 1,200	\$ 1,195	\$ 3,000	\$ 2,000	\$ 5,500	\$ 4,000	\$ 4,000	\$ 4,000
Charges for Services	\$ 6,963,710	\$ 7,048,158	\$ 7,306,953	\$ 7,305,484	\$ 8,033,743	\$ 7,404,160	\$ 7,451,753	\$ 7,510,012
Public Health and Safety	\$ 908,603	\$ 992,616	\$ 949,118	\$ 946,250	\$ 1,321,399	\$ 1,200,000	\$ 1,234,000	\$ 1,244,196
Commercial Revenues	\$ 2,692,105	\$ 2,821,168	\$ 2,799,320	\$ 2,803,375	\$ 3,142,626	\$ 2,792,875	\$ 2,626,974	\$ 2,802,375
Room tax	\$ 450,656	\$ 526,989	\$ 509,752	\$ 601,558	\$ 525,480	\$ 628,631	\$ 650,083	\$ 635,724
Transfers	\$ -	\$ -	\$ 212,902	\$ -	\$ -	\$ 57,233	\$ 57,233	\$ -
Total Revenues	\$ 17,259,189	\$ 17,647,348	\$ 18,340,900	\$ 18,360,000	\$ 19,810,351	\$ 18,688,678	\$ 18,654,509	\$ 19,085,049
Expenditures								
Direct employee costs	\$ 12,873,634	\$ 13,148,084	\$ 13,533,106	\$ 13,715,859	\$ 17,135,023	\$ 13,958,203	\$ 14,255,665	\$ 14,312,469
Indirect employee costs	\$ 53,164	\$ 68,208	\$ 83,594	\$ 94,439	\$ 162,799	\$ 100,897	\$ 96,953	\$ 101,390
Utility costs	\$ 69,587	\$ 73,499	\$ 73,199	\$ 80,090	\$ 75,920	\$ 80,713	\$ 83,707	\$ 85,053
Supplies	\$ 202,795	\$ 225,562	\$ 354,535	\$ 414,164	\$ 368,146	\$ 432,798	\$ 408,691	\$ 454,357
Services	\$ 1,842,822	\$ 1,869,287	\$ 1,724,787	\$ 1,803,266	\$ 2,067,997	\$ 1,841,182	\$ 1,731,182	\$ 1,841,182
Maintenance	\$ 73,387	\$ 79,375	\$ 87,772	\$ 102,808	\$ 115,890	\$ 118,437	\$ 121,262	\$ 129,694
Vehicle costs	\$ 117,491	\$ 137,922	\$ 126,149	\$ 133,664	\$ 125,951	\$ 129,151	\$ 125,925	\$ 129,355
Capital outlay	\$ 30,249	\$ 34,538	\$ 16,764	\$ 18,000	\$ 23,199	\$ 24,000	\$ 24,000	\$ 24,000
Transfers Out	\$ 1,244,052	\$ 1,322,000	\$ 1,723,203	\$ 1,405,000	\$ 1,275,000	\$ 1,200,000	\$ 1,193,453	\$ 1,315,000
Total Expenditures	\$ 16,507,182	\$ 16,958,474	\$ 17,723,109	\$ 17,767,290	\$ 21,349,925	\$ 17,885,381	\$ 18,040,838	\$ 18,392,500
Revenues Over/(under)								
Expenditures	\$ 752,007	\$ 688,875	\$ 617,791	\$ 592,710	\$ (1,539,574)	\$ 803,297	\$ 613,671	\$ 692,549
Ending Fund Balance	\$ 7,728,924	\$ 5,978,845	\$ 6,596,636	\$ 7,189,346	\$ 5,057,062	\$ 5,860,359	\$ 6,474,030	\$ 7,166,579

## **FUND: SOLID WASTE – FUND 11**

### **FUND DESCRIPTION:**

The Solid Waste Fund is managed by the Department of Public Works (DPW). The Fund is responsible for collection and disposal of all solid waste materials generated by Oak Creek residents. It also provides funding for the operation of the recycling center. The 2000 budget moved the Solid Waste Fund to the Special Revenue set of funds to more accurately reflect the operations of the Fund. Past Councils determined to allocate 20% of all DPW costs to the Solid Waste Fund. This was done after an analysis of working hours showed that the total of all rubbish collection, recycling yard operations, spring and fall pickups, monthly brush pickups, and other related activities was about 20% of the total working hours of the Department. This 20% allocation was done for all Department with the exception of recycling and tipping fee charges from landfills.

In 2013, the DPW had multiple retirements prompting the City to analyze the service of collecting refuse. As a result of that analysis, the City decided to contract out the refuse collection service versus performing the function with City staff. With the change in the contract, the City also determined that only one full-time and two part-time Public Works Department employees attributed to the recycling center would be allocated to the Solid Waste Fund.

### **FUND OBJECTIVES:**

- ☑ Actively and uniformly enforce all municipal codes related to Solid Waste and Recycling;
- ☑ Take any necessary actions to keep the City eligible for any available grants;
- ☑ Provide the residents with a recycling yard, refuse collection, and brush pick up.

### **SIGNIFICANT INITIATIVES RECENTLY ACCOMPLISHED:**

- ☑ Installed sleeve under creek to provide connectivity to recycle yard with City Facilities;
- ☑ Completed new refuse and recycle contracts for 2020.

### **FUND ACTIVITY MEASURES:**

<b>Activity</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
Grant Funding Received	\$94,365	\$94,367	\$89,837	\$94,053	\$94,199
Cost of Curbside Recycle Program	(\$325,837)*	(\$252,474)*	(\$258,533)*	(\$264,738)*	(\$271,357)*
Cost of Curbside Refuse Program	(\$936,198)*	(\$816,299)*	(\$835,890)*	(\$855,951)*	(\$876,494)*
Cost for Electronics Disposal	\$510	(\$26,396)*	(\$28,842)*	(\$28,649)*	(\$15,638)*
Hrs/Cost for Spring and Fall Cleanup	N/A	N/A	(\$32,001)*	(\$33,335)*	(\$33,482)*
Hrs/Cost for Quarterly Branch Pickup	N/A	N/A	(\$98,049)*	(\$108,810)*	(\$116,928)*

\*Cost includes labor and equipment

## **FUND: SOLID WASTE – FUND 11**

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### **SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2020:**

- 🌐 2.25% wage adjustments for full-time and part-time staff and associated payroll/WRS expenses;
- 🌐 Increase in contractual costs for household trash and recycling program of **\$114,887.00**



**DEPARTMENT: PUBLIC WORKS**  
**DIVISION: SOLID WASTE**

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**DEPARTMENTAL DETAIL INFORMATION**

200 TRAVEL/TRAINING Seminars for employee training.	\$150
205 RECRUITMENT/TESTING/PHYSICALS CDL reimbursements.	\$500
215 UNIFORM MAINTENANCE	\$2,300
300 ELECTRICITY 20% of the main building at 800 W. Puetz and the Recycling Center buildings at 720 W. Puetz.	\$14,494
305 WATER AND SEWER Recycling yard at 720 W. Puets and 20% of Main building at 800 W. Puetz.	\$1,800
310 NATURAL GAS 20% of the main building at 800 W. Puetz and the Recycling Center buildings at 720 W. Puetz.	\$6,896
315 TELEPHONE Monthly and long distance telephone charges, including 20% of cell phones for Street Superintendent, Supervisor & Chief Mechanic; Fax machine and pagers.	\$1,010
400 OFFICE SUPPLIES Paper, pens, pencils, folders and miscellaneous office supplies.	\$400
410 PRINTING AND COPYING Forms, public inforamtion and cost of garbage cart stickers and ordinance sheets.	\$500
420 DUES AND PUBLICATIONS Subscriptions to the Daily Reporter and Milwaukee Journal/Sentinal.	\$500
430 HOUSEKEEPING Paper products, cups, towels, shop soaps, hand soaps.	\$500



**DEPARTMENT: PUBLIC WORKS**  
**DIVISION: SOLID WASTE**

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**DEPARTMENTAL DETAIL INFORMATION**

440 MEDICAL AND SAFETY Boots, vests, gloves, goggles, rain suits, ear protection, safety shoes, glasses, safety equipment and first aid supplies.	\$1,500
455 SMALL TOOLS City and employee tool replacements new tools and repairs.	\$1,000
460 MINOR EQUIPMENT Drills, air guns, saws, grinders, etc.	\$1,000
465 CHEMICALS Degreasers, engine cleaners and a variety of solvents.	\$1,000
494 LEASED MAJOR EQUIPMENT Cardboard compactor lease. January thru March @ \$205/month.	\$2,460
514 CONSULTING Monitoring of Drexel Landfill ground water.	\$10,500
521 RECYCLING CONTRACT	\$380,016
523 REFUSE PICK UP	\$910,270
525 ATTORNEY/LEGAL Costs for grievances and legal advice.	\$1,000
600 OFFICE EQUIPMENT MAINTENANCE	\$100
610 RADIO MAINTENANCE Maintaining 2-way radios for garbage trucks.	\$300
615 GROUNDS MAINTENANCE Signs, lights and repairs to the grounds at Recycling Center at 720 W. Puetz and 20% of the main building at 800 W. Puetz.	\$1,200



**DEPARTMENT: PUBLIC WORKS**  
**DIVISION: SOLID WASTE**

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**DEPARTMENTAL DETAIL INFORMATION**

620 BUILDING MAINTENANCE Pest control, Recycling Center buildings at 720 W. Puetz and 20% of main Bld. 800 W. Puetz oil dry, mats & rags.	<i>\$6,000</i>
700 VEHICLE MAINTENANCE Maintenance of garbage trucks, including towing.	<i>\$5,000</i>
705 EQUIPMENT MAINTENANCE Maintenance of tub grinder, brush chippers, compactors.	<i>\$15,000</i>
710 GAS/OIL/FLUIDS #2 Diesel fuel including all taxes, pump repairs, additives, all oils, windshield solvents, transmission fluids anti-freeze and grease.	<i>\$9,500</i>
715 TIRES Tires and all related tire items for garbage trucks, tub grinder, chippers.	<i>\$5,000</i>
<b>TOTAL</b>	<b><i>\$1,760,412</i></b>

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 11 Solid Waste		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
<b>ESTIMATED REVENUES</b>									
Dept 00									
TAXES									
11-00-31-30000	GENERAL PROPERTY TAX	1,212,185	1,292,438	1,213,054	1,236,780	<b>1,266,837</b>	1,266,837	<b>1,390,836</b>	9.79%
	TAXES	1,212,185	1,292,438	1,213,054	1,236,780	<b>1,266,837</b>	1,266,837	<b>1,390,836</b>	9.79%
<b>STATE/COUNTY GRANTS &amp; AIDS</b>									
11-00-33-32400	RECYCLING GRANT	94,368	89,837	94,053	94,199	<b>94,199</b>	94,233	<b>94,233</b>	0.04%
	STATE/COUNTY GRANTS & AIDS	94,368	89,837	94,053	94,199	<b>94,199</b>	94,233	<b>94,233</b>	0.04%
<b>CHARGES FOR SERVICES</b>									
11-00-35-34630	SPECIAL PICKUP & FREON FEES	4,077	3,425	4,860	4,280	<b>5,000</b>	4,600	<b>5,000</b>	0.00%
	CHARGES FOR SERVICES	4,077	3,425	4,860	4,280	<b>5,000</b>	4,600	<b>5,000</b>	0.00%
<b>COMMERCIAL REVENUE</b>									
11-00-37-36000	INTEREST ON INVESTMENTS	1,124	3,062	1,459	4,808	<b>1,000</b>	4,000	<b>3,700</b>	270.00%
11-00-37-36620	SALES OF RECYCLABLES	29,174	35,295	42,799	37,506	<b>40,000</b>	33,507	<b>30,000</b>	-25.00%
11-00-37-36800	MISC. REVENUE-GARBAGE CARTS	50	0	0	0	<b>100</b>	100	<b>100</b>	0.00%
	COMMERCIAL REVENUE	30,348	38,357	44,258	42,314	<b>41,100</b>	37,607	<b>33,800</b>	-17.76%
<b>Totals for dept 00 -</b>		<b>1,340,978</b>	<b>1,424,057</b>	<b>1,356,225</b>	<b>1,377,573</b>	<b>1,407,136</b>	<b>1,403,277</b>	<b>1,523,869</b>	<b>8.30%</b>
<b>TOTAL ESTIMATED REVENUES</b>		<b>1,340,978</b>	<b>1,424,057</b>	<b>1,356,225</b>	<b>1,377,573</b>	<b>1,407,136</b>	<b>1,403,277</b>	<b>1,523,869</b>	<b>8.30%</b>



BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 11 Solid Waste		2015	2016	2017	2018	2019	2019	2020	2020
		ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	PROJECTED	ORIGINAL	%
GL NUMBER	DESCRIPTION					BUDGET	ACTIVITY	BUDGET	CHANGE
<b>APPROPRIATIONS</b>									
Dept 84 - PUBLIC WORKS - SOLID WASTE									
DIRECT EMPLOYEE COSTS									
11-84-41-10000	SALARIES - FULL TIME	58,331	153,341	59,926	60,666	61,499	61,499	62,904	2.28%
11-84-41-10500	SALARIES - PART TIME	25,250	25,706	23,278	21,412	32,221	32,221	32,946	2.25%
11-84-41-11000	OVERTIME	2,558	4,061	2,996	295	5,000	5,000	5,000	0.00%
11-84-41-13000	RETIREMENT	296	9,970	5,732	5,544	6,139	6,139	6,399	4.24%
11-84-41-13500	SOCIAL SECURITY	1,704	11,556	6,497	5,994	7,170	7,170	7,253	1.16%
11-84-41-15000	INSURANCE - ACTIVE HEALTH	23,525	23,525	23,525	23,525	23,525	23,525	23,525	0.00%
11-84-41-16000	INSURANCE - WORKMANS COMP	4,044	8,384	3,292	3,008	3,250	3,252	3,250	0.00%
11-84-41-17000	INSURANCE - DENTAL	1,650	1,650	1,650	1,650	1,650	1,650	1,650	0.00%
11-84-41-17500	INSURANCE - GROUP LIFE	0	0	0	0	0	228	250	0.00%
11-84-41-18000	LONGEVITY	0	60	240	240	240	240	240	0.00%
DIRECT EMPLOYEE COSTS		117,358	238,253	127,136	122,334	140,694	140,924	143,417	1.94%
INDIRECT EMPLOYEE COSTS									
11-84-42-20000	TRAVEL/TRAINING	80	149	291	0	150	150	150	0.00%
11-84-42-20500	RECRUITMENT/TESTING/PHYSICALS	281	241	221	142	500	0	500	0.00%
11-84-42-21500	UNIFORMS/CLOTHING	1,835	2,356	2,187	2,160	2,300	2,300	2,300	0.00%
INDIRECT EMPLOYEE COSTS		2,196	2,746	2,699	2,302	2,950	2,450	2,950	0.00%
UTILITY COST									
11-84-43-30000	ELECTRICITY	13,744	13,688	14,669	13,765	14,350	14,494	14,494	1.00%
11-84-43-30500	WATER AND SEWER	1,719	1,740	1,631	1,791	1,800	1,850	1,800	0.00%
11-84-43-31000	NATURAL GAS	5,343	4,725	4,654	4,748	6,695	6,695	6,896	3.00%
11-84-43-31500	TELEPHONE	904	1,032	977	963	1,010	1,000	1,010	0.00%
UTILITY COST		21,710	21,185	21,931	21,267	23,855	24,039	24,200	1.45%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 11 Solid Waste		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
<b>SUPPLIES</b>									
11-84-44-40000	OFFICE SUPPLIES	405	415	401	433	400	400	400	0.00%
11-84-44-41000	PRINTING AND COPYING	421	492	558	500	500	500	500	0.00%
11-84-44-42000	DUES AND PUBLICATIONS	545	454	618	466	500	500	500	0.00%
11-84-44-43000	HOUSEKEEPING	297	430	468	408	500	500	500	0.00%
11-84-44-44000	MEDICAL & SAFETY	1,589	1,540	1,579	1,520	1,500	1,500	1,500	0.00%
11-84-44-45500	SMALL TOOLS	1,114	1,001	963	1,004	1,000	1,000	1,000	0.00%
11-84-44-46000	MINOR EQUIPMENT	1,000	982	1,000	1,420	1,000	1,000	1,000	0.00%
11-84-44-46500	CHEMICALS	903	1,000	912	575	1,000	1,000	1,000	0.00%
11-84-44-49400	LEASED MAJOR EQUIP-COMPACTORS	4,200	2,500	2,460	943	2,460	2,460	2,460	0.00%
11-84-44-49500	MISCELLANEOUS	95	500	449	500	500	500	500	0.00%
<b>SUPPLIES</b>		<b>10,569</b>	<b>9,314</b>	<b>9,408</b>	<b>7,769</b>	<b>9,360</b>	<b>9,360</b>	<b>9,360</b>	<b>0.00%</b>
<b>OTHER SERVICES</b>									
11-84-45-51400	CONSULTING	10,240	10,315	10,240	10,240	10,500	10,500	10,500	0.00%
11-84-45-52100 * *	RECYCLING CONTRACT	284,804	290,691	297,994	294,195	277,869	277,869	380,016	36.76%
11-84-45-52300 * *	REFUSE CONTRACT	813,928	829,155	849,055	876,494	897,530	897,530	910,270	1.42%
11-84-45-52500	ATTORNEY/LEGAL	0	0	0	0	1,000	1,000	1,000	0.00%
<b>OTHER SERVICES</b>		<b>1,108,972</b>	<b>1,130,161</b>	<b>1,157,289</b>	<b>1,180,929</b>	<b>1,186,899</b>	<b>1,186,899</b>	<b>1,301,786</b>	<b>9.68%</b>
<b>MAINTENANCE</b>									
11-84-46-60000	OFFICE EQUIP. MAINTENANCE	0	0	0	100	100	100	100	0.00%
11-84-46-61000	RADIO MAINTENANCE	224	265	88	300	300	300	300	0.00%
11-84-46-61500	GROUNDS MAINTENANCE	251	2,342	1,430	1,326	1,200	1,200	1,200	0.00%
11-84-46-62000	BUILDING MAINTENANCE	6,133	6,026	6,037	6,286	6,000	6,000	6,000	0.00%
<b>MAINTENANCE</b>		<b>6,608</b>	<b>8,633</b>	<b>7,555</b>	<b>8,012</b>	<b>7,600</b>	<b>7,600</b>	<b>7,600</b>	<b>0.00%</b>

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 11 Solid Waste		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
<b>VEHICLES</b>									
11-84-47-70000	VEHICLE MAINTENANCE	6,931	5,405	4,214	4,722	5,000	5,000	5,000	0.00%
11-84-47-70500	EQUIPMENT MAINTENANCE	16,386	41,875	12,923	15,068	15,000	15,000	15,000	0.00%
11-84-47-71000	GAS AND OIL	8,737	6,741	8,095	8,315	9,500	9,500	9,500	0.00%
11-84-47-71500	TIRES	4,640	4,639	5,380	3,989	5,000	5,000	5,000	0.00%
VEHICLES		36,694	58,660	30,612	32,094	34,500	34,500	34,500	0.00%
<b>TRANSFER</b>									
11-84-49-99999	INTERFUND TRANSFER OUT	44,052	0	0	0	0	0	0	0.00%
TRANSFER		44,052	0	0	0	0	0	0	0.00%
<b>Totals for dept 84 - PUBLIC WORKS - SOLID WASTE</b>		1,348,159	1,468,952	1,356,630	1,374,707	1,405,858	1,405,772	1,523,813	8.39%
<b>TOTAL APPROPRIATIONS</b>		1,348,159	1,468,952	1,356,630	1,374,707	1,405,858	1,405,772	1,523,813	8.39%
<b>NET OF REVENUES/APPROPRIATIONS - FUND 11</b>		(7,181)	(44,895)	(405)	2,866	1,278	(2,495)	56	-95.62%
<b>BEGINNING FUND BALANCE</b>		153,699	146,516	101,623	101,218	104,086	104,086	101,591	
<b>ENDING FUND BALANCE</b>		146,518	101,621	101,218	104,084	105,364	101,591	101,647	
<b>DEPARTMENT 84 PUBLIC WORKS - SOLID WASTE</b>									
45-52100	RECYCLING CONTRACT								
NEW 2 YEAR CONTRACT INCREASED \$102,498 FOR 2020 & AN ADDITIONAL \$18,144 IN 2021									
45-52300	REFUSE CONTRACT								

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 11 Solid Waste

	2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE

NEW 2 YEAR CONTRACT INCREASED \$13,139 FOR 2020 & AN ADDITIONAL \$36,242 IN 2021

## **FUND: DONATIONS/ACTIVITIES – FUND 12**

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### **FUND DESCRIPTION:**

Over the years different departments have created various donation, activity and grant escrow accounts for a variety of purposes. The Council annually reviews the other activity and grant accounts in this fund. The largest amount of activity in this fund is related to the Recreation Department programs and resale of event tickets for amusement parks like Great America and Noah’s Ark. The Recreation Department keeps a small handling fee to use for their needs from the ticket sales. In 2005, the City accepted responsibility for the Veterans Memorial account for the purchase of additional memorial bricks and maintenance of the site. In 2007, the tracking of Health Department grants was added to this fund.

### **FUND OBJECTIVES:**

- 🌐 Maintain the individual grant and donation accounts per the requirements, spending the funds for the respective reasons.

### **SIGINIFICANT FUNDING OR PROGRAM CHANGES IN 2020:**

None at this time.

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 12 Grants/Donations		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
<b>ESTIMATED REVENUES</b>									
<b>Dept 00 - REVENUES</b>									
<b>GRANTS</b>									
12-00-37-28236-59220	PREVENTION GRANT REVENUE	4,575	5,490	5,467	5,437	<b>5,437</b>	5,437	<b>5,437</b>	0.00%
12-00-37-28237-59320	MCH GRANT REV	9,503	10,503	10,421	8,151	<b>9,394</b>	9,394	<b>9,394</b>	0.00%
12-00-37-28238	PHEP 2016-2017	29,118	138	41,406	0	<b>0</b>	0	<b>0</b>	0.00%
12-00-37-28239-55190	CRI GRANT REV	1,566	138	8,897	0	<b>4,350</b>	0	<b>0</b>	-100.00%
12-00-37-28240	MISC SMALL HEALTH GRANTS	(621)	0	4,991	6,945	<b>0</b>	0	<b>0</b>	0.00%
12-00-37-28241	CRI 2017 - 2018	3,839	9,794	0	8,699	<b>0</b>	4,350	<b>4,350</b>	100.00%
12-00-37-28244	EBOLA GRANT	657	12,306	0	0	<b>0</b>	0	<b>0</b>	0.00%
12-00-37-28245-55015	PHEP 2017-2018	1,028	46,239	0	41,755	<b>19,352</b>	19,352	<b>19,352</b>	0.00%
12-00-37-28246-57720	LEAD GRANT REVENUE	1,261	1,444	937	1,649	<b>1,646</b>	1,646	<b>1,646</b>	0.00%
12-00-37-28247-55020	IMMUNIZATION GRANT REVENUE	7,179	12,254	10,213	9,686	<b>9,394</b>	9,394	<b>9,394</b>	0.00%
12-00-37-28248	RADON REVENUE	1,246	1,112	10	(144)	<b>400</b>	400	<b>400</b>	0.00%
12-00-37-28250	RADON GRANT	2,126	1,123	0	0	<b>0</b>	0	<b>0</b>	0.00%
12-00-37-28251	TB PROGRAM	0	0	0	5,404	<b>0</b>	1,000	<b>1,000</b>	0.00%
12-00-37-28252	CAR SEAT GRANT	621	985	0	0	<b>0</b>	0	<b>0</b>	0.00%
12-00-37-28253-57725	COMMUNICABLE DISEASE GRANT	0	0	0	4,000	<b>0</b>	1,000	<b>1,000</b>	100.00%
<b>GRANTS</b>		<b>62,098</b>	<b>101,526</b>	<b>82,342</b>	<b>91,582</b>	<b>49,973</b>	<b>51,973</b>	<b>51,973</b>	<b>4.00%</b>
<b>Totals for dept 00 - REVENUES</b>		<b>62,098</b>	<b>101,526</b>	<b>82,342</b>	<b>91,582</b>	<b>49,973</b>	<b>51,973</b>	<b>51,973</b>	<b>4.00%</b>
<b>TOTAL ESTIMATED REVENUES</b>		<b>62,098</b>	<b>101,526</b>	<b>82,342</b>	<b>91,582</b>	<b>49,973</b>	<b>51,973</b>	<b>51,973</b>	<b>4.00%</b>

**APPROPRIATIONS**

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 12 Grants/Donations		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
Dept 75 - HEALTH DEPT									
TOTAL EXPENSES									
12-75-45-28236	PREVENTION GRANT	4,392	1,934	4,061	5,232	5,467	5,467	5,467	0.00%
12-75-45-28237	MCH GRANT	12,338	10,464	8,719	9,032	9,394	9,394	9,394	0.00%
12-75-45-28238	PHEP GRANT 2016-2017	23,111	1,043	15,462	0	0	0	0	0.00%
12-75-45-28239	CRI	7,639	2,574	2,219	9,201	4,351	4,351	4,351	0.00%
12-75-45-28240	MISC SMALL HEALTH GRANTS	635	985	4,019	8,555	0	0	0	0.00%
12-75-45-28241	CRI- 2016-2017	1,745	2,536	5,824	0	0	0	0	0.00%
12-75-45-28242	STEPPING ON	0	66	0	20	0	0	0	0.00%
12-75-45-28243	MED LOCKED BOXES	57	0	0	0	0	0	0	0.00%
12-75-45-28244	EBOLA GRANT	1,380	9,236	0	0	0	0	0	0.00%
12-75-45-28245	PHEP	22,406	20,343	20,589	43,391	19,353	19,353	19,353	0.00%
12-75-45-28246	LEAD GRANT	2,067	1,418	1,001	1,500	1,646	1,646	1,646	0.00%
12-75-45-28247	IMMUNIZATION GRANT	7,829	10,872	9,745	9,516	0	1,571	0	0.00%
12-75-45-28248	RADON EXPENSE	4,269	847	0	0	400	0	0	-100.00%
12-75-45-28249	FALL PREVENTION GRANT	2,529	3,304	627	0	0	0	0	0.00%
12-75-45-28251	TB PROGRAM	202	0	0	0	0	0	0	0.00%
12-75-45-28253-57725	COMMUNICABLE DISEASE	0	0	0	3,731	0	3,200	0	0.00%
TOTAL EXPENSES		90,599	65,622	72,266	90,178	40,611	44,982	40,211	-0.98%
Totals for dept 75 - HEALTH DEPARTMENT		90,599	65,622	72,266	90,178	40,611	44,982	40,211	-0.98%
TOTAL APPROPRIATIONS		90,599	65,622	72,266	90,178	40,611	44,982	40,211	-0.98%
NET OF REVENUES/APPROPRIATIONS - FUND 12		(28,501)	35,904	10,076	1,404	9,362	6,991	11,762	25.64%
BEGINNING FUND BALANCE		33,068	4,566	40,470	50,546	51,949	51,949	58,940	

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 12 Grants/Donations		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
	ENDING FUND BALANCE	4,567	40,470	50,546	51,950	61,311	58,940	70,702	



## **FUND: WE ENERGIES MITIGATION PAYMENTS – FUND 19**

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### **FUND DESCRIPTION:**

In 2001, WE Energies proposed construction of three new power generation units for the site of the current electric power plant on Lake Michigan; the Public Service Commission (PSC) approved the construction of two units. There then began several years of application processing and legal challenges. After the Circuit Court denied the PSC approval, a challenge was taken to the Wisconsin Supreme Court. In June, 2005, the Supreme Court issued a decision which overruled the Circuit Court, thus allowing the construction of the WE Energies Elm Road Generating Station to proceed. The City and WE Energies had negotiated an agreement for the Conditional Use Permit for the power plant, and a development agreement to alleviate as much as possible the burden of the construction and continued operation of the plant on the surrounding neighborhoods and on the City overall. Part of the negotiated agreement provided for specific payments to be made to the City to mitigate the extra costs the City would incur as a result both of having the construction project and, later, of having the presence of the plant and the corresponding traffic, noise, and activity. The PSC approved mitigation payments to the City during the construction period, but not over the life of the plant. The City was scheduled to receive additional shared revenue when the new plants go on-line, according to state legislation now in effect. The PSC decision affirmed by the Supreme Court is that the City will receive an amount no less than the amount of the mitigation payments over the life of the plant.

The annual mitigation payments are to be \$1,500,000 for the first unit and \$750,000 for the second unit. The City received its first mitigation payment in July, 2005, in the amount of \$1,041,410, representing a pro-rated amount for the first year. The first payment was utilized to repay other City funds for money already expended for litigation, monitoring, consulting and staff time. The mitigation amount was also used to establish a Dust & Noise Abatement Program, which was made available to homeowners later in 2005 and has been completed. This WE Energies Mitigation Payments fund was established effective January 1, 2006.

### **FUND OBJECTIVES:**

- 🌍 To account for the revenue received through WE Energies mitigation payments, and to delineate expenditures related to the impact of the power plant construction and operation;
- 🌍 Currently, WE Energies is funding a portion of Police and Fire personnel and operating expenses;
- 🌍 One million dollars is allocated towards capital projects annually as well.

**DEPARTMENT: POLICE DEPARTMENT -- FUND 19**

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**DEPARTMENTAL DETAIL INFORMATION**

200 TRAVEL/TRAINING

\$1,775

This requested amount provides monies to be used for advanced training by all department staff in specialized fields as assigned by the Chief in the department's effort to meet the needs of the department and the community. Of particular importance is the fact that non-sworn employee training costs are not offset by state funds.

Types of training that this line item would fund would include, but are not limited to: Int'l Assn. of Chiefs of Police Conference, Wisc. Chiefs of Police Conference, Attorney General's Conference, Wisc. Traffic & Safety Officers' Conference, Wisc. Emergency Management Assn., Wisc. Narcotics Officers' Annual Conference/training, Wisc. Arson Investigators' Training, K-9 handler training, specialized schools in evidence collection, fingerprinting, narcotics investigation and interdiction, intoximeter and preliminary breath test training, supervisory and management training for first line supervisors/senior staff, specialized firearms training, hostage negotiation and SWAT training, unfunded State certifications (i.e., D.A.A.T.--\$1,000), as well as any updates required.

Training also includes Wisc. Juvenile Officers' Conference, Midwest Gang Investigators' Conference, gunsmithing school, Wisc. Tactical Officers' Assn. Conference, Emergency Response Unit in-service, UCR training and update training as required, and S.R.O. in-service/training. This line item also funds the mandatory, annual, in-house, in-service training for all sworn personnel. It covers unanticipated travel costs for major investigations not covered by the D.A.'s Office. It also includes payment for mileage for the use of any personal vehicle to attend specialized training and meal allowances set at \$45/day per employee.

DISPATCH: This requested amount provides monies to be used for training for all members of the Dispatch Center. Types of training that this line item would fund would include, but are not limited to: specialized computer and dispatch training including yearly dispatcher in-service training, training for fire dispatching and TIME system certification and re-certification.

**DEPARTMENT: POLICE DEPARTMENT -- FUND 19**

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**DEPARTMENTAL DETAIL INFORMATION****205 RECRUITMENT / TESTING / PHYSICALS****\$1,050**

This line item funds any anticipated costs not covered in the Police & Fire Commission's budget for advertising, in-house testing, psychological testing, and physical exams for entry level personnel and/or those going through the promotional process, as well as fitness-for-duty physicals. In 2019, the Department will be developing two (2) Police Officer eligibility lists (\$7,000), which includes the setup/data export fees for the online application process. This line item also covers costs associated with random drug testing (\$3,600), mandatory hearing tests (\$1,500), and annual lead testing (\$1,800). This line item also includes expenses incurred by the Department's Recruitment Team including recruitment flyers (\$1,500).

DISPATCH: This line item funds any anticipated costs for advertising, in-house testing, and physical exams for entry level dispatcher personnel and/or those going through the promotional process. In 2019, the Department will be developing two (2) Dispatcher eligibility lists (\$4,500), which includes the setup/data export fees for the online application process. This line item also covers costs associated with random dispatcher drug/alcohol testing, and mandatory dispatcher hearing tests.

**210 EXPENSE ALLOWANCE****\$50**

This line item would fund costs associated with the Department's hosting of meetings and training sessions, which includes but is not limited to, the purchase of refreshments.

**DEPARTMENT: POLICE DEPARTMENT -- FUND 19**


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**DEPARTMENTAL DETAIL INFORMATION**

215 UNIFORMS & CLOTHING \$600

This line item covers the cost of outfitting new officers (\$9,270/ea., which includes the purchase of uniforms [\$300 max], badges/leather/reflective traffic vests [\$350], body armor [\$770], ballistic helmet [\$350], radio [\$7,000] and weapon [\$500]). Also included in this line item are Class A dress uniforms for newly promoted Captains/Lieutenants/Sergeants or the replacement of said uniforms as needed; specialty uniforms for the Honor Guard (\$2,000), bicycle patrol unit, trainers, vehicle maintenance uniforms, and unanticipated body armor and ballistic helmet replacements. It also includes costs for dry-cleaning Honor Guard uniforms.

DISPATCH: This line item covers the cost of Class A dress uniforms and badges for Dispatch Supervisors/Manager.

220 TUITION REIMBURSEMENT \$1,003

This line item would provide funding for tuition reimbursement as mandated under the current OCPPA labor contract for officers (47) @ \$285/ea. (\$13,395). Also provides funding for non-union staff for undergraduate/graduate/masters programs as outlined in specific academic plan submittals (No requests for 2019).

DISPATCH: This line item would provide funding for tuition reimbursement for dispatch staff for undergraduate/graduate/masters programs as outlined in specific academic plan submittals (1 request for 2019 @ \$6,670).

225 RECOGNITION \$175

This line item would allow funding for the Department's annual Awards Ceremony in addition to memorials, flowers, plaques and commemorative items.

DISPATCH: This line item would allow funding for Dispatcher recognition awards in addition to Dispatch-related memorials, flowers, plaques and commemorative items.



**DEPARTMENT: POLICE DEPARTMENT -- FUND 19**

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**DEPARTMENTAL DETAIL INFORMATION**

300 ELECTRICITY \$4,300

Allows for funding for lighting and cooling components within the Police Department. Also funds exterior lighting and other normal uses of electricity. This budget estimate reflects a 3% increase over last year's expenditures as instructed by the Finance Department.

305 WATER & SEWER \$169

Covers the cost of water and sewer utilities provided. Rates are anticipated to remain the same for 2019.

310 NATURAL GAS \$1,755

Covers the cost of heating the Police Department facility and garage. This budget estimate reflects a 3% increase over last year's expenditures as instructed by the Finance Department.

315 TELEPHONE \$3,457

Covers the cost of telephone service for the Department, including A.T.&T. (\$31,200), Verizon (\$31,320), and anticipated costs for phone line repairs/equipment costs (\$5,000), cell phone repairs/replacements/equipment needs, E911 wireless trunk line costs (\$200/mo.), and monthly WPS (Wireless Priority Service) costs (\$.70/min.).

DISPATCH: Covers the cost of the annual logger maintenance agreement.

400 OFFICE SUPPLIES \$600

Covers the cost of necessary office supplies to run the Police Department including, but not limited to, paper, pens, copy & fax machine supplies, computer supplies, filing systems, costs for in-house printing of forms, and various other supplies needed to support the department's office and clerical functions.

DISPATCH: Covers the cost of copy paper for Dispatch Center, as well as any specialty office supply needs.

410 PRINTING AND COPYING \$225

This line item would cover the cost of printing materials--primarily forms, brochures, etc.--by outside printing services.

**DEPARTMENT: POLICE DEPARTMENT -- FUND 19**

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**DEPARTMENTAL DETAIL INFORMATION**

415 POSTAGE \$175

Covers the cost of mailing blood/urine samples to the state, certified mail for the Detective Bureau, shipping of weapons/equipment for repairs, and all other office/clerical postage requirements of the Department.

420 DUES AND PUBLICATIONS \$280

Covers the cost of dues to several associations including the IACP, WCPA, Wisc. Juvenile Officers Assn., Int'l Juvenile Officers' Assn., Milw. Co. Law Enf. Exec. Assn., Wisc. Chapter of Arson Investigators, Wisc. & Int'l Assn. for Identification, and Nat'l Assn. for SWAT Personnel, FBI Nat'l Academy, MOCIC, Nat'l School Resource Officers' Assn., Narcotic Officers' Assn., It also covers the cost of WI Bar Assn. dues, ALPRS annual fee (\$100), Trans Union Risk & Alt fees, Milwaukee Journal/Sentinel subscription, Wisc. State Statutes (\$120/set), "Selected Excerpts from Wisc. Statutes", "Wisc. Uniform State Traffic Schedule", and local government and reference books as required to update the department's library. Also included are the fees for department members to have access to an outdoor shooting range.

DISPATCH: Covers the cost of dispatch-related dues to associations including the Southeast Wis. Communications Resource Support Group (SEWCRSG).

425 ADVERTISING AND PROMOTIONS \$192

Covers the costs related to Department promotions, including the continuation of the Department's Citizens' Academy Programs, miscellaneous promotional t-shirts/hats, challenge coins, and other items, and a department group picture every 5 years (\$2,000).

426 CRIME PREVENTION \$450

Covers the cost of materials, mass mailings, education, and training to operate numerous programs within the Department's Crime Prevention Unit. Some of these would include: Neighborhood Watch Program (including block captains' recognition/awards), home safety programs, drug awareness programs, bicycle safety program and National Night Out.



**DEPARTMENT: POLICE DEPARTMENT -- FUND 19**

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**DEPARTMENTAL DETAIL INFORMATION**

440 MEDICAL AND SAFETY	\$274
Covers the cost of emergency blankets, antimicrobial wipes, disinfectants, medical gloves, fingerprint gloves, bandages, CPR pocket masks, N95 masks, splints, first aid kits, jail biohazard response kit, ERU trauma kit, biohazard spill/clean-up kits, NARCAN, and other miscellaneous supplies required to comply with the federal OSHA requirements for bloodborne pathogens, as well as supplies/maintenance and purchase of automated external defibrillators, safety shoes/glasses/respirators for fleet mechanic, and infectious control disease consultant fees (1-2/yr @ \$200/exposure).	
460 MINOR EQUIPMENT	\$500
This line item would cover the costs associated with both anticipated and unanticipated smaller office equipment/furniture purchases/replacements/repairs, including file cabinets, office chairs, etc.	
DISPATCH: This line item would cover the costs associated with both anticipated and unanticipated smaller office equipment/furniture purchases/replacements/repairs, including file cabinets, office chairs, air purifier filters, etc., for the Dispatch Center.	
470 AUDIO VISUAL / PHOTO SUPPLIES	\$125
Covers the cost of all photo and audio visual supplies, updates, repairs and replacement of all department/squad cameras, as well as the cost for USB's, CD's & DVD's for the mandated digital recording of interviews/in-car videos.	
480 FIRE EQUIPMENT	\$64
This line item would cover the costs associated with the inspection/recharging/replacement of fire extinguishers for department vehicles and throughout the building, including the purchase of fire suppression tools.	
485 POLICE EQUIPMENT	\$850
This line item will cover costs for the purchase/replacement of needed police equipment, including radar/laser units, annual equipment updates, fingerprint-related items, the replacement of drug testing kits (\$1,000), D.A.A.T. training equipment/maintenance (\$2,000), evidence tech supplies (\$1,000), arson investigator supplies, crisis negotiator equipment, flares (\$3,500), speed signs, maintenance/replacement bicycle patrol equipment, stop sticks, ballistic helmets, gas masks/filters, etc.	

**DEPARTMENT: POLICE DEPARTMENT -- FUND 19**


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**DEPARTMENTAL DETAIL INFORMATION**

<p>486 AMMUNITION / ARMORY</p> <p>This line item would cover the costs of replacement and/or updates in OC spray as well as the purchase of ammunition, less lethal rounds--i.e., bean bag (+\$1,000 for qualification rounds), taser cartridges (+\$3,300 for annual certification rounds), and simunition equipment--targets, non-lead based ammunition, match-grade sniper ammunition and all other range and firearm-related supplies.</p>	<p><i>\$1,050</i></p>
<p>486.10 ERU EQUIPMENT</p> <p>This line item would cover costs associated with the purchase of specialty ERU equipment including chemical agents, distraction devices, replacement explosive entry explosives, specialty ammunition for the 37mm Sage weapon, and specialty uniforms, as well as sniper team needs for 15 ERU members, 5 TEMS members and 2 K-9 members.</p>	<p><i>\$500</i></p>
<p>487 POLICE AUXILIARY</p> <p>This line item would cover the cost of replacement and new uniforms for auxiliary police officers, including the cost for in-service training (\$300+), and annual service awards.</p>	<p><i>\$75</i></p>
<p>488 POLICE SPECIAL OPERATIONS</p> <p>This line item would allow funding to be utilized to work specific drug investigations within the City. Specifically, to fund the purchase, when required, of controlled substances, the development of confidential sources of information, and the purchase of necessary equipment. Also included are costs associated with subpoenaed telephone/financial records and activation fees for the Drug Unit GPS device/s.</p>	<p><i>\$150</i></p>
<p>488.10 DWI ENFORCEMENT</p> <p>This line item would cover the costs associated with DWI enforcement, including blood draws by hospital personnel of DWI subjects, towing of DWI court-ordered seized vehicles and the requirement to title seized vehicles prior to being sold at auction.</p>	<p><i>\$50</i></p>
<p>490 POLICE VEHICLES</p> <p>This line item will cover the purchase of four (4) vehicles to replace four (4) police vehicles.</p>	<p><i>\$7,500</i></p>



**DEPARTMENT: POLICE DEPARTMENT -- FUND 19**


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**DEPARTMENTAL DETAIL INFORMATION**

490.10 POLICE VEHICLES EQUIPMENT \$750

This line item will cover the costs associated with equipping replacement squads. NOTE: 4 replacement vehicles are needed in 2019. Costs include, but is not limited to, registration/title, graphics (@ \$1,200/ea.), a radio (@ \$4,950), computer w/phone card (@ \$4,500), DH sireless antennas (@ \$1,200/ea.), fire suppressant tool (@ \$600/ea.), siren (@ \$800), emergency lights (\$3,000), security partition (\$400), shotgun/rifle mounts (@ \$500), molded seat (@ \$1,200), center consoles/computer mounts (@ \$900), pushbar (@ \$350), radar unit (@ \$1,900), Taser unit (@ \$800), squad rifle (@ \$1,800), shotgun (@ \$550), less lethal (orange stock) shotgun (@ \$600), stop sticks (@ \$500), AED (@ \$1,200), first aid kits (@ \$250), Tahoe trunk vaults (@ \$2,000), K-9 insert (@ \$2,500), in-car video equipment (@ \$5,000), Opticom units (@ \$500), and citation printer ((@ \$250), printer box (@ \$200) and ballistic carrier/plate (@\$600). (Total cost to equip an additional new squad is approximately \$38,250; costs for 2019 are for transitioning only as no squads are being added to the fleet.)

493 CANINE OPERATIONS \$225

This line item covers the costs for the K-9 units, including food, veterinarian services, supplies and equipment and medical insurance.

495 MISCELLANEOUS \$200

This line item covers the costs for notary fees, downtown court parking fees, prisoner costs (\$500), costs for requested transcripts for appealed cases, Spanish translation of Dept. documents/forms/brochures, evidentiary towing (\$500), paper shredding service (\$675), towel service, various paper products (plates/cups/napkins), plastic utensils, as well as other miscellaneous operating expenses.

DISPATCH: This line items covers costs for notary fees.

525 ATTORNEY / LEGAL \$1,250

Covers the cost of legal representation in cases where the City Attorney cannot represent the Department in personnel issues. This line item also covers the cost of the City's labor attorney in those management/labor disputes that are handled by the City's labor attorney, as well as any specialized legal work that may be required.

**DEPARTMENT: POLICE DEPARTMENT -- FUND 19**


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**DEPARTMENTAL DETAIL INFORMATION**

<p>552 ANNUAL LICENSE/SUPPPORT FEES</p> <p>Covers the annual cost for a service agreement for the Department's mobile/portable radios.</p> <p>DISPATCH: Covers the anuual cost for maintenance and service agreement for the Dispatch consoles (6).</p>	<p><i>\$1,105</i></p>
<p>553 COUNTY FEES</p> <p>Covers the cost of monthly radio charges for the Milwaukee County/Waukesha County 800 Mhz digital radio system.</p>	<p><i>\$1,061</i></p>
<p>600 OFFICE EQUIPMENT MAINTENANCE</p> <p>Includes the cost of maintenance contracts for current copy machines, cash registers, dictation system and other miscellaneous service contracts on office equipment. Also includes costs for maintenance/repair of fax machines and other office equipment not covered under a service contract.</p> <p>DISPATCH: Includes the cost of maintenance contracts for current Dispatch Center copy machines.</p>	<p><i>\$635</i></p>
<p>610 RADIO EQUIPMENT / MAINTENANCE</p> <p>Covers the cost for repairs to mobile/portable radios not covered by maintenance agreement as well as replacement antennas/holders, etc..</p> <p>DISPATCH: Covers the cost for radio communication equipment (headsets, etc.) within the Dispatcher Center as well as radio console repairs not covered under maintenance agreement.</p>	<p><i>\$534</i></p>
<p>615 GROUNDS MAINTENANCE</p> <p>This line item covers the costs of improvements and maintenance as needed for the exterior grounds of the Department, including lawn maintenance (fertilizing/weed feed, track maintenance and pond maintenance (\$5,000), parking lot/sidewalk salt, canopy lights, parking lot light pole ballasts (\$160/ea.), outside building lights (14 @ \$100/ea.), eagle statue lights/ballasts (4@\$70/ea.). It also covers any purchase of or repairs to equipment used to maintain the exterior grounds of the Department.</p>	<p><i>\$500</i></p>



**DEPARTMENT: POLICE DEPARTMENT -- FUND 19**

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**DEPARTMENTAL DETAIL INFORMATION**

<b>620 BUILDING MAINTENANCE</b>	<b>\$1,425</b>
This line item will cover the necessary repairs and maintenance for the Department's building, including the heating and air conditioning units, building security system (cameras and door locks), mnt. supplies, painting of both the interior and exterior of the building, yearly sprinkler system inspections (\$700), 5-yr inspection/flushing of sprinkler system (\$1,100), yearly fire alarm inspections (\$3,200), repairs to high-speed overhead garage doors, carpet replacement as needed, reader board repairs, etc.	
<b>700 VEHICLE MAINTENANCE</b>	<b>\$1,600</b>
Covers the cost of the maintenance of all police vehicles, including necessary parts and supplies, the replacement of damaged squad decals/graphics, the yearly updates on the diagnostic scanner (\$800), as well as updates/replacement of tools required to maintain the vehicles. Also covers costs for damage to squads not covered by insurance (below \$5,000 deductible).	
<b>705 EQUIPMENT MAINTENANCE</b>	<b>\$300</b>
This line item would cover the cost of the maintenance of the emergency generator and other specialized equipment used by the Department, including radar maintenance/certifications and fire alarm system repairs/batteries for fire alarm system. Also covers the cost of mandatory leak testing for fuel storage tanks and costs associated with the maintenance/cleaning of the range--annual range air-quality testing and range trap cleaning service (\$5,000).	
<b>710 GAS AND OIL</b>	<b>\$8,101</b>
Covers the cost of an estimated usage of 50,000 gallons of gasoline at an estimated cost of \$3.50 per gallon, and the required motor oil (152 gallons @ \$9.80/gal.) and transmission oil (2-55gal. drums @ \$18.25/gal.) used by the Department's fleet. Also includes the cost for fuel oil for the generator (1,100 gals. @ \$3.3496/gal. + delivery @ \$.099/gal.).	
<b>715 TIRES</b>	<b>\$550</b>
Covers the cost of tires for all department vehicles, including snow tires for winter use and speed rated tires as required.	
<b>TOTAL</b>	<b>\$45,630</b>



**DEPARTMENT: FIRE DEPARTMENT -FUND 19**

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**DEPARTMENTAL DETAIL INFORMATION**

<b>200 TRAVEL/TRAINING</b>	<b>\$1,800</b>
Money in this line will be used for in-house training related to fire suppression and emergency medical service. Schools, conferences, seminars, and certifications in training, inspection, and fire investigation. Milwaukee County video conferencing fees are also included in this line item.	
<b>205 RECRUITMENT/TESTING/PHYSICALS</b>	<b>\$1,050</b>
Money in this line will be used for employee drug testing (\$900), establishing a new Lieutenant and Firefighter eligibility list. It also contains money to hire two Firefighter's which includes cost for a physical, job trait assessment, and background checks.	
<b>210 EXPENSE ALLOWANCE</b>	<b>\$50</b>
Large fire expense for Fire Bell, food for firefighters at long term fires, and expenses for hosting meetings and seminars.	
<b>215 UNIFORM CLOTHING</b>	<b>\$660</b>
Cleaning service for station uniforms (\$26,000), dress blues, uniform shirts and pants, repair and cleaning for turnout gear, replacement boots, helmets, and gloves.	
<b>220 TUITION REIMBURSEMENT</b>	<b>\$1,007</b>
Attendance at Milwaukee Area Technical College for credits towards an associate degree in fire technology and college attendance for credits toward a Bachelor's degree with approval of the Chief and Personnel Committee. The contractual agreement with Local 1848 that needs to be budgeted is \$16,000. The additional cost is for the non-represented personnel.	
<b>300 ELECTRICITY</b>	<b>\$4,085</b>
Electricity use for Fire Stations 1, 2, & 3.	
<b>305 WATER AND SEWER</b>	<b>\$169</b>
Water and sewer charges to operate Fire Stations 1, 2, & 3.	
<b>310 NATURAL GAS</b>	<b>\$1,807</b>
Natural gas will be used for heating, hot water, and auxiliary generator on an incidental basis for Fire Stations 1, 2, & 3.	

**DEPARTMENT: FIRE DEPARTMENT**

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**DEPARTMENTAL DETAIL INFORMATION**

<b>315 TELEPHONE</b>	<b>\$3,457</b>
Monthly charges for cellular phone service and advertising. Money in this line item includes the cost for Direct TV service and monitoring the sprinkler system at Station 1.	
<b>400 OFFICE SUPPLIES</b>	<b>\$600</b>
Miscellaneous office supplies for three fire stations and the Command Post.	
<b>410 PRINTING AND COPYING</b>	<b>\$225</b>
Business cards, stationery, envelopes, labels, and copy machine paper for three fire stations.	
<b>415 POSTAGE</b>	<b>\$175</b>
Routine business correspondence, including fire inspection correspondence and shipping costs.	
<b>420 DUES AND PUBLICATIONS</b>	<b>\$280</b>
This covers department membership in NFPA, International Association of Fire Chiefs, membership in Wisconsin State Fire Service Instructors, NFPA Standard and Code updates, and other miscellaneous publications to aid in keeping up with the changing technologies and skills in fire service and EMS. The increase in this line item is for the annual accreditation dues.	
<b>425 ADVERTISING AND PROMOTIONS</b>	<b>\$192</b>
Promotional advertising for EMS and Fire Prevention Weeks.	
<b>427 PUBLIC EDUCATION</b>	<b>\$300</b>
This covers EMS week and fire prevention activities throughout the year which include Fire Prevention Week and National Night Out. It also covers fire prevention handouts, senior citizen fire education, and Juvenile Fire Setters program. This account also funds File of Life materials and Pulse Point maintenance.	
<b>430 HOUSEKEEPING</b>	<b>\$75</b>
Dish soap, towels, and other miscellaneous household items not covered in the Facilities Maintenance Budget.	

