



Oak Creek
2013 Annual Budget
and
Capital Improvement Program



Drexel Avenue ribbon cutting ceremony

City of Oak Creek 2013 Annual Budget

PRINCIPAL OFFICIALS

MAYOR

Stephen Scaffidi, April 2015

COMMON COUNCIL

Daniel Jakubczyk, April 2013
First District

Daniel Bukiewicz, April 2014
Second District

James Ruetz, April 2013
Third District

Michael E. Toman, April 2014
Fourth District

Kenneth Gehl, April 2013
Fifth District

Thomas Michalski, April 2014
Sixth District

ADMINISTRATION

Gerald Peterson, City Administrator

Mark Wyss, Finance Director

Catherine Roeske, City Clerk

Barbara A. Guckenberger, City Treasurer

John Edwards, Police Chief

Caesar Geiger, Information Technology Manager

Larry Haskin, City Attorney

Tom Rosandich, Fire Chief

Richard Kulka, Facility Maintenance Superintendent

Michael J. Lampe, Street Superintendent

Judith A. Price, Public Health Officer

Douglas Seymour, Community Development Director

Michael Simmons, City Engineer

Jill Lininger, City Librarian

City of Oak Creek 2013 Annual Budget

Budget Summaries

The Budget Summaries are condensed versions of the different funds that appear throughout the 2011 Annual Budget book. These pages are included to provide the easiest means to summarize the City's financial operations. The format is close to the state requirements except that interfund transfers are not double counted. On the budget page used for publication in the paper for official notice when the transfer is made from the first fund it is counted and it is counted again as an expense when it is paid out of the second fund. Since the interfund transfers represent such a large part of the City's financial activity a legend is included below to explain the acronyms that appear under the Interfund Transfers section of the summary pages.

Number Name

General Purpose Funds

10	General Fund
12	Health Grants and Donations
36	Health Insurance

Debt Funds

20	General Debt (Street Garage)
21	Debt Amortization
26	Debt TIF #4 (Rosen-Mahn Court)
27	Debt TIF #5 (Milwaukee Steel)
28	Debt TIF #6 (DeMatua)
29	Debt Police Station

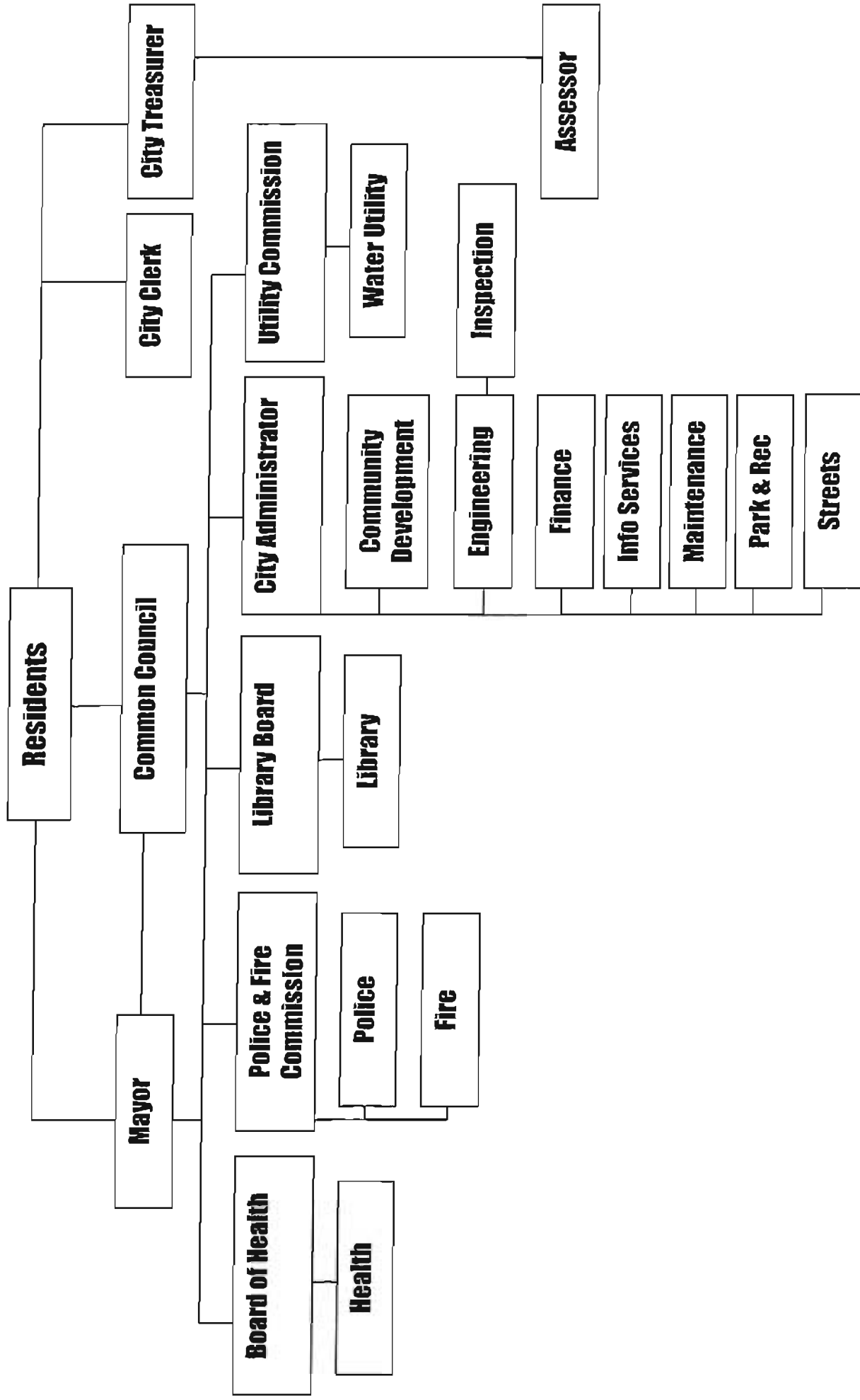
Special Revenue Funds

11	Solid Waste
19	WE Power Mungauon
30	Special Assessments
31	Economic Development (CDA)
32	Park Development Escrow
33	Low Income Loan
34	Development Agreement Future Improvements
35	Impact Fee Escrow
37	Emergency Medical Services
38	Storm Water Utility
39	Asser Forfeiture

Capital Improvement Funds

40	Capital Improvements
41	Developer Agreements
43	Capital Improvements TID #7 (27 th Street)
45	Capital Improvements TID #8 (Oakwood Business Park)
51	Capital Improvements TID #9 (13 th Street)
52	Capital Improvements TID #10 (Bucyrus)
53	Capital Improvements TID #11 (Drexel Town Center)

City of Oak Creek Organization Chart





Oak Creek

Date: Revised December 3, 2013
To: Mayor and Common Council Members
From: City Administrator Gerald Peterson
Finance Director Mark Wyss
Purpose: Transmittal of 2013 Budget

Please accept staff's proposed 2013 City of Oak Creek Budget.

This proposed budget reflects departmental requests, Mayoral directives, and committee recommendations. This budget attempts to maintain the high level of services and programs that the Council, Mayor, and citizens of Oak Creek have come to expect.

Included for the first time is a Mission Statement outlining the guidelines used in preparing this budget. We feel it is imperative that, with tax levy freezes and little or no revenue growth, that the City begin the process of prioritizing services and spending on those services.

With the exception of a \$200,000 payment to the unionized members of the Police and Fire Departments (second of two payments compensating represented protective service employees for the loss of post-65 insurance), staff has presented a budget that is balanced in the General Fund. This would be the first time in three years that staff has presented a budget that didn't rely on reserves to fund current operations.

This transmittal letter will provide an overview of various factors and issues affecting the budget, and a summary of the budget elements.

MAJOR FACTORS

Discussion points for the 2013 Budget:

1. The 2013 budget continues the trend from the past four budgets with no new property taxes except for growth. For 2013 it is estimated that the City's growth of .96% will generate approximately \$177,000 in additional property taxes.

The City is forbidden to increase property taxes per Wisconsin Act 32 except for new growth and for changes in post 2005 debt service. As enacted, Act 32 puts in place a *permanent levy freeze*. This means that, until new legislation is passed, the City will have no ability to raise property taxes exclusive of growth.

2. Wisconsin Act 32 cut Shared Revenues to the City by 15% (\$157,000) and transportation aid was cut by 10% (\$165,000) for 2012. This continues into the 2013 budget.

3. General fund expenditures are \$326,360 less (-1.6%) than the 2012 budget.
4. Staff continues to explore ways to contain the growth of health care expenditures. This budget contains a proposed change to the Medicare Supplement Insurance coverage provided to retirees. The new program will provide very similar coverage, but at a greatly reduced cost. Staff is looking for a \$180,000 annual savings by implementing the new plan.

Also after the budget was enacted for 2012, the City changed its PPO plan which will provide better discounts. It is anticipated that this change could result in as much as \$750,000 to the health insurance program on an annualized basis.

The City has also increased the top of the various deductibles by \$500, but employees can “earn” this \$500 back by participating in two approved wellness initiatives.

5. This budget contains “step” wage adjustments for all non-represented employees. “Step” increases means that an employee is still moving through the range established for their position. *There is no proposal to adjust the pay ranges themselves* as has been the practice in prior years. This would mean that employees who are at the top of a pay range in 2012 would not see a pay increase in 2013. This would be the second consecutive year that these General employees saw no wage increase.

Police and Fire represented employees will receive a 3% wage range increase per their contracts.

Included in this budget would be a one-time payment to all eligible non-unionized employees should the City run a surplus in its General Fund operations in 2013, and should the Council approve such a measure. If the City does not run a surplus, the payment could be reduced or not made at all.

Also in 2013, all employees will be contributing 6.65% to their retirement (an increase of .75%) with the exception of elected officials who will contribute 7%.

6. The proposed 2013 budget once again budgets for an actual cash contingency fund of \$200,000 within the General Fund – General Government. This is the second of two payments to the unionized members of the Police and Fire Departments in exchange for the elimination of post-65 health insurance coverage.
7. This budget assumes that refuse collection will be contracted out in 2013 to Veolia. Due to the poor condition to two of the three refuse trucks used by the City, and that the fact that the City was going to look to bid out refuse collection in 2015, it didn’t make sense to staff to pay upwards of \$300,000 for new refuse trucks. Also, with two vacancies in the Street Department, the City could effectuate the change to contract work

without laying off any employees. For 2013, the cost for refuse collection would be equal to the cost should the City perform the collection, with the savings coming from avoiding maintenance to, or replacement of, the City's vehicles.

The budget eliminates two positions in the Street Department, and two part time positions, one in Forestry and one in Park Maintenance. Park Maintenance and Forestry would then get one fulltime position each, filling a need in those departments. These two positions will carry the requirement that the individuals maintain a CDL to enable them to be used in the City's snow-plowing efforts. A third position in the Street Department may be eliminated at a later date by not filling a retirement should the City commit to contracted refuse removal.

The net effect is two positions are eliminated and the City is able to maintain its fleet for snow-plowing operations.

8. Over the past few years the levy contribution to the Capital Projects Fund has been significantly reduced. In 2006 the levy contribution to this fund was \$3.3 million. By 2009 the levy contribution fell to \$250,640. The budget for 2010 had a -0- contribution from the levy as did 2011. The budget for 2013 continues with no tax levy contribution to CIP.

In 2013, the City will continue to receive the increase in utility aid resulting from the WE power plant expansion. The Council has previously committed these new dollars to go to various large-scale capital projects. Staff feels that this is a prudent and wise use of these funds, as they can be reused as returns from capital investments are realized.

9. The WE Energy mitigation payment contributes \$2.25 million annually to the City of Oak Creek budget. Based on decisions made in 2003-2004 a specific amount is distributed to support the costs of three police officers, three firefighters, 5% of the operating fund of the police and fire departments and 2% of the gross wages of the police and fire departments. This leaves approximately \$1 million that has been placed in the Capital Improvement Fund.

BUDGET OVERVIEW

1. City Valuations

According to State Department of Revenue figures, the equalized value of all property in the City on 01-01-12 is \$2,932,766,600 a decline in value of 4.03%. The City's Assessed Value is 3,053,276,500, an increase of .79%.

2. Revenues

At this point, total General Fund revenues in 2013 are estimated to be approximately \$23,507,585 which is \$643,625 more than the budgeted 2012 revenues. 40% of this is growth in the tax base. The balance of the increase is made up of charges to the City's Tax Incremental Districts.

3. Expenditures

General Fund Expenditures in the 2013 budget as submitted are \$23,707,585, a decrease of \$326,360. The bulk of this decrease is related to costs shifted to employees, elimination of two non-protective positions, and stable utility and fuel costs.

4. Fund Balance

It is estimated that the City will have \$7,400,000 in fund balance at the end of 2012, which represents 31% of the operating budget. The 2013 budget as presented utilizes fund balance in the amount of \$200,000 for the one-time payment to Police and Fire represented employees as compensation for the elimination of post-65 health insurance. The planned use of fund balance would leave a reserve of \$7,200,000 or 30%, which still exceeds the City's goal of keeping a fund balance of between 10% and 20%. Bond rating agencies typically look for fund balances in the 25% to 35% range.

OPERATING BUDGET

All departments were instructed to keep non-personnel operating costs at a zero or near-zero increase, wherever possible, recognizing that personnel costs are the majority of the City's expenses. This budget eliminates two positions in the Street Department converts two 1,500 hour employees in Forestry and Park Maintenance to fulltime.

CAPITAL IMPROVEMENT/EQUIPMENT PROGRAM

This budget includes a complete listing of requests. All Capital Improvement project requests and Capital Equipment requests were reviewed by the CIP Committee, and a letter grade was assigned to each request, with major requests left for full Council discussion.

OTHER FUNDS

There are three Special Revenue Funds that are in need of particular consideration for 2013 and beyond:

1. Fund 11 -Solid Waste Fund

With the contracting of refuse collection being propose, the City will need to examine the logic of keeping the Solid Waste Fund and may wish to examine how solid waste collection is funded into the future.

2. Fund 37 - Emergency Medical Services (EMS)

The tax levy contribution to the EMS Fund was increased in 2008 to \$3,195,000. In 2010, the levy contribution to this fund was increased to \$3,559,000. Along with the

levy increase, the Fire Insurance Rebate revenue of \$90,000 was relocated from the General Fund to the EMS fund.

This fund will continue to experience a revenue shortfall into the future unless changes are made on the revenue and/or on the operation side.

Milwaukee County will continue the County subsidy for EMS services for the next three years, resulting in approximately \$134,000 in revenue to the fund.

Even with this revenue, the fund is projected to run a deficit balance in 2013 in excess of \$400,000. The City must decide if it is going to commit resources to EMS services to shore up the fund, restructure service delivery or some combination of the two or the fund will continue to be insolvent.

3. Fund 36 – Health Insurance Pool

The City has made changes it's to health insurance benefits. It would appear that the changes made in 2012 and those proposed for 2013, are helping to re-establish a positive fund balance.

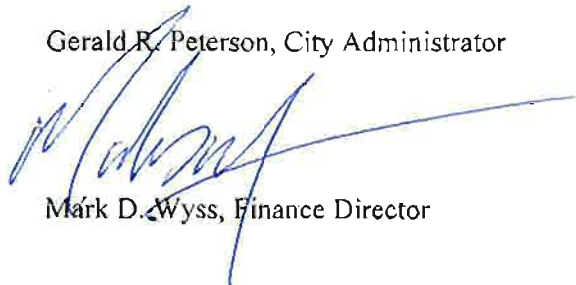
Staff will continue to monitor this fund and will continue to find ways to provide adequate coverage for employees while keeping an eye on containing costs.

SUMMARY COMMENTS

In summary, the 2013 budget as proposed was prepared with a balance between the continuation of quality services to Oak Creek citizens and awareness of costs to taxpayers. These are times of fiscal challenges. Our expectation for no additional revenues from our traditional sources continues through 2015.

Certainly there is growth in our future which will provide additional tax base and the potential for revenue growth. Our future does hold promise. Projects such as the Delphi site, the Oakwood and Howell business park, and the lakefront offer tremendous potential for positive change. In the meantime, it is important that we handle the challenges before us in a positive, cooperative fashion, allowing staff to continue to meet the needs of residents, and the Mayor and Council to effectively and responsibly grow the community.

Gerald R. Peterson, City Administrator



Mark D. Wyss, Finance Director

Mission Statement

The goal of the 2013 City of Oak Creek Budget is to provide quality municipal services to our citizens in the most appropriate and fiscally responsible manner. City staff and elected officials will actively seek out the participation and feedback of residents in the budget process to make certain that we are making the appropriate fiscal choices, guided by a review process that measures the efficiency and relevance of the services we provide.

Priorities of the 2013 Budget include;

- 1.) Modernization of our administrative staffing practices and technologies;
- 2.) Provide for the public safety;
- 3.) Continued upgrade of our roadways, bike and walking paths to improve public access;
- 4.) Identify and reduce inefficiency across departments;
- 5.) Review service levels and delivery methods to assure the City is providing the highest quality services affordable under the funding parameters allowed under State law, and aligning resources with priorities.

We will also actively seek out development and revenue growth opportunities, with the highest standards in place, to assure the quality of life in the City of Oak Creek.

ORDINANCE NO. 2662

BY: Ald. Toman

AN ORDINANCE ADOPTING THE
2013 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 Monday, November 12, 2012 at the City Hall at 6:00 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 1st day of January, 2013 and ending the 31st day of December, 2013.

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 12th day of day of November, 2012.

Passed and adopted this 12th day of November, 2012.




President, Common Council

Approved this 12th day of November, 2012.



Mayor

ATTEST:


City Clerk

Vote: Ayes 5 Noes 0
** Ald. Ruetz was excused.

City of Oak Creek
 Summary 2013 Budget and Appropriations
 as Revised and Approved by the Common Council
 November 12, 2012

FUND	Number	Budget
General Fund	10	
General Government		5,937,185
Public Safety		11,095,885
Health/Social Services		649,070
Public Works		3,667,680
Leisure		2,157,765
Other		200,000
Total Appropriations		<u>\$23,707,585</u>

FUND		Other Funds		FUND	
Other Funds	Number	Budget	Other Funds	Number	Budget
Solid Waste	11	1,487,270	Future Improvements	34	0
Donations	12	246,000	Impact Fee Escrow	35	0
We Power Mitigation	19	1,126,110	Health Insurance	36	6,375,900
General Debt	20	6,747,805	EMS	37	4,903,515
Debt Amortization	21	0	Storm Water Utility	38	509,600
Debt Service TID #4	26	368,231	Police Assets	39	15,000
Debt Service TID #5	27	1,500	Capital Projects	40	20,910,430
Debt Service TID #6	28	156,240	Developer Agreements	41	100,000
Debt Service Police Station	29	885,500	TID #7-Capital Projects	43	150,000
Special Assessments	30	0	TID #8-Capital Projects	45	9,000,000
Economic Development	31	250,810	TID #9-Capital Projects	51	0
Park Development Escrow	32	0	TID #10-Capital Projects	52	2,982,500
Low Income Loan	33	4,100	TID #11-Capital Projects	53	5,500,000
					<u>85,428,096</u>
			Total Expenses - All Funds		<u><u>85,428,096</u></u>

General Property Tax Rate Per Thousand of Assessed Valuation

2011 Assessed Value	3,029,351,400	98.51%	Ratio
2012 Assessed Value	3,053,276,500	104.05%	Ratio
State	0.16		
County	5.90	First Dollar Credit	\$62.29
MMSD	1.57	Lottery Credit	\$86.83
City of Oak Creek	6.46		
Oak Creek Franklin School District	9.06		
MATC	2.03		
	<u>Total:</u>		
	<u><u>\$25.18</u></u>		
Less Credits:			
Milwaukee County Sales Tax Credit	(1.05)		
State School Tax Credit	(1.44)		
	<u>Net Tax Rate:</u>		
	<u><u>\$22.69</u></u>		

City of Oak Creek

Proposed 2013 Budget - Fact Sheet

	Budget Year <u>2012</u>	Budget Year <u>2013</u>	<u>Change</u>
General Fund Budgeted Expenditures	\$24,033,945	\$23,707,585	-1.4%
Budgeted Expenditures-All Operating Funds	\$30,778,275	\$31,039,440	0.8%
General Fund Direct Employee Costs	\$17,454,585	\$17,654,215	1.1%
General Fund Utility Costs	\$950,545	\$937,440	-1.4%
Building, Park & Grounds Maintenance Costs	\$603,595	\$545,385	-9.6%
Direct Employee Costs as % of General Fund	72.6%	74.5%	2.5%
Equalized Value	\$3,088,952,200	\$2,932,766,600	-5.1%
TID Equalized Value	\$33,053,000	\$93,311,000	182.3%
TID % of Equalized Value	1.1%	3.2%	197.3%
Tax Levy	\$18,909,370	\$19,087,115	0.9%
Taxes on Median Priced Home	\$1,152	\$1,179	\$26
<u>Full-Time Employees</u>			
General/Administrative	70	69	-1.4%
Street Department	32	30	-6.3%
Forestry	2	3	50.0%
Park Maintenance	3	4	33.3%
Police Department (sworn)	58	58	0.0%
Fire Department (sworn)	52	52	0.0%
	217	216	-0.5%
Projected General Fund Balance	\$7,084,152	\$7,184,319	1.4%

City of Oak Creek
Change in Total Taxes 2008-2012

Levy Year	2012	2011 #	2010	2009	2008
State	\$ 0.16	\$ 0.17	\$ 0.16	\$ 0.17	\$ 0.17
County	5.90	5.93	5.18	5.15	5.14
MMSD	1.57	1.54	1.35	1.32	1.33
City Of OC	6.46	6.31	5.78	5.79	5.79
School	9.06	8.96	8.39	8.59	8.22
MATC	2.03	1.98	1.80	1.90	1.89
Gross Tax	25.18	24.89	22.66	22.92	22.54
School Tax Credit	-1.05	-1.12	-0.99	-1.33	-1.29
County Sales Tax Credit	-1.44	-1.49	-1.38	-1.02	-1.06
NET TAX RATE	\$ 22.69	\$ 22.28	\$ 20.29	\$ 20.57	\$ 20.19
Taxes on \$185,000 *	\$ 3,861.84	\$ 3,792.06	\$ 3,753.65	\$ 3,806.31	\$ 3,735.56
First Dollar Credit	\$ 62.29	\$ 59.73	\$ 61.63	\$ 61.26	\$ 31.13
Lottery Credit	\$ 86.83	\$ 79.06	\$ 77.71	\$ 69.88	\$ 71.83
Net Taxes:	\$ 3,712.72	\$ 3,653.27	\$ 3,614.31	\$ 3,675.17	\$ 3,632.60

Revalue year (1st in 5 years)

* Assumes value of \$185,000 home decreased in value by the city-wide AVERAGE of 8%

TAXING AGENCY:	BASE VALUE	TOTAL ASSESSED	CERTIFIED TAX LEVY	EQUALIZED TAX RATE PER \$1000	TOTAL TAX LEVY	TIF LEVY	ASSESSED TAX RATE PER \$1000	ASSESSED TAX RATE PER DOLLAR
STATE*	2,932,766,600	3,053,276,500	\$497,708.46	0.169706127	\$497,708.46	\$0	0.163007988	\$0.000163008
COUNTY**	2,839,455,600	3,053,276,500	\$17,433,837.41	6.139852093	\$18,006,753.15	\$572,915.74	5.897518010	\$0.005897518
MMISD*	2,839,455,600	3,053,276,500	\$4,626,423.00	1.629334510	\$4,778,457.83	\$152,034.83	1.565028237	\$0.001565026
CITY OF OAK CREEK** EXEMPT COMPUTER AID*	2,839,455,600	3,053,276,500	\$19,087,115.00	6.722103702	\$19,714,381.22	\$627,246.22	6.458788705	\$0.006458789
SCHOOL*	2,839,455,600	3,053,276,500	\$26,798,806.00	9.437939033	\$27,679,269.44	\$880,663.44	9.065431655	\$0.009065432
MATC*	2,839,455,600	3,053,276,500	\$6,014,535.00	2.118200052	\$6,212,188.37	\$197,651.37	2.034596724	\$0.002034597
TOTALS:								
COUNTY SALES TAX CREDIT*	2,839,455,600	3,053,276,500	\$74,458,224.87		\$76,888,736.46	\$2,430,511.59		25.182369
SCHOOL TAX CREDIT	\$0.001444926		\$3,108,389.46	\$1.094713	\$3,270,538.24	\$102,148.78	\$1.05150590	\$0.001444926
COUNTY SALES TAX	\$0.001018050		\$71,349,835.41		\$74,411,759.19	\$3,228,362.81		1.0515059
			(\$4,411,799.19)		Exempt Comp-TIF**	56,405.62		\$0.002685937
			\$66,938,076.22			\$2,384,788.43		
FIRST DOLLAR CREDIT	\$6,600	\$62.29						
LOTTERY CREDIT*	\$9,200	\$88.83						
TOTAL*					\$69,368,587.81			
EQUALIZED VALUATION*	2,932,766,600							
TIF INCREMENT*	93,311,000							
BASE	2,839,455,600							
ASSESSED VALUATION*	3,053,276,500							
Assessment Ratio*	104.05%							

Note: Statement of Taxes is to show Total of certified levies, not including the City's computer aids amount, minus the Co. Sales Tax credit, plus the total TIF levy not including Co. Sales tax credit or TIF computer aids amount. *Used for calculation purposes only.

cc: City Clerk, Finance Director

CITY OF OAK CREEK 2013 BUDGET

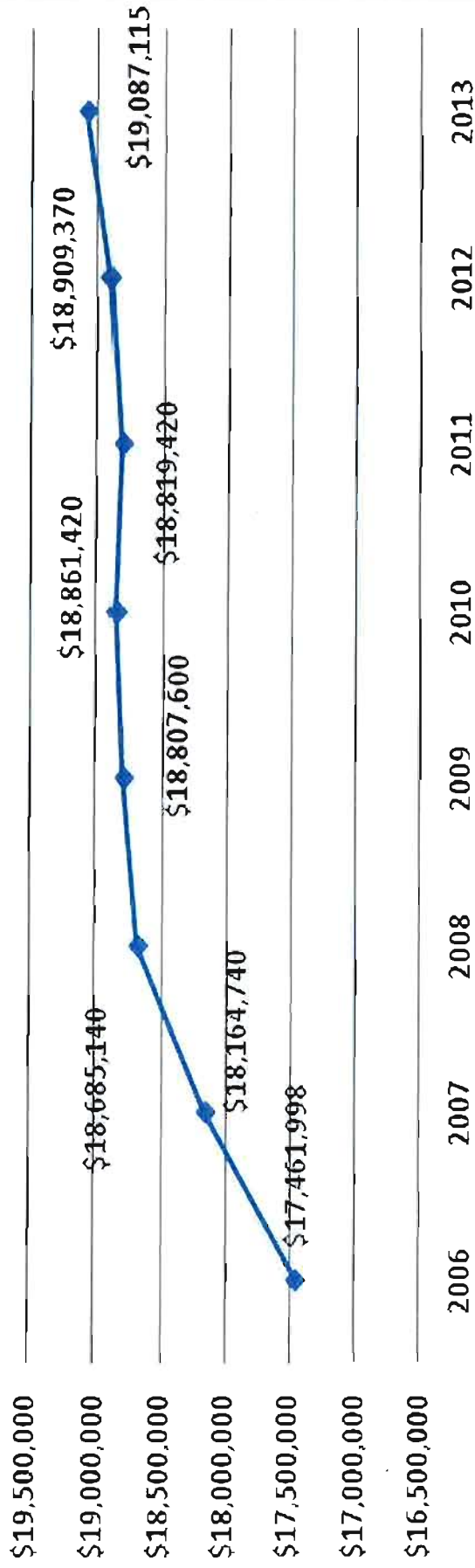
10 Year Change in Tax Rate & Tax Levy

<u>Year of Levy/Collection</u>	<u>City Tax Levy</u>	<u>Change</u>	<u>City Tax Rate/\$1,000</u>	<u>Change</u>	<u>Change in CPI +</u>
2012/2013	\$ 19,087,115	0.9%	\$ 6.46	2.4%	2.4%
2011/2012	\$ 18,909,370	0.5%	\$ 6.31	9.2%	3.1%
2010/2011	\$ 18,819,420	-0.2%	\$ 5.78	-0.2%	1.6%
2009/2010	\$ 18,861,420	-0.5%	\$ 5.79	0.0%	-0.4%
2008/2009	\$ 18,954,380	1.4%	\$ 5.79	-0.5%	3.8%
2007/2008	\$ 18,685,140	2.9%	\$ 5.82	-16.3%	2.8%
2006/2007	\$ 18,164,740	4.0%	\$ 6.95	0.7%	3.2%
2005/2006	\$ 17,461,998	2.6%	\$ 6.90	-1.1%	3.4%
2004/2005	\$ 17,013,363	3.0%	\$ 6.98	-20.9%	2.7%
2003/2004	\$ 16,513,363	1.6%	\$ 8.82	-0.1%	2.3%
Average:		1.6%		-2.7%	2.5%

+ Consumer Price Index, all urban consumers, not seasonally adjusted (CPI-U)

8 Year Levy History

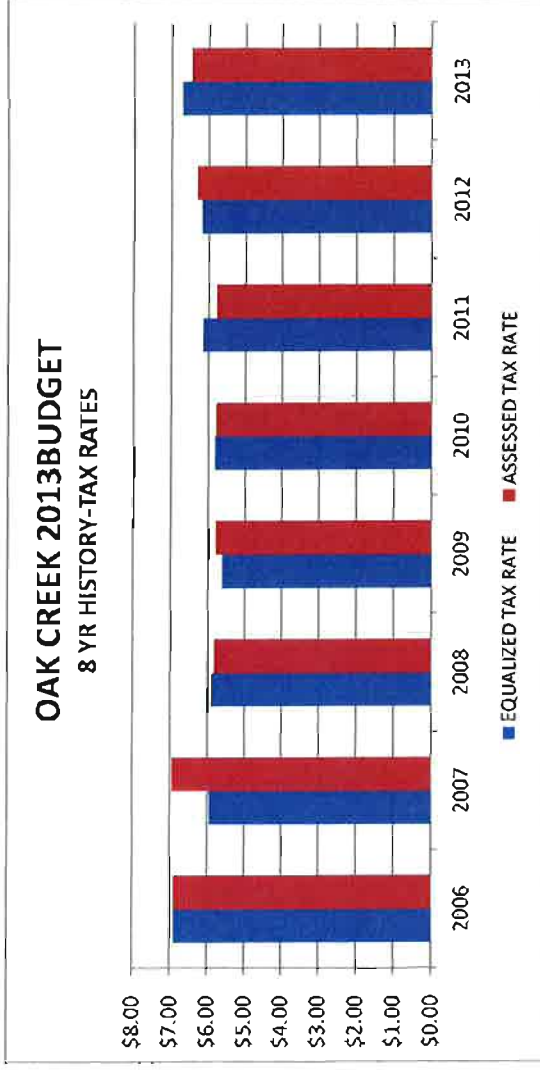
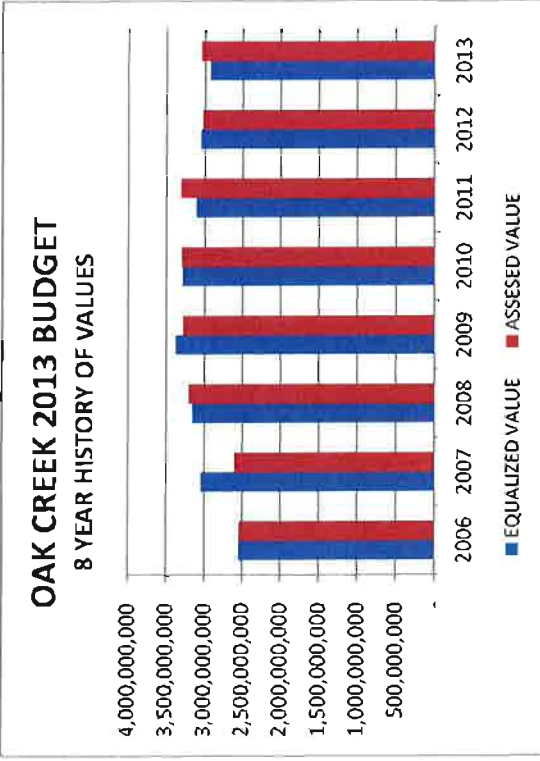
Total Tax Levy 2006-2013



CITY OF OAK CREEK 2013 ANNUAL BUDGET

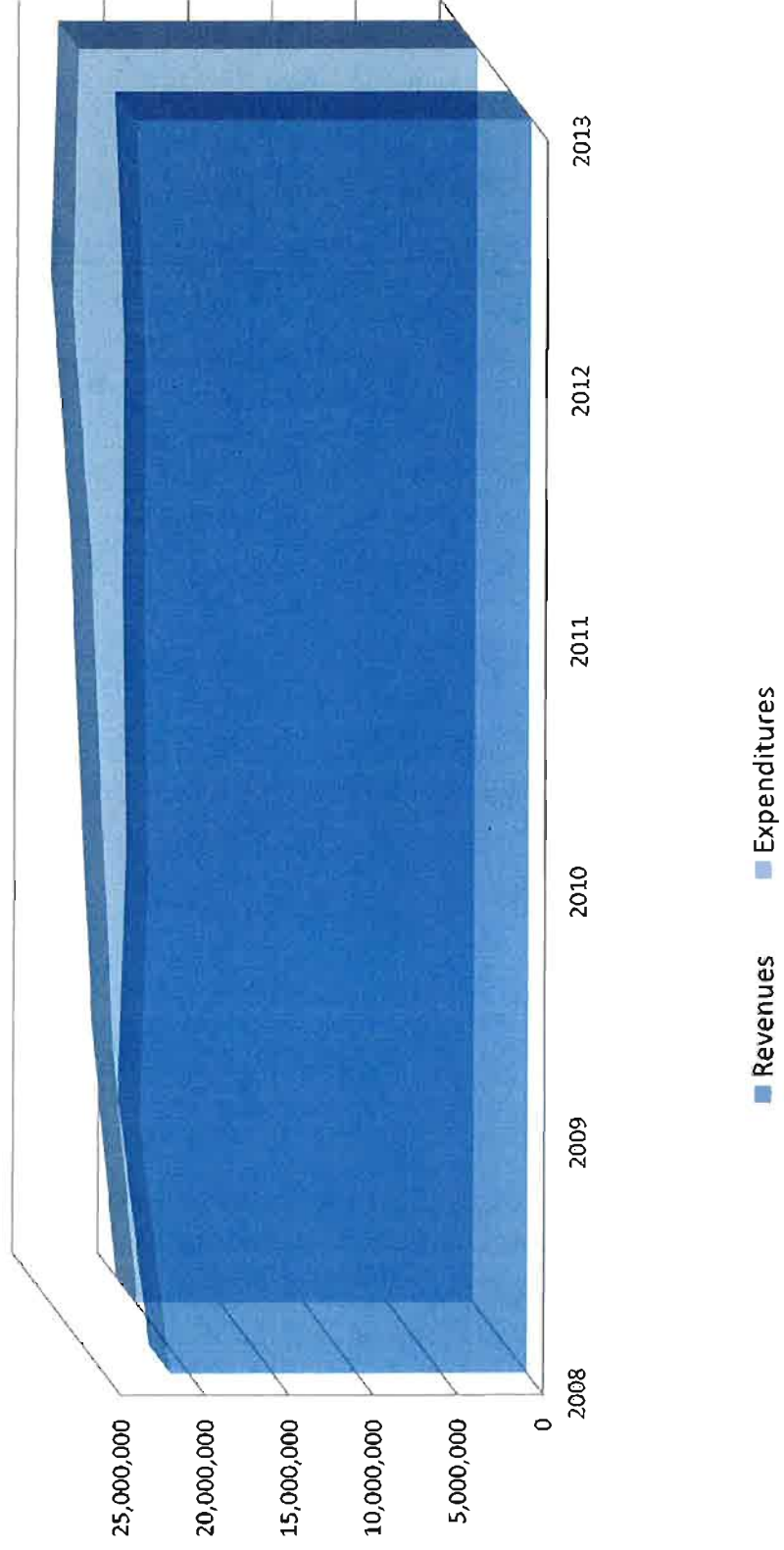
8 YEAR HISTORY OF CITY'S TAX RATE AND VALUES

	2006	2007	2008	2009	2010	2011	2012	2013
EQUALIZED VALUE	2,550,239,400	3,046,431,800	3,160,910,400	3,380,874,000	3,293,533,700	3,113,583,000	3,055,899,200	2,932,766,600
ASSESSED VALUE	2,549,618,560	2,609,342,280	3,208,917,730	3,283,663,300	3,308,303,500	3,316,366,400	3,029,351,400	3,053,276,500
RATIO	96.30%	86.12%	101.50%	98.17%	100.56%	106.34%	98.51%	104.05%
Assessed Tax Rate	\$6.90	\$6.95	\$5.82	\$5.79	\$5.79	\$5.78	\$6.31	\$6.46
Equalized Tax Rate	\$6.90	\$5.95	\$5.91	\$5.62	\$5.82	\$6.16	\$6.19	\$6.72



Revenue & Expenditure Trends

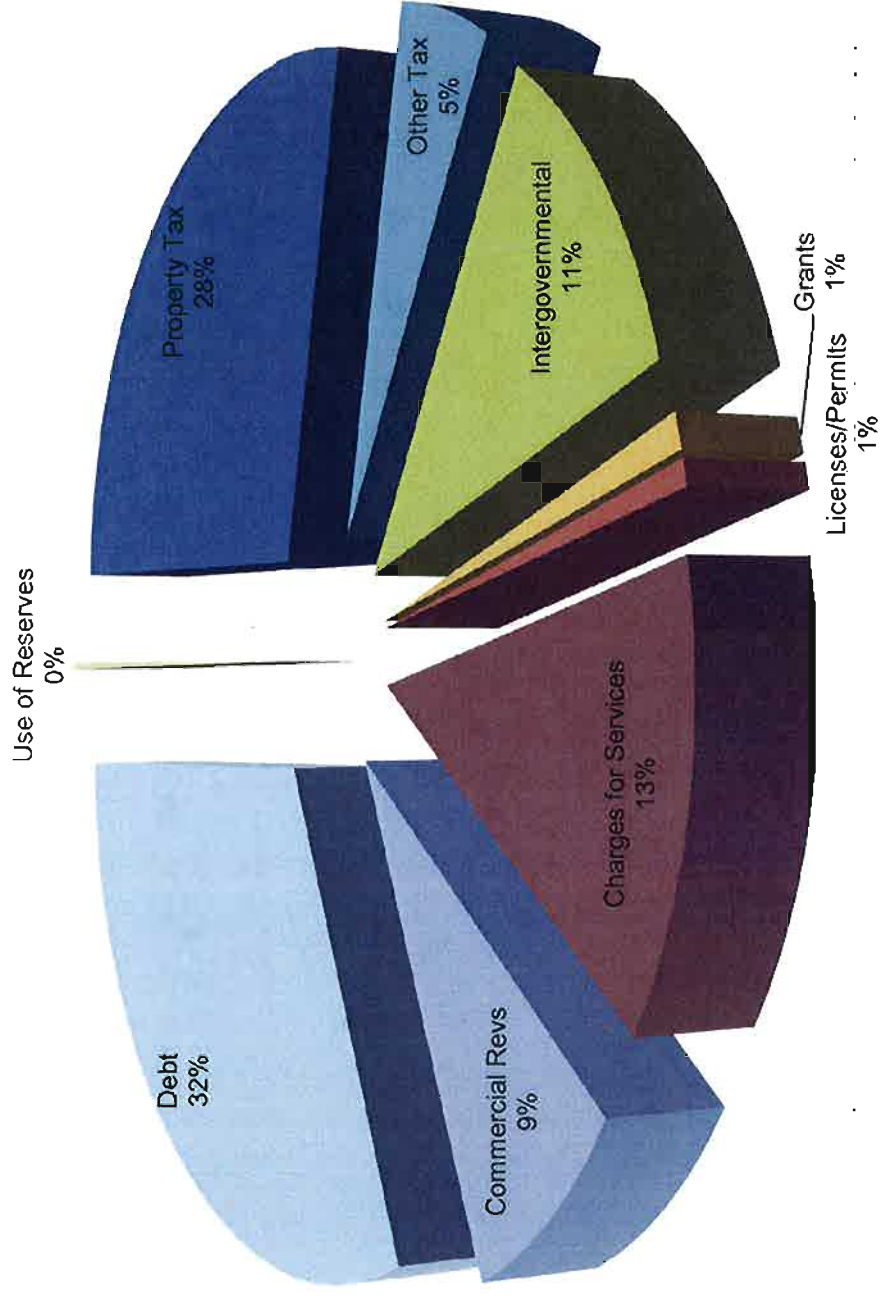
Revenue & Expenditure Trends
General Fund 2008-2013



2013 Revenue Mix

- All funds, all sources (excluding possible debt for Tax Increment Districts)
- Commercial Revenues include mitigation payment, land sales, interest earnings, sales of assets, franchise fees.
- Other taxes includes the utility payment in lieu of tax, mobile home taxes, and hotel taxes.

2013 City-Wide Revenues (Exclusive of TID's)

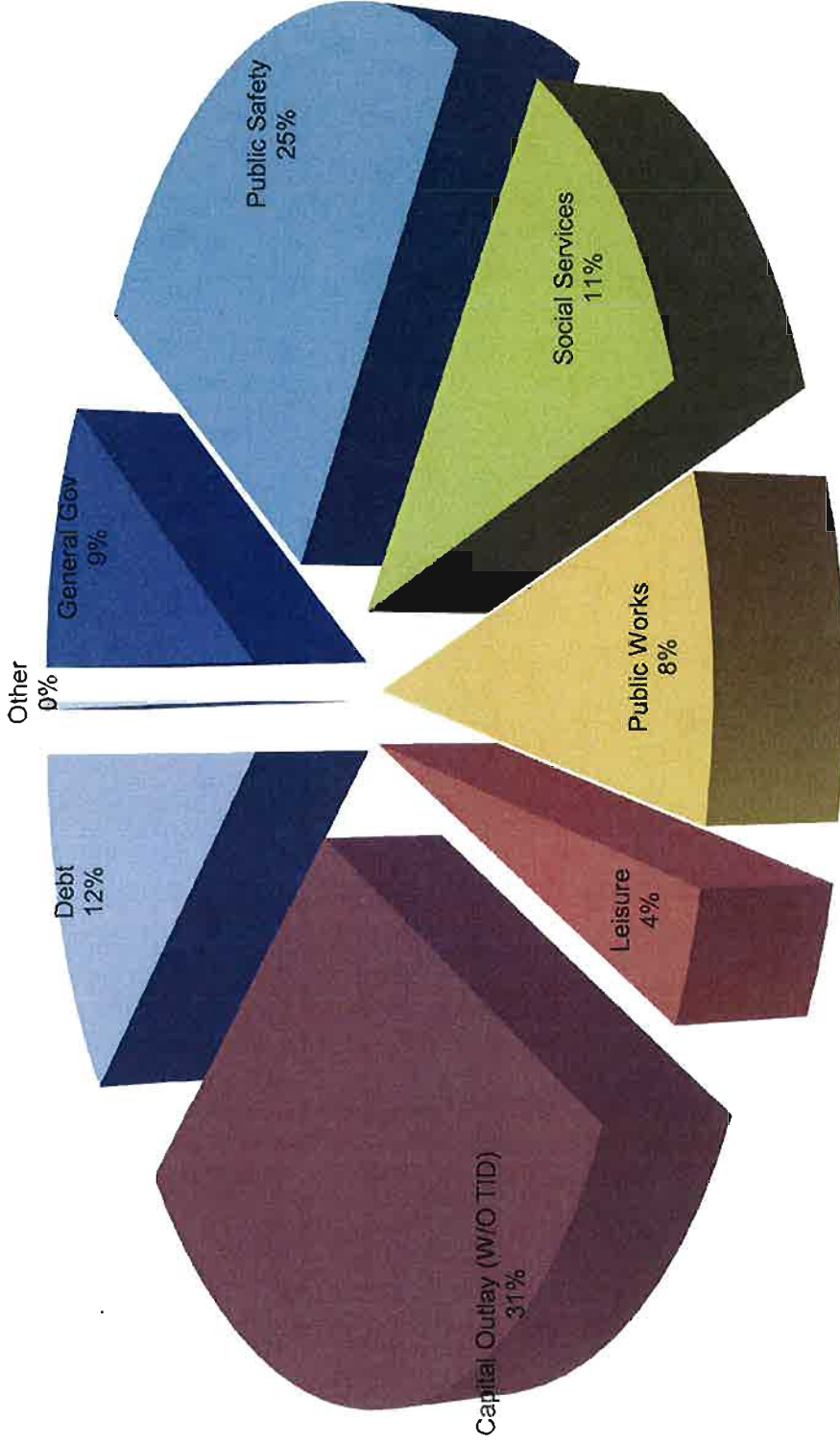


Expenditures by Category

All funds, all sources (excluding possible Tax Increment Districts)

Social Services is primarily the City's Self-Funded Health Insurance Pool, Other is payout of accumulated sick-leave

2013 Expenditures



Gross Property Tax Rates for Municipalities in Milwaukee County: Levy Year: 2004 - 2011

	2004	2005	2006	2007	2008	2009	2010	2011
Bayside	\$ 25.71	\$ 24.82	\$ 23.80	\$ 22.10	\$ 21.87	\$ 24.08	\$ 26.31	\$ 26.84
Brown Deer	\$ 25.84	\$ 24.92	\$ 24.84	\$ 22.68	\$ 22.43	\$ 25.69	\$ 28.24	\$ 29.64
Fox Point	\$ 24.88	\$ 23.83	\$ 22.96	\$ 21.48	\$ 21.19	\$ 23.51	\$ 26.23	\$ 26.64
Greendale	\$ 27.69	\$ 26.64	\$ 22.98	\$ 22.34	\$ 22.66	\$ 24.35	\$ 27.18	\$ 28.15
Hales Corners	\$ 24.80	\$ 24.03	\$ 21.95	\$ 20.64	\$ 20.79	\$ 22.58	\$ 25.68	\$ 25.30
River Hills	\$ 23.95	\$ 23.81	\$ 22.34	\$ 20.78	\$ 20.35	\$ 22.20	\$ 24.49	\$ 25.03
Shorewood	\$ 27.07	\$ 25.62	\$ 23.55	\$ 22.91	\$ 23.41	\$ 25.73	\$ 28.40	\$ 29.13
West								
Milwaukee	\$ 31.01	\$ 30.28	\$ 27.22	\$ 25.55	\$ 25.50	\$ 27.34	\$ 30.58	\$ 31.80
Whitefish Bay	\$ 23.25	\$ 22.89	\$ 21.14	\$ 20.30	\$ 20.05	\$ 21.47	\$ 24.14	\$ 24.51
Cudahy	\$ 26.29	\$ 26.72	\$ 24.04	\$ 22.57	\$ 23.26	\$ 25.18	\$ 27.09	\$ 26.77
Franklin	\$ 25.86	\$ 24.46	\$ 22.54	\$ 20.70	\$ 21.23	\$ 22.46	\$ 25.45	\$ 24.89
Glendale	\$ 24.13	\$ 23.63	\$ 22.56	\$ 21.09	\$ 21.36	\$ 22.79	\$ 24.13	\$ 26.14
Greenfield	\$ 24.64	\$ 23.60	\$ 21.96	\$ 20.55	\$ 20.74	\$ 22.81	\$ 26.33	\$ 26.41
Milwaukee	\$ 25.30	\$ 25.07	\$ 23.53	\$ 21.02	\$ 21.31	\$ 24.16	\$ 26.96	\$ 28.67
Saint Francis	\$ 27.71	\$ 26.79	\$ 24.04	\$ 22.05	\$ 21.94	\$ 23.87	\$ 27.00	\$ 27.82
South								
Milwaukee	\$ 24.37	\$ 23.96	\$ 22.53	\$ 21.60	\$ 20.87	\$ 23.56	\$ 26.03	\$ 27.32
Wauwatosa	\$ 22.63	\$ 22.14	\$ 20.26	\$ 19.24	\$ 19.11	\$ 21.32	\$ 23.43	\$ 24.18
West Allis	\$ 26.66	\$ 26.29	\$ 24.04	\$ 22.41	\$ 22.39	\$ 24.06	\$ 27.50	\$ 28.96
Milwaukee								
County average	\$ 25.66	\$ 24.97	\$ 23.13	\$ 21.67	\$ 21.69	\$ 23.73	\$ 26.40	\$ 27.12
Oak Creek	\$ 23.96	\$ 22.34	\$ 21.49	\$ 18.96	\$ 19.59	\$ 20.86	\$ 23.07	\$ 23.34

In 2009, 2010, and 2011 Oak Creek's combined tax rate was the lowest in Milwaukee County.

Source: Public Policy Forum: 2012

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General Fund

City of Oak Creek 2013 Annual Budget

Fund Name: General Fund -- Fund 10

Fund Description:

The General Fund is the primary operating fund of the City. It is used to account for all funds not otherwise accounted for in other funds. It serves as the collection point for the widest variety of City revenues. Unlike all other funds, the dollars left over at the end of the year in each department or division's accounts reverts back to the General Fund balance to be reallocated the next year.

Fund Objectives:

The General Fund as the primary fund of the City needs to have adequate resources to handle shortfalls in revenue and the expenses related to unexpected emergencies. The Common Council continues two goals for 2012:

1. Maintain a "Contingency Reserve" of one (1.0 %) percent of General Fund Operating expenses.
2. Maintain a "Designated Carry-over Balance" of ten (10%) percent to twenty (20%) of general fund operating expenses

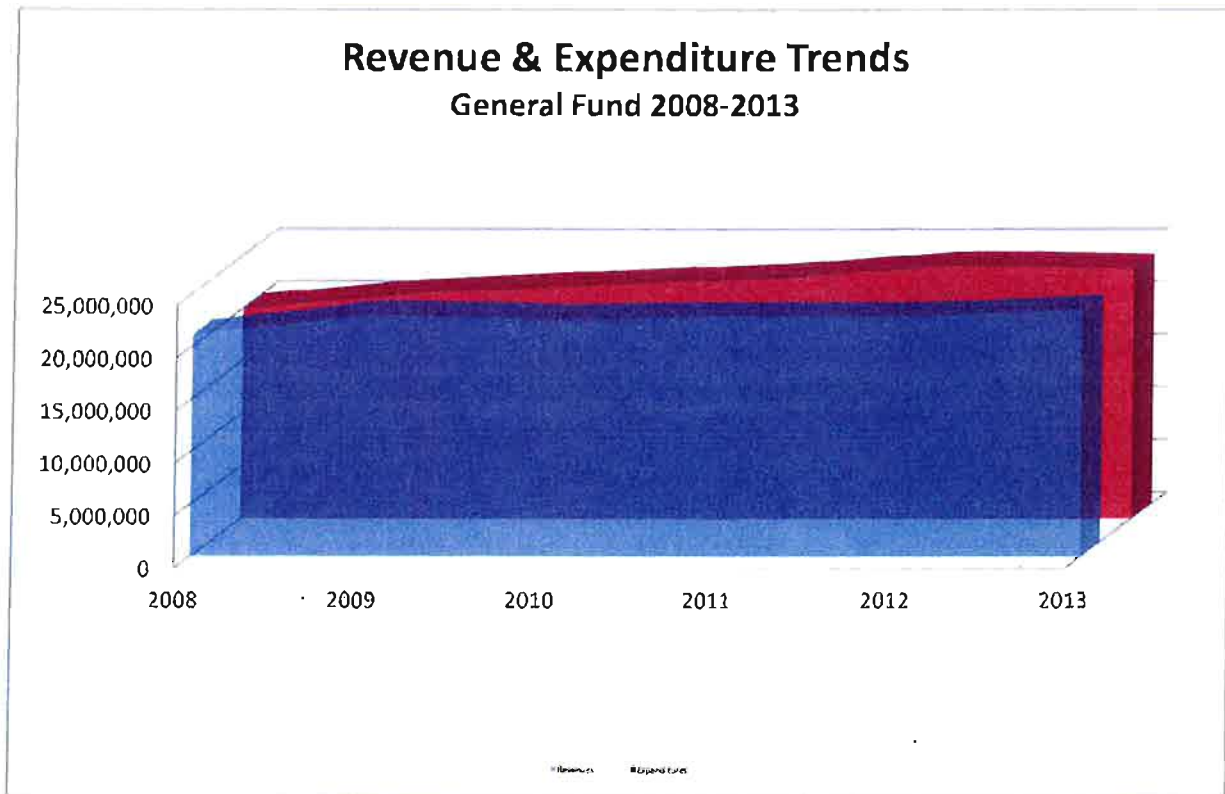
Future Issues

The issues of State-shared revenues and property-tax levy and revenue limits continue to dominate Wisconsin's political scene. The City faces a growing structural budget deficit in its general fund. A levy freeze has been enacted by the State Legislature, along with 15% cuts to Shared Revenue and Transportation Aid beginning in 2012. The future status of shared revenues remains unclear, as does the potential limit on municipal revenues. The budget bill enacted by the legislature puts a permanent levy cap, except for growth, on all Wisconsin Municipalities.

Cities are allowed to further increase the tax levy, but only by the amount attributable to new growth. The City of Oak Creek government has kept the City portion of the tax levy under a self imposed limit of that amount for three years prior to the state's imposition of a cap. If State shared revenues are further reduced or eliminated, or extreme revenue limits are instituted, it will force a change in service levels and could even necessitate changes in employment levels. It will take a considerable effort on the part of all local governments to work within limits set by the state.

City of Oak Creek 2013 Annual Budget

Fund / Department	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
General Fund Summary						
Beginning Balance	\$6,188,402	\$7,817,357	8,254,137	7,983,857	8,274,813	7,384,319
Revenues						
Taxes	13,352,880	13,201,414	13,159,370	13,145,595	13,145,595	13,323,340
Other Taxes	1,761,183	2,015,076	2,107,386	2,143,000	2,131,783	2,143,200
State Shared Revenues	4,612,371	4,622,098	4,699,226	4,379,315	4,429,315	4,471,250
Other Intergovernmental	405,803	406,348	278,523	289,580	210,170	255,000
Licenses and Permits	445,968	463,027	504,497	509,325	462,795	504,630
Charges for Services	548,581	401,362	528,227	494,600	469,595	657,765
Public Health and Safety	94,876	73,949	41,511	26,500	22,240	32,900
Commercial Revenues	1,804,333	1,422,075	1,546,137	1,583,945	1,533,085	1,649,500
Expenditure Offset	0	0	0	292,100	0	470,000
Transfers	0	0	0	0	0	0
Total Revenues	\$23,025,995	\$22,605,349	\$22,864,877	\$22,863,960	\$22,404,578	\$23,507,585
Expenditures						
General Government	5,469,916	5,488,783	5,457,332	5,661,880	5,489,540	5,937,185
Public Safety	10,125,832	10,711,694	11,158,464	10,872,220	10,970,876	11,095,885
Health	511,519	544,132	544,591	657,950	594,135	649,070
Public Works	3,412,000	3,421,017	3,614,128	3,806,365	3,455,800	3,667,680
Leisure Services	1,877,773	2,002,943	2,069,686	2,136,530	1,885,721	2,157,765
Accumulated Sick Time Payout				899,000	899,000	200,000
Total Expenditures	\$21,397,040	\$22,168,569	\$22,844,201	\$24,033,945	\$23,295,072	\$23,707,585
Use of Reserves	\$0	\$0	\$0	\$1,169,985	\$890,494	\$200,000
Ending Fund Balance	\$7,817,357	\$8,254,137	\$8,274,813	\$6,813,872	\$7,384,319	\$7,184,319
Fund Balance Percentage	36.5%	37.2%	36.2%	28.4%	31.7%	30.3%



City of Oak Creek 2013 Annual Budget

Fund / Department	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
General Fund						
Beginning Fund Balance	\$6,188,402	7,817,357	8,254,137	7,983,857	8,274,813	7,384,319
Revenues						
Taxes						
300.00 General Property (FROZEN BASE) General Property (NEW GROWTH)	13,352,880	13,201,414	13,159,370	13,145,595	13,145,595	13,145,595 177,745
301.00 Omitted Property	0	4,680	3,992	0	0	0
302.00 Utility Tax Equivalent	1,250,147	1,485,980	1,544,425	1,625,000	1,625,000	1,625,000
303.00 Motel/Hotel Room	400,000	400,000	400,000	400,000	400,000	400,000
304.00 Mobile Trailer Fees	74,810	80,453	78,475	80,000	72,765	77,400
305.00 Written Off Delinquent Taxes	52	1,883	26,144	0	5,488	2,000
306.00 Tax District Reimbursement	4,151	21,415	49,871	15,000	20,360	18,000
307.00 Motor Fuel Tax Refund	4,167	4,073	4,479	7,000	8,170	4,800
308.00 Ag Use Value Penalty	11,182	0	0	0	0	0
309.00 Liberty Woods Penalty	16,674	16,592	0	16,000	0	16,000
Subtotal	\$15,114,063	\$15,216,490	\$15,266,756	\$15,288,595	\$15,277,378	\$15,466,540
State Shared Revenues						
310.00 Per Capita Population 35,000	1,223,212	1,042,508	1,039,731	883,700	883,700	883,700
312.00 Special Utility	1,494,912	1,711,245	1,750,000	1,700,000	1,750,000	1,800,000
315.00 State Aid - Roads	1,543,546	1,635,007	1,645,239	1,480,715	1,480,715	1,496,000
316.00 Expenditure Restraint Program	350,701	233,338	264,256	314,900	314,900	291,550
Subtotal	\$4,612,371	\$4,622,098	\$4,699,226	\$4,379,315	\$4,429,315	\$4,471,250
Other Intergovernmental						
314.00 Fire Insurance Dues (moved to FMS)	90,692	0	0	0	0	0
315.50 State Aid - Computer Aids	146,780	152,203	136,921	136,000	82,000	100,000
318.00 Other State Aids	5,950	4,954	4,784	0	4,510	5,000
320.25 Police State Training	0	9,530	10,080	10,000	10,080	10,000
320.32 FAST - Cops in Schools-School	103,973	109,111	113,550	113,580	113,580	115,000
320.40 Universal 2004 Hiring Grant	0	0	0	0	0	0
322.00 DOJ Cease	6,297	580	0	0	0	0
323.00 Health Block Grant	0	1,786	1,464	0	0	0
327.00 County & Misc. Grants	3,911	4,646	3,167	0	0	0
328.00 State of Wisconsin Grant	0	56,277	0	5,000	0	0
329.00 Development (CDBG)	48,200	67,261	8,557	25,000	0	25,000
Subtotal	\$405,803	\$406,348	\$278,523	\$289,580	\$210,170	\$255,000
Licenses and Permits						
330.00 Combination Class A	6,450	10,234	10,441	10,000	10,750	10,000
330.10 Combination Class B	20,855	20,101	29,779	21,000	18,000	22,530
330.20 Beer Class A	100	820	1,030	250	675	400
330.30 Beer Class B	788	1,397	879	1,000	845	1,100
330.35 Wine Class C	408	380	509	400	545	400
330.40 Publishing Fees	690	930	750	750	720	700
331.00 Operators Licenses	10,810	16,145	14,500	17,000	15,000	15,000
332.00 Amusement Devices	5,725	6,075	11,010	6,000	10,125	6,900
332.10 Amusement Operators	2,700	3,000	1,350	2,800	2,400	2,600
333.00 Electrical Licenses	3,990	3,740	3,790	4,500	5,700	4,100
334.00 Misc Business Licenses	9,540	9,163	10,322	8,000	8,000	7,100
334.10 Misc Non-Business Licenses	88	81	56	100	85	100
334.20 DATCP Licenses	9,824	9,838	12,999	13,900	15,820	16,400
334.30 FSRJ Licenses	31,544	31,399	45,543	44,000	42,180	45,000
334.40 Late Sanitarian License Renewal	270	180	1,620	200	250	2,400
335.00 Landfill License	675	675	225	500	1,900	500
336.00 Landfill Permits	300	525	900	525	500	400
337.00 Building Permits	163,662	177,341	204,938	210,000	200,000	200,000
337.05 Building Plan Review	38,035	23,070	32,497	23,000	19,000	28,700
337.10 Electrical Permits	73,636	73,535	57,305	70,000	50,000	65,000
337.20 Plumbing Permits	44,943	51,990	45,300	55,000	43,000	54,000
337.30 Plumbing Plan Review	0	0	0	0	0	0
338.00 Street Opening/Driveway	13,067	13,302	12,236	13,000	8,800	12,800
338.10 Erosion Control	7,368	8,691	5,883	8,000	7,250	8,100
339.00 Other Permits	500	415	615	400	1,250	400
Subtotal	\$445,968	\$463,027	\$504,497	\$509,325	\$462,795	\$504,630

City of Oak Creek 2013 Annual Budget

Fund / Department	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
Charges For Services						
340.00 Weed Cutting	28,762	11,289	10,716	10,000	4,000	15,200
340.05 Weed Cutting - Tax Roll	19,820	0	0	5,000	0	11,700
340.10 Property Status Reports	5,390	3,620	3,170	4,500	6,120	4,200
340.40 Photo Copies - Other	2,649	1,929	2,325	2,000	1,200	2,100
340.50 Postage Cost Reimbursement	48	50	17	100	25	0
340.60 Utility Charge For Service	40,900	42,100	45,000	45,000	45,000	47,250
341.00 Animal Licenses	0	0	0	0	0	0
341.20 Animal License Processing	16,520	14,869	13,307	15,000	12,000	14,000
342.00 Zoning Appeal Fees	700	500	1,450	500	1,500	800
342.10 Rezoning Petition & Fees	1,550	2,325	775	1,000	1,550	1,200
342.20 Conditional Use Requests	8,400	5,075	6,575	5,000	1,750	8,400
342.30 Text Amendment Requests	1,000	0	0	0	0	500
342.40 ROW Vacation Fee	53	0	575	0	0	100
342.50 Map Amendments	2,325	775	775	1,000	250	1,200
342.60 Filing Fees C.S.M.	6,035	2,100	4,475	3,500	9,700	4,400
342.70 Plan Commission Fees	7,550	7,000	6,750	7,000	7,300	7,300
342.75 Landscape Plan Review	1,815	1,050	1,650	2,500	1,200	1,800
342.80 Subdivision Plan Fees	0	475	0	500	250	400
342.90 Map Sales	89	5	6	100	100	0
343.00 State DWI Seizures	-550	3,305	2,405	1,600	2,800	2,000
344.00 Police/Fire Report Copies	2,367	2,686	3,156	2,200	1,800	2,500
345.00 Engineering Fees - City	138,873	89,289	47,259	130,000	50,000	106,200
345.10 Engineering Fees - Utility	1,390	2,582	3,275	4,000	5,000	3,300
345.20 Engineering Fees - Developer	3,073	5,275	8,572	10,000	5,000	8,000
345.30 Staff Time - TID	0	0	74,433	25,000	100,000	185,000
345.50 Highway Service Fees	67,571	4,219	215	20,000	20,000	25,500
345.70 Grading Bond Forfeitures	0	0	0	0	0	0
346.10 Sales of Culvert Pipe	12,516	13,965	9,842	10,000	5,000	11,400
346.20 Culvert Installation	2,328	1,751	3,542	2,500	2,400	2,900
346.40 Street Excavation Repairs	0	0	0	0	0	0
347.00 Recreation Program Charges	149,252	158,338	155,063	160,000	160,000	164,715
348.00 Library Fees	21,057	19,330	19,406	19,000	18,700	19,000
348.10 Federated Library System	258	683	217	500	450	300
348.20 Photo Copies - Library	4,460	5,147	4,739	5,000	4,000	4,400
349.00 Misc Charges For Service	2,380	2,030	98,557	2,100	2,500	2,000
Subtotal	\$548,581	\$401,362	\$528,227	\$494,600	\$469,595	\$657,765
Public Health & Safety						
350.00 Police Special Event Fees	8,244	2,203	12,261	2,000	2,000	4,800
350.10 County Constable Fees	0	0	0	0	0	0
351.10 Claims for Fire Calls	0	0	0	0	450	0
352.00 School Health Services	0	0	0	0	0	100
352.10 Clinic Fees	41,467	34,101	20,907	22,000	15,000	15,000
352.20 Sanitarian Pre-Inspection Fees	4,432	2,696	3,317	2,500	2,000	2,600
352.30 Sanitarian Re-Inspection Fees	0	0	0	0	2,500	300
352.40 Reg Sanitarian Serv-Franklin	40,283	34,929	4,995	0	0	0
State Weights & Measure Inspections						10,000
355.00 Miscellaneous Service Charges	450	20	31	0	290	100
Subtotal	\$94,876	\$73,949	\$41,511	\$26,500	\$22,240	\$32,900
Commercial Revenue						
360.00 Interest on Investments	657,573	321,684	333,884	450,000	375,000	448,000
121.10 Book Gain/Loss on LTI			-118,625			
360.10 Interest on Taxes	90,814	81,638	132,090	91,720	88,635	92,000
360.30 Interest on Invoices	22	484	0	0	100	600
361.00 Land Rentals	100	265	100	290	100	200
361.50 T-Mobile Lease Payments	23,900	23,900	23,900	23,900	28,300	0
361.60 AT&T Cell Tower Lease	24,000	24,000	24,000	24,000	24,000	24,000
361.70 Verizon Cell Lease	0	0	25,537	25,500	25,500	0
363.00 Insurance Incentives	74,151	68,781	101,918	60,000	65,000	71,900
363.01 P-Card Rebates	0	0	4,369	6,535	8,000	10,000
364.00 Insurance Recovery-General	3,333	3,293	2,361	1,500	2,500	2,800
364.05 Insurance Recovery-Lights	22,174	8,906	24,582	10,000	3,000	10,000
364.10 Insurance Recovery-Police	17,284	1,721	531	0	250	1,000
364.20 Insurance Recovery-Fire	1,487	0	6,336	0	1,000	1,600
364.30 Insurance Recovery-Streets	0	120	19,008	0	1,000	5,000

City of Oak Creek 2013 Annual Budget

Fund / Department	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
365.00 Cable TV Franchise Fees	362,296	353,754	364,435	360,000	372,000	380,000
365.50 AT&T Video Service Fees	36,738	80,416	90,566	85,000	90,000	100,000
366.00 Sale of City Equip-Other	8,076	1,643	8,857	5,000	2,100	5,800
366.10 Sale of City Equip-Police	11,338	4,075	11,806	5,000	2,500	6,800
368.00 Miscellaneous Revenue	12,036	6,459	8,769	5,000	4,100	7,500
368.50 Retiree Drug Subsidy Program	0	0	0	0	0	0
368.60 FEMA Reimb-Disaster Aid	3,784	12,718	102,105	0	0	0
369.00 Court Fines	450,877	422,518	373,858	428,000	438,000	475,000
369.10 False Alarm Penalties	4,350	5,700	5,750	2,500	2,000	7,300
Subtotal	\$1,804,333	\$1,422,075	\$1,546,137	\$1,583,945	\$1,533,085	\$1,649,500
Interfund Transfers						
Expenditure Offset	0	0	0	292,100		470,000
Subtotal	\$0	\$0	\$0	\$292,100	\$0	\$470,000
Total Revenues Generated	\$23,025,995	\$22,605,349	\$22,864,877	\$22,863,960	\$22,404,578	\$23,507,585
Expenditure Summary						
40 General Government	2,508,802	2,563,349	2,434,752	2,497,810	2,438,700	2,747,880
41 Building Maintenance	538,229	547,783	551,736	612,915	592,415	589,610
42 Administration	235,656	165,176	246,227	247,685	246,680	255,975
43 Information Technology	592,234	623,537	705,995	708,225	706,655	714,090
44 City Clerk	256,085	246,274	246,220	252,250	245,220	280,245
45 Finance	317,609	307,392	320,068	311,395	310,930	334,600
46 City Treasurer	201,370	211,434	215,550	221,015	223,055	220,165
48 City Assessor	220,856	219,668	219,341	234,193	222,765	235,935
50 Legal Department	288,643	287,340	212,944	284,605	217,590	247,820
55 Community Development	310,432	316,230	304,499	291,290	285,530	310,865
60 Police	8,136,337	8,639,562	8,839,592	8,651,005	8,835,645	8,775,760
62 Municipal Court	0	0	207,371	207,985	185,895	208,385
63 Emergency Operations	16,352	15,829	10,178	31,200	13,951	31,200
65 Fire Non-EMS Operations	1,348,561	1,433,532	1,446,289	1,333,135	1,389,540	1,451,120
70 Building Inspection	624,582	622,771	655,034	656,970	545,845	629,420
75 Health	511,519	544,132	544,591	657,950	594,135	649,070
81 Engineering	941,044	747,618	750,203	820,220	736,095	832,780
83 Streets	2,470,956	2,673,399	2,863,925	2,986,145	2,719,705	2,834,900
90 Parks, Recreation and Forestry	1,119,930	1,210,710	1,264,625	1,283,550	1,080,180	1,265,120
95 Library	757,843	792,233	805,061	852,980	805,541	892,645
99 Accumulated Sick Leave Payout	0	0	0	899,000	899,000	200,000
Total Expenditures	\$21,397,040	\$22,168,569	\$22,844,201	\$24,041,520	\$23,295,072	\$23,707,585
<i>Use of Reserves</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$1,177,560</i>	<i>\$890,494</i>	<i>\$200,000</i>
Ending Fund Balance	\$7,817,357	\$8,254,137	\$8,274,813	\$6,806,297	\$7,384,319	\$7,184,319
Unassigned	\$5,486,194	\$5,956,812	\$3,786,783	\$4,231,297	\$3,009,319	\$3,059,319
Restricted						
Committed						
Assigned	\$1,521,395	\$1,521,395	\$3,613,410	\$1,500,000	\$3,500,000	\$3,250,000
Nonspendable	\$775,930	\$775,930	\$874,620	\$1,075,000	\$875,000	\$875,000
Fund Balance Percentage	36.5%	37.2%	36.2%	28.3%	31.7%	30.3%
Unassigned Fund Balance %	25.6%	26.9%	16.6%	17.6%	12.9%	12.9%

City of Oak Creek 2013 Annual Budget Goals and Objectives

Department: General Government

Program Description

The General Government category includes the Common Council, all citizen boards, commissions, committees and election activities, insurance coverages and all costs associated with the general operation of the City.

The Common Council, which consists of an elected part-time Mayor and six elected part-time Alderpersons, represents the residents of the City of Oak Creek. The Common Council is responsible for setting City policies. According to State Statutes, it manages and controls City property, finances and public services, acting for the health, safety and welfare of the public.

2013 Objectives

1. Continue to develop long-range planning for City facilities and roads, and review funding options to accomplish plans without raising taxes.
2. Proceed with the design and construction of the Library/City Hall complex.
3. Continue to take a proactive stance on development in the area of S. 27th Street, including maintaining regular communication with the City of Franklin.
4. Continue plans to redevelop the former Delphi automotive site.
5. Continue the redevelopment of the lakefront.
6. Take a proactive approach to business to foster economic development and job growth.

City of Oak Creek 2013 Annual Budget

Fund / Department	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
General Government - 40						
Direct Employee Costs						
105 Salaries, Part Time	93,057	115,930	90,818	79,030	146,630	95,000
110 Salaries, Overtime	0	0				
125 Car Allowance	13,739	13,800	13,738	13,800	11,235	13,800
130 Retirement	7,050	8,056	7,605	5,400	5,085	5,100
135 Social Security	7,391	7,882	6,745	6,100	7,130	7,500
145 Unemployment Compensation	270	128	166		0	
160 Insurance, Work Comp	305	415	396	530	500	530
175 Insurance, Group Life	88	116	96	100	90	100
185 Section 125 Expenses	49	0	7	0	0	
Subtotal	\$121,949	\$146,327	\$119,571	\$104,960	\$170,670	\$122,030
Indirect Employee						
200 Travel/Training	2,177	355	484	1,500	750	2,500
205 Recruitment/Testing/Physicals	1,684	777	28		0	0
210 Expense Allowance	283	92	84	300	240	300
225 Recognition	2,089	1,636	2,128	1,500	2,930	1,500
Subtotal	\$6,233	\$2,860	\$2,724	\$3,300	\$3,920	\$4,300
Utility Costs						
315 Telephone	898	1,944	2,377	2,500	2,400	2,500
330 Street Lighting	454,923	455,896	434,054	450,000	435,000	440,000
Subtotal	\$455,821	\$457,840	\$436,431	\$452,500	\$437,400	\$442,500
Supplies						
400 Office Supplies	1,618	1,762	2,582	1,200	800	1,200
410 Printing and Copying	7,689	6,401	5,249	7,000	3,700	7,000
415 Postage	3,358	10,336	195	7,500	8,745	7,500
420 Dues and Publications	13,938	16,642	12,635	17,000	20,625	21,000
425 Advertising and Promotions	508	0	460	500	0	500
450 Public Information	7,763	8,848	8,938	9,000	7,600	0
460 Minor Equipment	0	0			0	
494 Leased Major Equipment	4,565	4,645	4,642	4,500	2,900	4,500
495 Miscellaneous	1,134	1,332	263	1,500	3,315	1,500
Subtotal	\$40,573	\$49,966	\$34,964	\$48,200	\$47,685	\$43,200
Other Services						
503 Section 125 Plan Administration	573	1,075	790	1,000	1,280	1,000
504 Retiree Medicare Premiums	185,000	185,000	185,000	170,000	170,000	170,000
505 Retiree Health Insurance	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,325,000
514 Engineering/Consulting	250	21,030	0	0	0	0
525 Outside Legal Services	60,429	75,422	112,986	65,000	50,000	90,000
535 Insurance	159,259	164,198	162,089	155,000	160,000	155,000
545 Legal Notices	9,359	5,077	6,271	7,500	4,600	7,500
560 Tax Assessment Refunds	47,673	55,484	37,264	20,000	50,000	20,000
565 Election Costs	18,347	15,864	4,182	25,000	34,925	20,000
575 Claims	5,732	55,851	11,595	45,000	20,070	25,000
576 Sales Tax	3,448	2,453	2,349	3,500	2,605	3,500
580 CDBG Grantee Expenses	48,200	67,261	8,557	25,000	0	25,000
581 Board of Review	1,144	946	2,429	6,000	150	2,000
583 Civil Service Commission	1,093	1,886	2,125	2,750	5,895	2,750
584 Board of Zoning Appeals	2,299	3,173	2,908	2,000	1,850	2,000
585 Plan Commission	4,809	4,585	4,146	5,000	3,380	5,000
586 Celebrations Commission	28,858	27,000	24,094	25,000	25,000	25,000
587 Cable Advisory Council	0	0			0	
588 Police and Fire Commission	3,997	8,884	4,590	5,000	2,365	5,000
590 Board of Health	2,743	2,923	3,186	3,500	2,125	3,500
592 Historical Society	3,234	1,472	4,000	0	3,000	0
593 County Animal Control	60,384	54,169	51,869	68,000	39,200	45,000

City of Oak Creek 2013 Annual Budget

Fund / Department		2009	2010	2011	2012	2012	2013
		Actual	Actual	Actual	Budget	Estimate	Budget
594	Miscellaneous Boards	0	14	13	100	180	100
595	Miscellaneous/Rate Stabilization	154	118	1,842	2,500	1,290	2,500
596	Weed Commissioner	40,195	0	0	0	110	0
	Subtotal	\$1,887,180	\$1,953,885	\$1,832,285	\$1,836,850	\$1,778,025	\$1,934,850
Maintenance							
600	Office Equip Maintenance	0	50	0	2,000	1,000	1,000
645	Street Lighting System	-2,954	-47,579	8,777		0	0
	Subtotal	-\$2,954	-\$47,529	\$8,777	\$2,000	\$1,000	\$1,000
998	Reserve for Unsettled Wages	0	0	0			
999	Contingency	0	0	0	50,000	0	200,000
	Subtotal	0	0	0	50,000	0	200,000
Total		\$2,508,802	\$2,563,349	\$2,434,752	\$2,497,810	\$2,438,700	\$2,747,880

City of Oak Creek 2013 Annual Budget Goals and Objectives

Department: Facility Maintenance - 41

Program Description

The Facilities Maintenance Division is responsible for the care and upkeep of all City owned buildings, and all equipment associated with these buildings. Some of the things would include all HVAC equipment, electrical systems, plumbing systems, building generators, phone and voicemail systems, data and phone cabling, building cleaning and some remodeling projects.

2013 Objectives:

1. Work on finishing the street garage exterior wall to correct the condensate problem.
2. Get prices and have the inside of fire station three repainted.
3. Work with finance and administrator to consolidate maintenance budgets from other departments into one.

City of Oak Creek 2011 Annual Budget

Departmental Detail Information

BUILDING MAINTENANCE - 41

200 Training	\$2,500
This account covers the cost of any seminars that any member of the maintenance department attends throughout the year. Advanced training is needed on the software that controls the HVAC systems.	
205 Recruitment/Testing/Physicals	\$1,000
Costs incurred when hiring new personnel.	
215 Uniform clothing	\$500
Uniforms for maintenance department employees.	
300 Electricity	\$42,000
Electricity for City Hall and City Hall garage.	
305 Water and sewer	\$2,900
Water and sewer for City Hall complex.	
310 Natural gas	\$25,000
Natural gas for City Hall and City Hall garage	
315 Telephone	\$42,000
This account covers all the incoming and outgoing phone lines that enter or leave the phone system at City Hall. Also charged to this account are all calls made through this system and any repairs needed. Also includes all T1 circuits used in all of the city facilities.	
325 Heating oil	\$0
Fuel oil for backup heat and generator at City Hall.	
400 Office supplies	\$50
Pens, pencils, markers and paper for maintenance department.	
420 Dues and Publications	\$0
This account is for any subscriptions or license fees.	
430 Housekeeping	\$35,000
Hand towels, toilet paper, paper cups, and minor cleaning supplies for City Hall, Library and Streets (\$16,300), Police (\$12,000) and Fire (\$7,800)	
440 Medical & safety	\$500
Safety shoes for maintenance employees.	
455 Small tools	\$100
Screw drivers, hammers, wrenches and other hand tools for maintenance department	
460 Minor equipment	\$1,000
This covers an assortment of things, such as an air tool, saws, drills, air compressors, refrigeration equipment and large building cleaning equipment.	
517 Building cleaning	\$19,500
Outside services used to clean carpeting, second story windows and floor mats for city buildings.	

City of Oak Creek 2011 Annual Budget

Departmental Detail Information

620 Building maintenance	\$32,500
Supplies and parts to make changes or repairs on all City Hall buildings and equipment.	
635 Rental	\$100
For rental on tools that the maintenance department does not have.	
700 Vehicles maintenance	\$1,500
Maintenance of department vans and pool cars.	
710 Gas/oil/fluids	\$5,000
Gas, oil, brake fluid and washer solvent for maintenance vans and pool cars.	
TOTAL	\$211,150

City of Oak Creek 2013 Annual Budget

Fund / Department	2009	2010	2011	2012	2012	2013
	Actual	Actual	Actual	Budget	Estimate	Budget
Building Maintenance - 41						
Direct Employee Costs						
100 Salaries, Full Time	134,938	139,105	140,648	140,600	140,630	140,700
105 Salaries, Part Time	132,484	134,174	144,564	162,100	139,510	154,800
110 Salaries, Overtime	1,155	927	943	1,500	2,200	2,000
130 Retirement	28,742	30,164	27,935	17,300	16,950	19,900
135 Social Security	20,943	20,918	21,655	23,160	23,160	23,400
145 Unemployment Compensation		0	116	0	0	
150 Insurance, Active Employees	21,180	21,300	23,400	26,100	26,100	29,000
160 Insurance, Work Comp	10,303	14,657	13,344	12,525	12,800	14,000
165 Insurance, Disability	470	509	431	500	470	470
170 Insurance, Dental	1,440	2,760	1,560	1,680	1,680	1,950
175 Insurance, Group Life	1,058	1,140	1,081	1,100	745	850
180 Longevity	60	60	60	0	90	90
185 Section 125 Administration		0	0	0	0	0
Subtotal	\$352,773	\$365,714	\$375,737	\$386,565	\$364,335	\$387,160
Indirect Employee						
200 Travel/Training	0	0	0	2,500	0	2,500
205 Recruitment/Testng/Physicals	418	546	210	1,000	1,000	1,000
215 Uniforms and Clothing	129	253	88	500	500	500
Subtotal	\$547	\$799	\$298	\$4,000	\$1,500	\$4,000
Utility Costs						
300 Electricity	39,082	41,174	44,978	51,650	51,650	42,000
305 Water and Sewer	2,882	3,058	2,773	3,750	3,000	2,900
310 Natural Gas	21,804	19,833	19,085	27,500	25,000	25,000
315 Telephone	38,244	38,149	37,642	42,000	50,500	35,000
325 Heating Oil	305	0	0	200	1,530	0
Subtotal	\$102,317	\$102,214	\$104,478	\$125,100	\$131,680	\$104,900
Supplies						
400 Office Supplies		217	54	100	100	50
420 Dues and Publications		160	0	200	0	0
430.10 City Hall/Library/Streets	17,350	16,259	15,047	16,300	16,300	17,000
430.20 Police	10,685	8,326	8,803	12,000	10,000	10,000
430.30 Fire	5,909	7,510	7,221	7,800	7,800	8,000
440 Medical & Safety	295	539	195	500	500	500
455 Small Tools	32	252	0	100	100	100
460 Minor Equipment	997	0	1,428	1,000	1,000	1,000
Subtotal	\$35,268	\$33,263	\$32,748	\$38,000	\$35,800	\$36,650
Other Services						
517.10 City Hall/Library/Streets Carpet	4,867	5,845	8,594	10,500	10,000	7,800
517.20 Police Carpeting Cleaning	7,321	6,635	5,317	7,500	7,500	7,500
517.30 Police Windows	1,272	0	245	0	0	0
517.40 Fire Carpet Cleaning	1,740	1,740	1,740	2,500	2,500	2,500
Subtotal	\$15,200	\$14,220	\$15,896	\$20,500	\$20,000	\$17,800
Maintenance						
620 Building Maintenance	29,586	27,176	18,410	32,500	32,500	32,500
635 Equipment Rental		0	0	100	100	100
Subtotal	\$29,586	\$27,176	\$18,410	\$32,600	\$32,600	\$32,600
Vehicles						
700 Vehicle Maintenance	93	1,139	110	1,500	1,500	1,500
710 Gas/Oil/Fluids	2,445	3,258	4,059	4,650	5,000	5,000
Subtotal	\$2,538	\$4,397	\$4,169	\$6,150	\$6,500	\$6,500
Total	\$538,229	\$547,783	\$551,736	\$612,915	\$592,415	\$589,610

City of Oak Creek 2013 Annual Budget Goals and Objectives

Department: City Administrator's Office

Program Description

The City Administrator is charged with multiple functions including oversight and day-to-day direction of city departments and operations to ensure that they operate in the most efficient and effective means possible. The City Administrator is responsible to the Mayor and Common Council. The Administration office is responsible for personnel-related activities including, but not limited to, development of benefit structures, policies, recordkeeping, and labor contract negotiation, implementation, and interpretation.

Objectives:

1. Continue implementation of Acts 10 and 32.
2. Assist with development efforts throughout the city; maintain weekly communication with elected officials and department managers.
3. Keep up-to-date on developments in other legislative bodies that have an effect on the City; keep the Common Council advised of potential fiscal ramifications.
4. Monitor the timing and amount of public utility aid (state aid from the power plant) and suggest capital spending alternatives for Council consideration.
5. Continue to work on economic development issues, including but not limited to the remediation and redevelopment of the Lakefront, Delphi, 27th Street, and Howell Avenue at Oakwood Road sites.
6. Continue to work with the committee, staff and others to advance the 27th Corridor project.
7. Work with the Common Council, the Personnel Committee, and staff to update City personnel policies as needed.
8. Monitor progress by departments on the implementation of CVMIC recommendations.
11. Monitor health and dental insurance utilization – continue to search for the most cost effective method for providing these benefits.

City of Oak Creek 2013 Annual Budget

Fund / Department	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
City Administrator - 42						
Direct Employee Costs						
100 Salaries, Full Time	167,307	115,467	178,048	178,600	178,600	182,400
105 Salaries, Part Time		0	0	0	0	
110 Salaries, Overtime	3	0	1,056	500	3,550	500
125 Car Allowance	3,600	1,200	3,600	3,600	3,600	3,600
130 Retirement	18,058	12,315	16,658	10,530	10,740	12,500
135 Social Security	12,873	8,684	13,032	13,675	15,485	14,000
150 Insurance, Active Employees	21,180	10,500	23,400	26,100	26,100	29,000
160 Insurance, Work Comp	432	674	968	610	845	900
165 Insurance, Disability	470	372	431	500	470	500
170 Insurance, Dental	1,440	760	1,610	1,680	1,680	1,925
175 Insurance, Group Life	476	214	356	540	445	500
180 Longevity	0	0	0	0	0	0
185 Section 125 Administration	49	49	53	100	60	100
Subtotal	\$225,888	\$150,235	\$239,212	\$236,435	\$241,575	\$245,925
Indirect Employee						
200 Training/Travel/Staff Development	5,054	466	1,955	6,000	1,030	5,000
205 Recruitment/Testing/Physicals	0	12,516	7	0	0	0
210 Expense Allowance	273	0	766	200	300	200
Subtotal	\$5,327	\$12,982	\$2,728	\$6,200	\$1,330	\$5,200
Utility Costs						
315 Telephone	1,958	638	791	1,200	500	1,000
Subtotal	\$1,958	\$638	\$791	\$1,200	\$500	\$1,000
Supplies						
400 Office Supplies	200	145	290	500	225	500
410 Printing and Copying	533	350	1,258	850	1,130	850
415 Postage	183	84	223	400	420	400
420 Dues and Publications	1,317	1,342	1,725	1,600	1,500	1,600
460 Minor Equipment	0		0	250	0	250
495 Miscellaneous		0	0	150	0	150
Subtotal	\$2,233	\$1,921	\$3,496	\$3,750	\$3,275	\$3,750
Maintenance						
600 Office Equip Maintenance	250		0	100	0	100
Subtotal	\$250	\$0	\$0	\$100	\$0	\$100
Total	\$235,656	\$165,776	\$246,227	\$247,685	\$246,680	\$255,975

City of Oak Creek 2013 Annual Budget

Goals and Objectives

Department: Information Technology

Program Description

This department is responsible for the installation, administration, trouble-shooting, and maintenance of all City computers, networks, websites, cell phones and GIS technology. All computer hardware and software issues and concerns are the direct responsibility of the Information Technology Manager. Service and support is provided to City employees in-house. This department provides on-going software training. The Information Technology department is centralizing GIS computing, software, databases and connectivity functions to provide better support for staff and consistency between computer users.