**DEPARTMENT: FIRE DEPARTMENT**

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**DEPARTMENTAL DETAIL INFORMATION**

440 MEDICAL AND SAFETY	\$4,388
Medical supplies for five ambulances. The increase in this line item is for cot maintenance (\$3,750), video laryngoscopes (\$5,000), and 5% increase for medical supplies and increase call volume.	
460 MINOR EQUIPMENT	\$650
Small hardware, TV, and appliance replacement or repair. Treadmill replacement and other fitness equipment needed to support the Fire Department's Wellness/Fitness program.	
470 AUDIO VISUAL/PHOTO SUPPLIES	\$40
Audio visual needs for use for fire, rescue and fire investigation.	
480 FIRE EQUIPMENT	\$579
Includes but not limited to nozzles, nozzle repair, hose, hose repair, hydrotests, air mask repair, cleaning and testing and maintenance to the air filling station.	
495 MISCELLANEOUS	\$15
Miscellaneous items not covered elsewhere.	
506 HAZARDOUS RESPONSE UNIT	\$475
Level B hazardous material and spill clean-up and materials. The purchase of foam, oil dry and meters also come out of this line item.	
523 ADMINISTRATION BILLING FEE	\$0
8% billing fee for ALS and BLS treatments and transports, computer tablets and field bridge software annual fees.	
525 ATTORNEY/LEGAL	\$1,000
Legal fees for grievance settlements, bargaining or other legal matters.	
600 OFFICE EQUIPMENT MAINTENANCE	\$25
Station 1, 2, and 3 copier supplies and maintenance.	
610 RADIO MAINTENANCE	\$1,200
Repair, maintenance, and batteries for all mobile, portable, paging and base radio equipment. The annual Milwaukee County radio and mobile fees are also included in this line item.	
615 GROUNDS MAINTENANCE	\$125
Grounds maintenance and flowers for Stations 1, 2, and 3.	

**DEPARTMENT: FIRE DEPARTMENT**

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**DEPARTMENTAL DETAIL INFORMATION**

620 BUILDING MAINTENANCE	\$1,500
Painting, plumbing, heating and air-conditioning repair. Light bulbs, filters, emergency generator and inside repairs for Stations 1, 2 & 3. Annual sprinkler test for Station 1, 2, and 3. This line item also includes sprinkler monitoring and the annual elevator test for Station 1.	
700 VEHICLE MAINTENANCE	\$2,500
Maintenance of 5 ambulances, 4 engines, 1 aerial ladder, 2 grass fire rigs, 2 cars and a command post.	
705 EQUIPMENT MAINTENANCE	\$350
Pump testing and all ground and aerial ladder tests and certifications. Hurst tool repair and maintenance and repairs to small equipment and meters.	
710 GAS/OIL/FLUIDS	\$2,000
Fuel and oil usage, oil changes and filters for all department equipment.	
715 TIRES	\$400
General repair and replacement of tires.	
957 FIRE VEHICLES/EQUIPMENT	\$15,000
<b>TOTAL</b>	<b>\$46,179</b>

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 19 WE Energies		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
<b>ESTIMATED REVENUES</b>									
<b>Dept 00 - REVENUES</b>									
<b>COMMERCIAL REVENUE</b>									
19-00-37-34200	MITIGATION PAYMENTS	2,250,000	2,250,000	2,250,000	2,250,000	<b>2,250,000</b>	2,250,000	<b>2,250,000</b>	0.00%
19-00-37-36000	INTEREST ON INVESTMENTS	1,210	4,093	2,028	6,931	<b>3,000</b>	3,000	<b>3,500</b>	16.67%
<b>COMMERCIAL REVENUE</b>		<b>2,251,210</b>	<b>2,254,093</b>	<b>2,252,028</b>	<b>2,256,931</b>	<b>2,253,000</b>	<b>2,253,000</b>	<b>2,253,500</b>	<b>0.02%</b>
<b>Totals for dept 00 - REVENUES</b>		<b>2,251,210</b>	<b>2,254,093</b>	<b>2,252,028</b>	<b>2,256,931</b>	<b>2,253,000</b>	<b>2,253,000</b>	<b>2,253,500</b>	<b>0.02%</b>
<b>TOTAL ESTIMATED REVENUES</b>		<b>2,251,210</b>	<b>2,254,093</b>	<b>2,252,028</b>	<b>2,256,931</b>	<b>2,253,000</b>	<b>2,253,000</b>	<b>2,253,500</b>	<b>0.02%</b>
<b>APPROPRIATIONS</b>									
<b>Dept 40 - GENERAL</b>									
<b>OTHER SERVICES</b>									
19-40-45-52500	OUTSIDE SERVICES/LEGAL/CONSULT	12,491	22,662	0	0	<b>0</b>	0	<b>0</b>	0.00%
<b>OTHER SERVICES</b>		<b>12,491</b>	<b>22,662</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Totals for dept 40 - GENERAL</b>		<b>12,491</b>	<b>22,662</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Dept 60 - POLICE DEPARTMENT</b>									
<b>OTHER SERVICES</b>									
19-60-45-52500	ATTORNEY/LEGAL	1,769	1,430	2,172	470	<b>1,250</b>	1,250	<b>1,250</b>	0.00%
19-60-45-55200	ANNUAL LICENSE FEES	0	0	0	0	<b>1,105</b>	1,102	<b>1,102</b>	-0.27%
19-60-45-55300	COUNTY FEES	0	0	0	874	<b>1,061</b>	1,061	<b>1,170</b>	10.27%
<b>OTHER SERVICES</b>		<b>1,769</b>	<b>1,430</b>	<b>2,172</b>	<b>1,344</b>	<b>3,416</b>	<b>3,413</b>	<b>3,522</b>	<b>3.10%</b>



BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 19 WE Energies		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
<b>DIRECT EMPLOYEE COSTS</b>									
19-60-41-10000	SALARIES - FULL TIME	327,310	363,124	351,376	359,996	<b>407,939</b>	407,939	<b>373,688</b>	-8.40%
19-60-41-10500	SALARIES - PART TIME	455	2,403	2,892	1,570	<b>2,281</b>	2,281	<b>1,664</b>	-27.05%
19-60-41-11000	SALARIES - OVERTIME	19,610	22,610	23,423	22,634	<b>23,031</b>	15,000	<b>23,549</b>	2.25%
19-60-41-11500	SALARIES - HOLIDAY PAY	1,079	2,704	3,735	4,148	<b>4,500</b>	4,500	<b>6,190</b>	37.56%
19-60-41-12000	SPECIAL PAY ALLOWANCES	8,147	7,446	7,572	8,341	<b>6,893</b>	6,893	<b>7,449</b>	8.07%
19-60-41-13000	RETIREMENT	38,226	38,363	48,257	50,220	<b>45,464</b>	45,464	<b>46,362</b>	1.98%
19-60-41-13500	SOCIAL SECURITY	26,704	30,088	28,960	28,389	<b>31,653</b>	31,653	<b>29,228</b>	-7.66%
19-60-41-15000	INSURANCE - ACTIVE HEALTH	69,109	100,084	93,998	95,328	<b>75,976</b>	75,976	<b>70,321</b>	-7.44%
19-60-41-16000	INSURANCE - WORKMANS COMP	11,411	11,432	9,885	8,518	<b>12,338</b>	6,344	<b>12,338</b>	0.00%
19-60-41-16500	INSURANCE - DISABILITY	1,049	1,145	999	1,213	<b>1,006</b>	926	<b>1,157</b>	15.01%
19-60-41-17000	INSURANCE - DENTAL	8,002	8,860	8,435	8,545	<b>7,002</b>	7,002	<b>6,563</b>	-6.27%
19-60-41-17500	INSURANCE - GROUP LIFE	267	282	303	336	<b>225</b>	208	<b>577</b>	156.44%
19-60-41-18000	LONGEVITY	175	200	187	172	<b>240</b>	0	<b>422</b>	75.83%
19-60-41-18500	SECTION 125 EXPENSES	154	167	184	212	<b>175</b>	142	<b>364</b>	108.00%
<b>DIRECT EMPLOYEE COSTS</b>		<b>511,698</b>	<b>588,908</b>	<b>580,206</b>	<b>589,622</b>	<b>618,723</b>	<b>604,328</b>	<b>579,872</b>	<b>-6.28%</b>
<b>INDIRECT EMPLOYEE COSTS</b>									
19-60-42-20000	TRAVEL/TRAINING	1,570	1,635	1,942	1,857	<b>1,775</b>	2,240	<b>1,800</b>	1.41%
19-60-42-20500	RECRUITMENT/TESTING/PHYSICALS	1,262	1,217	975	1,359	<b>1,050</b>	1,050	<b>1,050</b>	0.00%
19-60-42-21000	EXPENSE ALLOWANCE	77	22	43	29	<b>50</b>	50	<b>50</b>	0.00%
19-60-42-21500	UNIFORM/CLOTHING	453	416	293	175	<b>600</b>	600	<b>660</b>	10.00%
19-60-42-22000	TUITION REIMBURSEMENT	927	420	169	154	<b>1,003</b>	175	<b>1,007</b>	0.40%
19-60-42-22500	RECOGNITION	(47)	15	115	137	<b>175</b>	175	<b>175</b>	0.00%
<b>INDIRECT EMPLOYEE COSTS</b>		<b>4,242</b>	<b>3,725</b>	<b>3,537</b>	<b>3,711</b>	<b>4,653</b>	<b>4,290</b>	<b>4,742</b>	<b>1.91%</b>

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 19 WE Energies		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
<b>UTILITY COST</b>									
19-60-43-30000	ELECTRICITY	1,531	4,038	4,355	3,522	4,300	4,000	4,085	-5.00%
19-60-43-30500	WATER AND SEWER	35	76	139	141	169	169	169	0.00%
19-60-43-31000	NATURAL GAS	617	982	1,323	1,042	1,755	1,755	1,807	2.96%
19-60-43-31500	TELEPHONE	2,151	2,715	2,800	3,400	3,457	3,457	3,457	0.00%
	<b>UTILITY COST</b>	<b>4,334</b>	<b>7,811</b>	<b>8,617</b>	<b>8,105</b>	<b>9,681</b>	<b>9,381</b>	<b>9,518</b>	<b>-1.68%</b>
<b>SUPPLIES</b>									
19-60-44-40000	OFFICE SUPPLIES	435	399	414	328	600	600	600	0.00%
19-60-44-41000	PRINTING AND COPYING	200	208	148	214	225	225	225	0.00%
19-60-44-41500	POSTAGE	161	183	155	167	175	175	175	0.00%
19-60-44-42000	DUES AND PUBLICATIONS	227	278	225	270	280	280	280	0.00%
19-60-44-42500	ADVERTISING AND PROMOTIONS	0	133	15	15	192	192	192	0.00%
19-60-44-42600	CRIME PREVENTION	438	440	416	429	450	450	450	0.00%
19-60-44-44000	MEDICAL AND SAFETY	180	230	284	168	274	274	274	0.00%
19-60-44-46000	MINOR EQUIPMENT	14	39	414	522	500	500	500	0.00%
19-60-44-47000	AUDIO VISUAL/PHOTO SUPPLIES	161	34	33	123	125	125	125	0.00%
19-60-44-48000	FIRE EQUIPMENT	29	50	154	43	64	64	154	140.63%
19-60-44-48500	POLICE EQUIPMENT	675	829	677	561	850	850	850	0.00%
19-60-44-48600	AMMUNITION & ARMORY OPERATION	310	28	1,041	1,045	1,050	1,050	1,200	14.29%
19-60-44-48610	ERU EQUIPMENT	464	492	553	484	500	500	500	0.00%
19-60-44-48700	POLICE AUXILIARY	73	39	37	34	75	75	75	0.00%
19-60-44-48800	POLICE SPECIAL OPERATIONS	129	140	171	146	150	150	150	0.00%
19-60-44-48810	DWI ENFORCEMENT	40	19	42	41	50	50	50	0.00%
19-60-44-49000	POLICE VEHICLES	6,296	10,537	6,254	7,727	7,500	7,500	8,000	6.67%
19-60-44-49010	POLICE VEHICLES EQUIPMENT	823	2,664	1,767	633	750	750	750	0.00%
19-60-44-49300	CANINE OPERATIONS	209	222	142	193	225	225	225	0.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 19 WE Energies		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
19-60-44-49500	MISCELLANEOUS	104	223	93	137	200	200	200	0.00%
	SUPPLIES	10,968	17,187	13,035	13,280	14,235	14,235	14,975	5.20%
MAINTENANCE									
19-60-46-60000	OFFICE EQUIP MAINTENANCE	475	536	518	515	635	695	713	12.28%
19-60-46-61000	RADIO EQUIPMENT/MAINTENANCE	913	827	1,664	126	534	534	600	12.36%
19-60-46-61500	GROUNDS MAINTENANCE	417	464	320	360	500	500	500	0.00%
19-60-46-62000	BUILDING MAINTENANCE	1,941	1,686	937	1,483	1,425	1,975	1,425	0.00%
	MAINTENANCE	3,746	3,513	3,439	2,484	3,094	3,704	3,238	4.65%
VEHICLES									
19-60-47-70000	VEHICLE MAINTENANCE	1,230	1,194	1,586	1,115	1,600	1,975	1,600	0.00%
19-60-47-70500	EQUIPMENT MAINTENANCE	285	261	329	275	300	350	550	83.33%
19-60-47-71000	GAS AND OIL	5,586	4,654	4,557	4,604	8,101	5,250	7,405	-8.59%
19-60-47-71500	TIRES	491	549	564	462	550	550	600	9.09%
	VEHICLES	7,592	6,658	7,036	6,456	10,551	8,125	10,155	-3.75%
Totals for dept 60 - POLICE DEPARTMENT		544,349	629,232	618,042	625,002	664,353	647,476	626,022	-5.77%
Dept 65 - FIRE									
OTHER SERVICES									
19-65-45-50600	HAZARDOUS RESPONSE UNIT	2,013	4,202	635	518	475	475	475	0.00%
19-65-45-52500	ATTORNEY/LEGAL	1,949	2,231	1,933	1,178	1,000	1,000	1,000	0.00%
	OTHER SERVICES	3,962	6,433	2,568	1,696	1,475	1,475	1,475	0.00%
DIRECT EMPLOYEE COSTS									
19-65-41-10000	SALARIES - FULL TIME	298,660	329,820	311,118	314,007	334,785	334,785	342,760	2.38%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 19 WE Energies		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
19-65-41-10500	SALARIES, PART TIME	292	290	290	283	300	300	357	19.00%
19-65-41-11000	SALARIES - OVERTIME	20,181	29,203	40,599	27,839	30,000	30,000	30,000	0.00%
19-65-41-11500	SALARIES - HOLIDAY PAY	4,332	3,846	14,056	9,436	15,000	15,000	7,374	-50.84%
19-65-41-12000	SPECIAL PAY ALLOWANCES	6,318	709	700	678	790	790	791	0.13%
19-65-41-12500	CAR ALLOWANCE	88	116	132	132	100	100	132	32.00%
19-65-41-13000	RETIREMENT	35,864	37,114	47,397	46,772	39,234	39,234	41,875	6.73%
19-65-41-13500	SOCIAL SECURITY	24,980	27,895	26,774	25,691	25,517	25,517	26,218	2.75%
19-65-41-15000	INSURANCE - ACTIVE HEALTH	45,525	61,197	61,197	61,989	45,925	45,925	45,917	-0.02%
19-65-41-16000	INSURANCE - WORKMANS COMP	12,213	12,613	13,505	11,469	3,500	8,636	3,454	-1.31%
19-65-41-16500	INSURANCE - DISABILITY	932	1,009	824	962	905	820	1,019	12.60%
19-65-41-17000	INSURANCE - DENTAL	6,907	6,907	6,907	6,905	5,605	5,605	5,633	0.50%
19-65-41-17500	INSURANCE - GROUP LIFE	291	299	316	331	300	244	840	180.00%
19-65-41-18000	LONGEVITY	280	347	331	325	250	360	794	217.60%
19-65-41-18500	SECTION 125 EXPENSES	85	97	94	78	100	53	323	223.00%
<b>DIRECT EMPLOYEE COSTS</b>		<b>456,948</b>	<b>511,462</b>	<b>524,240</b>	<b>506,897</b>	<b>502,311</b>	<b>507,369</b>	<b>507,487</b>	<b>1.03%</b>
<b>INDIRECT EMPLOYEE COSTS</b>									
19-65-42-20000	TRAVEL/TRAINING	7,133	6,933	14,947	15,873	13,878	13,878	13,878	0.00%
19-65-42-20500	RECRUITMENT/TESTING/PHYSICALS	494	387	70	241	250	250	250	0.00%
19-65-42-21000	EXPENSE ALLOWANCE	62	39	62	53	67	67	67	0.00%
19-65-42-21500	UNIFORM/CLOTHING	1,894	1,785	1,381	1,504	2,094	2,094	2,094	0.00%
19-65-42-22000	TUITION REIMBURSEMENT	209	399	440	658	1,150	1,150	1,150	0.00%
<b>INDIRECT EMPLOYEE COSTS</b>		<b>9,792</b>	<b>9,543</b>	<b>16,900</b>	<b>18,329</b>	<b>17,439</b>	<b>17,439</b>	<b>17,439</b>	<b>0.00%</b>
<b>UTILITY COST</b>									
19-65-43-30000	ELECTRICITY	2,664	2,528	2,273	2,368	2,334	2,334	2,400	2.83%
19-65-43-30500	WATER AND SEWER	311	292	287	316	313	313	313	0.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 19 WE Energies		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
19-65-43-31000	NATURAL GAS	845	1,052	1,039	1,225	1,030	1,350	1,360	32.04%
19-65-43-31500	TELEPHONE	210	366	463	429	403	403	403	0.00%
	UTILITY COST	4,030	4,238	4,062	4,338	4,080	4,400	4,476	9.71%
<b>SUPPLIES</b>									
19-65-44-40000	OFFICE SUPPLIES	139	63	86	65	90	90	90	0.00%
19-65-44-41000	PRINTING AND COPYING	64	53	31	37	70	70	70	0.00%
19-65-44-41500	POSTAGE	46	40	47	36	62	62	62	0.00%
19-65-44-42000	DUES AND PUBLICATIONS	207	209	275	182	200	190	263	31.50%
19-65-44-42500	ADVERTISING & PROMOTIONS	0	0	13	0	10	10	10	0.00%
19-65-44-42700	FIRE PREV/PUBLIC EDUCATION	126	248	300	324	300	300	300	0.00%
19-65-44-43000	HOUSEKEEPING SUPPLIES	40	51	40	30	75	75	75	0.00%
19-65-44-44000	MEDICAL & SAFETY SUPPLIES	821	1,105	1,339	3,351	3,500	3,750	4,388	25.37%
19-65-44-46000	MINOR EQUIPMENT	713	417	713	413	668	650	650	-2.69%
19-65-44-47000	AUDIO VISUAL/PHOTO SUPPLIES	10	40	39	32	40	40	40	0.00%
19-65-44-48000	FIRE EQUIPMENT	623	770	641	497	580	579	579	-0.17%
19-65-44-49500	MISCELLANEOUS	39	18	20	0	15	25	15	0.00%
	SUPPLIES	2,828	3,014	3,544	4,967	5,610	5,841	6,542	16.61%
<b>MAINTENANCE</b>									
19-65-46-60000	OFFICE EQUIP MAINTENANCE	41	58	34	53	60	60	25	-58.33%
19-65-46-61000	RADIO EQUIPMENT/MAINTENANCE	142	274	604	1,042	1,200	1,200	1,200	0.00%
19-65-46-61500	GROUPS MAINTENANCE	87	88	81	141	125	125	125	0.00%
19-65-46-62000	BUILDING MAINTENANCE	1,705	1,619	1,971	1,628	1,500	1,500	1,500	0.00%
	MAINTENANCE	1,975	2,039	2,690	2,864	2,885	2,885	2,850	-1.21%

VEHICLES

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 19 WE Energies		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
19-65-47-70000	VEHICLE MAINTENANCE	2,332	2,751	5,529	3,009	2,500	2,500	2,500	0.00%
19-65-47-70500	EQUIPMENT MAINTENANCE	368	430	291	252	350	350	350	0.00%
19-65-47-71000	GAS AND OIL	1,910	1,443	1,601	2,012	2,000	2,000	2,000	0.00%
19-65-47-71500	TIRES	268	681	408	575	400	400	400	0.00%
VEHICLES		4,878	5,305	7,829	5,848	5,250	5,250	5,250	0.00%
CAPITAL OUTLAY& INTERFUND TRANSFER									
19-65-49-95700	FIRE VEHICLES/EQUIPMENT	13,924	14,956	13,568	14,741	15,000	15,000	15,000	0.00%
CAPITAL OUTLAY& INTERFUND TRANSFER		13,924	14,956	13,568	14,741	15,000	15,000	15,000	0.00%
Totals for dept 65 - FIRE		498,337	556,990	575,401	559,680	554,050	559,659	560,519	1.17%
Dept 99 - INTERFUND TRANSFER									
19-99-49-99999	INTERFUND TRANSFER OUT	1,000,000	1,222,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	0.00%
TRANSFER		1,000,000	1,222,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	0.00%
Totals for dept 99 - INTERFUND TRANSFER		1,000,000	1,222,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	0.00%
TOTAL APPROPRIATIONS		2,055,177	2,430,884	2,193,443	2,184,682	2,218,403	2,207,135	2,186,541	-1.44%
NET OF REVENUES/APPROPRIATIONS - FUND 19		196,033	(176,791)	58,585	72,249	34,597	45,865	66,959	93.54%
BEGINNING FUND BALANCE		25,084	221,121	44,330	102,916	175,167	175,167	221,032	
ENDING FUND BALANCE		221,117	44,330	102,915	175,165	209,764	221,032	287,991	

## **FUND: GENERAL SPECIAL ASSESSMENTS – FUND 30**

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### **FUND DESCRIPTION:**

Special Assessment Funds are a type of Special Revenue Fund that is used to account for the provision and financing of public improvements or services that primarily benefit the particular taxpayers against whose properties the special assessments are levied and to reflect the payment of the assessments. The Special Revenue Fund for General Special Assessments is the location for all project related special assessments to be repaid other than B Bonds. The usage of special assessment funds for annual debt payments peaked in 1994. The fund balance is being used to fund various CIP projects in Fund #40 as the need arises.

The Finance Committee completed a review of the special assessment policy in 1999 and recommended significant changes, which the Common Council approved. The most significant change was to stop deferred special assessments and instead provide for a twenty-year payback on properties that would have in the past qualified for an indefinite period of time at no interest.

### **FUND OBJECTIVES:**

- 🕒 Continue to monitor all property sales and building permits to determine that all appropriate assessments are paid.

### **SIGINIFICANT FUNDING OR PROGRAM CHANGES IN 2020:**

None at this time.

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 30 Special Assessments		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
<b>ESTIMATED REVENUES</b>									
Dept 00 - REVENUES									
<b>TOTAL REVENUE</b>									
30-00-34-42000	SPECIAL ASSESSMENT REVENUE	0	0	26,183	0	0	0	0	0.00
<b>TOTAL REVENUE</b>		<b>0</b>	<b>0</b>	<b>26,183</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>
<b>COMMERCIAL REVENUE</b>									
30-00-37-36000	INTEREST ON INVESTMENTS	2,680	8,450	5,102	15,988	5,000	15,000	10,000	100.00%
30-00-37-36015	INTEREST ON SPECIAL ASSESSMNTS	72,265	52,442	36,162	26,626	39,000	35,000	35,000	-10.26%
<b>COMMERCIAL REVENUE</b>		<b>74,945</b>	<b>60,892</b>	<b>41,264</b>	<b>42,614</b>	<b>44,000</b>	<b>50,000</b>	<b>45,000</b>	<b>2.27%</b>
Totals for dept 00 -		74,945	60,892	67,447	42,614	44,000	50,000	45,000	2.27%
<b>TOTAL ESTIMATED REVENUES</b>		<b>74,945</b>	<b>60,892</b>	<b>67,447</b>	<b>42,614</b>	<b>44,000</b>	<b>50,000</b>	<b>45,000</b>	<b>2.27%</b>
<b>APPROPRIATIONS</b>									
Dept 99 - INTERFUND									
<b>TRANSFER</b>									
30-99-49-99999	INTERFUND TRANSFER OUT	100,000	100,000	130,423	50,000	0	0	0	0.00%
<b>TRANSFER</b>		<b>100,000</b>	<b>100,000</b>	<b>130,423</b>	<b>50,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
Totals for dept 99 - INTERFUND		100,000	100,000	130,423	50,000	0	0	0	0.00%
<b>TOTAL APPROPRIATIONS</b>		<b>100,000</b>	<b>100,000</b>	<b>130,423</b>	<b>50,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>



BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 30 Special Assessments		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
NET OF REVENUES/APPROPRIATIONS - FUND 30		(25,055)	(39,108)	(62,976)	(7,386)	44,000	50,000	45,000	2.27%
BEGINNING FUND BALANCE		4,927,547	4,902,492	4,863,385	4,800,409	4,793,023	4,793,023	4,843,023	
ENDING FUND BALANCE		4,902,492	4,863,384	4,800,409	4,793,023	4,837,023	4,843,023	4,888,023	

## **FUND: ECONOMIC DEVELOPMENT – FUND 31**

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### **FUND DESCRIPTION:**

The Economic Development Fund is utilized to promote the retention, expansion, and attraction of new commercial and industrial construction throughout the City.

### **FUND OBJECTIVES:**

- 🌐 Engage in directed advertising, marketing, and public relations efforts on behalf of the City to present a positive image and what the City has to offer new businesses;
- 🌐 Promote the City with every commercial or industrial prospect we have contact with;
- 🌐 Partner with industrial and commercial developers to help them through the development process toward increasing the City's employment and tax base.

### **SIGNIFICANT INITIATIVES RECENTLY ACCOMPLISHED:**

- 🌐 Transitioned significant duties and responsibilities (including marketing and promotion) to the newly created Tourism Commission;
- 🌐 Initiated a Business Expansion and Retention (BRE) call program for the City in 2017.

### **OTHER 2020 MANAGEMENT INITIATIVES:**

None.

### **SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2020:**

- 🌐 The funding for the CDA's activities has come primarily from the use of hotel room tax revenue. Recent changes to State Statutes governing the local use of hotel room tax revenue have severely impacted local control over the use of these funds resulting in dramatic reductions in revenue available to this Fund 31 (Economic Development);
- 🌐 The roles and responsibilities of the CDA are being re-evaluated in light of these recent reductions in funding and programming changes.

**DEPARTMENT: Economic Development (Fund 31)**

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**DEPARTMENTAL DETAIL INFORMATION**

200 TRAVEL/TRAINING	\$3,400
Training of staff and members of the Department of Community Development and staff mileage reimbursement. (NOTE: continuing education credits are required to maintain AICP and ASFPM certification for department members).	
210 EXPENSE ALLOWANCE	\$100
420 DUES & PUBLICATIONS	\$2,886
Staff membership in the American Planning Association, American Institute of Certified Planners, American Society of Floodplain Managers as well as publications for the department.	
425 ADVERTISING AND PROMOTIONS	\$10,000
Support for publication "The Current" magazine	
495 MISCELLENEOUS	\$1,000
Budget for unanticipated expenses	
955 CAPITAL OUTLAY - MISCELLENEOUS	\$9,000
Banner maintenance and replacement fund	
<b>TOTAL</b>	<b>\$26,386</b>

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 31 CDA		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
<b>ESTIMATED REVENUES</b>									
Dept 00									
TAXES									
31-00-31-30300	MOTEL/HOTEL ROOM TAX	285,687	337,141	186,880	100,083	<b>100,083</b>	100,083	<b>85,724</b>	-14.35%
31-00-31-30350	ROOM TAX- TOURISM COMMISSION	164,969	174,811	0	0	<b>0</b>	0	<b>0</b>	0.00%
	TAXES	450,656	511,952	186,880	100,083	<b>100,083</b>	100,083	<b>85,724</b>	-14.35%
<b>COMMERCIAL REVENUE</b>									
31-00-37-36000	INTEREST ON INVESTMENTS	437	1,865	1,396	4,086	<b>400</b>	1,500	<b>1,500</b>	275.00%
31-00-37-36800	MISCELLANEOUS REVENUES	0	0	0	41,913	<b>0</b>	0	<b>0</b>	0.00%
	COMMERCIAL REVENUE	437	1,865	1,396	45,999	<b>400</b>	1,500	<b>1,500</b>	275.00%
Totals for dept 00 -		451,093	513,817	188,276	146,082	<b>100,483</b>	101,583	<b>87,224</b>	-13.20%
<b>TOTAL ESTIMATED REVENUES</b>		451,093	513,817	188,276	146,082	<b>100,483</b>	101,583	<b>87,224</b>	-13.20%

**APPROPRIATIONS**

Dept 53 - ECONOMIC DEVELOPMENT

**DIRECT EMPLOYEE COSTS**

31-53-41-10000	SALARIES, FULL TIME	50,899	51,633	51,701	52,679	<b>51,930</b>	51,930	<b>36,730</b>	-29.27%
31-53-41-10500	SALARIES-PART TIME	7,587	8,861	10,854	5,248	<b>8,861</b>	8,861	<b>8,861</b>	0.00%
31-53-41-13000	RETIREMENT	3,461	3,463	3,515	3,537	<b>3,485</b>	3,485	<b>3,077</b>	-11.71%
31-53-41-13500	SOCIAL SECURITY	3,692	3,802	4,466	4,125	<b>4,039</b>	4,039	<b>3,488</b>	-13.64%
31-53-41-15000	INSURANCE-ACTIVE EMPLOYEES	10,365	10,365	10,365	10,365	<b>10,365</b>	10,365	<b>10,365</b>	0.00%
31-53-41-16000	INSURANCE-WORK COMP	104	84	88	68	<b>0</b>	0	<b>100</b>	100.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 31 CDA		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
31-53-41-16500	INSURANCE-DISABILITY	141	0	0	0	0	0	0	0.00%
31-53-41-17000	INSURANCE-DENTAL	773	773	773	773	773	773	773	0.00%
31-53-41-17500	INSURANCE - GROUP LIFE	112	64	66	89	100	100	100	0.00%
<b>DIRECT EMPLOYEE COSTS</b>		<b>77,134</b>	<b>79,045</b>	<b>81,828</b>	<b>76,884</b>	<b>79,553</b>	<b>79,553</b>	<b>63,494</b>	<b>-20.19%</b>
<b>INDIRECT EMPLOYEE COSTS</b>									
31-53-42-20000	TRAINING/TRAVEL	1,262	4,144	4,138	804	3,000	3,381	3,400	13.33%
31-53-42-21000	EXPENSE ALLOWANCE	0	0	39	490	100	0	100	0.00%
<b>INDIRECT EMPLOYEE COSTS</b>		<b>1,262</b>	<b>4,144</b>	<b>4,177</b>	<b>1,294</b>	<b>3,100</b>	<b>3,381</b>	<b>3,500</b>	<b>12.90%</b>
<b>SUPPLIES</b>									
31-53-44-41500	POSTAGE	0	153	0	0	0	0	0	0.00%
31-53-44-42000	DUES AND PUBLICATIONS	1,197	7,972	2,364	2,657	1,195	1,796	2,886	141.51%
31-53-44-42500	ADVERTISING AND PROMOTIONS	79,252	114,064	24,869	10,000	10,000	10,000	10,000	0.00%
31-53-44-43500	TOURISM COMMISSION	2,000	2,817	500	0	0	0	0	0.00%
31-53-44-44500	ECONOMIC DEVELOPMENT	0	4,701	48,122	0	0	0	0	0.00%
31-53-44-49500	MISCELLANEOUS	167	1,180	3,113	157	0	850	1,000	100.00%
<b>SUPPLIES</b>		<b>82,616</b>	<b>130,887</b>	<b>78,968</b>	<b>12,814</b>	<b>11,195</b>	<b>12,646</b>	<b>13,886</b>	<b>24.04%</b>
<b>OTHER SERVICES</b>									
31-53-45-51400	CONSULTING	12,000	11,000	2,800	5,000	0	0	0	0.00%
31-53-45-59500	MISCELLANEOUS	0	0	128	0	0	0	1,000	100.00%
<b>OTHER SERVICES</b>		<b>12,000</b>	<b>11,000</b>	<b>2,928</b>	<b>5,000</b>	<b>0</b>	<b>0</b>	<b>1,000</b>	<b>100.00%</b>
<b>TRANSFER</b>									
31-53-49-95500	CAPITAL OUTLAY - MISCELLANEOUS	16,326	19,582	3,196	8,458	9,000	9,000	9,000	0.00%
31-53-49-99999	INTERFUND TRANSFER OUT	0	0	267,780	80,000	0	0	0	0.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 31 CDA		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
TRANSFER		16,326	19,582	270,976	88,458	9,000	9,000	9,000	0.00%
Totals for dept 53 - ECONOMIC DEVELOPMENT		189,338	244,658	438,877	184,450	102,848	104,580	90,880	-11.64%
TOTAL APPROPRIATIONS		189,338	244,658	438,877	184,450	102,848	104,580	90,880	-11.64%
NET OF REVENUES/APPROPRIATIONS - FUND 31		261,755	269,159	(250,601)	(38,368)	(2,365)	(2,997)	(3,656)	54.59%
BEGINNING FUND BALANCE		642,604	904,359	1,173,519	922,917	884,548	884,548	881,551	
ENDING FUND BALANCE		904,359	1,173,518	922,918	884,549	882,183	881,551	877,895	

## **FUND: PARK DEVELOPMENT ESCROW – FUND 32**

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### **FUND DESCRIPTION:**

Special Revenue funds are used to account for resources legally restricted to expenditures for a specific purpose. In 1996 the Council established various impact fees for different types of future projects. Prior to that date the Special Revenue Fund for Park Development Escrow was collecting a \$100–\$200 assessment for each new dwelling unit constructed in the City. The funds as they are collected are allocated to an account set up for each of the different park service areas. This helps to maintain facilities where the growth is occurring. With the approval of the Park Impact fee the existing amounts already collected for each park area will be used for maintenance purposes. The impact fees will be used for park development purposes.

In 2010, the City combined individual park escrow funds into one city-wide fund for park development. The City is continuing to collect bikeway fees in addition to the impact fees for every new residential unit constructed.

In 2016, the remainder of the community park escrow funds were expended on park maintenance projects.

### **FUND OBJECTIVES:**

- 🕒 To continue the use of escrow funds for any maintenance in the various parks.

### **SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2020:**

- 🕒 The bikeway escrow funds continue to be collected and are being used for expansion and repair of bike paths in areas throughout the City.

BALANCE SHEET FOR OAK CREEK  
 Period Ending 12/31/2019

GL Number	Description	Current Year Beg. Balance	Balance
<hr/>			
Fund 32 - PARK ESCROW FUND			
*** Assets ***			
Cash			
32-00-01-11000	PARK ESCROW FUND-TRI CITY BANK	0.00	14,450.00
	Cash	<hr/> 0.00	<hr/> 14,450.00
	Total Assets	<hr/> 0.00	<hr/> 14,450.00
*** Liabilities ***			
Liabilities-ST			
32-00-15-21355	BIKEWAY ESCROW FUND	0.00	14,450.00
	Liabilities-ST	<hr/> 0.00	<hr/> 14,450.00
	Total Liabilities	<hr/> 0.00	<hr/> 14,450.00
*** Fund Balance ***			
Unassigned			
	Unassigned	<hr/> 0.00	<hr/> 0.00
	Total Fund Balance	<hr/> 0.00	<hr/> 0.00
	Beginning Fund Balance		0.00
	Net of Revenues VS Expenditures		0.00
	Ending Fund Balance		<hr/> 0.00
	Total Liabilities And Fund Balance		<hr/> 14,450.00




## **FUND: LOW INCOME LOAN PROGRAM – FUND 33**

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### **FUND DESCRIPTION:**

Special Revenue funds are used to account for resources legally restricted to expenditures for a specific purpose. The Special Revenue Fund for the Low Income Loan Program was created in 1985 when the Council authorized the use of 1983 Emergency Jobs Bill funds for the payment of sanitary sewer assessments within the framework of a low interest loan program. This program was also expanded in 1985 into a Home Improvement Loan Program using some of the City's annual CDBG allocation. In 2004, the City turned the administration of any new loans back to Milwaukee County. The City will continue to collect payments for all outstanding loans and forward the funds to Milwaukee County until all current outstanding loans are accounted for.

### **FUND OBJECTIVES:**

-  To monitor and administer the current outstanding loan balances until their completion.

### **FUTURE ISSUES:**

None at this time.

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 33 Low Income Loan		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
<b>ESTIMATED REVENUES</b>									
Dept 00									
<b>COMMERCIAL REVENUE</b>									
33-00-37-36020	INTEREST ON LOW INCOME LOANS	49	0	0	0	0	0	0	0.00%
33-00-37-36040	LATE FEES ON LOW INCOME LOANS	19	0	0	0	0	0	0	0.00%
33-00-37-36050	PRINCIPAL PAYMENTS-LOW INCOME	1,769	9	0	0	3,000	0	3,000	0.00%
	COMMERCIAL REVENUE	1,837	9	0	0	3,000	0	3,000	0.00%
Totals for dept 00 -		1,837	9	0	0	3,000	0	3,000	0.00%
<b>TOTAL ESTIMATED REVENUES</b>		1,837	9	0	0	3,000	0	3,000	0.00%
<b>APPROPRIATIONS</b>									
Dept 55 - COMMUNITY DEV LOW INCOME LOAN									
<b>OTHER SERVICES</b>									
33-55-45-59500	MISC.-MILW COUNTY PAYMENTS	0	0	1,827	0	3,000	0	3,000	0.00%
	OTHER SERVICES	0	0	1,827	0	3,000	0	3,000	0.00%
Totals for dept 55 - COMMUNITY DEV LOW INCOME LOAN		0	0	1,827	0	3,000	0	3,000	0.00%
<b>TOTAL APPROPRIATIONS</b>		0	0	1,827	0	3,000	0	3,000	0.00%
<b>NET OF REVENUES/APPROPRIATIONS - FUND 33</b>		1,837	9	(1,827)	0	0	0	0	0.00%
<b>BEGINNING FUND BALANCE</b>		7,806	9,644	9,653	7,825	7,825	7,825	7,825	

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 33 Low Income Loan		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
	ENDING FUND BALANCE	9,643	9,653	7,826	7,825	7,825	7,825	7,825	

## **FUND: DEVELOPMENT AGREEMENT FUTURE IMPROVEMENTS – FUND 34**

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### **FUND DESCRIPTION:**

The City controls all development through the use of development agreements. These agreements set forth the terms and conditions under which the particular development will occur. Items such as sidewalks, streets, trees, streetlights, site grading and storm water are some of the aspects of the development that are controlled. Some of the individual items for a project are not installed when the project is originally completed. For one reason or another that particular improvement is delayed for some period of time. For example, streets are not paved with their final coat of asphalt until 75% of the lots are built upon. Another example is where a project abuts an existing street that will have major improvements done to it at some date in the near future. Rather than assessing the property owners for those improvements in the future the developer sets aside an agreed amount now to cover the future costs. Developers also escrow funds at the time of final plat approval to guarantee the remaining improvements will be completed. These funds are used to pay for the final improvements or refunded to the Developer when the Developer is released by Council from their agreement.

### **FUND OBJECTIVES:**

- ④ This fund reflects the creation of an escrow fund to track the future improvements for developments;
- ④ The amount in the fund balance will vary based on completion of developments and return of unused escrow deposits. There still remain escrow amounts from other projects for abutting main streets that need to be resolved in the future when the improvements are installed.

### **SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2020:**

None at this time.

BALANCE SHEET FOR OAK CREEK  
 Period Ending 12/31/2019

GL Number	Description	Current Year Beg. Balance	Balance
Fund 34 - FUTURE IMPROVEMENTS FUND			
*** Assets ***			
Cash			
34-00-01-11000	FUTURE IMP FEES FUND-TRI CITY	368,507.89	334,657.89
	Cash	368,507.89	334,657.89
	Total Assets	368,507.89	334,657.89
*** Liabilities ***			
Liabilities-ST			
34-00-15-21302	OAKSHIRE - PHASE I	12,033.10	12,033.10
34-00-15-21303	STONEGATE ESTATES	4,036.22	4,036.22
34-00-15-21305	NORMANDY ESTATES	17,344.46	17,344.46
34-00-15-21306	HIDDEN PONDS	55,062.68	55,062.68
34-00-15-21307	OAKWOOD TERRACE	17,964.12	17,964.12
34-00-15-21308	COUNTRY CREEK II	19,240.22	19,240.22
34-00-15-21309	COUNTRY CREEK III	4,702.46	4,702.46
34-00-15-21311	NORTHBROOK	19,324.40	19,324.40
34-00-15-21530	ESCROW-GLEN CROSSINGS SUBD	32,569.60	32,569.60
34-00-15-21560	RAWSON VILLAGE ESCROW	5,161.73	5,161.73
34-00-15-21585	MALLARD CREEK I ESCROW	1,664.82	1,664.82
34-00-15-21595	ESCROW-SHEPARD ORCHARD-MICJENS	2,520.15	2,520.15
34-00-15-21615	ESCROW-COLONIAL WOODS	29,226.33	29,226.33
34-00-15-21625	ROSEN CSM ESCROW	3,362.88	3,362.88
34-00-17-06520	EAST BROOKE ESCROW	97,350.00	43,500.00
34-00-18-05720	ORCHARD HILLS APARTMENT ESCROW	49,444.72	49,444.72
	Liabilities-ST	371,007.89	317,157.89
Liabilities-LT (under 1 year)			
34-00-19-05620	PARTERRE COLLATERAL ESCROW	0.00	20,000.00
	Liabilities-LT (under 1 year)	0.00	20,000.00
	Total Liabilities	371,007.89	337,157.89

\*\*\* Fund Balance \*\*\*

Unassigned

34-00-29-29200

FUTURE IMPROVEMENTS FUND BAL	(2,500.00)	(2,500.00)
Unassigned	(2,500.00)	(2,500.00)
<hr/>		
Total Fund Balance	(2,500.00)	(2,500.00)
Beginning Fund Balance		(2,500.00)
Net of Revenues VS Expenditures		0.00
Ending Fund Balance		(2,500.00)
Total Liabilities And Fund Balance		334,657.89

## **FUND: IMPACE FEE ESCROW – FUND 35**

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### **FUND DESCRIPTION:**

Special Revenue funds are used to account for resources legally restricted to expenditures for a specific purpose. The Special Revenue Fund for Impact Fee Escrow is used to collect the various amounts assessed for each new dwelling unit constructed in the City. Impact fees are to be collected for neighborhood parks, a community parks, library, fire, and police facilities.

### **FUND OBJECTIVES:**

The City created five impact fees in 1996, and added a sixth, for Parks Administration and Maintenance, in 2001. Each type of improvement attributable to new growth can be covered by an impact fee and, under the original state regulations, were to be accomplished over a fifteen-year period. The state legislature changed the rules in 2006, and placed restrictions on the manner of collection of fees and shortened the duration in which to expend funds to seven years.

During 2001 the City's Finance Committee completed a review of the different impact fees and updated all of them based on current costs and population numbers for the City's planning districts. The City last updated its Impact Fee policy in 2010.

#### ***Community Parks***

All Park impact fees are now dedicated as community parks.

#### ***Library Facilities***

The original intent was for the construction of a 12,550 square foot addition to the existing building with 65% of the area and costs being attributable to new growth. Subsequently, the City built a new Civic Center with a brand new Library included. Impact fees will be used towards the cost of the building.

#### ***Fire Facilities***

At the same time that the City built a new Civic Center, a new Fire Station #1 was built with fire impact fees being utilized towards the cost of the building.

#### ***Police Facilities***

The 2001 Budget funded the design of the new Police Station with construction to start early in 2003. Impact fees were available at the time the project was constructed and were used for debt. The new Impact Fee legislation, passed by the state in 2006, allows the City to continue to collect impact fees for ten years, as long as the amount collected does not exceed the parameters as originally established considering the final cost of the project when it was constructed.

### **SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2020:**

- 🕒 The City updated its Impact Fee policy in 2010 and is set for the foreseeable future in regards to impact fees.

BALANCE SHEET FOR OAK CREEK  
Period Ending 12/31/2019

GL Number	Description	Current Year Beg. Balance	Balance
 Fund 35 - IMPACT FEE ESCROW FUND			
*** Assets ***			
 Cash			
35-00-01-11000	IMPACT FEE ESCROW-TRI CITY	2,599,726.92	4,639,452.00
	Cash	2,599,726.92	4,639,452.00
	 Total Assets	 2,599,726.92	 4,639,452.00
 *** Liabilities ***			
 Liabilities-ST			
35-00-15-21356	FIRE IMPACT FEE	421,685.19	912,527.32
35-00-15-21357	LIBRARY IMPACT FEE	1,243.79	137,595.79
35-00-15-21358	COMMUNITY PARK IMPACT FEE	1,507,200.77	1,874,457.77
35-00-15-21359	POLICE IMPACT FEE	688,472.51	1,733,746.46
35-00-15-21363	FIRE IMPACT FEE-COMMERCIAL	113.07	113.07
35-00-15-21364	POLICE IMPACT FEE-COMMERCIAL	676.62	676.62
	Liabilities-ST	2,619,391.95	4,659,117.03
	 Total Liabilities	 2,619,391.95	 4,659,117.03
 *** Fund Balance ***			
 Unassigned			
35-00-29-29200	IMPACT FEE ESCROW FUND BALANCE	(19,665.03)	(19,665.03)
	Unassigned	(19,665.03)	(19,665.03)
	 Total Fund Balance	 (19,665.03)	 (19,665.03)
	Beginning Fund Balance		(19,665.03)
	Net of Revenues VS Expenditures		0.00
	Ending Fund Balance		(19,665.03)
	Total Liabilities And Fund Balance		4,639,452.00



## **FUND: HEALTH INSURANCE – FUND 36**

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### **FUND DESCRIPTION:**

Internal Service funds are used to account for resources legally restricted to expenditures for a specific purpose. The Health Insurance Fund is a special revenue fund to pay for all medical claims under the self-funded program currently managed by Arthur J. Gallagher & Co. and various retiree benefits. The Self Funded Plan covers employees and retirees for a total of 773+ lives. The departments are charged their respective costs at the beginning of the year. The over 65 retiree program is a Medicare supplemental premium based program with Benistar. Any unexpended funds remain with the fund to level out future price increases. The fund balance is also in place to cover the payout tail if the City ever changes programs.

Assuming that the City continues to fund the programs at the recommended levels in the future, the fund balance will grow for the 4<sup>th</sup> year in a row and is offsetting “bad” years. For the 4<sup>th</sup> year in a row, the Health Insurance Fund has been successful in reducing premiums or keeping them static for employees. The self-funding program does generate accurate records of costs specific for employees and their dependents.

The actual fund balance at the end of 2008 was \$2,562,000. By the end of 2012, it was reduced to \$220,669. While supplementing the annual budget with reserves has helped to keep real premium costs down, it is important that reserves are not depleted. Beginning in 2012 increased co-pays were instituted, along with, for the first time, deductibles. It is estimated that close to \$700,000 in claims costs will be shifted to employees. These changes are why the health insurance fund added \$665,369 to the fund balance in 2013. Further changes have been made to the plan in 2014 which created an addition to the fund balance of \$500,000. In 2015, the City continued to add cost saving measures to the insurance plan hoping to stabilize the insurance for the future while creating a reserve to cover the liability of claims.

### **FUND OBJECTIVES:**

- 🕒 Monitor closely the reporting and analysis provided by the providers to determine if self-funding is meeting the financial needs of the City;
- 🕒 Evaluate the other insurances that the City provides to determine if they meet the needs of the employees and retirees in a cost-effective manner;
- 🕒 Meet with insurance broker regularly to monitor the statistics and information available to make informed decisions for the future of the Health Insurance Fund;
- 🕒 Continue strong claim management in order to mitigate costs;
- 🕒 Stay up to date with health trends and options to aid the City is achieving sustainable health care costs for employees and retirees.

### **SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2020:**

- 🕒 Effective January 1, 2020, the City entered into a contract with a new third-party administrator (TPA), UMR. City employees will continue to maintain the same level of benefits.

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 36 Health Insurance		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
ESTIMATED REVENUES									
Dept 00									
CHARGES FOR SERVICES									
36-00-35-34020	EMPLOYEE HEALTH CO PAYMENTS	460,887	486,269	520,121	517,957	525,000	535,347	530,000	0.95%
36-00-35-34030	COBRA REIMBURSEMENT	3,462	998	777	0	5,000	2,500	5,000	0.00%
36-00-35-34070	UTILITY CHARGE FOR INSURANCE	564,614	572,074	620,700	634,454	678,300	678,300	678,300	0.00%
36-00-35-34080	HEALTH INSURANCE PREMIUMS	3,146,967	3,146,967	3,160,967	3,224,772	3,146,968	3,146,968	3,146,968	0.00%
36-00-35-34085	RETIREE INS PREMIUMS	1,470,635	1,483,393	1,481,810	1,484,328	1,470,000	1,470,000	1,470,000	0.00%
36-00-35-34090	DENTAL INS PREMIUMS	291,070	292,096	288,902	292,906	292,436	292,984	293,000	0.19%
CHARGES FOR SERVICES		5,937,635	5,981,797	6,073,277	6,154,417	6,117,704	6,126,099	6,123,268	0.09%
COMMERCIAL REVENUE									
36-00-37-36000	INTEREST ON INVESTMENTS	3,818	8,248	4,976	20,185	4,500	0	0	-100.00%
36-00-37-36300	OVER SPECIFIC REFUND	217,809	203,649	58,009	54,844	300,000	115,000	300,000	0.00%
36-00-37-36350	REBATES	13,843	120,309	216,247	159,265	100,000	125,000	125,000	25.00%
36-00-37-36800	MISCELLANEOUS REVENUES	1,256	3,306	7,725	23,227	0	0	0	0.00%
COMMERCIAL REVENUE		236,726	335,512	286,957	257,521	404,500	240,000	425,000	5.07%
INTERFUND TRANSFER									
36-00-39-39999	INTERFUND TRANSFER IN	0	0	0	838,652	0	0	0	0.00%
INTERFUND TRANSFER		0	0	0	838,652	0	0	0	0.00%
Totals for dept 00 -		6,174,361	6,317,309	6,360,234	7,250,590	6,522,204	6,366,099	6,548,268	0.40%
TOTAL ESTIMATED REVENUES		6,174,361	6,317,309	6,360,234	7,250,590	6,522,204	6,366,099	6,548,268	0.40%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 36 Health Insurance		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
APPROPRIATIONS									
Dept 40 - GENERAL GOVERNMENT									
DIRECT EMPLOYEE COSTS									
36-40-41-15005	SELF FUNDED-ACTIVES FIXED COST	608,096	565,407	555,426	569,550	600,000	669,714	600,000	0.00%
36-40-41-15010	SELF FUNDED-ACTIVES MEDICAL	2,439,310	2,211,885	2,026,665	5,162,352	2,000,000	2,500,000	2,250,000	12.50%
36-40-41-15015	SELF FUNDED-ACTIVES PRESCRIPTN	375,509	259,122	626,325	578,983	500,000	559,212	500,000	0.00%
36-40-41-15020	HEALTH WAIVER INCENTIVES	82,000	92,923	112,541	107,000	115,000	132,250	120,000	4.35%
36-40-41-15030	DENTAL WAIVER INCENTIVES	5,204	8,632	9,391	6,968	10,000	12,000	10,000	0.00%
36-40-41-15500	MEDICARE SUPPLEMENT-RETIREE	708,780	770,351	709,195	828,081	780,000	794,677	800,000	2.56%
36-40-41-15505	SELF FUNDED-RET FIXED COSTS	315,846	204,004	168,167	147,368	160,000	152,878	160,000	0.00%
36-40-41-15515	SELF FUNDED RET. PRESCRIPTION	0	82,567	233,036	216,032	230,000	150,000	200,000	-13.04%
36-40-41-15520	SELF FUNDED-RET MEDICAL/DRUG	628,950	806,741	745,670	1,099,492	765,000	550,000	765,000	0.00%
36-40-41-15530	RETIREE MEDICARE PREMIUMS	167,109	166,208	168,829	160,975	170,000	157,445	170,000	0.00%
36-40-41-15540	IN LIEU OF POST RETIREMENT HEALTHC/	0	2,150	8,225	18,625	15,000	19,800	2,000	-86.67%
36-40-41-15600	VISION INSURANCE	26,671	28,192	28,943	31,004	32,000	32,312	32,000	0.00%
36-40-41-17000	DENTAL ACTIVES	242,130	257,421	264,310	246,690	265,000	231,608	255,000	-3.77%
DIRECT EMPLOYEE COSTS		5,599,605	5,455,603	5,656,723	9,173,120	5,642,000	5,961,896	5,864,000	3.93%
SUPPLIES									
36-40-44-49500	MISCELLANEOUS	56,881	0	252	0	15,000	5,000	15,000	0.00%
SUPPLIES		56,881	0	252	0	15,000	5,000	15,000	0.00%
OTHER SERVICES									
36-40-45-50200	WELLNESS PROGRAMS	41,449	24,515	34,088	26,226	34,000	25,000	40,000	17.65%
36-40-45-50210	WELLNESS-FIRE	17,183	18,375	15,556	18,480	20,000	33,317	20,000	0.00%
36-40-45-50220	WHEATON HEALTH CLINIC	140,106	142,554	143,538	142,049	150,000	0	0	-100.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 36 Health Insurance		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
36-40-45-50310	SELF FUNDED PLAN ADMINISTRATN	198,403	292,378	39,370	87,089	75,000	100,000	100,000	33.33%
36-40-45-50311	TELE MED FEES	0	0	0	8,070	8,200	11,511	12,000	46.34%
36-40-45-50312	TRIA HEALTH	0	0	0	1,885	4,000	0	0	-100.00%
36-40-45-50313	AMPS	0	0	0	2,000	4,000	0	0	-100.00%
36-40-45-51400	CONSULTANT SERVICES	0	0	0	0	0	15,000	0	0.00%
36-40-45-52500	OUTSIDE LEGAL SERVICES	0	14,028	4,249	8,000	10,000	0	10,000	0.00%
OTHER SERVICES		397,141	491,850	236,801	293,799	305,200	184,828	182,000	-40.37%
Totals for dept 40 - GENERAL GOVERNMENT		6,053,627	5,947,453	5,893,776	9,466,919	5,962,200	6,151,724	6,061,000	1.66%
TOTAL APPROPRIATIONS		6,053,627	5,947,453	5,893,776	9,466,919	5,962,200	6,151,724	6,061,000	1.66%
NET OF REVENUES/APPROPRIATIONS - FUND 36		120,734	369,856	466,458	(2,216,329)	560,004	214,375	487,268	-12.99%
BEGINNING FUND BALANCE		1,259,594	1,380,328	1,749,869	2,216,330	0	0	214,375	
ENDING FUND BALANCE		1,380,328	1,749,870	2,216,327	1	560,004	214,375	701,643	

## FUND: EMS – FUND 37

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### FUND DESCRIPTION:

Special revenue funds are used to account for revenues that are legally restricted to expenditures for a specific purpose. The EMS fund (formerly called paramedic rescue) was created in 1999 and accounts for the revenues and expenditures of the emergency medical services program.