Objectives:

1. Complete the purchase and installation of all new City software and hardware in the 2013 budget by December, 2013.
2. Coordinate and implement the installation of a fiber network ring for the City and Water Utility buildings
3. Continue to coordinate with City departments the planning and development of a comprehensive citywide database to store city records, documents and data electronically.
4. Work with various departments to plan and integrate existing City data in the City GIS information system for use by City departments.
5. Using GIS keep City maps, easements, zoning & databases current.
6. Continue to integrate Microsoft SharePoint services within city departments.
7. Provide instruction/training/support for a Microsoft Office user group for City staff and additional training for new City computer users.
8. Set standards and provide for the maintenance/update of the City and the CDA web sites and Intranet usage/protection as needed during the year.
9. Update and maintain City information on the cable stations (Channel 25 and 99).
10. Administer city cell phones.
11. Update the 5-Year plan for yearly migration and replacement of computer hardware in conjunction with network/connectivity upgrades by September 2013.

City of Oak Creek 2013 Annual Budget

Departmental Detail Information

INFORMATION TECHNOLOGY - 43

200 Travel/Training Computer/Network training for support staff. Technology seminars. Travel re-imbursment (mileage). Maintain & update computer training room for staff. Training videos.	\$4,000
205 Recruitment/Testing/Physicals Expenses incurred when hiring new employees.	\$0
315 Telephone Long distance telephone charges, modem line charges and cellular phone charges.	\$2,200
320 Data Lines Internet Access for City Hall/PD & IT/Main plus web site hosting.	\$7,500
400 Office Supplies Cabinet, binders, folders, paper, CD/DVD's, disk cases, general office	\$400
405 Computer Hardware/Software Application software (new & upgrades), network operating/management software, network infrastructure upgrades (cabling, hubs, NIC cards), network software upgrades, new or replacement computer hardware (monitors, memory, hard drives, CD-Rom drives, etc.).	\$15,000
410 Printing & Copying Department copier charges, printing material for training.	\$300
415 Postage	\$200
420 Dues & Publications Microsoft Users Group, Microsoft TechNet Subscription, miscellaneous computer books or publications.	\$600
460 Minor Equipment Data backups, cabling, printers, computer tools, computer parts, etc.	\$3,500
495 Miscellaneous Computer costs not anticipated at this time	\$5,000
514 Consulting Custom programming or consulting services. Program customization, Network/router/WAN and voice/data consulting	\$5,000

City of Oak Creek 2013 Annual Budget

Departmental Detail Information

551 OnLine Services		\$26,400
Annual Subscriptions:		
Police & Fire Dept. WAN (MDC's)	20,000	
Wisconsin Dept. of Justice - Record Checks	2,400	
Wisconsin Dept. of Justice - Time System	<u>4,000</u>	
TOTAL	26,400	

552 Annual License Fees		\$151,100
Software license fees:		

MSI - updates/Maint. (Acct)	13,600
GCS - updates (Acct, Assessor & Treas)	8,050
Univers & Visual Landisc Maint/upg (Assessor)	3,600
Provision Health	1,500
Firehouse - ACS (Fire)	2,500
Phoenix/KPI Support (Fire and Police)	44,200
Netmotion (Fire and Police)	2,400
Telestaff (Police & Fire)	8,900
Cross Match Fingerprint (Police)	1,800
Beast Evidence Tracking (Police)	900
Dictaphone Freedom Call Check (Police)	600
CritiCall Testing Software (Police)	650
CAiCE - IPSWIMM (Engineering)	1,600
Pond Pack (Engineering)	1,600
AutoCAD (Engineering, Planning, GIS)	9,000
Arc Info & ArcView(GIS)	4,500
ARCIMS (GIS)	13,500
Quark (Rec)	300
RecTrac (Parks & Rec)	5,000
StrataPoint Tree Software (Parks & Rec)	1,500
Dossier Fleet Maintenance (Streets & Police)	2,600
Mitchell On Demand (Streets)	1,650
Transmissions (Streets)	1,500
Sign Cad (DPW)	400
Gasboy (DPW)	200
Microsoft Exchange & Sharepoint (IT)	9,800
Microsoft Server Software Assurance (IT)	2,450
Barracuda Email Archiving Software (IT)	900
Barracuda Spam Filter (IT)	1,000
Fortinet Web Filter & Firewall (IT)	<u>1,900</u>
TOTAL	151,100

605 Computer Maintenance	\$15,000
General computer maintenance on city's 180 computers. Parts replacement, upgrades, toner & printer cartridges, printer repairs, spare parts, network & cable maintenance	

606 Annual Computer Maintenance Contracts	\$3,000
Cisco Pix Firewall, Routers, Switches & Bridges	

TOTAL \$239,200

City of Oak Creek 2013 Annual Budget

Fund / Department	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
Information Technology - 43						
Direct Employee Costs						
100 Salaries, Full Time	258,660	268,539	297,176	325,150	325,150	328,500
105 Salaries, Part Time	22,551	34,218	17,556	0	0	0
125 Car Allowance	3,600	3,600	3,600	5,400	5,200	5,400
130 Retirement	30,090	33,194	32,151	19,200	18,990	22,500
135 Social Security	22,043	22,836	23,731	24,400	24,400	25,150
145 Unemployment Compensation	0	0	8,742		1,400	
150 Insurance, Active Employees	50,580	53,700	75,600	81,900	81,900	82,000
160 Insurance, Work Comp	773	1,754	2,708	1,585	2,415	3,000
165 Insurance, Disability	940	1,018	959	1,190	1,175	1,200
170 Insurance, Dental	3,600	3,960	5,200	5,460	5,460	5,800
175 Insurance, Group Life	635	813	799	780	750	1,000
180 Longevity	205	240	240	210	240	240
185 Section 125 Administration	8	0	0	100	50	100
Subtotal	\$393,685	\$423,872	\$468,462	\$465,375	\$467,130	\$474,890
Indirect Employee						
200 Travel/Training	2,103	1,619	2,111	4,000	3,750	4,000
205 Recruitment/Physicals	243	10	565	0	0	
Subtotal	\$2,346	\$1,629	\$2,676	\$4,000	\$3,750	\$4,000
Utility Costs						
315 Telephone	3,335	3,436	2,055	2,000	2,500	2,200
320 Data Lines	5,497	8,528	5,876	8,000	5,000	7,500
Subtotal	\$8,832	\$11,964	\$7,931	\$10,000	\$7,500	\$9,700
Supplies						
400 Office Supplies	179	234	227	400	400	400
405 Computer Network Software	13,903	16,667	27,567	15,000	15,000	15,000
410 Printing & Copying	5	0	67	500	100	300
415 Postage	183	8	166	150	175	200
420 Dues & Publications	740	666	655	700	500	600
460 Minor Equipment	3,320	3,292	3,554	3,000	3,000	3,500
495 Miscellaneous	261	4,988	6,404	5,000	5,000	5,000
Subtotal	\$18,591	\$25,855	\$38,640	\$24,750	\$24,175	\$25,000
Other Services						
550 Consulting	2,494	97	1,088	5,000	5,000	5,000
551 Data Services	24,061	25,775	27,909	26,000	26,000	26,400
552 Annual License Fees	122,903	122,190	139,715	155,100	155,100	151,100
Subtotal	\$149,458	\$148,062	\$168,712	\$186,100	\$186,100	\$182,500
Maintenance						
600 Office Equip Maintenance	0	2,422	1,202		0	
605 Computer Maintenance	16,648	8,458	15,856	15,000	15,000	15,000
606 Computer Service Contracts	2,674	1,275	2,516	3,000	3,000	3,000
Subtotal	\$19,322	\$12,155	\$19,574	\$18,000	\$18,000	\$18,000
Total	\$592,234	\$623,537	\$705,995	\$708,225	\$706,655	\$714,090

City of Oak Creek 2013 Annual Budget

Goals and Objectives

Department: City Clerk

Program Description

The City Clerk's office is the operational center for the City's flow of information, not only within the City and its departments, but also between the government and the public.

The City 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.

The City Clerk's office is also responsible for providing budgetary and audit information and overseeing investments

Status of 2012 Objectives through 9/1/12:

1. Continue to work with the Information Technology Manager to refine a proposal to use CD-ROM technology for recordkeeping; train clerical staff in proper techniques of electronic document storage; continue the ongoing reorganization and consolidation of archived records.
Status: Picked up task in June to move forward. Identified vendor, researching and training on record retention.
2. Monitor and maintain the highest safe level of return on City investments; continue ongoing research on vendor proposals. Prepare a report on compliance with the investment policy in conjunction with the annual audit.
Status: Ongoing; staff will work with the newly-formed Finance Committee to discuss investments and review/modify the current Investment Policy.
3. Provide 24 hours of professional and computer training to each staff person
Status: Training is ongoing as needed; SIRS training updated as needed. Deputy attended Clerks Institute.
4. Ensure current Chief Election Inspectors are recertified for the period 1/1/12 through 12/31/13 and continue recruitment of new Chief Inspectors during 2012, also to receive certification training.
Status: Not completed, previous City Clerk.
5. Recruit and train Election Officials for major 2012 elections by August 31, 2012.
Status: Completed July 2012, ongoing through September 2012.
6. Implement voter registration drives, voter ID public information, and related activities by June 30, 2012.
Status: Previous City Clerk.
7. Ensure affected Board of Review members receive recertification training by June 2012.
Status: Previous City Clerk, however now completed.
8. Continue participation in the TIF working group as an ongoing objective.
Status: Previous City Clerk.
9. Continue with training/overseeing of Deputy City Clerk during 2012, including professional and computer training courses.
Status: Picked up task in June 2012, Deputy attended Clerks Institute.
10. Continue with training/overseeing Clerk-Secretary during 2012, including professional and computer training course.
Status: Picked up task in June 2012.

City of Oak Creek 2013 Annual Budget

Goals and Objectives

2013 Objectives:

1. Continue to work with the Information Technology Manager and City Attorney to refine a proposal to use software technology for recordkeeping; train clerical staff in proper techniques of electronic document storage; continue the ongoing reorganization and consolidation of archived records. Identify destructible records and update current document retention schedule.
2. Monitor and maintain the highest safe level of return on City investments. Work with the Finance Committee to review the Investment Policy and discuss current and potential investments.
3. Provide 24 hours of professional and computer training to each staff person. Introduction of SVRS new processes to be included in this training.
4. Ensure current Chief Election Inspectors are recertified for the period 1/1/13 through 12/31/14 and continue recruitment of new Chief Inspectors during 2013, also to receive certification training.
5. Continue to recruit and train Election Officials for 2013 elections.
6. Continue creating a training schedule for both Clerks office and Election Officials. Ensuring all recertification levels are obtained for officials per Governmental Accountability Board.
7. Ensure affected Board of Review members receive recertification training by June 2013. Maintain Board of Review process along with the assessor's office for 2013.
8. Continue participation in the City Hall working group as an ongoing objective.
9. Continue with training/overseeing of Deputy City Clerk during 2013, including professional and computer training courses.
10. Continue with training/overseeing Clerk-Secretary during 2013, including professional and computer training courses
11. Continue to create and refine Emergency Management for Elections document for Clerk Staff. Work towards incorporating document for City Hall staff. Continued NIMS training per EOC team.
12. Continue City Clerk training objectives for all processes and tasks. Open Meetings and Public Records laws, Government Accountability rules, licensing laws and State law and municipal Code requirements.
13. Support City Administration initiative, including preparation of City Hall relocation, revised support requirements, records consolidation, strategic planning and development.
14. Continue to serve on Small Claims Committee and perform duties in integrity based manner.

City of Oak Creek 2013 Annual Budget

Departmental Detail Information

CITY CLERK - 44

200 TRAVEL/TRAINING	\$3,000
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 three full-time employees.	
205 RECRUITMENT/PHYSICALS	\$0
Costs associated with recruitment and hiring of an employee.	
400 OFFICE SUPPLIES	\$250
Paper, pens, folders and miscellaneous office supplies needed for daily office business, as well as special forms, stationery, envelopes, computer paper, etc.	
420 DUES & PUBLICATIONS	\$500
Membership fees for International Institute of Municipal Clerks, Wisconsin Municipal Clerks Association, Milwaukee Metro Clerks Association; IIMC and WMCA booklets.	
460 MINOR EQUIPMENT	\$0
Unknown replacements.	
595 MISCELLANEOUS	\$300
Expenses not covered by specific categories.	
600 OFFICE EQUIPMENT MAINTENANCE	\$100
Service and maintenance of various office machines.	
TOTAL	\$4,150

City of Oak Creek 2013 Annual Budget

Fund / Department	2009	2010	2011	2012	2012	2013
	Actual	Actual	Actual	Budget	Estimate	Budget
City Clerk - 44						
Direct Employee Costs						
100 Salaries, Full Time	179,225	181,374	174,035	185,925	175,000	184,000
105 Salaries, Part Time	0	0	0	0		13,300
110 Salaries, Overtime	-206	729	2,057	2,000	12,230	2,000
125 Car Allowance					300	1,800
130 Retirement	21,293	20,418	18,912	11,850	9,125	14,000
135 Social Security	15,354	13,397	13,183	14,250	12,530	15,100
150 Insurance, Active Employees	32,400	22,200	29,400	29,100	29,100	41,000
155 Insurance, Retired Employees					0	
160 Insurance, Work Comp	448	746	1,000	675	860	900
165 Insurance, Disability	705	765	627	710	470	475
170 Insurance, Dental	3,240	2,800	3,600	2,940	2,940	3,000
175 Insurance, Group Life	437	595	608	600	230	300
180 Longevity	135	120	120	0	120	120
185 Section 125 Administration	99	98	106	100	60	100
Subtotal	\$253,130	\$243,242	\$243,648	\$248,150	\$242,965	\$276,095
Indirect Employee						
200 Travel/Training	2,154	2,371	1,837	2,500	1,820	3,000
205 Recruitment and Physicals		10	0	0	0	0
Subtotal	\$2,154	\$2,381	\$1,837	\$2,500	\$1,820	\$3,000
Utility Costs						
315 Telephone	0		0	0	0	0
Subtotal	\$0	\$0	\$0	\$0	\$0	\$0
400 Office Supplies	127	36	110	500	75	250
405 Computer Hardware Software					0	
420 Dues and Publications	360	360	370	400	360	500
460 Minor Equipment	224	0	255	300	0	
Subtotal	\$711	\$396	\$735	\$1,200	\$435	\$750
Other Services						
530 Audit	0	0	0	0	0	0
595 Miscellaneous	90	255	0	300		300
Subtotal	\$90	\$255	\$0	\$300	\$0	\$300
600 Office Equip Maintenance	0	0	0	100	0	100
605 Computer Maintenance					0	
Subtotal	\$0	\$0	\$0	\$100	\$0	\$100
Total	\$256,085	\$246,274	\$246,220	\$252,250	\$245,220	\$280,245

City of Oak Creek 2013 Annual Budget Goals and Objectives

Department: Finance

Program Description

The Finance Department handles most of the City's financial and accounting functions which include, but are not limited to, processing accounts payable and receivables, billing for weed cutting, developer and utility charges; handling payroll and other personnel related activities, administering all special assessments, preparing charges for the annual tax roll; preparing the annual budget; implementing internal auditing procedures and working with the City auditors in preparation of the annual financial statement.

2012 Goals

1. Continue pursuit of automating payroll process to save time, money, and reduce the potential risk of payroll errors. Initiating Employee Self-service Portal first quarter of 2012, time and attendance by third quarter of 2012.
STATUS: Will be completed by year end, 2012.
2. Continue to develop long-term capital financing plan for host of potential projects including Delphi, Lakeview Village, library, Drexel Avenue, etc.
STATUS: Complete.

2013 Goals

3. Work to develop strategies to mitigate loss of shared revenue and property tax freeze moving into 2014.
4. Find ways to minimize length of Tax Incremental Districts to enable value of new development to have a positive impact on the general tax levy as quickly as possible.
5. Work with Department of Development and Administrator toward crafting development agreements that encourage growth, diversify the revenue base, and minimize the length of TIF districts.
6. Continue to work with Finance Committee to analyze and research optimal strategies to help to fortify city's financial future.
7. Beginning first phase of establish an annual Comprehensive Annual Finance Report for the city of Oak Creek, the first time the City has sought to complete a CAFR.
8. Issue debt for financing of Civic Center and Fire Station.

City of Oak Creek 2013 Annual Budget

Departmental Detail Information



FINANCE - 45

200 TRAVEL/TRAINING	\$3,345
Miscellaneous training classes for three full-time employees and mileage reimbursement. Government Finance Officers Annual Conference	
205 RECRUITMENT/PHYSICALS	\$100
Costs associated with recruitment and hiring of an employee.	
400 OFFICE SUPPLIES	\$500
Miscellaneous office supplies needed for three employees.	
420 DUES & PUBLICATIONS	\$300
National and Wisconsin GFOA dues	
460 MINOR EQUIPMENT	\$500
Calculators, phones	
530 AUDIT	\$37,500
535 PAYROLL SERVICES	\$28,500
1ST year of ADP payroll/HR services	
595 MISCELLANEOUS	\$250
Expenses not covered by specific categories.	
600 OFFICE EQUIPMENT MAINTENANCE	\$150
Copier and typewriter maintenance.	
TOTAL	\$71,145

City of Oak Creek 2013 Annual Budget

Fund / Department	2009	2010	2011	2012	2012	2013
	Actual	Actual	Actual	Budget	Estimate	Budget
Finance - 45						
Direct Employee Costs						
100 Salaries, Full Time	205,768	185,911	186,338	197,830	197,000	191,790
105 Salaries, Part time	0	44	0	0	0	0
130 Retirement	18,644	19,797	19,821	11,100	12,000	13,200
135 Social Security	15,049	13,794	13,951	15,100	16,300	14,700
150 Insurance, Active Employees	32,400	35,400	39,000	40,200	40,200	37,000
160 Insurance, Work Comp	453	878	132	800	1,060	1,200
165 Insurance, Disability	744	763	646	710	700	700
170 Insurance, Dental	3,240	3,600	3,960	3,780	3,780	3,900
175 Insurance, Group Life	685	554	609	600	650	650
180 Longevity	170	240	240	0	240	240
185 Section 125 Administration	103	49	8	175	75	75
Subtotal	\$277,256	\$261,030	\$264,705	\$270,295	\$272,005	\$263,455
Indirect Employee						
200 Travel/Training	491	3,014	2,388	2,750	800	3,345
205 Recruitment and Physicals	52	0	0	100	0	100
Subtotal	\$543	\$3,014	\$2,388	\$2,850	\$800	\$3,445
Supplies						
400 Office Supplies	271	722	255	500	500	500
420 Dues and Publications	85	162	62	200	300	300
460 Minor Equipment	1,328	0	661	650	425	500
Subtotal	\$1,684	\$884	\$978	\$1,350	\$1,225	\$1,300
Other Services						
530 Audit	37,845	42,323	51,822	36,500	36,500	37,500
535 Payroll Service						28,500
595 Miscellaneous	66	16	85	250	250	250
Subtotal	\$37,911	\$42,339	\$51,907	\$36,750	\$36,750	\$66,250
Maintenance						
600 Office Equip Maintenance	215	125	90	150	150	150
Subtotal	\$215	\$125	\$90	\$150	\$150	\$150
Total	\$317,609	\$307,392	\$320,068	\$311,395	\$310,930	\$334,600

City of Oak Creek 2013 Annual Budget

Goals and Objectives

Department: Treasurer's Office

Program Description

The Treasurer's office is responsible for the accounting, collection, security, and deposit of all City funds in accordance with Wisconsin State Statutes and City ordinances.

The Treasurer's office collects and receipts all monies received by the City of Oak Creek. This office advises the Finance Director on daily deposits, to ensure the highest interest earning potential for the City. Tax statements- Real Estate and Personal Property, are sent to property owners from this office. Collection of taxes, disbursement of all taxing district portions of the tax bill and final settlement of taxes to the County are prepared and completed by this office. Pet license issuance is also provided by the Treasurer's office.

2012 Objectives – Status through July 31st:

1. Mail 100% of the 2012 Real Estate and Personal Property tax bills by December 14, 2012. **Status:** Complete.
2. Collect 98.9% of the 2011 Personal Property tax bill amount by June 1, 2012, following Resolution No 10566-111505 for the handling of delinquent Personal Property tax to reduce the loss of revenue owed to the City. **Status:** Collected 98.7% by June 1, 2012.
3. Collect 2011 Real Estate taxes of 97% by end of tax collection period, to provide additional revenue in interest on delinquent taxes and at the same time increase interest income on City investments. Mail delinquent notices by June 30, 2012. Will implement efficient, cost saving changes for collection of taxes at City Hall. **Status:** Collected 97.2% of Real Estate taxes by July 31, 2012. Mailed delinquent notices by June 30, 2012.
4. Work with the City Clerk, Finance Director and Finance Committee to monitor and maintain the highest safe level of return on City investments; and update Investment Policy and Internal Control Policy as necessary. **Status:** Ongoing
5. Work within the Treasurer's Department to reduce costs and increase efficiency by reducing paper copies and improving cash receiving procedures. Continue to discuss innovative ideas and individual strengths and make changes accordingly. **Status:** Ongoing.
6. Process reconciliation of the health insurance fund and general fund accounts timely. We will continue to look for additional ways to expedite the process. **Status:** Most months were done timely.
7. Full- and/or part-time staff to attend educational classes to expand job knowledge and skills. Treasurer to attend Local Government Meetings/Conferences, and Advanced Treasurer's Classes or Master Academy at the Treasurer's Institute. Continue to earn experience points required to complete Certification for Municipal Treasurer of Wisconsin (CMT). **Status:** Staff is looking at computer classes or other training options for Fall. Treasurer completed Master Academy at the Treasurer's Institute; will attend other meetings and the MTAW Fall Conference. Treasurer is on the newsletter committee for the MTAW which provides experience points toward certification with anticipation of achieving CMT in 2013.
8. Monitor monthly mobile home parking fees to ensure timely and accurate collections. **Status:** Invoicing is usually done at the end of each month or within the first two business days of the following month.
9. Utilize electronic Pet Licensing program to reduce processing time and improve efficiency. If electronic program is not feasible, will continue to look for other processing options. **Status:** Continue working with IT Manager to find an affordable, electronic program to replace the manual pet license procedures currently being used.
10. Work toward completing job duties procedural manuals for full- and part-time personnel to improve proficiency during absences and ease the transition due to change in personnel and lack of full-time staff. If not done in

City of Oak Creek 2013 Annual Budget

Goals and Objectives

2011, will complete cash receipting manuals; otherwise, will update as needed. Status: We have made some progress with creating job duties procedural manuals and will continue until complete. We are still working on the cash receipting manual but hope to finish this year.

11. Will update all job descriptions as needed. Status: Continual project.
12. Due to the open structure of the Treasurer's office we will strive to increase security and improve our professional image to the public. We will discuss suitable attire, types and levels of communication between City employees and to the public and will establish ground rules for professional and respectful office behavior. We will also address limiting access to our office to City employees who must enter in order to conduct City business. Status: Pending.

2013 Objectives:

1. Mail 100% of the 2012 Real Estate and Personal Property tax bills by December 14, 2013.
2. Collect 98.9% of the 2012 Personal Property tax bill amount by June 1, 2012, following Resolution No 10566-111505 for the handling of delinquent Personal Property tax to reduce the loss of revenue owed to the City.
3. Collect 2012 Real Estate taxes of 97% by end of tax collection period, to provide additional revenue in interest on delinquent taxes and at the same time increase interest income on City investments. Mail delinquent notices by June 30, 2013. Will implement efficient, cost saving changes for collection of taxes at City Hall.
4. Work with the City Clerk, Finance Director and Finance Committee to monitor and maintain the highest safe level of return on City investments; and update Investment Policy and Internal Control Policy as necessary.
5. Work within the Treasurer's Department to reduce costs and increase efficiency by reducing paper copies and improving cash receipting procedures. Continue to discuss innovative ideas and individual strengths and make changes accordingly.
6. Process reconciliation of the health insurance fund and general fund accounts timely. We will continue to look for additional ways to expedite the process.
7. Full- and/or part-time staff to attend educational classes to expand job knowledge and skills. Treasurer to attend Local Government Meetings/Conferences, and Advanced Treasurer's Classes or Master Academy at the Treasurer's Institute. Continue to earn experience points required to complete Certification for Municipal Treasurer of Wisconsin (CMT); anticipate achieving this in 2013.
8. Monitor monthly mobile home parking fees to ensure timely and accurate collections.
9. Utilize electronic Pet Licensing program to reduce processing time and improve efficiency. If electronic program is not feasible, will continue to look for other processing options.
10. Work toward completing job duties procedural manuals for full- and part-time personnel to improve proficiency during absences and ease the transition due to change in personnel and lack of full-time staff. If not done in 2012, will complete cash receipting manuals; otherwise, will update as needed.
11. Will update all job descriptions as needed.

City of Oak Creek 2013 Annual Budget

Fund / Department	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
City Treasurer - 46					
Direct Employee Costs					
100 Salaries, Full Time	113,131	116,249	118,600	118,600	121,870
105 Salaries, Part Time	21,532	19,864	23,900	21,830	20,000
110 Salaries, Overtime	0	98	500	0	100
125 Car Allowance				300	1,800
130 Retirement	15,141	14,777	8,500	9,060	9,400
135 Social Security	10,154	10,120	10,200	11,625	10,500
150 Insurance, Active Employees	32,400	34,800	37,200	37,200	34,000
155 Insurance, Retired Employees				0	
160 Insurance, Work Comp	611	868	550	750	800
165 Insurance, Disability	509	431	500	470	475
170 Insurance, Dental	2,400	2,400	2,520	5,040	2,400
175 Insurance, Group Life	410	403	360	410	500
180 Longevity	60	60	0	60	120
185 Section 125 Administration	49	53	100	60	100
Subtotal -	\$196,397	\$200,123	\$202,930	\$205,405	\$202,065
Indirect Employee					
200 Travel/Training	1,385	1,647	1,825	1,400	1,500
205 Recruitment/Testing	115	7		0	
Subtotal	\$1,500	\$1,654	\$1,825	\$1,400	\$1,500
Utility Costs					
315 Telephone	591	328	500	350	350
Subtotal	\$591	\$328	\$500	\$350	\$350
Office Supplies					
400 Office Supplies	1,245	1,097	1,200	1,200	1,200
405 Computer Hardware Software					
410 Printing and Copying	1,586	1,852	3,200	2,500	2,500
415 Postage	8,643	8,679	9,300	9,100	9,200
420 Dues and Publications	412	392	460	400	450
425 Advertising and Promotions				0	
460 Minor Equipment	935	1,300	1,400	2,500	2,700
Subtotal	\$12,821	\$13,320	\$15,560	\$15,700	\$16,050
Maintenance					
600 Office Equip Maintenance	125	125	200	200	200
Subtotal	\$125	\$125	\$200	\$200	\$200
Total	\$211,434	\$215,550	\$221,015	\$223,055	\$220,165

City of Oak Creek 2013 Annual Budget

Goals and Objectives

Department: Assessor's Office

Program Description

The Assessor's Office is responsible for discovering, listing and placing a fair market value on all real and personal property according to State laws to equitably distribute the local tax burden. Preparation of the annual assessment roll is the end result of each year's work. Personnel in this department assist the public in obtaining assessment information on agricultural, residential, commercial, manufacturing properties, and manufactured housing units in the City.

In 1994 the City hired a contract assessor to act as City Assessor and the City Clerk assumed the day-to-day supervision of this office. Effective May 1, 2012, The Common Council authorized the City Treasurer to assume the day-to-day supervision of the Assessor's office.

Status of 2012 objectives through 8/31/12:

1. Complete manufactured housing unit fieldwork, prepare assessments and report annual manufactured housing unit valuations to the Treasurer's Office by January 30, 2012. **Status:** 1/30/12 – Assessor submitted 2012 assessed values to Treasurer; Final Jan/Feb 2012 reports routed 2/14 & 15/ 2012.
2. Continue to work with the Information Technology Office on efficient transfer of data between the Personal Property Program and Real Estate –Univers Program with GCS computer systems; resolve IT issues with Milwaukee County ownership program (Laredo) as they implement changes throughout the year. **Status:** Previously resolved
3. Tyler staff to prepare and mail personal property self-reporting forms by January 15, 2012; complete the review and posting of values to the Personal Property Program and GCS systems by May 1, 2012. **Status:** 1/16-18/12 – City staff prepared and mailed personal property self-reporting forms; forms were reviewed and keyed by Tyler staff and values posted to the Personal Property Program and GCS, and the Personal Property Assessment Roll was run 8/20/12.
4. Complete the 2012 assessment roll by June 30, 2012. **Status:** The 2012 Real Estate values were finalized and the Assessment Roll was run 8/20/12.
5. Provide 24 hours of professional and computer training to staff. **Status:** 1/4/12 – Assessment Technician completed 4 hours of 2011 Assessor's School via internet to retain certification through the Department of Revenue. As time allows, further training will be scheduled.
6. Continue to train/oversee the existing part-time Clerk-Secretaries in accordance with their job descriptions, with attendance at training seminars as may be necessary. Recommend attendance at Board of Review certification presented by John Macy in spring of 2011. **Status:** Training by John Macy was not made available. However, the City Treasurer and two part-time clericals attended the 2012 Board of Review hearings.
7. Continue to work with the Contract Assessor and staff to streamline operations in the Assessor's Office by meeting weekly with the Contract Assessor, Clerk and Assessment Technician for status of projects and prioritizing workload and issues. **Status:** Meetings are conducted four times a month (effective 5/1/12 City Treasurer met in place of Clerk)
8. If funding is available, continue the process of scanning original documents, including reorganizing and consolidating archived records. **Status:** Effective May 2012, staff began working toward "paperless office" by scanning and destroying some records.
9. Conduct annual Board of Review. **Status:** The first 2012 Board of review hearing was held on 8/22/12. The second session is scheduled for 9/5/12 and; if necessary, a final session on 9/6/12.

City of Oak Creek 2013 Annual Budget

Goals and Objectives

10. Negotiate renewal contract with Tyler Technologies for period beginning 11/1/12. **Status:** In process.

Goals for 2013:

1. Complete manufactured housing unit fieldwork, prepare assessments and report annual manufactured housing unit valuations to the Treasurer's Office by January 30, 2013.
2. Tyler staff to prepare and mail personal property self-reporting forms by January 15, 2013;
3. Complete the review and posting of values to the Personal Property Program and GCS systems, mail the Notice of Assessment letters and submit the preliminary 2013 assessment roll by June 7, 2013.
4. Complete the preliminary 2013 Real Estate assessment roll by June 7, 2013.
5. Complete Open Book period by June 27, 2013.
6. Complete the final Real Estate and Personal Property assessment roll and mail Re-notification Letters by July 1, 2013.
7. Conduct annual Board of Review by August 31, 2013.
8. Staff to attend professional and/or computer training.
9. Oversee assessing staff performance in accordance with their job descriptions.
10. Continue to work with the Contract Assessor and staff to streamline operations in the Assessor's Office by meeting weekly with the Contract Assessor, City Treasurer and Assessment Technician for status of projects and prioritizing workload and issues
11. As time permits, continue the process of scanning original documents, including reorganizing and consolidating archived records.
12. Negotiate contract for assessment services for period beginning 11/1/13.

City of Oak Creek 2013 Annual Budget

Departmental Detail Information

ASSESSOR'S DEPARTMENT - 48

200 TRAVEL/TRAINING	\$600
Funds in this account will be used for training of staff in computer courses, seminars and mileage.	
205 RECRUITMENT/TESTING	\$0
400 OFFICE SUPPLIES	\$1,900
Covers the cost of necessary supplies to run the office including, but not limited to, pens, paper, folders, toner, binders, labels, storage boxes, and miscellaneous	
410 PRINTING AND COPYING	\$500
Daily business copying, updates of current materials, business envelopes, WPAM updates & sales reports, and copying charges from Milwaukee County Register of Deeds for deeds, e-returns, assessment tolls, misc. forms and plat pages	
415 POSTAGE	\$1,500
Routine business correspondence, annual mailings of personal property forms, assessment increase notices, mailings to Department of Revenue, and required certified mailings.	
420 DUPLICATES AND PUBLICATIONS	\$1,000
Includes subscriptions to professional and technical journals and commercial costing manuals, Taxpayers Alliance/Focus, Marshall & Swift.	
460 MINOR EQUIPMENT	\$500
Minor equipment, to include telephone headset(s) for staff	
495 MISCELLANEOUS	\$100
Funds to cover any unplanned incident or expense.	
515 ENGINEERING CONSULTING	\$91,000
Tyler Technologies, Inc (formerly CLT) for assessor services annual contract and Personal Property valuation, and citywide revaluation	
520 FEE FOR STATE MANUFACTURING ASSESSMENTS	\$15,000
Fee paid to State DOR for performing manufacturing assessments annually	
600 OFFICE EQUIPMENT MAINTENANCE	\$500
Service and maintenance of copy machine.	
TOTAL	\$112,600

City of Oak Creek 2013 Annual Budget

Fund / Department	2009	2010	2011	2012	2012	2013
	Actual	Actual	Actual	Budget	Estimate	Budget
City Assessor - 48						
Direct Employee Costs						
100 Salaries, Full Time	48,840	50,193	51,531	50,800	50,800	50,800
105 Salaries, Part Time	33,689	28,463	31,472	38,300	30,815	38,300
110 Salaries, Overtime	427	0	0	500	0	0
130 Retirement	8,860	8,653	8,905	5,250	4,915	6,300
135 Social Security	6,377	5,765	6,046	6,800	6,365	7,000
145 Unemployment Compensation	0	0	0		0	
150 Insurance, Active Employees	3,000	16,200	17,400	18,600	18,600	19,000
160 Insurance, Work Comp	209	629	944	570	800	1,000
165 Insurance, Disability	235	255	215	240	235	235
170 Insurance, Dental	400	1,200	410	410	410	410
175 Insurance, Group Life	98	120	76	120	110	120
180 Longevity	105	49	120	0	120	120
185 Section 125 Administration			52		50	50
Subtotal	\$102,240	\$111,527	\$117,171	\$121,590	\$113,220	\$123,335
Indirect Employee						
200 Travel/Training	399	358	400	600	500	600
205 Recruitment/Testing		0	0	0	0	
Subtotal	\$399	\$358	\$400	\$600	\$500	\$600
Supplies						
400 Office Supplies	2,421	1,841	1,663	1,900	1,500	1,900
410 Printing and Copying	1,079	160	541	500	400	500
415 Postage	1,092	1,052	7,568	1,500	1,500	1,500
420 Dues and Publications	778	476	565	1,000	700	1,000
460 Minor Equipment	200	0	183	500	445	500
495 Miscellaneous	100	99	88	100	100	100
Subtotal	\$5,670	\$3,628	\$10,608	\$5,500	\$4,645	\$5,500
Other Services						
514 Contract Assessment Services	85,000	91,000	91,000	91,000	91,000	91,000
520 Fee for State Manuf Assessments	27,303	12,865	0	15,000	13,000	15,000
Subtotal	\$112,303	\$103,865	\$91,000	\$106,000	\$104,000	\$106,000
Maintenance						
600 Office Equip Maintenance	244	290	162	500	400	500
Subtotal	\$244	\$290	\$162	\$500	\$400	\$500
Total	\$220,856	\$219,668	\$219,341	\$234,190	\$222,765	\$235,935

CITY OF OAK CREEK 2013 ANNUAL BUDGET

Goals and Objectives

Department: Legal

Program Description

The City Attorney's office provides legal advice to the Mayor and Common Council, the City Administrator and all department heads. The City Attorney attends all Common Council meetings and meetings of other boards and commissions and committees upon request. The City Attorney's office defends the City and the different boards and commissions in litigation and represents the City as plaintiff in actions to collect delinquent personal property taxes, damage to City property caused by the negligence of others, and when otherwise directed by the Common Council. The City Attorney's office prosecutes municipal ordinance violations in municipal court and in Milwaukee County Circuit Court in those instances where defendants appeal convictions or file jury demands. The services of the City Attorney, Assistant City Attorney, support staff and outside legal services are provided from this budget.

Objectives:

1. Complete acquisition of the DuPont, EPEC and Connell properties. Assist the staff in beginning the process for development of the lakefront park. Assist the staff in the bluff stabilization studies. Provide legal advice to the City with respect to demolition of the buildings on the Connell property and on the Hynite property (get the buildings down). Continue to work with outside counsel and the City's environmental consulting firm, DNR, EPA and other stakeholders regarding the redevelopment of the lakefront property.
2. Work with outside counsel to resolve the claim against Angus Young and Associates and VJS regarding the street garage expansion construction defect issues.
3. Provide legal advice regarding the construction of the new City Hall, Library and Fire Station No. 3.
4. Continue to work with staff regarding ongoing multiple TIF related issues including the TIF for Oakview Business Park.
5. Assist outside counsel in defense of the duty disability claim of David J. Roszina.
6. Deal with ongoing public records issues regarding the Sikh Temple shooting.
7. Explore the creation of a TIF District for the lakefront properties.
8. Work with staff on development related issues for Drexel Town Square.
9. Continue to prosecute those persons charged with operating while under the influence that file jury demands in the Circuit Court.

CITY OF OAK CREEK 2012 ANNUAL BUDGET

Goals and Objectives

Department: Legal

Program Description

The City Attorney's office provides legal advice to the Mayor and Common Council, the City Administrator and all department heads. The City Attorney attends all Common Council meetings and meetings of other boards and commissions and committees upon request. The City Attorney's office defends the City and the different boards and commissions in litigation and represents the City as plaintiff in actions to collect delinquent personal property taxes, damage to City property caused by the negligence of others, and when otherwise directed by the Common Council. The City Attorney's office prosecutes municipal ordinance violations in municipal court and in Milwaukee County Circuit Court in those instances where defendants appeal convictions or file jury demands. The services of the City Attorney, Assistant City Attorney, support staff and outside legal services are provided from this budget.

Objectives:

1. Complete acquisition of the DuPont, EPEC and Connell properties and assist the staff, outside legal counsel, the City's environmental consulting firm, DNR, EPA and other stakeholders regarding the redevelopment of the lakefront property.

Status: The DuPont and EPEC properties have now received approval for the final remedial action plan from the DNR. Construction will start at the end of 2012. Construction will continue into 2013. We expect transfer of the title of the DuPont and EPEC properties will take place in the fall of 2013. We continue to have ongoing conversations with representatives of Connell Limited Partnership and Beazer East Inc. regarding clean-up of the Connell property. The environmental issues are complex and we have had meetings with the DNR regarding a bifurcated approach whereby Connell would complete its clean up first and thereafter Beazer would step in and complete cleanup of the coal tar contamination that it caused.

2. Complete the Zielinski litigation.

Status: The Zielinski has been completed.

3. Continue to work with the staff to assist in the cleanup of nuisance properties.

Status: There have been a number of success stories with the cleanup of nuisance properties. This is an ongoing effort. Internal guidelines for prosecution of cases in municipal court are being followed.

4. Work with outside counsel to resolve the claim against Angus Young and Associates and VJS regarding the street garage expansion construction defect issues.

Status: This process is ongoing. We have exchanged a demand letter with Angus Young and Associates and their counsel and have received a response.

5. Provide legal advice regarding possible relocation of City Hall and the Library.

Status: The Common Council has made a decision to relocate City Hall and the Library to the Drexel Town Square. The City now owns seven acres at the Drexel Town Square site for City Hall, the Library and the Town Square.

6. Provide legal advice regarding future use of the City Hall property if City Hall and the Library are relocated.

Status: The City has negotiated and closed on the Exchange Agreements with Wispark and the School District for the City Hall property to be transferred to the School District. The School District now owns the City Hall and Library property subject to a lease to the City to use the properties at no cost until the new City Hall and Library are built at Drexel Town Square.

7. Provide legal advice on construction contracts for Drexel Avenue and possible reconstruction of City Hall and/or the Library.

Status: The reconstruction of Drexel Avenue is under way. To date there have been no legal issues with respect to the construction contract. Our office has been involved in the contract to hire an owner's representative, Steve Chamberlain, to guide the City through the process of building a new City Hall, Library and Fire Station No. 3.

8. Provide legal counsel to the City regarding redevelopment of the Delphi site.

Status: A TIF District has been created for the former Delphi site. A term sheet spelling out the financial terms between Wispark and the City has been negotiated, agreed upon and approved. OWD, LLC has been formed and representatives from the City have been appointed. The City Attorney's office is involved in ongoing discussions with OWD, LLC regarding redevelopment of the site.

9. Continue to work with staff regarding ongoing multiple TIF related issues.

Status: There are two TIF 4 Development Agreements that need to be finalized. The City Attorney's office is advising the staff with respect to ongoing issues regarding payment of increment to Caterpillar and Liberty as part of TIF 10 and TIF 7 respectively. The City Attorney's office has been involved in review and approval of documents related to TIF 11 for the Delphi site.

10. Successfully defend the excessive assessment claims of Farm and Fleet and Cummins Power.

Status: The claims of Farm and Fleet and Cummins Power have been settled.

11. Assist the staff in addressing closeout issues for residential subdivisions including issues related to storm water detention ponds.

Status: This is an ongoing effort, but close out of residential subdivisions, improvements have occurred and the City has developed a data base as it relates to storm water detention ponds.

12. Assist inspection staff in the prosecution of raze orders.

Status: This is an ongoing effort.

13. Assist outside counsel in defense of the duty disability claim of David J. Roszina.

Status: The case has not yet been concluded. We anticipate that the next hearing will be the last hearing and thereafter we will be receiving a decision from the State of Wisconsin.

14. Represent the City vigorously in the collection of delinquent property taxes.

Status: This is an ongoing effort.

15. Prosecute those persons charged with operating while under the influence that file jury demands in the Circuit Court.

Status: This is an ongoing effort.

City of Oak Creek 2013 Annual Budget

Fund / Department	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
City Attorney - 50						
Direct Employee Costs						
100 Salaries, Full Time	93,359	96,065	96,672	96,700	96,700	101,700
105 Salaries, Part Time	26,845	20,104	13,566	13,500	13,570	18,200
125 Car Allowance	1,800	1,800	1,800	1,800	1,500	1,500
130 Retirement	9,996	10,522	9,055	5,700	5,700	6,970
135 Social Security	9,298	8,719	8,429	8,450	8,155	9,750
150 Insurance, Active Employees	14,700	16,200	17,400	18,600	18,600	19,000
160 Insurance, Work Comp	331	806	1,124	730	670	1,000
165 Insurance, Disability	235	255	215	240	235	250
170 Insurance, Dental	1,080	1,200	1,200	1,260	1,260	1,300
175 Insurance, Group Life	527	572	584	575	600	600
185 Section 125 Administration	53	57	8	50	50	50
Subtotal	\$158,224	\$156,300	\$150,053	\$147,605	\$147,040	\$160,320
Indirect Employee						
200 Travel/Training	688	1,504	95	2,500	2,000	2,500
Subtotal	\$688	\$1,504	\$95	\$2,500	\$2,000	\$2,500
Supplies						
400 Office Supplies	0	248	0	200	0	200
415 Postage	145	90	153	300	100	300
420 Dues and Publications	1,144	3,352	7,951	6,500	6,450	7,000
Subtotal	\$1,289	\$3,690	\$8,104	\$7,000	\$6,550	\$7,500
Other Services						
525 Outside Legal Services	121,260	121,481	54,632	125,000	60,000	75,000
545 Legal Notices/Recordings	7,182	4,365	60	2,500	2,000	2,500
Subtotal	\$128,442	\$125,846	\$54,692	\$127,500	\$62,000	\$77,500
Total	\$288,643	\$287,340	\$212,944	\$284,605	\$217,590	\$247,820

* \$35,500 is used to fund Assistant City Attorney

City of Oak Creek 2013 Annual Budget

Goals and Objectives

Department: Community Development

Program Description:

The Department of Community Development is the agency 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 use of sound land use planning. The Department serves as the focal point for all new development proposed in the City and processes all rezoning, Official Map and Conditional Use Permit requests. The Department also serves as staff to the Plan Commission and Community Development Authority. Since 2007, with the addition of a Zoning Administrator/Planner, the Department has taken on the additional role of Zoning Code Enforcement.