The Oak Creek Fire Department provides care under the medical direction of the Milwaukee County Office of Emergency Management’s Emergency Medical Services Division. The department provides advanced life support (ALS) and basic life support (BLS) patient care and transport.

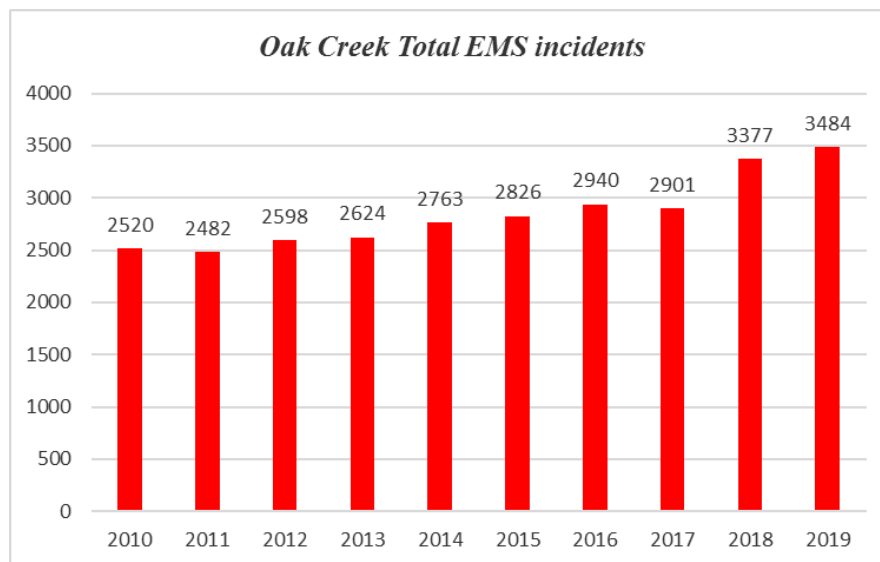
All personnel on the Oak Creek Fire Department are required to maintain a State of Wisconsin EMT license; either at the basic or paramedic level. Each of the three fire stations houses an ALS/BLS flex unit. These units are staffed with two paramedics and respond to both ALS and BLS incidents. All department ambulances carry the necessary equipment as identified by Milwaukee County EMS and the State of Wisconsin. All department suppression apparatus carry first response medical equipment, including an automatic external defibrillator (AED).

### SIGNIFICANT INITIATIVES RECENTLY ACCOMPLISHED:

*Significant initiatives accomplished are listed in the Fire Department objectives document. Initiatives specific to the EMS Fund are listed below.*

- 🕒 The implementation of the Lucas device for assisting in CPR improved efficiencies and outcomes.

### FUND ACTIVITY MEASURES:



## **FUND: EMS – FUND 37**

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### **2020 STRATEGIC PLAN INITIATIVES:**

*Significant initiatives planned for 2020 are listed in the Fire Department objectives document. Initiatives specific to the EMS Fund are listed below.*

Continue to evaluate the provisions of the proposed Milwaukee County EMS contract extension. If the extension is agreed to, develop work plans to meet any departmental requirements identified in the agreement.

Continue to evaluate service fees and make fee recommendations that help support department programs.

Continue to work with city administration to develop strategies for maintaining a positive EMS Fund balance. Revenues continue to increase due to call volume and adjusted increases approved by the Council.

Continue to explore options for increasing revenues.

Continue to promote Pulse Point as an access to early CPR while certifying incoming freshman at the high school as directed by State Statute.

Work with our Health Department and the Zone Opioid Group on training and instituting the program into the community.

### **OTHER 2020 MANAGEMENT INITIATIVES:**

*Other management initiatives planned for 2020 are listed in the Fire Department objectives document.*

### **SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2020:**

*Significant funding or program changes in 2020 are listed in the Fire Department objectives document. Initiatives specific to the EMS Fund are listed below.*

Emergency medical supplies are no longer obtained through Milwaukee County and, subsequently, expenditures for these supplies are not deducted from the funding identified in the Milwaukee County EMS contract. Funding for EMS supplies are now part of the department's operating budget. In 2018, the line item was adjusted due to increased growth and use of supplies.



**DEPARTMENT: FIRE DEPARTMENT - FUND 37**

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**DEPARTMENTAL DETAIL INFORMATION**

<b>200 TRAVEL/TRAINING</b>	<b>\$8,336</b>
Money in this line will be used for in-house training related to fire suppression and emergency medical service. Schools, conferences, seminars, and certifications in training, inspection, and fire investigation. Milwaukee County video conferencing fees are also included in this line item.	
<b>205 RECRUITMENT/TESTING/PHYSICALS</b>	<b>\$2,375</b>
Money in this line will be used for employee drug testing (\$900), establishing a new Lieutenant and Firefighter eligibility list. It also contains money to hire two Firefighter's which includes cost for a physical, job trait assessment, and background checks.	
<b>210 EXPENSE ALLOWANCE</b>	<b>\$935</b>
Large fire expense for Fire Bell, food for firefighters at long term fires, and expenses for hosting meetings and seminars.	
<b>215 UNIFORM CLOTHING</b>	<b>\$29,447</b>
Cleaning service for station uniforms (\$26,000), dress blues, uniform shirts and pants, repair and cleaning for turnout gear, replacement boots, helmets, and gloves.	
<b>220 TUITION REIMBURSEMENT</b>	<b>\$10,925</b>
Attendance at Milwaukee Area Technical College for credits towards an associate degree in fire technology and college attendance for credits toward a Bachelor's degree with approval of the Chief and Personnel Committee. The contractual agreement with Local 1848 that needs to be budgeted is \$16,000. The additional cost is for the non-represented personnel.	
<b>300 ELECTRICITY</b>	<b>\$22,800</b>
Electricity use for Fire Stations 1, 2, & 3.	
<b>305 WATER AND SEWER</b>	<b>\$2,969</b>
Water and sewer charges to operate Fire Stations 1, 2, & 3.	
<b>310 NATURAL GAS</b>	<b>\$12,920</b>
Natural gas will be used for heating, hot water, and auxiliary generator on an incidental basis for Fire Stations 1, 2, & 3.	

**DEPARTMENT: FIRE DEPARTMENT**

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**DEPARTMENTAL DETAIL INFORMATION**

<b>315 TELEPHONE</b>	<b>\$3,830</b>
Monthly charges for cellular phone service and advertising. Money in this line item includes the cost for Direct TV service and monitoring the sprinkler system at Station 1.	
<b>400 OFFICE SUPPLIES</b>	<b>\$855</b>
Miscellaneous office supplies for three fire stations and the Command Post.	
<b>410 PRINTING AND COPYING</b>	<b>\$665</b>
Business cards, stationery, envelopes, labels, and copy machine paper for three fire stations.	
<b>415 POSTAGE</b>	<b>\$586</b>
Routine business correspondence, including fire inspection correspondence and shipping costs.	
<b>420 DUES AND PUBLICATIONS</b>	<b>\$2,494</b>
This covers department membership in NFPA, International Association of Fire Chiefs, membership in Wisconsin State Fire Service Instructors, NFPA Standard and Code updates, and other miscellaneous publications to aid in keeping up with the changing technologies and skills in fire service and EMS. The increase in this line item is for the annual accreditation dues.	
<b>425 ADVERTISING AND PROMOTIONS</b>	<b>\$0</b>
Promotional advertising for EMS and Fire Prevention Weeks.	
<b>427 PUBLIC EDUCATION</b>	<b>\$0</b>
This covers EMS week and fire prevention activities throughout the year which include Fire Prevention Week and National Night Out. It also covers fire prevention handouts, senior citizen fire education, and Juvenile Fire Setters program. This account also funds File of Life materials and Pulse Point maintenance.	
<b>430 HOUSEKEEPING</b>	<b>\$713</b>
Dish soap, towels, and other miscellaneous household items not covered in the Facilities Maintenance Budget.	



**DEPARTMENT: FIRE DEPARTMENT**

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**DEPARTMENTAL DETAIL INFORMATION**

440 MEDICAL AND SAFETY	\$83,363
Medical supplies for five ambulances. The increase in this line item is for cot maintenance (\$3,750), video laryngoscopes (\$5,500), and 5% increase for medical supplies and increase call volume.	
460 MINOR EQUIPMENT	\$6,175
Small hardware, TV, and appliance replacement or repair. Treadmill replacement and other fitness equipment needed to support the Fire Department's Wellness/Fitness program.	
470 AUDIO VISUAL/PHOTO SUPPLIES	\$380
Audio visual needs for use for fire, rescue and fire investigation.	
480 FIRE EQUIPMENT	\$0
Includes but not limited to nozzles, nozzle repair, hose, hose repair, hydrotests, air mask repair, cleaning and testing and maintenance to the air filling station.	
495 MISCELLANEOUS	\$143
Miscellaneous items not covered elsewhere.	
506 HAZARDOUS RESPONSE UNIT	\$0
Level B hazardous material and spill clean-up and materials. The purchase of foam, oil dry and meters also come out of this line item.	
523 ADMINISTRATION BILLING FEE	\$96,000
8% billing fee for ALS and BLS treatments and transports, computer tablets and field bridge software annual fees.	
525 ATTORNEY/LEGAL	\$9,500
Legal fees for grievance settlements, bargaining or other legal matters.	
600 OFFICE EQUIPMENT MAINTENANCE	\$238
Station 1, 2, and 3 copier supplies and maintenance.	
610 RADIO MAINTENANCE	\$11,400
Repair, maintenance, and batteries for all mobile, portable, paging and base radio equipment. The annual Milwaukee County radio and mobile fees are also included in this line item.	
615 GROUNDS MAINTENANCE	\$1,188
Grounds maintenance and flowers for Stations 1, 2, and 3.	



**DEPARTMENT: FIRE DEPARTMENT**

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**DEPARTMENTAL DETAIL INFORMATION**

<b>620 BUILDING MAINTENANCE</b>	<i>\$14,250</i>
Painting, plumbing, heating and air-conditioning repair. Light bulbs, filters, emergency generator and inside repairs for Stations 1, 2 & 3. Annual sprinkler test for Station 1, 2, and 3. This line item also includes sprinkler monitoring and the annual elevator test for Station 1.	
<b>700 VEHICLE MAINTENANCE</b>	<i>\$23,750</i>
Maintenance of 5 ambulances, 4 engines, 1 aerial ladder, 2 grass fire rigs, 2 cars and a command post.	
<b>705 EQUIPMENT MAINTENANCE</b>	<i>\$0</i>
Pump testing and all ground and aerial ladder tests and certifications. Hurst tool repair and maintenance and repairs to small equipment and meters.	
<b>710 GAS/OIL/FLUIDS</b>	<i>\$19,000</i>
Fuel and oil usage, oil changes and filters for all department equipment.	
<b>715 TIRES</b>	<i>\$3,800</i>
General repair and replacement of tires.	
<b>TOTAL</b>	<b><i>\$369,037</i></b>

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 37 EMS		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
<b>ESTIMATED REVENUES</b>									
Dept 00									
TAXES									
37-00-31-30000	GENERAL PROPERTY TAX	3,551,590	3,589,590	3,602,939	3,788,857	3,626,053	3,626,053	3,655,849	0.82%
	TAXES	3,551,590	3,589,590	3,602,939	3,788,857	3,626,053	3,626,053	3,655,849	0.82%
<b>STATE SHARED REVENUE</b>									
37-00-32-31400	FIRE INSURANCE DUES	100,919	107,919	117,130	119,147	119,147	138,390	138,390	16.15%
37-00-32-31800	OTHER STATE AIDS	33,500	37,352	37,811	35,826	0	0	0	
	STATE SHARED REVENUE	134,419	145,271	154,941	154,973	119,147	138,390	138,390	16.15%
<b>STATE/COUNTY GRANTS &amp; AIDS</b>									
37-00-33-32700	MILW COUNTY & MISC GRANTS	131,893	131,041	141,624	145,880	133,000	140,410	140,000	5.26%
	STATE/COUNTY GRANTS & AIDS	131,893	131,041	141,624	145,880	133,000	140,410	140,000	5.26%
<b>CHARGES FOR SERVICES</b>									
37-00-35-34900	MISC CHARGES FOR SERVICES	35,353	27,079	34,632	38,088	46,000	40,000	46,000	0.00%
	CHARGES FOR SERVICES	35,353	27,079	34,632	38,088	46,000	40,000	46,000	0.00%
<b>PUBLIC HEALTH &amp; SAFETY</b>									
37-00-36-35100	AMBULANCE BLS	803,318	992,616	949,118	1,321,399	1,200,000	1,234,000	1,244,196	3.68%
37-00-36-35110	AMBULANCE ALS	105,285	0	0	0	0	0	0	0.00%
	PUBLIC HEALTH & SAFETY	908,603	992,616	949,118	1,321,399	1,200,000	1,234,000	1,244,196	3.68%
<b>COMMERCIAL REVENUE</b>									
37-00-37-36000	INTEREST ON INVESTMENTS	903	4,686	2,810	8,899	1,500	2,500	5,000	233.33%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 37 EMS		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
37-00-37-36600	SALE OF PROPERTY	1,607	0	0	26,398	0	0	0	0.00%
37-00-37-36800	MISCELLANEOUS INCOME	36	50	0	1,118	0	401	0	0.00%
	COMMERCIAL REVENUE	2,546	4,736	2,810	36,415	1,500	2,901	5,000	233.33%
Totals for dept 00 -		4,764,404	4,890,333	4,886,064	5,485,612	5,125,700	5,181,754	5,229,435	2.02%
TOTAL ESTIMATED REVENUES		4,764,404	4,890,333	4,886,064	5,485,612	5,125,700	5,181,754	5,229,435	2.02%

APPROPRIATIONS

Dept 65 - PARAMEDICS

DIRECT EMPLOYEE COSTS

37-65-41-10000	SALARIES, FULL TIME	2,518,395	2,828,098	2,886,945	2,984,098	3,127,023	3,127,023	3,165,086	1.22%
37-65-41-10500	SALARIES, PART TIME	11,175	11,355	11,281	10,825	12,681	12,681	12,933	1.99%
37-65-41-11000	SALARIES, OVERTIME	273,238	228,866	150,229	13,310	159,100	159,100	162,800	2.33%
37-65-41-11500	SALARIES, HOLIDAY PAY	20,679	21,043	70,088	70,230	74,000	74,000	86,098	16.35%
37-65-41-12000	SPECIAL PAY ALLOWANCES	51,969	11,938	12,751	12,960	13,465	13,465	14,551	8.07%
37-65-41-12500	CAR ALLOWANCE	3,191	3,771	3,807	4,786	4,810	4,810	4,786	-0.50%
37-65-41-13000	RETIREMENT	308,892	299,813	394,178	421,441	363,902	363,902	383,621	5.42%
37-65-41-13500	SOCIAL SECURITY	217,594	226,231	235,225	255,430	235,165	235,165	242,032	2.92%
37-65-41-15000	INSURANCE - ACTIVE HEALTH	579,868	568,271	568,271	582,490	594,378	594,378	594,380	0.00%
37-65-41-16000	INSURANCE - WORKMANS COMP	138,570	132,555	141,921	120,556	125,223	127,816	125,259	0.03%
37-65-41-16500	INSURANCE - DISABILITY	6,021	0	5,028	6,487	8,373	7,792	11,386	35.98%
37-65-41-17000	INSURANCE - DENTAL	47,227	47,227	47,227	47,108	48,069	48,069	48,169	0.21%
37-65-41-17500	INSURANCE - GROUP LIFE	4,042	4,357	4,784	4,978	5,800	5,804	5,065	-12.67%
37-65-41-18000	LONGEVITY	3,636	4,074	4,027	3,814	4,100	3,730	3,408	-16.88%
37-65-41-18500	SECTION 125 EXPENSES	1,102	1,121	1,177	958	1,200	1,034	824	-31.33%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 37 EMS		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
DIRECT EMPLOYEE COSTS		4,185,599	4,388,720	4,536,939	4,539,471	<b>4,777,289</b>	4,778,769	<b>4,860,398</b>	1.74%
INDIRECT EMPLOYEE COSTS									
37-65-42-20000	TRAVEL/TRAINING	3,898	6,094	8,172	8,300	<b>8,336</b>	8,336	<b>8,336</b>	0.00%
37-65-42-20500	RECRUITMENT/TESTING/PHYSICALS	4,690	3,680	662	2,293	<b>2,375</b>	2,375	<b>2,375</b>	0.00%
37-65-42-21000	EXPENSE ALLOWANCE	870	547	15,871	90,676	<b>935</b>	935	<b>935</b>	0.00%
37-65-42-21500	UNIFORM/CLOTHING	23,282	25,092	19,410	21,145	<b>29,447</b>	29,447	<b>29,447</b>	0.00%
37-65-42-22000	TUITION REIMBURSEMENT	1,983	3,793	4,179	6,248	<b>10,925</b>	10,925	<b>10,925</b>	0.00%
INDIRECT EMPLOYEE COSTS		34,723	39,206	48,294	128,662	<b>52,018</b>	52,018	<b>52,018</b>	0.00%
UTILITY COST									
37-65-43-30000	ELECTRICITY	0	0	0	0	<b>22,173</b>	22,173	<b>22,800</b>	2.83%
37-65-43-30001	ELECTRICITY STATION #1	9,857	10,525	8,815	8,805	<b>0</b>	0	<b>0</b>	0.00%
37-65-43-30002	ELECTRICITY STATION #2	4,292	4,856	4,970	4,914	<b>0</b>	0	<b>0</b>	0.00%
37-65-43-30003	ELECTRICITY STATION #3	9,487	8,639	7,804	8,780	<b>0</b>	0	<b>0</b>	0.00%
37-65-43-30500	WATER AND SEWER	0	0	0	0	<b>2,969</b>	2,969	<b>2,969</b>	0.00%
37-65-43-30501	WATER AND SEWER STATION #1	1,312	1,171	1,142	1,186	<b>0</b>	0	<b>0</b>	0.00%
37-65-43-30502	WATER AND SEWER STATION #2	542	551	525	704	<b>0</b>	0	<b>0</b>	0.00%
37-65-43-30503	WATER AND SEWER STATION #3	1,095	1,055	1,065	1,113	<b>0</b>	0	<b>0</b>	0.00%
37-65-43-31000	NATURAL GAS	0	0	0	0	<b>9,785</b>	12,825	<b>12,920</b>	32.04%
37-65-43-31001	NATURAL GAS STATION #1	4,020	3,098	2,831	3,460	<b>0</b>	0	<b>0</b>	0.00%
37-65-43-31002	NATURAL GAS STATION #2	2,342	2,453	2,542	2,766	<b>0</b>	0	<b>0</b>	0.00%
37-65-43-31003	NATURAL GAS STATION #3	4,572	4,438	4,496	5,408	<b>0</b>	0	<b>0</b>	0.00%
37-65-43-31500	TELEPHONE	1,178	408	378	966	<b>3,830</b>	3,830	<b>3,830</b>	0.00%
37-65-43-31501	TELEPHONE STATION #1	508	3,071	4,021	3,108	<b>0</b>	0	<b>0</b>	0.00%
37-65-43-31502	TELEPHONE STATION #2	41	0	0	0	<b>0</b>	0	<b>0</b>	0.00%
37-65-43-31503	TELEPHONE STATION #3	267	0	0	0	<b>0</b>	0	<b>0</b>	0.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 37 EMS		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
	UTILITY COST	39,513	40,265	38,589	41,210	<b>38,757</b>	41,797	<b>42,519</b>	9.71%
<b>SUPPLIES</b>									
37-65-44-40000	OFFICE SUPPLIES	1,325	600	819	619	<b>855</b>	855	<b>855</b>	0.00%
37-65-44-41000	PRINTING AND COPYING	611	503	299	353	<b>665</b>	665	<b>665</b>	0.00%
37-65-44-41500	POSTAGE	439	379	444	344	<b>586</b>	586	<b>586</b>	0.00%
37-65-44-42000 * *	DUES AND PUBLICATIONS	1,968	1,981	2,609	1,729	<b>1,900</b>	1,805	<b>2,494</b>	31.26%
37-65-44-42500	ADVERTISING AND PROMOTIONS	0	0	119	0	<b>95</b>	95	<b>0</b>	-100.00%
37-65-44-43000	HOUSEKEEPING	378	485	383	281	<b>713</b>	713	<b>713</b>	0.00%
37-65-44-44000 * *	MEDICAL AND SAFETY	15,592	20,996	25,449	63,603	<b>66,500</b>	71,250	<b>83,363</b>	25.36%
37-65-44-46000	MINOR EQUIPMENT	6,771	3,963	6,776	3,923	<b>6,341</b>	6,175	<b>6,175</b>	-2.62%
37-65-44-47000	AUDIO VISUAL/PHOTO SUPPLIES	93	382	370	302	<b>380</b>	380	<b>380</b>	0.00%
37-65-44-49500	MISCELLANEOUS	374	172	185	3	<b>143</b>	238	<b>143</b>	0.00%
	<b>SUPPLIES</b>	<b>27,551</b>	<b>29,461</b>	<b>37,453</b>	<b>71,157</b>	<b>78,178</b>	82,762	<b>95,374</b>	22.00%
<b>OTHER SERVICES</b>									
37-65-45-52300	BILLING ADMIN	87,098	78,476	90,726	99,520	<b>96,000</b>	96,000	<b>96,000</b>	0.00%
37-65-45-52500	OUTSIDE LEGAL SERVICE	27,409	31,363	27,176	16,558	<b>9,500</b>	9,500	<b>9,500</b>	0.00%
	<b>OTHER SERVICES</b>	<b>114,507</b>	<b>109,839</b>	<b>117,902</b>	<b>116,078</b>	<b>105,500</b>	105,500	<b>105,500</b>	0.00%
<b>MAINTENANCE</b>									
37-65-46-60000	OFFICE EQUIPMENT MAINTENANCE	0	0	0	0	<b>570</b>	570	<b>238</b>	-58.25%
37-65-46-60001	OFFICE EQUIP MAINT STATION #1	111	263	0	166	<b>0</b>	0	<b>0</b>	0.00%
37-65-46-60002	OFFICE EQUIP MAINT STATION #2	203	218	240	264	<b>0</b>	0	<b>0</b>	0.00%
37-65-46-60003	OFFICE EQUIP MAINT STATION #3	73	66	79	76	<b>0</b>	0	<b>0</b>	0.00%
37-65-46-61000	RADIO MAINTENANCE	1,351	2,602	5,734	9,897	<b>11,400</b>	11,400	<b>11,400</b>	0.00%
37-65-46-61500	GROUNDS MAINTENANCE	0	0	0	0	<b>1,188</b>	1,188	<b>1,188</b>	0.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 37 EMS		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
37-65-46-61501	GROUNDS MAINTENANCE STATION #1	52	521	198	725	0	0	0	0.00%
37-65-46-61502	GROUNDS MAINTENANCE STATION #2	605	128	49	268	0	0	0	0.00%
37-65-46-61503	GROUNDS MAINTENANCE STATION #3	166	183	517	347	0	0	0	0.00%
37-65-46-62000	BUILDING MAINTENANCE	0	0	0	0	14,250	14,250	14,250	0.00%
37-65-46-62001	BUILDING MAINT STATION #1	6,129	3,392	6,794	8,729	0	0	0	0.00%
37-65-46-62002	BUILDING MAINT STATION #2	5,001	1,088	4,963	1,839	0	0	0	0.00%
37-65-46-62003	BUILDING MAINT STATION #3	5,063	10,898	6,969	4,898	0	0	0	0.00%
MAINTENANCE		18,754	19,359	25,543	27,209	27,408	27,408	27,076	-1.21%
VEHICLES									
37-65-47-70000	VEHICLE MAINTENANCE	20,527	25,568	35,808	28,301	23,750	23,750	23,750	0.00%
37-65-47-71000	GAS/OIL/FLUIDS	18,056	13,537	15,196	18,847	19,000	19,000	19,000	0.00%
37-65-47-71500	TIRES	2,544	6,471	3,873	5,459	3,800	3,800	3,800	0.00%
VEHICLES		41,127	45,576	54,877	52,607	46,550	46,550	46,550	0.00%
Totals for dept 65 - PARAMEDICS		4,461,774	4,672,426	4,859,597	4,976,394	5,125,700	5,134,804	5,229,435	2.02%
TOTAL APPROPRIATIONS		4,461,774	4,672,426	4,859,597	4,976,394	5,125,700	5,134,804	5,229,435	2.02%
NET OF REVENUES/APPROPRIATIONS - FUND 37		302,630	217,907	26,467	509,218	0	46,950	0	0.00%
BEGINNING FUND BALANCE		(197,478)	105,153	323,062	349,530	858,749	858,749	905,699	
ENDING FUND BALANCE		105,152	323,060	349,529	858,748	858,749	905,699	905,699	
DEPARTMENT 65 PARAMEDICS									

44-42000 DUES AND PUBLICATIONS

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 37 EMS		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
	INCREASE FOR ANNUAL ACCREDITATION								
44-44000	MEDICAL AND SAFETY								
	INCREASED CALL VOLUME & DRUG COSTS								



## **FUND: STORM WATER UTILITY – FUND 38**

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### **FUND DESCRIPTION:**

The City’s Storm Water Utility planning and management activities are administered by the Engineering Department (Engineering Services Division) and the Public Works Department. Management of storm water and other surface water discharges within and beyond the Oak Creek, the Root River, Lake Michigan, and other bodies of water within the City affects the health, safety, property, and welfare of all Oak Creek citizens and businesses, and others in the surrounding area. Surface water runoff can cause erosion of lands, threaten residences and businesses with flood water damage, and create environmental damage to the rivers, lakes, and other bodies of water within and adjacent to the City. An engineered system for the collection and safe conveyance of storm water provides services to all properties within the City and surrounding areas, including those properties not currently served by the system.

The cost of operating and maintaining the City’s storm water management system, and for financing necessary repairs, replacements, extensions, and other improvements thereof should, to the extent practicable, be allocated in relation to the services received from the system. Thus, the City implemented a storm water management user fee in 2003. All single-family residential properties pay an annual fee of \$38.00. The \$38.00 represents one Equivalent Runoff Unit (ERU). All other properties, with the exception of vacant land, pay a fee based upon the number of ERUs attributed to their property.

### **SIGNIFICANT INITIATIVES RECENTLY ACCOMPLISHED:**

- ☉ Coordinated with MMSD on the deconstruction and demolition of flood-prone structures on two large parcels to be utilized as City-owned open space going forward;
- ☉ Purchased a replacement backhoe for use on storm water projects;
- ☉ Updated the storm water ordinance and Engineering Design Manual to incorporate MMSD requirements for green infrastructure (GI), and created a new GI permit.

### **FUND ACTIVITY MEASURES:**

<b>Activity</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
Storm Water Permits Issued / Area Covered (in acres)	2/127	6/49	4/33	8/114	10/305
Erosion Control Permits Issued	51	58	46	50	47
Street Sweeping Sediment Collected (pounds)	794,300	509,020	396,140	393,480	371,520
Catch Basins Inspected/Cleaned	4,338	2,641	4,770	3,698	1,422
Detention Basin Inspections	33	33	39	46	54

## **FUND: STORM WATER UTILITY – FUND 38**

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### **OTHER 2019 MANAGEMENT INITIATIVES:**

With this fund, the City will continue the implementation of the comprehensive storm water plan and DNR permit requirements as follows:

Continue the implementation of the City's storm water management master plan;

Maintain NR 216 permit compliance and NR 151 compliance;

Maintain National Flood Insurance Program compliance;

Maintain MMSD Chapter 13 compliance; educating the department and implementing MMSD's recent revisions to Chapter 13.

### **SIGINIFICANT FUNDING OR PROGRAM CHANGES IN 2020:**

2.25% wage adjustments for certain full-time and part-time staff and associated payroll/WRS expenses. Certain employees' wages allocated in this fund are a part of the Labor Association. Those employees received a base wage adjustment of 2.07% (in accordance with state statute) and a one-time, non-base building stipend of \$125.00.

In 2020, the storm water fee will be increased to \$39 per ERU (\$2 increase);

Funding totaling \$160,000 is included in the CIP (with revenue from this fund) to convert the DPW-Streets Division's snow removal operations to a brining system that will significantly reduce salt usage and positive affect our waterways.

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 38 Storm Water		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
<b>ESTIMATED REVENUES</b>									
Dept 00									
LICENSES & PERMITS									
38-00-34-33820	STORMWATER MANAGEMENT PERMIT	1,200	1,195	3,000	5,500	4,000	4,000	4,000	0.00%
	LICENSES & PERMITS	1,200	1,195	3,000	5,500	4,000	4,000	4,000	0.00%
<b>CHARGES FOR SERVICES</b>									
38-00-35-34650 * *	STORM WATER FEES	738,909	728,444	840,098	907,900	936,470	982,068	1,031,100	10.10%
	CHARGES FOR SERVICES	738,909	728,444	840,098	907,900	936,470	982,068	1,031,100	10.10%
<b>COMMERCIAL REVENUE</b>									
38-00-37-36000	INTEREST INCOME	817	2,055	1,722	3,773	800	2,000	2,000	150.00%
	COMMERCIAL REVENUE	817	2,055	1,722	3,773	800	2,000	2,000	150.00%
<b>Totals for dept 00 -</b>		<b>740,926</b>	<b>731,694</b>	<b>844,820</b>	<b>917,173</b>	<b>941,270</b>	<b>988,068</b>	<b>1,037,100</b>	<b>10.18%</b>
<b>TOTAL ESTIMATED REVENUES</b>		<b>740,926</b>	<b>731,694</b>	<b>844,820</b>	<b>917,173</b>	<b>941,270</b>	<b>988,068</b>	<b>1,037,100</b>	<b>10.18%</b>
<b>APPROPRIATIONS</b>									
Dept 81 - STORM WATER									
DIRECT EMPLOYEE COSTS									
38-81-41-10000	SALARIES - FULL TIME	371,831	374,774	379,878	389,736	397,147	397,147	405,923	2.21%
38-81-41-11000	SALARIES - OVERTIME	9,969	4,468	1,292	7,557	5,000	7,494	5,000	0.00%
38-81-41-13000	RETIREMENT	25,794	25,269	25,986	26,651	26,013	26,013	27,400	5.33%
38-81-41-13500	SOCIAL SECURITY	28,242	28,421	28,339	29,544	30,382	30,382	31,053	2.21%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 38 Storm Water		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
38-81-41-15000	INSURANCE - ACTIVE HEALTH	84,992	84,992	84,992	80,992	<b>80,992</b>	80,992	<b>80,992</b>	0.00%
38-81-41-16000	INSURANCE - WORKMANS COMP	17,284	19,704	13,907	12,716	<b>13,739</b>	13,740	<b>13,739</b>	0.00%
38-81-41-16500	INSURANCE - DISABILITY	1,176	1,273	1,102	1,323	<b>1,600</b>	1,544	<b>1,600</b>	0.00%
38-81-41-17000	INSURANCE - DENTAL	6,461	6,461	6,461	6,461	<b>6,461</b>	6,461	<b>6,461</b>	0.00%
38-81-41-17500	INSURANCE - GROUP LIFE	643	707	775	842	<b>950</b>	1,073	<b>1,100</b>	15.79%
38-81-41-18000	LONGEVITY	704	749	746	746	<b>800</b>	746	<b>750</b>	-6.25%
38-81-41-18500	SECTION 125 EXPENSES	0	0	0	3	<b>25</b>	0	<b>0</b>	-100.00%
<b>DIRECT EMPLOYEE COSTS</b>		<b>547,096</b>	<b>546,818</b>	<b>543,478</b>	<b>556,571</b>	<b>563,109</b>	<b>565,592</b>	<b>574,018</b>	<b>1.94%</b>
<b>INDIRECT EMPLOYEE COSTS</b>									
38-81-42-20000	TRAVEL/TRAINING	0	531	1,299	0	<b>750</b>	500	<b>750</b>	0.00%
38-81-42-20500	RECRUITMENT/TESTING/PHYSICALS	0	0	57	0	<b>100</b>	0	<b>100</b>	0.00%
38-81-42-21500	UNIFORMS/CLOTHING	952	1,206	1,272	1,219	<b>1,200</b>	1,200	<b>1,200</b>	0.00%
<b>INDIRECT EMPLOYEE COSTS</b>		<b>952</b>	<b>1,737</b>	<b>2,628</b>	<b>1,219</b>	<b>2,050</b>	<b>1,700</b>	<b>2,050</b>	<b>0.00%</b>
<b>UTILITY COST</b>									
38-81-43-31500	TELEPHONE	0	0	0	0	<b>250</b>	0	<b>250</b>	0.00%
<b>UTILITY COST</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>250</b>	<b>0</b>	<b>250</b>	<b>0.00%</b>
<b>SUPPLIES</b>									
38-81-44-44000	MEDICAL AND SAFETY	116	327	300	250	<b>250</b>	250	<b>250</b>	0.00%
38-81-44-46000	MINOR EQUIPMENT	350	350	252	218	<b>2,500</b>	2,500	<b>2,500</b>	0.00%
38-81-44-46200	FIELD SUPPLIES	0	0	0	180	<b>250</b>	250	<b>250</b>	0.00%
<b>SUPPLIES</b>		<b>466</b>	<b>677</b>	<b>552</b>	<b>648</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>	<b>0.00%</b>
<b>OTHER SERVICES</b>									
38-81-45-51400	CONSULTING	4,271	25,149	4,750	5,000	<b>10,000</b>	9,000	<b>10,000</b>	0.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 38 Storm Water		2015	2016	2017	2018	2019	2019	2020	2020
		ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	PROJECTED	ORIGINAL	%
GL NUMBER	DESCRIPTION					BUDGET	ACTIVITY	BUDGET	CHANGE
38-81-45-52500	MISCELLENEOUS PERMITS	5,000	5,000	5,000	5,000	5,000	5,000	5,000	0.00%
38-81-45-55200	ANNUAL LICENSE FEES	0	0	2,734	2,351	3,600	2,600	3,000	-16.67%
38-81-45-59500	MISCELLENEOUS	0	142	42,600	10,369	0	0	0	0.00%
	OTHER SERVICES	9,271	30,291	55,084	22,720	18,600	16,600	18,000	-3.23%
<b>MAINTENANCE</b>									
38-81-46-65000 * *	STORM DRAINAGE SYSTEM	42,305	44,750	45,072	52,625	50,000	50,000	60,000	20.00%
	MAINTENANCE	42,305	44,750	45,072	52,625	50,000	50,000	60,000	20.00%
<b>VEHICLES</b>									
38-81-47-70000	VEHICLE MAINTENANCE	4,472	2,738	3,927	1,715	5,000	5,000	5,000	0.00%
38-81-47-70500	EQUIPMENT MAINTENANCE	12,079	12,001	12,092	9,333	15,000	15,000	15,000	0.00%
38-81-47-71000	GAS/OIL/FLUIDS	9,217	5,573	7,489	12,035	9,800	9,000	9,400	-4.08%
38-81-47-71500	TIRES	1,432	1,411	2,287	5,863	2,500	2,500	2,500	0.00%
	VEHICLES	27,200	21,723	25,795	28,946	32,300	31,500	31,900	-1.24%
<b>TRANSFER</b>									
38-81-49-99999	INTERFUND TRANSFER OUT	100,000	0	325,000	275,000	200,000	200,000	315,000	57.50%
	TRANSFER	100,000	0	325,000	275,000	200,000	200,000	315,000	57.50%
<b>Totals for dept 81 - STORM WATER</b>		<b>727,290</b>	<b>645,996</b>	<b>997,609</b>	<b>937,729</b>	<b>869,309</b>	<b>868,392</b>	<b>1,004,218</b>	<b>15.52%</b>
<b>TOTAL APPROPRIATIONS</b>		<b>727,290</b>	<b>645,996</b>	<b>997,609</b>	<b>937,729</b>	<b>869,309</b>	<b>868,392</b>	<b>1,004,218</b>	<b>15.52%</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 38</b>		<b>13,636</b>	<b>85,698</b>	<b>(152,789)</b>	<b>(20,556)</b>	<b>71,961</b>	<b>119,676</b>	<b>32,882</b>	<b>-54.31%</b>
<b>BEGINNING FUND BALANCE</b>		<b>183,904</b>	<b>197,539</b>	<b>283,238</b>	<b>130,448</b>	<b>109,892</b>	<b>109,892</b>	<b>229,568</b>	

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 38 Storm Water		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
ENDING FUND BALANCE		197,540	283,237	130,449	109,892	<b>181,853</b>	229,568	<b>262,450</b>	

DEPARTMENT 00

35-34650                      STORM WATER FEES

INCLUDES RECOMMENDED \$2 STORM WATER FEE INCREASE TO \$39

DEPARTMENT 81 STORM WATER

46-65000                      STORM DRAINAGE SYSTEM

CULVERT & CATCH BASIN SUPPLIES

**City of Oak Creek  
Storm Water Long Range Plan  
Rate analysis**

	Actual 2017	Actual 2018	Est. Actual 2019	2020	2021	2022	2023	2024
Projected Reserves	\$ 279,991	\$ 122,479	\$ 101,923	\$ 221,599	\$ 248,481	\$ 401,579	\$ 540,617	\$ 665,313
Storm Water Charges & Other Revenue	\$ 840,098	\$ 917,173	\$ 988,068	\$ 1,031,100	\$ 1,031,100	\$ 1,031,100	\$ 1,031,100	\$ 1,031,100
Debt Proceeds	-	-	-	-	-	-	-	-
Expenses (excluding depreciation)	672,609	662,729	668,391	689,218	703,002	717,062	731,404	746,032
Capital purchases, net of grants	325,000	275,000	200,000	315,000	175,000	175,000	175,000	175,000
Debt Service Payments	-	-	-	-	-	-	-	-
Net change in "cash"	<u>(157,512)</u>	<u>(20,556)</u>	<u>119,677</u>	<u>26,882</u>	<u>153,098</u>	<u>139,038</u>	<u>124,696</u>	<u>110,068</u>
<b>Ending reserve position</b>	<b>\$ 122,479</b>	<b>\$ 101,923</b>	<b>\$ 221,599</b>	<b>\$ 248,481</b>	<b>\$ 401,579</b>	<b>\$ 540,617</b>	<b>\$ 665,313</b>	<b>\$ 775,381</b>
Capital Equipment Reserve		50,000	100,000	200,000	300,000	400,000	500,000	600,000
<b>Net Ending reserve position</b>		<b>51,923</b>	<b>121,599</b>	<b>48,481</b>	<b>101,579</b>	<b>140,617</b>	<b>165,313</b>	<b>175,381</b>
Recommended reserves:								
Operations	\$ 165,682	\$ 167,098	\$ 172,305	\$ 175,751	\$ 175,751	\$ 175,751	\$ 175,751	\$ 175,751
Subsequent Year's Debt Service	-	-	-	-	-	-	-	-
Total recommended reserves	<u>165,682</u>	<u>167,098</u>	<u>172,305</u>	<u>175,751</u>	<u>175,751</u>	<u>175,751</u>	<u>175,751</u>	<u>175,751</u>
Shortage from recommended reserves	<u>\$ (43,203)</u>	<u>\$ (65,175)</u>	<u>\$ 49,295</u>	<u>\$ 72,731</u>	<u>\$ 225,829</u>	<u>\$ 364,866</u>	<u>\$ 489,562</u>	<u>\$ 599,631</u>
Estimated ERU's		26,538						
ERU rate per year		37.00	33.00	35.00	37.00	39.00	39.00	39.00
Recommended Rate Increase - Annual Basis per ERU		4.00	2.00	2.00	2.00			

## **FUND: POLICE ASSET FORFEITURE – FUND 39**

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### **FUND DESCRIPTION:**

This fund accounts for the funds under the control of the Chief of Police obtained under the DEA and other asset forfeiture programs. The Police Asset Forfeiture fund has strict regulations regarding what these funds can be spent on and is segregated into its own bank account.

### **SIGINIFICANT FUNDING OR PROGRAM CHANGES IN 2020:**

Due to funding restraints, the Police Department will be using these funds where applicable to cover capital costs.



BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 39 Police Asset Forf		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
ESTIMATED REVENUES									
Dept 00									
COMMERCIAL REVENUE									
39-00-37-36000	INTEREST EARNED	66	51	77	212	75	75	75	0.00%
39-00-37-36800	MISCELLENEOUS REVENUE	29,434	21,829	32,658	56,659	15,000	7,000	15,000	0.00%
COMMERCIAL REVENUE		29,500	21,880	32,735	56,871	15,075	7,075	15,075	0.00%
Totals for dept 00 -		29,500	21,880	32,735	56,871	15,075	7,075	15,075	0.00%
TOTAL ESTIMATED REVENUES		29,500	21,880	32,735	56,871	15,075	7,075	15,075	0.00%
APPROPRIATIONS									
Dept 60 - POLICE DEPARTMENT									
SUPPLIES									
39-60-44-49500	MISCELLENEOUS EXPENSES	10,912	34,099	9,992	21,258	15,000	70,327	15,000	0.00%
39-60-44-49600	CAPITAL EXPENSES	0	78	0	0	0	0	0	0.00%
SUPPLIES		10,912	34,177	9,992	21,258	15,000	70,327	15,000	0.00%
Totals for dept 60 - POLICE DEPARTMENT		10,912	34,177	9,992	21,258	15,000	70,327	15,000	0.00%
TOTAL APPROPRIATIONS		10,912	34,177	9,992	21,258	15,000	70,327	15,000	0.00%
NET OF REVENUES/APPROPRIATIONS - FUND 39		18,588	(12,297)	22,743	35,613	75	(63,252)	75	0.00%
BEGINNING FUND BALANCE		38,029	56,616	44,319	67,061	102,675	102,675	39,423	

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 39 Police Asset Forf		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
ENDING FUND BALANCE		56,617	44,319	67,062	102,674	102,750	39,423	39,498	

## **FUND: CONSOLIDATED DISPATCH SERVICES – FUND 55**

### **FUND DESCRIPTION:**

In 2014, the City of Oak Creek and the City of St. Francis signed an agreement for Oak Creek to provide joint dispatch services. The intergovernmental contract for service was effective January 1, 2015. A new special revenue Fund 55-Consolidated Dispatch Services was created for easier tracking and reporting joint dispatch services and programs, and to effectively account for ongoing expenditures in accordance with the intergovernmental contract.

The Dispatch Center is under the supervision and control of the Oak Creek Police Department, but handles all dispatching for the Police and Fire Departments. The Dispatch Center is the main communication center for the cities of Oak Creek and St. Francis. All emergency and non-emergency phone calls, radio communications, and teletypes come through the Dispatch Center to allow Oak Creek to provide the professional and timely public safety response service citizens and taxpayers expect.

This fund supports a staff of 19 personnel broken down as follows:

<b>Position</b>	<b>Quantity</b>
Dispatch Manager	1
Dispatch Supervisor	2
Dispatcher (Full-Time)	16
Dispatcher (Part-Time)	0

### **FUND ACTIVITY MEASURES:**

<b>Activity</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
Pre-arrival Medical Instructions Given (CPR, Choking, Bleeding, Labor, and Seizures)	46	61	90	89	131	169
Oak Creek: Average Dispatch time for fire and medical calls	n/a	n/a	n/a	47.99 sec.	46.53 sec.	47.2
St. Francis: Average Dispatch time for fire and medical calls	n/a	n/a	n/a	45.944 sec.	44.42 sec.	46.02
One minute goal for randomly audited fire calls	94%	92%	83%	87%	91%	93%
Average 911 calls per month	n/a	n/a	n/a	867	730	712

**FUND: CONSOLIDATED DISPATCH SERVICES – FUND 55**

Activity	2013	2014	2015	2016	2017	2018
Average time spent on 911 calls per month	n/a	n/a	n/a	18hrs 27min	19hrs 53min	21hrs 40min
Average phone calls into Center per month (911 included)	n/a	n/a	n/a	8,385	8,566	8,225
Average time spent on calls into Center per month(911 included)	n/a	n/a	n/a	139hrs 28min	142hrs 39min	143hrs 11min
Average radio transmissions per month	n/a	n/a	n/a	30,945	32,502	30,047
Average time for radio transmissions per month	n/a	n/a	n/a	124hrs 17min	131hrs 31min	106 hrs. 11min

**SIGNIFICANT INITIATIVES RECENTLY ACCOMPLISHED:**

To ensure the high level of service for Oak Creek and St. Francis residents, the Dispatch Manager and supervisors consistently review calls and protocols. The dispatch training unit picks topics of training to enhance services and also incorporate knowledge of both communities;

To ensure effective and efficient interpretation of the ongoing joint dispatch contract, the Chief has discussions with the Assistant City Administrator/Comptroller about billing as needed. Also, the Chief has recently had a meeting with the Oak Creek and St. Francis police and fire chiefs about the dispatch center per the language in the agreement;

The Dispatch Manager consistently monitors publications and emails related to the enhanced technology. For 2019, funding was requested to ensure that the manager or a supervisor would be able to attend conferences which will assist with this item. The Dispatch Manager also sits on the board of the Southeast Wisconsin Communications Resource and Support Group, which is a group of dispatchers that discuss current industry trends and help each other to plan and work towards preparing for them.

**2020 MANAGEMENT INITIATIVES:**

Ensure the level of services received by Oak Creek and St. Francis residents is of the same standard they are accustomed;

Ensure effective and efficient ongoing joint dispatch contract administration. Continually assess whether contract payments are covering realized Dispatch expenditures;

Continue advancing and improving Dispatch’s functionality to customers, dispatching fire and EMS units in less than 1 minute, increase dispatch in-service training, and maintaining efficient and accurate pre-arrival medical instructions;

Continue to monitor developments in the state and nation’s movement toward a nationwide Next Generation 911 system that would include text to 911 and more accurate routing of 911 calls;

## **FUND: CONSOLIDATED DISPATCH SERVICES – FUND 55**

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Work with the cell phone providers so the cellular calls in the City of Oak Creek’s jurisdiction come directly to the Oak Creek Emergency Communications Center;

During 2019, the Department was contacted by two neighboring communities who inquired about Oak Creek providing dispatch services for them. Several meetings have been held with one community to identify needs and potential costs, while meetings have just begun with the second community;

The Chief requested that a committee of dispatching staff be formed to develop a 3-5 year plan for technology needs, as well as staffing reviews, for the Dispatch Center. This group held its first meeting in July of 2019 and will continue to meet, incorporating needs for the current dispatch model, as well as if the City moves forward with providing dispatch services for any other community.

### **SIGINIFICANT FUNDING OR PROGRAM CHANGES IN 2020:**

2.25% wage adjustments for full-time staff and associated payroll/WRS expenses.



**DEPARTMENT: POLICE DEPARTMENT - FUND 55**

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**DEPARTMENTAL DETAIL INFORMATION**

<b>200 TRAVEL/TRAINING</b>	<b>\$4,850</b>
This requested amount provides monies to be used for training for all members of the Dispatch Center. Types of training that this line item would fund would include, but are not limited to: specialized computer and dispatch training including yearly dispatcher in-service training, training for fire dispatching and TIME system certification and re-certification.	
<b>205 RECRUITMENT / TESTING / PHYSICALS</b>	<b>\$4,500</b>
This line item funds any anticipated costs for advertising, in-house testing, and physical exams for entry level dispatcher personnel and/or those going through the promotional process. In 2019, the Department will be developing two (2) Dispatcher eligibility lists (\$4,500), which includes the setup/data export fees for the online application process. This line item also covers costs associated with random dispatcher drug/alcohol testing, and mandatory dispatcher hearing tests.	
<b>215 UNIFORMS &amp; CLOTHING</b>	<b>\$500</b>
This line item covers the cost of Class A dress uniforms and badges for dispatch Supervisors/Managers.	
<b>220 TUITION REIMBURSEMENT</b>	<b>\$6,337</b>
This line item would provide funding for tuition reimbursement for dispatch staff for undergraduate/graduate/masters programs as outlined in specific academic plan submittals (1 request for 2019 @ \$6,670).	
<b>225 RECOGNITION</b>	<b>\$475</b>
This line item would allow funding for Dispatcher recognition awards in addition to Dispatch-related memorials, flowers, plaques and commemorative items.	
<b>315 TELEPHONE</b>	<b>\$3,840</b>
Covers the cost of the annual logger maintenance agreement.	
<b>400 OFFICE SUPPLIES</b>	<b>\$2,500</b>
Covers the cost of copy paper for Dispatch Center, as well as any specialty office supply needs.	