Objectives:

1. To work with the Community Development Authority, Plan Commission and Common Council to implement the recommendations of the adopted Comprehensive Plan, Lakefront Redevelopment Plan, Delphi & Civic Center plans and 27th Street plans.
2. To process all requested zoning, land division, and Official Mapping matters within statutory time limits; to process all interdepartmental permits and forms within statutory limits.
3. To work closely with the Community Development Authority (CDA) to implement programs; that will, on behalf of the City, be proactive and aggressive in the areas of business and industrial retention, expansion, and construction.
4. To provide appropriate oversight and monitoring of Community Development Block Grant (CDBG) Program projects, and to propose non public service projects to utilize the City's allocation of funds.
5. To oversee zoning code enforcement activities for the City, and to provide a year end report to the Council on the status of the program
6. To work with the Parks and Recreation Department to implement the Parks and Open Space Plan and to apply for funds for acquisition and development of parks as appropriate.
7. To maintain ongoing communication with elected officials and appointed officials.
8. To complete a monitoring report for the status of objectives in the adopted comprehensive plan, and to complete the process for updating of the plan started in 2011.
9. To monitor the function and content of the department's web page on a weekly basis
10. To maintain the citywide database of businesses.
11. To provide opportunities for continuing education to staff in order to meet the accreditation requirements for the American Institute of Certified Planners (AICP)
12. To manage and monitor public service programming and scheduling for the City's public access channels (25 & 99)

City of Oak Creek 2013 Annual Budget

Fund / Department	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
Community Development - 55						
Direct Employee Costs						
100 Salaries, Full Time	212,848	223,290	217,130	200,700	200,700	204,800
105 Salaries, Part Time	11,299	11,436	11,456	11,440	12,050	7,600
110 Salaries, Overtime	0	0	0	400	0	
130 Retirement	24,070	25,636	22,382	12,500	13,905	14,600
135 Social Security	17,437	17,380	16,465	16,200	19,330	16,275
145 Unemployment Compensation	0	0			0	
150 Insurance, Active Employees	27,785	23,205	23,520	23,800	23,800	42,350
160 Insurance, Work Comp	590	719	1,004	700	845	900
165 Insurance, Disability	834	904	732	800	800	760
170 Insurance, Dental	2,130	3,366	1,840	1,800	2,300	2,900
175 Insurance, Group Life	484	511	547	500	565	550
180 Longevity	51	98	96	0	100	120
185 Section 125 Administration	107	98	171	100	175	200
Subtotal	\$297,635	\$306,643	\$295,343	\$268,940	\$274,570	\$291,055
Indirect Employee						
200 Travel/Training	4,012	1,541	2,241	3,500	4,750	2,000
205 Recruitment and Testing	0	0	0	0		0
Subtotal	\$4,012	\$1,541	\$2,241	\$3,500	\$4,750	\$2,000
Utility Costs						
315 Telephone	1,083	1,543	1,186	1,200	650	1,200
Subtotal	\$1,083	\$1,543	\$1,186	\$1,200	\$650	\$1,200
Supplies						
400 Office Supplies	990	332	697	500	750	600
410 Printing and Copying	790	387	743	750	790	750
415 Postage	1,359	1,531	1,000	2,400	1,045	1,500
420 Dues and Publications	1,220	1,535	1,583	1,140	1,500	1,150
Subtotal	\$4,359	\$3,785	\$4,023	\$4,790	\$4,085	\$4,000
Other Services						
514 Consulting		0	0	10,000	0	10,000
545 Legal Notices	1,814	1,689	758	800	640	1,000
574 Recording and Review Fees	407	404	450	400	120	400
Subtotal	\$2,221	\$2,093	\$1,208	\$11,200	\$1,060	\$11,400
Maintenance						
600 Office Equip Maintenance	225	244	232	360	75	360
Subtotal	\$225	\$244	\$232	\$360	\$75	\$360
Vehicles						
700 Vehicles Maintenance	324	141	17	1,000	0	500
710 Gas/Oil/Fluids	145	240	249	300	340	350
715 Tires	428	0	0	0	0	
Subtotal	\$897	\$381	\$266	\$1,300	\$340	\$850
Total	\$310,432	\$316,230	\$304,499	\$291,290	\$285,530	\$310,865

City of Oak Creek 2013 Annual Budget

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 must progressively design and execute 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 and Statement of Values. Both internally and externally, the Police Department is striving to improve, and as such, is working closely with the community to define priorities. 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. Placing the needs of the community first, the Police Department will work toward the following goals in 2013:

Objectives - Administrative:

1. Continue to maintain the current level of technical, professional and management training offered to members of the department. Our goal is to provide approximately 5,000 hours of annual training which includes mandatory in-service training, state-required instructor re-certifications, and monthly in-house training.
2. Continue to work with the School District providing the School Resource Officer Program in both the Senior High School and Middle Schools.
3. Continue the process of the annual review of mandated department policies, which includes a yearly review and update of all General Orders and Special Orders. Implement policy and procedural changes as necessary.
4. Dispatch:
 - a. Provide continual annual training for the dispatchers to enhance skills for police and fire dispatching.
 - b. Review and edit, where required, the yearly evaluation forms and guidelines.
 - c. Continue to work on accurate Time System entries.
 - d. Attain full staffing levels within dispatch center.
 - e. Maintain efficient and accurate Emergency Medical Dispatching (Pre-Arrival Instructions) to those in need of same for Uncontrolled Bleeding, CPR/PNB, and Choking.
 - f. Continue to work on meeting and sustaining our 1-minute fire dispatching goal.
5. Clerical:
 - a. Work with Phoenix Group, Phoenix User Group and the Info. Tech. Manager to continue enhancing our computer software programs.
 - b. Store and destroy appropriate records according to the Records Retention Ordinance.

Objectives - Operational:

1. Continue the development of our Community Resource Program, which would include the following:
 - a. Continue to solicit donations from the local business community to support crime prevention programs in the City of Oak Creek with a donation goal of \$4,000.
 - b. Maintain or increase the current participation level of National Night Out and continue to develop programs for year round "Special Events" sponsored by National Night Out funding.
 - c. Maintain a minimum of eight community safety events (examples: Bike Rodeo, Child Identification Programs, Oak Creek Health & Safety Fair, Teen Nights, National Night Out and Crime Stoppers)
 - d. Continue liaison in community organizations (Oak Creek Community Center, Apartment Managers Compact and Crime Stoppers) to better serve the community and to spread the crime prevention message

City of Oak Creek 2013 Annual Budget

- e. Continue development of the Property/Apartment Management Program by introducing the CRIME FREE Multi-Housing Program and actively pursue inactive complexes and their managers.
 - f. Continue to develop and sponsor educational courses for the residents of Oak Creek such as the Women's Danger Awareness and Self Defense Course.
 - g. Continue the Neighborhood Watch Program by sponsoring meetings in targeted areas of the community.
 - h. Utilize the Oak Creek/Franklin School District and private sector schools as a conduit for quick and effective communications on safety issues pertaining to children in the community.
2. Continue the development of our Drug Unit, which would include:
 - a. Initiate and complete investigations that would lead to the acquisition of ten (10) search warrants being served in conjunction with the Emergency Response Unit.
 - b. Full-time Drug Unit officers to set up and work with patrol officers in conducting special drug interdiction/investigations for a minimum of five (5) separate dates.
 3. The goals and objectives for the Traffic Unit include:
 - a. Maintain a minimum of 90% conviction rates in all cases involving charges of Operating While Under the Influence of an Intoxicant that are adjudicated.
 - b. Issue citations in a minimum of 70% of multi-vehicular traffic crashes that occur within the City.
 - c. Deploy radar speed trailers in identified problem areas a minimum of 75 times.
 - d. Assign officers to specific traffic complaint areas and intersection violation enforcement throughout the year.
 - e. Individual shift Lieutenants, supervised by the Captain of Operations will monitor daily shift logs to ensure that citizens are receiving the "Guide For Citizen Contacts" brochure on all self-initiated stops.
 4. To continue and improve the quality of our criminal and civil investigations.
 - a. Continue monthly training for Evidence Technicians in conjunction with advanced specialized training when available. Begin certification testing for Evidence Technicians who want board recognized certification.
 - b. Conduct two audits of the property room—one during the first quarter and one during the third quarter.
 5. To supplement the Patrol Bureau in the following areas.
 - a. Utilize the Bicycle Patrol Unit for special events such as 4th of July, high school football games and special requests for patrol.
 - b. Maintain current level of K-9 activity, i.e., calls/crime prevention presentations/training (will compare number of call outs last year to current year).
 6. Patrol Division:
 - a. Maintain a culture of ethical behavior and professional tactical communication within the Patrol Division.
 - b. Maintain a high level of professionalism centered on quality, thorough investigations and follow up.
 - c. Proactive addressing of concerns, trends and problems concerning public safety in the City of Oak Creek – problem solving oriented.
 - d. Maintain a high level of officer/citizen safety, proficiency and job skills through monthly use of force training and roll call training.
 - e. Maintain an atmosphere of teamwork between all 3 shifts, the Detective Bureau and Dispatch through cooperation, planning, joint operations and intelligence sharing.
 - f. Maintain consistency between all 3 patrol shifts in areas of protocol, tactics, discipline, evaluation and coaching of officers. This will be maintained through coordination and conferencing between shift commanders and the Captain of Operations.
 7. Within the first three months of 2013, the following listed specialty units—Crisis Negotiators, Emergency Response Unit, Evidence Technician Unit, Field Training Officers and Use of Force Officers—will be required to provide Goals and Objectives related to the Unit's operation to the Chief's Office. At the end of

City of Oak Creek 2013 Annual Budget

2013, Unit Commanders will forward to the Chief's Office a written report of the outcome of their submitted Goals and Objectives. The written report itself is for police administrative review only.

City of Oak Creek 2012 Annual Budget

Status Report – 7/31/12

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 must progressively design and execute 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 and Statement of Values. Both internally and externally, the Police Department is striving to improve, and as such, is working closely with the community to define priorities. 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. Placing the needs of the community first, the Police Department will work toward the following goals in 2012:

Objectives - Administrative:

1. Continue with at least one customer satisfaction survey that randomly samples the level of satisfaction, both actual and perceived, of the citizens that have contact with the Police Department or live within the City.

Status: *The customer satisfaction survey has been suspended.*

2. Continue to maintain the current level of technical, professional and management training offered to members of the department. Our goal is to provide approximately 5,000 hours of annual training which includes mandatory in-service training, state-required instructor re-certifications, and monthly in-house training.

Status: *At the time of this report, we have completed a total of 5,643 hours of technical, professional, and management training. We also have 100% compliance with the state-required in-service and instructor re-certification training(s).*

3. Continue to work with the School District providing the School Resource Officer Program in both the Senior High School and Middle Schools.

Status: *The school district continues to be very happy with the quality of work product both officers have provided. Officers have worked closely with patrol and the Detective Bureau to assist and help reduce problems that arise within the school that are centered around students. The SRO's regularly prove to be helpful resources for both school officials as well as law enforcement to improve safety during school hours and at after-school events.*

4. Continue the process of the annual review of mandated department policies, which includes a yearly review and update of all General Orders and Special Orders. Implement policy and procedural changes as necessary.

Status: *A schedule for the review of several policies was sent out to applicable members of the department. A total of 17 policies were reviewed and updated, including the Department Rules and Regulations, Arrest Procedures Policy, Awards Policy, Criminal Investigations Policy, Firearms Policy, Less Lethal Policy, Officer Involved Shooting Policy, Physical Fitness Assessment Program, Motor Vehicle Stops Policy, Pursuit Policy, Property Custody Policy, Bloodborne Pathogens Policy, OWI Policy, Mental Health Interventions Policy, Violence/Harassment/Discrimination Policy, and Uniform Policy.*

5. Dispatch:
 - a. Provide continual annual training for the dispatchers to enhance skills for police and fire dispatching.
 - b. Review and edit, where required, the yearly evaluation forms and guidelines.
 - c. Continue to work on accurate Time System entries.
 - d. Attain full staffing levels within dispatch center.

City of Oak Creek 2012 Annual Budget

Status Report – 7/31/12

- e. Maintain efficient and accurate Emergency Medical Dispatching (Pre-Arrival Instructions) to those in need of same for Uncontrolled Bleeding, CPR/PNB, and Choking.
- f. Continue to work on meeting and sustaining our 1-minute fire dispatching goal.

Status:

- a. *Internal training is conducted by our Dispatch Training Unit on a bi-monthly basis. We have also been working on getting on-site training at different facilities in the city such as the Oak Creek High School, WE Energies, etc.*
- b. *This is something we have not yet been able to tackle due to not being at full staffing levels in the dispatch center.*
- c. *Our Validation Officers continue to work on double checking all of our Time System entries in order to ensure accuracy and validity of the entries.*
- d. *We are currently below full-staffing levels due to a recent resignation; however, we are in the middle of a hiring process and hope to have this vacancy filled by October.*
- e. *We continue to give pre-arrival instructions to callers fitting into one of the 3 categories and have been successful when doing so.*
- f. *We continue to review fire calls on a random basis and have gradually moved our overall percentages up in the category of meeting our 1 minute goal.*

6. Clerical:

- a. Work with Phoenix Group, Phoenix User Group and the Info. Tech. Manager to continue enhancing our computer software programs.
- b. Store and destroy appropriate records according to the Records Retention Ordinance.

Status:

- a. *Clerical still works with Pro Phoenix and was represented in the testing phase of the Phoenix 2012 version before it could be implemented at OCPD. Currently, administration is working with I.T. to look for an upgrade to the dictation system which is outdated and not supported by the old vendor.*
- b. *Record retention and destruction is completed in an ongoing process according to policy and State Statute.*

Objectives - Operational:

- 1. Continue the development of our Community Resource Program, which would include the following:
 - a. Continue to solicit donations from the local business community to support crime prevention programs in the City of Oak Creek with a donation goal of \$4,000.
 - b. Maintain or increase the current participation level of National Night Out and continue to develop programs for year round "Special Events" sponsored by National Night Out funding.
 - c. Maintain a minimum of eight community safety events (examples: Bike Rodeo, Child Identification Programs, Oak Creek Health & Safety Fair, Teen Nights, National Night Out and Crime Stoppers)
 - d. Continue liaison in community organizations (Oak Creek Community Center, Apartment Managers Compact and Crime Stoppers) to better serve the community and to spread the crime prevention message.
 - e. Continue development of the Property/Apartment Management Program by introducing the CRIME FREE Multi-Housing Program and actively pursue inactive complexes and their managers.
 - f. Continue to develop and sponsor educational courses for the residents of Oak Creek such as the Women's Danger Awareness and Self Defense Course.
 - g. Continue the Neighborhood Watch Program by sponsoring meetings in targeted areas of the community.
 - h. Utilize the Oak Creek/Franklin School District and private sector schools as a conduit for quick and effective communications on safety issues pertaining to children in the community.

City of Oak Creek 2012 Annual Budget

Status Report – 7/31/12

Status:

- a. *To date, solicited donations for National Night Out totaled \$13,300 with another \$1,500 pledged but not yet received. This does not include National Night Out donations “in-kind” which is difficult to place or report a value. The Community Bike Rodeo solicited donations totaling \$750 with another \$500 pledged but not yet received. Without the support of the community, these programs would not be of the highest caliber or as well received.*
 - b. *The Community Center offers a “Movie Night” in October which, in the past, National Night Out has helped sponsor.*
 - c. *To date, two community safety events—Bike Rodeo and National Night Out—have been conducted. However, due to staffing constraints, it is unknown whether the full extent of this goal will be met by year’s end.*
 - d. *The Community Resource Coordinator maintains an active role with Crime Stoppers and the apartment managers groups by hosting meetings and information sharing.*
 - e. *Due to recent changes in the Wisconsin Statutes, this program is on hold until after the January session in Madison.*
 - f. *A Women’s Danger Awareness and Self Defense Course is slated for November.*
 - g. *A quarterly publication, The Oak Creek Watch, has been created which is distributed to Block Watch Captains for their neighborhoods. This has created a more solid relationship between the Block Watch Captains and their neighborhoods and, in turn, better communication with the Police Department.*
 - h. *The Charlie Check First program is being presented at the schools to teach children safety awareness.*
2. Continue the development of our Drug Unit, which would include:
- a. *Initiate and complete investigations that would lead to the acquisition of ten (10) search warrants being served in conjunction with the Emergency Response Unit.*
 - b. *Full-time Drug Unit officers to set up and work with patrol officers in conducting special drug interdictions/investigations for a minimum of five (5) separate dates.*

Status:

- a. *The OCPD Drug Enforcement Unit has obtained twenty (20) search warrants through 09/01/12 which have been served in conjunction with the Emergency Response Unit.*
 - b. *The Investigators assigned to the OCPD Drug Enforcement Unit have worked with patrol officers in conducting special drug assignments on three (3) separate dates through 09/01/12. It is unknown at this time if any more of these assignments will be able to be scheduled for the remainder of 2012 due to the transition and training of a new member being introduced to the unit to replace an Investigator whose three-year assignment to the Unit is about to expire.*
3. The goals and objectives for the Traffic Unit include.
- a. *Maintain a minimum of 90% conviction rates in all cases involving charges of Operating While Under the Influence of an Intoxicant that are adjudicated.*
 - b. *Issue citations in a minimum of 70% of multi-vehicular traffic crashes that occur within the City.*
 - c. *Deploy radar speed trailers in identified problem areas a minimum of 75 times.*
 - d. *Assign officers to specific traffic complaint areas and intersection violation enforcement throughout the year.*
 - e. *Monitor the activity of the traffic unit regarding bias-based policing practices by checking a sampling of 3 officers’ activity on a bi-annual basis.*
 - f. *Individual shift Lieutenants, supervised by the Captain of Operations will monitor daily shift logs to ensure that citizens are receiving the “Guide For Citizen Contacts” brochure on all self-initiated stops.*

Status:

- a. *The Oak Creek Municipal Court has adjudicated 49 Operating While Intoxicated cases to date in 2012. 47 cases resulted in a guilty conviction. This is a 95% conviction rate to date.*

City of Oak Creek 2012 Annual Budget

Status Report – 7/31/12

- b. *Sampling the months of January, April and July, officers responded to 144 reportable property damage and personal injury accidents that involved multiple vehicles on city, county or state roadways. Moving violation citations were issued in 109 of the 144 accidents. This is a 76% issuance rate.*
 - c. *To date, only one of the two speed trailers owned by OCPD was working properly. Beginning in May, the working speed trailer was deployed 15 times in identified traffic complaint areas and areas requested by citizens and Alderpersons.*
 - d. *Through the month of March, shift supervisors assigned officers to specific traffic complaint areas at roll call. Officers responded to other citizen-reported traffic complaints when the complaint was called in to dispatch. Beginning in April, OCPD started a coordinated list of traffic complaint areas that was provided to officers each month. All OCPD officers were monitored to ensure they conducted traffic enforcement monthly in the designated problem areas.*
 - e. *Due to the lengthy research required, this goal will be attempted during the second half of the year.*
 - f. *All shift Lieutenants monitor their assigned shift's daily logs to confirm that Guide for Citizen Contact Forms are provided to those individuals stopped. The Captain of Operations completes a secondary check of all shift's daily logs to ensure the same.*
4. To continue and improve the quality of our criminal and civil investigations.
- a. Continue monthly training for Evidence Technicians in conjunction with advanced specialized training when available. Begin certification testing for Evidence Technicians who want board recognized certification.
 - b. Conduct two audits of the property room—one during the first quarter and one during the third quarter.

Status:

- a. *Evidence Techs have been maintaining monthly trainings that hone and push their current skills. We have continued our relationship with Imprimus (specialty evidence technician training group), and have hosted several trainings in an effort to have every Tech well-rounded. Techs have looked into the board certifications; however, we are waiting on some court case-law to settle before proceeding, due to some "expert" tags being placed on those who testify. This needs to be clarified before we proceed.*
 - b. *Our current Property Clerk has performed periodic audits of different shelving units within the property room and has not found any discrepancies. The annual inventory of the full room is scheduled for October.*
5. To supplement the Patrol Bureau in the following areas:
- a. Utilize the Bicycle Patrol Unit for special events such as 4th of July, high school football games and special requests for patrol.
 - b. Maintain current level of K-9 activity, i.e., calls/crime prevention presentations/training (will compare number of call outs last year to current year).

Status:

- a. *The Bicycle Patrol Unit currently has four members and is expected to increase in 2013. Members of the Unit worked the Community Resource Bike Rodeo, the 4th of July Parade, the National Night Out event, and OCHS football games. From May through August, bike officers partnered and worked bike patrols of City bike paths, etc., a minimum of two times a month.*
- b. *As of the end of August, the K-9 Units have been utilized 385 times compared to 391 times over the same time period in 2011. The Unit conducted K-9 demonstrations for National Night Out, for numerous schools and for private groups. Both canines have been involved in numerous drug warrants and finding narcotics that resulted in arrests. They have also been used extensively at the hotels, conducting open air searches, and indicating on rooms that contained narcotics. The canines and their handlers have been continuing to train in specific pre-arranged sessions twice per month, as well as on-shift trainings when time allows.*

City of Oak Creek 2012 Annual Budget

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6. Patrol Division:
 - a. Maintain a culture of ethical behavior and professional tactical communication within the Patrol Division.
 - b. Maintain a high level of professionalism centered on quality, thorough investigations and follow up.
 - c. Proactive addressing of concerns, trends and problems concerning public safety in the City of Oak Creek – problem solving oriented.
 - d. Maintain a high level of officer/citizen safety, proficiency and job skills through monthly use of force training and roll call training.
 - e. Maintain an atmosphere of teamwork between all 3 shifts, the Detective Bureau and Dispatch through cooperation, planning, joint operations and intelligence sharing.
 - f. Maintain consistency between all 3 patrol shifts in areas of protocol, tactics, discipline, evaluation and coaching of officers. This will be maintained through coordination and conferencing between shift commanders and the Captain of Operations.

Status:

- a. *The Career Survival Unit has completed two employee surveys and will be relaying the findings of those surveys to the entire Department by the end of 2012. The Career Survival Unit is also putting together curriculum for 2013 OCPD in-service regarding training to assist in difficult, ethical, decision-making that officers may face.*
 - b. *Supervisors, along with the Operations Captain, review logs and calls for service to ensure that quality, professional police investigations are conducted. Problem-solving policing continues with the goal of reducing needless draws on City resources and getting people in need in contact with possible resources that can address their root problems.*
 - c. *As stated above, Problem-Solving Policing (P.S.P.) is a pillar within the patrol division and focuses on addressing trends and problems and reducing the need for police intervention. An example is PO Romel's Elderly Program in which she meets with elders in the community or those that have had interaction with the police and ensure that proper resource connections are made.*
 - d. *Monthly DAAT and Firearms training continues for all officers as well as the research for improvements in equipment and response tactics to heighten both officers' and dispatchers' abilities to respond. Examples are squad rifle upgrades, rifle-grade body armor and helmets for all officers and in each squad. Dispatchers also receive quarterly dispatcher training and practice essential emergency communication skills and map tests to sharpen their skills and response.*
 - e. *All three shifts receive the same on-shift training to ensure they all operate within the same parameters. Shift Supervisors from all shifts and the Detective Bureau regularly collaborate on assignments, operations, plans and assignments to ensure a teamwork culture.*
 - f. *All three shifts report to the Operations Captain and seek approval for changes, training, or recommendations to maintain consistency. Lieutenants' meetings are held quarterly to keep consistency within each shift and to collaborate on shift issues.*
7. Within the first three months of 2012, the following listed specialty units—Crisis Negotiators, Emergency Response Unit, Evidence Technician Unit, Field Training Officers and Use of Force Officers—will be required to provide Goals and Objectives related to the Unit's operation to the Chief's Office. At the end of 2012, Unit Commanders will forward to the Chief's Office a written report of the outcome of their submitted Goals and Objectives. The written report itself is for police administrative review only.

Status:

Evidence Techs: All goals have been met to date: Provide quality and timely evidence processing and training.

- a. *Process a minimum of 75% of the average of items processed in the year.*
- b. *Produce quality training and training outlines.*
- c. *Attend 75% of Evidence Technician trainings.*

City of Oak Creek 2012 Annual Budget

Status Report – 7/31/12

UOF Trainers: All goals have been met to date: Provide Quality Use of Force Training.

- a. Produce quality training and training outlines.*
- b. Attend a minimum 75% of UOF trainings.*
- c. Ensure safe training with no live weapons entering trainings.*
- d. Conduct training that is useful and forward thinking.*
- e. Continue to look for new tools/tactics/etc.*
- f. Look to continue to develop the unit as a whole.*

Crisis Negotiators: The following goal has been met to date: Complete detailed goal oriented outlines and lesson plans for training to assist in learning and individual and team improvement.

Field Training Officers: The Unit met it's required goals to teach new hires ethical, fair and safe policing. Two 2012 hires passed their FTO period and have been assigned to shifts.

City of Oak Creek 2013 Annual Budget

Departmental Detail Information

POLICE DEPARTMENT - 60

200 TRAVEL / TRAINING

\$32,500

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., specialized computer and dispatch training including yearly dispatcher in-service training, training for fire dispatching, Wisc. Narcotics Officers' Annual Conference/training, Wisc. Arson Investigators' Training, K-9 handler training, specialized schools in evidence collection, fingerprinting, TIME system certification and re-certification, 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, S.R.O. in-service/training, and Northwestern University updates (\$1,500) as well as FBI Nat'l Academy refresher courses. 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.

205 RECRUITMENT / TESTING / PHYSICALS

\$18,000

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 2013, the Department will be conducting a Lieutenant and Sergeant promotional process. In addition, the Department will be developing two (2) Police Officer eligibility lists (\$7,000) and a possible Dispatcher eligibility list (\$3,000), which includes the setup/data export fees for the online application process. This line item also covers costs associated with drug testing (\$3,000), mandatory hearing tests (\$1,200), and bi-annual lead testing (\$1,500). Note: No lead testing needed for 2012. This line item also includes expenses incurred by the Department's Recruitment Team including recruitment flyers (\$1,000)

210 EXPENSE ALLOWANCE

\$1,000

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.

215 UNIFORMS & CLOTHING

\$8,000

This line item covers the cost of outfitting new officers (\$3,000/ea., which includes the purchase of uniforms [\$300 max], badges, leather, reflective traffic vests, body armor [\$600] and weapons [\$800]). It also covers the cost of outfitting new dispatchers. We have 2 planned retirements during 2013. Also included in this line item are dress uniforms for newly promoted Captains/Lieutenants/Sergeants, specialty uniforms for the Honor Guard, bicycle patrol unit, and trainees, vehicle maintenance uniforms, and unanticipated body armor and ballistic helmet replacements.

220 TUITION REIMBURSEMENT

\$27,000

This line item would provide funding for tuition reimbursement as mandated under the current (OCPPA labor contract for officers(45) @ \$285/ea. (\$12,825). Also provides funding for non-union staff for undergraduate/graduate/masters programs as outlined in specific academic plan submittals (\$14,125)

225 RECOGNITION

\$3,000

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

City of Oak Creek 2013 Annual Budget

Departmental Detail Information

POLICE DEPARTMENT - 60

300 ELECTRICITY

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 6% increase over last year's expenditures as instructed by the Finance Department.

\$78,000

305 WATER & SEWER

Covers the cost of water and sewer utilities provided. An undetermined rate increase is anticipated for 2013.

\$4,000

310 NATURAL GAS

Covers the cost of heating the Police Department facility and garage. This budget estimate reflects a 0% increase over last year's expenditures as instructed by the Finance Department.

\$50,000

315 TELEPHONE

Covers the cost of telephone service for the Department, including A.T & T (\$14,500), long distance (\$1,000), Verizon (\$23,000), and anticipated costs for phone line repairs/equipment costs (\$5,000), cell phone repairs/replacements/equipment needs, 911 wireless trunk line costs (\$200/mo.), and monthly WPS (Wireless Priority Service) costs (\$216/yr.)

\$46,000

400 OFFICE SUPPLIES

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

\$12,000

410 PRINTING AND COPYING

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

\$6,000

415 POSTAGE

Covers the cost of mailing blood/urine samples to the state, certified mail for the Detective Bureau, mass mailings of citizen surveys including the business reply permit fee (\$180), shipping of weapons for repairs, and all other office/clerical postage requirements of the Department

\$3,500

420 DUES AND PUBLICATIONS

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. It also covers the cost of several publications including the Physician's Desk Reference, Nat'l Directory of Law Enforcement Administrators, Dispatcher Monthly magazine, WI Bar Assn. dues, Motor Vehicle Registration and Driver License Registration on CD ROM, Secure USA database subscription (\$1,000), Wisc State Statutes (\$120/set), "Selected Excerpts from Wisc Statutes" and "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.

\$5,500

425 ADVERTISING AND PROMOTIONS

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

\$1,500

426 CRIME PREVENTION

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.

\$9,000

City of Oak Creek 2013 Annual Budget

Departmental Detail Information

POLICE DEPARTMENT - 60

440 MEDICAL AND SAFETY	\$5,500
Covers the cost of emergency blankets, antimicrobial wipes, disinfectants, medical gloves, fingerprint gloves, bandages, CPR pocket masks, N95 masks, splints, C-collars, first aid kits, jail biohazard response kit, ERU trauma kit, biohazard spill/clean-up kits, 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 and safety shoes/glasses/respirators for fleet mechanic, and infectious control disease consultant fees (1-2/yr @ \$200/exposure)	
460 MINOR EQUIPMENT	\$5,000
This line item would cover the costs associated with both anticipated and unanticipated smaller office equipment purchases/replacements, including file cabinets, office chairs, etc.	
470 AUDIO VISUAL / PHOTO SUPPLIES	\$2,500
Covers the cost of all photo and audio visual supplies, updates, repairs and replacement of all department cameras, as well as the cost for CD's & DVD's for the mandated digital recording of interviews/in-car videos.	
480 FIRE EQUIPMENT	\$750
This line item would cover the costs associated with the inspection/recharging/replacement of fire extinguishers for department vehicles and throughout the building.	
485 POLICE EQUIPMENT	\$15,000
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), crisis negotiator equipment, flares (\$3,500), parking tickets, replacement bicycle patrol equipment, stop sticks, etc.	
486 AMMUNITION / ARMORY	\$21,000
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 (+\$2,000 for annual certification rounds), and simulation equipment--targets, non-lead based ammunition, match-grade sniper ammunition and all other range and firearm-related supplies.	
486.10 ERU EQUIPMENT	\$10,000
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.	
487 POLICE AUXILIARY	\$1,500
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.	
488 POLICE SPECIAL OPERATIONS	\$4,000
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.	
488.10 DWI ENFORCEMENT	\$400
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.	
490 POLICE VEHICLES	\$154,000
This line item will cover the purchase of five (5) vehicles to replace five (5) police vehicles.	

City of Oak Creek 2013 Annual Budget

Departmental Detail Information

POLICE DEPARTMENT - 60

490.10 POLICE VEHICLES EQUIPMENT

\$15,000

This line item will cover the costs associated with equipping replacement squads. NOTE: 5 replacement vehicles are needed in 2013--1 of which will be a Caprice, some equip from Crown Vics will not transition into Caprices. Costs include, but is not limited to, registration/urle, graphics (5 @ \$900/ea.), a radio (0 @ \$3,100), computer w/phone card (0 @ \$2,000), siren (0 @ \$800), emergency lights (1 @ \$2,200), security partition (1 @ \$400), shotgun/rifle mounts (1 @ \$500), molded seat (1 @ \$1,200/ea.), center consoles (5 @ \$200/ea.), pushbar (1 @ \$200), radar unit (0 @ \$3,800), Taser unit (0 @ \$800), squad rifle (0 @ \$1,500), shotgun (0 @ \$800), less lethal shotgun (0 @ \$400), stop sticks (0 @ \$500), AED (0 @ \$1,800), first aid kits (0 @ \$250), Tahoe trunk vaults (1 @ \$2,000), K-9 insert (1 @ \$2,500), in-car video equipment (0 @ \$5,000), Opucorn units (0 @ \$500), and citation printers (0 @ \$250) (Total cost to equip an additional new squad = \$28,000; costs for 2013 are for transitioning only as no squads are being added to the fleet.)

493 CANINE OPERATIONS

\$4,500

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

494 LEASED MAJOR EQUIPMENT

\$0

Covers the lease agreement cost for the Dictaphone equipment used in the taping and transcribing of department reports. Current lease agreement has been fully satisfied.

495 MISCELLANEOUS

\$3,500

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, CDL renewals, evidentiary towing (\$500), paper shredding service (\$660), towel service, various paper products (plates/cups/napkins), plastic utensils, as well as other miscellaneous operating expenses

525 ATTORNEY / LEGAL

\$25,000

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.

600 OFFICE EQUIPMENT MAINTENANCE

\$4,250

Includes the cost of maintenance contracts for current copy machines, cash registers 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, including current dictation system which is no longer covered by a mt. agreement.

610 RADIO EQUIPMENT / MAINTENANCE

\$20,000

Covers the cost for service contracts (\$8,000 for 4 radio consoles) and all required repairs/replacements of all radio and MDC communication equipment within the Department and its vehicles, as well as the Department's logger machine (not covered by maintenance contract), and any dispatch-related costs (i.e., headsets @ \$1,500, etc.).

615 GROUNDS MAINTENANCE

\$7,000

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 @ \$1,000), track maintenance and pond maintenance (\$2,500), 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

\$43,500

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), mt. supplies, painting of both the interior and exterior of the building, yearly sprinkler system inspections (\$650), carpet replacement as needed, reader board repairs, etc.

City of Oak Creek 2013 Annual Budget

Departmental Detail Information

POLICE DEPARTMENT - 60

700 VEHICLE MAINTENANCE

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), maintenance and refurbishing of the speed trailer, 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).

\$32,000

705 EQUIPMENT MAINTENANCE

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)

\$3,500

710 GAS AND OIL

Covers the cost of an estimated usage of 50,000 gallons of gasoline at an estimated cost of \$3.85 per gallon, and the required motor oil (200 gallons @ \$7.31/gal.) and transmission oil (2-55gal drums @ \$12/gal) used by the Department's fleet. Also includes the cost for fuel oil for the generator (2012 = 1,100 gals. @ \$3.3496/gal. + delivery @ \$3.099/gal.).

\$186,000

715 TIRES

Covers the cost of tires for all department vehicles, including snow tires for winter use and speed rated tires as required.

\$8,000

TOTAL \$876,900

City of Oak Creek 2013 Annual Budget

Fund / Department		2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
100% Original - 2006,2007,2008 TO 2010-5% Operating Costs and 2% Direct Employee Costs to WE Energies Fund 19 Police - 60							
Direct Employee Costs							
100	Salaries, Full Time	4,663,896	4,917,905	4,987,313	5,064,460	4,952,400	5,198,900
105	Salaries, Part Time	70,992	77,975	62,150	81,920	94,685	126,900
110	Salaries, Overtime	299,691	298,277	371,985	295,000	316,520	245,000
115	Salaries, Holiday Pay	93,422	102,163	100,848	100,500	100,500	105,000
120	Special Pay Allowances	112,663	120,350	122,578	118,800	118,800	125,000
129	Non-Worked Paid Time		0	0		0	
130	Retirement	951,113	1,020,318	1,093,705	696,100	957,708	817,100
135	Social Security	397,915	413,563	417,477	398,500	427,283	432,200
145	Unemployment Compensation	0	0	0	0	0	0
150	Insurance, Active Employees	957,116	1,096,214	1,146,600	1,262,100	1,262,100	1,151,000
160	Insurance, Work Comp	124,246	165,870	142,036	167,250	164,112	165,000
165	Insurance, Disability	18,276	19,447	16,700	18,760	22,121	18,000
170	Insurance, Dental	72,355	74,757	78,960	84,220	78,920	79,200
175	Insurance, Group Life	6,066	6,683	5,983	7,100	5,366	6,500
180	Longevity	9,130	9,686	10,810	9,220	17,880	17,000
185	Section 125 Administration	1,101	678	1,350	700	1,141	1,500
	Subtotal	\$7,777,983	\$8,323,886	\$8,558,495	\$8,304,630	\$8,519,536	\$8,488,300
Indirect Employee							
200	Travel/Training	25,970	38,102	42,245	32,500	32,500	32,500
205	Recruitment/Testing/Physicals	17,133	21,680	17,313	18,000	18,000	18,000
210	Expense Allowance	782	1,020	745	1,000	1,000	1,000
215	Uniforms and Clothing	11,916	10,914	10,225	8,000	9,500	8,000
220	Tuition Reimbursement	34,858	39,380	23,896	29,100	29,100	27,000
225	Recognition	3,178	2,153	1,565	2,000	2,000	3,000
	Subtotal	\$93,837	\$113,249	\$95,989	\$90,600	\$92,100	\$89,500
Utility Costs							
300	Electricity	67,687	84,064	80,150	78,000	75,000	78,000
305	Water and Sewer	2,311	3,716	2,512	4,000	2,800	4,000
310	Natural Gas	38,181	70,894	29,991	50,000	35,000	50,000
315	Telephone	53,668	47,091	45,426	50,000	40,000	46,000
320	Data Lines						
	Subtotal	\$161,847	\$205,765	\$158,079	\$182,000	\$152,800	\$178,000
Supplies							
400	Office Supplies	12,701	13,518	11,661	12,000	12,000	12,000
405	Computer Hardware Software		0			0	
410	Printing and Copying	6,913	6,300	3,563	6,000	6,000	6,000
415	Postage	5,103	6,280	3,334	3,500	3,500	3,500
420	Dues and Publications	4,867	6,840	4,772	5,900	5,900	5,500
425	Advertising and Promotions	1,564	1,526	2,215	1,500	1,500	1,500
426	Crime Prevention	11,732	12,667	13,762	9,000	9,000	9,000
430	Housekeeping		289	0		0	
440	Medical and Safety	4,045	0	4,630	5,500	5,500	5,500
460	Minor Equipment	2,992	5,835	2,781	6,000	5,000	5,000
470	Audio Visual/Photo Supplies	2,631	7,008	1,785	3,000	1,500	2,500
480	Fire Equipment	864	3,510	106	750	3,000	750
485	Police Equipment	12,143	10,000	13,195	15,000	12,000	15,000
486	Ammunition/ Armory	19,250	18,729	20,640	21,000	21,000	21,000
486.10	ERU Equipment	10,118	22,021	9,860	10,000	10,000	10,000
487	Police Auxiliary	2,090	10,429	857	1,500	1,500	1,500
488	Police Special Operations	7,037	1,538	3,320	4,000	2,500	4,000
488.10	DWI Enforcement	623	4,062	72	400	100	400
489	Drug & Violence Grant		1,003	0	0	0	0
490	Police Vehicles	143,829	125,913	130,927	152,000	155,000	154,000
490.10	Police Vehicles Equipment	11,155	10,512	11,060	15,000	15,000	15,000

City of Oak Creek 2013 Annual Budget

Fund / Department		2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
100% Original - 2006,2007,2008 TO 2010-5% Operating Costs and 2% Direct Employee Costs							
493	Canine Operations	4,330	4,765	3,825	4,500	4,500	4,500
494	Leased Major Equipment	8,286	9,200	0	0	0	0
495	Miscellaneous	5,118	6,278	3,140	3,500	2,500	3,500
	Subtotal	\$277,391	\$288,223	\$245,505	\$280,050	\$277,000	\$280,150
Other Services							
500	County Prisoner Fees	33,184	33,871	28,029	0	0	0
501	Bail Bond			834		0	
514	Engineering/Consultant		4,380			0	
517	Building Cleaning					0	
525	Attorney/Legal	77,972	25,000	58,423	25,000	25,000	25,000
	Subtotal	\$111,156	\$63,251	\$87,286	\$25,000	\$25,000	\$25,000
Maintenance							
600	Office Equip Maintenance	2,620	4,641	3,236	4,250	3,500	4,250
605	Computer Maintenance					0	
610	Radio Equip/Maintenance	12,810	20,854	15,186	20,000	20,000	20,000
615	Grounds Maintenance	6,094	7,811	6,597	7,500	6,000	7,000
620	Building Maintenance	22,263	31,184	30,304	43,500	43,500	43,500
	Subtotal	\$43,787	\$64,490	\$55,323	\$75,250	\$73,000	\$74,750
Vehicles							
700	Vehicle Maintenance	29,742	38,582	30,372	32,000	32,000	32,000
705	Equip Maint/Fire Range Repairs	2,778	8,796	8,323	3,500	3,500	3,500
710	Gas/Oil/Fluids	114,642	169,625	169,361	186,000	175,000	185,000
715	Tires	11,627	14,684	12,131	10,000	7,000	8,000
	Subtotal	\$158,789	\$231,687	\$220,187	\$231,500	\$217,500	\$228,500
	Total	\$8,624,790	\$9,290,551	\$9,420,864	\$9,189,030	\$9,356,936	\$9,364,200

City of Oak Creek 2013 Annual Budget

Fund / Department		2009	2010	2011	2012	2012	2013
		Actual	Actual	Actual	Budget	Estimate	Budget
In 2006,2007,2008 & 2009 95% of Operating Costs-5% to WE Energies Fund 19							
In 2006,2007,2008 & 2009 98% of Direct Employee Costs-2% to WE Energies Fund 19							
Police - 60							
Direct Employee Costs							
100	Salaries, Full Time	4,402,030	4,625,684	4,690,476	4,765,360	4,664,400	4,875,010
105	Salaries, Part Time	69,572	70,593	60,910	80,520	93,285	124,360
110	Salaries, Overtime	285,720	327,771	352,328	281,900	300,735	225,400
115	Salaries, Holiday Pay	88,388	88,590	96,297	96,000	96,000	98,000
120	Special Pay Allowances	106,072	110,547	114,786	110,900	110,900	114,660
130	Retirement	895,841	928,562	1,025,813	651,100	908,710	762,540
135	Social Security	376,821	387,348	393,482	375,300	409,485	403,960
145	Unemployment Compensation		0	0		0	
150	Insurance, Active Employees	892,634	961,086	1,051,050	1,182,200	1,182,200	1,087,800
160	Insurance, Work Comp	114,765	135,068	131,006	154,500	163,315	132,300
165	Insurance, Disability	17,220	18,771	15,733	17,650	16,720	16,660
170	Insurance, Dental	67,492	71,383	72,383	78,820	78,820	74,680
175	Insurance, Group Life	5,890	5,856	5,791	6,900	5,170	5,980
180	Longevity	8,947	9,139	10,594	9,020	17,780	16,370
185	Section 125 Administration	1,079	1,365	1,263	650	1,145	1,180
	Subtotal	\$7,332,471	\$7,741,763	\$8,021,912	\$7,810,820	\$8,048,665	\$7,938,900
Indirect Employee							
200	Travel/Training	24,054	38,345	38,725	30,875	30,875	30,875
205	Recruitment/Testing/Physicals	16,283	32,127	16,447	17,100	17,100	17,100
210	Expense Allowance	743	379	707	950	950	950
215	Uniforms and Clothing	11,320	9,764	9,714	7,600	9,025	7,600
220	Tuition Reimbursement	33,115	28,492	22,693	27,645	27,645	25,650
225	Recognition	3,019	2,909	1,487	1,900	1,900	2,850
	Subtotal	\$88,534	\$112,016	\$89,773	\$86,070	\$87,495	\$85,025
Utility Costs							
300	Electricity	64,303	69,611	76,142	74,100	71,250	74,100
305	Water and Sewer	2,195	2,210	2,386	3,800	2,660	3,800
310	Natural Gas	36,272	28,394	28,492	47,500	24,700	47,500
315	Telephone	50,984	49,143	43,055	47,500	38,000	47,500
	Subtotal	\$153,754	\$149,358	\$150,075	\$172,900	\$136,610	\$172,900
Supplies							
400	Office Supplies	12,066	9,830	11,079	11,400	11,400	11,400
410	Printing and Copying	6,568	5,708	3,385	5,700	5,700	5,700
415	Postage	4,847	5,150	3,165	3,325	3,325	3,325
420	Dues and Publications	4,624	6,468	4,533	5,605	5,605	5,225
425	Advertising and Promotions	1,486	502	2,104	1,425	1,425	1,425
426	Crime Prevention	11,145	12,663	13,074	8,550	8,550	8,550
440	Medical and Safety	3,843	5,493	4,398	5,225	5,225	5,225
460	Minor Equipment	2,843	6,365	2,642	5,700	4,750	4,750
470	Audio Visual/Photo Supplies	2,499	157	1,696	2,850	1,425	2,375
480	Fire Equipment	820	187	101	715	2,850	715
485	Police Equipment	11,536	70,852	12,534	14,250	11,400	14,250
486	Ammunition/Armory	18,287	19,396	19,608	19,950	19,950	19,950
486.10	ERU Equipment	9,612	8,147	9,367	9,500	9,500	9,500
487	Police Auxiliary	1,986	728	814	1,425	1,425	1,425
488	Police Special Operations	6,685	1,187	3,155	3,800	2,375	3,800
488.10	DWI Enforcement	592	46	68	380	95	380
490	Police Vehicles	136,638	112,343	124,287	144,400	147,250	146,300
490.10	Police Vehicles Equipment	10,597	9,726	10,507	14,250	14,250	14,250
493	Canine Operations	4,113	5,027	3,634	4,275	4,275	4,275
494	Leased Major Equipment	7,871	0	0	0	0	
495	Miscellaneous	4,862	8,707	2,983	3,325	2,375	3,325
	Subtotal	\$263,520	\$289,909	\$233,134	\$266,050	\$263,150	\$266,145

City of Oak Creek 2013 Annual Budget

Fund / Department	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
In 2006,2007,2008 & 2009 95% of Operating Costs-5% to WE Energies Fund 19						
Other Services						
500 County Prisoner Fees	31,525	35,468	27,462	0	0	
501 Bail Bond		0				
525 Attorney/Legal	74,078	86,203	55,502	23,750	23,750	23,750
Subtotal	\$105,603	\$125,832	\$82,964	\$23,750	\$23,750	\$23,750
Maintenance						
600 Office Equip Maintenance	2,489	2,671	3,074	4,040	3,325	4,040
610 Radio Equip/Maintenance	12,170	16,240	14,427	19,000	19,000	19,000
615 Grounds Maintenance	5,789	5,900	6,267	7,125	5,700	6,650
620 Building Maintenance	21,154	22,510	28,789	41,325	41,325	41,325
Subtotal	\$41,602	\$47,321	\$52,557	\$71,490	\$69,350	\$71,015
Vehicles						
700 Vehicle Maintenance	28,259	30,052	28,853	30,400	30,400	30,400
705 Equip Maint/Fire Range Repairs	2,639	5,624	7,907	3,325	3,325	3,325
710 Gas/Oil/Fluids	108,910	124,699	160,893	176,700	166,250	176,700
715 Tires	11,045	12,988	11,524	9,500	6,650	7,600
Subtotal	\$150,853	\$173,363	\$209,177	\$219,925	\$206,625	\$218,025
Total	\$8,136,337	\$8,639,562	\$8,839,592	\$8,651,005	\$8,835,645	\$8,775,760

City of Oak Creek 2013 Annual Budget Goals and Objectives

Department: Municipal Court

Program Description

The City of Oak Creek Municipal Court has exclusive jurisdiction over all traffic and ordinance violations that occur within the city limits, including, first offense drunk or drugged driving, loitering, shoplifting, disorderly conduct, building and health code violations. The court also hears juvenile matters, such as truancy, underage drinking, drug offenses and curfew violations. Municipal courts handle a significant portion of the statewide court caseload in these areas.

The forfeitures paid to the municipal court are paid into the city's general fund as commercial revenues. A review of the general fund revenues from 2009 to 2011 shows that commercial revenues have grown from 6% to 11% of the total general fund revenues. Municipal court forfeitures remain the largest source of commercial revenues paid to the city, second only to interest income on investments.

Therefore while the purpose of the City of Oak Creek Municipal Court is to help citizens resolve their disputes peacefully, and to dispense justice fairly, impartially and according to the rule of law, it cannot be denied that the forfeitures collected by the court are becoming increasingly important to the city's budget.

Objectives:

1. Continue to adjudicate fairly and impartially all traffic and ordinance violations occurring within the city limits.
2. Assess and improve collection of forfeitures.
3. Continue working to implement electronic citations by improving interface between TraCs and Phoenix software.
4. Increase efficiencies while holding costs at present level.

City of Oak Creek 2013 Annual Budget

Fund / Department	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
Municipal Court - 61						
Direct Employee Costs						
100 Salaries, Full Time	0	0	118,199	91,220	70,920	91,220
105 Salaries, Part Time			26,945	29,100	27,950	29,100
110 Salaries, Overtime	0	0	4,148	1,000	9,990	1,000
120 Salaries, Special Pay Allowance			0	1,000	70	1,000
130 Retirement	0	0	12,018	5,400	3,850	5,400
135 Social Security	0	0	9,624	9,200	10,030	9,200
150 Insurance, Active Employees	0	0	23,400	26,100	26,100	28,000
160 Insurance, Work Comp	0	0	0	500	0	500
165 Insurance, Disability	0	0	352	475	315	475
170 Insurance, Dental	0	0	1,610	1,670	3,340	1,670
175 Insurance, Group Life	0	0	174	250	80	250
180 Longevity	0	0	480	0	120	0
185 Section 125 Administration	0	0	0	100	0	100
Subtotal	\$0	\$0	\$196,950	\$166,015	\$152,765	\$167,915
Indirect Employee						
200 Travel/Training	0	0	1,353	1,500	1,715	1,500
205 Recruitment/Testing/Physicals	0	0	786	1,000	1,450	1,000
215 Uniforms and Clothing	0	0	133	600	290	600
220 Tuition Reimbursement	0	0	570	570	0	570
Subtotal	\$0	\$0	\$2,842	\$3,670	\$3,455	\$3,670
Supplies						
400 Office Supplies	0	0	903	1,000	900	1,000
405 Computer Hardware Software			2,382	2,000	0	2,000
410 Printing and Copying	0	0	2,610	1,000	600	1,000
415 Postage	0	0	348	2,500	2,825	2,500
420 Dues and Publications	0	0	0	400	1,450	400
460 Minor Equipment	0	0	0	150	0	150
Subtotal	\$0	\$0	\$6,243	\$7,050	\$5,775	\$7,050
Other Services						
500 County Prisoner Fees	0	0	0	30,000	22,500	28,500
595 Miscellaneous	0	0	1,096	1,000	920	1,000
Subtotal	\$0	\$0	\$1,096	\$31,000	\$23,420	\$29,500
Maintenance						
600 Office Equip Maintenance	0	0	240	250	480	250
605 Computer Maintenance						
Subtotal	\$0	\$0	\$240	\$250	\$480	\$250
Capital Outlay						
910 Office Equipment						
Subtotal						
Total	\$0	\$0	\$207,371	\$207,985	\$185,895	\$208,385

City of Oak Creek 2013 Annual Budget

Department: Emergency Operations

Program Description

The Emergency Management group is responsible for managing events in the City before, during and after a disaster situation, under policies approved by the elected officials.

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.

2013 Objectives:

1. Continue to conduct semi annual meetings with the Local Emergency Management Committee.
2. Convert our Emergency Operations Plan (EOP) to a comprehensive Emergency Management Plan (CEMP) and to define all roles as they pertain to Emergency Support Functions (ESF).
 - a. With assistance from Milwaukee County Emergency Management identify and create a plan encompassing all aspects of the disaster cycle to include response, recovery, mitigation, and preparedness.
 - b. Submit our CEMP to Milwaukee County for review.
3. Continue to work on the replacement of our emergency warning sirens.
4. Explore the potential of utilizing ECAM. ECAM is a computer based federal government program used to provide a detailed footprint of a building as well as all hazardous materials within the structure.

City of Oak Creek 2012 Annual Budget

Departmental Detail Information

EMERGENCY OPERATIONS - 63

200 TRAVEL/TRAINING	\$4,500
There are a variety of training seminars held across the state for emergency operations training. This account would be for all departments. Other training includes required National Incident Management System (NIMS) training and functional exercises.	
210 EXPENSE ALLOWANCE	\$1,000
Expenses related to special training events, emergency operations events, and other events of a business nature. Food expense for employees for large disasters.	
315 TELEPHONE	\$12,500
Monthly charges for cellular telephones and fax machine in command vehicles for Fire and Police Departments. This line item also covers expenses for the My State USA callback system.	
400 OFFICE SUPPLIES	\$250
This money is used for fax ink cartridges, pens, paper, envelopes and other miscellaneous supplies needed to operate the EOC.	
410 PRINTING AND COPYING	\$750
This money is used for all required materials such as the Emergency Operations Manual, NIMS and MABAS material and other forms to be used in case of an emergency.	
415 POSTAGE	\$50
This money is used for postage on all correspondence or other materials sent out in the conduct of this department's workload.	
420 DUES AND PUBLICATIONS	\$750
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.	
TOTAL	\$24,700

City of Oak Creek 2013 Annual Budget

Fund / Department	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
Emergency Operations - 63						
Direct Employee Costs						
110 Salaries, Overtime	1,641	1,400	3,024	6,500	810	6,500
130 Retirement	410	297	644		174	
135 Social Security	73	102	226		60	
Subtotal	\$2,124	\$1,799	\$3,894	\$6,500	\$1,044	\$6,500
Indirect Employee						
200 Travel/Training	2,127	365	750	4,500	707	4,500
210 Expense Allowance	69	93	0	1,000	1,000	1,000
Subtotal	\$2,196	\$458	\$750	\$5,500	\$1,707	\$5,500
Utility Costs						
300 Electricity	21	21	20	0	0	0
315 Telephone	10,584	10,235	2,630	12,500	5,000	12,500
Subtotal	\$10,605	\$10,256	\$2,650	\$12,500	\$5,000	\$12,500
Supplies						
400 Office Supplies	192	0	0	250	250	250
410 Printing and Copying	0	0	0	750	200	750
415 Postage	0	0	0	50	0	50
420 Dues and Publications	80	40	0	750	0	750
470 Audio Visual/Photo Supplies	0	0	308	400	0	400
495 Miscellaneous	1,155	2,705	2,103	2,750	4,000	2,750
Subtotal	\$1,427	\$2,745	\$2,411	\$4,950	\$4,450	\$4,950
Maintenance						
625 Warning System Maintenance	0	571	473	1,750	1,750	1,750
Subtotal	\$0	\$571	\$473	\$1,750	\$1,750	\$1,750
Total	\$16,352	\$15,829	\$10,178	\$31,200	\$13,951	\$31,200

City of Oak Creek 2013 Annual Budget

Department: Fire Service

Program Description

Through Emergency Medical Services, fire operations, fire inspection, the preservation of human life is the primary responsibility of the Fire Department at fires and other emergencies, which include an all hazards approach whether manmade or from mother nature. Disaster Planning is done in anticipation of large-scale emergencies, which may require response of personnel and equipment from surrounding communities.

Monthly Performance Indicators Report

In our constant effort to improve service and efficiency, we will monitor "Performance Indicators" as identified by our staff on a monthly by a statistical and an operation-effectiveness basis. This initiative will allow us to identify, in a timely manner, trends, which may be developing in both administrative and operational areas. These performance indicators are:

- Training/Safety
- Monetary issues
- Grid, Zone, and Mutual Aid Activity
- Response Times
- Fire Loss
- Life Safety
- Fire/EMS field hours
- Fire inspections
- Total incident activity

2013 Goals & Objectives

Administrative:

1. Along with the Finance and IT Department's work on Telestaff and the City's payroll software to fully implement an electronic transfer of payroll information.
2. Continue working with the Owner's Representative and Architect in the building process for fire station one in keeping the station on time and on budget.
3. Review the process for accreditation and decide a course of action to start this lengthy endeavor.

Operational:

1. Participate and monitor all activity related to the I-94 construction. This goal will be measured by the following objectives:
 - a. Modify any response relating to the new Drexel Interchange.
 - b. Modify response during the removal of the Rawson Bridge and other road construction within the city.
2. Finalize the Fire Department's communication plan to meet the new FCC standards and internal components relating to dispatching and operational communications
3. Continue to work with FSCI, developers, and builders to give prompt service for fire protection issues in completing a project from start to finish.

City of Oak Creek 2013 Annual Budget

4. Continue monthly meetings with the Zone E Fire Department's on improving fire investigation along with the coordination of evidence as it relates to evidence at a fire scene and to reach 100% compliance in all agencies on fire investigation methods and practices.

Logistics

1. Continue to explore better ways to obtain fire inspection fees with the least amount of impact to staff and the recipients in a seamless transition from billing to collection.

City of Oak Creek 2013 Annual Budget

Departmental Detail Information

Fire Department - 65

200 TRAVEL/TRAINING	\$16,000
Money in this line will be used for in-house training related to fire suppression and emergency medical service. Schools, conferences and seminars, certifications in training, inspection, fire investigation and updating training manuals.	
205 RECRUITMENT/TESTING/PHYSICALS	\$3,500
Money in this line will be used for employee drug testing (\$1500), new hire physical, job trait assesment, and background checks.	
210 EXPENSE ALLOWANCE	\$1,500
Large fire expense for Fire Bell, food for firefighters at long term fires, and expenses for hosting meetings and seminars.	
215 UNIFORM CLOTHING	\$45,000
Cleaning service for station uniforms (\$24,500), dress blues, uniform shirts and pants, repair and cleaning for turnout gear, replacement boots, helmets, and gloves.	
220 TUITION REIMBURSEMENT	\$25,000
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.	
300 ELECTRICITY	\$45,000
Electricity use for Fire Stations 1, 2, & 3.	
305 WATER AND SEWER	\$5,000
Water and sewer charges to operate Fire Stations 1, 2, & 3.	
310 NATURAL GAS	\$30,000
Natural gas will be used for heating, hot water, and auxiliary generator on an incidental basis for Fire Stations 1, 2, & 3.	
315 TELEPHONE	\$12,000
Monthly charges for Stations 2 and 3, long distance, cellular phone service and advertising.	
400 OFFICE SUPPLIES	\$3,000
Miscellaneous office supplies for three fire stations and the Command Post.	
410 PRINTING AND COPYING	\$1,400
Business cards, stationery, envelopes, labels, and copy machine paper for three fire stations.	
415 POSTAGE	\$2,200
Routine business correspondence, including fire inspection correspondence and UPS costs.	

City of Oak Creek 2013 Annual Budget

420 DUES AND PUBLICATIONS	\$4,000
This covers department membership in NFPA, International Association of Fire Chief's, 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.	
425 ADVERTISING AND PROMOTIONS	\$200
Promotional advertising for EMS and Fire Prevention Weeks.	
427 PUBLIC EDUCATION	\$6,000
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 stroke awareness program. This account also funds File of Life materials, and the Honor Guard program.	
430 HOUSEKEEPING	\$1,500
Dish soap, towels, and other miscellaneous household items not covered in the Facilities Maintenance Budget.	
440 MEDICAL AND SAFETY	\$29,500
Emergency ambulance supplies for six ambulances to include but not limited to oxygen delivery and service, suction equipment, diagnostic equipment, C-Spine and patient packaging, splints, luts, cases, BSI, Decon, BioHaz, dressing, bandages, medications, and solutions.	
460 MINOR EQUIPMENT	\$14,400
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	\$800
Film and developing fees for fire alarms, rescues, and fire investigation. Camera purchase, repair and maintenance.	
480 FIRE EQUIPMENT	\$13,000
Includes but not limited to nozzles, nozzle repair, hydrotests and air bottle filling, air mask repair, cleaning and testing. Hose repair and explosive meter maintenance. The increase in this line items is on-going hose replacement.	
495 MISCELLANEOUS	\$300
Miscellaneous items not covered elsewhere.	
506 HAZARDOUS RESPONSE UNIT	\$17,000
Level B hazardous material and spill clean-up and materials. The purchase of foam and oil sorb also come out of this line item	
523 ADMINISTRATION BILLING FEE	\$72,000
8% billing fee for ALS and BLS treatments and transports and computer tablets and field bridge software annual fees	

City of Oak Creek 2013 Annual Budget

525 ATTORNEY/LEGAL Legal fees for grievance settlements, bargaining or other legal matters.	\$20,000
600 OFFICE EQUIPMENT MAINTENANCE Station 1, 2, and 3 copier supplies and maintenance.	\$900
610 RADIO MAINTENANCE Repair, maintenance, and batteries for all mobile, portable, paging and base radio equipment Portable radio battery and analyzer/conditioners.	\$13,000
615 GROUNDS MAINTENANCE Grounds maintenance and flowers for Stations 1, 2, and 3.	\$2,300
620 BUILDING MAINTENANCE Painting, plumbing, heating and air-conditioning repair Light bulbs, emergency generator and inside repairs for Stations 1, 2 & 3. Annual sprinkler test for Station 1, 2, and 3 (\$1,500).	\$30,000
700 VEHICLE MAINTENANCE Maintenance of 6 ambulances, 5 engines, 1 aerial ladder, 2 grass fire rigs, 2 cars and a command post. Annual brake inspections	\$36,000
705 EQUIPMENT MAINTENANCE This includes all ground and aerial ladder tests and certifications. Hurst tool repair and maintenance and repairs to small equipment and meters.	\$5,600
710 GAS/OIL/FLUIDS Gas and oil usage and oil changes and filters for all department equipment	\$54,000
715 TIRES General repair and replacement of tires.	\$4,000
 Fund #19 WE Energies	
2% of personnel and 5% of the operating budget is charged to Fund #19, except for the following accounts.	
110 OVERTIME Overtime costs for We Energies related events.	\$30,000
200 TRAVEL/TRAINING Training related to specialized equipment, communications, and high risk low frequency type events.	\$15,000
957 EQUIPMENT Strainers for drafting.	\$15,000
TOTAL	\$574,100

City of Oak Creek 2013 Annual Budget

Fund / Department		2009	2010	2011	2012	2012	2013
		Actual	Actual	Actual	Budget	Estimate	Budget
100% Original budget not split into Fire vs. EMS & WE Energies							
Fire - 65							
Direct Employee Costs							
100	Salaries, Full Time	3,355,760	3,621,789	3,808,783	3,688,210	3,580,200	3,871,500
105	Salaries, Part Time	22,745	29,429	12,463	42,110	20,230	11,000
110	Salaries, Overtime	266,000	346,373	301,368	285,000	386,330	294,000
115	Salaries, Holiday Pay	33,000	21,429	37,212	38,800	31,250	38,800
120	Special Pay Allowances	73,925	77,250	78,356	80,100	66,270	80,100
125	Car Allowance	4,800	4,800	2,650	4,800	2,600	4,800
130	Retirement	730,000	827,280	867,183	584,850	811,125	684,600
135	Social Security	286,720	309,062	309,123	290,480	309,060	325,400
150	Insurance, Active Employees	665,760	718,014	809,520	846,000	846,000	779,000
160	Insurance, Work Comp	126,400	171,544	164,372	159,605	165,570	165,000
165	Insurance, Disability	11,750	13,057	11,453	12,570	11,125	13,000
170	Insurance, Dental	48,300	52,788	55,970	56,580	56,580	61,000
175	Insurance, Group Life	4,195	4,661	4,569	5,300	4,095	5,000
180	Longevity	4,750	4,695	5,255	5,060	4,635	4,700
185	Section 125 Administration	800	1,225	1,049	1,225	1,225	1,500
	Subtotal	\$5,634,905	\$6,203,396	\$6,469,326	\$6,100,690	\$6,296,295	\$6,339,400
Indirect Employee							
200	Travel/Training	13,000	34,916	15,300	32,030	30,000	31,000
205	Recruitment/Testing/Physicals	2,400	6,541	6,400	6,400	5,500	3,500
210	Expense Allowance	600	2,033	1,500	1,500	1,500	1,500
215	Uniforms and Clothing	49,295	38,889	49,295	45,000	45,000	45,000
220	Tuition Reimbursement	25,500	22,449	36,700	21,000	17,000	25,000
	Subtotal	\$90,795	\$104,828	\$109,195	\$105,930	\$99,000	\$106,000
Utility Costs							
300	Electricity	41,800	20,295	43,200	43,000	42,000	45,000
	Electricity # 1	0	4,763				
	Electricity # 2	0	4,089				
	Electricity # 3	0	9,511				
305	Water and Sewer	5,300	2,403	5,500	5,000	4,700	5,000
	Water and Sewer # 1	0	779				
	Water and Sewer # 2	0	460				
	Water and Sewer # 3	0	935				
310	Natural Gas	47,300	15,454	48,600	30,000	23,000	30,000
	Natural Gas # 1	0	2,244				
	Natural Gas # 2	0	3,485				
	Natural Gas # 3	0	8,253				
315	Telephone	15,000	11,508	14,000	12,000	9,500	12,000
	Telephone # 1	0					
	Telephone # 2	0	271				
	Telephone # 3	0	2,084				
	Subtotal	\$109,400	\$86,534	\$111,300	\$90,000	\$79,200	\$92,000
Supplies							
400	Office Supplies	3,300	2,138	3,300	3,000	2,000	3,000
410	Printing and Copying	1,400	1,212	1,400	1,400	1,400	1,400
415	Postage	500	698	800	2,200	2,100	2,200
420	Dues and Publications	2,300	2,778	3,000	3,300	3,500	4,000
425	Advertising and Promotions	200	0	200	200	200	200
427	Public Education	4,500	2,865	7,000	6,000	6,000	6,000
430	Housekeeping	1,000	1,562	1,300	1,300	1,400	1,500
440	Medical and Safety	29,500	24,957	29,500	29,500	29,500	29,500
460	Minor Equipment	8,900	9,408	13,400	14,400	14,400	14,400
460.02	Minor Equipment # 2						

City of Oak Creek 2013 Annual Budget

Fund / Department		2009	2010	2011	2012	2012	2013
		Actual	Actual	Actual	Budget	Estimate	Budget
100% Original budget not split into Fire vs. EMS & WE Energies							
470	Audio Visual/Photo Supplies	800	366	800	800	800	800
480	Fire Equipment	7,500	7,607	10,000	10,000	10,000	13,000
495	Miscellaneous	300	51	300	300	300	300
	Subtotal	\$60,200	\$53,642	\$71,000	\$72,400	\$71,600	\$76,300
Other Services							
506	Hazard Response Unit	21,500	18,593	18,500	17,000	17,000	17,000
523	Administration Billing Fee	84,000	82,723	82,000	72,000	67,825	72,000
525	Outside Legal Services	20,000	47,705	20,000	20,000	40,000	10,000
	Subtotal	\$125,500	\$149,021	\$120,500	\$109,000	\$124,825	\$99,000
Maintenance							
600	Office Equip Maint	600	85	600	900	900	900
	Office Equip Maint # 1	0	102				
	Office Equip Maint # 2	0					
	Office Equip Maint # 3	0	190				
610	Radio Maintenance	11,500	15,010	13,000	13,000	13,000	13,000
615	Grounds Maintenance	1,500	178	2,300	2,300	2,300	2,300
	Grounds Maintenance # 1	0	56			0	
	Grounds Maintenance # 2	0	32			0	
	Grounds Maintenance # 3	0	3,296			0	
620	Building Maintenance	14,000	3,891	30,000	30,000	30,000	30,000
	Building Maintenance # 1	0	1,954				
	Building Maintenance # 2	0	3,490				
	Building Maintenance # 3	0	29,393				
	Subtotal	\$27,600	\$57,677	\$45,900	\$46,200	\$46,200	\$46,200
Vehicles							
700	Vehicle Maintenance	30,000	33,614	36,000	36,000	36,000	36,000
705	Equipment Maintenance	5,600	3,107	5,600	5,600	5,600	5,600
710	Gas/Oil/Fluids	64,000	33,578	37,000	54,000	45,775	54,000
715	Tires	2,500	1,650	2,500	2,500	5,000	4,000
	Subtotal	\$102,100	\$71,949	\$81,100	\$98,100	\$92,375	\$99,600
Capital Outlay							
905	Computer Equipment					0	
915	Equipment		14,951		15,000	15,000	15,000
	Subtotal		\$14,951	\$0	\$15,000	\$15,000	\$15,000
	Total	\$6,150,500	\$6,741,998	\$7,008,321	\$6,637,320	\$6,824,495	\$6,873,500

City of Oak Creek 2013 Annual Budget

Fund / Department	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
Fire - 65	2009 22.00%	2010 22.00%	2011 22.00%	2012 22.00%	2012 22.00%	2013 22.00%
Direct Employee Costs						
100.00 Salaries, Full Time	691,120	745,014	780,325	753,200	743,000	785,750
105.00 Salaries, Part Time	9,818	11,730	7,796	9,100	235	2,380
110.00 Salaries, Overtime	87,216	68,164	60,648	53,000	79,180	49,250
115.00 Salaries, Holiday Pay	6,872	3,810	7,023	7,550	0	7,280
120.00 Special Pay Allowances	14,995	15,921	16,085	16,300	2,470	16,190
125.00 Car Allowance	1,056	1,056	583	1,030	550	1,030
130.00 Retirement	163,596	170,296	177,710	120,000	168,385	138,750
135.00 Social Security	62,239	63,769	63,642	59,500	65,860	66,000
150.00 Insurance, Active Employees	140,885	146,578	162,425	173,730	173,730	162,560
160.00 Insurance, Work Comp	24,417	34,791	33,355	29,945	36,245	35,570
165.00 Insurance, Disability	2,415	2,649	2,322	2,600	2,445	2,660
170.00 Insurance, Dental	10,207	10,777	11,231	11,570	11,570	12,500
175.00 Insurance, Group Life	913	988	963	1,200	860	1,100
180.00 Longevity	931	1,014	1,123	1,500	995	860
185.00 Section 125 Administration	229	257	227	260	95	260
Subtotal	\$1,216,909	\$1,276,814	\$1,325,458	\$1,240,485	\$1,285,620	\$1,282,140
Indirect Employee						
200.00 Travel/Training	2,549	3,093	3,108	3,200	3,270	3,140
205.00 Recruitment/Testing/Physicals	1,231	1,367	417	1,340	1,285	730
210.00 Expense Allowance	104	425	77	310	45	310
215.00 Uniforms and Clothing	8,663	8,128	8,376	9,410	8,145	9,410
220.00 Tuition Reimbursement	3,824	4,693	5,060	4,390	1,635	5,230
Subtotal	\$16,371	\$17,706	\$17,038	\$18,650	\$14,380	\$18,820
Utility Costs						
300.00 Electricity	0	0	0	8,990	0	21,375
300.01 Electricity Station # 1	4,631	4,763	4,755		3,195	
300.02 Electricity Station # 2	3,306	4,089	5,082		2,880	
300.03 Electricity Station # 3	8,299	9,512	9,214		6,390	
305.00 Water and Sewer	0	0	0	1,050	0	2,375
305.01 Water and Sewer Station # 1	764	780	806		795	
305.02 Water and Sewer Station # 2	446	460	466		225	
305.03 Water and Sewer Station # 3	930	935	723		945	
310.00 Natural Gas	0	0	0	6,270	0	14,250
310.01 Natural Gas Station # 1	2,539	2,244	2,159		1,625	
310.02 Natural Gas Station # 2	4,263	3,485	3,283		2,745	
310.03 Natural Gas Station # 3	7,403	8,253	6,024		4,885	
315.00 Telephone	4,333	4,231	2,395	2,510	1,320	5,700
315.01 Telephone Station # 1	0	0			0	
315.02 Telephone Station # 2	225	271	303		300	
315.03 Telephone Station # 3	1,917	2,083	2,405		1,940	
Subtotal	\$39,056	\$41,106	\$37,615	\$18,820	\$27,245	\$43,700
Supplies						
400.00 Office Supplies	1,461	1,016	1,159	650	285	1,425
410.00 Printing and Copying	435	576	150	290	875	665
415.00 Postage	145	217	303	460	535	1,045
420.00 Dues and Publications	1,116	1,320	1,313	690	2,900	1,900
425.00 Advertising and Promotions	0	0	0	40	0	95
427.00 Public Education	3,947	2,722	5,034	5,700	490	5,700
430.00 Housekeeping	290	742	353	270	815	710
430.03 Housekeeping Station # 3	0	0			0	0
440.00 Medical and Safety	0	0			0	0
460.00 Minor Equipment	3,871	4,469	5,367	3,010	5,745	6,840
460.01 Minor Equipment Station # 1	0				0	0
470.00 Audio Visual/Photo Supplies	171	173	379	170	0	380
480.00 Fire Equipment	8,063	7,227	10,139	9,500	7,845	12,350

City of Oak Creek 2013 Annual Budget

Fund / Department	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
495.00 Miscellaneous	0	23	94	60	15	140
Subtotal	\$19,499	\$18,485	\$24,291	\$20,840	\$19,505	\$31,250
Other Services						
506.00 Hazard Response Unit	19,846	17,663	0		895	16,150
525.00 Outside Legal Services	6,322	18,120	4,468	4,180	8,560	2,090
Subtotal	\$26,168	\$35,783	\$4,468	\$4,180	\$9,455	\$18,240
Maintenance						
600.00 Office Equip Maintenance	0	33	0	190	65	190
600.01 Office Equip Maint-Station # 1	46	51	91		190	
600.02 Office Equip Maint-Station # 2	31	0	145		315	
600.03 Office Equip Maint Station # 3	143	94	105		50	
610.00 Radio Maintenance	8,367	7,130	4,282	2,720	10,265	2,720
615.00 Grounds Maintenance	46	0	0	480	0	480
615.01 Grounds Maintenance Station # 1	5	28	336		0	
615.02 Grounds Maintenance Station # 2	0	16	73		0	
615.03 Grounds Maintenance Station # 3	424	1,648	128		0	
620.00 Building Maintenance	31	0	0	6,270	0	6,270
620.01 Building Maintenance Station # 1	1,250	1,955	2,556		330	
620.02 Building Maintenance Station # 2	3,712	1,746	4,021		1,630	
620.03 Building Maintenance Station # 3	3,929	14,697	6,537		3,600	
Subtotal	\$17,984	\$27,398	\$18,274	\$9,660	\$16,445	\$9,660
Vehicles						
700.00 Vehicle Maintenance	5,328	8,206	7,905	7,520	6,595	17,100
705.00 Equipment Maintenance	903	672	1,428	1,170	820	2,660
710.00 Gas/Oil/Fluids	5,649	7,018	9,042	11,290	9,475	25,650
715.00 Tires	694	344	770	520	0	1,900
Subtotal	\$12,574	\$16,240	\$19,145	\$20,500	\$16,890	\$47,310
Total	\$1,348,561	\$1,433,532	\$1,446,289	\$1,333,135	\$1,389,540	\$1,451,120

City of Oak Creek 2013 Annual Budget

Goals and Objectives

Department: Inspection Department

Program Description:

The Inspection Department promotes the health, safety, and welfare of the public through the administration of effective and efficient regulations, education, communication and enforcement of building and housing codes and city ordinances.

Personnel in this department assist the public in obtaining and reviewing permits, acting on zoning related issues, investigating complaints and inspecting both new and existing construction for compliance with building, heating, ventilating, air conditioning, plumbing, electrical, fire and housing codes. To achieve effective inspection and enforcement of the various codes and ordinances, the personnel in this department are empowered to write citations and, if necessary, pursue compliance through the legal system. The Inspection Department aids the public by providing information and by ensuring that all new and existing building construction meets City and State Codes and Ordinances. The staff works with building contractors and property owners to ensure compliance with various codes. This department, along with the Engineering Department and Community Development Department make recommendations to the Common Council and various boards and commissions regarding issues before them and for necessary changes to the Municipal Code. The Inspection Department has extensive interaction with the Engineering, Fire, Police, Health and Community Development Departments to achieve a thorough and complete management of construction, housing and zoning issues throughout the City.

Objectives:

1. Complete all commercial plan reviews within three weeks.
2. Coordinate all residential plan reviews in order to attain a 10 day review time required by the State (Department of Safety & Professional Services – DSPS).
3. Complete all requested inspections within 24 hours.
4. Comply with State mandated storm water and erosion control rules.
5. Take appropriate property maintenance actions consistent with the schedule established by the enforcement committee.
6. Continuation of the consolidation of Engineering/Inspection tax key files.
7. Learn and utilize WE Energies' "Lights Out" web-based GIS program to more efficiently report and track repair of outages and other maintenance problems on WE Energies light poles leased by the City.
8. Support and participate in City Hall, Library and Fire Station #1 efforts.

City of Oak Creek 2013 Annual Budget

Status of 2012 Goals and Objectives

Department: Inspection Department

Program Description:

The Inspection Department's mission statement is to promote the health, safety, and welfare of the public through effective and efficient regulations, education, communication and enforcement.

The Inspection Department serves the public by inspecting and enforcing building and housing codes and City Ordinances pertaining to the operation of this department throughout the City. Personnel in this department assist the public in obtaining and reviewing permits, acting on zoning related issues, investigating complaints and inspecting both new and existing construction for compliance with building, heating, ventilating, air conditioning, plumbing, electrical, fire and housing codes. To achieve effective inspection and enforcement of the various codes and ordinances, the personnel in this department are empowered to write citations and, if necessary, pursue compliance through the legal system. The Inspection Department aids the public by providing information and by ensuring that all new and existing building construction meets City and State Codes and Ordinances. The staff works with building contractors and property owners to ensure compliance with various codes. This department, along with the Engineering Department and Community Development Department make recommendations to the Common Council and various boards and commissions regarding issues before them and for necessary changes to the Municipal Code. The Inspection Department has extensive interaction with the Engineering, Fire, Police, Health and Community Development Departments to achieve a thorough and complete management of construction, housing and zoning issues throughout the City.

Objectives:

1. Complete all commercial plan reviews within three weeks. Achieved
2. Coordinate all residential plan reviews in order to attain a 10 day review time required by Comm. Achieved
3. Complete all requested inspections within 24 hours. Achieved, this is possible because the inspectors are all cross-trained and able to fill in on inspections as needed when key personnel are out of the office for various reasons. Although inspection needs are still a little slow due to the poor economy's effect on development, this was still a challenge due to two 2012 retirements in the department (just one of the two positions was refilled).
4. Comply with State mandated storm water and erosion control rules. Achieved
5. Take appropriate property maintenance actions consistent with the schedule established by the enforcement committee. Regular Enforcement Group meetings and have resulted in more properties being brought into compliance. Development of a comprehensive checklist has been a valuable tool for the efficient tracking of property follow-ups.
6. Continuation of the consolidation of Engineering/Inspection tax key files. This effort has been temporarily suspended until further direction on the preferred electronic record archiving is received.
7. Consider the development of a private property infiltration/inflow (PPII) reduction program per MMSD's wishes. Upon staff review, it became Oak Creek's contention that there is not a high volume of PPII contributors to the sanitary sewer system. Although MMSD is not in total agreement with this contention, it has allowed a transfer of the PPII funding accumulated 2010 through 2012 (\$669,040) for use on

City of Oak Creek 2013 Annual Budget

Status of 2012 Goals and Objectives

stormwater Best Management Practices (BMPs) for the Drexel Town Square site development.

City of Oak Creek 2013 Annual Budget

Departmental Detail Information

INSPECTION - 70

200 TRAVEL & TRAINING Administrative Codes are being revised as well as the introduction of I.B.C. and training fees have increased. Necessary to maintain inspector certifications	\$4,000
205 RECRUITMENT/TESTING/PHYSICALS Testing and recruitment costs for new hires.	\$1,000
215 CLOTHING MAINTENANCE ID shirts similar to street supervisors	\$700
315 TELEPHONE Five cell phones and share of long distance charges.	\$1,500
400 OFFICE SUPPLIES	\$1,500
401 STATE BUILDING PERMITS Building seals required by the State for each home constructed.	\$2,000
410 PRINTING AND COPYING Costs include forms and check lists for permits. Our brochures are being done in-house.	\$2,800
415 POSTAGE Postage costs for all mailing from the department.	\$1,200
420 DUPLICATES AND PUBLICATIONS Costs incurred to maintain up-to-date codes as well as certification renewal.	\$1,800
440 MEDICAL & SAFETY Safety shoes and glasses.	\$800
455 SMALL TOOLS, MINOR EQUIPMENT & MISC SUPPLIES Test meters, rubber gloves, testers, etc	\$1,500
516 DEMOLITION/PROPERTY CLEANUP	\$20,000
524 TESTING Charges paid to the State for Weights & Measures	\$10,000
600 OFFICE EQUIPMENT MAINTENANCE Fax and copy machines.	\$300
700 VEHICLE MAINTENANCE Maintenance of four cars and a hoist truck.	\$7,500
710 GAS/OIL/FLUIDS 1,950 unleaded gallons at \$3.65/gal.; 1,950 diesel gallons at \$4.04/gal	\$15,000
715 TIRES Tire replacements for four cars and a hoist truck	\$2,000
TOTAL	\$73,600

City of Oak Creek 2013 Annual Budget

Fund / Department	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
Building Inspection - 70					
Direct Employee Costs					
100 Salaries, Full Time	384,703	412,878	391,790	320,000	381,200
105 Salaries, Part Time	14,770	17,179	16,000	16,000	15,000
110 Salaries, Overtime	3,690	2,090	1,000	4,445	1,000
130 Retirement	44,291	39,417	24,000	18,155	26,000
135 Social Security	29,863	30,076	31,100	30,490	29,200
145 Unemployment Compensation	0	0	0	0	0
150 Insurance, Active Employees	75,000	93,000	100,500	100,500	88,000
160 Insurance, Work Comp	17,890	14,116	15,300	13,565	15,300
165 Insurance, Disability	1,527	1,292	1,430	1,015	1,200
170 Insurance, Dental	5,520	6,400	6,700	6,700	6,300
175 Insurance, Group Life	1,921	1,731	2,400	1,300	1,800
180 Longevity	60	60	0	60	120
185 Section 125 Administration	352	337	100	265	300
Subtotal	\$579,587	\$618,576	\$590,320	\$512,495	\$565,420
Indirect Employee					
200 Travel & Training	3,412	2,312	4,000	1,020	4,000
205 Recruitment/Testing/Physicals	131	78	1,000	1,720	1,000
215 Clothing Maintenance	214	515	700	1,070	700
Subtotal	\$3,757	\$2,905	\$5,700	\$3,810	\$5,700
Utility Costs					
315 Telephone	935	447	1,500	885	1,500
Subtotal	\$935	\$447	\$1,500	\$885	\$1,500
Supplies					
400 Office Supplies	1,081	602	1,700	750	1,500
401 State Building Permit Seals	0	0	2,000	0	2,000
405 Computer Hardware Software					
410 Printing and Copying	3,833	923	3,000	2,155	3,000
415 Postage	827	921	1,800	990	1,200
420 Dues and Publications	2,584	2,317	1,800	1,285	1,800
440 Medical and Safety	827	1,964	800	115	800
440 Public Information		1,721			
455 Small Tools, Minor Equip., Misc. Suppl	28	107	200	200	200
460 Minor Equipment	9	200	1,000	1,000	1,000
495 Miscellaneous	435	18	500		500
Subtotal	\$9,624	\$8,773	\$12,800	\$6,495	\$12,000
Other Services					
516 Demolition/Property Cleanup	7,098	0	10,000	0	10,000
524 State - Weights & Measures	9,200	9,200	10,000	10,000	10,000
Subtotal	\$16,298	\$9,200	\$20,000	\$10,000	\$20,000
Maintenance					
600 Office Equipment Maintenance	0	0	250	0	300
Subtotal	\$0	\$0	\$250	\$0	\$300
Vehicles					
700 Vehicle Maintenance	3,059	3,025	9,000	685	7,500
710 Gas/Oil/Fluids	9,511	12,103	15,400	9,010	15,000
715 Tires	0	5	2,000	2,465	2,000
Subtotal	\$12,570	\$15,133	\$26,400	\$12,160	\$24,500
Total	\$622,771	\$655,034	\$656,970	\$545,845	\$629,420

City of Oak Creek 2013 Annual Budget Goals and Objectives

Department: Health

Program Description

The Health Department promotes health and the prevention of disease and injury through one of three core functions; assessment, policy development, and assurance. While the three core functions provide guidance to the Health Department, there are ten essential public health services that describe how we should carry out the assessment, policy development, and assurance functions. The Board of Health is responsible for making sure the ten essential services are performed by Health Department staff.

2013 Objectives:

1. Maintain state requirements of a Level II health department (communicable disease surveillance, prevention and control; provide a generalized public health nursing program, and human health hazard prevention and control). Submit annual report of data and activities of the health department for the preceding year that describes progress and performance toward achieving the objectives that the health department has identified as part of its community assessment process.
2. Implement the Oak Creek Strategic Plan.
3. Utilize a customer satisfaction comment card to provide feedback for the Inspection Program to assist with quality improvement.
4. Review/update all nursing and environmental policies and procedures.
5. Prepare the Health Department for the CDC on-site Technical Assistance Review (TAR) in 2013.
6. Prepare the Health Department for the possibility of moving forward towards National Accreditation.
7. As part of the CDC Public Health Preparedness Objective, complete the 15 target capabilities assessment.
8. Develop a plan for a closed Point of Dispensing (POD) for distributing medication.
9. Continue to license establishments as agent for the Department of Family Services and the Wisconsin Department of Agriculture, Trade and Consumer Protection.
10. Administer at least 500 adult doses of influenza immunizations to those who meet the CDC guidelines during the 2013-2014 flu season.