**DEPARTMENT: POLICE DEPARTMENT - FUND 55**

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**DEPARTMENTAL DETAIL INFORMATION**

420 DUES AND PUBLICATIONS	\$95
Covers the cost of dispatch-related dues to associations including the Southeast Wis. Communications Resource Support Group (SEWCRSG).	
460 MINOR EQUIPMENT	\$950
This line item would cover the costs associated with both anticipated and unanticipated smaller office equipment/furniture purchases/replacements/repairs, including file cabinets, office chairs, air purifier filters, etc., for the Dispatch Center.	
495 MISCELLANEOUS	\$475
This line items covers costs for Dispatch staff notary fees.	
551 DATA SERVICES	\$12,400
552 ANNUAL LICENSE/SUPPORT FEES	\$15,675
Covers the annual cost for maintenance and service agreement for the Dispatch consoles (6).	
553 COUNTY FEES	\$10,531
Covers the costs associated with the countywide dispatch software (FATPOT) for the FD through the Milwaukee County Office of Emergency Management.	
600 OFFICE EQUIPMENT MAINTENANCE	\$2,700
Includes the cost of maintenance contracts for current Dispatch Center copy machines.	
610 RADIO EQUIPMENT / MAINTENANCE	\$4,750
Covers the cost for radio communication equipment (headsets, etc.) within the Dispatcher Center as well as radio console repairs not covered under maintenance agreement.	
<b>TOTAL</b>	<b>\$70,578</b>

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 55 Consolidated Dispatch		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
<b>ESTIMATED REVENUES</b>									
Dept 00									
TAXES									
55-00-31-30000	GENERAL PROPERTY TAX	1,118,458	1,009,045	1,270,902	1,269,332	<b>1,312,570</b>	1,312,570	<b>1,406,461</b>	7.15%
	TAXES	1,118,458	1,009,045	1,270,902	1,269,332	<b>1,312,570</b>	1,312,570	<b>1,406,461</b>	7.15%
<b>CHARGES FOR SERVICES</b>									
55-00-35-34900	ST FRANCIS CONTRACT	247,735	307,414	275,430	249,384	<b>254,372</b>	254,372	<b>259,459</b>	2.00%
55-00-35-35000	REIMBURSABLE ITEMS	0	0	78,656	179,674	<b>44,614</b>	44,614	<b>45,185</b>	1.28%
	CHARGES FOR SERVICES	247,735	307,414	354,086	429,058	<b>298,986</b>	298,986	<b>304,644</b>	1.89%
<b>COMMERCIAL REVENUE</b>									
55-00-37-36000	INTEREST ON INVESTMENTS	1,642	242	636	3,299	<b>500</b>	500	<b>500</b>	0.00%
55-00-37-36800	MISCELLANEOUS INCOME	0	0	92,116	0	<b>0</b>	0	<b>0</b>	0.00%
	COMMERCIAL REVENUE	1,642	242	92,752	3,299	<b>500</b>	500	<b>500</b>	0.00%
<b>INTERFUND TRANSFER</b>									
55-00-39-39999	INTERFUND TRANSFER IN	0	0	25,122	0	<b>57,233</b>	57,233	<b>0</b>	-100.00%
	INTERFUND TRANSFER	0	0	25,122	0	<b>57,233</b>	57,233	<b>0</b>	-100.00%
Totals for dept 00 -		1,367,835	1,316,701	1,742,862	1,701,689	<b>1,669,289</b>	1,669,289	<b>1,711,605</b>	2.53%
<b>TOTAL ESTIMATED REVENUES</b>		<b>1,367,835</b>	<b>1,316,701</b>	<b>1,742,862</b>	<b>1,701,689</b>	<b>1,669,289</b>	<b>1,669,289</b>	<b>1,711,605</b>	<b>2.53%</b>



BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 55 Consolidated Dispatch		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
<b>APPROPRIATIONS</b>									
Dept 43 - CENTRAL SERVICES-IT SERVICES									
OTHER SERVICES									
55-43-45-55200	ANNUAL LICENSE FEES IT	0	0	1,104	63,867	62,974	62,974	80,768	28.26%
OTHER SERVICES		0	0	1,104	63,867	62,974	62,974	80,768	28.26%
Totals for dept 43 - CENTRAL SERVICES-IT SERVICES		0	0	1,104	63,867	62,974	62,974	80,768	28.26%
Dept 60 - POLICE DEPARTMENT									
OTHER SERVICES									
55-60-45-55100	DATA SERVICES	0	0	0	6,282	10,000	0	10,000	0.00%
55-60-45-55200	ANNUAL LICENSE/SUPPORT FEES	19,210	0	50,033	11,475	11,476	13,762	13,762	19.92%
55-60-45-55300	COUNTY FEES (FATPOT)	0	0	0	0	10,531	0	10,531	0.00%
55-60-45-59500	CONSOLIDATED DISPATCH SET UP	72,899	0	0	56,809	0	0	0	0.00%
OTHER SERVICES		92,109	0	50,033	74,566	32,007	13,762	34,293	7.14%
<b>DIRECT EMPLOYEE COSTS</b>									
55-60-41-10000	SALARIES, FULL TIME	828,324	809,678	851,433	979,661	1,011,897	1,011,897	1,026,919	1.48%
55-60-41-10500	SALARIES, PART TIME	11,774	12,551	43,245	733	0	0	0	0.00%
55-60-41-11000	SALARIES, OVERTIME	81,426	69,211	54,377	16,158	25,235	15,000	25,235	0.00%
55-60-41-12000	SPECIAL PAY ALLOWANCES	0	857	2,622	2,622	10,450	5,000	10,450	0.00%
55-60-41-13000	RETIREMENT	58,946	58,510	64,394	68,159	66,279	66,279	69,803	5.32%
55-60-41-13500	SOCIAL SECURITY	64,947	66,275	69,819	74,356	77,410	77,410	79,111	2.20%
55-60-41-15000	INSURANCE - ACTIVE HEALTH	310,539	298,242	304,328	322,757	322,757	322,757	322,757	0.00%
55-60-41-16000	INSURANCE - WORKMANS COMP	0	2,446	2,875	2,349	2,338	2,340	2,338	0.00%
55-60-41-16500	INSURANCE - DISABILITY	0	0	0	0	980	0	980	0.00%
55-60-41-17000	INSURANCE - DENTAL	21,650	20,793	21,217	24,255	24,255	24,255	24,255	0.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 55 Consolidated Dispatch		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
55-60-41-17500	INSURANCE - GROUP LIFE	0	0	0	0	490	0	490	0.00%
55-60-41-18000	LONGEVITY	590	714	686	740	720	720	750	4.17%
DIRECT EMPLOYEE COSTS		1,378,196	1,339,277	1,414,996	1,491,790	1,542,811	1,525,658	1,563,088	1.31%
INDIRECT EMPLOYEE COSTS									
55-60-42-20000	TRAVEL/TRAINING	0	865	1,464	2,452	4,850	4,850	5,320	9.69%
55-60-42-20500	RECRUITMENT/TESTING/PHYSICALS	0	3,649	2,807	2,311	4,500	4,500	4,500	0.00%
55-60-42-21500	CLOTHING MAINTENANCE	0	33	144	346	500	500	500	0.00%
55-60-42-22000	TUITION REIMBURSEMENT	0	2,559	0	0	6,337	3,325	5,871	-7.35%
55-60-42-22500	RECOGNITION	0	0	0	0	0	0	475	100.00%
INDIRECT EMPLOYEE COSTS		0	7,106	4,415	5,109	16,187	13,175	16,666	2.96%
UTILITY COST									
55-60-43-31500	TELEPHONE	0	0	0	0	3,840	3,840	3,840	0.00%
UTILITY COST		0	0	0	0	3,840	3,840	3,840	0.00%
SUPPLIES									
55-60-44-40000	OFFICE SUPPLIES	0	0	1,518	841	2,500	2,500	2,500	0.00%
55-60-44-42000	DUES AND PUBLICATIONS	0	0	30	59	95	95	95	0.00%
55-60-44-46000	MINOR EQUIPMENT	0	844	3,860	2,468	950	950	950	0.00%
55-60-44-49500	MISCELLANEOUS	0	0	128	299	475	475	475	0.00%
SUPPLIES		0	844	5,536	3,667	4,020	4,020	4,020	0.00%
MAINTENANCE									
55-60-46-60000	OFFICE EQUIP MAINTENANCE	0	0	1,644	2,608	2,700	3,840	4,180	54.81%
55-60-46-61000	RADIO MAINTENANCE	0	1,082	1,829	1,038	4,750	4,750	4,750	0.00%
MAINTENANCE		0	1,082	3,473	3,646	7,450	8,590	8,930	19.87%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 55 Consolidated Dispatch		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
Totals for dept 60 - POLICE DEPARTMENT		1,470,305	1,348,309	1,478,453	1,578,778	1,606,315	1,569,045	1,630,837	1.53%
TOTAL APPROPRIATIONS		1,470,305	1,348,309	1,479,557	1,642,645	1,669,289	1,632,019	1,711,605	2.53%
NET OF REVENUES/APPROPRIATIONS - FUND 55		(102,470)	(31,608)	263,305	59,044	0	37,270	0	0.00%
BEGINNING FUND BALANCE		(96,940)	(199,411)	(231,020)	32,287	91,330	91,330	128,600	
ENDING FUND BALANCE		(199,410)	(231,019)	32,285	91,331	91,330	128,600	128,600	

## **FUND: TOURISM – FUND 56**

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### **FUND DESCRIPTION:**

The Tourism Commission fund is responsible for the collection and expenditure of room tax revenue for the City of Oak Creek. The Tourism Commission utilizes revenue appropriated from local room tax collections for tourism within the city as required by Wisconsin State Law 66.0615. The law requires that a certain percentage of room tax revenues be spent on tourism promotion and development. “Tourism promotion and development” is defined to mean any of the following: if significantly used by transient tourists and likely to generate paid overnight stays in multiple establishments within a municipality: (1) marketing projects (2) transient tourist informational services and (3) tangible municipal development. The Tourism Commission submits an annual report to the City of Oak Creek and State of Wisconsin outlining the purposes for which room tax revenues were spent.

Under daily supervision of the City Administrator and Community Development Director, and the policy direction of the Tourism Commission, the City’s Destination Marketing Specialist is responsible for planning, coordinating, and leading the implementation of special events and programs that effectively promote tourism and tourism development consistent with Wisconsin Statute 66.0615. The Destination Marketing Specialist also provides as staff representation and resource to the Tourism Commission, including the coordination of meetings, agendas, staff recommendation, and financial reports.

### **FUND OBJECTIVES:**

- 🌊 Increase overnight hotel stays;
- 🌊 Provide residents and visitors with special events and community gatherings;
- 🌊 Advertise Oak Creek as a place to live, work, and play.

### **SIGNIFICANT INITIATIVES RECENTLY ACCOMPLISHED:**

- 🌊 Increased attendance at community events;
- 🌊 Collaborated with NEWaukee to bring new art event to the Lakefront;
- 🌊 Built relationships with Oak Creek businesses and community-centered organizations (Business Appreciation Event, CAFÉ cultural event);
- 🌊 Increased followers on Visit Oak Creek Facebook and Instagram Page;
- 🌊 New Oak Creek Farmers Market programming;
- 🌊 Commenced Wisconsin Department of Tourism Assessment (to be completed in 1Q 2020);
- 🌊 Oak Creek featured on Discover Wisconsin and Around the Corner with John McGivern;
- 🌊 Oak Creek featured in Milwaukee Magazine, Shepherd Express, Key Magazine, and Milwaukee Journal Sentinel.

## FUND: TOURISM – FUND 56

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### FUND ACTIVITY MEASURES:

Fund Activity	2016	2017	2018	2019
Motel/Hotel Room Tax	\$15,037	\$375,436	\$428,393	\$528,548
Number of Events	0	14	16	17
Facebook Followers (Visit Oak Creek)	0	500	1165	1722
Percentage of attendees outside Oak Creek	NA	30%	40%	50%

### 2020 STRATEGIC ACTION PLAN INITIATIVES:

- 🌀 Become a City Known for its Successful Special Events and Community Gatherings;
- 🌀 Identify and contact groups and leaders (business, education, faith-based, culture-based clubs, non-profit, etc.) for potential partnerships;
- 🌀 Improve Pedestrian Corridors with Public Art & Sculpture.

### OTHER 2020 MANAGEMENT INITIATIVES:

- 🌀 Continue to grow reoccurring events;
- 🌀 Grow connections with businesses and organizations in the community and surrounding cities;
- 🌀 Advertise Oak Creek hotels and increase overnight hotel stays;
- 🌀 Capture 2020 Democratic National Convention audience;
- 🌀 Utilize Wisconsin Department of Tourism resources (grants, consultants, etc.).

### SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2020:

- 🌀 2.25% base wage increase plus additional market adjustment for full-time staff member including associated payroll/WRS expenses.
- 🌀 As the Tourism Commission continues to see increased funding from room tax revenue, the Commission is working to introduce new programs and events generating stays in our local hotels and increasing tourism to the City of Oak Creek.

**FUND: TOURISM COMMISSION**

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**DEPARTMENTAL DETAIL INFORMATION**

200 TRAVEL/TRAINING Tourism training (meetings/conferences) Travel (events, meetings, etc)	<i>\$2,500</i>
315 TELEPHONE	<i>\$250</i>
400 OFFICE SUPPLIES Continuing expenses needed for daily office activities.	<i>\$200</i>
410 PRINTING AND COPYING Cost of printing documents generated for or by the department in carrying out their duties.	<i>\$1,000</i>
415 POSTAGE Cost of mailings generated by the department.	<i>\$500</i>
420 DUES & PUBLICATIONS Staff membership in the Water Council, South Suburban Chamber of Commerce and other memberships as identified.	<i>\$25,000</i>
425 ADVERTISING & PROMOTIONS Continuing expenses related to advertising the City of Oak Creek and annual special events.	<i>\$125,000</i>
445 EVENT PROGRAMMING & IMPLEMENTAION Continuing expenses related to planning, coordinating and implementing special events that effectively promote tourism and tourism development.	<i>\$120,000</i>
446 SPONSORSHIPS Expenses for community sponsorships that increase tourism in the city.	<i>\$5,000</i>
495 MISCELLANEOUS	<i>\$500</i>
514 CONSULTING Connect.the.Dots LLC Savage Solutions	<i>\$65,500</i>
515 INTERDEPARTMENTAL CHARGES	<i>\$14,000</i>

**FUND: TOURISM COMMISSION**

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**DEPARTMENTAL DETAIL INFORMATION**

Charges for staffing needed from other departments to assist during Tourism functions.

552 ANNUAL LICENSE, SOFTWARE, IT FEES *\$2,000*

635 FACILITY/EQUIPMENT RENTAL *\$20,000*

Expenses related to partial Commission funding of leased spaces for indoor public restrooms at DTS and for cleaning fees of space after special events. This item will substantially reduce costs related to renting portable bathrooms for events.

**TOTAL *\$381,450***

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 56 Tourism		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
<b>ESTIMATED REVENUES</b>									
<b>Dept 00 - REVENUES</b>									
<b>TAXES</b>									
56-00-31-30300	MOTEL/HOTEL ROOM TAX	0	15,037	322,872	425,397	528,548	550,000	550,000	4.06%
	<b>TAXES</b>	<b>0</b>	<b>15,037</b>	<b>322,872</b>	<b>425,397</b>	<b>528,548</b>	<b>550,000</b>	<b>550,000</b>	<b>4.06%</b>
<b>COMMERCIAL REVENUE</b>									
56-00-37-36000	INTEREST ON INVESTMENTS	0	0	268	549	1,500	2,000	1,500	0.00%
56-00-37-36600	DONATIONS	0	0	1,500	6,140	5,000	5,850	5,000	0.00%
56-00-37-36630	FARMERS MARKET	0	0	0	7,520	2,500	5,280	5,000	100.00%
56-00-37-36631	FARMERS MARKET FOOD SHARE REV	0	0	0	0	0	(70)	0	0.00%
56-00-37-36640	BEER GARDEN	0	0	0	22,453	15,000	19,331	15,000	0.00%
56-00-37-36700	PROGRAM REVENUE	0	0	0	21,575	0	0	0	0.00%
56-00-37-36800	MISC. REVENUE	0	0	15,447	0	5,000	0	2,500	-50.00%
	<b>COMMERCIAL REVENUE</b>	<b>0</b>	<b>0</b>	<b>17,215</b>	<b>58,237</b>	<b>29,000</b>	<b>32,391</b>	<b>29,000</b>	<b>0.00%</b>
<b>INTERFUND TRANSFER</b>									
56-00-39-39999	INTERFUND TRANSFER IN	0	0	187,780	0	0	0	0	0.00%
	<b>INTERFUND TRANSFER</b>	<b>0</b>	<b>0</b>	<b>187,780</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Totals for dept 00 - REVENUES</b>		<b>0</b>	<b>15,037</b>	<b>527,867</b>	<b>483,634</b>	<b>557,548</b>	<b>582,391</b>	<b>579,000</b>	<b>3.85%</b>
<b>TOTAL ESTIMATED REVENUES</b>		<b>0</b>	<b>15,037</b>	<b>527,867</b>	<b>483,634</b>	<b>557,548</b>	<b>582,391</b>	<b>579,000</b>	<b>3.85%</b>



BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 56 Tourism		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
<b>APPROPRIATIONS</b>									
Dept 53 - ECONOMIC DEVELOPMENT									
DIRECT EMPLOYEE COSTS									
56-53-41-10000	SALARIES, FULL TIME	0	0	46,171	51,415	56,000	56,000	64,099	14.46%
56-53-41-10500	SALARIES, PART TIME	0	0	0	3,652	12,000	12,000	18,749	56.24%
56-53-41-13000	RETIREMENT	0	0	3,009	3,497	3,668	3,668	4,327	17.97%
56-53-41-13500	SOCIAL SECURITY	0	0	3,380	4,150	4,284	4,284	5,420	26.52%
56-53-41-15000	INSURANCE - ACTIVE HEALTH	0	0	14,000	14,000	14,000	14,000	14,000	0.00%
56-53-41-16000	INSURANCE - WORKMANS COMP	0	0	0	120	123	124	125	1.63%
56-53-41-17000	INSURANCE - DENTAL	0	0	1,000	1,500	1,500	1,500	1,500	0.00%
56-53-41-17500	INSURANCE - GROUP LIFE	0	0	0	0	138	0	0	-100.00%
DIRECT EMPLOYEE COSTS		0	0	67,560	78,334	91,713	91,576	108,220	18.00%
INDIRECT EMPLOYEE COSTS									
56-53-42-20000	TRAVEL/TRAINING	0	0	944	2,173	2,500	2,500	2,500	0.00%
INDIRECT EMPLOYEE COSTS		0	0	944	2,173	2,500	2,500	2,500	0.00%
UTILITY COST									
56-53-43-31500	TELEPHONE	0	0	0	0	250	250	250	0.00%
UTILITY COST		0	0	0	0	250	250	250	0.00%
SUPPLIES									
56-53-44-40000	OFFICE SUPPLIES	0	0	0	34	200	0	200	0.00%
56-53-44-41000	PRINTING & COPYING	0	0	867	60	1,000	500	1,000	0.00%
56-53-44-41500	POSTAGE	0	0	1,460	474	500	500	500	0.00%
56-53-44-42000	DUES, MEMBERSHIPS, & PUBLICATIONS	0	0	6,070	22,525	30,000	30,000	25,000	-16.67%
56-53-44-42500	ADVERTISING & PROMOTIONS	0	0	114,657	96,775	125,000	50,000	125,000	0.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 56 Tourism		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
56-53-44-44500	EVENT PROGRAMMING & IMPLEMENTATION	0	0	70,506	112,040	115,000	115,000	120,000	4.35%
56-53-44-44600	SPONSORSHIPS	0	0	0	0	5,000	5,000	5,000	0.00%
56-53-44-49500	MISCELLANEOUS	0	0	2,235	675	500	500	500	0.00%
	SUPPLIES	0	0	195,795	232,583	277,200	201,500	277,200	0.00%
<b>OTHER SERVICES</b>									
56-53-45-51400	CONSULTING	0	0	24,435	61,789	65,500	65,500	65,500	0.00%
56-53-45-51500	INTERDEPARTMENTAL CHARGES	0	0	378	1,907	14,000	25,000	25,000	78.57%
56-53-45-55200	ANNUAL LICENSE, SOFTWARE, IT FEES	0	0	0	0	2,000	2,000	2,000	0.00%
	OTHER SERVICES	0	0	24,813	63,696	81,500	92,500	92,500	13.50%
<b>MAINTENANCE</b>									
56-53-46-63500	FACILITY/EQUIPMENT RENTAL	0	0	0	19,050	20,000	21,075	20,000	0.00%
	MAINTENANCE	0	0	0	19,050	20,000	21,075	20,000	0.00%
<b>VEHICLES</b>									
56-53-47-70000	VEHICLE MAINTENANCE	0	0	0	0	0	0	500	100.00%
56-53-47-71000	GAS AND OIL	0	0	0	0	0	0	500	100.00%
	VEHICLES	0	0	0	0	0	0	1,000	100.00%
<b>TRANSFER</b>									
56-53-49-95500	CAPITAL OUTLAY- MISC	0	0	0	0	0	11,702	0	0.00%
56-53-49-99999	INTERFUND TRANSFER OUT	0	0	0	25,127	0	0	25,127	100.00%
	TRANSFER	0	0	0	25,127	0	11,702	25,127	100.00%
<b>Totals for dept 53 - ECONOMIC DEVELOPMENT</b>		0	0	289,112	420,963	473,163	421,103	526,797	11.34%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 56 Tourism		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
TOTAL APPROPRIATIONS		0	0	289,112	420,963	<b>473,163</b>	421,103	<b>526,797</b>	11.34%
NET OF REVENUES/APPROPRIATIONS - FUND 56		0	15,037	238,755	62,671	<b>84,385</b>	161,288	<b>52,203</b>	-38.14%
BEGINNING FUND BALANCE		0	0	15,037	253,793	<b>316,466</b>	316,466	<b>477,754</b>	
ENDING FUND BALANCE		0	15,037	253,792	316,464	<b>400,851</b>	477,754	<b>529,957</b>	

DEBT  
SERVICE  
FUNDS

Fund / Department	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2018 Actual	2019 Budget	2019 Projected	2020 Budget
Debt Service Funds Summary								
Beginning Balance	\$ 16,318,797	\$ 7,068,285	\$ 6,944,730	\$ 2,141,980	\$ 2,141,979	\$ (774,996)	\$ (869,445)	\$ (806,420)
Revenues								
Taxes	\$ 1,339,497	\$ 1,286,362	\$ 1,274,750	\$ 1,238,481	\$ 1,252,875	\$ 1,181,654	\$ 1,202,661	\$ 1,169,116
State Shared Revenue	\$ 3,157,153	\$ 3,146,858	\$ 3,149,317	\$ 3,167,028	\$ 3,146,987	\$ 3,163,394	\$ 3,216,801	\$ 3,201,812
Commercial Revenues	\$ 33,255	\$ 313,413	\$ 50,426	\$ 30,350	\$ 40,457	\$ 25,350	\$ 21,000	\$ 21,000
Debt Proceeds	\$ 20,500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	\$ 1,145,703	\$ 3,073,989	\$ 6,705,469	\$ 2,690,563	\$ 4,180,563	\$ 2,689,500	\$ 2,846,910	\$ 2,748,375
Total Revenues	\$ 26,175,608	\$ 7,820,622	\$ 11,179,962	\$ 7,126,422	\$ 8,620,882	\$ 7,059,898	\$ 7,287,372	\$ 7,140,303
Expenditures								
Principal Payments	\$ 27,500,000	\$ 3,125,000	\$ 3,080,000	\$ 2,150,000	\$ 2,150,000	\$ 2,200,000	\$ 2,200,000	\$ 2,250,000
Interest Payments	\$ 1,844,482	\$ 1,539,838	\$ 1,434,372	\$ 1,415,000	\$ 1,415,000	\$ 1,359,500	\$ 1,359,500	\$ 1,293,188
Administrative Costs	\$ 150	\$ 25,150	\$ 27,540	\$ 27,500	\$ 26,783	\$ 27,500	\$ 27,500	\$ 27,500
Transfers Out	\$ 6,081,488	\$ 3,254,189	\$ 11,440,800	\$ 3,615,000	\$ 7,946,074	\$ 3,567,347	\$ 3,637,347	\$ 3,600,000
Total Expenditures	\$ 35,426,120	\$ 7,944,177	\$ 15,982,712	\$ 7,207,500	\$ 11,537,857	\$ 7,154,347	\$ 7,224,347	\$ 7,170,688
Revenues Over/(under) Expenditures	\$ (9,250,512)	\$ (123,555)	\$ (4,802,750)	\$ (81,078)	\$ (2,916,975)	\$ (94,449)	\$ 63,025	\$ (30,385)
Ending Fund Balance	\$ 7,068,285	\$ 6,944,730	\$ 2,141,980	\$ 2,060,902	\$ (774,996)	\$ (869,445)	\$ (806,420)	\$ (836,805)

## **FUND: DEBT SERVICE – GENERAL PURPOSE – FUND 20**

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### **FUND DESCRIPTION:**

Debt service funds are used to account for the accumulation of resources for and the payment of general obligation long-term debt. These debt issuances are for items that are not related to any City TIF district. The City is required to meet and stay within the regulations for the state debt limitations, which we are well under.

Existing general obligations long term debt include:

- 🕒 Street Department Building, \$7,000,000 (2010)
- 🕒 Various Street projects, \$3,000,000 (2013)
- 🕒 Drexel & 27<sup>th</sup> Street Road Construction, \$5,825,000 (2013)
- 🕒 Lake Vista project, road and trails, \$10,000,000 (2013)
- 🕒 Drexel Interchange, \$2,725,000 (2014)
- 🕒 Civic Center & Fire Station #1, \$19,650,000 (2015)

### **FUND OBJECTIVES:**

- 🕒 Maintain and if possible improve the Aa2 bond rating from Moody's investment service;
- 🕒 Ensure timely payment of all debt obligations;
- 🕒 Ensure timely reporting of all EMMA regulations;

### **SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2020:**

- 🕒 Determine a capital financing plan that allows the City to address current infrastructure and capital needs in a financially responsible manner;
- 🕒 No other known general obligation debt proposed for 2020.

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 20 Debt Service		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
<b>ESTIMATED REVENUES</b>									
Dept 00									
TAXES									
20-00-31-30000	GENERAL PROPERTY TAX	850,000	850,000	850,000	850,000	850,000	850,000	850,000	0.00%
	TAXES	850,000	850,000	850,000	850,000	850,000	850,000	850,000	0.00%
<b>COMMERCIAL REVENUE</b>									
20-00-37-36000	INTEREST ON INVESTMENTS	27,617	12,798	32,512	21,598	20,000	15,000	15,000	-25.00%
	COMMERCIAL REVENUE	27,617	12,798	32,512	21,598	20,000	15,000	15,000	-25.00%
<b>DEBT PROCEEDS</b>									
20-00-38-37200	DEBT PROCEEDS REFINANCING	19,650,000	0	0	0	0	0	0	0.00%
20-00-38-37300	PREMIUM ON DEBT ISSUED	850,000	0	0	0	0	0	0	0.00%
	DEBT PROCEEDS	20,500,000	0	0	0	0	0	0	0.00%
<b>INTERFUND TRANSFER</b>									
20-00-39-39999	INTERFUND TRANSFER IN	1,105,703	3,073,989	6,705,469	4,180,563	2,689,500	2,846,910	2,748,375	2.19%
	INTERFUND TRANSFER	1,105,703	3,073,989	6,705,469	4,180,563	2,689,500	2,846,910	2,748,375	2.19%
Totals for dept 00 -		22,483,320	3,936,787	7,587,981	5,052,161	3,559,500	3,711,910	3,613,375	1.51%
<b>TOTAL ESTIMATED REVENUES</b>		22,483,320	3,936,787	7,587,981	5,052,161	3,559,500	3,711,910	3,613,375	1.51%
<b>APPROPRIATIONS</b>									
Dept 60 - POLICE DEPARTMENT									

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 20 Debt Service		2015	2016	2017	2018	2019	2019	2020	2020
		ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	PROJECTED	ORIGINAL	%
GL NUMBER	DESCRIPTION					BUDGET	ACTIVITY	BUDGET	CHANGE
<b>DEBT SERVICE</b>									
20-60-48-80000	PRINCIPAL PAMENTS	925,000	950,000	955,000	0	0	0	0	0.00%
20-60-48-80500	INTEREST PAYMENTS	40,275	25,025	8,356	0	0	0	0	0.00%
<b>DEBT SERVICE</b>		<b>965,275</b>	<b>975,025</b>	<b>963,356</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Totals for dept 60 - POLICE DEPARTMENT</b>		<b>965,275</b>	<b>975,025</b>	<b>963,356</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Dept 96 - DEBT SERVICE</b>									
<b>DEBT SERVICE</b>									
20-96-48-80000	PRINCIPAL PAMENTS	26,425,000	2,025,000	2,125,000	2,150,000	2,200,000	2,200,000	2,250,000	2.27%
20-96-48-80500	INTEREST PAYMENTS	1,790,707	1,508,063	1,426,016	1,415,000	1,359,500	1,359,500	1,293,188	-4.88%
<b>DEBT SERVICE</b>		<b>28,215,707</b>	<b>3,533,063</b>	<b>3,551,016</b>	<b>3,565,000</b>	<b>3,559,500</b>	<b>3,559,500</b>	<b>3,543,188</b>	<b>-0.46%</b>
<b>TRANSFER</b>									
20-96-49-99999	INTERFUND TRANSFER OUT	4,091,060	679,269	2,624,492	2,906,074	0	0	0	0.00%
<b>TRANSFER</b>		<b>4,091,060</b>	<b>679,269</b>	<b>2,624,492</b>	<b>2,906,074</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Totals for dept 96 - DEBT SERVICE</b>		<b>32,306,767</b>	<b>4,212,332</b>	<b>6,175,508</b>	<b>6,471,074</b>	<b>3,559,500</b>	<b>3,559,500</b>	<b>3,543,188</b>	<b>-0.46%</b>
<b>TOTAL APPROPRIATIONS</b>		<b>33,272,042</b>	<b>5,187,357</b>	<b>7,138,864</b>	<b>6,471,074</b>	<b>3,559,500</b>	<b>3,559,500</b>	<b>3,543,188</b>	<b>-0.46%</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 20</b>		<b>(10,788,722)</b>	<b>(1,250,570)</b>	<b>449,117</b>	<b>(1,418,913)</b>	<b>0</b>	<b>152,410</b>	<b>70,187</b>	<b>100.00%</b>
<b>BEGINNING FUND BALANCE</b>		<b>11,951,808</b>	<b>1,163,086</b>	<b>(87,484)</b>	<b>361,633</b>	<b>(1,095,888)</b>	<b>(1,095,888)</b>	<b>(943,478)</b>	
<b>ENDING FUND BALANCE</b>		<b>1,163,086</b>	<b>(87,484)</b>	<b>361,633</b>	<b>(1,095,888)</b>	<b>(1,095,888)</b>	<b>(943,478)</b>	<b>(873,291)</b>	



## **FUND: DEBT SERVICE – AMORTIZATION – FUND 21**

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### **FUND DESCRIPTION:**

Debt service funds are used to account for the accumulation of resources for and the payment of general long-term debt. The Debt Service Fund for Debt Amortization was created in February 1991 to assist in retiring the City's debt in any form. The source of funds may come from interest earnings or other interfund transfers. The principal or accrued interest in the Fund may upon the direction of the Common Council be applied to pay the interest and principal on any outstanding bonds and to assume new bond issues of the City. The City Administrator may from time to time, with the approval of the Common Council, apply all or any part of the Fund for any purpose for which municipal bonds may be legally issued. It is not intended to amend, abolish or replace any other sinking fund provided by statute. When the amount of the Fund reaches the amount of the outstanding public debt sufficient to retire the principal and interest of it as they come due, then no further contributions shall be made to the Fund.

The fund will continue to earn interest. It will be available as a reserve for any future City borrowing or City sponsored Tax Increment Financing Districts where the City is the guarantor of the debt, similarly to the private developers in other TIF projects.

A portion of the WE Energies Utility Aid is placed in this fund and used to cover general obligation debt payments as well as \$1,000,000 annually for capital financing.

### **FUND OBJECTIVES:**

- 🌐 The Debt policy requires that the City maintain a fund balance of 25% of the next year's debt payments for the purpose of leveling debt payments.

### **SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2020:**

None at this time.

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 21 Debt Amortization		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
<b>ESTIMATED REVENUES</b>									
Dept 00									
<b>STATE SHARED REVENUE</b>									
21-00-32-31200	SHARED REV-SPECIAL UTILITY	3,151,578	3,143,229	3,148,296	3,145,951	<b>3,162,348</b>	3,215,740	<b>3,200,730</b>	1.21%
	STATE SHARED REVENUE	3,151,578	3,143,229	3,148,296	3,145,951	<b>3,162,348</b>	3,215,740	<b>3,200,730</b>	1.21%
<b>COMMERCIAL REVENUE</b>									
21-00-37-35000	LAND SALES	0	274,396	0	0	<b>0</b>	0	<b>0</b>	0.00%
21-00-37-36000	INTEREST ON INVESTMENTS	5,445	19,434	13,527	14,474	<b>5,000</b>	5,000	<b>5,000</b>	0.00%
	COMMERCIAL REVENUE	5,445	293,830	13,527	14,474	<b>5,000</b>	5,000	<b>5,000</b>	0.00%
<b>INTERFUND TRANSFER</b>									
21-00-39-39999	INTERFUND TRANSFER IN	40,000	0	0	0	<b>0</b>	0	<b>0</b>	0.00%
	INTERFUND TRANSFER	40,000	0	0	0	<b>0</b>	0	<b>0</b>	0.00%
Totals for dept 00 -		3,197,023	3,437,059	3,161,823	3,160,425	<b>3,167,348</b>	3,220,740	<b>3,205,730</b>	1.21%
<b>TOTAL ESTIMATED REVENUES</b>		<b>3,197,023</b>	<b>3,437,059</b>	<b>3,161,823</b>	<b>3,160,425</b>	<b>3,167,348</b>	<b>3,220,740</b>	<b>3,205,730</b>	<b>1.21%</b>
<b>APPROPRIATIONS</b>									
Dept 99 - INTERFUND									
<b>TRANSFER</b>									
21-99-49-99999	INTERFUND TRANSFER OUT	1,990,428	2,574,920	7,000,000	4,640,000	<b>3,167,347</b>	3,237,347	<b>3,200,000</b>	1.03%
	TRANSFER	1,990,428	2,574,920	7,000,000	4,640,000	<b>3,167,347</b>	3,237,347	<b>3,200,000</b>	1.03%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 21 Debt Amortization		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
Totals for dept 99 - INTERFUND		1,990,428	2,574,920	7,000,000	4,640,000	<b>3,167,347</b>	3,237,347	<b>3,200,000</b>	1.03%
TOTAL APPROPRIATIONS		1,990,428	2,574,920	7,000,000	4,640,000	<b>3,167,347</b>	3,237,347	<b>3,200,000</b>	1.03%
NET OF REVENUES/APPROPRIATIONS - FUND 21		1,206,595	862,139	(3,838,177)	(1,479,575)	<b>1</b>	(16,607)	<b>5,730</b>	
BEGINNING FUND BALANCE		3,275,590	4,482,185	5,344,324	1,506,146	<b>26,572</b>	26,572	<b>9,965</b>	
ENDING FUND BALANCE		4,482,185	5,344,324	1,506,147	26,571	<b>26,573</b>	9,965	<b>15,695</b>	

## **FUND: TAX INCREMENT DISTRICT #6 – FUND 28**

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### **FUND DESCRIPTION:**

Debt service funds are used to account for the accumulation of resources for and the payment of general long-term debt. The Debt Service Fund for the Tax Increment District was created under the provisions of Wisconsin Statute Section 66.46. The purpose of that section is to allow the City to recover development and improvement costs in a designated area from the property taxes generated on the increased value of the property after the creation date of the district. The tax on the increased value is called a tax increment.

This district was created based upon the proposal by the DeMattia Group on approximately 38 acres in the 9900 block of South 13th Street. The proposal had been presented to the Community Development Authority (CDA) and they recommended to the Council that staff proceed toward the creation of this district. The City installed necessary road, water, and sanitary sewer improvements to serve the site. The contract for the initial work was let in September 2001. Construction was completed in 2004.

The City intends that tax incremental financing (TIF) will be used to assure that only quality industrial, distribution and related private development will locate in this area. Quality means aesthetically pleasing, long-lasting sustainable structures. All of the property in TIF District No. 6 has been zoned M-1 Manufacturing, and will remain zoned for these uses for the life of the District. The preliminary figures in the DeMattia proposal indicated an estimated value increase of \$21.35 million by the end of 2006. Two buildings were completed in 2004.

This district was created in October of 2000 with a base value of \$1,377,200. The Department of Revenue established a value of \$12,038,800 as of January 1, 2007, for an increase of \$10,661,600. The Bond Anticipation Note of \$1,500,000 was refinanced in 2006 with permanent financing for ten years. Although the value of the district is substantially less than the Project Plan anticipated, the value has generated sufficient increment to pay the debt service in full.

### **FUND OBJECTIVES:**

- 🕒 The Bond Anticipation Note of \$1,500,000 was refinanced in 2006 with permanent financing of \$1,200,000 for a period not to exceed ten years; which has been paid in full;
- 🕒 Ensure timely compliance of all state required reports and guidelines related to the financial operation of the district.

### **SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2020:**

- 🕒 In 2017, TID #6 was designated as the donor district to TID #13 Lake Vista for the period of 5 years. TID #6 made an initial transfer to TID #13 in 2017 of \$1,816,308;
- 🕒 In 2018 through 2021, TID #6 will make a transfer to TID #13 of its annual tax increment less any administrative costs for the district; an estimated \$400,000 annually.

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 28 TID #6		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
ESTIMATED REVENUES									
Dept 00									
TAXES									
28-00-31-30000	GENERAL PROPERTY TAX	489,497	436,362	424,750	402,875	326,951	347,958	314,413	-3.83%
28-00-31-30050	PERSONAL PROPERTY TAX AID	0	0	0	0	4,703	4,703	4,703	0.00%
	TAXES	489,497	436,362	424,750	402,875	331,654	352,661	319,116	-3.78%
STATE SHARED REVENUE									
28-00-32-31550	STATE COMPUTER AID	5,575	3,629	1,021	1,036	1,046	1,061	1,082	3.44%
	STATE SHARED REVENUE	5,575	3,629	1,021	1,036	1,046	1,061	1,082	3.44%
COMMERCIAL REVENUE									
28-00-37-36000	INTEREST ON INVESTMENTS	193	6,785	4,387	4,385	350	1,000	1,000	185.71%
	COMMERCIAL REVENUE	193	6,785	4,387	4,385	350	1,000	1,000	185.71%
Totals for dept 00 -		495,265	446,776	430,158	408,296	333,050	354,722	321,198	-3.56%
TOTAL ESTIMATED REVENUES		495,265	446,776	430,158	408,296	333,050	354,722	321,198	-3.56%

APPROPRIATIONS

Dept 96 - DEBT SERVICE

DEBT SERVICE

28-96-48-80000	PRINCIPAL PAMENTS	150,000	150,000	0	0	0	0	0	0.00%
28-96-48-80500	INTEREST PAYMENTS	13,500	6,750	0	0	0	0	0	0.00%
28-96-48-81500	FISCAL BANK CHARGES	150	150	2,540	1,783	2,500	2,500	2,500	0.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 28 TID #6		2015	2016	2017	2018	2019	2019	2020	2020
		ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	PROJECTED	ORIGINAL	%
GL NUMBER	DESCRIPTION					BUDGET	ACTIVITY	BUDGET	CHANGE
28-96-48-95500	ADMINISTRATIVE COSTS	0	25,000	25,000	25,000	<b>25,000</b>	25,000	<b>25,000</b>	0.00%
DEBT SERVICE		163,650	181,900	27,540	26,783	<b>27,500</b>	27,500	<b>27,500</b>	0.00%
<b>TRANSFER</b>									
28-96-49-99999 * *	INTERFUND TRANSFER OUT	0	0	1,816,308	400,000	<b>400,000</b>	400,000	<b>400,000</b>	0.00%
TRANSFER		0	0	1,816,308	400,000	<b>400,000</b>	400,000	<b>400,000</b>	0.00%
<b>Totals for dept 96 - DEBT SERVICE</b>		163,650	181,900	1,843,848	426,783	<b>427,500</b>	427,500	<b>427,500</b>	0.00%
<b>TOTAL APPROPRIATIONS</b>		163,650	181,900	1,843,848	426,783	<b>427,500</b>	427,500	<b>427,500</b>	0.00%
<b>NET OF REVENUES/APPROPRIATIONS - FUND 28</b>		331,615	264,876	<b>(1,413,690)</b>	<b>(18,487)</b>	<b>(94,450)</b>	<b>(72,778)</b>	<b>(106,302)</b>	12.55%
BEGINNING FUND BALANCE		1,091,399	1,423,014	1,687,891	274,200	<b>255,713</b>	255,713	<b>182,935</b>	
ENDING FUND BALANCE		1,423,014	1,687,890	274,201	255,713	<b>161,263</b>	182,935	<b>76,633</b>	
<b>DEPARTMENT 96 DEBT SERVICE</b>									
49-99999	INTERFUND TRANSFER OUT								
<b>TID 6 DONOR TRANSFER TO TID 13</b>									

CAPITAL  
IMPROVEMENT  
FUNDS

Fund / Department	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2018 Actual	2019 Budget	2019 Projected	2020 Budget
<b>Capital Improvement Funds Summary</b>								
Beginning Balance	\$ 34,480,106	\$ 5,622,895	\$ 5,205,443	\$ 2,009,009	\$ 4,454,261	\$ 7,915,430	\$ 7,729,247	\$ 5,719,806
<b>Revenues</b>								
Taxes	\$ 676,294	\$ 1,367,146	\$ 1,794,174	\$ 2,790,775	\$ 3,028,324	\$ 4,164,002	\$ 4,402,491	\$ 7,788,922
State Shared Revenue	\$ 46,442	\$ 34,848	\$ 47,625	\$ 48,324	\$ 48,326	\$ 48,809	\$ 49,495	\$ 50,485
Developer Contribution	\$ 74,256	\$ 62,351	\$ 38,991	\$ 35,000	\$ 94,963	\$ 10,000	\$ 2,700	\$ 63,000
Grants	\$ 1,270,029	\$ 295,126	\$ 717,998	\$ 707,000	\$ 495,128	\$ 10,000	\$ 20,000	\$ 10,000
Commercial Revenue	\$ 22,938	\$ 193,244	\$ 2,234,572	\$ 53,400	\$ 251,434	\$ 79,500	\$ 188,000	\$ 90,000
Misc. Revenue	\$ -	\$ 1,536,580	\$ 37,471	\$ 10,000	\$ 943,377	\$ 10,000	\$ 108,833	\$ 20,000
Debt Proceeds	\$ 19,438,000	\$ 34,400,000	\$ 11,342,870	\$ 25,150,000	\$ 25,007,187	\$ 5,100,000	\$ 7,950,000	\$ 6,000,000
Transfers In	\$ 7,658,250	\$ 4,797,902	\$ 9,893,725	\$ 2,470,511	\$ 6,954,735	\$ 2,847,595	\$ 2,847,595	\$ 2,510,573
<b>Total Revenues</b>	<b>\$ 29,186,209</b>	<b>\$ 42,687,197</b>	<b>\$ 26,107,426</b>	<b>\$ 31,265,010</b>	<b>\$ 36,823,474</b>	<b>\$ 12,269,906</b>	<b>\$ 15,569,114</b>	<b>\$ 16,532,980</b>
<b>Expenditures</b>								
Capital Projects/Equipment	\$ 28,369,994	\$ 6,743,328	\$ 10,233,846	\$ -	\$ 2,400,982	\$ 2,842,441	\$ 2,124,200	\$ 2,700,283
Developer Projects	\$ 36,173	\$ 90,622	\$ (4,697)	\$ -	\$ 100,488	\$ 10,000	\$ 41,820	\$ 10,000
Developer Incentive	\$ 5,950,000	\$ 7,064,338	\$ 4,820,650	\$ 1,235,516	\$ 949,814	\$ 427,292	\$ 6,419,070	\$ 2,150,320
TIF Capital Expenditures	\$ 12,856,613	\$ 2,874,761	\$ 5,537,592	\$ 2,712,929	\$ 1,871,360	\$ 1,548,897	\$ 1,012,506	\$ 1,348,897
Principal Payments	\$ 10,525,000	\$ 23,550,000	\$ 2,950,000	\$ 25,525,000	\$ 25,525,000	\$ 6,150,000	\$ 6,150,000	\$ 6,825,000
Interest & Fee Payments	\$ 743,922	\$ 931,285	\$ 1,357,300	\$ 1,530,234	\$ 2,018,902	\$ 1,317,459	\$ 1,425,959	\$ 1,521,478
Administrative Costs	\$ 86,810	\$ 91,364	\$ 103,419	\$ 60,000	\$ 295,759	\$ 60,000	\$ 330,000	\$ 275,000
Transfers Out		\$ 1,734,213	\$ 1,860,503	\$ 2,907,511	\$ 200,000	\$ 100,000	\$ 75,000	\$ 100,000
<b>Total Expenditures</b>	<b>\$ 58,568,512</b>	<b>\$ 43,079,911</b>	<b>\$ 26,858,613</b>	<b>\$ 33,971,190</b>	<b>\$ 33,362,305</b>	<b>\$ 12,456,089</b>	<b>\$ 17,578,555</b>	<b>\$ 14,930,978</b>
<b>Expenditures</b>	<b>\$ (29,382,303)</b>	<b>\$ (392,714)</b>	<b>\$ (751,187)</b>	<b>\$ (2,706,180)</b>	<b>\$ 3,461,169</b>	<b>\$ (186,183)</b>	<b>\$ (2,009,441)</b>	<b>\$ 1,602,002</b>
<b>Ending Fund Balance</b>	<b>\$ 5,622,890</b>	<b>\$ 5,205,432</b>	<b>\$ 2,009,009</b>	<b>\$ (697,171)</b>	<b>\$ 7,915,430</b>	<b>\$ 7,729,247</b>	<b>\$ 5,719,806</b>	<b>\$ 7,321,808</b>



## City of Oak Creek 2020 CIP Requests

Department or Division	Item Requested	Dept/Div Recomm	City Admin Recomm	CIP Committee Recomm	Common Council Decision	Funding Source
IT	Cisco Identity Services Engine	\$11,649	\$11,649	\$ 11,649	\$ 11,649	WE Energies
IT	Computer and Network Equipment Replacement	\$100,000	\$100,000	\$ 100,000	\$ 100,000	WE Energies
Emergency Operations	Emergency Operations Recover Fund, and/or CAT Bond, Disaster Insurance	\$20,000	\$0	\$ -	\$ -	
Fire	Strategic Planning Consultation	\$20,000	\$20,000	\$ 20,000	\$ 20,000	Strategic Action Plan Fund
Fire	EVP Traffic Preparation	\$20,000	\$0	\$ -	\$ -	
Fire	Fire Gear Replacement Phase 5 of 5	\$35,000	\$35,000	\$ 35,000	\$ 35,000	WE Energies
Fire	Extrication Equipment Replacement	\$60,000	\$60,000	\$ 60,000	\$ 60,000	WE Energies
Building & Facility Maintenance (Fire)	Station 1 Garage Door Repair and Strengthening	\$48,000	\$48,000	\$ 48,000	\$ 48,000	Fire Impact fees
Build. & Facility Maintenance (Fire)	Station 3 Boilers replacement	\$60,000	\$60,000	\$ -	\$ -	
Build. & Facility Maintenance (Fire)	Station 3 Temperature Control System	\$120,000	\$120,000	\$ 120,000	\$ 120,000	\$44K WE Energies/\$76K Building Maint
Build. & Facility Maintenance (Fire)	Station 3 Garage Door Repair Phase 1 of 2	\$120,000	\$0	\$ -	\$ -	
Police	Taser X26P units (3 of 5 years)	\$6,324	\$6,324	\$ 6,324	\$ 6,324	WE Energies
Police	Cellbrite- Universal Forensic Extraction Device	\$23,934	\$23,934	\$ 23,934	\$ 23,934	WE Energies

## City of Oak Creek 2020 CIP Requests

Department or Division	Item Requested	Dept/Div Recomm	City Admin Recomm	CIP Committee Recomm	Common Council Decision	Funding Source
Police	Uninterrupted Power Supply Model Mitsubishi 1100A	\$31,795	\$31,795	\$ 31,795	\$ 31,795	75% WE Energies/25% St. Francis
Police	Tactical Body Armor (or 2020 \$19,761/ 2021 \$28,230)	\$47,991	\$19,760	\$ 19,760	\$ 19,760	WE Energies
Build. & Facility Maintenance (DPW)	Roof Repair- DPW	\$10,000	\$10,000	\$ 10,000	\$ 10,000	Building Maint
DPW	Graco Line Striper	\$8,200	\$8,200	\$ 8,200	\$ 8,200	WE Energies
DPW	Replacement Fuel Management System	\$18,000	\$18,000	\$ 18,000	\$ 18,000	WE Energies
DPW	Street Tree Replacement	\$20,000	\$15,000	\$ 15,000	\$ 15,000	WE Energies
DPW	Work Order Management Software	\$35,000	\$0	\$ -	\$ -	
DPW	Play structure Replacement at Riverton Meadows Park	\$76,550	\$76,550	\$ 76,550	\$ 76,550	WE Energies
DPW	Skate Park Components Replacement	\$85,000	\$85,000	\$ 85,000	\$ 85,000	Park Impact
DPW	Street Light and Traffic Signal Maintenance	\$80,000	\$67,500	\$ 67,500	\$ 67,500	WE Energies
DPW	Small Truck Leasing Program	\$200,000	\$200,000	\$ 200,000	\$ 200,000	WE Energies
DPW	Play Structure Replacement at Manor Marquette Park	\$123,360	\$123,360	\$ 123,360	\$ 123,360	WE Energies
DPW	Salt Brine System	\$160,000	\$160,000	\$ 160,000	\$ 160,000	Storm
DPW	Replace 1999 5 ton dump truck	\$170,000	\$170,000	\$ 170,000	\$ 170,000	75% Equip Repl Fund/ 25% WE Energies
Engineering	Nicholson Rd. Culvert Replacement (14017)	\$30,000	\$30,000	\$ 30,000	\$ 30,000	Storm
Engineering	N7 Flood Plain Remodeling	\$30,000	\$30,000	\$ 30,000	\$ 30,000	Storm
Engineering	Stream Restoration Fund	\$40,000	\$40,000	\$ 40,000	\$ 40,000	Storm
Engineering	Bridge Replacement at 7800 S. 6th Street (19024)	\$45,000	\$45,000	\$ 45,000	\$ 45,000	Storm
Engineering	Safe Routes to School Fund	\$50,000	\$50,000	\$ 50,000	\$ 50,000	WE Energies

## City of Oak Creek 2020 CIP Requests

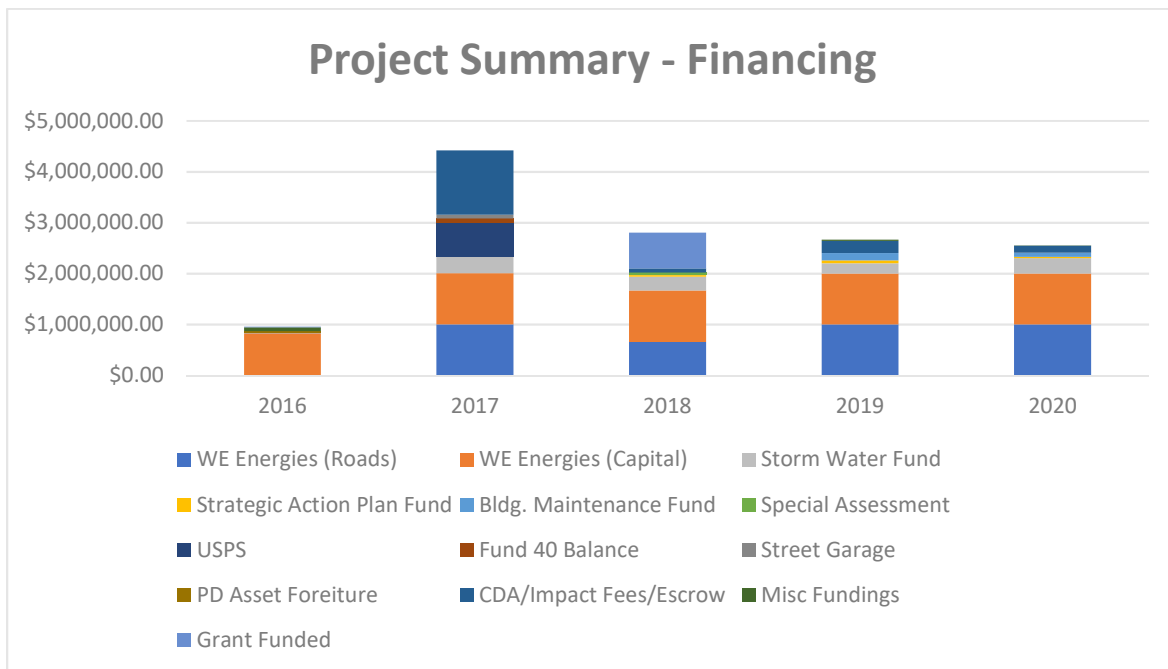
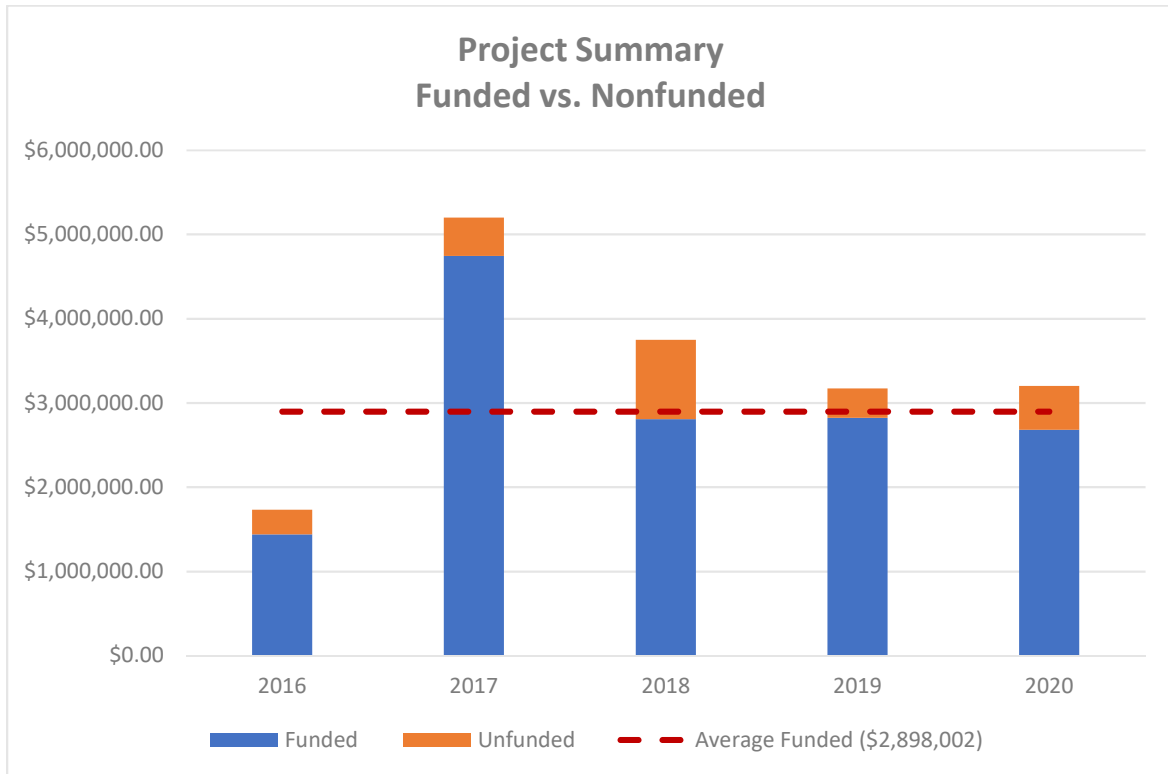
Department or Division	Item Requested	Dept/Div Recomm	City Admin Recomm	CIP Committee Recomm	Common Council Decision	Funding Source
Engineering	Bridge Maintenance Reserve	\$75,000	\$75,000	\$ 75,000	\$ 75,000	WE Energies
Engineering	Design of W. Drexel Avenue Rehabilitation project	\$265,300	\$0	\$ -	\$ -	
Engineering	2020-2021 Road Improvements	\$1,000,000	\$1,000,000	\$ 1,000,000	\$ 1,000,000	WE (Roads)
	<b>TOTAL</b>	<b>\$3,246,104</b>	<b>\$2,740,073</b>	<b>\$ 2,680,073</b>	<b>\$ 2,680,073</b>	
<b>TOTALS by Funding Source</b>						
	WE Energies (Roads)	1,000,000				
	WE Energies (Capital)	1,000,624				
	Park Impact Fees	85,000				
	Storm Water Fund	305,000				
	Equip Replacement Reserve	127,500				
	Strategic Action Plan Fund	20,000				
	Fire Impact Fees	48,000				
	St. Francis	7,949				
	Building Maintenance Reserve	86,000				
	<b>GRAND TOTAL:</b>	<b>2,680,073</b>				

## City of Oak Creek 2020 CIP Requests

Dept/Division	Funding Amount	%
IT	\$ 111,649	4.17%
FIRE	\$ 115,000	4.29%
PD	\$ 81,813	3.05%
DPW	\$ 923,610	34.46%
Engineering/Roads	\$ 1,125,000	41.98%
Eng/Storm Water	\$ 145,000	5.41%
Build & Facility Maintenance	\$ 178,000	6.64%
<b>TOTALS</b>	<b>\$ 2,680,073</b>	<b>100.00%</b>

# CITY OF OAK CREEK CAPITAL IMPROVEMENT PROJECT

## FUNDING HISTORY



## 2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)

<b>Department:</b> Central Services Information Technology Division	<b>Contact Person:</b> Thomas Kramer, Assistant IT Manger Kevin Koenig, IT Manager
<b>Request Title:</b> Cisco Identity Services Engine	
<b>General Description:</b> The purpose of this CEP request is to enhance the City's network security through the use of device and user authentication on both the wired and wireless portions of the network.	
<b>Justification and Intent:</b> This request is to purchase the necessary software and licensing to allow the City to validate all networking equipment on the network and deny access to critical infrastructure to devices and users that do not need access. The use of this software will drastically increase the visibility and security of networked devices that spans over 7 buildings and 1,849 network ports.	
<b>Description of Alternatives:</b> Other potential alternatives is to use machine access code filtering which is easily bypassed by with basic networking knowledge. Another option would be other third party alternatives at a similar cost but do not offer the same level of insight and control over the network.	
<b>Description of Disposal, if Applicable:</b> Not applicable	
<b>Impact on other Projects:</b> This impacts the ongoing efforts to best protect our network from digital threats and better position the City's Cyber Security program.	
<b>Cost Analysis:</b> (Quotes, estimates, breakdown of potential cost and how you arrived here) The total cost of the project, including the first year of support is \$11,649.48. The license includes the use of two virtual machines to allow redundant operations between our two data centers. This also includes licensing for 250 devices. This quote was from our Cisco vendor, CoreBTS as of 4/29/2019.	
<b>Annual Impact on Operating Budget:</b> (Will we have an additional reoccurring operating cost?) The annual impact to buget will be an increase of \$750 a year to maintain the licensing on a redundant pair of machines.	