CITY OF OAK CREEK 2011 ANNUAL BUDGET

Departmental Detail Information

HEALTH DEPARTMENT - 75

<p>200 TRAVEL/TRAINING Mileage for staff training. \$500; Inservice classes/seminars - \$1,000; Expenses pertaining to trainings or health officer convention (lodging/meals/travel) - \$2,000</p>	\$3,500
<p>205 RECRUITMENT/TESTING/PHYSICALS For advertising for any vacant position(s) and the funding for pre-employment physicals for employees. Record checks for volunteers.</p>	\$2,000
<p>315 TELEPHONE Cost for three cell phones (one Bb and two reg call) for the health department</p>	\$1,200
<p>400 OFFICE SUPPLIES Paper, pens, folders and miscellaneous office supplies needed for daily office business.</p>	\$1,300
<p>410 PRINTING AND COPYING For costs of printing forms, letters, reports, for both nursing and environmental health.</p>	\$2,000
<p>415 POSTAGE For the mailing of correspondence, immunization reminders, lab/test samples, license renewals, etc</p>	\$1,600
<p>420 DUES AND PUBLICATIONS For departmental membership in professional organizations (Nurses/Public Health/Environmental) and for subscriptions to nursing and public health journals.</p>	\$1,000
<p>425 ADVERTISING AND PROMOTIONS Community outreach and education</p>	\$1,000
<p>440 MEDICAL AND SAFETY For the purchase of vaccines (Influenza- \$12,200, Pneumonia-\$1,000; Hepatitis B -\$800, TB Skin test solution- \$1,000), syringes, alcohol, cotton balls, Band-Aids, and miscellaneous medical/first aid equipment - \$1,000</p>	\$16,000
<p>470 AUDIO VISUAL/PHOTO SUPPLIES For the purchase of videos for staff/public use and developing of photos of our activities</p>	\$200
<p>495 MISCELLANEOUS For the purchase of miscellaneous supplies or for unforeseen price increases</p>	\$2,000
<p>507 HAZARDOUS WASTE DISPOSAL For the payment of sharps destruction and for the purchase of sharps containers. Another increase for pick-up and increase client use of these services.</p>	\$3,500
<p>514 CONSULTANTS For payment of audits and consultant services.</p>	\$200
<p>524 TESTING For mandated lab tests/x-rays for contagion control/environmental safety. Lab recertification fee will be due in 2012.</p>	\$500
<p>600 OFFICE EQUIPMENT MAINTENANCE For recalibration of audiometers and blood pressure screening equipment, etc.</p>	\$400
<p>700 VEHICLE MAINTENANCE For maintenance of Sanitarian vehicle</p>	\$1,000
<p>710 GAS & OIL For Sanitarian vehicle and any nursing staff usage.</p>	\$1,500

TOTAL: \$38,900

City of Oak Creek 2013 Annual Budget

Fund / Department	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
Health - 75						
Direct Employee Costs						
100 Salaries, Full Time	234,093	274,322	285,106	331,900	300,000	340,750
105 Salaries, Part Time	96,117	76,784	70,725	111,300	95,000	99,500
110 Salaries, Overtime	1,441	1,867	228	1,000	545	2,000
130 Retirement	35,826	39,037	34,469	26,000	19,200	26,875
135 Social Security	25,298	25,692	26,289	34,000	28,165	33,225
145 Unemployment Compensation	0	0	0	0	0	0
150 Insurance, Active Employees	73,500	75,698	87,000	93,000	93,000	87,000
160 Insurance, Work Comp	13,325	15,519	14,312	13,300	13,565	14,000
165 Insurance, Disability	959	1,273	1,077	1,200	1,175	1,200
170 Insurance, Dental	5,400	6,000	5,100	5,300	5,300	6,200
175 Insurance, Group Life	1,714	1,868	1,958	1,950	2,015	2,100
180 Longevity	60	60	120	0	120	120
185 Section 125 Administration	103	148	163	100	150	200
Subtotal	\$487,836	\$518,268	\$526,547	\$619,050	\$558,235	\$613,170
Indirect Employee						
200 Travel/Training	1,729	1,718	1,809	3,500	2,600	3,500
205 Recruitment/Testing/Physicals	182	323	864	2,000	2,900	2,000
Subtotal	\$1,911	\$2,041	\$2,673	\$5,500	\$5,500	\$5,500
Utility Costs						
315 Telephone	670	824	730	1,200	1,200	1,200
Subtotal	\$670	\$824	\$730	\$1,200	\$1,200	\$1,200
Supplies						
400 Office Supplies	1,534	1,269	816	1,300	1,300	1,300
410 Printing and Copying	1,517	999	1,634	2,000	2,000	2,000
415 Postage	1,281	1,167	1,128	1,600	1,600	1,600
420 Dues and Publications	996	835	598	1,000	1,000	1,000
425 Advertising and Promotions	957	1,000	152	1,000	1,000	1,000
440 Medical and Safety	11,169	13,679	5,843	16,000	13,000	13,000
470 Audio Visual/Photo Supplies	0	100	0	200	200	200
495 Miscellaneous	167	884	959	2,000	2,000	2,000
Subtotal	\$17,621	\$19,933	\$11,130	\$25,100	\$22,100	\$22,100
Other Services						
507 Hazardous Waste Disposal	2,639	1,849	2,311	3,500	3,500	3,500
514 Consultants	0	0	0	200	200	200
524 Testing	0	200	13	500	500	500
Subtotal	\$2,639	\$2,049	\$2,324	\$4,200	\$4,200	\$4,200
Maintenance						
600 Office Equip Maintenance	0	80	0	400	400	400
Subtotal	\$0	\$80	\$0	\$400	\$400	\$400
Vehicles						
700 Vehicle Maintenance	250	246	70	1,000	1,000	1,000
710 Gas & Oil	592	691	1,117	1,500	1,500	1,500
Subtotal	\$842	\$937	\$1,187	\$2,500	\$2,500	\$2,500
Total	\$511,519	\$544,132	\$544,591	\$657,950	\$594,135	\$649,070

City of Oak Creek 2013 Annual Budget

Goals and Objectives

Department: Engineering

Program Description:

The Engineering Department is responsible for the design, inspection, and administration of public works infrastructure improvements within the City. The Engineering Department handles most engineering needs and services in-house, including design, survey and construction inspection. The Engineering Department also manages all land development activities from the drafting of development agreements, review of plans, construction inspection, certification and final acceptance of improvements. Other important functions of the Engineering Department include traffic safety, drainage and environmental issues. Intersections, road capacities, and pavement conditions are reviewed continually and the appropriate improvements are recommended. The ever-increasing volume of environmental issues such as storm water management, enforcement of erosion control standards, landfill closures, site remediation, and the preservation of wetlands and flood plains are becoming more complex and thus require increased staff attention and education.

Objectives:

1. Effectively maintain the integrity of the existing infrastructure.
 - a. On an ongoing basis: develop, maintain, and monitor a multi-year capital improvement program for streets, bridges, drainage, street lighting, sidewalk and various other public works projects.
 - b. Prepare an annual report, using historical data, summarizing deterioration trends of the City's streets.
 - c. Submit report detailing as built construction costs for all 2012 public infrastructure improvements (GASB).
2. Pursue the cost-effective completion of approved capital improvement projects.
 - a. Complete, consistent with committed schedules, all capital projects that are under the control of the Engineering Department.
 - b. Facilitate the completion of those capital projects whose completion is controlled by others.
 - c. Establish a 2013 design schedule by April 1, 2013.
3. Support development within the City so those approved/completed projects are compatible and functional.
 - a. Reviews/inspections:
 - i. Development agreements drafted within five weeks.
 - ii. All plans reviewed within thirty business days.
 - iii. Driveway approach permits issued within one business day.
 - iv. Inspection requests completed within one business day.
 - b. Proactively manage new development agreements: compliance, schedule, and closeout so that orderly development occurs and items don't get missed.
 - c. Actively participate in the development and execution of a plan to close-out languishing developments.
4. Continue to be responsive to the citizens of the City.
 - a. Respond to inquiries and complaints within one working day.
 - b. Respond to requests for information within two working days.
5. Support City initiatives.

City of Oak Creek 2013 Annual Budget

Goals and Objectives

- a. Support and participate in the Mayor's initiatives to improve communications with the public (i.e. social media).
 - b. Support and participate in the Emergency Operation Plan.
 - c. Support and participate in development of the Drexel Town Square.
 - d. Support and participate in the Carrollville area lakefront development.
 - e. Support and participate in Civic Center design committee.
 - f. Support and participate in the 27th Street improvements plan (Drexel to College)
 - g. Assist in establishing a financing plan for the CIP Program.
 - h. Others as they are developed.
6. Effectively develop and use the human resources within the Department and effectively control the expenditure of approved funds.
- a. Provide the means to:
 - i. Remain proficient in current/new computer software.
 - ii. Maintain existing skills.
 - iii. Become aware of new products/approaches.
 - iv. Stay abreast of changing regulations
 - v. Attend training seminars as needed to keep licenses current and staff education up to date.
 - b. Distribute workload as needed to utilize staff more effectively and equitably.

City of Oak Creek 2013 Annual Budget

Status of Goals and Objectives

Department: Engineering

Program Description:

The Engineering Department is responsible for the design, inspection, and administration of public works infrastructure improvements within the City. The Engineering Department handles most engineering needs and services in house; including design, survey and construction inspection. The Engineering Department also manages all land development activities from the drafting of development agreements, review of plans, construction inspection, certification and final acceptance of improvements. Other important functions of the Engineering Department include traffic safety, drainage and environmental issues. Intersections, road capacities, and pavement conditions are reviewed continually and the appropriate improvements are recommended. The ever-increasing volume of environmental issues such as storm water management, enforcement of erosion control standards, landfill closures, site remediation, and the preservation of wetlands and flood plains are becoming more complex and thus require increased staff attention and education.

Objectives:

1. Effectively maintain the integrity of the existing infrastructure.
 - a. On an ongoing basis: develop, maintain, and monitor a multi-year capital improvement program for streets, bridges, drainage, street lighting, sidewalk and various other public works projects. High priority area of sidewalk trip hazards was addressed in 2012, at a cost of about \$130,000. \$820,000 of local road rehabilitations was completed. The Drexel Avenue and Pennsylvania Avenue reconstruction/expansion projects are currently being completed. Three bridges are being advertised for design services for their replacement. Real estate acquisitions will begin for the 2014 Howell Avenue sidewalk installation project. Several other proposed road extensions are in various stages of investigation and/or design.
 - b. Prepare an annual report, using historical data, summarizing deterioration trends of the City's streets. PASER road condition report completed winter of 2012.
 - c. Submit report detailing as-built construction costs for all 2011 public infrastructure improvements (GASB). Completed March 2012 for the auditors.
2. Pursue the cost-effective completion of approved capital improvement projects.
 - a. Complete, consistent with committed schedules, all capital projects that are under the control of the Engineering Department. Design schedule was developed and steady progress continues.
 - b. Facilitate the completion of those capital projects whose completion is controlled by others. Coordinated closely with design consultants and the utility companies to get the Drexel and Pennsylvania Avenue projects under construction. Working with Strand Associates on the design of the 5th Avenue relocation project. Also, continuous coordinating with WDOT and Milwaukee County on their various road projects within City limits.
 - c. Establish a 2012 design schedule by April 1, 2012. Completed.
 - d. Establish a GPS-based City traffic sign inventory by June 2012 per Federal mandate. Federal mandate has been repealed so project has been suspended for now. The traffic sign inventory is still a good idea, but low priority now due to release of the mandate and more pressing items comprising the work backlog.
3. Support development within the City so those approved/completed projects are compatible and functional.

City of Oak Creek 2013 Annual Budget

Status of Goals and Objectives

- a. Reviews/inspections:
 - i. Development agreements drafted within five weeks. Achieved.
 - ii. All plans reviewed within thirty business days. Achieved.
 - iii. Driveway approach permits issued within one business day. Achieved, 48 permits issued through August 2012.
 - iv. Inspection requests completed within one business day. Achieved.
 - b. Proactively manage new development agreements: compliance, schedule, and closeout so that orderly development occurs. Public sidewalk for NDT and the Ryan residence, storm sewer for Steel Warehouse, sanitary sewer for Autozone.
 - c. Actively participate in the development and execution of a plan to close-out languishing developments. Coordinating with developers to get their residential subdivision projects closed out with final asphalt repairs and surfacing. Four of the 11 outstanding developments have been completed so far, with three others in the works. Four others have been “non-responsive”.
4. Continue to be responsive to the citizens of the City.
- a. Respond to inquiries and complaints within one working day. Achieved.
 - b. Respond to requests for information within two working days. Achieved.
5. Support City initiatives.
- a. Support and fully participate in the development and programming for City Channel 25. Matt Sullivan was involved initially, but programming has reverted to I.T.
 - b. Support and fully participate in the Emergency Operation Plan. No training scheduled in 2012. Engineering was not called in to assist during the Sikh emergency.
 - c. Support and fully participate in the Delphi site redevelopment. Ongoing coordination with WisPark’s development team (Zilber), and working with Graef on stormwater BMP plan development (MMSD reimbursement funding available as a transfer from the PPII fund).
 - d. Support and fully participate in the Carrollville area lakefront development. Continued regular involvement with the lakefront team and working on preliminary plans for the lakefront parkway and with Strand Associates for the 5th Avenue relocation project.
 - e. Support and fully participate in Civic Center design committee. Was on the committee to select the Owner’s Representative. Participated in preprogramming for the building layout and toured other communities’ facilities. Participating in the effort to reorganize the various departments into one “Administrative Services” with consolidated secretarial services.
 - f. Support and fully participate in the 27th Street improvements plan (Drexel to College). Ongoing effort with City of Franklin and WDOT staff.
 - g. Assist in establishing a financing plan for the CIP Program. Continue to work closely with Finance Director and City Administrator in this effort.
 - h. Others as they are developed. Involved with the effort in consolidation/streamlining of department functions and secretarial staff.
6. Effectively develop and use the human resources within the Department and effectively control the expenditure of approved funds.
- a. Provide necessary training to:
 - i. Be proficient in current computer software. Ongoing.
 - ii. Maintain existing skills. Ongoing.
 - iii. Become aware of new products/approaches. Developed an electronic database of sidewalk inspections and documentation of trip hazard repairs. Developed an electronic GIS file of the City’s street lighting

City of Oak Creek 2013 Annual Budget

Status of Goals and Objectives

systems, for more efficient reference and Digger's Hotline field locating use.

- iv. Stay abreast of changing regulations Ongoing monitoring of changing wetland regulations, the new requirements for Professional Engineer licensing (need to obtain continuing education units), etc.

City of Oak Creek 2013 Annual Budget

Departmental Detail Information

ENGINEERING - 81

200 TRAVEL/TRAINING	\$5,000
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	\$500
Recruitment for possible vacant positions	
215 CLOTHING MAINTENANCE	\$800
Maintain uniforms for field personnel	
315 TELEPHONE	\$1,600
Five cell phones	
400 OFFICE SUPPLIES	\$2,500
410 PRINTING AND COPYING	\$2,500
Contracts, notices and informational pieces	
415 POSTAGE	\$900
420 DUES AND PUBLICATIONS	\$700
Professional memberships, registrations, certifications and subscriptions.	
440 MEDICAL AND SAFETY	\$700
Safety shoes and glasses	
455 SMALL TOOLS	\$150
Tape measures, hand levels, etc.	
460 MINOR EQUIPMENT	\$1,500
Traffic counters, etc	
462 FIELD SUPPLIES	\$2,000
Construction inspection/surveying needs such as stakes, lath, marking paint, flags, nails, ribbon, etc.	
515 ENGINEERING/CONSULTING	\$4,000
This will provide funds to retain consultants to supplement staff and address specialized expertise needs	
516 DIGGERS HOTLINE	\$24,000
The City is charged on a per call basis for the field marking of its underground facilities	
600 OFFICE EQUIPMENT MAINTENANCE	\$3,000
Covers the cost of maintaining two high volume copiers, plotter and other miscellaneous equipment.	
700 VEHICLE MAINTENANCE	\$1,200
Maintenance of five vehicles.	
705 EQUIPMENT MAINTENANCE	\$750
Maintenance of survey equipment (including batteries).	
710 GAS/OIL/FLUIDS	\$5,100
1,400 gallons @ \$3.65/gal.	
715 TIRES	\$1,000
Tires for five vehicles	
TOTAL	\$57,900

City of Oak Creek 2013 Annual Budget

Fund / Department	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
Engineering - 81						
Direct Employee Costs						
100 Salaries, Full Time	618,304	476,727	470,457	547,400	495,000	552,310
105 Salaries, Part Time	0	0	0	0	0	0
110 Salaries, Overtime	4,946	3,853	3,755	10,000	4,500	6,000
125 Car Allowance	2,400	2,400	2,400	2,400	1,500	1,800
130 Retirement	66,467	50,411	49,435	32,300	28,415	37,840
135 Social Security	47,251	35,673	35,125	41,900	41,125	42,250
145 Unemployment Compensation	0	9,438	4,116	0	0	0
150 Insurance, Active Employees	130,560	102,300	114,750	102,000	102,000	104,000
160 Insurance, Work Comp	26,125	22,847	18,564	19,520	17,000	18,000
165 Insurance, Disability	2,115	1,684	1,488	1,650	1,645	1,880
170 Insurance, Dental	9,360	7,560	7,910	7,000	7,000	8,700
175 Insurance, Group Life	1,480	930	881	1,650	940	1,000
180 Longevity	670	640	600	0	600	600
185 Section 125 Administration	460	405	280	250	435	500
Subtotal	\$910,138	\$714,868	\$709,761	\$766,070	\$700,160	\$774,880
Indirect Employee						
200 Travel/Training	335	240	125	1,200	770	5,000
205 Recruitment/Testing/Physicals	0	592	42	500	0	500
215 Clothing Maintenance	700	483	491	800	460	800
Subtotal	\$1,035	\$1,315	\$658	\$2,500	\$1,230	\$6,300
Utility Costs						
315 Telephone	1,729	1,343	1,816	1,600	1,135	1,600
Subtotal	\$1,729	\$1,343	\$1,816	\$1,600	\$1,135	\$1,600
Supplies						
400 Office Supplies	1,090	1,070	1,246	2,500	1,995	2,500
410 Printing and Copying	1,846	1,772	0	2,500	2,860	2,500
415 Postage	568	614	579	1,200	645	900
420 Dues and Publications	390	430	421	1,000	255	700
440 Medical and Safety	661	216	629	800	25	700
455 Small Tools	4	130	16	150	0	150
460 Minor Equipment	300	181	2,085	1,700	0	1,500
462 Field Supplies	1,224	246	963	1,500	1,985	2,000
495 Miscellaneous	0	75	0	0	0	0
Subtotal	\$6,083	\$4,734	\$5,939	\$11,350	\$7,765	\$10,950
Other Services						
515 Engineering/Consulting	1,610	0	875	4,000	0	4,000
516 Diggers Hotline Services	16,282	20,339	24,777	24,000	20,000	24,000
524 Testing	0	0	0	0	0	0
Subtotal	\$17,892	\$20,339	\$25,652	\$28,000	\$20,000	\$28,000
Maintenance						
600 Office Equip Maintenance	1,231	1,156	1,238	3,000	2,650	3,000
Subtotal	\$1,231	\$1,156	\$1,238	\$3,000	\$2,650	\$3,000
Vehicles						
700 Vehicle Maintenance	176	980	809	1,500	10	1,200
705 Equipment Maintenance	0	0	0	500	0	750
710 Gas/Oil/Fluids	2,760	2,883	3,946	5,100	3,145	5,100
715 Tires	0	0	384	600	0	1,000
Subtotal	\$2,936	\$3,863	\$5,139	\$7,700	\$3,155	\$8,050
Total	\$941,044	\$747,618	\$750,203	\$820,220	\$736,095	\$832,780

City of Oak Creek 2013 Annual Budget Goals and Objectives

2013 Street Department Objectives:

The Street Department is responsible for a wide variety of tasks ranging from residential garbage pick up to the maintenance of the streets including snow and ice control, asphalt patching and the tarring of the seams. We also do the painting of the center, stop, and edge lines, cutting down of dead trees, debrushing channels, chipping of brush, concrete road and sidewalk repairs, culvert installation, ditch reconstruction and renovation, along with replacing road and street signs. The Department will also cut and maintain all of the city roadsides, channels, and retention ponds including picking up litter and debris. The Department will also assist other departments with the construction of park shelters, street lighting, tree planting and removals, we will also supply storage areas for trailers and other equipment used by other departments. We are the sole source for the placement of barricades for any flooding, closed roads or other acts of nature. We will also place barricades for all for civic events including 4th of July, outdoor summer concerts, National Night out, High School Homecoming parade. The Street department also houses all of the supplies for the Celebration Commission as well the Boulevard and Christmas decorations.

- Complete yearly crack sealing that is identified by PASER in high, medium and low priority areas.
- Repair/replace damaged concrete slabs, sidewalks, catch basins and asphalt streets city wide.
- Identify and correct low or eroded shoulders that are at least 2” below the road edge.
- Maintain all city owned culverts, replace all that are either corroded or have crushed edges.
- Keep all city streets safe and passable from ice and snow.
- Cut open roadside and drainage channel grass areas where permissible.
- Sweep all main curbed and guttered streets twice monthly and secondary curb and guttered streets once a month to meet NR216 requirements.
The NR216 requirement is the Wisconsin DNR water runoff program.
- Identify and replace all damaged or worn street signs.
- Paint all center and edge lines as well as the stop and crosswalk lines when needed.
- Devise a policy for the scheduling of debrushing and clearing of all city waterways of any and all obstructions.
- Update and identify city streets that are in need of reconstruction or major repair.
- Clean and maintain all open roadside ditches.
- Inspect all catch basins twice a year and clean out debris where needed to meet the requirements of NR216.

City of Oak Creek 2013 Annual Budget

Departmental Detail Information

STREET DEPARTMENT - 83

200 TRAVEL/TRAINING	1,200
Seminars for highway safety, snow plow rodeo, tree trimming, road maintenance, snow and ice control and school reimbursement.	
205 RECRUITMENT AND TESTING	5,000
Recruitment of part time employees and vacancies. Drug and alcohol testing. CDL License reimbursement	
215 UNIFORM MAINTENANCE	8,000
Maintain uniforms and logo shirts for Supervisors.	
300 ELECTRICITY	36,200
Buildings #1 at 800 W. Puetz - 7 % increase.	
305 WATER AND SEWER	4,950
Building #1- 6 % increase	
310 NATURAL GAS	39,000
Buildings #1 at 800 W. Puetz -0 % increase	
315 TELEPHONE	3,800
Monthly and long distance telephone charges, including cell phones for Street Superintendent, Street Supervisors, 2 Mechanics, fax machine and pagers.	
400 OFFICE SUPPLIES	2,500
Paper, pens, pencils, folders, film, batteries and miscellaneous office supplies.	
410 PRINTING AND COPYING	500
Forms, public information and related costs associated with printing and copying.	
420 DUES AND PUBLICATIONS	750
Membership in organizations, subscriptions to technical journals, including the Daily Reporter and the Milwaukee Journal/Sentinel	
430 HOUSEKEEPING	6,000
Paper products, cups, towels, toilet paper, shop soaps, hand soaps, glass cleaners, oil dry, floor cleaners and finishers, mops, assorted aerosols, brooms, handles, brushes, mats and rags	
435 REIMBURSABLE EXPENSE	11,000
Sale of culvert pipe for new residents and replacement of old pipes	
440 MEDICAL AND SAFETY	6,000
Boots, vests, gloves, goggles, rain suits, hearing protection, safety shoes, safety glasses, hearing tests and first aid supplies.	
455 SMALL TOOLS	5,000
City and employee tool replacements and additional new tools, including repairs.	
460 MINOR EQUIPMENT	6,000
Drills, air guns, saws, grinders, etc.	
465 CHEMICALS	4,000
Degreasers, engine cleaners, and a variety of solvents.	

City of Oak Creek 2013 Annual Budget

Departmental Detail Information

475 SIGN MATERIALS	24,000
Mailboxes, barricades, orange safety barrels, mailbox supplies, guard rails graffiti remover, and all other sign related materials	
495 MISCELLANEOUS	3,500
Nuts, bolts, hardware, nails, carpenter shop supplies, hoses, chains, traps and advertising.	
525 ATTORNEY/LEGAL	4,000
Local 133 expenses.	
600 OFFICE EQUIPMENT MAINTENANCE	700
Service maintenance agreement for copier and dictaphone	
610 RADIO MAINTENANCE	1,000
2-way radios installed in all trucks and equipment.	
615 GROUNDS MAINTENANCE	6,000
Signs, lights, fertilizer, grass seed, trees, flowers and yard gates at 800 W Puerz	
620 BUILDING MAINTENANCE	12,000
Doors, windows, boilers, sinks, pest control and other building related items	
640 STREET MAINTENANCE MATERIALS	65,000
Stone, asphalt material, cold patch, concrete for street repairs, culvert block, grass seed, top soil, erosion matting, brooms, rakes, shovels, small hand tools and repairs, glass beads, tree removal supplies, snow fence, tool handles and marking paints.	
645 BOULEVARD DECORATIONS	7,000
Flag maintenance, banners, banner brackets and Christmas decoration repair.	
660 SNOW AND ICE REMOVAL MATERIALS	225,000
Salt 2000 tons for seasonal fill and 500 ton reserve fill @ \$51.03 per ton 9400 gallons of Calcium Chloride @ \$.75 per gallon and other snow related items	
700 VEHICLE MAINTENANCE	72,000
Cars, small trucks, plow trucks, metal, welding supplies, aerosol paints and towing.	
705 EQUIPMENT MAINTENANCE	42,750
Graders, loaders, mowers, backhoes, plow and spreader parts	
710 GAS/OIL/FLUIDS	195,000
Regular gas, oils, Diesel #2 (plus Presidential tax), windshield solvent, hydraulic oil, transmission fluid, LP gas, additives, pump repair, grease and antifreeze. 7,400 gallons of gasoline @ 3.65 per gallon and 45,000 gallons Diesel @ \$4.04 per gallon	
715 TIRES	12,000
All tire related items and tire machine repairs	
TOTAL	809,850

City of Oak Creek 2013 Annual Budget

Fund / Department		2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
Streets - 83							
Direct Employee Costs							
100	Salaries, Full Time	1,149,534	1,217,337	1,347,610	1,315,100	1,267,100	1,239,200
105	Salaries, Part Time	70,557	73,717	68,912	70,300	50,528	89,400
110	Salaries, Overtime	46,537	32,924	50,773	65,000	45,000	55,000
130	Retirement	132,073	139,806	157,266	78,800	70,234	89,500
135	Social Security	98,609	97,506	105,312	106,000	109,122	99,900
145	Unemployment Compensation	814	18	0	0	0	0
150	Insurance, Active Employees	271,140	301,920	312,500	338,100	338,100	354,000
160	Insurance, Work Comp	44,960	67,680	61,686	57,850	61,900	60,000
165	Insurance, Disability	5,232	5,717	4,844	5,300	4,637	5,200
170	Insurance, Dental	19,560	22,496	21,600	22,600	22,600	25,000
175	Insurance, Group Life	4,354	4,763	4,930	4,800	3,376	4,500
180	Longevity	2,724	3,236	3,420	0	2,664	3,000
185	Section 125 Administration	319	312	329	200	369	350
	Subtotal	\$1,846,413	\$1,967,432	\$2,139,182	\$2,064,050	\$1,975,630	\$2,025,050
Indirect Employee							
200	Travel/Training	513	0	0	1,200	552	1,200
205	Recruitment/Testing/Physicals	3,221	3,529	4,995	5,000	8,024	5,000
215	Uniforms and Clothing	6,136	9,367	8,770	8,000	7,233	8,000
	Subtotal	\$9,870	\$12,896	\$13,765	\$14,200	\$15,809	\$14,200
Utility Costs							
300	Electricity	31,434	34,609	37,646	36,200	25,620	36,200
305	Water and Sewer	3,066	3,392	3,494	4,675	3,173	4,950
310	Natural Gas	29,438	20,710	19,799	45,550	16,050	39,000
315	Telephone	2,990	3,422	3,508	3,800	2,423	3,800
	Subtotal	\$66,928	\$62,133	\$64,447	\$90,225	\$47,266	\$83,950
Supplies							
400	Office Supplies	2,408	1,681	1,857	2,500	1,202	2,500
410	Printing and Copying	119	60	168	500	489	500
420	Dues and Publications	488	537	522	750	686	750
430	Housekeeping	7,149	6,740	9,087	6,000	6,381	6,000
435	Reimbursable Expenses/Culverts	10,577	11,183	8,553	11,000	5,665	11,000
440	Medical and Safety	6,415	6,251	7,810	6,000	2,678	6,000
455	Small Tools	3,767	2,896	3,019	3,000	5,742	5,000
460	Minor Equipment	4,577	2,438	2,648	6,000	4,585	6,000
465	Chemicals	3,665	2,623	3,825	4,000	3,524	4,000
475	Sign Materials	24,120	24,816	23,805	24,000	15,772	24,000
495	Miscellaneous	3,032	1,131	3,352	3,500	132	3,500
	Subtotal	\$66,317	\$60,356	\$64,646	\$67,250	\$46,856	\$69,250
Other Services							
525	Attorney/Legal	25,414	1,655	3,742	4,000	0	4,000
	Subtotal	\$25,414	\$1,655	\$3,742	\$4,000	\$0	\$4,000
Maintenance							
600	Office Equip Maintenance	127	0	0	700	0	700
610	Radio Maintenance	0	0	60	1,000	275	1,000
615	Grounds Maintenance	4,077	3,934	6,161	6,000	1,073	6,000
620	Building Maintenance	23,051	19,045	22,268	9,000	12,426	12,000
640	Street Maintenance Materials	48,826	71,927	50,792	55,000	55,000	65,000
645	Boulevard Decorations	5,487	6,993	7,940	7,000	7,000	7,000
650	Storm Drainage System	0	0	0	0	0	0
660	Snow and Ice Removal Materials	171,800	261,266	258,898	314,160	314,000	225,000
	Subtotal	\$253,368	\$363,165	\$346,119	\$392,860	\$389,774	\$316,700
Vehicles							

City of Oak Creek 2013 Annual Budget

Fund / Department	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
700 Vehicle Maintenance	62,530	63,482	60,297	72,000	44,321	72,000
705 Equipment Maintenance	41,326	41,941	34,108	42,750	32,249	42,750
710 Gas/Oil/Fluids	88,284	95,774	122,833	228,810	155,000	195,000
715 Tires	10,506	4,565	14,786	10,000	12,800	12,000
Subtotal	\$202,646	\$205,762	\$232,024	\$353,560	\$244,370	\$321,750
Total	\$2,470,956	\$2,673,399	\$2,863,925	\$2,986,145	\$2,719,705	\$2,834,900

City of Oak Creek 2013 Annual Budget

Fund ,	Actual	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
Parks, Recreation & Forestry Combined Totals						
Direct Employee Costs						
100	Salaries, Full Time	429,796	468,421	448,100	385,600	435,900
105	Salaries, Part Time	359,707	361,125	399,300	304,112	348,400
110	Salaries, Overtime	2,899	5,142	4,000	8,884	6,500
130	Retirement	66,431	62,182	38,500	32,678	39,200
135	Social Security	59,513	60,864	65,200	61,113	60,550
145	Unemployment Compensation	338	575	500	445	0
150	Insurance, Active Employees	63,900	73,200	81,300	81,300	105,000
160	Insurance, Work Comp	29,530	27,268	25,230	26,556	27,000
165	Insurance, Disability	1,782	1,508	1,700	1,410	1,705
170	Insurance, Dental	4,680	5,820	6,100	12,200	7,650
175	Insurance, Group Life	1,812	1,945	1,620	1,473	1,875
180	Longevity	480	540	0	380	240
185	Section 125 Administration	152	163	100	152	300
	Subtotal	\$1,021,020	\$1,068,753	\$1,071,650	\$916,303	\$1,034,320
Indirect Employee						
200	Travel/Training	4,811	3,292	5,000	4,453	4,000
205	Recruitment/Testing/Physicals	2,629	1,656	2,000	1,586	2,000
215	Uniforms and Clothing	1,761	1,091	1,500	505	2,350
	Subtotal	\$9,201	\$6,039	\$8,500	\$6,544	\$8,350
Utility Costs						
300	Electricity	5,982	6,129	8,000	6,627	8,560
305	Water and Sewer	2,283	2,681	4,000	2,260	4,240
310	Natural Gas	8,148	7,962	11,000	8,329	11,540
315	Telephone	3,133	2,700	2,700	1,542	500
	Subtotal	\$19,546	\$19,472	\$25,700	\$18,758	\$24,840
Supplies						
400	Office Supplies	2,937	3,188	2,600	2,281	2,600
410	Printing and Copying	10,378	12,414	12,800	8,228	5,000
415	Postage	8,556	7,836	8,100	5,631	2,950
420	Dues and Publications	978	1,313	1,400	192	3,160
425	Advertising and Promotions	0	0	100	0	300
440	Medical and Safety	1,833	2,420	3,000	914	3,600
460	Minor Equipment	8,446	4,747	3,000	2,197	5,500
475	Recreation Equip/Supplies	11,258	11,515	12,000	5,710	11,800
494	Leased/Rental Equipment	0	0	0	0	2,000
495	Miscellaneous	150	122	200	231	400
	Subtotal	\$44,536	\$43,555	\$43,200	\$25,384	\$37,310
Maintenance						
600	Office Equip Maintenance	893	829	1,000	383	1,000
615	Grounds Maintenance	45,203	52,600	45,000	23,129	50,000
620	Building Maintenance	6,570	2,787	5,000	1,211	5,800
635	Facility/Equipment Rental	12,264	15,616	16,000	12,137	17,500
665	Boulevard Maintenance	1,706	1,925	3,000	2,302	8,000
	Subtotal	\$66,636	\$73,757	\$70,000	\$39,162	\$82,300
Vehicles						
700	Vehicle Maintenance	8,554	6,279	10,000	26,898	16,500
705	Equipment Maintenance	13,337	10,888	11,000	13,165	14,000
710	Gas/Oil/Fluids	24,894	33,132	40,500	32,832	42,500
715	Tires	2,986	2,750	3,000	1,134	5,000
	Subtotal	\$49,771	\$53,049	\$64,500	\$74,029	\$78,000
	Total	\$1,210,710	\$1,264,625	\$1,283,550	\$1,080,180	\$1,265,120

City of Oak Creek 2013 Annual Budget

Departmental Detail Information

PARKS - 89

200 Travel/Training Maintenance workshops for maintenance supervisor, technician & staff	<i>\$2,000</i>
205 Recruitment/Testing/Physicals Classified ads for part-time maintenance, hearing tests, CDL license & physicals	<i>\$1,000</i>
215 Uniforms & Clothing coveralls, rain gear, gloves, staff shirts & uniforms	<i>\$1,500</i>
300 Electricity Facility charges & energy charges for 15 different locations throughout the city estimated to be 7% increase	<i>\$8,560</i>
305 Water & Sewer Three locations plus athletic fields estimated to be 6% increase	<i>\$4,240</i>
310 Natural Gas Heating for Miller Park pavilion & two garages located at 800 W Puetz	<i>\$11,000</i>
315 Telephone Cellular phone - Parks Supervisor	<i>\$500</i>
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 as well as special forms.	<i>\$200</i>
410 Printing & Copying	<i>\$0</i>
415 Postage Mailings & UPS charges	<i>\$100</i>
420 Dues & Publications Various publications	<i>\$1,400</i>
425 Advertising & Promotion	<i>\$0</i>

City of Oak Creek 2013 Annual Budget

Departmental Detail Information

PARKS - 89

440 Medical & Safety	\$2,500
Reimbursement for safety shoes/safety glasses/first aid supplies	
460 Minor Equipment	\$3,000
Office, grounds, buildings, vehicle, equipment & tools	
475 Recreation Equipment & Supplies	\$0
494 Leased/Rental Equipment	\$0
495 Miscellaneous	\$100
600 Office Equipment Maintenance	\$0
615 Grounds Maintenance	\$45,000
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	\$5,000
Paint, insulation, lumber fire extinguishers, keys, plumbing supplies, wire, Plexiglas, cement, shelving, supplies, etc. & other supplies/materials/equipment needed for maintenance of public buildings. Fire protection system inspection/testing for cold storage building.	
635 Facility/Equipment Rental	\$5,000
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 Equipment Maintenance	\$11,000
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 maintenance tasks.	
710 Gas & Oil	\$40,500
Diesel (4604 gal x \$4.04/gal. = \$18,600), Unleaded (6000 gal x \$3.65/gal = \$21,900)	
	\$3,000
715 Tires	
Vehicle/equipment tires.	
TOTAL	\$161,600

City of Oak Creek 2013 Annual Budget

Fund / Department	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
Parks Maintenance - 88					
Direct Employee Costs					
100					164,100
105					91,800
110					5,000
130					16,750
135					20,000
145					
150					39,000
155					
160					13,500
165					705
170					2,400
175					700
180					120
185					100
					Subtotal
					\$354,175
Indirect Employee					
200					2,000
205					1,000
210					
215					1,500
220					
225					
					Subtotal
					\$4,500
Utility Costs					
300					8,560
305					4,240
310					11,000
315					500
					Subtotal
					\$24,300
Supplies					
400					200
405					
410					0
415					100
420					1,400
425					0
440					2,500
460					3,000
475					0
494					0
495					100
					Subtotal
					\$7,300
Other Services					
513					
					Subtotal

City of Oak Creek 2013 Annual Budget

Fund / Department	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
Maintenance					
600 Office Equip Maintenance					0
605 Computer Maintenance					
615 Grounds Maintenance					45,000
620 Building Maintenance					5,000
635 Facility/Equipment Rental					5,000
665 Boulevard Maintenance					6,000
Subtotal					\$61,000
Vehicles					
700 Vehicle Maintenance					10,000
705 Equipment Maintenance					11,000
710 Gas/Oil/Fluids					32,000
715 Tires					3,000
Subtotal					\$56,000
Total					\$507,275

City of Oak Creek 2013 Annual Budget

Goals and Objectives

Department: Forestry

Program Description

The Forestry Department strives to enhance the quality of life within the Oak Creek community through development, promotion, and maintenance of wholesome recreational activities, educational opportunities, park and open space lands, facility areas, and forestry program. Maintenance services are provided that meets the needs for trees for a life time of enjoyment.

Objectives:

1. Promote public awareness and support for Forestry services available by such means as brochures, mailings, and public announcements in the city newsletters, reader board displays and City of Oak Creek website and advertisements to all residents.
2. Provide maintenance services to the existing parklands and public right of ways according to established standards.
3. Complete the construction or installation of all budgeted capital improvements by the end of the year.
4. Continue Active EAB Management
 - a. Ash tree removals $\frac{1}{4}$ to $\frac{1}{3}$ of the remaining large green Ash.
 - b. Education and outreach
 - i. Continued updates in *Avorn*
 - c. Continue ash treatments on street tree ash- cut back number of trees treated possibly switch chemicals.
 - d. Continue to explore strategies for more efficient ash wood utilization
5. Take Street Tree Ordinance to Common Council if not accomplished
6. Plant as many developer-reimbursed new street trees as possible

City of Oak Creek 2013 Annual Budget

Departmental Detail Information

FORESTRY - 88

200 Travel/Training Forestry staff workshops	<i>\$1,000</i>
205 Recruitment/Testing/Physicals Classified ads, hearing tests, CDL licenses & physicals	<i>\$800</i>
215 Uniforms & Clothing Coveralls, rain gear, gloves, staff shirts & uniforms	<i>\$850</i>
300 Electricity	<i>\$0</i>
305 Water & Sewer	<i>\$0</i>
310 Natural Gas	<i>\$0</i>
315 Telephone Cellular phones (2)	<i>\$510</i>
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 as well as special forms	<i>\$100</i>
410 Printing & Copying	<i>\$0</i>
415 Postage Mailings & packages	<i>\$350</i>
420 Dues & Publications Wisc Forestry/Right of Way Coalition Newsletter, Society of Municipal Arborist Membership, Arborist Certifications, WAA (WI Arborist Assoc.), ISA (International Society of Arboriculture), burn notices	<i>\$1,060</i>
425 Advertising & Promotion	<i>\$0</i>

City of Oak Creek 2013 Annual Budget

Departmental Detail Information

FORESTRY - 88

440 Medical & Safety Reimbursement for safety shoes/safety glasses/first aid supplies	\$600
460 Minor Equipment Handsaws, chainsaws, chains, stake posts & other misc equipment	\$2,000
475 Recreation Equipment & Supplies	\$0
494 Leased/Rental Equipment	\$2,000
495 Miscellaneous Miscellaneous expenses	\$100
600 Office Equipment Maintenance	\$0
615 Grounds Maintenance Fertilizer, lumber, herbicides, signs, top soil, seed & miscellaneous plantings	\$5,000
620 Buildings Maintenance	\$0
635 Facility/Equipment Rental	\$0
665 Boulevard Maintenance Puetz Road and Howell Avenue Boulevard Maintenance	\$2,000
700 Vehicle Maintenance Supplies/repairs on Department trucks. Bucket truck annual inspection.	\$5,000
705 Equipment Maintenance Supplies/materials/equipment such as nuts, bolts, springs, saw blades, etc., needed to perform maintenance tasks. Includes trailers, chipper & stumper.	\$3,000
710 Gas & Oil Diesel (2000 gal x \$4.04/gal. = \$8,080), Unleaded (1000 gal x \$3.65/gal = \$3,650)	\$11,730
715 Tires Vehicle/equipment tires.	\$1,500
TOTAL	\$37,930

City of Oak Creek 2013 Annual Budget

Fund / Department	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
Forestry - 89					
Direct Employee Costs					
100					157,700
105					21,600
110					1,500
130					10,950
135					13,800
145					
150					44,000
155					
160					13,500
165					500
170					2,850
175					700
180					0
185					100
					Subtotal
					\$267,200
Indirect Employee					
200					1,000
205					800
210					
215					850
220					
225					
					Subtotal
					\$2,650
Utility Costs					
300					
305					
310					540
315					
					Subtotal
					\$540
Supplies					
400					400
405					
410					
415					350
420					1,060
425					
440					600
460					2,000
475					
494					2,000
495					100
					Subtotal
					\$6,510
Other Services					
513					
					Subtotal

City of Oak Creek 2013 Annual Budget

Fund / Department	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
Maintenance					
600					
605					
615					5,000
620					
635					
665					2,000
					Subtotal
					\$7,000
Vehicles					
700					5,000
705					3,000
710					9,000
715					1,500
					Subtotal
					\$18,500
					Total
					\$302,400

City of Oak Creek 2013 Annual Budget

Goals and Objectives

Department: Recreation

Program Description

The Recreation Department strives to enhance the quality of life within the Oak Creek community through development, promotion, and maintenance of wholesome recreational activities, and educational opportunities. Department personnel plan, promote, and conduct a year-round programming schedule that accommodates youth, adult, and senior citizen interests.

Objectives:

1. Provide a well-rounded recreation program at reasonable costs ($\pm 75-100$ various programs/activities) comparable/supplemental to other private and public sources.
2. Strive to obtain a seasonal program enrollment for each season (winter, summer and fall) equal to 10% of the community's population.
3. Maintain a class cancellation rate of less than 20%.
4. Promote public awareness and support for recreation leisure services available by such means as brochures, mass mailings, and public announcements in the *Acorn*, reader board displays, and weekly articles in the *Oak Creek Now, Patch*, City of Oak Creek website and advertisements to all residents.
5. Accommodate facility permit/rental requests.