## 2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)

<b>Department:</b> Central Services Information Technology Division	<b>Contact Person:</b> Kevin Koenig, IT Manager
<b>Request Title:</b> Computer and Network Equipment Replacement	
<b>General Description:</b> The purpose of this CEP request is to replace computer and network equipment each year. Part of these funds cover the replacement of 20% of the 300 desktops and laptop in use around the City. The remainder of the funds will be used to replace aging servers and network hardware around the City.	
<b>Justification and Intent:</b> Replacing 20% of the City's desktop and laptop fleet will cost approximately \$65,000-\$70,000 depending on the number of laptops replaced. The remaining \$35,000-\$30,000 will be used to replace servers and network hardware based on the age and performance of said hardware.	
<b>Description of Alternatives:</b> Operating System upgrades and hardware (i.e. RAM, hard drives etc.) and BIOS upgrades could be attempted on several of the older PC's/Servers to provide functionality or several of the older systems could be phased out. We could also continue to use the existing servers which could result in emergency spending if a server were to fail.	
<b>Description of Disposal, if Applicable:</b> Hard drives would be destroyed and the remainder of the equipment would be recycled.	
<b>Impact on other Projects:</b> Replacing computers on a schedule ensures that our workstations are equipped to run the newest version of software from office suites to CAD programs.	
<b>Cost Analysis:</b> (Quotes, estimates, breakdown of potential cost and how you arrived here) The total estimated cost is \$100,000	
<b>Annual Impact on Operating Budget:</b> (Will we have an additional reoccurring operating cost?) There is no annual impact related to this project.	

## FIRE DEPARTMENT 5 YEAR CAPITAL PLANNING

Title of Capital Improvement Project	Total Cost	1st Year 2020	2nd Year 2021	3rd Year 2022	4th Year 2023	5th Year 2024
Replace Extrication Equipment	\$60,000	\$60,000				
Emergency Management Recovery Fund	\$20,000	\$20,000				
EVP Traffic Preemption	\$20,000	\$20,000				
Fire Gear 5/5	\$35,000	\$35,000				
Station #1 Garage Door Repair	\$48,000	\$48,000				
Replace Station #3 Garage Doors 1/2	\$120,000	\$120,000				
Station #3 Boilers	\$60,000	\$60,000				
Replace Utility Pickup Truck	\$50,000		\$50,000			
Replace Engine 181	\$630,000		\$630,000			
Garage Addition to Station #1 3/3	\$50,000		\$50,000			
Fire Gear 1/5	\$35,000		\$35,000			
Emergency Management Recovery Fund	\$20,000		\$20,000			
Replace Station #3 Garage Doors 2/2	\$80,000		\$80,000			
Replace Ladder 1/3	\$350,000			\$350,000		
Replace Battalion Chief Car	\$75,000			\$75,000		
Replace SCBA- Breathing apparatus	\$105,000			\$105,000		
Fire Gear 2/5	\$35,000			\$35,000		
Replace Roof Sta #3 Apparatus Area	\$100,000			\$100,000		
Emergency Management Recovery Fund	\$20,000			\$20,000		
EVP Traffic Preemption	\$20,000			\$20,000		
Emergency Management Recovery Fund	\$20,000			\$20,000		
Garage Addition to Station #1 2/3 (Impact Fees)	\$125,000			\$125,000		
Replace Ladder 2/3	\$400,000				\$400,000	
Fire Gear 3/5	\$35,000				\$35,000	
Emergency Management Recovery Fund	\$20,000				\$20,000	
Replace Ambulance	\$275,000				\$275,000	
Replace Station #3 & Veterans Park Parking Lot	\$250,000				\$250,000	
Replace Ladder Truck Year 3/3	\$450,000					\$450,000
Replace Fire hose	\$35,000					\$35,000
<b>Total Cost</b>	<b>\$3,543,000</b>	<b>\$363,000</b>	<b>\$865,000</b>	<b>\$850,000</b>	<b>\$980,000</b>	<b>\$485,000</b>

Outside the Scope of Usual and Customary CIP

Rebuild Station 2- TBD \$6,000,000

Add Station 4 2026 \$8,000,000



## 2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)

<b>Department:</b> Fire	<b>Contact Person:</b> Chief Michael Kressuk
<b>Request Title:</b> Strategic Planning Consultation	
<b>General Description:</b> The Department is requesting funding for obtaining the services of a consultant or technical advising group to assist with the development of a community-driven strategic plan.	
<b>Justification and Intent:</b> The Department's last formal strategic plan was published in 2017. The Department has identified the need to develop and maintain a formal, three to five year strategic plan. This need was also affirmed during our accreditation process. The development of this plan should be driven by the input of external and internal stakeholders, to include the involvement of citizens and local government. The Department feels that the use of a consultant or technical advising group with expertise and experience in the development of community-driven strategic plans for the fire service would provide the most value for the Department and community.	
<b>Description of Alternatives:</b> The Department anticipates the number of available consultants or technical advising groups with experience related to the fire service to be limited. Additionally, the Department would give preference to those consultants or technical advisors who have experience related to fire service accreditation.	
<b>Description of Disposal, if Applicable:</b> NA	
<b>Impact on other Projects:</b> The development of a community-driven strategic plan will assist the Department in identifying key projects and establishing timelines for their completion.	
<b>Cost Analysis:</b> (Quotes, estimates, breakdown of potential cost and how you arrived here) The Department estimates the cost of the consultation (and related expenses) to be \$20,000.	
<b>Annual Impact on Operating Budget:</b> (Will we have an additional reoccurring operating cost?) The Department does not anticipate any ongoing annual costs associated with the development and publishing of this strategic plan.	

## 2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)

<b>Department:</b> Fire	<b>Contact Person:</b> Chief Michael Kressuk
<b>Request Title:</b> Fire Gear Replacement Phase 5 of 5	
<b>General Description:</b> Firefighter gear and other equipment associated with fire operations. This includes such items as tools and any equipment assisting the firefighter on calls. Personal protective equipment is required to be worn for structural fires and all hazards. Turn-out gear is required to meet all NFPA standards which includes coat, pants, boots, helmets, hood and gloves.	
<b>Justification and Intent:</b> New fire gear was purchased in 2019 and recently put into service. Fire gear life expectancy is approximately 5 years. Gear is maintained to the best of our ability through a cleaning, inspection and maintenance program. The Fire Department was instructed by the Common Council to budget 20% of the fire gear each year as fire gear should be replaced approximately every 5 years. The department has also entered into a consortium for buying fire gear in quantity thus saving money by buying in larger volume.	
<b>Description of Alternatives:</b> Additional money would need to be budgeted in future years to fund this project all at once. The strategy is to prevent one time big purchases by spreading the item costs over several years. This item was not funded in 2014 and 2015 due to budget constraints. It was funded in years 2016 through 2019.	
<b>Description of Disposal, if Applicable:</b> Old gear will be rotated out as practical. Extra sets will be kept in case of damage and cleaning that is needed after exposure to severe conditions and use.	
<b>Impact on other Projects:</b> N/A	
<b>Cost Analysis:</b> (Quotes, estimates, breakdown of potential cost and how you arrived here) \$35,000 for 2020	
<b>Annual Impact on Operating Budget:</b> (Will we have an additional reoccurring operating cost?) None.	

## 2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)

<b>Department:</b> Fire	<b>Contact Person:</b> Chief Michael Kressuk
<b>Request Title:</b> Extrication Equipment Replacement	
<b>General Description:</b> This equipment is for use during situations needed to remove people trapped in all types of vehicles, industrial settings, and on rare occasions in a home situation. The equipment cuts, spreads, and bends material to free people from entrapment.	
<b>Justification and Intent:</b> <p>The department's current hydraulic rescue equipment was purchased with 2001 CIP funds. This equipment has been in-service since then and has reached its end of life. We have bought one additional hydraulic tool since this time to meet some of the high density steel designs.</p> <p>Due to manufacturing and component changes in the automobile industry, our current inventory of rescue tools is not capable of handling many of the challenges presented by the need for greater spreading and cutting forces. The current tools do not adequately address the needs of present rescue situations. New tools are lighter and more versatile and will run on batteries instead of hydraulic power via a generator.</p>	
<b>Description of Alternatives:</b> Maintain our current inventory	
<b>Description of Disposal, if Applicable:</b> Equipment that has no trade-in value will be retained for department training and will be kept for back up if another tool needs to be sent out for repair.	
<b>Impact on other Projects:</b> N/A	
<b>Cost Analysis:</b> (Quotes, estimates, breakdown of potential cost and how you arrived here) \$60,000	
<b>Annual Impact on Operating Budget:</b> (Will we have an additional reoccurring operating cost?) Annual maintenance and battery replacement can be absorbed in the department's operating budget.	

## 2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)

<b>Department:</b> Fire	<b>Contact Person:</b> Chief Michael Kressuk
<b>Request Title:</b> Station 1 garage door repair and strengthening.	
<b>General Description:</b> There are currently 6 of the 8 garage doors that were installed improperly. These 6 doors need to be upgraded for strength and stability. Engineering aspects are needed to be accomplished as they are fixed. This CIP will address the remaining dollars needed to fix and complete the issues.	
<b>Justification and Intent:</b> Due to the improper installation and the failed attempts to resolve any garage door issues with CCI, Steven Chamberlin, and the City, the Fire Department has taken on the responsibility for fixing doors as they have broken.	
<b>Description of Alternatives:</b> Repair doors as they break using money from the department's building maintenance budget.	
<b>Description of Disposal, if Applicable:</b> N/A	
<b>Impact on other Projects:</b> N/A	
<b>Cost Analysis:</b> (Quotes, estimates, breakdown of potential cost and how you arrived here) The estimated cost for each door is \$8,000 for a total cost of \$48,000.	
<b>Annual Impact on Operating Budget:</b> (Will we have an additional reoccurring operating cost?) Once repaired, routine maintenance can be absorbed in the normal operating budget.	

## 2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)

<b>Department:</b> Central Services	<b>Contact Person:</b> Richard Kulka
<b>Request Title:</b> Facility Manager	
<b>General Description:</b> Fire station three was the First building to have its heating and air conditioning system controlled by a building management system. The system was put installed in 2000, parts are becoming very hard to come by and the manufacture is no longer supporting the software. The system update would include new software, unit controllers, reheat valves, and 17 new vav boxes.	
<b>Justification and Intent:</b> To update this building to the new management software and controls so not to have failure where parts or support are not available.	
<b>Description of Alternatives:</b> N/A	
<b>Description of Disposal, if Applicable:</b> N/A	
<b>Impact on other Projects:</b> Will control new boilers	
<b>Cost Analysis:</b> (Quotes, estimates, breakdown of potential cost and how you arrived here) <b>\$80,000.00 for control system \$40,000 for install of vav boxes and new reheat valves and insulating piping and ductwork.</b>	
<b>Annual Impact on Operating Budget:</b> (Will we have an additional reoccurring operating cost?) There will be no impact on operating budget.	

**Oak Creek Police Department**  
**5-YEAR PROPOSED CAPITAL IMPROVEMENT / EQUIPMENT PROJECTS**

	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
Body Armor Replacement	9152*	\$15,808	\$6,656	\$9,152	\$0
Taser X26P Units	\$6,324.25	\$6,324.25	\$6,324.25		
Uninterruptable Power Supply (UPS)	\$31,795				
ERU Tactical Body Armor	\$19,761	\$28,230			
Celebrite	\$23,934				
Exterior Brick Replacement		TBD by bid			
Parking Lot Grading/Drain Tile Repair		TBD by bid			
Dispatch Center Remodel/Expansion		TBD by bid			
Exterior Storage Facility			\$60,000		
Command Post Emergency Reponse Vehicle			\$300,000		
<b>TOTALS:</b>	<b>\$81,814.25</b>	<b>\$50,362.25</b>	<b>\$372,980.25</b>	<b>\$9,152.00</b>	<b>\$0.00</b>

\*NOTE: Remaining monies in prior years' C.E.P. body armor accounts to be used for this expenditure.

## 2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)

<b>Department:</b> Police Department	<b>Contact Person:</b> Chief Steven Anderson
<b>Request Title:</b> Taser X26P Units	
<b>General Description:</b> Purchase 25 Axon Taser X26P electronic control devices and necessary XPPM power magazines (batteries) that are used as control alternatives to overcome passive resistance, active resistance or their threats as defined by the Wisconsin Department of Justice Training and Standards Bureau.	
<b>Justification and Intent:</b> During the 2018 C.E.P. budget process, the Police Department was approved for the purchase of 25 Axon Taser X26P electronic control devices--spreading the payments for the units over the course of 5 years. This would be year #3 of the 5-year payment plan.	
<b>Description of Alternatives:</b> The Taser units were purchased in 2018. Payment is required to comply with the City's obligation to fulfill the 5-year payment plan.	
<b>Description of Disposal, if Applicable:</b> The old X26E Taser units were disposed of as they had no trade-in value.	
<b>Impact on other Projects:</b> N/A	
<b>Cost Analysis:</b> (Quotes, estimates, breakdown of potential cost and how you arrived here)  Year #3 (2020) Total Payment Plan Cost - \$6,324.25	
<b>Annual Impact on Operating Budget:</b> (Will we have an additional reoccurring operating cost?) N/A	



**2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)**

**Axon Enterprise, Inc.**

*Protect Life.*

17800 N 85th St.  
 Scottsdale, Arizona 85255  
 United States  
 Phone: (800) 978-2737  
 Fax: 480-378-6269

**Andrew Thorne**  
 (414) 762-8200  
 athorne@oakcreekwi.org



**Quotation**

**Quote:** Q-131543-3  
**Date:** 8/28/2017 6:22 AM  
**Quote Expiration:** 11/30/2017  
**Contract Start Date\*:** 8/24/2017  
**Contract Term:** 1 year

**AX Account Number:**  
 106881

**Bill To:**  
 Oak Creek Police Dept - WI  
 301 W. RYAN ROAD  
 Oak Creek, WI 53154  
 US

**Ship To:**  
 Andrew Thorne  
 Oak Creek Police Dept - WI  
 301 W. RYAN ROAD  
 Oak Creek, WI 53154  
 US

SALESPERSON	PHONE	EMAIL	DELIVERY METHOD	PAYMENT METHOD
Kevin Knudsen	480-905-2061	kknudsen@taser.com	Fedex - Ground	Net 30

\*Note this will vary based on the shipment date of the product.

Year 1 Due Net 30

QTY	ITEM #	DESCRIPTION	UNIT PRICE	TOTAL BEFORE DISCOUNT	DISCOUNT (\$)	NET TOTAL
25	11003	HANDLE, YELLOW, CLASS III, X26P	USD 0.00	USD 0.00	USD 0.00	USD 0.00
25	85181	TASER 60 YEAR 1 PAYMENT: X26P BASIC	USD 264.00	USD 6,600.00	USD 2,775.75	USD 3,824.25
25	11010	XPPM, BATTERY PACK, X26P	USD 0.00	USD 0.00	USD 0.00	USD 0.00
50	44203	CARTRIDGE - 25' HYBRID	USD 0.00	USD 0.00	USD 0.00	USD 0.00
1	22013	KIT, DATAPORT DOWNLOAD, USB, X2/ X26P	USD 176.49	USD 176.49	USD 176.49	USD 0.00
<b>Year 1 Total Before Discounts:</b>						USD 6,776.49
<b>Year 1 Discount:</b>						USD 2,952.24
<b>Year 1 Net Amount Due:</b>						USD 3,824.25





## 2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)

Year 2

QTY	ITEM #	DESCRIPTION	UNIT PRICE	TOTAL BEFORE DISCOUNT	DISCOUNT (\$)	NET TOTAL
25	85182	TASER 60 YEAR 2 PAYMENT: X26P BASIC	USD 264.00	USD 6,600.00	USD 275.75	USD 6,324.25
<b>Year 2 Total Before Discounts:</b>						USD 6,600.00
<b>Year 2 Discount:</b>						USD 275.75
<b>Year 2 Net Amount Due:</b>						USD 6,324.25

Year 3

QTY	ITEM #	DESCRIPTION	UNIT PRICE	TOTAL BEFORE DISCOUNT	DISCOUNT (\$)	NET TOTAL
25	85183	TASER 60 YEAR 3 PAYMENT: X26P BASIC	USD 264.00	USD 6,600.00	USD 275.75	USD 6,324.25
<b>Year 3 Total Before Discounts:</b>						USD 6,600.00
<b>Year 3 Discount:</b>						USD 275.75
<b>Year 3 Net Amount Due:</b>						USD 6,324.25

Year 4

QTY	ITEM #	DESCRIPTION	UNIT PRICE	TOTAL BEFORE DISCOUNT	DISCOUNT (\$)	NET TOTAL
25	85184	TASER 60 YEAR 4 PAYMENT: X26P BASIC	USD 264.00	USD 6,600.00	USD 275.75	USD 6,324.25
<b>Year 4 Total Before Discounts:</b>						USD 6,600.00
<b>Year 4 Discount:</b>						USD 275.75
<b>Year 4 Net Amount Due:</b>						USD 6,324.25

Year 5

QTY	ITEM #	DESCRIPTION	UNIT PRICE	TOTAL BEFORE DISCOUNT	DISCOUNT (\$)	NET TOTAL
25	85185	TASER 60 YEAR 5 PAYMENT: X26P BASIC	USD 264.00	USD 6,600.00	USD 275.75	USD 6,324.25
<b>Year 5 Total Before Discounts:</b>						USD 6,600.00
<b>Year 5 Discount:</b>						USD 275.75
<b>Year 5 Net Amount Due:</b>						USD 6,324.25

**Subtotal** USD 29,121.25

**Estimated Shipping & Handling Cost** USD 126.96

**Grand Total** USD 29,248.21

### Hardware Shipping Estimate

Typically, hardware shipment occurs between 4 – 6 weeks after purchase date. Product availability for new or high demand products may impact delivery time.

### TASER 60 Sales Terms and Conditions

This quote contains a purchase under the TASER 60 Plan. If your purchase only includes the TASER 60 Plan, CEWs, and CEW accessories, then this purchase is solely governed by the TASER 60 Terms and Conditions posted at: <http://www.axon.com/legal>, and the terms and conditions of Axon's Master Services and Purchasing Agreement do not apply to this order. You represent that you are lawfully able to enter into contracts and if you are entering into this agreement for an entity, such as the company, municipality, or government agency you work for, you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, do not sign this Quote.

## 2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)

<b>Department:</b> Police Department	<b>Contact Person:</b> Chief Steven Anderson
<b>Request Title:</b> Cellebrite - Universal Forensic Extraction Device (UFED)	
<b>General Description:</b> <p>The Cellebrite (UFED) is a computer program coupled with a physical interface to digital devices (cellphones, smart-phones, tablets, laptops, etc.) that allows for us to gather critical evidence in criminal cases. These cases include, but are not limited to: drug/narcotics manufacturing/distribution, homicides, overdose homicides, sexual assaults, child pornography, human trafficking, etc. This evidence is critical to cases due to how heavily the public uses these devices for nearly everything they do on a daily basis. This evidence needs to be properly protected, extracted, decoded, analyzed and maintained to assist in many of our investigations. This device would be stored in the Detective Bureau Major Case Room.</p>	
<b>Justification and Intent:</b> <p>The use of personal electronic devices and the amount of data used and/or stored on them has increased exponentially in the last several years. Over 96% of Americans currently have a cell phone, with over 81% of those being Smartphones. This continues to rise yearly, along with what each new device is capable of doing for the user. These devices are mini-computers, which can also take photos, record videos, as well as capture GPS information to document evidence of crimes.</p> <p>We have seen our numbers double over the past two years with how many devices are collected as being used in the commission of a crime. Currently, we utilize the Milwaukee County DA's Office to download needed data, with the WI Dept. of Crimininal Investigation (DCI) being our back-up option. It takes a minimum of six weeks and up to six months to get information back on each device. This is time that is critical for developing the case and bringing closure to the victims of these crimes.</p> <p>Having these devices processed by outside agencies, currently takes a Detective 2-6 hours per device to package/repackage, transport, complete evidence submittals, etc. Annually, we minimally lose between 40-120 hours of a Detective's time and had the potential of between 110-330 hours of lost time if we would have processed all of our phones so far. Due to this, we use our Blacklight program to get a partial download and only send our 'critical' cases out. Due to our current call volume requirements, these devices could be processed in-house, allowing us to utilize that time to continue to investigate their cases.</p> <p>In the past year, we have had over 50 devices processed. If we had the ability to process these devices in-house, we estimate we would easily double that if not quadruple the number to 200. We believe this as nearly everyone we have interactions with has a personal electronic device. Furthermore, the overwhelming majority of those who have committed a crime have directly used their personal electronic device in the commission of the crime or it has passively tracked what the offender was doing before, during and after they committed that crime. All of this information is critical evidence in the criminal cases.</p> <p>The training is a requirement of those who will operate the program and allows for them to testify in court. This is just as important as being able to extract the information, as it allows for them to pass a Daubert Hearing, which allows the evidence to be included, presented to a jury and for them to testify in court.</p>	
<b>Description of Alternatives:</b> <p>Maintain the current practice of downloading only the information that the Blacklight program will access, and bring phones that are critical to the DA's Office/WI DCI for downloading. However, our one resource for this at the DA's Office is retiring, with no current replacement. We will need to take these devices to WI DCI, which takes more time to process as well as a much longer time before we get the information back to complete an investigation, case and charges.</p>	
<b>Description of Disposal, if Applicable:</b> N/A	



## 2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)

**Impact on other Projects:**

N/A

**Cost Analysis:** (Quotes, estimates, breakdown of potential cost and how you arrived here)

**Option #1**

**\$23,934** - Total cost of the Cellebrite (UFED) with a computer and training **2 Detectives**.

(\$14,255 for the unit with shipping and handling, \$6,700 for training two detectives at the 5-day training course and \$2,979 for the desktop computer.)

**Option #2**

**\$20,584** - Total cost of the Cellebrite (UFED) with a computer and training **1 Detective**

(Note: This will reduce the coverage to complete downloads in a timely manner.)

**Annual Impact on Operating Budget:** (Will we have an additional reoccurring operating cost?)

\$4,700.00 annual support/maintenance - would be included in the IT budget as a yearly program cost

## 2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)

<b>Department:</b> Police Department	<b>Contact Person:</b> Chief Steve Anderson
<b>Request Title:</b> Uninterrupted Power Supply (UPS) model Mitsubishi 1100A	
<b>General Description:</b> <p>The UPS system is equipment necessary to maintain continuous power to the Emergency Dispatch Center and the server room of the Police Department in the event of a catastrophic incident. The UPS system maintains the power supply during the transfer from the normal power supply for these areas and the generator. The system can also supply power for a limited time if the generator fails.</p>	
<b>Justification and Intent:</b> <p>The Emergency Dispatch Center and server room are vital for the continued operation of emergency services for the Cities of Oak Creek and St. Francis. The UPS provides continued power to all of the systems necessary to have a functioning emergency dispatch center such as the computers which run the radios for police and fire, the phones (both 911 and non-emergency), the computer-aided dispatch (CAD) software to document calls for service, and Locution for dispatching fire and EMT personnel. The server room supports all of the computer technology of the Police Department and also houses the security system, which controls access to the Police facility and its security cameras.</p> <p>The current Mitsubishi 2033C series was installed in 2003 when the station was constructed. The current model had a 10-15 year life expectancy, and we have surpassed that life expectancy. In addition, with the past growth of the dispatch center, the amount of electronics in that center, and the potential future growth in these areas, the system should allow for expansion, which our current one does not. We are also at the point of needing to invest in replacing the batteries in the current UPS, which will cost approximately \$3,500. As this unit is already at the point of being replaced, this money could be better utilized towards a new unit.</p> <p>The new model quoted will have the capability of expansion to account for any potential future growth in these areas. The new system will also include a manual, external bypass in the event the UPS would have to be serviced and the unit needed to be shut off. Our current unit has this capacity but only with an internal bypass.</p>	
<b>Description of Alternatives:</b> <p>The City needs to be proactive in replacing this piece of equipment; therefore, an alternative to not replacing the equipment is not feasible. The dispatch center needs to be fully functional at all times and ready for critical incidents as they occur.</p>	
<b>Description of Disposal, if Applicable:</b> <p>The vendor would be responsible for removing the old equipment as a part of the contract and would give any available trade-in value.</p>	
<b>Impact on other Projects:</b> <p>This piece of equipment is critical for dispatch and the server room. The new UPS would be designed to be large enough to handle any expansion of the dispatch center or have the capability to expand.</p>	
<b>Cost Analysis:</b> (Quotes, estimates, breakdown of potential cost and how you arrived here) <b>\$31,795</b> - 30 KVA Mitsubishi 1100A with back-up battery supply and a manual bypass.	
<b>Annual Impact on Operating Budget:</b> (Will we have an additional reoccurring operating cost?) <p>The cost of replacement batteries every 3-5 years estimated to be \$3,500/replacement.</p>	

## 2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)

<b>Department:</b> Police	<b>Contact Person:</b> Chief Steven Anderson
<b>Request Title:</b> Tactical Body Armor	
<b>General Description:</b> The replacement of 17 tactical body armor units for members of the Emergency Response Unit (ERU). The vest is a Lighthawk XT Tactical Body Armor 3.0	
<b>Justification and Intent:</b> The ERU currently has 17 ballistic vests. These vests offer more overall protection than the body armor worn by a patrol officer on the street as they provide ballistic protection to the torso, throat, groin, and shoulder. Similar to the patrol officers' vests, these vests have a five-year manufacturer's warranty, and several of them are set to expire in 2020. Over the five-year period, the vests have received excessive wear due to multiple search warrants, barricaded subjects, drug unit operations, response to other critical incidents in the area, and numerous training evolutions. The body armor cannot be re-certified to extend the manufacturer's warranty.	
<b>Description of Alternatives:</b> Keeping these ballistic vests within warranty is critical for the ERU members, the City, and the piece of mind for the officers' families. If an incident should occur where an expired vest fails, the liability exposure would far surpass the cost of these vests.	
<b>Description of Disposal, if Applicable:</b> The old vests will be disposed of in accordance with the law.	
<b>Impact on other Projects:</b> N/A	
<b>Cost Analysis:</b> (Quotes, estimates, breakdown of potential cost and how you arrived here) <p>The quote provided for the vests is through Armor Express, who has supplied both ballistic and patrol body armor to members of the Police Department for several years at their best price. We did see a significant increase in the cost of the vest from five years ago due to supplier changes, but the pricing we are receiving is still a good price. The supplier is allowing us to purchase an individual vest at their mass-quantity, government purchase rate.</p> <p>The cost for one vest is \$2,823. In 2020, we will need to replace 7 vests that will be expiring in September, 2020, for both the Police and Fire ERU members. The remaining ten (10) vests will expire in January, 2021, and will also need to be replaced.</p> <p><b>Option #1:</b>  <b>2020 -- \$19,761</b> - Purchase seven (7) Lightweight XT Tactical Body Armor replacement vests.  <b>2021 -- \$28,230</b> - Purchase ten (10) Lightweight XT Tactical Body Armor replacement vests.</p> <p><b>Option #2:</b>  <b>2020 -- \$47,991</b> - Purchase seventeen (17) Lightweight XT Tactical Body Armor replacement vests.</p> <p>NOTE: The Department may have the ability to offset costs by utilizing monies provided by a CVMIC grant--if the grant is available and if the Department is approved for funding through the grant.</p>	



## 2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)


**Annual Impact on Operating Budget:** (Will we have an additional reoccurring operating cost?)

None

**Department of Public Works  
Proposed 5 Year Capital Equipment Improvement Plan  
Budget Year 2020**

<b>TITLE OF CAPITAL EQUIPMENT PROJECT</b>	<b>TOTAL COST</b>	<b>1st Yr.- 2020</b>	<b>2nd Yr.- 2021</b>	<b>3rd Yr.- 2022</b>	<b>4th Yr. - 2023</b>	<b>5th Yr.- 2024</b>
Replace #40 5 yd dump with plows (1999)	\$170,000.00	\$170,000.00				
Replace #28 5 yd dump with plows (2001)	\$170,000.00		\$170,000.00			
Replace #25 5yard dump with plows (2000)	\$170,000.00		\$170,000.00			
Replace #18 2 yd. dump truck (2001)	\$51,000.00				\$51,000.00	
Replace #27 5 yd. dump with plows (2001)	\$170,000.00					\$170,000.00
Replace #50 Garbage truck rear loader (1009)	\$120,00.00				\$120,00.00	
Replace #755 Toro sprayer	\$22,000.00			\$22,000.00		
Enter into a 5 year lease for vehicles up to 1 Ton Capacity	\$630,000.00	\$126,000.00	\$126,000.00	\$126,000.00	\$126,000.00	\$126,000.00
Replace #9-123Woodsman Brush Chipper (2006)	\$36,778.00				\$38,000.00	
Replace John Deere 6410 boom mower (2001)	\$75,000.00		\$75,000.00			
Replace striper MB220 (1986)	\$35,000.00		\$35,000.00			
Replace #44 5 yd. dump with plows (2002)	\$170,000.00			\$170,000.00		
Replace #45 5 yd. dump with plows (2002)	\$170,000.00				\$170,000.00	
Replace #9-128 Graco Line striper (2007)	\$8,200.00	\$8,200.00				
Replace #9-103 Johndeere6230 with mowers (2007)	\$75,000.00		\$75,000.00			
Replace \$32 Tandem axel Dump truck with plows(2003)	\$170,000.00			\$170,000.00		
Replace #9-104 Johndeere6230 with mowers (2008)	\$75,000.00			\$75,000.00		
Replace #15 Stake bed truck with lift gate Utility Vehicle	\$29,325.00 \$15,000.00				\$29,325.00	\$15,000.00
Salt Brine System	\$160,000.00	\$160,000.00				
Replace #31 5 yd. dump with plows (2004)	\$170,000.00				\$170,000.00	
<b>CIP</b>						
Skate Park Components Replacement	\$85,000.00	\$85,000.00				
Exterior Electric Lake Vista Park	\$25,000.00	\$25,000.00				
Play structure replacements at Manor Marquette Park	\$191,810.00	\$191,810.00				
Play structure replacement at Riverton Meadows Park	\$183,658.00	\$183,658.00				
Work order Management Software	\$35,000.00	\$35,000.00				
Replacement Fuel Management System	\$18,000.00	\$18,000.00				
Street Light Traffic Signal Funding	\$80,000.00	\$80,000.00				
Street Tree Replacement	\$20,000.00	\$20,000.00				
<b>TOTALS:</b>	<b>\$3,210,771.00</b>	<b>\$1,102,668.00</b>	<b>\$651,000.00</b>	<b>\$563,000.00</b>	<b>\$584,325.00</b>	<b>\$311,000.00</b>

**2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)**

<p><b>Department:</b> Central Services</p>	<p><b>Contact Person:</b> Richard Kulka</p>
<p><b>Request Title:</b> Facility Manager</p>	
<p><b>General Description:</b> Remove and reinstall snow and ice rails at DPW. Install heavy steel supports able to withstand force of snow and ice, reinstall ice rails Bolting them directly to new steel, make roof repair to allow new work to be water tight.</p>	
<p><b>Justification and Intent:</b></p>  <p>Ice sliding off sloped roof towards skylights</p>	



2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)



Ice destroyed skylight falling into building.

**2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)**



Temporary roof repair from ice damage.

**2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)**



Roof fasteners being pulled out buy ice.

**2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)**



Sloped roof with existing snow rails and skylight

**2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)**



Skylight damage caused by sliding ice.

**Description of Alternatives:**

N/A

**Description of Disposal, if Applicable:**

N/A

**Impact on other Projects:**

Will prolong life of existing roof and skylights.

**Cost Analysis:** (Quotes, estimates, breakdown of potential cost and how you arrived here)

\$10,000 Quote



## 2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)

**Annual Impact on Operating Budget:** (Will we have an additional reoccurring operating cost?)

One Time cost \$10,000

## 2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)

<b>Department:</b> Public Works	<b>Contact Person:</b> Ted Johnson
<b>Request Title:</b> Graco Line striper	
<b>General Description:</b> Line striper used for traffic marking.	
<b>Justification and Intent:</b> The current stripper used for crosswalks, stop bars, and general intersection painting was purchased in 2007 and has outlived its useful lifespan. Our current striper is broken and cost for repair exceeds the	
<b>Description of Alternatives:</b> We can rent a unit when it is available, but rental units are expensive, and in high demand so we can't always get a unit when we need one.	
<b>Description of Disposal, if Applicable:</b> Strip for parts and discard the old unit.	
<b>Impact on other Projects:</b> N/A	
<b>Cost Analysis:</b> (Quotes, estimates, breakdown of potential cost and how you arrived here) Price for new unit in \$8200. Rental for this striper is \$450 per week, purchasing the new striper would pay for itself in 18.2 weeks.	
<b>Annual Impact on Operating Budget:</b> (Will we have an additional reoccurring operating cost?) N/A	

## 2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)

<b>Department:</b> Public Works/IT	<b>Contact Person:</b> Ted Johnson, DPW Kevin Koenig, IT
<b>Request Title:</b> Replacement Fuel Management System	
<b>General Description:</b> The purpose of this CEP request is to replace the current fuel management system at DPW. This is necessary as the current system is no longer supported by the vendor. If the current system were to fail we would be forced to replace the system.	
<b>Justification and Intent:</b> This request would cover the cost of new controller at the pumps, new management software as well as the labor associated with installation.	
<b>Description of Alternatives:</b> As the current system is no longer supported there are no other alternatives. We will contact multiple vendors for this project as there are multiple software packages (PetroVend, TopKAT, GasBoy).	
<b>Description of Disposal, if Applicable:</b> N/A	
<b>Impact on other Projects:</b> Failure to replace the fuel management system could result in fuel dispensing interruptions if the current system fails.	
<b>Cost Analysis:</b> (Quotes, estimates, breakdown of potential cost and how you arrived here) The total estimated cost for this project is \$18,000.	
<b>Annual Impact on Operating Budget:</b> (Will we have an additional reoccurring operating cost?) There will be an annual reoccurring cost for software maintenance of approximately \$1,000 after the first year.	



## 2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)

<b>Department:</b> Public Works	<b>Contact Person:</b> Rebecca Lane
<b>Request Title:</b> Street Tree Replacement	
<b>General Description:</b> Trees would be planted in various locations where trees have been taken down.	
<b>Justification and Intent:</b> The intent of this project is to beautify our City and maintain our valuable tree canopy as we remove trees effected by the emerald ash borer, other agents/routine removals, etc.	
<b>Description of Alternatives:</b>	
<b>Description of Disposal, if Applicable:</b>	
<b>Impact on other Projects:</b>	
<b>Cost Analysis:</b> (Quotes, estimates, breakdown of potential cost and how you arrived here)	
<b>Annual Impact on Operating Budget:</b> (Will we have an additional reoccurring operating cost?) \$20,000 would be used out of money allocated for capital projects.	



## 2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)

<p><b>Department:</b> Public Works</p>	<p><b>Contact Person:</b> Jeff Wendt / Ted Johnson</p>
<p><b>Request Title:</b> Play structure replacement at Riverton Meadows Park</p>	
<p><b>General Description:</b> Riverton Meadows play structure was installed in 1995 and will be 25 years old in 2020. It's comprised of a 5 - 12 year old structure, a 2 - 5 year old structure, and a swing bay with 6 individual swings.</p>	
<p><b>Justification and Intent:</b> The structures at Riverton Meadows Park needs many parts replaced to bring it up to current safety compliant standards due to wear and tear, and it's age. Intent is to install new modern play structures with new engineered wood fiber to fit in the old structures current location.</p>	
<p><b>Description of Alternatives:</b> Alternatives to replacing the entire structures would be to replace worn and out of modern safety compliant standards on the existing components. This option would leave many posts and pieces( some plastic) remaining with chipped and faded paint/colors.  Alternative to the engineered wood fiber as the safety surfacing would be to install the poured in place rubber surfacing. This requies little on going maintenance and eliminates the high cost of replenishing the wood fiber on a yearly or biennial basis at a cost of aproximately \$1,800, and remains safety compliant because it does not get displaced from kids activities under the equipment where it is most needed for impacts.</p>	
<p><b>Description of Disposal, if Applicable:</b> Old structure would be removed and disposed of by contractor.</p>	
<p><b>Impact on other Projects:</b></p>	
<p><b>Cost Analysis:</b> (Quotes, estimates, breakdown of potential cost and how you arrived here) Price for new installed play structures including removal and disposal of old equipment is \$76,550. Price for replacement parts on existing 25 year old structures is \$44,875. Additional cost for the poured in place saftey surfacing instead of the wood fiber is \$107,108. Qoutes provided by Gerber Liesure Products and Landscape Structures, their original equipment.</p>	
<p><b>Annual Impact on Operating Budget:</b> (Will we have an additional reoccurring operating cost?) If engineered wood fiber is the chosen safety surfacing, recurring costs would be approximately \$1,800 yearly or biennially depending on settling factors and amount of use.</p>	

**2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)**



**Riverton Meadows**  
Oak Creek, WI February 25, 2019 Opsten 1

landscapestructures

FOR A BETTER TOMORROW  
**WE PLAY TODAY**  
shapedbyplay.com

Proudly presented by:  
Kyla Reardon



**2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)**



**2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)**



**2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)**



**Riverton Meadows**  
Oak Creek, WI | February 25, 2019 | Option 1

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**2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)**



**Riverton Meadows**  
Oak Creek, WI February 23, 2019 Option 1

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**GERBER**  
LEISURE PRODUCTS



**2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)**



**5-12 YEARS**

TOTAL ELEVATED PLAY COMPONENTS: 0  
 TOTAL ELEVATED COMPONENTS ACCESSIBLE BY RAMP: 0  
 TOTAL ELEVATED COMPONENTS ACCESSIBLE BY TRANSFER: 0  
 TOTAL ACCESSIBLE GROUND LEVEL COMPONENTS SHOWN: 12  
 TOTAL DIFFERENT TYPES OF GROUND LEVEL COMPONENTS: 7

**2-5 YEARS**

TOTAL ELEVATED PLAY COMPONENTS: 4  
 TOTAL ELEVATED COMPONENTS ACCESSIBLE BY RAMP: 0  
 TOTAL ELEVATED COMPONENTS ACCESSIBLE BY TRANSFER: 0  
 TOTAL ACCESSIBLE GROUND LEVEL COMPONENTS SHOWN: 2  
 TOTAL DIFFERENT TYPES OF GROUND LEVEL COMPONENTS: 2

**19922202-01**

Riverton Meadows  
Option 1  
Oak Creek, WI

Gerber Leisure Products, Inc.  
Kyla Reaman

Playbooster/Playtanger

DESIGNED BY: [Redacted]

CONTRACT NUMBER: [Redacted]

DATE: [Redacted]

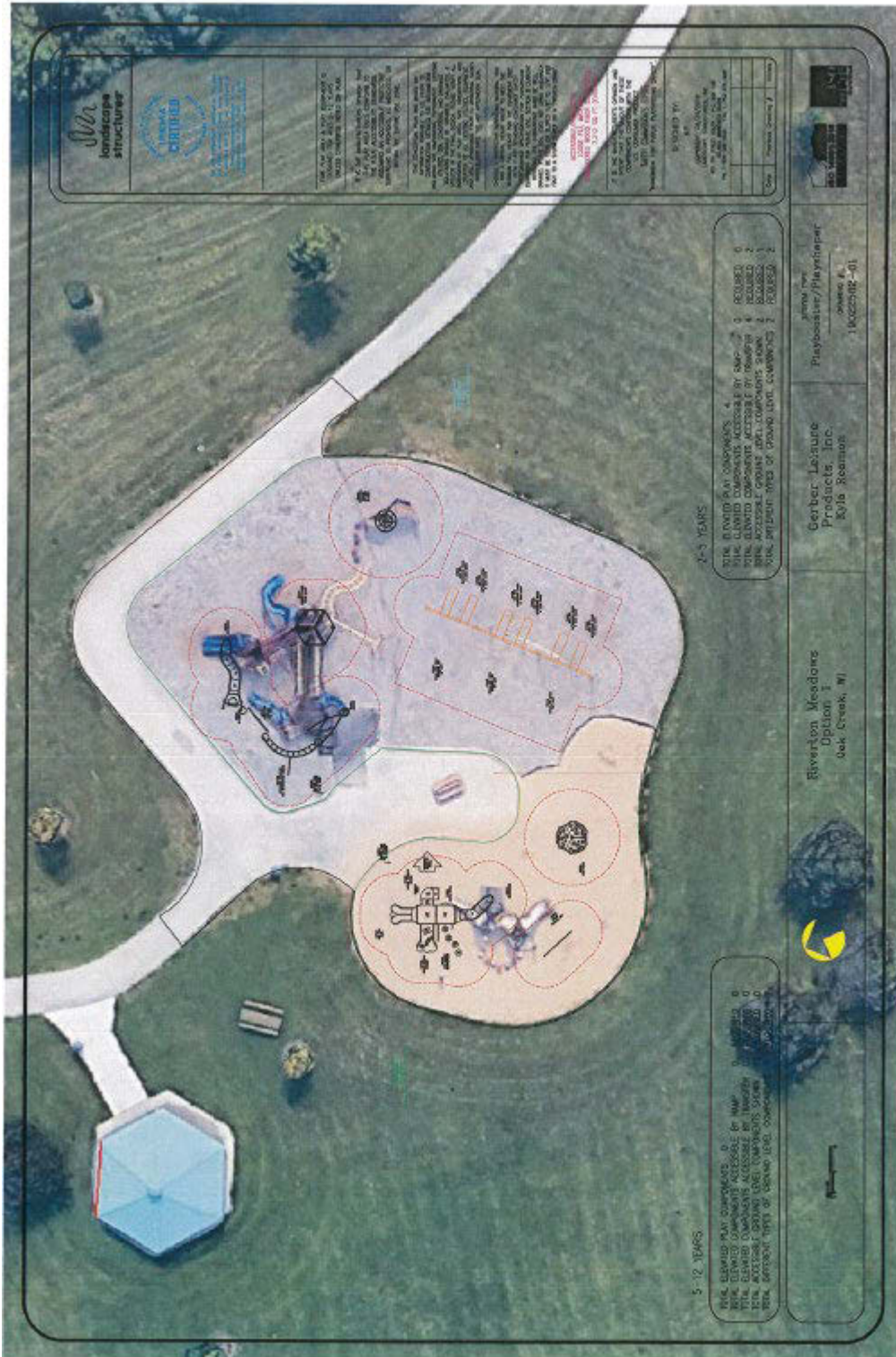
PROJECT NUMBER: [Redacted]

DATE: [Redacted]

PROJECT NUMBER: [Redacted]



**2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)**

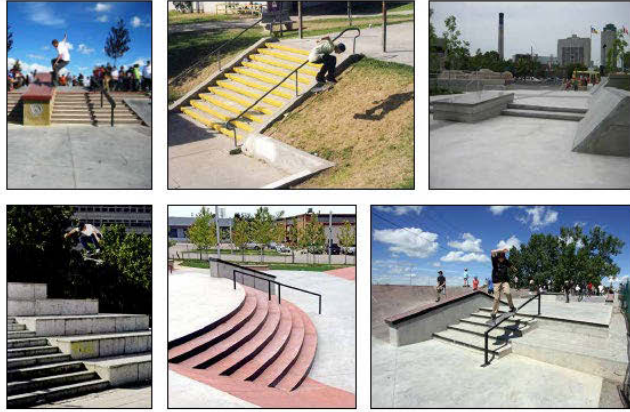


## 2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)

<b>Department:</b> Public Works	<b>Contact Person:</b> Jeff Wendt, Ted Johnson
<b>Request Title:</b> Skate Park Components Replacment	
<b>General Description:</b> Replace skate park components at the skate park located in Abendschein Park with a more suitably constructed skate park for Wisconsin's climate.	
<b>Justification and Intent:</b> <p>Last budget we requested \$190,000 to replace the components at the Abendschein Park skate park that was available through the State Bid. Prior to ordering the components last year we drove up to the City of Tomah to look at a few of the components they had purchased off the State Contract and were not impressed with the products and instillation. Rather than purchase an item we felt that would be an improvement in what we currently have, but not what the City, or the users of the park would prefer as a long term solution. We began looking for alternative solutions to the metal ramps available through the state contract. We are currently working with a skate park design company New Line Skate Parks out of California. They specialize in poured in place features. They have worked with a number of communities in the Midwest including the skate park in Wauwatosa. Below are some photos of what we could potentially incorporate into this project.</p>	
<b>Description of Alternatives:</b>	
<b>Description of Disposal, if Applicable:</b>	
<b>Impact on other Projects:</b>	
<b>Cost Analysis:</b> (Quotes, estimates, breakdown of potential cost and how you arrived here) Increase budget by \$85,000 for a total of \$275,000	
<b>Annual Impact on Operating Budget:</b> (Will we have an additional reoccurring operating cost?)	

**2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)**

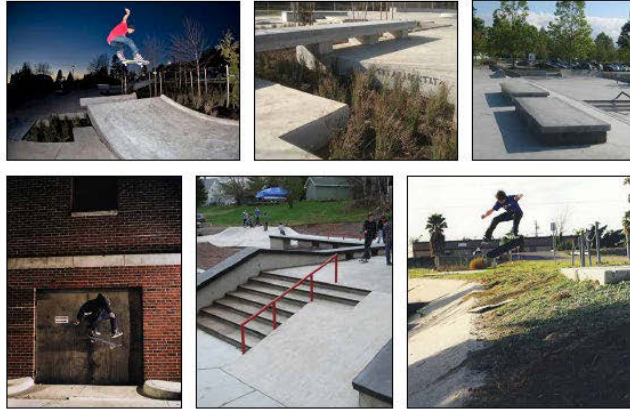
**STAIRS AND DROPS (WITH HUBBAS AND RAILS)**



**RAILS**



**GAPS**



**MANUAL PADS**



**2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)**

**HIP/PYRAMID**



**2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)**

**LEDGES AND BENCHES**



**CUSTOM SKATEABLE ART FEATURES**



**2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)**

**QUARTERPIPES**



**BANKS**



**SLAPPIES**



**FUNBOX FEATURES**



## 2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)

<b>Department:</b> Public Works	<b>Contact Person:</b> Ted Johnson
<b>Request Title:</b> Street Light and Traffic Signal Maintenance	
<b>General Description:</b>	
<b>Justification and Intent:</b> The City has added significantly to its lighting infrastructure over the last few years, including Oakview Business Park, Drexel Town Square, and IKEA Way; and new traffic signals at 6 <sup>th</sup> /Drexel, 6 <sup>th</sup> /Delco, 10 <sup>th</sup> /Dexel and 20 <sup>th</sup> /Drexel. Signs of deferred maintenance are spreading with several downed light poles just barrelled off.	
<b>Description of Alternatives:</b>	
<b>Description of Disposal, if Applicable:</b>	
<b>Impact on other Projects:</b>	
<b>Cost Analysis:</b> (Quotes, estimates, breakdown of potential cost and how you arrived here) \$80,000	
<b>Annual Impact on Operating Budget:</b> (Will we have an additional reoccurring operating cost?) The maintenance fund should be funded \$80,000 annually to keep up with repairs.	

## 2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)

<b>Department:</b> Public Works	<b>Contact Person:</b> Ted Johnson
<b>Request Title:</b> Small Truck Leasing Program	
<b>General Description:</b> Enter year two into a multi-year lease program designed to replace aging fleet for trucks up to 3/4 ton capacity.	
<b>Justification and Intent:</b> City currently has 32 general purpose trucks of one ton capacity or less used for tasks ranging from hauling a lawn mower to going on an inspection for Engineering. Our current fleet ranges in age from 2013 to 1992 with an average age of 2002. At our current rate of replacement it would take approximately 32 years to cycle all these vehicles. We would like to begin leasing about 6 of these vehicles per year over the next five years to update the City fleet.	
<b>Description of Alternatives:</b> We could purchase 6 to 7 vehicles per year.	
<b>Description of Disposal, if Applicable:</b> The vehicles replaced would be used as trade as part of the leasing agreement and sold by the leasing agent.	
<b>Impact on other Projects:</b>	
<b>Cost Analysis:</b> (Quotes, estimates, breakdown of potential cost and how you arrived here)	
<b>Annual Impact on Operating Budget:</b> (Will we have an additional reoccurring operating cost?) \$120,000 per year for 5 years, after 5 years price would reduce because we would be trading in newer vehicles.	



## 2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)

<b>Department:</b> Public Works	<b>Contact Person:</b> Jeff Wendt / Ted Johnson
<b>Request Title:</b> Play structure replacements at Manor Marquette Park	
<b>General Description:</b> Manor Marquette play structures was installed in 1995 and will be 25 years old in 2020. It's comprised of a 2-12 year old structure and a separate swing bay with 4 swings.	
<b>Justification and Intent:</b> The structures at Manor Marquette Park needs many parts replaced to bring it up to current safety compliant standards due to wear and tear, and it's age. Intent is to install a new modern 2 - 5 year old structure to fit in the current 5- 12 year old structure's existing space, and a new 5-12 year old play structure to be constructed in an open area near the existing shelter called a crab trap.	
<b>Description of Alternatives:</b> <p>Alternatives to replacing the entire structures and adding an additional one would be to replace worn and out of modern safety compliant standards on the existing components. This option would leave many posts and pieces( some plastic) remaining with chipped and faded paint/colors and no large modern structure.</p> <p>Alternative to the engineered wood fiber as the safety surfacing would be to install the poured in place rubber surfacing. This requies little on going maintenance and eliminates the high cost of replenishing the wood fiber on a yearly or biennial basis at a cost of aproximately \$1,500, and remains safety compliant because it does not get displaced from kids activities under the equipment where it is most needed for impacts.</p>	
<b>Description of Disposal, if Applicable:</b> Old structure would be removed and disposed of by contractor.	
<b>Impact on other Projects:</b>	
<b>Cost Analysis:</b> (Quotes, estimates, breakdown of potential cost and how you arrived here) Price for new installed play structures including removal and disposal of old equipment is \$123,360. Price for replacement parts on existing 25 year old structures is \$25,285. Additional cost for the poured in place saftey surfacing instead of the wood fiber is \$68,450. Qoutes provided by Gerber Liesure products and Landscape Structures, their original equipment.	
<b>Annual Impact on Operating Budget:</b> (Will we have an additional reoccurring operating cost?) If engineered wood fiber is the chosen safety surfacing, recurring costs would be approximately \$1,500 yearly or biennially depending on settling factors and amount of use.	

**2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)**



**Manor Marquette Park**  
Oak Creek, WI February 20, 2019 Option 1

landscope structures

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**2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)**



**Manor Marquette Park**  
Oak Creek, WI February 20, 2019 Option 1

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**2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)**



**Manor Marquette Park**  
Oak Creek, WI February 20, 2019 Option 1

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**2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)**



**2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)**



## 2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)

<b>Department:</b> Public Works	<b>Contact Person:</b> Ted Johnson
<b>Request Title:</b> Salt Brine System	
<b>General Description:</b> Purchase and install brine maker, delivery system to load truck tanks, two new 5000 gallon tanks, and tanks for trucks to be used for pretreating the roads.	
<b>Justification and Intent:</b> <p>Salt brine is an effective liquid solution for fighting snow and ice on roadways. It is made from readily available materials, granular salt and tap water, and works to lower the freezing point of snow and ice. It can be used as a pre-treatment, anti-icing tool, as well as a reactive de-icing technique. While granular salt alone lowers the freezing temperature of ice, it has to be wet for the chemical reaction to take place and melting to start. Putting dry salt down means you have to wait for premelting to begin - salt brine jumpstarts this process. Best of all, salt brine provides a cost-effective and time-saving solution to keep roads clear and drivers safe.</p> <p>Public works departments choose salt brine for winter maintenance due to its effectiveness, low production costs, and savings on granular material. Most users reduce their annual rock salt usage by 30%!</p> <p><b>BENEFITS</b></p> <p><b>Save Time.</b> Liquid anti-icing and deicers save your time during pre-storm preparation and post storm cleanup. With the prevention of hard bonding to the roadway surface and a jumpstart to cutting through snow and ice pack, post storm clean up time is drastically reduced.</p> <p><b>Save Money.</b> Liquids save money by reducing the annual amount of granular product needed. Liquids also reduce waste, limiting scatter when the product is being applied. Anti-icing can also save roadway maintenance operations by providing excellent frost prevention, and reducing the amount of call outs for frosted bridges or critical areas.</p> <p><b>Increase Service.</b> The use of liquid anti-icing and de-icing solutions can help clear snow and ice in a more effective and efficient manner, cutting two or three days off post storm clean up. This efficiency keeps the motoring public on the move with safer roads and provides a reduced cost of operations</p>	
<b>Description of Alternatives:</b> Continue snow and ice removal as we are at the present time.	
<b>Description of Disposal, if Applicable:</b> N/A	
<b>Impact on other Projects:</b>	
<b>Cost Analysis:</b> (Quotes, estimates, breakdown of potential cost and how you arrived here) \$160,000 Being Payed out of storm water fund.	
<b>Annual Impact on Operating Budget:</b> (Will we have an additional reoccurring operating cost?) We anticipate reducing our rock salt use by 30%, using last year's budget that would translate to an annual savings of \$95,000 per year. Below is a system similar to what we would like to install.	

**2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)**





## 2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)

<b>Department:</b> Public Works	<b>Contact Person:</b> Ted Johnson
<b>Request Title:</b> Replace 1999 5 Ton Dump Truck	
<b>General Description:</b> Current model 5 yard dump truck with stainless steel dump box, Swenson SA6 salt spreader, chloride tank, and front & wing plows.	
<b>Justification and Intent:</b> This truck will replace #40. Frame is cracked due to age and corrosion.	
<b>Description of Alternatives:</b>	
<b>Description of Disposal, if Applicable:</b> Old equipment will be sold at municipal auction.	
<b>Impact on other Projects:</b>	
<b>Cost Analysis:</b> (Quotes, estimates, breakdown of potential cost and how you arrived here) \$170,000 for purchase, leasing terms would need to be negotiated.	
<b>Annual Impact on Operating Budget:</b> (Will we have an additional reoccurring operating cost?)	

**2020 Budget - 5-Year Plan for Inspection/Engineering/Storm Water**

**Depts.: 70-Inspection, 81-Engineering & Fund 38-Storm Water**

Project	Description	Other/Potential Funding	2020	2021	2022	2023	2024	Five-Year Total
<b>BRIDGES</b>								
Various	Bridge Inspections/Maintenance Fund	#18016	75,000	75,000	75,000	75,000	75,000	375,000
7600 S. 6th St. Bridge	Bridge Replacement	Potential Bond			400,000			400,000
	<b>Subtotal</b>		<b>\$75,000</b>	<b>\$75,000</b>	<b>\$475,000</b>	<b>\$75,000</b>	<b>\$75,000</b>	<b>\$775,000</b>
<b>STORM WATER</b>								
Future Projects	Stream restoration projects (Cumulative Fund)	Fund 38	40,000	70,000	70,000	40,000	40,000	260,000
Emerald Preserve Park	MMSD G.I. maintenance obligation	Fund 38	10,000	10,000	8,000			28,000
N7 Floodplain modeling updates	Modeling updates to incorporate extensive watershed development	Fund 38	30,000					30,000
Nicholson Rd. Culvert Replacement	Proj. # 14017 - Increase the fund due to high bids in 2019	Fund 38	30,000					30,000
Bridge Replacement (7800 S. 6th St.)	Bridge replacement (Cumulative Fund)	Fund 38	45,000	50,000	50,000	50,000	50,000	245,000
CEP - Storm water vehicles & equipment	Replacement fund	Fund 38		75,000	75,000	75,000	75,000	300,000
CEP - Brining Equipment	CEP Request (by DPW)	Fund 38	120,000					120,000
	<b>Subtotal</b>		<b>\$275,000</b>	<b>\$205,000</b>	<b>\$203,000</b>	<b>\$165,000</b>	<b>\$165,000</b>	<b>\$1,013,000</b>
<b>CONCRETE</b>								
Replacement	Sidewalk repairs and concrete road patching	#13023				50,000	50,000	100,000
Sharon Drive Sidewalk	Connection of two dead-end sidewalks	#13023		65,000				65,000
	<b>Subtotal</b>		<b>\$0</b>	<b>\$65,000</b>	<b>\$0</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$165,000</b>
<b>TRAFFIC &amp; SAFETY</b>								
Safe Routes to School Project(s)	Prioritized in the 2018 SRTS Report & SAP initiative		50,000	50,000	50,000	50,000	50,000	250,000
Traffic Calming	TBD			50,000	50,000	50,000	50,000	200,000
	<b>Subtotal</b>		<b>\$50,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$450,000</b>
<b>ROAD IMPROVEMENTS</b>								
2013 Road Bond Payment	Weatherly('14)/Bridges/Howell sidewalks('14)/Drexel('14)/6th('15)	WE Energies	328,375	346,328	338,203	334,563		1,347,469
Unspecified Streets - Citywide	PASER-Rated street rehabilitations (2021 construction)	WE Energies	671,625	653,672	661,797	665,437	1,000,000	3,652,531
Pennsylvania Ave. - Drexel to Rawson (50% w/So. Milw.)	Expansion (begin design 2023)	Potential Bond				225,000	3,000,000	3,225,000
Drexel - 13th to Howell (2018 ADT = 29,500)	Rehabilitation (Design 2020) STP Grant application in 2019			265,300	1,850,000			2,115,300
Puetz Rd. - Liberty to I-94 (2018 ADT = 14,650)	Reconstruction/Expansion (Design 2022)	Potential Bond			135,000		3,400,000	3,535,000
Puetz Rd. - I-94 to 27th (2018 ADT = 9,700)	Rehabilitation/Subgrade Stabilization/Ditching (Design 2020)	Potential Bond		1,100,000				1,100,000
Traffic signals & related road improvements at Puetz/Liberty	Design in '21, construction in '22					80,000	625,000	705,000
Oakwood - Howell to Opus	Heavy truck traffic (Design in 2021)	Potential Bond		100,000	1,500,000			1,600,000
Street Lighting - Howell-Oakwood	Truck traffic from FedEx and Oakview Business Park			305,000				305,000
Drexel - Pennsylvania to Howell (2018 ADT = 14,650)	Base patch/diamond grind/ markings (potential TWLTL)	Grant & Bond			100,000	1,500,000		1,600,000
13th/Drexel Intersection	Expansion related to development of NW corner	TID 12	200,000	2,300,000				2,500,000
	<b>Subtotal</b>		<b>\$1,200,000</b>	<b>\$5,070,300</b>	<b>\$4,585,000</b>	<b>\$2,805,000</b>	<b>\$8,025,000</b>	<b>\$21,685,300</b>
<b>EQUIPMENT</b>								
Blue Beam Plan Review Software				5,000				5,000
Data Collector for the GPS				9,000				9,000
	<b>Subtotal</b>		<b>\$0</b>	<b>\$14,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$14,000</b>
<b>LAKEFRONT REDEVELOPMENT</b>								
North Lake Vista Permanent Bluff Stabilization	Bluff Stabilization Design, Permitting, Construction (Grants are	TIF		TBD	TBD			0
North Lake Vista Upland Capping with Wispark	RAP Possible addn'l testing/construction oversight/Construction City owned	TIF		TBD	TBD			0
South Lake Vista Site Utilities	Sanitary Sewer and Water Main for Redevelopment	TIF		TBD	TBD			0
	<b>Subtotal</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTALS</b>			<b>\$1,600,000</b>	<b>\$5,529,300</b>	<b>\$5,363,000</b>	<b>\$3,195,000</b>	<b>\$8,415,000</b>	<b>\$24,102,300</b>

## 2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)

<b>Department:</b> Engineering	<b>Contact Person:</b> Mike Simmons
<b>Request Title:</b> Nicholson Road Culvert Replacement	
<b>General Description:</b> Request for additional funding to ensure adequate funding for the culvert replacement to take place in 2020.	
<b>Justification and Intent:</b> <p>This large culvert replacement project (CIP #14017) was advertised for bids in spring of 2019. The lone bid received was higher than the estimate and beyond the budget (actual \$225K vs. budgeted \$195K). The Council opted to reject the bid and accept staff's recommendation to rebid the project in late 2019/early 2020 with the thought that there would be a more favorable bidding climate (i.e. more bidders and lower bid prices) at that time. The culvert is being relied upon to last through another winter, and there is confidence that there will not be an issue with this. However, the project should proceed as soon as possible, as the culvert will only continue to deteriorate. With that in mind, the project should proceed in 2020, even if we have little to no success getting better bids than we did in 2019.</p>	
<b>Description of Alternatives:</b> There is not a viable alternative. The culvert will not last forever, and eventually it will become too unsafe to allow vehicular traffic to pass on Nicholson Road over this culvert.	
<b>Description of Disposal, if Applicable:</b> N/A	
<b>Impact on other Projects:</b> None	
<b>Cost Analysis:</b> (Quotes, estimates, breakdown of potential cost and how you arrived here) The request is for \$30,000 in 2020 to increase the fund and proceed with the culvert replacement project even if bids do not come down in price. It is suggested that the funding come from Storm Water (Fund 38).	
<b>Annual Impact on Operating Budget:</b> (Will we have an additional reoccurring operating cost?) None	

## 2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)

<b>Department:</b> Engineering	<b>Contact Person:</b> Mike Simmons
<b>Request Title:</b> N7 Floodplain Remodeling	
<b>General Description:</b> N7 Floodplain Remodeling	
<b>Justification and Intent:</b> <p>Storm Water staff utilizes a consultant to update the floodplains as needed when significant development alters the land conditions. The N7 floodplain encompasses the area near 27th/Drexel and extends southeasterly into the City. Development in this region over the past 15 years or so has been exceptional; including the NML campus in Franklin, Forest Ridge Elementary, IKEA, Creekside Crossing (currently active), as well as the road improvements of the Drexel Interchange, Drexel Avenue, 27<sup>th</sup> Street, and IKEA Way. Each of these projects provided its own storm water management. Thus, it is expected that the floodplain remodeling will show a reduced floodplain elevation and a corresponding increased usable land area.</p>	
<b>Description of Alternatives:</b> <p>The alternative is to not fund this request, and the floodway elevation does not get updated. This would be inconsistent with the past practice of keeping up to date on our floodplain mapping and could hinder land development.</p>	
<b>Description of Disposal, if Applicable:</b> N/A	
<b>Impact on other Projects:</b> <p>The revised floodplains should have a positive impact on many properties within the N7 floodplain region.</p>	
<b>Cost Analysis:</b> (Quotes, estimates, breakdown of potential cost and how you arrived here) <p>The request is for \$30,000 in 2020 to fund the engineering effort involved in the floodplain remodeling. The Storm Water fund (Fund 38) should be the funding source.</p>	
<b>Annual Impact on Operating Budget:</b> (Will we have an additional reoccurring operating cost?) None	

## 2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)

<b>Department:</b> Engineering	<b>Contact Person:</b> Mike Simmons
<b>Request Title:</b> Stream Restoration Fund	
<b>General Description:</b> Establishment of a new stream restoration fund for the Oak Creek.	
<b>Justification and Intent:</b> <p>The Crayfish Creek, Oak Creek and the Northbranch of Oak Creek have been identified by WDNR as impaired waterways due to phosphorus and chlorides resulting in acute and chronic aquatic toxicity and degraded biological community. SEWRPC is currently developing a restoration plan for the Oak Creek which will serve as the basis for developing Total Maximum Daily Loading (TMDL) requirements that will be administered through the City's NR 216 permit. It is recommended that a fund be established to finance recommended projects, and that it get yearly contributions to build a fund balance adequate for future stream restoration project(s). Storm Water staff has already identified a section of the O8 Tributary (100 block of E. Centennial Drive) and Oak Creek near Abendschein Park as likely candidates for the first stream restoration projects.</p>	
<b>Description of Alternatives:</b> <p>The alternative is to not fund this request, but then the fund does not grow to an adequate level, or budgeted all at once (borrowed for) after the TMDL requirements come online and are enforceable.</p>	
<b>Description of Disposal, if Applicable:</b> N/A	
<b>Impact on other Projects:</b> <p>This will likely affect the ability to fund other proposed Storm Water projects.</p>	
<b>Cost Analysis:</b> (Quotes, estimates, breakdown of potential cost and how you arrived here) <p>The request is for \$40,000 in 2020 as seed money for this cumulative stream bed restoration project. If Council is in agreement to the merits of this project and proposed funding method, there will be annual requests to bolster this fund for eventual construction of some strategic stream restoration projects.</p>	
<b>Annual Impact on Operating Budget:</b> (Will we have an additional reoccurring operating cost?) None	

## 2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)

<b>Department:</b> Fund 38 - Storm Water	<b>Contact Person:</b> Mike Simmons
<b>Request Title:</b> Bridge Replacement at 7800 S. 6 <sup>th</sup> Street	
<b>General Description:</b> Request to make an annual contribution to the existing reserve fund for the eventual replacement of the bridge at 7800 S. 6 <sup>th</sup> Street	
<b>Justification and Intent:</b> <p>The bridge has declined in sufficiency rating such that it warrants planning for a major rehabilitation or full replacement. Because the bridge is actually down into the floodway, the recommendation is that it be replaced. Being that it could be reconstructed such that it would be up and out of the floodway allows that it could be funded, at least in part, through the Storm Water program (Fund 38).</p> <p>There is currently \$35,000 in the reserve fund, CIP #19029.</p>	
<b>Description of Alternatives:</b> To not maintain a fund that can be contributed to over the next few years would mean having to come up with a larger sum all at once, as this bridge will eventually have to be replaced.	
<b>Description of Disposal, if Applicable:</b> N/A	
<b>Impact on other Projects:</b> None	
<b>Cost Analysis:</b> (Quotes, estimates, breakdown of potential cost and how you arrived here) Based on the cost of two recent (2017) bridge replacement projects (Marquette, Nicholson), it is anticipated that the City's share of the construction costs would be about \$400,000, assuming that the city also obtains some grant (LRIB) money from the State. The request for 2020 is \$45,000 to bring the reserve fund balance up to \$80,000. There will be more requests for this bridge project over the next four years.	
<b>Annual Impact on Operating Budget:</b> (Will we have an additional reoccurring operating cost?) None, other than there will be recurring requests to bolster this bridge replacement fund every year for the next five years, with Fund 38 as the source.	

## 2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)

<b>Department:</b> Engineering	<b>Contact Person:</b> Mike Simmons
<b>Request Title:</b> Safe Routes to School (SRTS) Fund	
<b>General Description:</b> Contribute an additional \$50,000 to the existing fund (CIP # 19028) for another SRTS project in 2020 or 2021.	
<b>Justification and Intent:</b> <p>The SRTS study identified many improvement projects that would promote and improve the way elementary and middle school students can safely walk or bike ride to school. The fund was started last budget cycle (2019) under CIP #19028 when an initial \$50,000 was budgeted. Most of the \$50,000 has been expended on 2019 projects. This requested contribution would bolster the fund and allow the City to take on new yet-to-be-determined project(s) in 2020 or 2021. Engineering will also be exploring SRTS grant funding opportunities, such that the co-mingling of City funds and grant funds could enable the City to get more or bigger projects completed.</p>	
<b>Description of Alternatives:</b> <p>The current fund balance in #19028 is just a few thousand dollars. Not adding to the fund would hinder getting more SRTS projects completed.</p>	
<b>Description of Disposal, if Applicable:</b> N/A	
<b>Impact on other Projects:</b> None	
<b>Cost Analysis:</b> (Quotes, estimates, breakdown of potential cost and how you arrived here) The 2020 budget CIP request is for \$50,000 to add to the existing (#19028) fund.	
<b>Annual Impact on Operating Budget:</b> (Will we have an additional reoccurring operating cost?) Because most of the STRS projects include sidewalk or multi-use pathway, there will be a requirement that they be cleared of snow and ice.	

## 2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)

<b>Department:</b> Engineering	<b>Contact Person:</b> Mike Simmons
<b>Request Title:</b> Bridge Maintenance Fund	
<b>General Description:</b> Annual contributions to the fund to be used for regular bridge inspections and maintenance procedures	
<b>Justification and Intent:</b> The city must have inspections conducted on its 19 bridges on a biennial basis. The cost of the inspections, conducted by a certified bridge consultant, has been about \$4,500. The inspections document bridge conditions and identify necessary maintenance to prolong useful life, maintain performance and to keep them safe for travel.	
<b>Description of Alternatives:</b> The alternative is to not fund this request, but then the fund does not grow to an adequate level and maintenance may have to be deferred, or budgeted all at once after the maintenance backlog builds up.	
<b>Description of Disposal, if Applicable:</b> N/A	
<b>Impact on other Projects:</b> CIP #18016 has a balance of about \$15,600; and CIP #19016 has \$75,000. These cumulatively (\$90,600) could serve as growing maintenance fund with additional annual contributions.	
<b>Cost Analysis:</b> (Quotes, estimates, breakdown of potential cost and how you arrived here) The request is for an additional \$75,000 to be added to the existing fund balances so that adequate reserve is available to cover cost of the inspections, immediate warranted maintenance work, and to build a fund for a larger maintenance project in the future.	
<b>Annual Impact on Operating Budget:</b> (Will we have an additional reoccurring operating cost?) No direct impact, other than some identified maintenance needs might be able to be completed by OC DPW personnel.	



## 2020 CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM (CIP/CEP)

<b>Department:</b> Engineering	<b>Contact Person:</b> Mike Simmons
<b>Request Title:</b> 2020-21 Road Improvements	
<b>General Description:</b> Engineering would compile a bid set of plans, based on Council's road rehabilitation selections, to be advertised for low bidder construction in 2021.	
<b>Justification and Intent:</b> This project is primarily for the rehabilitation of streets that can no longer be adequately maintained through normal maintenance practices such as crack filling and patching. This typically includes subbase rehabilitation and asphalt resurfacing of deteriorated city streets along with related repair to affected utility structures. Funds are to be set aside every year for the two-year design/construction cycle. Funds reserved in the 2020 and 2021 budgets would be combined for a road improvements construction project in 2021.	
<b>Description of Alternatives:</b> Deferred maintenance would be more costly. Staff has recommended addressing some streets with less costly maintenance treatments when they are still condition rated higher to slow their deterioration, thus extending their useful lives and maintaining them at a higher rating for a longer period. (SAP initiative - CIP Funding Alternatives report from June 2018)	
<b>Description of Disposal, if Applicable:</b> N/A	
<b>Impact on other Projects:</b> Rehabilitation of failing pavements slows the increasing volume of lower rated city streets and the backlog on patching and crack filling operations.	
<b>Cost Analysis:</b> (Quotes, estimates, breakdown of potential cost and how you arrived here) As has been the practice for several years, it is again recommended that \$1,000,000 be budgeted in 2020. There is a portion of this that will make the annual payment due on the original (2013) \$3 million construction bond. It is anticipated that another \$1,000,000 will be budgeted in 2021, to be combined with this year's amount for a larger road improvement project to be completed in the 2021 construction season.	
<b>Annual Impact on Operating Budget:</b> (Will we have an additional reoccurring operating cost?) Rehabilitated streets under this project will have lower maintenance needs for at least the next 10-12 years.	

## Buildings & Facilities Maintenance Long Term Planning

		Year Installed	End of Life	Recomm. Replacement Year	Replacement Cost	
Fire Station 3	Water Heater	2000	2015	2020	\$5,000	
Police Department	Parking Lot	2003	2018	2018	\$75,000	
Police Department	Water Heaters	2003	2018	2020	\$6,000	
Police Department	Carpeting	2003	2018		\$25,000	
Fire Station 1	Over Head Doors Repairs (5)	2015	2018	2019	\$35,000	
					<b>TOTAL 2018</b>	<b>\$146,000</b>
Fire Station 2	Parking Lot		2019			
Fire Station 2	Temperature Contol System	1995	2019		\$75,000	
Fire Station 2	Boiler	1965	2019		\$35,000	
Fire Station 2	Roof Top	1995	2019		\$40,000	
Fire Station 2	Doors & windows	1965	2019		\$400,000	
Fire Station 2	Overhead Garage Door	1965	2019		\$15,000	
Fire Station 2	Water Main Replacement	1965	2019		\$20,000	
					<b>FIRE STATION #2 2019</b>	<b>\$585,000</b>
Fire Station 3	Boilers	2000	2019	2019	\$30,000	
Fire Station 3	Carpeting	2000	2019		\$25,000	
DPW	Painting	2009	2019		\$30,000	
					<b>ALL OTHER 2019</b>	<b>\$85,000</b>
Police Department	Temperature Contol System	2003	2020	2020	\$200,000	
Police Department	VFD (6)	2003	2020	2020	\$100,000	
Fire Station 3	Apparatus Bay Roof	2000	2020	2020	\$110,000	
Fire Station 3	Garage Door Repair			2020	\$240,000	
Fire Station 3	Parking Lot	2000	2020			
Fire Station 3	Temperature Contol System	2000	2020	2019	\$120,000	
DPW	Temperature Contol System	2009	2020	2020	\$84,608	
DPW	Carpeting	2009	2020		\$15,000	
					<b>TOTAL 2020</b>	<b>\$869,608</b>

## Buildings & Facilities Maintenance Long Term Planning

		Year Installed	End of Life	Recomm. Replacement Year	Replacement Cost
Police Department	Chiller ( AC Unit)	2003	2023	2022	\$150,000
Fire Station 3	Painting	2014	2024	2024	\$32,000
DPW	Water Heater	2009	2024	2024	\$10,000
Police Department	Boilers (3)	2003	2028	2027	\$125,000
Police Department	Roof	2003	2028	2028	\$400,000
DPW	Roof Top	2009	2029		\$20,000
DPW	Boiler	2009	2029		\$25,000
Fire Station 1	Water Heaters	2015	2030	2030	\$20,000
Fire Station 1	Apparatus Bay Horizontal Furance	2015	2030		
DPW	Roof	2009	2034		\$800,000
Fire Station 1	Parking Lot	2015	2035		
Fire Station 1	Ac Unit	2015	2035		
Fire Station 1	Boiler	2015	2035		
Fire Station 2	Roof	2011	2036	2035	
Fire Station 1	Roof	2015	2040	2039	
Fire Station 1	ER Unit	2015	2040		
Police Department	Led Lighting upgrades	2003		2020	
Fire Station 1	Led Lighting Upgrades				
Fire Station 3	Led Lighting Upgrade	2000			
DPW	Parking Lot				
<b>GRAND TOTAL</b>					<b>\$3,267,608</b>

## **FUND: CAPITAL PROJECTS – GENERAL CITY PURPOSES – FUND 40**

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### **FUND DESCRIPTION:**

Capital Projects funds are used to account for the purchase or construction of major capital facilities or equipment.

Each year the capital improvement program is approved by the Council as part of the budget and specific projects are created. Those projects may take several years to complete. Since capital purchasing can take a long time each year's group of projects is tracked separately.

All capital spending other than TIF borrowing projects are tracked through this fund. Following this page is the list of specific projects approved by the Common Council for 2018.

### **FUND OBJECTIVES:**

- 🌍 To maintain a high level of funding of infrastructure replacement and repair;
- 🌍 To complete the work funded and approved by the Council in a timely fashion;
- 🌍 To continue to implement the record keeping system to facilitate compliance with the GASB 34 requirements.

### **SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2020:**

- 🌍 Funding for capital projects has been greatly diminished since 2006. In 2009, the tax levy contribution to capital had fallen to just \$250,000. In 2010, the levy contribution to capital was eliminated. The only new funding for capital in 2020 will come from WE mitigation funds and Utility Aid.

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 40 Capital Improvement		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
<b>ESTIMATED REVENUES</b>									
Dept 00									
<b>TOTAL REVENUE</b>									
40-00-30-02720	DEVELOPER CONTRIBUTION	69,256	0	0	0	0	0	0	0.00%
40-00-30-03715	GRANTS	176,203	55,289	14,588	119,095	10,000	20,000	10,000	0.00%
<b>TOTAL REVENUE</b>		<b>245,459</b>	<b>55,289</b>	<b>14,588</b>	<b>119,095</b>	<b>10,000</b>	<b>20,000</b>	<b>10,000</b>	<b>0.00%</b>
<b>COMMERCIAL REVENUE</b>									
40-00-37-36000	INTEREST ON INVESTMENTS	(1,812)	0	1,170	13,368	12,000	22,000	15,000	25.00%
40-00-37-36405-17024	INS RECOVERY-STREET LIGHTS	0	41,933	33,351	24,723	20,000	30,000	25,000	25.00%
40-00-37-36800	MISC. REVENUE	0	708,373	1,263,609	432,853	24,500	5,000	20,000	-18.37%
40-00-37-36805	SALE OF EQUIPMENT	0	0	35,323	37,503	10,000	10,000	10,000	0.00%
<b>COMMERCIAL REVENUE</b>		<b>(1,812)</b>	<b>750,306</b>	<b>1,333,453</b>	<b>508,447</b>	<b>66,500</b>	<b>67,000</b>	<b>70,000</b>	<b>5.26%</b>
<b>MISC REVENUE</b>									
40-00-37-36406	PD MISC REVENUE	0	0	37,471	13,840	0	0	0	0.00%
<b>MISC REVENUE</b>		<b>0</b>	<b>0</b>	<b>37,471</b>	<b>13,840</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>INTERFUND TRANSFER</b>									
40-00-39-99999	INTERFUND TRANSFER IN	7,161,069	4,172,627	8,077,417	6,554,735	2,447,595	2,447,595	2,110,573	-13.77%
<b>INTERFUND TRANSFER</b>		<b>7,161,069</b>	<b>4,172,627</b>	<b>8,077,417</b>	<b>6,554,735</b>	<b>2,447,595</b>	<b>2,447,595</b>	<b>2,110,573</b>	<b>-13.77%</b>
<b>Totals for dept 00 -</b>		<b>7,404,716</b>	<b>4,978,222</b>	<b>9,462,929</b>	<b>7,196,117</b>	<b>2,524,095</b>	<b>2,534,595</b>	<b>2,190,573</b>	<b>-13.21%</b>

Dept 08 - 2008 PROJECTS

**TOTAL REVENUE**

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 40 Capital Improvement		2015	2016	2017	2018	2019	2019	2020	2020
		ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	PROJECTED	ORIGINAL	%
GL NUMBER	DESCRIPTION					BUDGET	ACTIVITY	BUDGET	CHANGE
40-08-30-01930	INTEREST-STREET GARAGE	500	1,321	1,567	1,944	2,000	2,000	2,000	0.00%
40-08-30-04930	INTEREST USPS	1,083	2,810	3,483	772	1,000	1,000	1,000	0.00%
TOTAL REVENUE		1,583	4,131	5,050	2,716	3,000	3,000	3,000	0.00%
Totals for dept 08 - 2008 PROJECTS		1,583	4,131	5,050	2,716	3,000	3,000	3,000	0.00%

Dept 12

UNK_REV									
40-12-30-04510	EQUIPMENT REPLACEMENT FUNC	(3,924)	(25,504)	(23,542)	(23,542)	0	(24,000)	0	0.00%
UNK_REV		(3,924)	(25,504)	(23,542)	(23,542)	0	(24,000)	0	0.00%
Totals for dept 12 -		(3,924)	(25,504)	(23,542)	(23,542)	0	(24,000)	0	0.00%

Dept 13

TOTAL REVENUE									
40-13-30-02915	GRANT REVENUE	0	0	0	188,390	0	0	0	0.00%
TOTAL REVENUE		0	0	0	188,390	0	0	0	0.00%

UNK\_REV

40-13-31-02915	WDOA Coastal Zone #1-Bluff	0	48,014	0	0	0	0	0	0.00%
40-13-32-02915	WDOA Coastal Zone #2-Trail	0	67,000	115,372	0	0	0	0	0.00%
40-13-33-02915	WDNR Ready for Reuse #1-City	0	0	592,628	0	0	0	0	0.00%
40-13-36-02915	WDNR Urban Non-Point #2	0	150,000	0	142,799	0	0	0	0.00%
40-13-37-04015	MMSD BMPs Grant revenue	250,000	0	0	0	0	0	0	0.00%
40-13-38-02915	Lake Michigan Grant	47,750	0	0	0	0	0	0	0.00%
UNK_REV		297,750	265,014	708,000	142,799	0	0	0	0.00%

**BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET**

Fund 40 Capital Improvement		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
Totals for dept 13 -		297,750	265,014	708,000	331,189	0	0	0	0.00%
Dept 16 - 2016 CAPITAL PROJECTS									
TOTAL REVENUE									
40-16-30-02715	SAFE ROUTES TO SCHOOL	0	327	18,952	9,844	0	0	0	0.00%
TOTAL REVENUE		0	327	18,952	9,844	0	0	0	0.00%
Totals for dept 16 - 2016 CAPITAL PROJECTS		0	327	18,952	9,844	0	0	0	0.00%
TOTAL ESTIMATED REVENUES		7,700,125	5,222,190	10,171,389	7,516,324	2,527,095	2,513,595	2,193,573	-13.20%
APPROPRIATIONS									
Dept 06 - 2006 PROJECTS									
TOTAL EXPENSES									
40-06-40-00770	FIBER OPTIC	424,673	8,836	20,093	0	0	0	0	0.00%
TOTAL EXPENSES		424,673	8,836	20,093	0	0	0	0	0.00%
Totals for dept 06 - 2006 PROJECTS		424,673	8,836	20,093	0	0	0	0	0.00%
Dept 07 - 2007 PROJECTS									
TOTAL EXPENSES									
40-07-40-03170	OAK CREEK MANOR PARK	0	0	0	16,694	0	0	0	0.00%
TOTAL EXPENSES		0	0	0	16,694	0	0	0	0.00%
Totals for dept 07 - 2007 PROJECTS		0	0	0	16,694	0	0	0	0.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 40 Capital Improvement		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
<b>Dept 08 - 2008 PROJECTS</b>									
<b>TOTAL EXPENSES</b>									
40-08-40-01955	ENG & ADMINISTRATION-STR GAR	0	15,886	0	0	0	0	0	0.00%
40-08-40-01970	OTHER-STREET GARAGE	0	60,163	26,772	16,817	20,000	5,000	0	-100.00%
40-08-40-01975	TRANSFERS OUT-STREET GARAGE	63,649	0	0	0	0	0	0	0.00%
40-08-40-04970	USPS contract payments	94,824	52,398	0	0	0	0	0	0.00%
<b>TOTAL EXPENSES</b>		<b>158,473</b>	<b>128,447</b>	<b>26,772</b>	<b>16,817</b>	<b>20,000</b>	<b>5,000</b>	<b>0</b>	<b>-100.00%</b>
<b>Totals for dept 08 - 2008 PROJECTS</b>		<b>158,473</b>	<b>128,447</b>	<b>26,772</b>	<b>16,817</b>	<b>20,000</b>	<b>5,000</b>	<b>0</b>	<b>-100.00%</b>
<b>Dept 09</b>									
<b>TOTAL EXPENSES</b>									
40-09-40-02470	PUETZ RD	0	32	0	0	0	0	0	0.00%
<b>TOTAL EXPENSES</b>		<b>0</b>	<b>32</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Totals for dept 09 -</b>		<b>0</b>	<b>32</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Dept 10</b>									
<b>TOTAL EXPENSES</b>									
40-10-40-03170	PENNSYLVANIA AVE	0	0	0	0	0	9,761	0	0.00%
<b>TOTAL EXPENSES</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>9,761</b>	<b>0</b>	<b>0.00%</b>
<b>Totals for dept 10 -</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>9,761</b>	<b>0</b>	<b>0.00%</b>
<b>Dept 11</b>									
<b>TOTAL EXPENSES</b>									
40-11-40-01170	BOD ARMOR REPLACEMENT	7,419	0	0	0	0	0	0	0.00%



BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 40 Capital Improvement		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
TOTAL EXPENSES		7,419	0	0	0	0	0	0	0.00%
Totals for dept 11 -		7,419	0	0	0	0	0	0	0.00%
Dept 12									
TOTAL EXPENSES									
40-12-40-01070	EVP Traffic Phase 2/4	8,703	0	0	0	0	0	0	0.00%
40-12-40-01655	BRIDGE REPAIR/MAINT	0	0	874,973	32,353	0	0	0	0.00%
40-12-40-01670	BRIDGE REPAIR OTHER COSTS	1,400	0	392	0	0	0	0	0.00%
40-12-40-02070-17024	STREET LIGHT	72,821	47,777	23,568	0	0	0	0	0.00%
40-12-40-02270	UNSPEC STORM	7,875	61,292	5,700	0	0	0	0	0.00%
40-12-40-02350	PROJECT 15023- PHASE 2	13,325	0	0	0	0	0	0	0.00%
40-12-40-02355	ENGINEERING: REMODEL FLOOD I	6,508	3,693	0	0	0	0	0	0.00%
40-12-40-02650	CONTRACT PAYMENTS	0	69,610	0	0	0	0	0	0.00%
40-12-40-02655	ENGINEER & ADMIN	974,166	38,081	0	146	0	0	0	0.00%
40-12-40-02670	OTHER	9,850	27,779	853,828	0	0	0	0	0.00%
40-12-40-02750	CONTRACT PAYMENTS-13TH AND	129	0	0	0	0	0	0	0.00%
40-12-40-04050	CITY HALL/LIBRARY CONTRUCTIOI	10,425	0	0	0	0	0	0	0.00%
40-12-40-04055	CITY HALL/LIBRARY ADMINISTRAT	4,355	0	0	0	0	0	0	0.00%
40-12-40-04070	CITY HALL/LIBRARY	66	0	0	0	0	0	0	0.00%
40-12-40-04570	VEHICLE & EQUIP MAINT	12,809	19,851	0	0	0	0	0	0.00%
TOTAL EXPENSES		1,122,432	268,083	1,758,461	32,499	0	0	0	0.00%
Totals for dept 12 -		1,122,432	268,083	1,758,461	32,499	0	0	0	0.00%

Dept 13									
TOTAL EXPENSES									

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 40 Capital Improvement		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
40-13-40-00670	PHONE SWITCHES	0	4,502	0	0	0	0	0	0.00%
40-13-40-00970	OTHER	5,166	0	0	0	0	0	0	0.00%
40-13-40-01170	BOD ARMOR REPLACEMENT	3,431	12,873	0	0	0	0	0	0.00%
40-13-40-01570	EMERGENCY OPERATIONS CENTE	0	28,126	151,547	94,165	0	0	0	0.00%
40-13-40-02250	CONTRACT PAYMENTS - BRIDGE	0	5,458	378,917	4,241	0	0	0	0.00%
40-13-40-02255	BRIDGE REPLACEMENT	72,341	3,471	0	0	0	0	0	0.00%
40-13-40-02270	OTHER-BRIDGE REPLACEMENT	0	1,761	0	0	0	0	0	0.00%
40-13-40-02350	SIDE WALK REPLACEMENT	174,966	54,865	1,500	(615)	0	0	0	0.00%
40-13-40-02370	OTHER-SIDEWALK REPAIR, ROADV	0	293	0	0	0	0	0	0.00%
40-13-40-02450	PASER-STREET REHAB	0	14,110	0	0	0	0	0	0.00%
40-13-40-02955	LAKE VISTA ADMIN/ENG	342	0	0	0	0	0	0	0.00%
40-13-40-02970	LAKEVIEW PARK PHASE II	34,004	51,379	27,838	0	0	0	0	0.00%
40-13-40-04050	DREXEL TOWN SQ GRANT NON RE	(32,608)	0	0	0	0	0	0	0.00%
40-13-40-04055	CITY HALL/LIBRARY ENG & ADMIN	11,247,269	462,289	0	(25,000)	0	0	0	0.00%
40-13-40-04060	MISC CITY HALL LIBRARY	2,681,291	160,363	19,011	0	0	0	0	0.00%
40-13-40-04065	FURNISHINGS	1,448,160	109,127	14,286	3,878	0	0	0	0.00%
40-13-40-04070	CHLIB FIRE STATION PORTION	2,287,550	(362)	0	0	0	0	0	0.00%
40-13-40-04075	MISC FIRE	10,850	0	0	0	0	0	0	0.00%
TOTAL EXPENSES		17,932,762	908,255	593,099	76,669	0	0	0	0.00%
UNK_EXP									
40-13-41-04050	WEDC BROWNFIELDS GRANT	861	0	0	0	0	0	0	0.00%
40-13-42-04050	WEDC SITE ASSESSMENT	129	0	0	0	0	0	0	0.00%
UNK_EXP		990	0	0	0	0	0	0	0.00%
Totals for dept 13 -		17,933,752	908,255	593,099	76,669	0	0	0	0.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 40 Capital Improvement		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
Dept 14									
TOTAL EXPENSES									
40-14-40-00170	OTHER	13,925	0	0	0	0	0	0	0.00%
40-14-40-00270	OTHER	8,000	0	0	0	0	0	0	0.00%
40-14-40-00370	OTHER	6,265	0	0	0	0	0	0	0.00%
40-14-40-00970	OTHER	0	0	0	10,211	0	0	0	0.00%
40-14-40-01170	BOD ARMOR REPLACEMENT	(344)	1,300	373	288	0	0	0	0.00%
40-14-40-01370	ALERTING SYSFOR FIRE ST	143,925	34,875	13,300	0	0	0	0	0.00%
40-14-40-01470	URBAND FOREST TREE PLNT/REM	24,138	13,088	0	0	0	0	0	0.00%
40-14-40-01570	911 PHONE SYSTEM (10F4)	8,591	1,825	0	0	0	0	0	0.00%
40-14-40-01670	FINANCE/INSP SOFTWARE 10F3	367,898	(654)	0	0	0	0	0	0.00%
40-14-40-01750	REPL FALL CULVERT-NICHOLSON F	40	0	0	0	0	0	0	0.00%
40-14-40-01755	ENGINEERING & ADMINISTRATIOI	0	0	0	3,062	0	3,000	0	0.00%
40-14-40-01770	OTHER EXPENSES	0	0	0	0	0	2,000	0	0.00%
40-14-40-01950	PASER STRT REHAB (UNSPEC)	1,296,705	92,595	0	(36,454)	0	0	0	0.00%
40-14-40-01955	ENGINEERING & ADMINISTRATIOI	1,660	0	0	0	0	0	0	0.00%
40-14-40-01970	PASER STRT REHAB (UNSPEC)	192	0	0	0	0	0	0	0.00%
40-14-40-02250	SUBDIVISION RD REPAIR/RESURF	914	(26,735)	0	0	0	0	0	0.00%
40-14-40-02270	SUBDIVISION RD REPAIR/RESURF	0	(132,953)	0	0	0	0	0	0.00%
40-14-40-02450	LAKEFRONT PRKWAY & PATHWAY	2,608,315	12,809	0	0	0	0	0	0.00%
40-14-40-02455	LAKEFRONT PARKWAY/PATHWAY	75,033	27,700	0	0	0	0	0	0.00%
40-14-40-02470	LAKEFRONT PARKWAY & PATHW/	2,437	10,634	0	0	0	0	0	0.00%
40-14-40-02655	TRAF SIG AT REXEL/10TH STDY	0	5,254	7,995	0	0	0	0	0.00%
40-14-40-02670	OTHER PROJECT 14026	0	123	0	0	0	0	0	0.00%
40-14-40-02955	6TH STREET ENG & ADMN	4,125	0	0	0	0	0	0	0.00%
40-14-40-03070	SPECIAL ROAD MAINT.	17,953	0	0	0	0	0	0	0.00%
40-14-40-03350	W OAKWOOD RD DRAINAGE PRO.	5,000	0	0	0	0	0	0	0.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 40 Capital Improvement		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
40-14-40-03370	W. OAKWOOD RD DRAINAGE PRC	143,114	0	0	0	0	0	0	0.00%
40-14-40-03450	WEATHERLY DR BOX CULVERTS	931,047	34,336	0	0	0	0	0	0.00%
40-14-40-03550	CONTRACT LAKE VISTA NORTH	481,927	236,760	2,500	0	0	0	0	0.00%
40-14-40-03555	North Bluff Stabl Eng & Adm	169,480	137,595	837	13,115	0	0	0	0.00%
40-14-40-03650	CONTRACT PAYMENTS-COMM PA	0	433,450	3,932,928	120,993	0	10,000	0	0.00%
40-14-40-03655	Comm Park & Playgrnd Eng & Adr	288,840	205,405	125,800	26,195	0	0	0	0.00%
40-14-40-03670	PARK & PLAYGROUND CONSTRUC	0	5,644	3,550	170,317	0	0	0	0.00%
40-14-40-03750	TERRACE & ACCESS TOLAKE-CONT	0	52,267	1,371,922	413,057	0	250	0	0.00%
40-14-40-03755	Terrace & Access Lake Eng & Adm	134,525	50,671	16,956	850	0	0	0	0.00%
40-14-40-03770	TERRACE ACCESS CONSTRUCTION	0	515	0	931	0	1,000	0	0.00%
<b>TOTAL EXPENSES</b>		<b>6,733,705</b>	<b>1,196,504</b>	<b>5,476,161</b>	<b>722,565</b>	<b>0</b>	<b>16,250</b>	<b>0</b>	<b>0.00%</b>

TID #8		2015	2016	2017	2018	2019	2019	2020	2020
40-14-40-03570	NORTH BLUFF CONSTRUCTION	166,786	16,660	0	0	0	0	0	0.00%
<b>TID #8</b>		<b>166,786</b>	<b>16,660</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>

Totals for dept 14 - 6,900,491 1,213,164 5,476,161 722,565 0 16,250 0 0.00%

Dept 15		2015	2016	2017	2018	2019	2019	2020	2020
<b>TOTAL EXPENSES</b>									
40-15-40-00155	ENGINEERING & ADMINISTRATIOI	0	3,760	0	0	0	0	0	0.00%
40-15-40-00170	OTHER	75,149	38,966	0	0	0	0	0	0.00%
40-15-40-00250	CONTRACT: DEMO OF CITY HALL/I	509,569	234,822	0	0	0	0	0	0.00%
40-15-40-00270	OTHER	17,269	3,376	0	0	0	0	0	0.00%
40-15-40-00370	OTHER	57,999	0	0	0	0	0	0	0.00%
40-15-40-00470	OTHER	214,641	12,887	0	0	0	0	0	0.00%
40-15-40-00655	ENGINEER&ADMIN: CITY COMM 1	9,665	0	0	0	0	0	0	0.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 40 Capital Improvement		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
40-15-40-00670	CITY COMMUNICATION TOWER	13,061	360,593	6,475	0	0	0	0	0.00%
40-15-40-00770	REPLACE BATTALION CAR	50,000	0	0	0	0	0	0	0.00%
40-15-40-00870	FIRE GEAR	1,471	2,543	2,109	0	0	0	0	0.00%
40-15-40-01070	AERIAL LIFT TRUCK	16,069	91,891	0	0	0	0	0	0.00%
40-15-40-01150	CONTRACT PAYMENT-WILLOW HE	33,008	31,371	0	0	0	0	0	0.00%
40-15-40-01155	WILLOW HEIGHTS ENG ADMIN	197	0	0	0	0	0	0	0.00%
40-15-40-01170	BOD ARMOR REPLACEMENT	3,260	0	0	0	0	0	0	0.00%
40-15-40-01250	CONTRACT: MILLER PARK PATHW	33,008	29,832	0	0	0	0	0	0.00%
40-15-40-01270	MILLER PARK PATH REPAV	120	6,945	0	0	0	0	0	0.00%
40-15-40-01350	CONTRACT PAYMENTS-MEADOW	33,008	29,832	0	0	0	0	0	0.00%
40-15-40-01370	MEADOWVIEW PATH REPAVE	775	0	0	0	0	0	0	0.00%
40-15-40-01450	MANOR MARQUETTE- CONTRACT	33,008	29,832	0	0	0	0	0	0.00%
40-15-40-01470	MANOR MARQU COURT RESURFA	8,885	0	0	0	0	0	0	0.00%
40-15-40-01550	CONTRACT PAYMENTS-PAVING- A	0	367,186	8,410	0	0	0	0	0.00%
40-15-40-01555	ABENDSCHEIN ENG ADMIN	9,251	30,006	542	0	0	0	0	0.00%
40-15-40-01570	ABENDSCHEIN PATH BRIDGE	10,374	14,821	0	0	0	0	0	0.00%
40-15-40-01670	5 TON REPLACEMENT BOX	50,000	0	0	0	0	0	0	0.00%
40-15-40-01770	5 YARD DUMP WITH PLOWS	10,737	139,035	0	0	0	0	0	0.00%
40-15-40-01870	ROOF REPLACE BLDG 4 SALT SHEC	30,595	0	0	0	0	0	0	0.00%
40-15-40-01970	WORK ORDER & ASSET MGNT	0	17,775	0	0	0	0	0	0.00%
40-15-40-02070	AED REPLACEMENTS	17,925	0	2,193	0	0	0	0	0.00%
40-15-40-02170	LIVESCAN FINGERPRINT SYS	0	17,990	1,005	0	0	0	0	0.00%
40-15-40-02250	CONTRACT PAYMENTS-FOREST HI	0	0	411	0	0	0	0	0.00%
40-15-40-02255	FOREST HILL ENG ADMIN	2,953	4,912	600	0	0	0	0	0.00%
40-15-40-02270	OTHER-FOREST HILL STORM SEWE	0	39,938	24,220	46,262	0	0	0	0.00%
40-15-40-02340	PROJECT 15023- PHASE 1	0	5,299	0	0	0	0	0	0.00%
40-15-40-02350	PROJECT 15023- PHASE 2	256,280	1,716,046	(391,459)	(262,780)	0	0	0	0.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 40 Capital Improvement		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
40-15-40-02351	PROJECT 15023 - PHASE 2 W/S	0	363	(363)	0	0	0	0	0.00%
40-15-40-02355	DREXEL 20TH ENG ADMIN	189,598	98,824	(70,972)	0	0	0	0	0.00%
40-15-40-02370	DREXEL & 20TH STREET	12,894	0	0	0	0	0	0	0.00%
40-15-40-02470	ELECTION EQUIPMENT	6,050	3,643	3,643	6,275	0	0	0	0.00%
40-15-40-02555	PROJECT BADGER	5,295	(5,295)	0	0	0	0	0	0.00%
TOTAL EXPENSES		1,712,114	3,327,193	(413,186)	(210,243)	0	0	0	0.00%
Totals for dept 15 -		1,712,114	3,327,193	(413,186)	(210,243)	0	0	0	0.00%