City of Oak Creek 2013 Annual Budget

Fund / Department	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
Recreation - 90					
Direct Employee Costs					
100					114,100
105					235,000
110					0
130					11,500
135					26,750
145					
150					22,000
155					
160					
165					500
170					2,400
175					475
180					120
185					100
					Subtotal
					\$412,945
Indirect Employee					
200					1,000
205					200
210					
215					
220					
225					
					Subtotal
					\$1,200
Utility Costs					
300					
305					
310					
315					
					Subtotal
					\$0
Supplies					
400					2,000
405					
410					5,000
415					2,500
420					700
425					300
440					500
460					500
475					11,800
494					0
495					200
					Subtotal
					\$23,500
Other Services					
513					
					Subtotal

City of Oak Creek 2013 Annual Budget

Fund / Department	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
Maintenance					
600 Office Equip Maintenance					1,000
605 Computer Maintenance					
615 Grounds Maintenance					
620 Building Maintenance					800
635 Facility/Equipment Rental					12,500
665 Boulevard Maintenance					
Subtotal					\$14,300
Vehicles					
700 Vehicle Maintenance					1,500
705 Equipment Maintenance					
710 Gas/Oil/Fluids					1,500
715 Tires					500
Subtotal					\$3,500
Total					\$455,445

City of Oak Creek 2013 Annual Budget Goals and Objectives

Department: Library

Program Description

Oak Creek Public Library is dedicated to support educational, civic and cultural activities of individuals, groups and organizations. It is also dedicated to provide the opportunity for recreation through the use of literature, music, media and other art forms.

Goal I: Collection Development

Provide materials to meet a wide range of interests on all levels with diversity of appeal and to provide for presentation of different points of view. Update and replace outdated materials with more current materials in an attempt to keep the materials collection current.

Objectives:

1. Following the American Library Association approved CREW method of evaluation, weed the adult fiction, non-fiction and reference collections to ensure a current collection of materials that are useful and wanted by our patrons and community. Replace little used and well-worn materials with current materials.
2. Following the American Library Association approved CREW method of evaluation, weed the children and young adult fiction, non-fiction, audiovisual and reference collections to ensure a current collection of materials that are useful and wanted by our patrons and community. Replace little used and well-worn materials with current materials.
3. Standardize ordering and processing procedures for materials to maximize cost effectiveness and efficiency in the ordering process, which in turn, will allow us to order more materials for our collection.

Goal II: Direct Service to Users

Objectives:

1. Evaluate children, young adult and adult programming and make additions and changes as needed
2. Increase the programs offered to our patrons with an emphasis on an increase in programming for school-age children, young adults, and adults.

Goal III: Services

Objectives:

1. Use current technologies, including Radio Frequency Identification (RFID) to maximize efficiencies in the circulation department.
2. Research new models of service in order to maximize patron services and minimize staff costs, with an eye toward providing services in our current and new facilities.

Goal IV: Administration

Objectives:

1. Effectively administer all resources allocated to the department and report on a monthly basis to the Library Board.

City of Oak Creek 2011 Annual Budget

Departmental Detail Information

Library - 95

200 TRAVEL/TRAINING	4,000
Includes mileage and other costs incurred in attending committee meetings, workshops, seminars and conventions, both locally and regionally. Also includes registration fees, lodging and meal costs.	
205 RECRUITMENT/TESTING/PHYSICALS	200
Includes recruitment advertising and examinations for new employees.	
300 ELECTRICITY	19,500
Includes electricity for operation of heating and air conditioning units, interior and exterior lighting and office equipment.	
305 SEWER AND WATER	2,300
Includes quarterly payments for municipal sewer, water and fire hydrants.	
310 NATURAL GAS	12,500
Includes fuel for heating and ventilating units, peripheral heating boiler and hot water.	
315 TELEPHONE	1,500
Includes 12 telephone sets, all local and long distance calls.	
400 OFFICE SUPPLIES	4,000
Includes pens, pencils, markers, ink ribbons, calendars, paper clips staples, note pads, inked stamps and receipt tapes.	
401 MATERIAL PROCESSING SUPPLIES	4,000
Includes magnetic targets, dust jacket covers, binding tape, videocassette cases, audiocassette cases, labels, date due slips, Mylar, forms and printer cartridges.	
410 PRINTING AND COPYING	3,000
Includes all supplies for photocopiers and printers. Also includes informational brochures, bookmarks, promotional handouts, bibliographies, stationery, envelopes, etc.	
415 POSTAGE	800
Includes regular postage and United Parcel Service costs.	
420 DUES AND PUBLICATIONS	1,300
Includes memberships in Wisconsin Library Association, American Library Association, Library Council of Southeastern Wisconsin and publications necessary to keep abreast of current library trends.	
425 PROGRAMMING	2,500
Includes children's and adult library program costs: promotional materials, entertainers, props, supplies and advertising.	

City of Oak Creek 2011 Annual Budget

TECHNOLOGY	5,000
Includes updates to hardware and software for both staff technology and patron computers, annual subscriptions for website management and hosting and annual maintenance for public internet computers.	
460 MINOR EQUIPMENT	0
469 CD/ROM REFERENCES	0
470 AUDIOVISUAL	25,000
Includes collection development in these areas: adult, young adult and children's audiocassettes, compact discs, DVDs and kits (mixed media).	
471 BOOKS	80,000
Includes collection development in these areas - adult: fiction and non-fiction, paperbacks; reference; standing orders; direct purchases and leased books program Children's and young adult: fiction and non-fiction; paperbacks and reference books. Also includes vendor supplied processing and collection development fees associated with downloadable e-books and audiobooks	
472 SUBSCRIPTIONS, MAGAZINES	8,000
Includes subscription costs for adult, young adult and children's titles through subscription jobber and direct subscriptions	
473 SUBSCRIPTIONS, NEWSPAPERS	2,000
Includes subscriptions for 12 newspaper titles of local and national interest to all patrons	
540 FEDERATED AUTOMATION FEES	32,000
Includes automation charges for participation in the on-line library computer system	
540 20 FEDERATED OPERATING FEES	8,200
Includes charges for forms and postage.	
600 OFFICE EQUIPMENT MAINTENANCE	2,000
Includes maintenance agreements for photocopiers as well as miscellaneous maintenance including: VCR player, DVD player, television, projectors, microfilm reader/printers; fire alarm, typewriters and fax machine.	
620 BUILDING MAINTENANCE	7,000
Includes maintenance for lighting, heating and air conditioning units, plumbing and emergency lighting	
TOTAL	224,800

City of Oak Creek 2013 Annual Budget

Fund / Department	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
Library - 95						
Direct Employee Costs						
100 Salaries, Full Time	257,074	265,985	264,318	267,000	255,000	320,250
105 Salaries, Part Time	183,271	195,902	205,658	244,100	207,269	216,100
110 Salaries, Overtime	122	0	0		0	
130 Retirement	44,973	48,130	38,289	28,450	24,271	34,200
135 Social Security	34,197	34,416	34,805	39,000	35,315	41,100
145 Unemployment Compensation	781	-46	0		0	
150 Insurance, Active Employees	55,080	47,100	62,700	77,400	77,400	76,000
160 Insurance, Work Comp	1,221	2,290	3,316	2,100	2,904	3,000
165 Insurance, Disability	1,038	1,273	920	1,200	1,018	1,200
170 Insurance, Dental	5,400	4,720	5,070	5,310	5,310	5,200
175 Insurance, Group Life	1,548	1,601	1,321	1,620	761	1,345
180 Longevity	60	0	0	0	0	
185 Section 125 Administration	0	49	12	100	144	150
Subtotal	\$584,765	\$601,420	\$616,409	\$666,280	\$609,392	\$698,545
Indirect Employee						
200 Travel/Training	1,672	1,343	434	1,500	3,754	1,500
205 Recruitmnt/Testng/Physicals	1,072	0	389	1,000	969	300
Subtotal	\$2,744	\$1,343	\$823	\$2,500	\$4,723	\$1,800
Utility Costs						
300 Electricity	17,029	22,894	20,975	19,500	13,672	19,500
305 Water and Sewer	1,631	1,622	1,926	2,300	1,700	2,300
310 Natural Gas	8,370	9,615	6,056	12,500	9,441	12,500
315 Telephone	1,441	1,585	1,804	1,300	1,523	1,300
Subtotal	\$28,471	\$35,716	\$30,761	\$35,600	\$26,336	\$35,600
Supplies						
400 Office Supplies	3,283	4,183	4,898	3,900	3,900	3,900
401 Material Processing Supplies	4,415	6,027	5,025	6,000	6,000	2,000
410 Printing and Copying	2,315	2,628	2,973	2,500	6,000	3,000
415 Postage	869	676	791	1,300	500	800
420 Dues and Publications	1,008	836	814	1,000	1,280	1,000
425 Programming	3,000	2,130	2,226	2,500	1,633	2,500
460 Minor Equipment	1,745	0	0	0	0	0
469 CD ROM References	864	620	155	1,000	0	0
Technology						3,500
470 Audio Visual/Photo Supplies	16,757	17,950	22,273	20,000	20,000	20,000
471 Books	68,644	69,882	65,098	65,200	65,200	70,000
472 Subscriptions, Magazines	7,587	6,795	7,823	8,000	8,000	7,000
473 Subscriptions, Newspapers	2,226	2,013	1,814	2,000	2,000	2,000
495 Miscellaneous	0	45	426	0	0	
Subtotal	\$112,713	\$113,785	\$114,316	\$113,400	\$114,513	\$115,700
Other Services						
540 Federated Automation Fees	19,523	18,926	21,346	19,000	30,105	28,000
540.10 Federated Borrowing Fees	0	0	0	0	0	0
540.20 Federated Operating Fees	2,964	8,849	8,095	8,200	8,200	6,000
Subtotal	\$22,487	\$27,775	\$29,441	\$27,200	\$38,305	\$34,000
Maintenance						
600 Office Equip Maintenance	270	785	3,965	2,000	5,525	1,000
620 Building Maintenance	6,393	11,409	9,346	6,000	6,747	6,000
Subtotal	\$6,663	\$12,194	\$13,311	\$8,000	\$12,272	\$7,000
Total	\$757,843	\$792,233	\$805,061	\$852,980	\$805,541	\$892,645

Special Revenue Funds

City of Oak Creek 2013 Annual Budget

Goals and Objectives

Fund Name: Solid Waste - Fund 11

Department: Street Department

Program Description

The Solid Waste Fund of the Street Department is responsible for collection and disposal of all solid waste materials generated by residents of the City of Oak Creek. 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. The decision was made to allocate 20% of all Street Department costs to the solid waste fund. This was done after an analysis of man 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 man hours of the department. This 20% allocation was done for all department costs other than recycling and tipping fee charges from landfills.

2013 Goals and Objectives:

- Provide a complaint free weekly residential rubbish pickup for approximately 8,200 homes. With picking up this number of homes the Department is averaging about 708 ton per month or about 8,500 ton per year
- Maintain a manned recycling yard with the hours of 8 am to 3 pm Tuesday, Friday and Saturday, with extended hours on Tuesday until 8 pm from the beginning of April thru the last Tuesday of September.
- Provide a cost free residential special pickup twice a year (Spring -May 15th) and (Fall- November 15th) to include furniture, mattresses, rugs, metals, swimming pools, TV's, and appliances (excluding Freon appliances), which have an additional cost of \$15.00.
- Provide residential brush pickup at least 4 times a year for all City residential property beginning on the first day of April, June, August and October.
- The Department will also provide additional special pick-ups through out the year for a cost of \$25.00. This service is done on Friday mornings
- We will work on finding the lowest price possible for our residential recycling program. The recycling service currently in place provides a bi-weekly pick-up.
- We also make available to the public wood mulch that is made from the brush that is picked up or brought in by the residents. This mulch can be picked up in the yard for no charge or a 5 yard load can be delivered to the home of residents for a charge of \$25.00 per load.
- We will continue to deliver and maintain all of the blue rubbish carts at all residential homes.
- 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.
- New for the recycling yard is e-cycling We will except all electronics from cell phones to VCR's, computers, key boards, monutors, and televisions. All of items are sent to a recycler that will dismantle the items. There is no charge to City at this time and we do receive a small price per pound on the computers.

City of Oak Creek 2013 Annual Budget

Departmental Detail Information

SOLID WASTE - FUND 11

200 TRAVEL/TRAINING	\$150
Seminars for employee training	
205 RECRUITMENT/TESTING/PHYSICALS	\$1,500
CDL reimbursement	
215 UNIFORM MAINTENANCE	\$2,300
300 ELECTRICITY	\$17,000
20% of the main building at 800 W Puetz and the Recycling Center buildings at 720 W. Puetz 8 % increase	
305 WATER AND SEWER	\$2,500
Recycling yard at 720 W Puetz and 20% of Main building at 800 W Puetz 5.0 % increase	
310 NATURAL GAS	\$13,350
20% of the main building at 800 W. Puetz and the Recycling Center buildings at 720 W Puetz 8 % increase	
315 TELEPHONE	\$1,010
Monthly and long distance telephone charges, including 20% of cell phones for Street Superintendent, Mechanics and Street Supervisor. Fax machine and pagers	
400 OFFICE SUPPLIES	\$800
Paper, pens, pencils, folders and miscellaneous office supplies	
410 PRINTING AND COPYING	\$900
Forms, public information and cost of garbage cart stickers and ordinance sheets	
420 DUES AND PUBLICATIONS	\$500
Subscriptions to the Daily Reporter and Milwaukee Journal/Sentinel	
430 HOUSEKEEPING	\$2,000
Paper products, cups, towels, toilet paper, shop soaps, hand soaps, glass cleaners, oil dry, floor cleaners and finishers, mops, assorted aerosols, brooms, handles, mats, rugs and brushes	
435 REIMBURSABLE EXPENSES / NEW RESIDENTS	\$10,000
New residential garbage carts, cart repairs and additional carts for resale	
440 MEDICAL AND SAFETY	\$1,500
Boots, vests, gloves, goggles, rain suits, ear protection, safety shoes, glasses, safety equipment and first aid supplies.	
455 SMALL TOOLS	\$1,500
City and employee tool replacements new tools and repairs	
460 MINOR EQUIPMENT	\$2,300
Drills, air guns, saws, grinders, etc.	
465 CHEMICALS	\$1,000
Degreasers, engine cleaners and a variety of solvents.	

City of Oak Creek 2013 Annual Budget

494	LEASED MAJOR EQUIPMENT	\$2,460
495	MISCELLANEOUS Nuts, bolts, hardware, hoses, shovels, chain, tool handles and tarps.	\$750
507	HAZARDOUS WASTE DISPOSAL	\$0
514	CONSULTING Monitoring of Drexel Landfill ground water.	\$10,500
520	LANDFILL CHARGES Garbage dumping costs of 7764 tons for 8,300 residents x 0.94 tons per household @ \$45.56 per ton and non-profit organizations. 3.5% increase plus a 4% fuel surcharge	\$410,700
520 01	YARD DUMPSTERS 44 yard compactors and 30 yard dumpsters at the Recycling Center Averging 2000 tons @ \$45.56 per ton plus \$105.33 per switch 3.5% increase plus 4% fuel surcharge	\$135,200
521	RECYCLING 8,300 residential homes picked up by Veolia @ \$2.91 per household, per month and the cost of disposal of appliances, fluorescent lamps, tires, propane tanks, anti-freeze, oil and disposal of all recycling products 3.5% increase plus 4% fuel surcharge	\$375,650
522	COMPOSTING Leaves dumped at the Waste Management Landfill.	\$0
525	ATTORNEY/LEGAL Costs for grievances and Local 133 contract, along with legal advice.	\$1,000
600	OFFICE EQUIPMENT MAINTENANCE Service maintenance agreement for copier and dictaphone.	\$190
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 Puerz and 20% of the main building at 800 W Puerz	\$1,200
620	BUILDING MAINTENANCE Pest control, Recycling Center buildings at 720 W. Puerz and 20% of main Bld. 800 W Puerz	\$6,000
700	VEHICLE MAINTENANCE Towing and Maintenance of refuse collectors.	\$50,000
705	EQUIPMENT MAINTENANCE Maintenance of tub grinder, brush chippers, compactors.	\$15,000
710	GAS/OIL/FLUIDS Unleaded gas, @ 3.65 per gallons and 17,200 gal of Diesel fuel #2 @ 4.04 gallon including all taxes, pump repairs, additives, all oil, windshield solvents, transmission fluids antifreeze and grease	\$80,460
715	TIRES Tires and all related tire items for garbage trucks, tub grinder, chippers.	\$9,000
TOTAL		\$1,096,720

City of Oak Creek 2013 Annual Budget

Fund / Department	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
Special Revenue Fund - Solid Waste - Fund 11					
Beginning Fund Balance	-\$4,852	\$47,260	\$17,993	\$34,932	\$91,097
REVENUES					
Taxes and Assessments					
300.00 Property Tax	1,235,185	1,235,185	1,362,185	1,362,185	1,362,185
Subtotal	\$1,235,185	\$1,235,185	\$1,362,185	\$1,362,185	\$1,362,185
Grants and Aids					
324.00 Recycling Grant	131,826	85,229	85,000	94,460	94,000
Subtotal	\$131,826	\$85,229	\$85,000	\$94,460	\$94,000
Charges for Services					
346.30 Special Pickup Fees	8,805	7,390	12,000	5,800	6,000
Non-Profit Solid Waste Fee					25,000
Subtotal	\$8,805	\$7,390	\$12,000	\$5,800	\$31,000
Commercial Revenues					
360.00 Interest Income	761	225	500	225	500
366.20 Recyclables Sold	37,618	38,893	30,000	41,000	35,000
368.00 Miscellaneous Revenue	271	542	500	400	500
369.00 Recycling Yard Fee		43,370	0	0	0
Subtotal	\$38,650	\$83,030	\$31,000	\$41,625	\$36,000
Total Revenues	\$1,414,466	\$1,410,834	\$1,490,185	\$1,504,070	\$1,523,185
EXPENDITURES					
Direct Employee Costs					
100.00 Salaries, Full Time	308,398	314,339	325,500	292,500	192,600
105.00 Salaries, Part Time		0		11,000	38,300
110.00 Salaries, Overtime	11,428	14,216	12,000	6,700	10,000
130.00 Retirement	35,168	37,618	19,250	17,150	17,850
135.00 Social Security	23,496	23,401	25,000	22,700	22,900
145.00 Unemployment Compensation	0				
150.00 Insurance, Active Employees	75,480	77,700	84,500	84,500	70,350
160.00 Insurance, Work Comp	33,625	31,136	29,000	30,800	31,000
165.00 Insurance, Disability	1,429	1,206	1,300	1,200	1,100
170.00 Insurance, Dental	5,624	5,400	5,600	5,600	4,750
175.00 Insurance, Group Life	1,191	1,232	800	850	900
180.00 Longevity	808	855	0	675	650
185.00 Section 125 Administration	82	57	50	100	150
Subtotal	\$496,729	\$507,160	\$503,000	\$473,775	\$390,550
Indirect Employee					
200.00 Travel/Training	0	0	150	150	150
205.00 Recruitment/Testing/Physicals	441	1,208	300	1,500	1,500
215.00 Uniforms and Clothing	2,342	2,193	2,300	1,825	2,300
Subtotal	\$2,783	\$3,401	\$2,750	\$3,475	\$3,950

City of Oak Creek 2013 Annual Budget

Fund / Department	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
Utility Costs					
300.00 Electricity	11,814	12,662	15,950	9,000	17,000
305.00 Water and Sewer	1,467	1,615	2,350	1,400	2,500
310.00 Natural Gas	6,070	6,188	13,350	8,500	13,350
315.00 Telephone	838	877	1,010	700	1,010
Subtotal	\$20,189	\$21,342	\$32,660	\$19,600	\$33,860
Supplies					
400.00 Office Supplies	\$447	521	800	500	800
410.00 Printing and Copying	\$1,221	898	900	1,000	900
420.00 Dues and Publications	\$442	439	500	715	500
430.00 Housekeeping	\$1,932	2,272	2,000	1,600	2,000
435.00 Reimbursable Exp/New Residents	\$0	1,000	0	10,000	10,000
440.00 Medical and Safety	\$1,563	1,952	1,500	650	1,500
455.00 Small Tools	\$705	747	760	1,500	1,500
460.00 Minor Equipment	\$709	497	900	2,300	2,300
465.00 Chemicals	\$994	1,244	1,000	1,000	1,000
494.00 Leased Major Equip-Compactors	\$0	0	2,460	0	2,460
495.00 Miscellaneous	\$536	150	750	100	750
Subtotal	\$8,549	\$9,720	\$11,570	\$19,365	\$23,710
Other Services					
507.00 Hazardous Waste Disposal	\$0	0	0	0	0
514.00 Consulting	\$11,095	10,240	10,500	10,500	10,500
520.00 Landfill Charges	345,370	352,204	368,490	368,490	410,700
520.01 Drop Off Yard Disposal Charges	109,446	78,257	133,700	133,000	135,200
521.00 Recycling Charges	258,306	296,312	287,470	297,000	315,650
522.00 Composting	0	0	0	0	0
525.00 Attorney/Legal/Claims	414	935	1,000	0	1,000
Subtotal	\$724,631	\$737,948	\$801,160	\$808,990	\$873,050
Maintenance					
600.00 Office Equip Maintenance	0	0	190	100	190
610.00 Radio Maintenance	0	15	300	100	300
615.00 Grounds Maintenance	2,189	6,792	1,200	500	1,200
620.00 Building Maintenance	4,749	6,425	6,000	5,000	6,000
Subtotal	\$6,938	\$13,232	\$7,690	\$5,700	\$7,690
Vehicles					
700.00 Vehicle Maintenance	27,581	49,247	30,000	42,000	50,000
705.00 Equipment Maintenance	14,033	12,854	9,000	5,000	15,000
710.00 Gas/Oil/Fluids	49,030	62,849	80,460	65,000	80,460
715.00 Tires	11,891	5,409	9,000	5,000	9,000
Subtotal	\$102,535	\$130,359	\$128,460	\$117,000	\$154,460
Subtotal Operations	\$1,362,354	\$1,423,162	\$1,487,290	\$1,447,905	\$1,487,270
Interfund Transfers					
900.00 Reserve for wages	0	0	0	0	0
Subtotal	\$0	\$0	\$0	\$0	\$0
Total Expenditures	\$1,362,354	\$1,423,162	\$1,487,290	\$1,447,905	\$1,487,270

City of Oak Creek 2013 Annual Budget

<u>Fund / Department</u>	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
Use of Reserves	\$0	-12,328	0	0	\$0
Reserved for Hazardous Waste Dis	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Unreserved Fund Balance	\$37,260	\$24,932	\$10,888	\$81,097	\$117,012
Ending Fund Balance	\$47,260	\$34,932	\$20,888	\$91,097	\$127,012
Fund Balance Percentage	3.5%	2.5%	1.4%	6.3%	8.5%

City of Oak Creek 2013 Annual Budget

Fund Name: Donations/Activities Fund -- Fund 12

Fund Description:

Over the years different departments have created various donation, activity and grant escrow accounts for a variety of purposes. In 1999 the Common Council approved a policy regarding the creation of donation accounts in an attempt to manage the existing accounts and to require Council approval before donation accounts are created in the future. 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 Parks and Recreation Department programs and resale of event tickets for amusement parks like Great America and Noah's Ark. The Parks and 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:

Since each of the different accounts has a different purpose the objective is to spend the funds for the respective reasons.

Future Issues

None at this time.

City of Oak Creek 2013 Annual Budget

Fund / Department	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
Internal Services Fund - Donation / Activities Escrow -- Fund 12						
Beginning Fund Balance	\$128,573	\$137,930	\$145,546	\$166,230	\$156,090	\$128,490
REVENUES						
Commercial Revenues						
342.01 Fire Donations	2,082	750	6,910	1,000	1,000	5,000
Fire Grants	26,486	3,163	1,884			
342.02 Police Donations	4,113	2,248	2,595	1,000	1,000	5,000
Police Grants	43,425	14,962	13,107			
342.04 Celebrations Donations	13,773	17,301	18,909	10,000	10,000	15,000
342.05 Police Abandonments	18,453	0				
342.06 Library Donations	5,458	10,798	7,248	500	500	5,000
342.07 Recreation Activities	107,972	117,161	136,710	115,000	115,000	135,000
342.08 Health Department Grants	162,449	168,242	71,551	65,000	65,000	70,000
342.09 EMS Allocations	8,475	8,698	7,303	8,600	8,600	8,500
342.10 Veterans Memorial Fund	125	300	1,814	300	300	0
342.12 Vending Machines	2,857	3,116	4,102	3,000	3,000	3,000
342.13 Police Auxiliary		0		0	0	0
342.14 Pending Fines	0	0		0	0	0
Subtotal	\$395,668	\$346,739	\$272,133	\$204,400	\$204,400	\$246,500
Total Revenues	\$395,668	\$346,739	\$272,133	\$204,400	\$204,400	\$246,500
Total Revenues Available	\$524,241	\$484,669	\$417,679	\$370,630	\$360,490	\$374,990
EXPENDITURES						
Other Services						
595.01 For the Fire Department	28,388	4,803	7,279	1,000	1,000	5,000
595.02 For the Police Department	46,128	18,101	2,958	1,000	1,000	5,000
595.04 For the Celebrations Activities	17,252	11,712	17,502	15,000	15,000	20,000
595.05 For the Police Department	17,278	6,128	9,100	0	0	0
595.06 For the Library	14,649	9,067	559	5,000	5,000	5,000
595.07 For the Recreation Department	104,668	128,905	135,932	115,000	115,000	135,000
595.08 For Health Dept Activities	161,261	151,890	71,551	90,000	90,000	70,000
595.09 For EMS Activities	0	1,802	2,220	1,500	1,500	2,500
595.10 For Veterans Memorial Fund	2,842	3,055	2,240	500	500	500
595.12 Vending Machines	3,688	3,660	4,322	3,000	3,000	3,000
595.13 For Police Auxiliary	0	0		0	0	0
595.14 Pending Fines	0	0	7,926	0	0	0
Subtotal	\$396,154	\$339,123	\$261,589	\$232,000	\$232,000	\$246,000
Total Expenditures	\$396,154	\$339,123	\$261,589	\$232,000	\$232,000	\$246,000
Ending Fund Balance	\$128,087	\$145,546	\$156,090	\$138,630	\$128,490	\$128,990
Fund Balance Percentage	32.3%	42.9%	59.7%	59.8%	59.8%	52.4%

Notes and comments:

City of Oak Creek 2013 Annual Budget

Fund Name: WE Energies Mitigation Payments – Fund 19

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 is 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.

Future Issues

The early construction process dealt only with site preparation and excavation. Additional costs are developing, now that construction of the physical plant and deep tunnel has is nearing completion. Inspection and engineering staff have become more involved. The Fire Department has purchased substantial equipment and is undergoing extensive training for deep tunnel rescue issues. City staff will continue to monitor the construction effect on city resources.

City of Oak Creek 2013 Annual Budget

Fund / Department	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
Special Revenue Fund - We Power Community Mitigation - Fund 19						
Beginning Fund Balance	\$318,592	\$587,418	\$728,794	\$923,291	\$837,428	\$1,169,526
REVENUES						
Commercial Revenues						
342.00 Mitigation Payments	2,250,000	2,250,000	2,250,000	2,250,000	2,250,000	2,250,000
360.00 Interest Income	1,574	1,285	890	1,300	1,000	1,300
368.00 Miscellaneous	405,984	237,486	0			
Subtotal	\$2,657,558	\$2,488,771	\$2,250,890	\$2,251,300	\$2,251,000	\$2,251,300
Interfund Transfers						
399.00 Transfers from Fund 40	0	0	0			
Subtotal	\$0	\$0	\$0			
Total Revenues	\$2,657,558	\$2,488,771	\$2,250,890	\$2,251,300	\$2,251,000	\$2,251,300
EXPENDITURES						
GENERAL						
Other Services						
514.00 Consulting	340,068	338,713	225			
525.00 Outside Services/Legal	13,876	38	0			
Subtotal	\$353,944	\$338,751	\$225	\$0	\$0	\$0
POLICE						
Direct Employee Costs						
100.00 Salaries, Full Time	261,866	269,605	296,838	299,100	288,000	323,890
105.00 Salaries, Part Time	1,420	1,425	1,240	1,400	1,400	2,540
110.00 Salaries, Overtime	13,971	16,277	19,657	13,100	15,785	19,600
115.00 Salaries, Holiday Pay	5,035	4,163	4,551	4,500	4,500	7,000
120.00 Salaries, Special Pay	6,592	7,350	7,792	7,900	7,900	10,340
125.00 Car Allowance						
130.00 Retirement	55,272	58,118	67,892	45,000	49,000	54,560
135.00 Social Security	21,094	22,863	23,995	23,200	17,800	28,240
145.00 Unemployment Compensation	0					
150.00 Insurance, Active Employees	64,482	68,214	95,550	79,900	79,900	63,200
160.00 Insurance, Work Comp	9,480	11,370	11,030	12,750	10,300	32,700
165.00 Insurance, Disability	1,056	1,147	967	1,110	800	1,340
170.00 Insurance, Dental	4,862	5,057	6,577	5,400	5,400	4,520
175.00 Insurance, Group Life	176	183	193	200	100	520
180.00 Longevity	183	186	216	200	200	630
185.00 Section 125 Administration	22	28	87	50	100	320
Subtotal	\$445,511	\$465,986	\$536,585	\$493,810	\$481,185	\$549,400
Indirect Employee						
200.00 Training/Travel	1,916	4,102	3,520	1,625	1,970	1,625
205.00 Recruitment/Testing/Physicals	850	1,680	866	900	960	900
210.00 Expense Allowance	39	20	38	50	100	50
215.00 Uniforms and Clothing	596	514	511	400	525	400
220.00 Tuition Reimbursement	1,743	1,500	1,203	1,455	600	1,350
225.00 Recognition	159	153	78	100	100	150
Subtotal	\$5,303	\$7,969	\$6,216	\$4,530	\$4,255	\$4,475
Utility Costs						
300.00 Electricity	3,384	3,664	4,008	3,900	2,500	3,900
305.00 Water and Sewer	116	116	126	200	100	200
310.00 Natural Gas	1,909	1,494	1,500	2,500	1,200	2,500

City of Oak Creek 2013 Annual Budget

Fund / Department	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
315.00 Telephone	2,684	2,591	2,372	2,500	2,000	2,300
Subtotal	\$8,093	\$7,865	\$8,006	\$9,100	\$5,800	\$8,900
Supplies						
400.00 Office Supplies	635	518	583	600	400	600
410.00 Printing and Copying	346	300	178	300	100	300
415.00 Postage	255	280	169	175	150	175
420.00 Dues and Publications	243	340	239	295	350	275
425.00 Advertising and Promotions	78	26	111	75	25	75
426.00 Crime Prevention	587	667	688	450	300	450
427.00 Public Education		289				
430.00 Housekeeping						
440.00 Medical and Safety	202	335	232	275	200	275
460.00 Minor Equipment	150	8	139	300	100	250
470.00 Audio Visual/Photo Supplies	132	10	89	150	50	125
480.00 Fire Equipment	43		5	35	300	35
485.00 Police Equipment	607	3,729	660	750	550	750
486.00 Ammunition/Armory	963	1,021	1,032	1,050	1,000	1,050
486.10 FRU Equipment	506	429	493	500	500	500
487.00 Police Auxiliary	105	38	43	75	45	75
488.00 Police Special Operations	352	62	166	200	200	200
488.10 DWI Enforcement	31	3	4	20	20	20
490.00 Police Vehicles	7,191	5,913	6,640	7,600	6,400	7,700
490.10 Police Vehicles Equipment	558	512	553	750	800	750
493.00 Canine Operations	217	265	191	225	150	225
494.00 Leased Major Equipment	414	0			0	0
495.00 Miscellaneous	256	278	157	175	100	0
Subtotal	\$13,871	\$15,023	\$12,372	\$14,000	\$11,740	\$14,005
Other Services						
500.00 County Prisoner Fees	1,659	1,871	1,401	0	0	
506.00 Hazard Response Unit	0	4,380	0			
525.00 Outside Legal Services	3,894		2,921	1,250	1,400	1,250
Subtotal	\$5,553	\$6,251	\$4,322	\$1,250	\$1,400	\$1,250
Maintenance						
600.00 Office Equip Maintenance	131	141	162	210	120	210
610.00 Radio Equip/Maintenance	641	854	759	1,000	1,200	1,000
615.00 Grounds Maintenance	305	311	330	375	250	350
620.00 Building Maintenance	1,109	1,184	1,515	10,250	1,300	10,250
Subtotal	\$2,186	\$2,490	\$2,766	\$11,835	\$2,870	\$11,810
Vehicles						
700.00 Vehicle Maintenance	1483	1,582	1,519	1,600	1,000	1,600
705.00 Equipment Maintenance	139	296	416	175	100	175
710.00 Gas/Oil/Fluids	5,732	6,625	8,468	9,300	8,750	9,300
715.00 Tires	581	684	607	500	175	400
Subtotal	\$7,935	\$9,187	\$11,010	\$11,575	\$10,025	\$11,475
Total Police	\$488,452	\$514,771	\$581,277	\$546,100	\$517,275	\$601,315
FIRE						
Direct Employee Costs						
100.00 Salaries, Full Time	222,671	235,625	264,957	264,510	258,000	290,900
105.00 Salaries, Part Time	504	588	250	840	0	200
110.00 Salaries, Overtime	44,655	31,239	26,099	30,000	40,000	35,000

City of Oak Creek 2013 Annual Budget

Fund / Department	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
115.00 Salaries, Holiday Pay	4,399	4,180	5,361	4,500	4,500	5,700
120.00 Salaries, Special Pay	4,434	4,939	5,301	5,800	5,800	6,500
125.00 Car Allowance	0		0	100	100	100
130.00 Retirement	55,932	56,142	62,381	42,100	46,600	53,900
135.00 Social Security	20,237	21,176	21,897	19,980	16,200	25,400
145.00 Unemployment Compensation	352					
150.00 Insurance, Active Employees	62,244	51,110	71,237	56,320	56,320	40,100
160.00 Insurance, Work Comp	10,558	13,321	12,762	9,800	10,300	3,300
165.00 Insurance, Disability	929	1,009	862	950	800	905
170.00 Insurance, Dental	4,152	3,761	4,912	4,010	4,010	4,200
175.00 Insurance, Group Life	164	180	191	300	200	800
180.00 Longevity	86	94	159	160	100	800
185.00 Section 125 Administration	71	73	73	45	200	300
Subtotal	\$431,388	\$423,437	\$476,442	\$439,415	\$443,130	\$468,105
Indirect Employee						
200.00 Training/Travel	6,301	20,860	19,788	17,500	17,500	16,750
205.00 Recruitment/Testing/Physicals	842	327	100	320	320	180
210.00 Expense Allowance	25	102	18	80	100	80
215.00 Uniform/Clothing	2,579	1,944	2,004	2,250	1,950	2,250
220.00 Tuition Reimbursement	915	1,122	1,210	1,050	400	1,250
Subtotal	\$10,662	\$24,355	\$23,120	\$21,200	\$20,270	\$20,510
Utility Costs						
300.00 Electricity	1,709	1,932	2,005	2,150	1,500	2,250
305.00 Water and Sewer	225	229	210	250	250	250
310.00 Natural Gas	1,495	1,472	1,207	1,500	1,200	1,500
315.00 Telephone	681	693	597	600	400	600
Subtotal	\$4,110	\$4,326	\$4,019	\$4,500	\$3,350	\$4,600
Supplies						
400.00 Office Supplies	154	107	122	150	150	150
410.00 Printing and Copying	46	61	16	70	70	70
415.00 Postage	25	35	33	110	110	110
420.00 Dues and Publications	117	139	138	170	305	200
425.00 Advertising and Promotions	0		0	10	10	10
427.00 Public Education	208	143	265	300	300	300
430.00 Housekeeping	30	78	37	70	70	80
440.00 Medical and Safety	1,200	1,247	1,419	1,480	1,200	1,480
460.00 Minor Equipment	407	470	565	700	700	720
470.00 Audio Visual/Photo Supplies	18	18	40	40	40	40
480.00 Fire Equipment	424	380	533	500	500	650
495.00 Miscellaneous	0	3	9	20	20	20
Subtotal	\$2,629	\$2,681	\$3,177	\$3,620	\$3,475	\$3,830
Other Services						
506.00 Hazard Response Unit	1,044	930	18,949	17,000	17,000	850
514.00 Consulting	67,100	13,300	13,269	0	1,825	3,600
525.00 Outside Legal Services	1,514	3,412	973	1,000	2,050	1,000
Subtotal	\$69,658	\$17,642	\$33,191	\$18,000	\$20,875	\$5,450
Maintenance						
600.00 Office Equip Maintenance	23	19	36	50	100	50
610.00 Radio Equip/Maintenance	881	750	451	650	1,100	650
615.00 Grounds Maintenance	56	178	56	120	120	120

City of Oak Creek 2013 Annual Budget

Fund / Department	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
620.00 Building Maintenance	939	1,936	1,380	1,500	1,500	1,500
Subtotal	\$1,899	\$2,883	\$1,923	\$2,320	\$2,820	\$2,320
Vehicles						
700.00 Vehicle Maintenance	2,591	1,682	1,701	1,800	1,400	1,800
705.00 Equipment Maintenance	216	155	337	280	280	280
710.00 Gas/Oil/Fluids	1,350	1,679	2,163	2,700	2,700	2,700
715.00 Tires	166	82	184	130	130	200
Subtotal	\$4,323	\$3,598	\$4,385	\$4,910	\$4,510	\$4,980
Total Fire	\$524,669	\$478,922	\$546,257	\$493,965	\$498,430	\$509,795
Capital Outlay						
956.00 Police Vehicles/Equipment	0					
957.00 Fire Vehicles/Equipment	21,667	14,951	14,497	15,000	15,000	15,000
Subtotal	\$21,667	\$14,951	\$14,497	\$15,000	\$15,000	\$15,000
Transfers						
990.21 To CIP Fund # 40	1,000,000	1,000,000	1,000,000	950,000	1,000,000	1,263,230
Subtotal	\$1,000,000	\$1,000,000	\$1,000,000	\$950,000	\$1,000,000	\$1,263,230
				Additional \$270,000 CIP transfer for warning siren replacement and EOC upgrades		
999.00 Reserve for Unsettled Wages	\$0		\$0	\$0	\$0	\$0
Total Expenditures	\$2,388,732	\$2,347,395	\$2,142,256	\$2,005,065	\$2,030,705	\$2,389,340
Ending Fund Balance	\$587,418	\$728,794	\$837,428	\$1,169,526	\$1,057,723	\$1,031,486
Fund Balance Percentage	24.6%	31.0%	39.1%	58.3%	52.1%	43.2%

City of Oak Creek 2013 Annual Budget

Fund Name: Special Revenue — General Special Assessments – Fund 30

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 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:

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

Future Issues

The Utility is considering two potential special assessments related to water and sewer to address failing septic systems on the east side of the City.

City of Oak Creek 2013 Annual Budget

Fund / Department	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
Special Revenue Fund - General Special Assessments - Fund 30						
Beginning Fund Balance	\$251,608	\$717,840	\$896,514	\$930,354	\$1,111,037	\$1,266,537
REVENUES						
Taxes and Assessments						
307.00 Special Assessments	672,185	228,194	234,945	185,000	235,000	235,000
Subtotal	\$672,185	\$228,194	\$234,945	\$185,000	\$235,000	\$235,000
Commercial Revenues						
360.00 Interest Income	0	0	1,307	500	500	500
360.15 Interest on Assessments	94,047	125,480	132,059	97,500	95,000	90,000
Subtotal	\$94,047	\$125,480	\$133,366	\$98,000	\$95,500	\$90,500
Total Revenues	\$766,232	\$353,674	\$368,311	\$283,000	\$330,500	\$325,500
Total Revenues Available	\$1,017,840	\$1,071,514	\$1,264,825	\$1,213,354	\$1,441,537	\$1,592,037
EXPENDITURES						
Other Services						
560.00 Refunds						
595.00 Miscellaneous	0		16,288			
Subtotal	\$0	\$0	\$16,288	\$0	\$0	\$0
Transfers						
990.40 To CIP # 40	300,000	175,000	137,500	175,000	175,000	175,000
Total Expenditures & Transfers	\$300,000	\$175,000	\$153,788	\$175,000	\$175,000	\$175,000
Ending Fund Balance	\$717,840	\$896,514	\$1,111,037	\$1,038,354	\$1,266,537	\$1,417,037
Fund Balance Percentage						

City of Oak Creek 2013 Annual Budget

Goals and Objectives

Department: Community Development Authority (CDA) - Fund 31

Program Description

The Community Development Authority (CDA) was created to be the economic development arm of the City, which would promote the retention, expansion, and new commercial and industrial construction throughout the City. It would also be a sounding board for all new, large-scale commercial and industrial developments, especially those developments that may want to pursue the creation of a Tax Increment Financing (TIF) District.

Objectives:

1. Continue to be the advocate for high quality development within the City by implementing the recommendations of the 27th Street Corridor Plan, the Lakefront Redevelopment Action Plan, the plans for Drexel Town Square, and all other TIF district project plans (Oakview Business Park, TID 10 – Syner g).
2. Continue to monitor and administer on behalf of Oak Creek all contracts and consultant's activities relating to the lakefront, Delphi property and 27th Street Corridor.
3. To continue work with the Oak Creek redevelopment team as well as public and private sector to transition from a planning phase towards implementation of the plans to redevelop the lakefront area
4. To work with the Wisconsin Department of Transportation, the City of Franklin and other jurisdictions to coordinate activities associated with future transportation improvements affecting the City (I-94 reconstruction, 27th Street reconstruction, 27th and Rawson intersection improvements, I-94/Drexel and Elm Road interchanges).
5. Engage in directed advertising, marketing, and public relations efforts on behalf of the City in accordance with the recommendations of proposed citywide marketing, branding and public relations efforts. Promote the City with every commercial or industrial prospect we have contact with.
6. Prepare and present an annual report to the Common Council meeting on the CDA's activities
7. To work with industrial and commercial developers to help them through the development process toward increasing the City's employment and tax base.
8. To monitor, and update the City's economic development website(s) in a timely manner and to further promote public information about the City and its economic development efforts through appropriate social media.