Dept 16 - 2016 CAPITAL PROJECTS

TOTAL EXPENSES

40-16-40-00170	OTHER	0	15,522	0	0	0	0	0	0.00%
40-16-40-00270	OTHER	0	35,066	0	0	0	0	0	0.00%
40-16-40-00370	OTHER	0	34,428	37,042	0	0	0	0	0.00%
40-16-40-00470	OTHER	0	179,907	4,800	0	0	0	0	0.00%
40-16-40-00670	IDENTI-CARD HARDWARE/SOFTW	0	0	30,365	0	0	0	0	0.00%
40-16-40-00870	BRIDGE MAINTENANCE	0	12,642	13,988	0	0	0	0	0.00%
40-16-40-01070	PHASE 4 EVP PLAN	0	0	0	13,406	0	0	0	0.00%
40-16-40-01170	BOD ARMOR REPLACEMENT	0	15,510	1,397	0	0	0	0	0.00%
40-16-40-01270	PORTABLE RADIOS PD	0	51,505	0	0	0	0	0	0.00%
40-16-40-01370	MED UNIT	0	16,491	186,401	0	0	0	0	0.00%
40-16-40-01470	DISPATCH CONSOLES	110,640	265,535	0	0	0	0	0	0.00%
40-16-40-01970	FRONT END LOADER #66	0	2,100	0	0	0	0	0	0.00%
40-16-40-02070	BADGER EXCAVATOR #60	0	194,150	0	0	0	0	0	0.00%
40-16-40-02270	DUMP BOX & LIGHTS	0	10,000	0	0	0	0	0	0.00%
40-16-40-02370	DUMP BOX TAILGATE	0	1,800	0	0	0	0	0	0.00%
40-16-40-02570	OVERHEAD DOOR REPAIRS	0	14,783	0	0	0	0	0	0.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 40 Capital Improvement		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
40-16-40-02755	SAFE ROUTES TO SCHOOL ENG & I	0	18,330	40,406	2,250	0	0	0	0.00%
40-16-40-02770	SAFE ROUTE TO SCHOOLS MISC	0	35	0	0	0	0	0	0.00%
40-16-40-02870	REPLACE RIFLE OPTICS PD	0	4,505	1,207	0	0	2,000	0	0.00%
40-16-40-03070	MOWER DPW	0	9,618	0	0	0	0	0	0.00%
40-16-40-03170	JOHN DEER GATOR	0	7,391	0	0	0	0	0	0.00%
TOTAL EXPENSES		110,640	889,318	315,606	15,656	0	2,000	0	0.00%
Totals for dept 16 - 2016 CAPITAL PROJECTS		110,640	889,318	315,606	15,656	0	2,000	0	0.00%
Dept 17 - 2017 CIP PROJECTS									
TOTAL EXPENSES									
40-17-40-00170-17001	ZONING CODE UPDATE	0	0	0	19,291	(19,291)	60,000	0	-100.00%
40-17-40-00270-17002	FIRE ENGINE REPLACEMENT	0	0	573,932	(171)	(573,761)	0	0	-100.00%
40-17-40-00370-17003	PC/LAPTOP/SERVER/PRINTER/NEI	0	0	83,161	0	(83,161)	0	0	-100.00%
40-17-40-00570-17005	RADAR & LASER UNITS (1 OF 3 YEA	0	0	7,500	0	(7,500)	0	0	-100.00%
40-17-40-00770-17007	TIPPS - COMPUTER SOFTWARE (1	0	0	36,732	19,252	(55,984)	0	0	-100.00%
40-17-40-00850-17008	OAKLEAF TRAIL BENDER PARK TAF	0	0	0	320,000	(320,000)	0	0	-100.00%
40-17-40-00970-17009	FIRE GEAR REPLACEMENT (PHASE	0	0	0	392	(392)	83,877	0	-100.00%
40-17-40-01070-17010	UPDATE ABENDSCHEIN PARK MA	0	0	0	58,850	(58,850)	0	0	-100.00%
40-17-40-01170-17011	BOD ARMOR REPLACEMENT	0	0	1,954	0	(1,954)	0	0	-100.00%
40-17-40-01270-17012	BASKETBALL AND TENNIS COURT	0	0	43,467	0	(43,467)	0	0	-100.00%
40-17-40-01370-17013	REPLACE STREET SWEEPER #67 (1	0	0	240,046	0	(240,046)	0	0	-100.00%
40-17-40-01470-17014	DISPATCH CONSOLES	0	0	16	0	(16)	0	0	-100.00%
40-17-40-01570-17015	TRAFFIC JET STREET SIGN PRINTEF	0	0	46,673	0	(46,673)	0	0	-100.00%
40-17-40-01670-17016	UTILITY VECHICLE	0	0	15,016	0	(15,016)	0	0	-100.00%
40-17-40-01770-17017	STREET TREE REPLACEMENT	0	0	15,273	0	(15,273)	0	0	-100.00%
40-17-40-01870-17018	REPLACEMENT TIRE MOUNTING M	0	0	12,000	0	0	0	0	0.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 40 Capital Improvement		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
40-17-40-01950-17019	PASER ROAD PROGRAM CONTRAC	0	0	1,037,989	73,679	(1,111,668)	0	0	-100.00%
40-17-40-01955-17019	PASER ROAD PROGRAM ENG/ADM	0	0	9,770	1,689	(11,459)	0	0	-100.00%
40-17-40-01970-17019	PASER ROAD PROGRAM MISC	0	0	322	0	(322)	0	0	-100.00%
40-17-40-02050-17020	27TH ST(DREXEL-COLLEGE)LANDS	0	0	141	0	(141)	0	0	-100.00%
40-17-40-02055-17020	27TH ST(DREXEL-COLLEGE)LANDS	0	0	254	0	(254)	0	0	-100.00%
40-17-40-02070-17020	27TH ST(DREXEL TO COLLEGE)LAN	0	0	25,110	110	(25,220)	0	0	-100.00%
40-17-40-02150-17021	TRAFFIC SIGNALS DREXEL&10TH C	0	0	286,048	0	(286,048)	0	0	-100.00%
40-17-40-02170-17021	TRAFFIC SIGNALS DREXEL&10TH M	0	0	437	0	(437)	0	0	-100.00%
40-17-40-02470-17024	STREET LIGHT MAINTENANCE	0	0	1,492	68,342	0	40,000	0	0.00%
40-17-40-02570-17025	TACTICAL VEHICLE	0	0	1,000	36,471	0	0	0	0.00%
40-17-40-02670-17026	BUILDING MAINT. FUND	0	0	0	3,000	0	5,849	0	0.00%
40-17-40-02770-17027	STRATEGIC PLAN INITIATIVES	0	0	0	28,025	0	0	0	0.00%
40-17-40-02870-17028	ROAD MAINTENANCE	0	0	18,507	35,411	0	22,860	0	0.00%
<b>TOTAL EXPENSES</b>		<b>0</b>	<b>0</b>	<b>2,456,840</b>	<b>664,341</b>	<b>(2,916,933)</b>	<b>212,586</b>	<b>0</b>	<b>-100.00%</b>
Totals for dept 17 - 2017 CIP PROJECTS		0	0	2,456,840	664,341	(2,916,933)	212,586	0	-100.00%

Dept 18 - 2018 CIP PROJECTS

TOTAL EXPENSES		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
40-18-40-00270-18002	REPLACE AMBULANCE	0	0	0	247,530	0	500	0	0.00%
40-18-40-00370-18003	NETWORK AND COMPUTER EQUII	0	0	0	105,344	0	0	0	0.00%
40-18-40-00470-18004	ES&S ELECTION EQUIPMENT	0	0	0	3,643	0	0	0	0.00%
40-18-40-00570-18005	RADAR & LASER UNITS (2 OF 3 YE	0	0	0	7,500	0	0	0	0.00%
40-18-40-00670-18006	CITY WEB SITE	0	0	0	29,274	0	21,000	0	0.00%
40-18-40-00770-18007	TASER X26P UNITS	0	0	0	3,824	0	0	0	0.00%
40-18-40-00870-18008	AUCTION PROCEEDS	0	0	0	22,767	0	0	0	0.00%
40-18-40-00970-18009	FIRE GEAR REPLACEMENT (PHASE	0	0	0	0	0	30,000	0	0.00%



BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 40 Capital Improvement		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
40-18-40-01070-18010	WELDING SHOP CURTIN	0	0	0	17,400	0	0	0	0.00%
40-18-40-01170-18011	BOD ARMOR REPLACEMENT	0	0	0	6,097	0	0	0	0.00%
40-18-40-01270-18012	BACKSTOP & GRADING AT SHEPPA	0	0	0	10,543	0	15,000	0	0.00%
40-18-40-01370-18013	REPLACE 2002 STREET SWEEPER	0	0	0	249,221	0	0	0	0.00%
40-18-40-01470-18014	MILLER PARK BLD MAINTENACE	0	0	0	41,844	0	11,000	0	0.00%
40-18-40-01570-18015	MILLER PARK POND RESTORATIO	0	0	0	0	0	35,000	0	0.00%
40-18-40-01670-18016	BRIDGE MAINTENANCE	0	0	0	4,400	0	0	0	0.00%
40-18-40-01770-18017	ROTARY MOWER 10 1/2' CUT	0	0	0	64,969	0	0	0	0.00%
40-18-40-01870-18018	STREET TREE REPLACEMENT	0	0	0	25,614	0	0	0	0.00%
40-18-40-01970-18019	UNSPECIFIED STREETS (PASER)	0	0	0	26,526	0	0	0	0.00%
40-18-40-02070-18020	REPLACEMENT 4 WING PLOWS	0	0	0	12,000	0	0	0	0.00%
40-18-40-02170-18021	13TH STREET RECONSTRUCTION	0	0	0	27,961	0	0	0	0.00%
40-18-40-02370-18023	LIFT TRUCK PURCHASE (1 OF 3 YR	0	0	0	110,123	0	0	0	0.00%
40-18-40-02470-18024	REPLACE DUMP BOX ON PLOW TF	0	0	0	18,000	0	0	0	0.00%
40-18-40-02550-18025	DTS RESTROOMS	0	0	0	199,268	0	0	0	0.00%
40-18-40-02670	POLICE CONFISCATED FUNDS	0	0	0	11,140	0	0	0	0.00%
40-18-40-02850-18028	INTERSECTION IMPRV MILW/PENI	0	0	0	165,712	0	3,600	0	0.00%
40-18-40-02855-18028	INTERSECTION IMPRV MILW/PENI	0	0	0	1,773	0	0	0	0.00%
40-18-40-02870-18028	INTERSECTION IMPRV MILW/PENI	0	0	0	680	0	0	0	0.00%
40-18-40-03270-18032	TRAFFIC SIGNAL IMPV - RAWSON	0	0	0	27,543	0	0	0	0.00%
40-18-40-03555-18035	PPII REDUCTION PROJ OAKVIEW S	0	0	0	0	0	5,600	0	0.00%
TOTAL EXPENSES		0	0	0	1,440,696	0	121,700	0	0.00%
<b>TID #8</b>									
40-18-40-03570-18035	PPII REDUCTION PROJ OAKVIEW S	0	0	0	0	0	500	0	0.00%
TID #8		0	0	0	0	0	500	0	0.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 40 Capital Improvement		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
Totals for dept 18 - 2018 CIP PROJECTS		0	0	0	1,440,696	0	122,200	0	0.00%

Dept 19 - 2019 CIP PROJECTS

TOTAL EXPENSES									
40-19-40-00370-19003	COMPUTER & NETWORK EQUIPM	0	0	0	0	0	100,000	0	0.00%
40-19-40-00470-19004	LED ELECTRONIC MESSAGE CENTE	0	0	0	0	0	16,945	0	0.00%
40-19-40-00570-19005	RADAR & LASER UNITS (3 OF 3 YE/	0	0	0	0	0	2,012	0	0.00%
40-19-40-00770-19007	TASER X26P UNITS (2 OF 5 YEARS)	0	0	0	0	0	6,324	0	0.00%
40-19-40-00870-19008	ERU SNIPER RIFLES	0	0	0	0	0	20,680	0	0.00%
40-19-40-00970-19009	FIRE GEAR REPLACEMENT (PHASE	0	0	0	0	0	5,000	0	0.00%
40-19-40-01070-19010	BUILDING SECURITY CAMERAS	0	0	0	0	0	5,087	0	0.00%
40-19-40-01370-19013	INTERIOR PAINTING AND REPAIRS	0	0	0	0	0	7,655	0	0.00%
40-19-40-01470-19014	PROPERTY/EVIDENCE TEMPORAR	0	0	0	0	0	4,444	0	0.00%
40-19-40-01570-19015	MILLER PARK PAVLLION AIR CONC	0	0	0	0	0	5,000	0	0.00%
40-19-40-01870-19018	STREET TREE REPLACEMENT	0	0	0	0	0	26,736	0	0.00%
40-19-40-01950-19019	UNSPECIFIED STREETS (PASER) CC	0	0	0	0	0	346	0	0.00%
40-19-40-01970-19019	UNSPECIFIED STREETS (PASER)	0	0	0	0	0	545	0	0.00%
40-19-40-02270-19022	RUBBER SAFETY SURFACING AT LA	0	0	0	0	0	48,635	0	0.00%
40-19-40-02470-19024	SMALL TRUCK LEASING PROGRAM	0	0	0	0	0	4,875	0	0.00%
40-19-40-02570-19025	TORO 72 INCH CUT DIESEL MOWE	0	0	0	0	0	24,642	0	0.00%
40-19-40-02670-19026	UPGRADE SCHOOL SPEED ZONE LI	0	0	0	0	0	5,395	0	0.00%
40-19-40-02870-19028	SAFE ROUTES TO SCHOOL (SRTS) F	0	0	0	0	0	3,380	0	0.00%
40-19-40-03070-19030	OC WORK ON RECENTLY ACQUIRE	0	0	0	0	0	17,532	0	0.00%
40-19-40-03170-19031	SCH. DIST. PUETZ RD IMPOVEMEN	0	0	0	0	0	46,065	0	0.00%
TOTAL EXPENSES		0	0	0	0	0	351,298	0	0.00%

Totals for dept 19 - 2019 CIP PROJECTS ----- 0 0 0 0 0 0 351,298 0 100.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 40 Capital Improvement		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
<b>Dept 99 - 1999 CITY PROJECTS</b>									
<b>CAPITAL OUTLAY&amp; INTERFUND TRANSFER</b>									
40-99-49-99900	CIP-MISC PROJECTS PER CIP COMI	0	0	0	0	2,822,441	0	2,680,073	-5.04%
<b>CAPITAL OUTLAY&amp; INTERFUND TRANSFER</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,822,441</b>	<b>0</b>	<b>2,680,073</b>	<b>-5.04%</b>
<b>TRANSFER</b>									
40-99-49-99999	INTERFUND TRANSFER OUT	0	954,213	0	0	0	0	0	
<b>TRANSFER</b>		<b>0</b>	<b>954,213</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Totals for dept 99 - 1999 CITY PROJECTS</b>		<b>0</b>	<b>954,213</b>	<b>0</b>	<b>0</b>	<b>2,822,441</b>	<b>0</b>	<b>2,680,073</b>	<b>-5.04%</b>
<b>TOTAL APPROPRIATIONS</b>		<b>28,369,994</b>	<b>7,697,541</b>	<b>10,233,846</b>	<b>2,775,694</b>	<b>(74,492)</b>	<b>719,095</b>	<b>2,680,073</b>	<b>-3697.80%</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 40</b>		<b>(20,669,869)</b>	<b>(2,475,351)</b>	<b>(62,457)</b>	<b>4,740,630</b>	<b>2,601,587</b>	<b>1,794,500</b>	<b>(486,500)</b>	<b>-118.70%</b>
<b>BEGINNING FUND BALANCE</b>		<b>20,894,964</b>	<b>930,740</b>	<b>(1,569,354)</b>	<b>(1,631,810)</b>	<b>3,108,820</b>	<b>3,108,820</b>	<b>4,903,320</b>	
<b>ENDING FUND BALANCE</b>		<b>930,736</b>	<b>(1,569,360)</b>	<b>(1,631,811)</b>	<b>3,108,820</b>	<b>5,710,407</b>	<b>4,903,320</b>	<b>4,416,820</b>	

## **FUND: CAPITAL PROJECTS – DEVELOPER AGREEMENTS – FUND 41**

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### **FUND DESCRIPTION:**

The Capital Projects Fund for Developer Agreements is used to expend the funds for publicly installed improvements for the benefit of a private developer. For example, the installation of streets, water lines and sewers in a subdivision would be covered by a developer agreement in this fund. The City will incur costs on these projects only if over-sizing of the facilities is required that benefits the entire City.

The Developers are also charged for the City's engineering and inspection services in this fund and billed when appropriate.

### **FUND OBJECTIVES:**

- 🌐 There could be two new subdivision public improvement projects scheduled for coming forward in 2019 or 2020.
- 🌐 To bill the developers for all engineering, administration and inspection services at least twice a year.

### **SIGINIFICANT FUNDING OR PROGRAM CHANGES IN 2020:**

- 🌐 The city needs to reevaluate the hourly rates charged to developers for engineering services.

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 41 Developer Capital Improvements		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
<b>ESTIMATED REVENUES</b>									
<b>Dept 00 - 2000 DEVELOPER PROJECTS</b>									
<b>TOTAL REVENUE</b>									
41-00-30-05020	DEVELOPER CONTRIBUTION	0	0	0	0	10,000	0	43,000	330.00%
41-00-30-06020	RYAN BUSNS PARK DEV CONTR	0	0	5,000	10,289	0	500	20,000	100.00%
41-00-30-06320	ICAP DEVELOPMENT ESCROW	0	0	5,000	0	0	0	0	0.00%
41-00-30-06620	6TH & RAWSON - HSA ESCROW	0	0	5,000	0	0	0	0	0.00%
<b>TOTAL REVENUE</b>		<b>0</b>	<b>0</b>	<b>15,000</b>	<b>10,289</b>	<b>10,000</b>	<b>500</b>	<b>63,000</b>	<b>530.00%</b>
<b>Totals for dept 00 - REVENUES</b>		<b>0</b>	<b>0</b>	<b>15,000</b>	<b>10,289</b>	<b>10,000</b>	<b>500</b>	<b>63,000</b>	<b>530.00%</b>
<b>Dept 09</b>									
<b>TOTAL REVENUE</b>									
41-09-30-05520	CENTENNIAL PK-GRADING, PAVING	0	0	23,991	32	0	0	0	0.00%
<b>TOTAL REVENUE</b>		<b>0</b>	<b>0</b>	<b>23,991</b>	<b>32</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Totals for dept 09 -</b>		<b>0</b>	<b>0</b>	<b>23,991</b>	<b>32</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Dept 15</b>									
<b>TOTAL REVENUE</b>									
41-15-30-05020	DEV CONTRIB-OAKFIELD VILLAGE#2	5,000	23,151	0	0	0	0	0	0.00%
<b>TOTAL REVENUE</b>		<b>5,000</b>	<b>23,151</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Totals for dept 15 -</b>		<b>5,000</b>	<b>23,151</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Dept 16 - 2016 CAPITAL PROJECTS</b>									

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 41 Developer Capital Improvements		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
<b>TOTAL REVENUE</b>									
41-16-30-05120	DEV CONTR- DREXEL RIDGE - HSI	0	39,200	0	42,642	0	2,200	0	0.00%
41-16-30-05420	DEV CONTRIBUTION-CARROLVILLE	0	0	0	42,000	0	0	0	0.00%
<b>TOTAL REVENUE</b>		0	39,200	0	84,642	0	2,200	0	0.00%
Totals for dept 16 - 2016 CAPITAL PROJECTS		0	39,200	0	84,642	0	2,200	0	0.00%
<b>TOTAL ESTIMATED REVENUES</b>		5,000	62,351	38,991	94,963	10,000	2,700	63,000	530.00%

APPROPRIATIONS

Dept 06 - 2006 DEVELOPER PROJECTS

TOTAL EXPENSES									
41-06-40-05455	ENGINEERING & ADMINISTRATION	0	274	0	0	0	0	0	0.00%
<b>TOTAL EXPENSES</b>		0	274	0	0	0	0	0	0.00%
Totals for dept 06 - 2006 DEVELOPER PROJECTS		0	274	0	0	0	0	0	0.00%

Dept 09

TOTAL EXPENSES									
41-09-40-05455	CENTENNIAL APT ENG/DESIGN	1,173	0	0	0	0	0	0	0.00%
41-09-40-05470	CENTENNIAL PK-WATER&SEWER	7,498	168	0	32	0	0	0	0.00%
<b>TOTAL EXPENSES</b>		8,671	168	0	32	0	0	0	0.00%
<b>UNK_EXP</b>									
41-09-40-05055	ENGINEER/DESIGN	0	0	64	0	0	0	0	0.00%
<b>UNK_EXP</b>		0	0	64	0	0	0	0	0.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 41 Developer Capital Improvements		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
Totals for dept 09 -		8,671	168	64	32	0	0	0	0.00%

Dept 15

TOTAL EXPENSES									
41-15-40-05355	20TH ST. ELEM SCHOOL SEWER/WATER	0	1,352	0	0	0	0	0	0.00%
41-15-40-05370	20TH ST ELEM. SCHOOL SANITARY/ WATER	0	8,869	1,985	0	0	0	0	0.00%
TOTAL EXPENSES		0	10,221	1,985	0	0	0	0	0.00%

UNK\_EXP

41-15-40-05055	ENGINEERING & ADMINISTRATION	134	96	(96)	0	0	0	0	0.00%
41-15-40-05070	OAKFIELD VILL#2 SANITARY&WATER	12,027	0	0	0	0	0	0	0.00%
41-15-40-05120	OAKFIELDVIL#2 GRADE,PAVE,STORM	10,875	42,752	(42,504)	203	0	0	0	0.00%
41-15-40-05250	AZURA	2,355	0	0	0	0	0	0	0.00%
41-15-40-05456	SOUTHFIELD II WATER & SEWER	2,111	19,591	(21,701)	0	0	0	0	0.00%
UNK_EXP		27,502	62,439	(64,301)	203	0	0	0	0.00%
Totals for dept 15 -		27,502	72,660	(62,316)	203	0	0	0	0.00%

Dept 16 - 2016 CAPITAL PROJECTS

UNK_EXP									
41-16-40-05020	STORM SEWER- DREXEL RIDGE	0	0	4,614	0	0	0	0	0.00%
41-16-40-05155	ENGR & ADMIN-DREXEL RIDGE	0	0	22,324	2,180	0	0	0	0.00%
41-16-40-05170	DREXEL RIDGE WATER SEWER	0	14,516	0	537	0	600	0	0.00%
41-16-40-05255	ENGINEERING & ADMINISTRATION	0	32	(32)	32	0	0	0	0.00%
41-16-40-05260	WATER & SEWER	0	2,972	(2,972)	0	0	0	0	0.00%
41-16-41-05355	CARROLVILLE XING NO.1 :SANITARY & WATE	0	0	16	0	0	0	0	0.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 41 Developer Capital Improvements		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
41-16-41-05455	CARROLVILLE XING: GRADING,PAVING & STC	0	0	252	878	0	0	0	0.00%
UNK_EXP		0	17,520	24,202	3,627	0	600	0	0.00%
Totals for dept 16 - 2016 CAPITAL PROJECTS		0	17,520	24,202	3,627	0	600	0	0.00%

Dept 17 - 2017 CIP PROJECTS									
TOTAL EXPENSES									
41-17-40-05565	GLEN CROSSING SEWER & WATER	0	0	20,278	(16,098)	0	0	0	0.00%
41-17-40-05655	GLEN CROSSING PAVING/GRADING/STORM	0	0	1,942	(2,425)	0	65	0	0.00%
41-17-40-05765	STORAGE SHOP USA SEWER	0	0	0	0	0	(32)	0	0.00%
41-17-40-05865	MURPHY SANITARY SEWER	0	0	32	(64)	0	0	0	0.00%
41-17-40-06070	RYAN BUSN PARK EXP	0	0	0	15,896	0	0	0	0.00%
41-17-40-06155	FEDEX SEWER/WATER	0	0	4,488	(2,494)	0	(1,994)	0	0.00%
41-17-40-06265	FEDEX GRADING/PAVING/STORMSEWER	0	0	32	4,860	0	32	0	0.00%
41-17-40-06370	ICAP DEVELOPMENT EXPENSES	0	0	0	531	0	0	0	0.00%
41-17-40-06465	EAST BROOKE PRESERVE W/S	0	0	0	1,570	0	15,465	0	0.00%
41-17-40-06555	EAST BROOKE PRESERVE STORMPAVING/GR.	0	0	0	(2,940)	0	406	0	0.00%
41-17-40-06670	6TH & RAWSON EXPENSES	0	0	6,581	(6,201)	0	0	0	0.00%
TOTAL EXPENSES		0	0	33,353	(7,365)	0	13,942	0	0.00%
Totals for dept 17 - 2017 CIP PROJECTS		0	0	33,353	(7,365)	0	13,942	0	0.00%

Dept 18 - 2018 CIP PROJECTS									
TOTAL EXPENSES									
41-18-40-05365	RAWSON AVE BUS CENTER W/S	0	0	0	5,085	0	(431)	0	0.00%
41-18-40-05465	CREEKSIDE CROSSING SANITARY/PUBLIE WA	0	0	0	0	0	3,395	0	0.00%
41-18-40-05470	CREEKSIDE CROSSING - MISC	0	0	0	0	0	16	0	0.00%



BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 41 Developer Capital Improvements		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
41-18-40-05555	CREEKSIDE CROSSING GRADING/PAVING/STC	0	0	0	0	0	598	0	0.00%
41-18-40-05570	CREEKSIDE CROSSING - MISC	0	0	0	0	0	16	0	0.00%
41-18-40-05665	ORCHARD HILLS – SANITARY AND WATER	0	0	0	1,054	0	6,435	0	0.00%
41-18-40-05755	ORCHARD HILLS GRADING/PAVING/STORM S	0	0	0	(5,000)	0	0	0	0.00%
41-18-40-05865	PROJECT ARROW: W/S	0	0	0	32	0	17,281	0	0.00%
41-18-40-05870	MISC	0	0	0	0	0	16	0	0.00%
41-18-40-05955	PROJECT ARROW:GRADING/PAVING/STORM	0	0	0	32	0	(32)	0	0.00%
41-18-40-05970	MISC	0	0	0	0	0	16	0	0.00%
TOTAL EXPENSES		0	0	0	1,203	0	27,310	0	0.00%
UNK_EXP									
41-18-40-05170	OAKVIEW BUS PARK CSM	0	0	0	32	0	0	0	0.00%
41-18-40-05255	WALL CUL-DE-SAC EXPANSION GRADING/PA	0	0	0	32	0	(64)	0	0.00%
UNK_EXP		0	0	0	64	0	(64)	0	0.00%
Totals for dept 18 - 2018 CIP PROJECTS		0	0	0	1,267	0	27,246	0	0.00%
Dept 19 - 2019 CIP PROJECTS									
UNK_EXP									
41-19-40-05065	NUCOR WATER & SANITARY	0	0	0	0	0	32	0	0.00%
UNK_EXP		0	0	0	0	0	32	0	0.00%
Totals for dept 19 - 2019 CIP PROJECTS		0	0	0	0	0	32	0	0.00%
Dept 99 - 1999 DEVELOPER PROJECTS									
TOTAL EXPENSES									
41-99-40-06770	OTHER	0	0	0	0	10,000	0	10,000	0.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 41 Developer Capital Improvements		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
TOTAL EXPENSES		0	0	0	0	10,000	0	10,000	0.00%
Totals for dept 99 - 1999 DEVELOPER PROJECTS		0	0	0	0	10,000	0	10,000	0.00%
TOTAL APPROPRIATIONS		36,173	90,622	(4,697)	(2,236)	10,000	41,820	10,000	0.00%
NET OF REVENUES/APPROPRIATIONS - FUND 41		(31,173)	(28,271)	43,688	97,199	0	(39,120)	53,000	
BEGINNING FUND BALANCE		(216)	(31,388)	(59,658)	(15,969)	81,229	81,229	42,109	
ENDING FUND BALANCE		(31,389)	(59,659)	(15,970)	81,230	81,229	42,109	95,109	

## **FUND: TAX INCREMENT DISTRICT #7 – FUND 43**

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### **FUND DESCRIPTION:**

Tax Increment Financing (TIF) District No. 7 was created under the authority of Wisconsin Statute 66.46 primarily to assist expansion of the tax base by providing public improvements necessary to promote industrial development. The inducement is to install public utilities including sanitary sewer, water facilities and streets on unimproved property that will allow industrial development to take place. This new industry will increase the tax base and provide additional employment opportunities.

TIF District No. 7 is being formed as a mixed used tax increment district. It is comprised of approximately 938 acres that will be developed with offices, commercial/retail buildings, industrial, and residential facilities. The District is bounded roughly by Drexel Ave to the north, Interstate 94 to the east, 27<sup>th</sup> Street to the west and the City limits to the south.

In 2012, TIF #7 issued \$4,600,000 in debt and began making developer contributions to two new developers: Liberty Trust and Campione. The TID's assessed value dropped dramatically in 2011 due to the large amount of residential housing within the District. Staff is currently evaluating the TID to insure that it can make debt payments and developer payments back to Liberty Trust and Campione.

### **FUND OBJECTIVES:**

- 🌐 To properly account for all transactions related to the installation of public improvements within the District;
- 🌐 Ensure timely compliance of all state required reports and guidelines related to the financial operation of the district.

### **SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2020:**

- 🌐 In 2018 and 2019, TID 7 saw a significant increase in development resulting in a 47.27% or \$179,495 in increase tax revenue;
- 🌐 Monitoring increment and balancing increments with costs associated with the District.

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 43 TID #7		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
<b>ESTIMATED REVENUES</b>									
Dept 00									
TAXES									
43-00-31-30000	GENERAL PROPERTY TAX	65,148	170,058	210,238	358,030	<b>379,684</b>	402,735	<b>559,179</b>	47.27%
43-00-31-30050	PERSONAL PROPERTY TAX AID	0	0	0	0	<b>4,180</b>	4,180	<b>4,180</b>	0.00%
<b>TAXES</b>		<b>65,148</b>	<b>170,058</b>	<b>210,238</b>	<b>358,030</b>	<b>383,864</b>	406,915	<b>563,359</b>	46.76%
<b>STATE SHARED REVENUE</b>									
43-00-32-31550	COMPUTER AIDS	23,731	20,662	17,093	17,344	<b>17,518</b>	17,764	<b>18,119</b>	3.43%
<b>STATE SHARED REVENUE</b>		<b>23,731</b>	<b>20,662</b>	<b>17,093</b>	<b>17,344</b>	<b>17,518</b>	17,764	<b>18,119</b>	3.43%
<b>COMMERCIAL REVENUE</b>									
43-00-37-36000	Interest	75	6,949	2,137	6,975	<b>500</b>	3,000	<b>1,000</b>	100.00%
<b>COMMERCIAL REVENUE</b>		<b>75</b>	<b>6,949</b>	<b>2,137</b>	<b>6,975</b>	<b>500</b>	3,000	<b>1,000</b>	100.00%
Totals for dept 00 -		<b>88,954</b>	<b>197,669</b>	<b>229,468</b>	<b>382,349</b>	<b>401,882</b>	427,679	<b>582,478</b>	44.94%
<b>TOTAL ESTIMATED REVENUES</b>		<b>88,954</b>	<b>197,669</b>	<b>229,468</b>	<b>382,349</b>	<b>401,882</b>	427,679	<b>582,478</b>	44.94%

**APPROPRIATIONS**

Dept 06 - TIF #7 2006 CITY DEVELOPMENT

**TOTAL EXPENSES**

43-06-40-02855	ENGINEERING & ADMINISTRATION	13,258	15,000	25,000	10,000	<b>10,000</b>	10,000	<b>10,000</b>	0.00%
43-06-40-02870	OTHER-TIF #7 DEVELOPMENT	226	0	3,050	0	<b>0</b>	0	<b>0</b>	0.00%
<b>TOTAL EXPENSES</b>		<b>13,484</b>	<b>15,000</b>	<b>28,050</b>	<b>10,000</b>	<b>10,000</b>	10,000	<b>10,000</b>	0.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 43 TID #7		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
Totals for dept 06 - TIF #7 2006 CITY DEVELOPMENT		13,484	15,000	28,050	10,000	10,000	10,000	10,000	0.00%
Dept 07 - TIF #7 2007 DEVELOPERS									
TOTAL EXPENSES									
43-07-40-08170	OTHER-TIF #7 LIBERTY TRUST	135,661	253,895	241,293	258,622	258,622	333,621	333,621	29.00%
43-07-40-08570	OTHER-CAMPIONE-SOUTHBRANCH	105,620	108,577	105,465	99,563	99,563	98,167	98,167	-1.40%
TOTAL EXPENSES		241,281	362,472	346,758	358,185	358,185	431,788	431,788	20.55%
TID #8									
43-07-40-95500	ADMINISTRATIVE COSTS	0	0	0	4,111	0	0	0	0.00%
TID #8		0	0	0	4,111	0	0	0	0.00%
Totals for dept 07 - 2007 PROJECTS		241,281	362,472	346,758	362,296	358,185	431,788	431,788	20.55%
Dept 16 - 2016 CAPITAL PROJECTS									
TOTAL EXPENSES									
43-16-40-02950	DREXEL TIA	0	84,470	0	0	0	0	0	0.00%
TOTAL EXPENSES		0	84,470	0	0	0	0	0	0.00%
Totals for dept 16 - 2016 CAPITAL PROJECTS		0	84,470	0	0	0	0	0	0.00%
Dept 96									
DEBT SERVICE									
43-96-48-81500	FISCAL BANK CHARGES	4,218	150	2,266	1,783	2,500	2,500	2,500	0.00%
DEBT SERVICE		4,218	150	2,266	1,783	2,500	2,500	2,500	0.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 43 TID #7		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
TRANSFER									
43-96-49-99999 * *	INTERFUND TRANSFER OUT	0	780,000	0	200,000	100,000	75,000	100,000	0.00%
	TRANSFER	0	780,000	0	200,000	100,000	75,000	100,000	0.00%
Totals for dept 96 - DEBT SERVICE		4,218	780,150	2,266	201,783	102,500	77,500	102,500	0.00%
TOTAL APPROPRIATIONS		258,983	1,242,092	377,074	574,079	470,685	519,288	544,288	15.64%
NET OF REVENUES/APPROPRIATIONS - FUND 43		(170,029)	(1,044,423)	(147,606)	(191,730)	(68,803)	(91,609)	38,190	-155.51%
BEGINNING FUND BALANCE		1,646,376	1,476,347	431,926	284,320	92,590	92,590	981	
ENDING FUND BALANCE		1,476,347	431,924	284,320	92,590	23,787	981	39,171	
DEPARTMENT 96 DEBT SERVICE									
49-99999	INTERFUND TRANSFER OUT								
TRANSFER TO DEBT SERVICE FUND 20 TO PARTIALLY OFFSET DREXEL INTERCHANGE AND DREXEL AVE DEBT									

## **FUND: TAX INCREMENT DISTRICT #8 – FUND 45**

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### **FUND DESCRIPTION:**

Tax Increment Financing (TIF) District No. 8 was created under the authority of Wisconsin Statute 66.46 primarily to assist expansion of the tax base by providing public improvements necessary to promote industrial development. The inducement is to install public utilities including sanitary sewer, water facilities and streets on unimproved property that will allow industrial development to take place. This new industry will increase the tax base and provide additional employment opportunities.

TIF District No. 8 is being formed as a mixed used tax increment district. It is comprised of approximately 401 acres of which 170 acres are suitable for development. It is anticipated that much of the development in the District will be commercial, light industrial, and office buildings.

In general, the District is in the vicinity of South Howell Avenue and West Oakwood Road. In May of 2009, through an agreement with the Oak Creek-Franklin School District and WisPark, the City purchased approximately 255 acres of land at the southwest corner of Howell Avenue and Oakwood Road from the Milwaukee Metropolitan Sewerage District. Fifty acres was sold to the School District for a possible future school site, 169 acres was sold to WisPark, and approximately 36 acres was retained by the City as a conservation easement. The base value of the District is \$23,056,600.

In 2013, the District issued \$10,525,000 in debt for the infrastructure at Oak View Business Park. In 2015, the City refinanced those short term notes into another short term debt issuance due to the lag in construction. Oak View Business Park had a slower development start resulting from the downturn in the economy, but multiple lots have been sold and built on in 2017 and 2018 with more pending for 2019.

In 2018, the District converted the short term note for the infrastructure at Oak View Business Park into 2 long term issuances; \$5,140,000 Taxable Refunding Bonds and \$5,175,000 Tax Exempt Refunding bonds (expiring 2027).

### **FUND OBJECTIVES:**

- 🌱 To properly account for all transactions related to the installation of public improvements within the District;
- 🌱 Ensure timely compliance of all state required reports and guidelines related to the financial operation of the district.

### **SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2020:**

- 🌱 In 2018 and 2019 the district saw increased development resulting in an 80.67% or \$738,491 increase in tax revenue;
- 🌱 Monitoring increment and balancing increments with costs associated with the District.

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 45 TID #8		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
<b>ESTIMATED REVENUES</b>									
Dept 00									
<b>TAXES</b>									
45-00-31-30000	TAX INCREMENT REVENUE	164,289	247,376	578,814	627,954	915,395	968,087	1,653,886	80.67%
45-00-31-30050	PERSONAL PROPERTY TAX AID	0	0	0	0	7,331	7,331	7,331	0.00%
<b>TAXES</b>		<b>164,289</b>	<b>247,376</b>	<b>578,814</b>	<b>627,954</b>	<b>922,726</b>	<b>975,418</b>	<b>1,661,217</b>	<b>80.03%</b>
<b>STATE SHARED REVENUE</b>									
45-00-32-31550	EXEMPT COMPUTER AID	4,814	3,525	11,696	11,868	11,987	12,155	12,398	3.43%
<b>STATE SHARED REVENUE</b>		<b>4,814</b>	<b>3,525</b>	<b>11,696</b>	<b>11,868</b>	<b>11,987</b>	<b>12,155</b>	<b>12,398</b>	<b>3.43%</b>
<b>COMMERCIAL REVENUE</b>									
45-00-37-36000	INTEREST	1,762	0	0	0	1,000	500	1,000	0.00%
45-00-37-36015	GRANT REVENUE	800,000	0	0	0	0	0	0	0.00%
45-00-37-36800	MISC INCOME	0	107,102	5,000	0	0	0	0	0.00%
<b>COMMERCIAL REVENUE</b>		<b>801,762</b>	<b>107,102</b>	<b>5,000</b>	<b>0</b>	<b>1,000</b>	<b>500</b>	<b>1,000</b>	<b>0.00%</b>
<b>DEBT PROCEEDS</b>									
45-00-38-37000	DEBT PROCEEDS	10,500,000	0	16,625	10,315,000	0	0	0	0.00%
45-00-38-37300	PREMIUM ON DEBT ISSUED	25,000	0	0	384,095	0	0	0	0.00%
<b>DEBT PROCEEDS</b>		<b>10,525,000</b>	<b>0</b>	<b>16,625</b>	<b>10,699,095</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>INTERFUND TRANSFER</b>									
45-00-39-39999	INTERFUND TRANSFER IN	0	180,611	0	0	0	0	0	0.00%
<b>INTERFUND TRANSFER</b>		<b>0</b>	<b>180,611</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>



BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 45 TID #8		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
Totals for dept 00 - REVENUES		11,495,865	538,614	612,135	11,338,917	935,713	988,073	1,674,615	78.97%
<b>TOTAL ESTIMATED REVENUES</b>		<b>11,495,865</b>	<b>538,614</b>	<b>612,135</b>	<b>11,338,917</b>	<b>935,713</b>	<b>988,073</b>	<b>1,674,615</b>	<b>78.97%</b>

APPROPRIATIONS

Dept 07 - CIP TID #8		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
45-07-40-03570	TID #8-OTHER COSTS	2,071,847	503,193	0	34	0	0	0	0.00%
45-07-40-95500	ADMINISTRATIVE COSTS	55,042	10,540	369	2,413	0	0	0	0.00%
TID #8		2,126,889	513,733	369	2,447	0	0	0	0.00%
Totals for dept 07 - CIP		2,126,889	513,733	369	2,447	0	0	0	0.00%

Dept 13 - WATER AND SEWER UTILITY

UNK_EXP		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
45-13-40-05172	NON-REIMBURSABLE ITEMS	46,209	35,067	0	0	0	0	0	0.00%
45-13-40-94000	STELLA & CHEWY'S DEV PYMT	0	114,338	235,516	227,292	227,292	224,107	224,107	-1.40%
UNK_EXP		46,209	149,405	235,516	227,292	227,292	224,107	224,107	-1.40%

TOTAL EXPENSES

45-13-40-05355	Oak View Bus Park Sewer/Water	14,822	13,059	0	0	0	0	0	0.00%
45-13-40-05370	SANITARY/ WATER	1,088	0	0	0	0	0	0	0.00%
45-13-40-05455	OAK VIEW BUS PARK ROADS/STORM	64,184	0	0	23,204	0	0	0	0.00%
45-13-40-05470	Oakview Grade/Pave/Storm	8,422	66	0	0	0	0	0	0.00%
45-13-40-95530	DEVELOPER INCENTIVE	650,000	0	0	0	100,000	0	100,000	0.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 45 TID #8		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
TOTAL EXPENSES		738,516	13,125	0	23,204	100,000	0	100,000	0.00%
Totals for dept 13 -		784,725	162,530	235,516	250,496	327,292	224,107	324,107	-0.97%
Dept 40 - GENERAL GOVERNMENT									
OTHER SERVICES									
45-40-45-56000 * *	TAX ASSESSMENT REFUNDS	0	0	0	0	0	41,539	0	0.00%
	OTHER SERVICES	0	0	0	0	0	41,539	0	0.00%
Totals for dept 40 - GENERAL GOVERNMENT		0	0	0	0	0	41,539	0	0.00%
Dept 96 - DEBT SERVICE									
DEBT SERVICE									
45-96-48-80000	PRINCIPAL PAMENTS	10,525,000	0	0	10,500,000	250,000	250,000	700,000	180.00%
45-96-48-80500	INTEREST PAYMENTS	171,031	205,771	223,125	223,125	386,014	386,014	340,600	-11.76%
45-96-48-81500	FISCAL BANK CHARGES	3,630	3,000	2,266	196,989	2,500	2,500	2,500	0.00%
DEBT SERVICE		10,699,661	208,771	225,391	10,920,114	638,514	638,514	1,043,100	63.36%
Totals for dept 96 -		10,699,661	208,771	225,391	10,920,114	638,514	638,514	1,043,100	63.36%
TOTAL APPROPRIATIONS		13,611,275	885,034	461,276	11,173,057	965,806	904,160	1,367,207	41.56%
NET OF REVENUES/APPROPRIATIONS - FUND 45		(2,115,410)	(346,420)	150,859	165,860	(30,093)	83,913	307,408	-1121.53%
BEGINNING FUND BALANCE		1,068,417	(1,046,994)	(1,393,414)	(1,242,554)	(1,076,694)	(1,076,694)	(992,781)	
ENDING FUND BALANCE		(1,046,993)	(1,393,414)	(1,242,555)	(1,076,694)	(1,106,787)	(992,781)	(685,373)	

DEPARTMENT 40 GENERAL GOVERNMENT

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 45 TID #8		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
45-56000	TAX ASSESSMENT REFUNDS								
	YASKAWA AMERICA 2016 & 2017 TAX REFUNDS PER BOR								

## **FUND: TAX INCREMENT DISTRICT #10 – FUND 52**

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### **FUND DESCRIPTION:**

The Capital Projects Fund for the Tax Increment District was created under the provisions of Wisconsin Statute Section 66.46. The purpose of that section is to allow the City to recover development and improvement costs in a designated area from the property taxes generated on the increased value of the property after the creation date of the district. The tax on the increased value is called a tax increment.

The Capital Projects Fund for TIF #10 will be used to aid in the conversion of the former Midwest Express Corporate Center into the home office for Bucyrus International’s mining operations. In 2016, Bucyrus sold this location to existing Oak Creek business, Masterlock. The City entered into a developer agreement with Masterlock in 2017 for the remainder of developer incentive from the Bucyrus developer agreement.

### **FUND OBJECTIVES:**

- 🌐 To properly account for all capital improvements and within the district;
- 🌐 Ensure timely compliance of all state required reports and guidelines related to the financial operation of the district.

### **SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2020:**

- 🌐 Monitoring increment and balancing increments with costs associated with the District.

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 52 TID #10		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
<b>ESTIMATED REVENUES</b>									
Dept 00									
TAXES									
52-00-31-30000	TAX INCREMENT REVENUE	425,781	384,860	338,259	325,845	<b>344,340</b>	365,259	<b>369,363</b>	7.27%
52-00-31-30050	PERSONAL PROPERTY TAX AID	0	0	0	0	<b>3,804</b>	3,804	<b>3,804</b>	0.00%
TAXES		425,781	384,860	338,259	325,845	<b>348,144</b>	369,063	<b>373,167</b>	7.19%
<b>STATE SHARED REVENUE</b>									
52-00-32-31550	COMPUTER AIDS	17,895	10,659	18,191	18,459	<b>18,643</b>	18,906	<b>19,284</b>	3.44%
STATE SHARED REVENUE		17,895	10,659	18,191	18,459	<b>18,643</b>	18,906	<b>19,284</b>	3.44%
<b>COMMERCIAL REVENUE</b>									
52-00-37-36000	INTEREST ON INVESTMENTS	927	2,982	1,818	6,512	<b>1,000</b>	1,000	<b>1,000</b>	0.00%
COMMERCIAL REVENUE		927	2,982	1,818	6,512	<b>1,000</b>	1,000	<b>1,000</b>	0.00%
Totals for dept 00 -		444,603	398,501	358,268	350,816	<b>367,787</b>	388,969	<b>393,451</b>	6.98%
<b>TOTAL ESTIMATED REVENUES</b>		444,603	398,501	358,268	350,816	<b>367,787</b>	388,969	<b>393,451</b>	6.98%
<b>APPROPRIATIONS</b>									
Dept 10 - CIP									
TOTAL EXPENSES									
52-10-40-04970	BUCYRUS-OTHER COSTS	234,918	238,546	0	0	<b>0</b>	0	<b>0</b>	0.00%
TOTAL EXPENSES		234,918	238,546	0	0	<b>0</b>	0	<b>0</b>	0.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 52 TID #10		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
UNK_EXP									
52-10-40-04971	MASTERLOCK-OTHER COSTS	0	0	231,464	263,712	263,712	270,206	270,206	2.46%
UNK_EXP		0	0	231,464	263,712	263,712	270,206	270,206	2.46%
TID #8									
52-10-40-95500	ADMINISTRATIVE COSTS	17,364	60,705	50,000	25,000	25,000	25,000	25,000	0.00%
TID #8		17,364	60,705	50,000	25,000	25,000	25,000	25,000	0.00%
Totals for dept 10 - CIP		252,282	299,251	281,464	288,712	288,712	295,206	295,206	2.25%
Dept 96									
DEBT SERVICE									
52-96-48-81500	FISCAL BANK CHARGES	150	150	2,266	1,783	2,500	2,500	2,500	0.00%
DEBT SERVICE		150	150	2,266	1,783	2,500	2,500	2,500	0.00%
Totals for dept 96 -		150	150	2,266	1,783	2,500	2,500	2,500	0.00%
Dept 99 - INTERFUND									
TRANSFER									
52-99-49-99999	INTERFUND TRANSFER OUT	0	0	44,195	0	0	0	0	0.00%
TRANSFER		0	0	44,195	0	0	0	0	0.00%
Totals for dept 99 - INTERFUND		0	0	44,195	0	0	0	0	0.00%
TOTAL APPROPRIATIONS		252,432	299,401	327,925	290,495	291,212	297,706	297,706	2.23%
NET OF REVENUES/APPROPRIATIONS - FUND 52		192,171	99,100	30,343	60,321	76,575	91,263	95,745	25.03%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 52 TID #10		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
	BEGINNING FUND BALANCE	309,551	501,722	600,822	631,166	691,487	691,487	782,750	
	ENDING FUND BALANCE	501,722	600,822	631,165	691,487	768,062	782,750	878,495	

## **FUND: TAX INCREMENT DISTRICT #11 – FUND 53**

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### **FUND DESCRIPTION:**

Capital Projects funds are used to account for the purchase or construction of major capital facilities.

Tax Increment Financing (TIF) District No. 11 was created under the authority of Wisconsin Statute 66.46 primarily to assist expansion of the tax base by providing public improvements necessary to promote mixed use development. The inducement is to install public utilities including sanitary sewer, water facilities and streets on unimproved property that will allow mixed use development to take place. This new industry will increase the tax base and provide additional employment opportunities.

The Capital Projects Fund for TIF #11 will be used to aid in the conversion of the former Delphi auto electronics plant into the new Drexel Town Center. At the heart of the Town Center will be a new Civic Center including a City Hall and Library. West of the Civic Center will be multifamily residential units. To the east of the Civic Center will be a large retail development.

This TID is anticipated to add between \$200 and \$300 million of new value to the City of Oak Creek.

In 2013, the District issued \$23,550,000 in debt for the infrastructure at Drexel Town Square. It is anticipated that the infrastructure will be complete in 2016 and that the short term debt will be finalized into long term. In 2015, the District issued \$8,900,000 in debt for developer contributions, with an estimated \$5,100,000 more in 2016. In 2017, the City issued a combined taxable and tax exempt debt of \$7,800,000 for phase II and phase III of multifamily residential units within Drexel Town Square.

In 2018, the District entered into long term financing for the \$8,900,000 in developer incentives (expiring 2032) and \$5,100,000 (formerly \$5,750,000) in additional developer incentives (expiring 2032).

### **FUND OBJECTIVES:**

- 🌐 To properly account for all capital improvements and debt within the district;
- 🌐 Ensure timely compliance of all state required reports and guidelines related to the financial operation of the district.

### **SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2020:**

- 🌐 In 2018 and 2019 the district saw increased development resulting in an 41.07% or \$857,239 increase in tax revenue;
- 🌐 In 2020, TID 11 will refinance a \$4.9 million short debt issuance;
- 🌐 Monitoring increment and balancing increments with costs associated with the District.



BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 53 TID #11		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
<b>ESTIMATED REVENUES</b>									
Dept 00									
TAXES									
53-00-31-30000	GENERAL PROP TAX	21,076	564,852	666,863	1,582,352	<b>2,087,058</b>	2,209,037	<b>2,944,297</b>	-41.07%
53-00-31-30050	PERSONAL PROPERTY TAX AID	0	0	0	0	<b>18,472</b>	18,472	<b>18,472</b>	0.00%
53-00-31-30300	MOTEL/HOTEL ROOM TAX	0	0	0	134,143	<b>0</b>	0	<b>0</b>	0.00%
TAXES		21,076	564,852	666,863	1,716,495	<b>2,105,530</b>	2,227,509	<b>2,962,769</b>	-40.71%
<b>STATE SHARED REVENUE</b>									
53-00-32-31550	STATE AID-COMPUTER AIDS	2	2	645	655	<b>661</b>	670	<b>684</b>	-3.48%
STATE SHARED REVENUE		2	2	645	655	<b>661</b>	670	<b>684</b>	-3.48%
<b>UNK_REV</b>									
53-00-33-31800	TIF 11 Intergovernemetal Rev	497,181	0	0	0	<b>0</b>	0	<b>0</b>	0.00%
UNK_REV		497,181	0	0	0	<b>0</b>	0	<b>0</b>	0.00%
<b>COMMERCIAL REVENUE</b>									
53-00-37-36000	Interest	20,403	23,528	42,054	134,729	<b>12,000</b>	100,000	<b>25,000</b>	-108.33%
53-00-37-36015	GRANT REVENUE	0	0	821,522	35,000	<b>0</b>	0	<b>0</b>	0.00%
COMMERCIAL REVENUE		20,403	23,528	863,576	169,729	<b>12,000</b>	100,000	<b>25,000</b>	-108.33%
<b>DEBT PROCEEDS</b>									
53-00-38-37000 * *	Debt Proceeds Develop Agreeemen	8,900,000	28,800,000	10,550,000	14,000,000	<b>0</b>	0	<b>4,900,000</b>	100.00%
53-00-38-37100 * *	MISC REVENUE	0	828,207	774,037	335,034	<b>0</b>	93,833	<b>0</b>	0.00%
53-00-38-37300	PREMIUM ON DEBT ISSUED	13,000	500,000	2,208	308,092	<b>0</b>	0	<b>0</b>	0.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 53 TID #11		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
	DEBT PROCEEDS	8,913,000	30,128,207	11,326,245	14,643,126	0	93,833	4,900,000	100.00%
INTERFUND TRANSFER									
53-00-39-39999	INTERFUND TRANSFER IN	0	444,664	0	0	0	0	0	0.00%
	INTERFUND TRANSFER	0	444,664	0	0	0	0	0	0.00%
Totals for dept 00 - REVENUES		9,451,662	31,161,253	12,857,329	16,530,005	2,118,191	2,422,012	7,888,453	-272.41%
TOTAL ESTIMATED REVENUES		9,451,662	31,161,253	12,857,329	16,530,005	2,118,191	2,422,012	7,888,453	-272.41%

APPROPRIATIONS									
Dept 11									
TID #8									
53-11-40-95500	TIF 11 Capital Outlay Admin	9,809,945	1,486,074	1,952,366	110,793	100,000	100,000	100,000	0.00%
	TID #8	9,809,945	1,486,074	1,952,366	110,793	100,000	100,000	100,000	0.00%

TOTAL EXPENSES									
53-11-40-95510	CAPITAL OUTLAY CAPITAL	503	0	0	0	0	0	0	0.00%
53-11-40-95520	CAPITAL OUTLAY OTHER	86,980	82,174	63,160	14,465	0	12,000	10,000	100.00%
53-11-40-95530 * *	DEVELOPER INCENTIVES	5,300,000	6,950,000	4,585,134	0	200,000	4,600,000	100,000	50.00%
TOTAL EXPENSES		5,387,483	7,032,174	4,648,294	14,465	200,000	4,612,000	110,000	45.00%
Totals for dept 11 -		15,197,428	8,518,248	6,600,660	125,258	300,000	4,712,000	210,000	30.00%

Dept 13 - WATER AND SEWER UTILITY  
UNK\_EXP

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 53 TID #11		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
53-13-40-05055	ENGINEERING & ADMINISTRATION	1,028	4,368	0	0	0	0	0	0.00%
53-13-40-05070	DREXEL-WATER/SWR	9,758	168	0	0	0	0	0	0.00%
53-13-40-05150	CONTRACTS	38,970	2,840	1,778	0	0	0	0	0.00%
53-13-40-05155	ENGR & ADMIN	118	751	2,907	39,364	0	0	0	0.00%
53-13-40-05170	DREXEL-GRADE/PAVE/STORM	47,562	166	0	0	0	0	0	0.00%
53-13-40-05171	REIMBURSABLE COSTS	167,015	38,970	0	0	0	0	0	0.00%
53-13-40-05172	NON-REIMBURSABLE ITEMS	12,883	0	0	0	0	0	0	0.00%
UNK_EXP		277,334	47,263	4,685	39,364	0	0	0	0.00%
Totals for dept 13 - WATER AND SEWER UTILITY		277,334	47,263	4,685	39,364	0	0	0	0.00%
Dept 96 - DEBT SERVICE									
DEBT SERVICE									
53-96-48-80000	PRINCIPAL PAMENTS	0	23,550,000	2,950,000	15,025,000	800,000	800,000	6,125,000	-665.63%
53-96-48-80500	INTEREST PAYMENTS	561,113	720,464	1,010,312	1,189,108	915,445	915,445	1,033,378	-12.88%
53-96-48-81500	FISCAL BANK CHARGES	3,780	750	3,016	300,677	3,000	2,500	2,500	16.67%
DEBT SERVICE		564,893	24,271,214	3,963,328	16,514,785	1,718,445	1,717,945	7,160,878	-316.71%
Totals for dept 96 -		564,893	24,271,214	3,963,328	16,514,785	1,718,445	1,717,945	7,160,878	-316.71%
TOTAL APPROPRIATIONS		16,039,655	32,836,725	10,568,673	16,679,407	2,018,445	6,429,945	7,370,878	-265.18%
NET OF REVENUES/APPROPRIATIONS - FUND 53		(6,587,993)	(1,675,472)	2,288,656	(149,402)	99,746	(4,007,933)	517,575	-418.89%
BEGINNING FUND BALANCE		10,380,460	3,792,468	2,116,997	4,405,654	4,294,861	4,294,861	286,928	
ENDING FUND BALANCE		3,792,467	2,116,996	4,405,653	4,294,860	4,394,607	286,928	804,503	
DEPARTMENT 00									

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 53 TID #11		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
38-37000	Debt Proceeds Develop Agreemen								
	REFINANCE ER II GRANT INTO LONG TERM FINANCING								
38-37100	MISC REVENUE								
	MAV SHORTFALL PAYMENT FROM WIRED PROPERTIES								
DEPARTMENT 11									
40-95530	DEVELOPER INCENTIVES								
	PAYMENT OF ER II GRANT INTO ESCROW PER DEVELOPER AGREEMENT								

## **FUND: TAX INCREMENT DISTRICT #12 – FUND 54**

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### **FUND DESCRIPTION:**

Tax Increment Financing (TIF) District No. 12 was created under the authority of Wisconsin Statute 66.46 primarily to assist expansion of the tax base by providing public improvements necessary to promote development. The inducement is to install public utilities including sanitary sewer, water facilities and streets on unimproved property that will allow development to take place. This new industry will increase the tax base and provide additional employment opportunities.

TIF #12 is being formed as a mixed use tax incremental district. It is comprised of approximately 50 acres of vacant property with a 2016 base value of \$10,700. The new development will be a mix of retail and residential and other commercial uses including the State of Wisconsin's one and only Ikea location.

The District is an area to the north of West Drexel Avenue and is adjacent to and just west of Interstate 94-41. This district will be an important gateway to the City of Oak Creek and will become a regional retail destination for southeast Wisconsin.

This TID is anticipated to add an estimated total tax increment of \$21 million of new value to the City of Oak Creek.

In 2016, the District issued \$5,100,000 in debt for the public infrastructure leading up to and around Ikea. It is anticipated that the infrastructure will be complete in 2018 and that the short term debt will be finalized into long term.

### **FUND OBJECTIVES:**

- 🌐 To properly account for all capital improvements and debt within the district;
- 🌐 Ensure timely compliance of all state required reports and guidelines related to the financial operation of the district.

### **SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2020:**

- 🌐 Monitoring increment and balancing increments with costs associated with the District.

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 54 TID #12		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
<b>ESTIMATED REVENUES</b>									
Dept 00 - REVENUES									
TAXES									
54-00-31-30000	GENERAL PROPERTY TAX	0	0	0	0	402,317	422,095	891,186	121.51%
TAXES		0	0	0	0	402,317	422,095	891,186	121.51%
COMMERCIAL REVENUE									
54-00-37-36000	INTEREST	0	6,619	23,538	24,908	5,000	10,000	7,000	40.00%
COMMERCIAL REVENUE		0	6,619	23,538	24,908	5,000	10,000	7,000	40.00%
DEBT PROCEEDS									
54-00-38-37000 * *	DEBT PROCEEDS	0	5,100,000	0	0	5,100,000	5,100,000	0	-100.00%
54-00-38-37100	MISC REVENUE	0	0	0	161,650	0	10,000	0	0.00%
DEBT PROCEEDS		0	5,100,000	0	161,650	5,100,000	5,110,000	0	-100.00%
Totals for dept 00 - REVENUES		0	5,106,619	23,538	186,558	5,507,317	5,542,095	898,186	-83.69%
TOTAL ESTIMATED REVENUES		0	5,106,619	23,538	186,558	5,507,317	5,542,095	898,186	-83.69%

<b>APPROPRIATIONS</b>									
Dept 12									
TID #8									
54-12-40-95500	TIF 12 CAPITAL OUTLAY ADMIN	0	27,451	18,607	2,341	377,000	30,000	100,000	-73.47%
TID #8		0	27,451	18,607	2,341	377,000	30,000	100,000	-73.47%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 54 TID #12		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
TOTAL EXPENSES									
54-12-40-95510 * *	CAPITAL OUTLAY CAPITAL	0	0	2,371,047	6,500	0	0	200,000	0.00%
54-12-40-95520	CAPITAL OUTLAY OTHER	0	45	293,235	24,825	0	0	0	0.00%
TOTAL EXPENSES		0	45	2,664,282	31,325	0	0	200,000	0.00%
Totals for dept 12 -		0	27,496	2,682,889	33,666	377,000	30,000	300,000	-20.42%
Dept 17 - 2017 CIP PROJECTS									
TID #8									
54-17-40-95500	ADMINISTRATIVE COSTS	0	0	25,000	25,000	25,000	25,000	25,000	0.00%
TID #8		0	0	25,000	25,000	25,000	25,000	25,000	0.00%
TOTAL EXPENSES									
54-17-40-02350	15023- PHASE 3 IKEA ROAD CONST	0	0	0	3,500	0	0	0	0.00%
54-17-40-02351	15023 - PHASE 3 IKEA W/S	0	0	226,802	535,090	250,000	0	0	-100.00%
TOTAL EXPENSES		0	0	226,802	538,590	250,000	0	0	-100.00%
Totals for dept 17 - 2017 CIP PROJECTS		0	0	251,802	563,590	275,000	25,000	25,000	-90.91%
Dept 18 - 2018 CIP PROJECTS									
TOTAL EXPENSES									
54-18-40-95530 * *	DEVELOPER INCENTIVE	0	0	0	989,689	0	267,076	267,076	100.00%
TOTAL EXPENSES		0	0	0	989,689	0	267,076	267,076	100.00%
Totals for dept 18 - 2018 CIP PROJECTS		0	0	0	989,689	0	267,076	267,076	100.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 54 TID #12		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
Dept 96 - DEBT SERVICE									
DEBT SERVICE									
54-96-48-80000	PRINCIPAL PAMENTS	0	0	0	0	5,100,000	5,100,000	0	-100.00%
54-96-48-80500	INTEREST PAYMENTS	0	0	110,783	102,000	0	102,000	125,000	100.00%
54-96-48-81500	FISCAL BANK CHARGES	0	1,000	2,266	1,783	3,000	2,500	2,500	-16.67%
DEBT SERVICE		0	1,000	113,049	103,783	5,103,000	5,204,500	127,500	-97.50%
Totals for dept 96 - DEBT SERVICE		0	1,000	113,049	103,783	5,103,000	5,204,500	127,500	-97.50%
TOTAL APPROPRIATIONS		0	28,496	3,047,740	1,690,728	5,755,000	5,526,576	719,576	-87.50%
NET OF REVENUES/APPROPRIATIONS - FUND 54		0	5,078,123	(3,024,202)	(1,504,170)	(247,683)	15,519	178,610	-172.11%
BEGINNING FUND BALANCE		0	0	5,078,124	2,053,922	549,752	549,752	565,271	
ENDING FUND BALANCE		0	5,078,123	2,053,922	549,752	302,069	565,271	743,881	
DEPARTMENT 00									
38-37000	DEBT PROCEEDS								
REFINANCE INFRASTRUCTURE DEBT									
DEPARTMENT 12									
40-95510	CAPITAL OUTLAY CAPITAL								
13TH/DREXEL EXPANSION NW CORNER									
DEPARTMENT 18 2018 CIP PROJECTS									



BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 54 TID #12		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
40-95530	DEVELOPER INCENTIVE								
	1ST PAYMENT TO IKEA PER DEVELOPMENT AGREEMENT								

## **FUND: TAX INCREMENT DISTRICT #13 – FUND 57**

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### **FUND DESCRIPTION:**

Tax Increment Financing (TIF) District No. 13 was created under the authority of Wisconsin Statute 66.1105 primarily to assist in environmental cleanup of the City's lakefront and revitalization with the intent to capture future growth and redevelopment.

TIF #13 is being formed as a blighted tax incremental district. It has a 2017 base value of \$4,487,200. The new development will include a public infrastructure including a new road, open access to Lake Michigan, a beautiful new City park, as well as the potential for multifamily residential or corporate facilities.

The District includes approximately 505.11 total non-wetland acres generally bounded by the Lake Michigan shore on the east, 5<sup>th</sup> Avenue on the west, East Oakwood Road on the south, and Milwaukee Metropolitan Sewerage District Water reclamation facility's southern property line on the north. Many parcels are currently inactive or vacant and exhibit physical conditions of blight, deterioration, and a clear need for redevelopment. The District is designated as a blighted area district, as defined by Wisconsin State Statutes 66.1105(2)(ae)1 which provides a lifespan of up to 27 years and a 22 year spending period.

This TID is anticipated to add an estimated tax increment of \$172 million of new value to the City of Oak Creek.

### **FUND OBJECTIVES:**

- 🌊 To properly account for all capital improvements within the district;
- 🌊 Ensure timely compliance of all state required reports and guidelines related to the financial operation of the district.

### **SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2020:**

- 🌊 In 2017, TID #6 was designated as the donor district to TID #13 Lake Vista for the period of 5 years. TID #6 made an initial transfer to TID #13 in 2017 of \$1,816,308;
- 🌊 In 2018 through 2021, TID #6 will make a transfer to TID #13 of its annual tax increment less any administrative costs for the district; an estimated \$400,000 annually.

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 57 TID #13 Lake Vista		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
<b>ESTIMATED REVENUES</b>									
<b>Dept 00 - REVENUES</b>									
<b>TAXES</b>									
57-00-31-30000	GENERAL PROPERTY TAX	0	0	0	0	1,421	1,491	7,058	396.69%
	TAXES	0	0	0	0	1,421	1,491	7,058	396.69%
<b>COMMERCIAL REVENUE</b>									
57-00-37-36000	INTEREST ON INVESTMENTS	0	0	0	0	500	1,000	1,000	100.00%
	COMMERCIAL REVENUE	0	0	0	0	500	1,000	1,000	100.00%
<b>INTERFUND TRANSFER</b>									
57-00-39-39999 * *	INTERFUND TRANSFER IN	0	0	1,816,308	400,000	400,000	400,000	400,000	0.00%
	INTERFUND TRANSFER	0	0	1,816,308	400,000	400,000	400,000	400,000	0.00%
<b>Totals for dept 00 - REVENUES</b>		0	0	1,816,308	400,000	401,921	402,491	408,058	1.53%
<b>TOTAL ESTIMATED REVENUES</b>		0	0	1,816,308	400,000	401,921	402,491	408,058	1.53%
<b>APPROPRIATIONS</b>									
<b>Dept 12</b>									
<b>TID #8</b>									
57-12-40-95500	TIF 13 CAPITAL OUTLAY ADMIN	0	0	29,414	93,754	100,000	180,000	100,000	0.00%
	TID #8	0	0	29,414	93,754	100,000	180,000	100,000	0.00%
<b>TOTAL EXPENSES</b>									

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 57 TID #13 Lake Vista		2015	2016	2017	2018	2019	2019	2020	2020
		ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	PROJECTED	ORIGINAL	%
GL NUMBER	DESCRIPTION					BUDGET	ACTIVITY	BUDGET	CHANGE
57-12-40-95510 * *	CAPITAL OUTLAY CAPITAL	0	0	0	7,567	0	0	300,000	0.00%
57-12-40-95520	CAPITAL OUTLAY OTHER	0	0	54	(250)	0	0	0	0.00%
	TOTAL EXPENSES	0	0	54	7,317	0	0	300,000	0.00%
Totals for dept 12 -		0	0	29,468	101,071	100,000	180,000	400,000	300.00%
-----									
Dept 96 - DEBT SERVICE									
DEBT SERVICE									
57-96-48-81500	FISCAL BANK CHARGES	0	0	1,000	1,654	2,500	2,500	2,500	0.00%
	DEBT SERVICE	0	0	1,000	1,654	2,500	2,500	2,500	0.00%
Totals for dept 96 - DEBT SERVICE		0	0	1,000	1,654	2,500	2,500	2,500	0.00%
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Dept 99 - INTERFUND									
TRANSFER									
57-99-49-99999	INTERFUND TRANSFER OUT	0	0	1,816,308	0	0	0	0	0.00%
	TRANSFER	0	0	1,816,308	0	0	0	0	0.00%
Totals for dept 99 - INTERFUND		0	0	1,816,308	0	0	0	0	0.00%
-----									
TOTAL APPROPRIATIONS		0	0	1,846,776	102,725	102,500	182,500	402,500	292.68%
-----									
NET OF REVENUES/APPROPRIATIONS - FUND 57		0	0	(30,468)	297,275	299,421	219,991	5,558	-98.14%
-----									
BEGINNING FUND BALANCE		0	0	0	(30,468)	266,809	266,809	486,800	
ENDING FUND BALANCE		0	0	(30,468)	266,807	566,230	486,800	492,358	
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DEPARTMENT 00 REVENUES									

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 57 TID #13 Lake Vista

		2015	2016	2017	2018	2019	2019	2020	2020
		ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED	PROJECTED	ORIGINAL	%
GL NUMBER	DESCRIPTION					BUDGET	ACTIVITY	BUDGET	CHANGE
39-39999	INTERFUND TRANSFER IN								
	DONOR PAYMENT FROM TID 6								
DEPARTMENT 12									
40-95510	CAPITAL OUTLAY CAPITAL								
	BLUFF STABILIZATION								

## **FUND: TAX INCREMENT DISTRICT #14 – FUND 58**

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### **FUND DESCRIPTION:**

Tax Increment Financing (TIF) District No. 15 was created under the authority of Wisconsin Statute 66.1105 primarily to assist in environmental remediation necessary to facilitate industrial uses within the district. The intent of the district is to create a revitalization of the area with the intent to capture future growth and redevelopment.

TIF #14 is being formed as a blighted tax incremental district. It has a 2018 base value of \$639,600. The scope for this district is small, encompassing 10 acres of land that is being remediated and redeveloped by one corporate partner. There is a combination PAYGO and upfront grant development agreement in place to reimburse the developer for a portion of the remediation costs.

This TID is anticipated to add an estimated tax increment of \$5.7 million of new value to the City of Oak Creek.

### **FUND OBJECTIVES:**

- 🌐 To properly account for all capital improvements within the district;
- 🌐 Ensure timely compliance of all state required reports and guidelines related to the financial operation of the district.

### **SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2020:**

- 🌐 In 2020, the district will issue debt to cover the first portion of the developer incentive per the development agreement.

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 58 TID #14 6th & Rawson		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
<b>ESTIMATED REVENUES</b>									
Dept 00 - REVENUES									
DEBT PROCEEDS									
58-00-38-37000	DEBT PROCEEDS	0	0	0	0	0	0	1,100,000	100%
	DEBT PROCEEDS	0	0	0	0	0	0	1,100,000	100%
<b>Totals for dept 00 - REVENUES</b>		0	0	0	0	0	0	1,100,000	100%
<b>TOTAL ESTIMATED REVENUES</b>		0	0	0	0	0	0	1,100,000	100%
<b>APPROPRIATIONS</b>									
Dept 12									
TID #8									
58-12-40-95500	ADMINISTRATIVE COSTS	0	0	0	17,501	0	0	0	0%
	TID #8	0	0	0	17,501	0	0	0	0%
<b>TOTAL EXPENSES</b>									
58-12-40-95520	CAPITAL OUTLAY OTHER	0	0	0	0	0	2,434	0	0%
58-12-40-95530	DEVELOPER INCENTIVE	0	0	0	0	0	0	1,081,250	100%
<b>TOTAL EXPENSES</b>		0	0	0	0	0	2,434	1,081,250	100%
<b>Totals for dept 12 -</b>		0	0	0	17,501	0	2,434	1,081,250	100%
Dept 96 - DEBT SERVICE									
DEBT SERVICE									

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 58 TID #14 6th & Rawson		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
58-96-48-81500	FISCAL BANK CHARGES	0	0	0	0	0	2,500	2,500	100%
58-96-48-95500	ADMINISTRATIVE COSTS	0	0	0	0	0	0	7,500	100%
DEBT SERVICE		0	0	0	0	0	2,500	10,000	100%
Totals for dept 96 - DEBT SERVICE		0	0	0	0	0	2,500	10,000	100%
TOTAL APPROPRIATIONS		0	0	0	17,501	0	4,934	1,091,250	100%
NET OF REVENUES/APPROPRIATIONS - FUND 58		0	0	0	(17,501)	0	(4,934)	8,750	100%
BEGINNING FUND BALANCE		0	0	0	0	(17,501)	(17,501)	(22,435)	
ENDING FUND BALANCE		0	0	0	(17,501)	(17,501)	(22,435)	(13,685)	



## **FUND: TAX INCREMENT DISTRICT #15 – FUND 59**

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### **FUND DESCRIPTION:**

Tax Increment Financing (TIF) District No. 15 was created under the authority of Wisconsin Statute 66.1105 primarily to assist in environmental remediation necessary to facilitate redevelopment activities within the district. The intent of the district is to create a revitalization of the area with the intent to capture future growth and redevelopment.

TIF #15 is being formed as a blighted tax incremental district. It has a 2018 base value of \$1,859,600. The scope for this district is small, encompassing 6 acres of land that is being remediated and redeveloped by one corporate partner. There is a PAYGO development agreement in place to reimburse the developer for a portion of the remediation costs.

This TID is anticipated to add an estimated tax increment of \$2.7 million of new value to the City of Oak Creek.

### **FUND OBJECTIVES:**

- 🌐 To properly account for all capital improvements within the district;
- 🌐 Ensure timely compliance of all state required reports and guidelines related to the financial operation of the district.

### **SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2020:**

- 🌐 In 2020, the district will receive its first tax increment revenue, estimated at \$21,000.

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 59 TID #15 Drexel & 6th		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
<b>ESTIMATED REVENUES</b>									
Dept 00 - REVENUES									
TAXES									
59-00-31-30000	GENERAL PROPERTY TAX	0	0	0	0	0	0	21,648	100%
	TAXES	0	0	0	0	0	0	21,648	100.00%
<b>Totals for dept 00 - REVENUES</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>21,648</b>	<b>100.00%</b>
<b>TOTAL ESTIMATED REVENUES</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>21,648</b>	<b>100.00%</b>
<b>APPROPRIATIONS</b>									
Dept 12									
TID #8									
59-12-40-95500	ADMINISTRATIVE COSTS	0	0	0	17,187	0	0	0	0.00%
	TID #8	0	0	0	17,187	0	0	0	0.00%
<b>Totals for dept 12 -</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>17,187</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
Dept 96 - DEBT SERVICE									
DEBT SERVICE									
59-96-48-81500	FISCAL BANK CHARGES	0	0	0	0	0	2,500	2,500	100.00%
59-96-48-95500	ADMINISTRATIVE COSTS	0	0	0	0	0	0	7,500	100.00%
	DEBT SERVICE	0	0	0	0	0	2,500	10,000	100.00%
<b>Totals for dept 96 - DEBT SERVICE</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,500</b>	<b>10,000</b>	<b>100.00%</b>

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 59 TID #15 Drexel & 6th		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
TOTAL APPROPRIATIONS		0	0	0	17,187	0	2,500	10,000	100.00%
NET OF REVENUES/APPROPRIATIONS - FUND 59		0	0	0	(17,187)	0	(2,500)	11,648	100.00%
BEGINNING FUND BALANCE		0	0	0	0	(17,187)	(17,187)	(19,687)	
ENDING FUND BALANCE		0	0	0	(17,187)	(17,187)	(19,687)	(8,039)	

## **FUND: TAX INCREMENT DISTRICT #16 – FUND 60**

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### **FUND DESCRIPTION:**

Tax Increment Financing (TIF) District No. 16 was created under the authority of Wisconsin Statute 66.46 primarily to assist expansion of the tax base by providing public improvements necessary to promote mixed use development. The inducement is to install public utilities including sanitary sewer, water facilities and streets on unimproved property that will allow mixed use development to take place. This new industry will increase the tax base and provide additional employment opportunities.

TIF #16 is being formed as the Ryan Business Park tax incremental district. It has a 2018 base value of \$1,550,800. The new development includes one large user, Amazon, as the majority of the district with a remaining 35 acres for future development.

This TID is anticipated to add an estimated tax increment of \$119 million of new value to the City of Oak Creek.

### **FUND OBJECTIVES:**

- 🕒 To properly account for all capital improvements within the district;
- 🕒 Ensure timely compliance of all state required reports and guidelines related to the financial operation of the district.

### **SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2020:**

- 🕒 In 2020, the district will receive its first tax increment revenue, estimated at \$208,000.

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 60 TID #16 Ryan Business Park		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
<b>ESTIMATED REVENUES</b>									
<b>Dept 00 - REVENUES</b>									
<b>TAXES</b>									
60-00-31-30000	GENERAL PROPERTY TAX	0	0	0	0	0	0	208,518	100.00%
	TAXES	0	0	0	0	0	0	208,518	100.00%
<b>COMMERCIAL REVENUE</b>									
60-00-37-36000	INTEREST ON INVESTMENTS	0	0	0	0	0	7,500	1,000	100.00%
	COMMERCIAL REVENUE	0	0	0	0	0	7,500	1,000	100.00%
<b>DEBT PROCEEDS</b>									
60-00-38-37000	BOND PROCEEDS	0	0	0	0	0	2,850,000	0	100.00%
	DEBT PROCEEDS	0	0	0	0	0	2,850,000	0	100.00%
<b>TOTAL ESTIMATED REVENUES</b>		0	0	0	0	0	2,857,500	209,518	100.00%
<b>APPROPRIATIONS</b>									
60-12-40-95500	ADMINISTRATIVE COSTS	0	0	0	43,668	0	10,000	10,000	100.00%
	TID #8	0	0	0	43,668	0	10,000	10,000	100.00%
<b>TOTAL EXPENSES</b>									
60-12-40-95510	CAPITAL OUTLAY CAPITAL	0	0	0	0	0	84,531	350,000	100.00%
	<b>TOTAL EXPENSES</b>	0	0	0	0	0	84,531	350,000	100.00%
<b>Totals for dept 12 -</b>		0	0	0	43,668	0	94,531	360,000	100.00%

BUDGET REPORT FOR OAK CREEK  
2020 ADOPTED BUDGET

Fund 60 TID #16 Ryan Business Park		2015	2016	2017	2018	2019	2019	2020	2020
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	AMENDED BUDGET	PROJECTED ACTIVITY	ORIGINAL BUDGET	% CHANGE
<b>Dept 19 - 2019 CIP PROJECTS</b>									
<b>TOTAL EXPENSES</b>									
60-19-40-05355	RYAN RD - BARTEL CT PAVING/STORM/GRAC	0	0	0	0	0	3,000	50,000	100.00%
60-19-40-95530	DEVELOPER INCENTIVE	0	0	0	0	0	2,850,000	0	0.00%
<b>TOTAL EXPENSES</b>		0	0	0	0	0	2,853,000	50,000	100.00%
<b>Totals for dept 19 - 2019 CIP PROJECTS</b>		0	0	0	0	0	2,853,000	50,000	100.00%
<b>Dept 96 - DEBT SERVICE</b>									
<b>DEBT SERVICE</b>									
60-96-48-81500	FISCAL BANK CHARGES	0	0	0	0	0	2,500	2,500	100.00%
60-96-48-95500	ADMINISTRATIVE COSTS	0	0	0	0	0	0	25,000	100.00%
<b>DEBT SERVICE</b>		0	0	0	0	0	2,500	27,500	100.00%
<b>Totals for dept 96 - DEBT SERVICE</b>		0	0	0	0	0	2,500	27,500	100.00%
<b>TOTAL APPROPRIATIONS</b>		0	0	0	43,668	0	2,950,031	437,500	100.00%
<b>NET OF REVENUES/APPROPRIATIONS - FUND 60</b>		0	0	0	(43,668)	0	(92,531)	(227,982)	-100.00%
<b>BEGINNING FUND BALANCE</b>		0	0	0	0	(43,668)	(43,668)	(136,199)	
<b>ENDING FUND BALANCE</b>		0	0	0	(43,668)	(43,668)	(136,199)	(364,181)	

# APPENDIX

## COMMUNITY PROFILE AND STATISTICAL INFORMATION

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### COMMUNITY PROFILE:

The City of Oak Creek encompasses an area of 28 square miles in Milwaukee County in Southeastern Wisconsin. The City is adjacent to the City of Milwaukee and 85 miles north of Chicago. The 2018 City of Oak Creek population estimate is 35,739. Oak Creek is located on Interstate Highway 94, U.S. Highway 41, and State Highways 32, 38, and 100. The City is also served by passenger and freight railroads and General Mitchel International Airport in the City of Milwaukee.

The City of Oak Creek’s legislative body is the Common Council, which consists of six alderpersons elected by district for overlapping two-year terms so that the City is provided with a continuity of knowledge in development, business, and legislative matters. The Mayor is elected separately for a three-year term, which will expire in April 2021.

The policies of the City are set by the six-member Council and Mayor. The Mayor only votes in the case of a tie or when he/she wishes to exercise their veto power. The City Administrator has the responsibility of administering the day-to-day operations of the City and executing the policy decisions of the Council. The City of Oak Creek provides a full range of municipal services including police and fire protection, parks, public works operations, building inspection and zoning control, water and sewer utilities and general administrative services.

### DEMOGRAPHIC INFORMATION:

#### POPULATION

The population trends for the City, County, and State are shown in the table below. The City’s 2010 Census population is 34,451.

	<b>Estimated 2018</b>	<b>Estimated 2017</b>	<b>Estimated 2016</b>	<b>Estimated 2015</b>	<b>Estimated 2014</b>
<b>City of Oak Creek</b>	35,739	35,560	35,206	34,791	34,707
<b>Milwaukee County</b>	950,381	945,416	948,930	949,795	949,741
<b>State of Wisconsin</b>	5,816,231	5,783,278	5,775,120	5,753,324	5,732,981

*Source: Wisconsin Department of Administration, Demographic Services Center*



## COMMUNITY PROFILE AND STATISTICAL INFORMATION

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### INCOME

Wisconsin Adjusted Gross Income per return data for the City, County and State are presented in the following table:

	<b>City of Oak Creek</b>	<b>Milwaukee County</b>	<b>State of Wisconsin</b>
<b>2016</b>	\$ 58,196	\$ 49,692	\$ 55,267
<b>2015</b>	\$ 57,034	\$ 48,533	\$ 54,227
<b>2014</b>	\$ 54,880	\$ 45,980	\$ 52,050
<b>2013</b>	\$ 54,870	\$ 45,620	\$ 50,670
<b>2012</b>	\$ 53,580	\$ 44,460	\$ 49,900

*Source: Wisconsin Department of Revenue, Division of Research and Policy*

### BUILDING PERMIT ACTIVITY

Building activity in the City is indicated by the number and value of new construction building permits issued, as set forth in the following table:

<b>Year</b>	<b><u>Total New Construction Building Permits</u></b>		<b><u>Total New Residential Building Permits</u></b>	
	<b><u>Number</u></b>	<b><u>Value</u></b>	<b><u>Number</u></b>	<b><u>Value</u></b>
2018	23	61,161,214	20	5,924,455
2017	62	134,014,052	31	8,645,252
2016	65	148,178,567	31	8,636,875
2015	57	240,162,746	28	7,691,665
2014	39	72,048,221	21	5,141,453
2013	27	5,809,735	23	5,649,234
2012	40	10,418,725	34	6,767,555

## COMMUNITY PROFILE AND STATISTICAL INFORMATION

### MAJOR EMPLOYERS

The following table lists major employers in the City of Oak Creek by number of employees (full and part-time):

<u>Employer</u>	<u>Product/Business</u>	<u>Approximate Employment</u>
Milwaukee Area Technical College	Education	1336
UPS	Parcel delivery & distribution center	1210
Oak Creek-Franklin School District	Education	707
WE Energies	Electrical power generation	505
PPG Industries, Inc.	Coating and resin products	475
Reinhart FoodService, LLC	Wholesale food distributor	417
Nordco, Inc.	Roadway work equipment	400
Joseph Campione Inc.	Food products	400
The City	Municipal Government	391
Grunau Co., Inc.	Fire protection equipment	350

Source: *Manufacturer's News, Inc.*, official statements retrieved from EMMA and independent employer inquiries, May 2017.

### LARGEST TAXPAYERS

The table below shows the City's ten largest taxpayers for 2018.

<u>Name</u>	<u>Type of Property</u>	<u>2018 Equalized Valuation</u>	<u>Net Taxes to be Paid in 2018</u>	<u>Percent of City's Total Equalized Value</u>
Springbrook Development LLC, A WI LLC	Apartments	55,721,600	1,178,591	1.60%
Occidental Development LP	Apartments	50,520,300	1,068,576	1.45%
Arbors at Centennial Park LLC	Apartments	38,505,500	814,443	1.10%
Legacy/Timber Ridge, LLC	Apartments	25,884,300	547,486	0.74%
JES Oak Creek MOB LLC	Froedtert health clinic	24,379,800	515,667	0.70%
Aldi Inc.	Grocery warehouse; distribution center	22,810,400	482,470	0.65%
NDC LLC	Tri-City Bank	21,070,500	445,668	0.60%
Woodman's Food Market, Inc.	Grocery Store	19,716,500	417,030	0.56%
Barrett Visionary Development, LLC	Apartments	19,640,100	415,416	0.56%
HIS Drexel Ridge LLC	Apartments	<u>18,979,000</u>	<u>401,432</u>	<u>0.54%</u>
	TOTAL	\$ 297,228	\$ 6,286,779	8.5%

## Glossary of Wisconsin Government Terms

**Account** - A classification established for the purpose of recording revenues and expenditures. (The various classifications used are likely to be drawn from a "chart of accounts" developed or adopted by the unit of government.)

**Accrual Basis of Accounting** - The basis in which revenues are recorded when earned (whether or not actual payment is received at that time) and expenditures are recorded when goods and services are received (whether or not payment is made at that time).

**Accountability** - The state of being obliged to explain one's actions, to justify what one does. Accountability requires governments to answer to the citizenry -- to justify the raising of public resources and the purposes for which they are used.

**Activity** - A specific and distinguishable service performed by one or more organizational components of a government to accomplish a function for which the government is responsible (e.g., police is an activity within the public safety function).

**Ad Valorem Tax** - A tax based on value (e.g., a property tax).

**Adopted Budget** - The governing body shall adopt by a majority vote a financial plan for the ensuing fiscal year. It shall contain; a general summary, detailed estimates of all anticipated revenue, all expenditures, and a schedule of the proposed tax levy.

**Allocation** - Most often refers to the division of tax proceeds among local agencies.

**Allotment** - A part of an appropriation that may be encumbered or expended during a given period.

**Amended Budget** - Legal alterations to the Adopted Budget as provided by Wisconsin Statutes that require a two-thirds vote of the governing body.

**Appropriation** - A legal authorization granted by the governing body which permits public officials to incur obligations and make expenditures up to the amount of money allocated and within time limits set by the governing body. Does not mean it will be fully expended.

**Assessed Valuation** - A dollar value placed upon real estate or personal property by the local assessor, as a basis for levying property taxes.

**Audit** - A careful examination, using generally accepted accounting principles and practices, giving the independent auditor's opinion whether or not revenues and expenditures are fairly reported.

**Basis of Accounting** - A term used to refer to when revenues, expenditures, expenses, and transfers and the related assets and liabilities -- are recognized in the accounts and reported in the financial statements (Accrual, Modified Accrual, or Cash).

**Balance Sheet** - A statement which discloses the financial condition of an entity by assets, liabilities, reserves, and equities of a fund or account group at a specific date to exhibit financial position.

**Balanced Budget** - A budget in which revenues and expenditures are equal.

## Glossary of Wisconsin Government Terms

**Bond Rating** - A level of risk assigned to general obligation debt assessed by a rating agency, such as Moody's, S & P, Fitch, etc. The higher the rating, the less risky the bonds are.

**Budget Calendar** - The schedule of events that need to occur and the date or period of time for each to occur in the preparation, review and adoption of a budget.

**Budgetary Control** - The control or management of a government or enterprise in accordance with an adopted budget for the purpose of keeping expenditures within the limitations of available appropriations and revenues.

**Capital Improvements** - Physical improvements which typically cost over \$5,000 and will have a useful life of a year or more and involve the construction or reconstruction of a physical asset. Examples are street reconstruction, storm drain construction, recreational and other facility construction, etc. Also known as capital assets or fixed assets.

**Capital Improvement Plan** - A plan listing priorities for major capital improvement projects anticipated over a fixed number of years (usually three to seven years), their costs, and methods of financing the expenditures.

**Capital Outlay** - A budget category which accounts for all furniture and equipment having a unit cost of \$5,000 or more and a useful life of more than one year.

**Cash Basis of Accounting** - The basis in which revenues are recorded when received in cash and expenditures are recorded when payment is made.

**Contingency Funds** - Assets or other resources set aside to provide for unforeseen expenditures or for anticipated expenditures of uncertain amounts.

**Debt** - An obligation resulting from the borrowing of money or purchase of goods and services. Debts of governments include bonds and notes.

**Debt Limit** - The maximum amount of debt legally permitted. In Wisconsin, General Obligation debt is limited to 5% of the equalized value.

**Debt Service** - The amount of money required to pay principal and interest on outstanding debt.

**Defeasance** - Defeasance occurs with the refunding of an outstanding bond issue before the final payment, or a provision for future payment, of principal and interest on a prior issue.

**Deficit** - The excess of expenditures over revenues.

**Department** - An organizational unit comprised of programs and divisions.

**Depreciation** - The portion of the total expended to acquire a capital asset charged as an expense during a particular period of time. Depreciation is usually estimated in a straight line calculation in which the original value is decreased each year as a percentage of full value over the expected life of the asset.

## Glossary of Wisconsin Government Terms

**Division** - A unit within a Department that contains the necessary administrative services to function as a self-contained program or service.

**Employee Benefits** - Compensation in addition to regular salary or wages provided to an employee. This includes health insurance, life insurance, dental insurance, Social Security, Wisconsin Retirement, and salary continuance (disability insurance).

**Encumbrances** - Financial commitments related to unperformed services or contracts for goods for which part of an appropriation has been reserved.

**Endowment** - Funds or properties that are donated with either a temporary or permanent restriction as to the use of principal.

**Enterprise Fund** - A type of fund established to account for the total costs of those governmental facilities and services which are operated in a manner similar to a private business (e.g., water and sewer utility).

**Equalized Valuation** - The statutory full market value of all taxable property within each jurisdiction (except agricultural land is valued based on income). The State Department of Revenue analyzes market sales statewide to estimate the full market (or equalized) value for each jurisdiction. Equalized values provide a means of comparing different jurisdictions, even if they are assessed at different percentages of market value. Equalized values are used to apportion the levies of overlying districts (for example, schools and counties) to the municipalities within them. Also, they are used in distribution formulas for certain types of state aid to local governments. The state values are needed because municipalities assess property at varying percentages of market value.

**Expenditures (expenses)** - Expenditures include current operating expenses which require the current or future use of net current assets, service and capital outlays.

**Fines and Forfeitures** - The automatic loss of cash or other property as a penalty for not complying with legal provisions and as compensation for the resulting damages or losses.

**Fiscal Year** - A twelve-month period of time used for budgeting, accounting or tax collection purposes which may differ from a calendar year. Wisconsin municipal entities operate on a calendar basis from January 1 to December 31.

**Fixed Budget** - A budget setting forth dollar amounts that are not subject to change based on the volume of goods or services to be provided.

**Fixed assets** - See "Capital Improvements."

**Full Time Equivalent (FTE)** - A term used to compare the hours budgeted for regular full-time and regular part-time, temporary part-time and overtime based on 2,080 hours annually of a full-time position.

**Function** - A group of related activities aimed at accomplishing a major service or regulatory program for which a government is responsible (e.g., public safety).

**Fund** - An independent fiscal and accounting term used to record all financial transactions related to the specific purpose for which the fund was created.

## Glossary of Wisconsin Government Terms

**Fund Balance** - The fund equity of governmental funds and trust funds consisting of the excess of assets over liabilities. Five types of Fund Balance are:

**Nonspendable fund balance** – amounts that are not in a spendable form (such as inventory) or are required to be maintained intact (such as the corpus of an endowment fund)

**Restricted fund balance** – amounts constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government), through constitutional provisions, or by enabling legislation

**Committed fund balance** – amounts constrained to specific purposes by a government itself, using its highest level of decision-making authority; to be reported as committed, amounts cannot be used for any other purpose unless the government takes the same highest-level action to remove or change the constraint

**Assigned fund balance** – amounts a government *intends* to use for a specific purpose; intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority

**Unassigned fund balance** – amounts that are available for any purpose; these amounts are reported only in the general fund

**General Obligation Bond** - A City may raise capital (take out debt) by issuing a written promise to pay a specified sum of money called the face value, or principal amount, at a specified date or dates in the future, together with periodic interest, at a special rate.

**Governmental Fund Types** - Funds used to account for the acquisition, use and balances of expendable financial resources and the related current liabilities -- except those accounted for in proprietary funds and fiduciary funds. In essence, these funds are accounting segregations of financial resources.

**Grant** - Contributions or gifts of cash or other assets from another governmental entity to be used or expended for a specific purpose, activity or facility.

**Impact Fees** - Fees charged to developers to cover, in whole or in part, the anticipated cost of improvements that will be necessary as a result of the development (e.g., parks, police, fire).

**Infrastructure** - Facilities on which the continuance and growth of a community depend on, such as roads, water lines, sewers, public buildings, parks and so forth.

**In-Lieu Tax** - Payment in lieu of taxes.

**Interfund Transfers** - Residual equity transfers are non-recurring transfers of equity between funds. Operating transfers reflect ongoing operating subsidies between funds. An example of operating transfer is when the Debt Amortization Fund would report its annual subsidy to fund capital improvements in the Capital Projects Fund.

**Levy** - To impose taxes, special assessments or service charges for the support of governmental activities.

**Liquidity** - The ability to convert an investment (of idle funds) quickly in order to meet obligations with minimum loss of earning power.

## Glossary of Wisconsin Government Terms

**Line-item** - The classification of expenditures on the basis of categories called objects-of-expenditure and within each category more detailed line-items (salaries, travel, telephone expense, etc.). (This type of budget, traditionally used among local units of government, focuses attention on how much money is spent and for what purpose rather than the activity affected or its outcomes.)

**Mission** - A statement defining the major reasons for the existence of the department including its purpose.

**Modified Accrual Basis** - The accrual basis of accounting adapted to the governmental fund-type measurement focus. Under it, revenues and other financial resource increments (e.g., bond issue proceeds) are recognized when they become susceptible to accrual, that is when they become both “measurable” and “available to finance expenditures of the current period.” “Available” means collectible in the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are recognized when the fund liability is incurred except for (1) inventories of materials and supplies that may be considered expenditures either when purchased or when used, and (2) prepaid insurance and similar items that may be considered expenditures either when paid for or when consumed. All governmental funds, expendable trust funds and agency funds are accounted for using the modified accrual basis of accounting.

**Municipal** - Any county, city, village, town, technical college district, special purpose district or board or commission, and any public or quasi-public corporation or board or commission created pursuant to statute, ordinance or resolution, but does not include the state, a state agency, or corporation chartered by the state or a school district.

**Objectives** - Departmental statements describing significant activities to be accomplished during the fiscal year.

**Objects of Expenditures** - The individual expenditure accounts used to record each type of expenditure are categorized into groups of similar types of expenditures which may occur within City operations. For budgeting purposes, objects of expenditure are categorized into groups of similar types of expenditures called major categories of expenditure. The principal objects of expenditure used in the budget are:

**Direct Costs** - Salaries and fringe benefits paid to City employees. Includes items such as health/dental insurance, retirement contributions, educational and other benefits.

**Supplies and Operations** - Supplies and other materials/services used in the normal operations of City departments. Includes items such as books, chemicals and construction materials, consultant contracts, vehicle use charges, advertising, travel and utilities.

**Obligations** - Amounts a government may be required legally to meet out of its resources. They include not only actual liabilities, but also unliquidated encumbrances.

**Operating Budget** - A financial, programmatic, and organization plan, for furthering the goals of the governing body for the current year.

**Operating Transfers** - All interfund (between fund) and intrafund (within funds) appropriation transfers other than residual equity transfers, (Fund Balance), e.g. legally authorized, to the appropriation unit of the fund through which the resources are to be expended.

## Glossary of Wisconsin Government Terms

**Ordinance** - A formal legislative enactment by the City Council. An Ordinance has the full force and effect of law within the City boundaries, unless it is in conflict with any higher form of law, such as a State Statute or constitutional provision. An Ordinance has a higher legal standing than a Resolution.

**Other Financing Sources** - Funds received from general long-term debt proceeds, operating transfers in, and material proceeds of fixed asset dispositions. Such amounts are classified separately from operating revenues.

**Other Financing Uses** - Funds used for operating transfers out. Such amounts are classified separately from expenditures.

**Per Capita Income** - Total income divided by the population.

**Performance Measures** - Indicators that allow the assessment of program accomplishments.

**Personnel Costs** - Budget category used to denote salaries and wages as well as all associated benefits such as employer paid pension cost, social security, health life, dental, and disability insurances, vacation, holidays and sick leave.

**Principal** - In the context of bonds, the face value or par value of a bond or issue of bonds payable on stated dates of maturity.

**Property Tax** - Taxes levied and revenue received based on both real and personal property assessed valuation and the tax rate.

**Proprietary Fund Types** - Sometimes referred to as income determination or commercial-type funds, the classification used to account for a government's ongoing organizations and activities that are similar to those often found in the private sector (i.e., enterprise and internal revenue funds). All assets, liabilities, equities, revenues, expenses and transfers relating to the government's business and quasi-business activities are accounted for through proprietary funds.

**Reimbursements** - Payments remitted on behalf of another party, department, or fund. These amounts are recorded as expenditures, or expenses, in the reimbursing fund, and as reductions of the expenditure, or expense, in the fund that is reimbursed.

**Reserve** - An account used to earmark a portion of the fund balance as legally segregated, for a specific use.

**Restricted assets** - An account set up to control monies or other resources, the use of which is restricted by legal or contractual requirements.

**Resolution** - A special order of the governing body, which requires less legal formality than an Ordinance, in terms of public notice, and the number of public readings prior to approval. A Resolution has lower legal standing than an Ordinance.

**Revenues** - Amount received for taxes, fees, permits, licenses, interest, use of property, and intergovernmental sources during the fiscal year.



## Glossary of Wisconsin Government Terms

**Special Assessment** - A compulsory levy made against certain properties to defray all or part of the cost of a specific capital improvement or service deemed to benefit primarily those properties.

**Special Revenue Funds** - This fund is separately administered because revenues are restricted by the City Council, the State of Wisconsin, the Federal Government, or other governmental agencies as to how the City may spend them.

**State Aid** - Funds made available by the State of Wisconsin for distribution to local governments based on a prescribed formula of distribution to offset some expenditures.

**Statute** - A written law enacted by the State of Wisconsin Legislature.

**Supplies and Operations** - A budget category which accounts for all the supplies, goods, and services required to support a program or activity.

**Tax Levy** - The total amount of revenues to be raised by property taxes. Property taxes are levied in the current year for the following year appropriations.

**Tax Levy Rate (Mill Rate)** - The amount of taxes levied for each \$1,000 (mill) of assessed property valuation. For example, a tax levy budget of \$2.5 million (total property tax assessment) with a property tax base of \$1 billion (value of all taxable property) would generate a levy rate of \$2.50 per \$1,000 of assessed value. On a house value at \$100,000, the property tax would equal \$250 ( $\$100 \times \$2.50$ ).

**Tax Increment Districts (TID)** - Districts designated as areas of redevelopment, within a municipality. Financing is made available for projects that stimulate development or redevelopment that would not otherwise occur. To finance the cost of improvements, property taxes levied on any increased property value within the TID district are diverted from the overlying taxing jurisdictions (municipal, school district, vocational district and county) and, instead, are placed in a special account. The money in the account is used to pay the project and /or debt service costs.

**Transfer of funds** - An approved movement of monies from one separate fund to another fund. Often budgets call for Transfers In to the General Fund to pay for centralized expenditures such as utilities, insurance, or fringe benefits. Transfers Out from the General Fund may be required to subsidize new special activity funds or those with insufficient or unreliable revenue sources.

**Acronyms** - Below are definitions for various acronyms commonly used in local government.

**AB:** Assembly Bill

**CAD:** Computer Aided Dispatch

**CBRF:** Community Based Residential Facility

**CDA:** Community Development Authority

**CDBG:** Community Development Block Grant

**CFO:** Chief Financial Officer

**CIP:** Capital Improvement Project

**CAFR:** Comprehensive Annual Financial Report

**CSO:** Community Services Officer

## Glossary of Wisconsin Government Terms

**CPI:** Consumer Price Index  
**DATCP:** Department of Agriculture, Trade, and Consumer Protection  
**DHFS:** Department of Health and Family Services  
**DNR:** Department of Natural Resources  
**DOA:** Department of Administration  
**DOC:** Department of Commerce  
**DOJ:** Department of Justice  
**DOR:** Department of Revenue  
**DOT:** Department of Transportation  
**DPI:** Department of Public Instruction  
**DPW:** Department of Public Works  
**EAP:** Employee Assistance Program  
**EMS:** Emergency Medical Services  
**EPA:** Environmental Protection Agency  
**ETF:** Employee Trust Fund  
**FAQ:** Frequently Asked Question  
**FCC:** Federal Communications Commission  
**FEMA:** Federal Emergency Management Agency  
**FICA:** Federal Insurance Contributions Act  
**FLSA:** Fair Labor Standards Act  
**FMLA:** Family Medical Leave Act  
**FTE:** Full Time Equivalent  
**GAAP:** General Accepted Accounting Principles  
**GASB:** Governmental Accounting Standards Board  
**GFOA:** Government Finance Officers Association  
**GIS:** Geographical Information System  
**GO:** General Obligation  
**HR:** Human Resources  
**HVAC:** Heating/Ventilation & Air-Conditioning  
**ICMA:** International City/County Management Association  
**IT:** Information Technology  
**LGIP:** Local Government Investment Pool  
**LFB:** Legislative Fiscal Bureau  
**LRB:** Legislative Reference Bureau  
**LTD:** Long-term Disability  
**MOU:** Memorandum of Understanding  
**M&O:** Maintenance & Operations  
**PSC:** Public Service Commission  
**RFP:** Request for Proposal  
**ROW:** Right-of-Way  
**SB:** Senate Bill  
**TID:** Tax Increment District  
**TIF:** Tax Increment Financing  
**WC:** Workers Compensation  
**WDOT:** Wisconsin Department of Transportation  
**WRS:** Wisconsin Retirement System