City of Oak Creek 2013 Annual Budget

Fund / Department	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
Special Revenue Fund - Economic Development - Fund 31					
Beginning Fund Balance	\$418,852	\$500,612	\$543,012	\$509,138	\$566,128
REVENUES					
Taxes					
303.00 Motel/Hotel Room Tax	139,086	142,724	125,000	125,000	146,000
Subtotal	\$139,086	\$142,724	\$125,000	\$125,000	\$146,000
Commercial Revenues					
360.00 Interest Income	767	154	250	250	250
361.10 Land Sales	0	0			
368.00 Miscellaneous	0	14,523			
Subtotal	\$767	\$14,677	\$250	\$250	\$250
Interfund Transfers					
390.40 From Impact Fees	0	0			
390.50 From TIF Funds	0	0	50,000	50,000	75,000
390.60 From CIP Fund 40	0	0			
Subtotal	\$0	\$0	\$50,000	\$50,000	\$75,000
Total Revenues	\$139,853	\$157,401	\$175,250	\$175,250	\$221,250
EXPENDITURES					
Direct Employee Costs					
100.00 Salaries, Full Time	28,141	39,964	61,000	61,000	64,100
105.00 Salaries, Part Time	1,958	2,950	2,900	2,900	7,600
110.00 Salaries, Overtime	0	0	100	0	
130.00 Retirement	3,379	4,140	3,800	3,800	4,900
135.00 Social Security	2,318	3,038	5,000	5,000	5,500
150.00 Insurance, Active Employees	4,095	5,880	8,500	8,500	13,650
160.00 Insurance, Work Comp	127	176	200	200	200
165.00 Insurance, Disability	115	129	200	200	200
170.00 Insurance, Dental	593	460	600	600	600
175.00 Insurance, Group Life	90	96	160	160	160
180.00 Longevity	17	24	0		
185.00 Section 125 Administration	0	53	0		
Subtotal	\$40,833	\$56,910	\$82,460	\$82,360	\$96,910
Indirect Employee					
200.00 Training/Travel	518	2,338	2,650	2,500	2,000
210.00 Expense Allowance	82	356	500	400	500
Subtotal	\$600	\$2,694	\$3,150	\$2,900	\$2,500
400.00 Office Supplies	129	0	300	300	300
410.00 Printing and Copying	146	0	200	200	200
415.00 Postage	0	0	200	200	100
420.00 Dues and Publications	345	1,136	800	800	5,800
425.00 Advertising and Promotions	8,953	5,375	10,000	5,000	5,000
445.00 Economic Development	679	1,704			5,000
495.00 Miscellaneous	208	331	1,000	500	0
Subtotal	\$10,460	\$8,546	\$12,500	\$7,000	\$16,400
Other Services					
514.00 Consulting	5,200	80,725	50,000	25,000	90,000
525.00 Outside Legal Services	1,000	0	5,000	1,000	5,000
595.00 Miscellaneous	0	0			0
Subtotal	\$6,200	\$80,725	\$55,000	\$26,000	\$95,000

City of Oak Creek 2013 Annual Budget

Fund / Department	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
Capital Outlay					
955.00 Capital Outlay	0	0	20,000	0	40,000
Subtotal	\$0	\$0	\$20,000	\$0	\$40,000
Transfers					
990.40 Advance to TIF #7-Fund 43					
Subtotal	\$0	\$0	\$0	\$0	\$0
Total Expenditures	\$58,093	\$148,875	\$173,110	\$118,260	\$250,810
Use of Reserves	0	0	0	0	0
Reservation of Fund Balance for Comprehensive Plan Updates	30,000	30,000	30,000	30,000	30,000
Reservation of Fund Balance for Airport Steering Committee	5,000	5,000	5,000		
Reservation of Fund Balance for TID #7 Loan	314,000	314,000	314,000	314,000	314,000
Unreserved Fund Balance	20,176	160,138	196,152	222,128	192,568
Ending Fund Balance	\$500,612	\$509,138	\$545,152	\$566,128	\$536,568

City of Oak Creek 2013 Annual Budget

Fund Name: Special Revenue — Park Development Escrow — Fund 32

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.

Fund Objectives:

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

City of Oak Creek 2013 Annual Budget

Fund / Department	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
Special Revenue Fund - Park Development Escrow - Fund 32						
Beginning Fund Balance	\$464,081	\$458,081	\$471,108	\$477,808	\$475,823	\$481,038
REVENUES						
<i>State/County Grants & Aids</i>						
328.00 State of Wisconsin-Bikeway	0	0	0	0	0	0
Subtotal	\$0	\$0	\$0	\$0	\$0	\$0
<i>Commercial Revenues</i>						
342.83 Bikeway Escrow Fees	1,850	2,050	4,000	4,500	4,500	4,500
360.00 Interest Income	2,242	935	715	850	715	850
Subtotal	\$4,092	\$2,985	\$4,715	\$5,350	\$5,215	\$5,350
Total Revenues	\$4,092	\$2,985	\$4,715	\$5,350	\$5,215	\$5,350
Total Revenues Available	\$468,173	\$461,066	\$475,823	\$483,158	\$481,038	\$486,388
EXPENDITURES						
<i>Capital Outlay</i>						
<i>Interfund Transfers</i>						
992.40 To 2009 CIP # 40	50	0	0	0	0	0
993.40 To 2008 CIP # 40	0	0	0	0	0	0
994.40 To 2010 CIP	0	0	0	0	0	0
Subtotal	\$50	\$0	\$0	\$0	\$0	\$0
Total Expenditures	\$50	\$0	\$0	\$0	\$0	\$0
Ending Fund Balance	\$468,123	\$471,108	\$475,823	\$483,158	\$481,038	\$486,388

City of Oak Creek 2013 Annual Budget

Fund Name: Special Revenue — Low-Income Loan Program - Fund 33

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.

City of Oak Creek 2013 Annual Budget

Fund / Department	2009 Actual	2010 Actual	2011 Budget	2011 Estimated	2012 Budget
Special Revenue Fund - Low Income Loan Program - Fund 33					
Beginning Fund Balance	\$7,773	\$7,773	\$7,773	\$7,773	\$7,773
REVENUES					
Intergovernment					
327.00 County CDBG Reimbursement	0	0	0	0	0
Subtotal	\$0	\$0	\$0	\$0	\$0
Commercial Revenues					
360.20 Loan Repayments - Interest	657	3,457	400	400	400
360.40 Late Fees on Low Income Loans	0	0	0	0	0
360.50 Principal Payments - Low Income	3,700	3,700	3,700	3,700	3,700
Subtotal	\$4,357	\$7,157	\$4,100	\$4,100	\$4,100
Total Revenues	\$4,357	\$7,157	\$4,100	\$4,100	\$4,100
Total Revenues Available	\$12,130	\$14,930	\$11,873	\$11,873	\$11,873
EXPENDITURES					
Miscellaneous					
580.00 Low Income Loans Made	0	0	0	0	0
595.00 Miscellaneous County Payments	4,357	7,157	4,100	4,100	4,100
Subtotal	\$4,357	\$7,157	\$4,100	\$4,100	\$4,100
Total Expenditures	\$4,357	\$7,157	\$4,100	\$4,100	\$4,100
Ending Fund Balance	\$7,773	\$7,773	\$7,773	\$7,773	\$7,773

Notes and comments:

No new loans will be made in the future. This program has been returned to Milwaukee County and the City will continue to collect the current outstanding balances for Milwaukee County until all the six outstanding loans have been repaid.

City of Oak Creek 2013 Annual Budget

Fund Name: Special Revenue — Development Agreement Future Improvements – Fund 34

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 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:

This fund reflects the creation of an escrow fund to track the future improvements for developments. 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

Future Issues

None at this time.

City of Oak Creek 2013 Annual Budget

Fund / Department	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
Special Revenue Fund - Development Future Improvements - Fund 34					
Beginning Fund Balance	\$834,623	\$648,048	\$639,048	\$755,707	\$631,707
REVENUES					
Commercial Revenues					
342.84 Developer Future Impvt Fees	0	132,705	0	0	0
360.00 Interest Income	500	812	1,000	1,000	1,000
Subtotal	\$500	\$133,517	\$1,000	\$1,000	\$1,000
Total Revenues	\$500	\$133,517	\$1,000	\$1,000	\$1,000
Total Revenues Available	\$835,123	\$781,565	\$640,048	\$756,707	\$632,707
EXPENDITURES					
Other Services					
560.00 Refunds	187,075	20,302	0	0	0
595.00 Miscellaneous	0	5,556	0	0	0
Subtotal	\$187,075	\$25,858	\$0	\$0	\$0
Transfers					
990.40 To CIP # 40	0	0	0	0	0
990.41 To Developer Agreement # 41	0	0	125,000	125,000	125,000
Subtotal	\$0	\$0	\$125,000	\$125,000	\$125,000
Total Expenditures	\$187,075	\$25,858	\$125,000	\$125,000	\$125,000
Ending Fund Balance	\$648,048	\$755,707	\$515,048	\$631,707	\$507,707

City of Oak Creek 2013 Annual Budget

Fund Name: Special Revenue — Impact Fee Escrow – Fund 35

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. At this time, a final interpretation of the effect the new regulations have on our current impact funds has not been given.

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 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 began the study of remodeling or replacing the Library building along with the other City Hall complex structures, with the percentage attributable to new growth to be determined.

Fire Facilities

The City substantially completed the construction of Fire Station #3 at the end of 2000. There were still some items that required retainage at the end of 2001 which pushed the final payment into 2003. The Council made the determination in 2001 not to actively attempt to sell the portion of the site fronting on Rawson Avenue, which resulted in \$225,000 being transferred from the Economic Development Fund. In 2006, \$75,000 was returned to this fund, and in 2007 \$7,500 was repaid. In 2010, \$20,000 is budgeted to be transferred to the Economic Development Fund, leaving a balance of \$82,500 to be repaid in the future. The new Impact Fee legislation 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.

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. \$100,000 of the fees is budgeted for Police Station debt in 2008, leaving a minimal balance. 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.

Future Issues

The City updated its Impact Fee policy in 2010 and is set for the foreseeable future in regards to impact fees.

City of Oak Creek 2013 Annual Budget

Fund / Department	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
Special Revenue Fund - Impact Fee Escrow -- Fund 35					
Beginning Fund Balance	\$2,740,591	\$2,885,637	\$1,916,902	\$2,135,045	\$1,260,345
REVENUES					
Commercial Revenues					
342.82 Neighborhood Park Impact Fees	0	0	0	0	0
342.83 Community Park Impact Fees	84,247	140,238	30,000	30,000	30,000
342.84 Fire Impact Fees	28,965	38,536	20,000	30,000	20,000
342.85 Library Impact Fees	30,795	47,158	30,000	40,000	30,000
342.87 Police Impact Fees	68,330	89,924	45,000	75,000	45,000
342.88 Park Building Impact Fees	0	0	0	0	0
360.00 Interest Income	5,705	2,985	2,500	2,500	2,500
Subtotal	\$218,042	\$318,840	\$127,500	\$177,500	\$127,500
Total Revenues	\$218,042	\$318,840	\$127,500	\$177,500	\$127,500
Total Revenues Available	\$2,958,633	\$3,204,477	\$2,044,402	\$2,312,545	\$1,387,845
EXPENDITURES					
Capital Outlay					
955.00 Miscellaneous	0	0	0	0	0
Subtotal	\$0	\$0	\$0	\$0	\$0
Interfund Transfers					
996.40 To CIP #40	28,496	994,432	885,402	941,200	95,000
990.49 To Police Station Debt #29	24,500	75,000	111,000	111,000	35,500
992.40 To Economic Dev #31	20,000	0	0	0	0
Subtotal	\$72,996	\$1,069,432	\$996,402	\$1,052,200	\$130,500
Total Expenditures	\$72,996	\$1,069,432	\$996,402	\$1,052,200	\$130,500
Ending Fund Balance	\$2,885,637	\$2,135,045	\$1,048,000	\$1,260,345	\$1,257,345

City of Oak Creek 2013 Annual Budget

Fund Name: Health Insurance Fund – Fund 36

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 Midwest Security Administrators (MSA) and various retiree benefits. The Self Funded Plan covers employees and retirees for a total of 700+ 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 Bannistar. 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 slowly and help to offset “bad” years. To date, the Health Insurance Fund has been successful in keeping health care costs down but the City has still experiences premium increases from year to year. 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 2011, it is anticipated that this balance will be reduced to \$835,000. 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 have been instituted, along with, for the first time, deductibles. It is estimated that close to \$700,000 in claims costs will be shifted to employees. It is hoped that these measures help to shore up the fund.

Fund Objectives:

1. Monitor closely the reporting and analysis provided by the providers to determine if self-funding is meeting the financial needs of the City.
2. 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.
3. Meet with Burkwald & Associates when necessary to monitor the statistics and information available to make informed decisions for the future of the Health Insurance Fund.
4. Monitor and evaluate the wellness program for cost effectiveness.

Future Issues

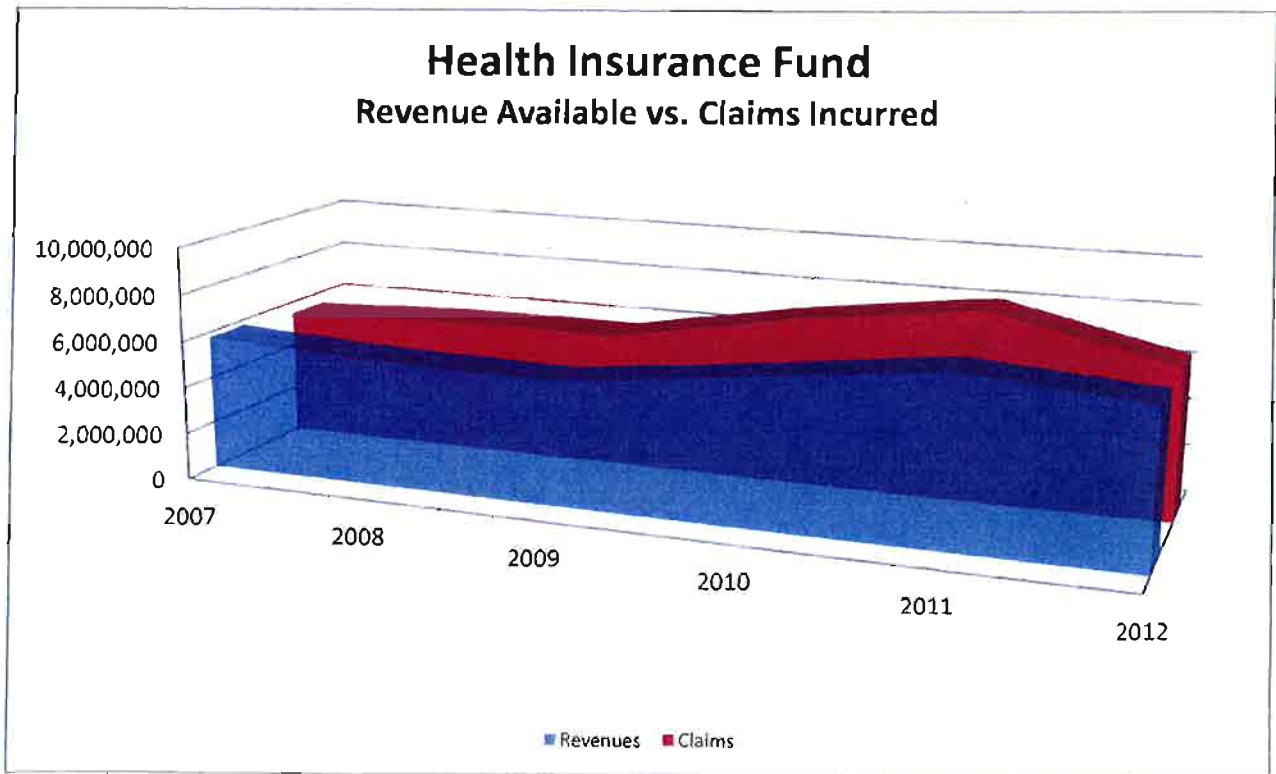
The future sustainability of the Fund is predicated upon strong claim management and mitigating costs. By encouraging employee participation in wellness initiatives it is hoped that many chronic conditions can be diagnosed in a timely manner and by having employees share in insurance costs, better manage claim activity.

City of Oak Creek 2013 Annual Budget

Fund / Department	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
Internal Services Fund - Health Insurance -- Fund 36						
Beginning Fund Balance	\$2,562,438	\$2,150,338	\$1,202,636	\$1,238,136	\$227,372	\$635,882
REVENUES						
Charges For Services						
340.20 Employee Health Co-pay	321,054	481,740	573,289	510,500	575,240	595,000
340.30 COBRA Reimbursement	8,235	14,986	15,565	20,000	12,115	12,000
340.70 Utility Charge For Insurance	491,577	574,892	636,589	619,000	658,225	665,000
340.80 Health Insurance Premiums	2,719,265	2,788,200	3,160,600	3,398,700	3,398,700	3,252,950
340.85 Retiree Related Charges	1,385,000	1,390,576	1,385,000	1,370,000	1,370,000	1,495,000
340.90 Dental Insurance Premiums	205,658	216,078	223,189	228,310	231,535	236,500
Subtotal	\$5,130,789	\$5,466,472	\$5,994,232	\$6,146,510	\$6,245,815	\$6,256,450
Commercial Revenues						
360.00 Interest Income	25,570	4,880	4,554	5,000	4,000	3,500
363.00 Over Specific Payment	90,654	722,713	856,683	300,000	215,000	300,000
363.50 Rebates	16,427	17,861	26,061	15,000	14,150	18,625
368.00 Miscellaneous Revenues	31,885	461	268,580	1,000	0	0
Subtotal	\$164,536	\$745,915	\$1,155,878	\$321,000	\$233,150	\$322,125
Total Revenues	\$5,295,325	\$6,212,387	\$7,150,110	\$6,467,510	\$6,478,965	\$6,578,575
EXPENDITURES						
Direct Employee Costs						
135.00 Social Security	4,556	3,013	3,704	5,000	5,555	6,000
150.05 Actives Fixed Costs	557,011	563,989	577,421	600,000	680,000	705,600
150.10 Actives Medical	2,677,837	3,304,546	3,691,565	2,500,000	2,225,000	2,625,000
150.15 Actives Prescriptions	459,540	502,856	659,670	485,000	550,000	575,600
150.20 Health Waiver Incentives	54,426	46,225	44,000	45,000	66,750	68,000
150.30 Dental Waiver Incentives	5,062	3,895	4,105	3,500	1,000	2,500
155.00 Medicare Supplement	732,573	808,592	865,161	900,600	942,900	600,000
155.05 Retirees Fixed Costs	106,497	98,464	98,362	105,000	163,300	175,000
155.10 Insured Plan Retirees						
155.20 Retirees Medical/Drug (under 65)	683,134	1,332,009	1,639,155	1,000,000	915,000	1,120,000
155.30 Medicare Premiums	165,717	167,461	168,453	170,000	175,000	170,000
156.00 Vision Insurance Actives	14,884	15,179	15,551	19,000	18,500	19,000
170.00 Dental Actives	238,297	256,148	269,353	245,000	243,250	236,500
Subtotal	\$5,699,534	\$7,102,377	\$8,036,500	\$6,078,100	\$5,986,255	\$6,303,200
Supplies						
495.00 Miscellaneous	185	175	1,856	5,000	1,000	2,500
Subtotal	\$185	\$175	\$1,856	\$5,000	\$1,000	\$2,500
Other Services						
502.00 Wellness Programs	35,172	29,257	29,131	25,000	25,000	25,000
502.10 Wellness-Fire	27,714	28,180	27,015	28,200	28,200	28,200
503.10 Plan Administration	0	0	23,500	15,000	25,000	12,000
525.00 Outside Legal Services	1,500	100	7,372	7,500	5,000	5,000
Subtotal	\$64,386	\$57,537	\$87,018	\$75,700	\$83,200	\$70,200

City of Oak Creek 2013 Annual Budget

Fund / Department	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
Total Expenditures	\$5,764,105	\$7,160,089	\$8,125,374	\$6,158,800	\$6,070,455	\$6,375,900
Use of Reserves	\$468,780	\$947,702	\$975,264	\$0	\$0	\$0
Ending Fund Balance	\$2,093,658	\$1,202,636	\$227,372	\$1,546,846	\$635,882	\$838,557
Fund Balance Percentage	36.3%	16.8%	2.8%	25.1%	10.5%	13.2%



City of Oak Creek 2013 Annual Budget

Fund Name: Special Revenue - EMS - Fund 37

Fund Description:

Special Revenue funds are used to account for resources legally restricted to expenditures for a specific purpose. The EMS fund (formerly called Paramedic Rescue) was created in 1999 to account for the revenues and expenditures of the emergency medical service. By early 2000, the City was providing paramedic (advanced life support) service to supplement the ambulance (basic life support) service. This change forced a change in the billing procedures for all BLS services as well. The increase in revenues was attributable to the rate increase and the contract with the County's collection agency to provide bill collection services for all ALS and BLS services. By the end of 2000, the bill collection service was running extremely well and still is. In the past paramedic (ALS) services have been provided by the City of South Milwaukee under a contract with Milwaukee County.

Program Description:

Through Emergency Medical Services the preservation of human life is the primary responsibility of the fire department at fires and other emergencies, which include traffic accidents, train wrecks, aircraft crashes, floods, windstorms and hazardous materials emergencies. Disaster planning is done in anticipation of large scale emergencies, which may require response of personnel and equipment from surrounding communities. Goals and Objectives are addressed in Fire Service, Department 65

Future Issues

The future sustainability of the fund is in questions. Revenue increases and expenditure reductions are necessary to keep the fund solvent into the future. In 2011, a Fire Inspection Fee was adopted for businesses operating within the City.

City of Oak Creek 2013 Annual Budget

Fund / Department	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
Special Revenue Fund - Emergency Medical Services -- Fund 37						
Beginning Fund Balance	\$413,566	\$171,561	\$72,777	\$85,222	-\$146,461	-\$281,171
REVENUES						
Taxes						
300.00 General Property	3,195,000	3,551,590	3,551,590	3,551,590	3,551,590	3,551,590
Subtotal	\$3,195,000	\$3,551,590	\$3,551,590	\$3,551,590	\$3,551,590	\$3,551,590
State/County Grants & Aids						
327.00 County & Misc. Grants	279,200	264,498	275,000	0	135,000	135,000
312.00 Shared Revenue EMS	48,900	43,900	36,100	48,900	35,000	35,000
314.00 Fire Insurance Dues		91,549	91,445	91,500	96,363	98,000
Subtotal	\$328,100	\$399,947	\$402,545	\$140,400	\$266,363	\$268,000
Charges for Service						
349.00 Miscellaneous Charges for Service	0	0	11,309	75,000	30,000	30,000
Subtotal	\$0	\$0	\$11,309	\$75,000	\$30,000	\$30,000
Public Health & Safety						
351.00 Ambulance BLS	353,780	595,834	786,720	991,500	900,000	900,000
351.10 Ambulance ALS	450,474	167,055	0			
Incident Billing			0			
Subtotal	\$804,254	\$762,889	\$786,720	\$991,500	\$900,000	\$900,000
Commercial Revenue						
360.00 Interest on Investments	3,158	1,386	0	2,000		1,000
368.00 Miscellaneous Revenue	0				202	100
Subtotal	\$3,158	\$1,386	\$0	\$2,000	\$202	\$1,100
Interfund Transfers						
390.19 From WE Energies Fund # 19	0	0	0	0	0	0
Total Revenues	\$4,330,512	\$4,715,812	\$4,752,164	\$4,760,490	\$4,748,155	\$4,750,690
EXPENDITURES						
Direct Employee Costs						
100.00 Salaries, Full Time	2,447,614	2,641,150	2,763,501	2,670,500	2,595,000	2,792,870
105.00 Salaries, Part Time	14,866	17,110	4,417	32,170	20,000	8,420
110.00 Salaries, Overtime	308,072	246,970	214,621	202,000	280,300	209,750
115.00 Salaries, Holiday Pay	24,298	13,439	24,828	26,750	26,750	25,820
120.00 Special Pay Allowances	53,110	56,390	56,970	58,000	58,000	57,410
125.00 Car Allowance	3,744	3,744	2,067	3,670	1,950	3,670
130.00 Retirement	577,305	600,842	627,092	422,750	596,140	491,950
135.00 Social Security	218,897	224,117	223,584	211,000	227,000	234,000
150.00 Insurance, Active Employees	498,511	520,327	575,858	615,950	615,950	576,340
160.00 Insurance, Work Comp	86,572	123,433	118,255	119,860	128,520	126,130
165.00 Insurance, Disability	8,561	9,399	8,269	9,020	8,675	9,435
170.00 Insurance, Dental	36,182	38,250	39,827	41,000	41,000	44,300
175.00 Insurance, Group Life	3,198	3,493	3,415	3,800	3,035	3,100
180.00 Longevity	3,293	3,587	3,973	3,400	3,535	3,040
185.00 Section 125 Administration	826	895	749	920	925	940
Subtotal	\$4,285,049	\$4,503,146	\$4,667,426	\$4,420,790	\$4,606,780	\$4,587,175
Indirect Employee						

City of Oak Creek 2013 Annual Budget

Fund / Department	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
200.00 Travel/Training	9,107	10,964	11,016	11,330	11,600	11,110
205.00 Recruitment/Testing/Physicals	4,364	4,847	1,478	4,740	4,550	2,590
210.00 Expense Allowance	369	1,507	274	1,110	165	1,110
215.00 Uniforms and Clothing	30,715	28,817	29,695	33,340	28,900	33,340
220.00 Tuition Reimbursement	13,556	16,635	17,940	15,560	5,790	18,520
Subtotal	\$58,111	\$62,770	\$60,403	\$66,080	\$51,005	\$66,670
Utility Costs						
300.00 Electricity	0	0		31,860		21,375
300.01 Electricity Station # 1	4,630	4,762	4,755		3,200	
300.02 Electricity Station # 2	3,306	4,089	5,082		2,900	
300.03 Electricity Station # 3	8,299	9,511	9,214		6,400	
305.00 Water and Sewer	0	0	0	3,700		2,375
305.01 Water and Sewer Station # 1	764	780	805		800	
305.02 Water and Sewer Station # 2	446	460	466		225	
305.03 Water and Sewer Station # 3	930	935	723		950	
310.00 Natural Gas	0	0	0	22,230		14,250
310.01 Natural Gas Station # 1	2,539	2,244	2,159		1,625	
310.02 Natural Gas Station # 2	4,263	3,485	3,282		2,750	
310.03 Natural Gas Station # 3	7,403	8,253	6,023		4,885	
315.00 Telephone	4,333	4,231	0	8,890		5,700
315.01 Telephone Station # 1	0	0	2,965		1,320	
315.02 Telephone Station # 2	225	272	302		300	
315.03 Telephone Station # 3	1,916	2,083	2,405		1,950	
Subtotal	\$39,054	\$41,105	\$38,181	\$66,680	\$27,305	\$43,700
Supplies						
400.00 Office Supplies	1,461	1,015	1,159	2,220	300	1,425
410.00 Printing and Copying	435	576	150	1,040	900	665
415.00 Postage	331	446	348	1,630	550	1,045
420.00 Dues and Publications	1,116	1,319	1,313	2,440	2,900	1,900
425.00 Advertising and Promotions	0	0	0	150		95
427.00 Fire Prevention	0		0	0		
430.00 Housekeeping	289	742	352	960	900	710
430.01 Housekeeping Station # 1	0	0				
430.02 Housekeeping Station # 2	0	0				
430.03 Housekeeping Station # 3	0	0				
440.00 Medical and Safety	22,808	23,709	26,974	28,020	23,000	28,020
460.00 Minor Equipment	3,871	4,469	5,367	10,670	5,800	6,840
470.00 Audio Visual/Photo Supplies	171	174	379	590		380
495.00 Miscellaneous	0	24	574	220	100	140
Subtotal	\$30,482	\$32,474	\$36,616	\$47,940	\$34,450	\$41,220
Other Services						
523.00 Paramedic Service Fee	61,135	69,423	71,898	72,000	66,000	68,400
525.00 Outside Legal Services	22,404	26,173	14,423	14,820	22,000	14,820
Subtotal	\$83,539	\$95,596	\$86,321	\$86,820	\$88,000	\$83,220
Maintenance						
600.00 Office Equip Maintenance	0	33	0	660	100	660
600.01 Office Equip Station # 1	46	51	91		200	
600.02 Office Equip Station # 2	31	0	145		315	
600.03 Office Equip Station # 3	143	95	105		50	
610.00 Radio Maintenance	8,367	7,130	4,282	9,630	10,300	9,630

City of Oak Creek 2013 Annual Budget

Fund / Department	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
610.01 Radio Maintenance Station # 1	0					
610.02 Radio Maintenance Station # 2	0					
610.03 Radio Maintenance Station # 3	0					
615.00 Grounds Maintenance	163	0	0	1,700	1,700	1,700
615.01 Grounds Maintenance Station # 1	5	28	336			
615.02 Grounds Maintenance Station # 2	0	16	73			
615.03 Grounds Maintenance Station # 3	424	1,648	128			
620.00 Building Maintenance	31	0	0	22,230		22,230
620.01 Building Maintenance Station # 1	1,250	1,954	2,555		330	
620.02 Building Maintenance Station # 2	3,712	1,745	4,021		1,630	
620.03 Building Maintenance Station # 3	3,929	14,696	6,536		3,600	
Subtotal	\$18,101	\$27,396	\$18,272	\$34,220	\$18,225	\$34,220
Vehicles						
700.00 Vehicle Maintenance	32,618	23,726	24,414	26,680	19,500	17,100
705.00 Equipment Maintenance	3,202	2,280	4,978	4,150	3,000	2,660
710.00 Gas/Oil/Fluids	19,881	24,881	32,059	40,010	33,600	25,650
715.00 Tires	2,480	1,222	2,732	1,850	1,000	1,900
Subtotal	\$58,181	\$52,109	\$64,183	\$72,690	\$57,100	\$47,310
Subtotal Operations	\$4,572,517	\$4,814,596	\$4,971,402	\$4,795,220	\$4,882,865	\$4,903,515
Miscellaneous						
900.00 Reserve for Unsettled Wages	0	0	0	0	0	0
Subtotal	\$0	\$0	\$0	\$0	\$0	\$0
Total Expenditures	\$4,572,517	\$4,814,596	\$4,971,402	\$4,795,220	\$4,882,865	\$4,903,515
Use of Reserves	-\$242,005	-\$98,784	-\$219,238	-\$34,730	-\$134,710	-\$152,825
Ending Fund Balance	\$171,561	\$72,777	-\$146,461	\$50,492	-\$281,171	-\$433,996
Fund Balance Percentage	3.8%	1.5%	-2.9%	1.1%	-5.8%	-8.9%

Notes and comments:

City of Oak Creek 2013 Annual Budget Goals and Objectives

Fund Name: Special Revenue — Storm Water Utility – Fund 38

Fund Description:

The City has generally flat terrain and many areas are prone to flooding. There have been numerous studies to develop alternatives and solutions to the various problems. In 1992 the City recognized that the problem had reached the point where a complete solution needed to be developed. In addition the State had notified the City that Oak Creek would have to obtain a permit for all of its storm water discharges. A Storm Water Master Plan Committee was formed in 1993 to retain a consultant and to guide the development of a plan. The plan was developed over a seven year period and numerous other players became involved. Now the DNR has an active role and MMSD has implemented significant new requirements controlling growth and its related run off. The Council approved the Storm Water Master Plan on December 10, 2001 and adopted a new storm water ordinance that went into effect December 12, 2002.

The cost of storm water system maintenance is expensive. Besides the \$8,000,000 to \$10,000,000 needed for the identified problems, the City has undertaken a number of ongoing maintenance tasks. Engineering, labor, equipment and materials for these tasks; which include street sweeping, channel debrushing, ditch cleaning and catch basin cleaning, to cost in excess of \$500,000 per year. In addition, the DNR permit requirements have imposed a set of administrative and engineering review requirements for all new projects. The required level of funding to meet the permit requirements is not available in the General Fund. The City implemented a storm water management user fee in 2003 and will continue to apply this fee to the property tax bill. A study and report of the storm water fee was conducted in 2010 and an adjustment to the rates was subsequently approved by the Common Council. Currently, all single family residential properties pay an annual fee of \$27.50 and condominiums pay \$13.75. All other properties, except vacant land, pay a fee based upon the Equivalent Runoff Units on their property.

2013 Fund Objectives:

With this fund, the City will continue the implementation of the comprehensive storm water plan and DNR permit requirements. The budget for 2013 includes funding for two storm water engineers to manage the complexities of the overall storm water system and three equipment operators to complete the necessary field tasks.

1. Continue the implementation of the City's storm water management master plan.
2. NR 216 permit compliance
 - 3/31/13 annual report due to DNR.
 - Operate illicit connection/discharge program.
 - Operate industrial/high risk runoff program.
 - Update and operate catch basin cleaning program.
 - Update and operate street sweeping program.
 - Conduct City-owned storm water structural control inspections and complete required maintenance.
 - Conduct required education/information program.
 - Update storm sewer system map including new outfalls and structural controls.
3. NR 151 compliance
 - Maintain current levels of City-wide reduction in total suspended solids.

City of Oak Creek 2013 Annual Budget Goals and Objectives

4. MMSD Chapter 13 compliance
 - Review new development plans for City and MMSD compliance and submit to MMSD.
 - 4/30/13 annual storm water report due to MMSD.
5. Coordinate Best Management Practices implementation strategies and grant funding with regulatory agencies for Drexel Town Square.

City of Oak Creek 2013 Annual Budget

Status of 2012 Goals and Objectives

Fund Name: Special Revenue — Storm Water Utility – Fund 38

Fund Description:

The City has generally flat terrain and many areas are prone to flooding. There have been numerous studies to develop alternatives and solutions to the various problems. In 1992 the City recognized that the problem had reached the point where a complete solution needed to be developed. In addition the State had notified the City that Oak Creek would have to obtain a permit for all of its storm water discharges. A Storm Water Master Plan Committee was formed in 1993 to retain a consultant and to guide the development of a plan. The plan was developed over a seven year period and numerous other players became involved. Now the DNR has an active role and MMSD has implemented significant new requirements controlling growth and its related run off. The Council approved the Storm Water Master Plan on December 10, 2001 and adopted a new storm water ordinance that went into effect December 12, 2002.

The cost of storm water system maintenance is expensive. Besides the \$8,000,000 to \$10,000,000 needed for the identified problems, the City will have to undertake a number of ongoing maintenance tasks. Engineering, labor, equipment and materials for these tasks; which include street sweeping, channel debrushing, ditch clearing and catch basin cleaning, to cost in excess of \$500,000 per year. In addition, the DNR permit requirements have imposed a set of administrative and engineering review requirements for all new projects. The required level of funding to meet the permit requirements is not available in the General Fund. The City implemented a storm water management user fee in 2003 and will continue to apply this fee to the property tax bill. A study and report of the storm water fee was conducted in 2010 and an adjustment to the rates was subsequently approved by the Common Council. Currently, all single family residential properties pay an annual fee of \$27.50 and condominiums pay \$13.75. All other properties, except vacant land, pay a fee based upon the Equivalent Runoff Units on their property.

2012 Fund Objectives:

With this fund, the City will continue the implementation of the comprehensive storm water plan and DNR permit requirements. The budget for 2012 includes funding for two storm water engineers to manage the complexities of the overall storm water system and three equipment operators to complete the necessary field tasks

1. Continue the implementation of the City's storm water management master plan.
2. NR 216 permit compliance
 - 3/31/12 annual report due to DNR. **Completed and submitted**
 - Operate illicit connection/dischARGE program. **Ongoing - operational**
 - Operate industrial/high risk runoff program. **Ongoing - operational**
 - Update and operate catch basin cleaning program. **Inventory updated and program ongoing - operational**
 - Update and operate street sweeping program. **No new updates for 2012, program ongoing - operational**
 - Conduct City-owned storm water structural control inspections and complete required maintenance. **Ongoing**
 - Conduct required education/information program. **Ongoing**
 - Update storm sewer system map including new outfalls and structural controls. **Completed**

City of Oak Creek 2013 Annual Budget

Status of 2012 Goals and Objectives

3. NR 151 compliance
 - Maintain current levels of City-wide reduction in total suspended solids. Pollutant reduction level being maintained. Percent reduction is being refined through SLAMM modeling.

4. MMSD Chapter 13 compliance
 - Review new development plans for City and MMSD compliance and submit to MMSD. Completed
 - 4/30/12 annual storm water report due to MMSD. Completed and submitted

City of Oak Creek 2013 Annual Budget

Fund / Department	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
Special Revenue Fund - Storm Water Utility - Fund 38					
Beginning Fund Balance	\$48,236	\$85,046	\$85,046	\$182,050	\$196,725
REVENUES					
Taxes and Assessments					
300.00 Property Tax	0	0	0	0	0
Subtotal	\$0	\$0	\$0	\$0	\$0
Grants and Aids					
324.20 Storm Water Grant	0	0	0	0	0
Subtotal	\$0	\$0	\$0	\$0	\$0
Charges for Services					
338.20 Storm Water Management Permit	900	0	1,500	900	900
346.50 Storm Water Fees	605,072	698,177	709,500	698,000	698,000
Subtotal	\$605,972	\$698,177	\$711,000	\$698,900	\$698,900
Commercial Revenues					
360.00 Interest Income	0	236	1,500	500	500
360.10 Interest on Storm Water Fees	0	0	0	0	
368.00 Miscellaneous Revenue	0	0	0	0	
Subtotal	\$0	\$236	\$1,500	\$500	\$500
Total Revenues	\$605,972	\$698,413	\$712,500	\$699,400	\$699,400
EXPENDITURES					
Direct Employee Costs					
100.00 Salaries, Full Time	337,279	372,380	362,000	355,000	306,400
105.00 Salaries, Part Time	0		0		
110.00 Salaries, Overtime	603	0	500	60	500
130.00 Retirement	37,474	37,805	21,400	19,500	2,100
135.00 Social Security	25,318	26,085	27,750	26,250	23,400
150.00 Insurance, Active Employees	58,800	70,430	77,600	77,600	64,600
160.00 Insurance, Work Comp	13,795	12,956	12,000	14,715	14,700
165.00 Insurance, Disability	1,273	1,077	1,300	700	1,200
170.00 Insurance, Dental	4,320	4,740	5,100	5,100	6,650
175.00 Insurance, Group Life	618	716	700	510	600
180.00 Longevity	780	780	0	350	350
185.00 Section 125 Administration	57	114	100	115	150
Subtotal	\$480,317	\$527,083	\$508,450	\$499,900	\$420,650
Indirect Employee					
200.00 Travel/Training		0	500	0	1,500
205.00 Recruitment/Testing/Physicals	50	89	0	0	0
215.00 Uniforms and Clothing	725	856	1,000	675	1,000
Subtotal	\$775	\$945	\$1,500	\$675	\$2,500
Utility Costs					

City of Oak Creek 2013 Annual Budget

Fund / Department	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
315.00 Telephone	0	0	0		0
Subtotal	\$0	\$0	\$0		
Supplies					
400.00 Office Supplies	0	0	100	100	100
440.00 Medical and Safety	16	347	450	450	450
460.00 Minor Equipment	0	0	450	300	400
462.00 Field Supplies	0	0	500	200	500
Subtotal	\$16	\$347	\$1,500	\$1,050	\$1,450
Other Services					
514.00 Consulting	16,286	6,780	9,500	9,500	9,500
520.00 Landfill Charges	8,393	7,468	8,000	4,700	7,000
525.00 Misc. Permits	4,300	4,000	5,000	4,000	5,000
595.00 Miscellaneous	0	0	0		
Subtotal	\$28,979	\$18,248	\$22,500	\$18,200	\$21,500
Maintenance					
640.00 Street Maintenance Materials			0		0
650.00 Storm Drainage System	37,036	34,441	35,000	34,000	35,000
Subtotal	\$37,036	\$34,441	\$35,000	\$34,000	\$35,000
Vehicles					
700.00 Vehicle Maintenance	2,463	1,052	3,500	1,500	3,500
705.00 Equipment Maintenance	8,006	3,428	10,000	7,800	10,000
710.00 Gas/Oil/Fluids	8,785	12,465	12,000	9,600	12,000
715.00 Tires	2,785	3,400	3,000	2,000	3,000
Subtotal	\$22,039	\$20,345	\$28,500	\$20,900	\$28,500
Subtotal Operations	\$569,162	\$601,409	\$597,450	\$574,725	\$509,600
Interfund Transfers					
900.00 To CIP # 40	0	0	110,000	110,000	100,000
900.00 Reserve for Unsettled Wages	0	0	0	0	0
Subtotal	\$0	\$0	\$110,000	\$110,000	\$100,000
Total Expenditures	\$569,162	\$601,409	\$707,450	\$684,725	\$609,600
Use of Reserves	\$0	\$0	\$0	\$0	\$0
Ending Fund Balance	\$85,046	\$182,050	\$90,096	\$196,725	\$286,525
Fund Balance Percentage	14.9%	30.3%	12.7%	28.7%	47.0%

City of Oak Creek 2013 Annual Budget

Fund Name: Asset Forfeiture — Special Revenue – Fund 39

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.

City of Oak Creek 2013 Annual Budget

Fund / Department	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
Special Revenue Fund - Asset Forfeiture - Fund 39					
Beginning Fund Balance	\$17,674	\$28,846	\$17,674	\$20,097	\$20,136
REVENUES					
Commercial Revenues					
360.00 Interest Income	59	39	50	39	40
349.00 Miscellaneous	28,743	16,042	15,000	15,000	15,000
Subtotal	\$28,802	\$16,081	\$15,050	\$15,039	\$15,040
Total Revenues	\$28,802	\$16,081	\$15,050	\$15,039	\$15,040
EXPENDITURES					
Other Services					
488.00 Police Special Operations	0	0	0	0	0
495.00 Miscellaneous Expense	17,630	24,830	15,000	15,000	15,000
515.00 Engineering					
Subtotal	\$17,630	\$24,830	\$15,000	\$15,000	\$15,000
Total Expenditures	\$17,630	\$24,830	\$15,000	\$15,000	\$15,000
Ending Fund Balance	\$28,846	\$20,097	\$17,724	\$20,136	\$20,176

Debt Service Funds

City of Oak Creek 2013 Annual Budget

Fund Name: Debt Service -- General Purpose -- Fund 20

Fund Description:

Debt service funds are used to account for the accumulation of resources for and the payment of general long-term debt. The last of the 1980's and 1990's general obligation debt was paid off with a payment of \$870,660 in December 2000.

In 1997, 2000 and 2001 the City issued new debt as part of five different Tax Increment Financing District projects. The details on each borrowing are covered in the specific fund. The debt is secured by special assessments on the benefiting properties. The details on the TIF debt issuance are covered in respective fund sections

Due to the complexity and size of the new police station, in 2002, the City borrowed \$10,900,000 in general obligation funds for the new Police Station, with a debt service schedule extending for 15 years. Repayment has been structured so that the amount due each year will remain fairly level, around \$1,000,000 per year. Thus debt service is accounted for in Fund 29.

Beginning in 2011 payments will begin for the City's new Highway Department Garage.

Fund Objectives:

1. The City has planned to limit debt to capital needs exceeding \$2,500,000. This objective will continue.
2. To maintain the AA3 rating from Moody's investment service.

Future Issues and Borrowing Plans

City staff are currently constructing a capital financing plan in an attempt to address the numerous capital projects that are currently being considered and those on the near-term time horizon.

City of Oak Creek 2013 Annual Budget

Fund / Department	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
Debt Service Fund - General Purpose - Fund 20					
Beginning Fund Balance	\$0	\$0	\$0	\$0	\$170,366
REVENUES					
Commercial Revenues					
360.00 Interest Income	0				
Subtotal	\$0	\$0	\$0	\$0	\$0
Interfund Transfers					
390.99 From General Fund 10					
390.99 From TIF Fund 24					
390.40 From CIP # 40	126,875				
390.50 From Debt Amortization #21	0	501,344	497,125	497,125	577,439
Subtotal	\$126,875	\$501,344	\$497,125	\$497,125	\$577,439
Debt Proceeds					
371.00 Note Anticipation Notes					
372.00 Refinancing Bonds	7,000,000	0	0	10,670,366	0
Subtotal	7,000,000	0	0	10,670,366	6,000,000
Total Revenues	\$7,126,875	\$501,344	\$497,125	\$11,167,491	\$6,577,439
EXPENDITURES					
Debt Service					
800.00 Principal Payment	7,000,000	125,000	250,000	250,000	6,275,000
805.00 Interest Payment	126,875	375,844	247,125	247,125	472,805
815.00 Fiscal Charges	0	500	0	0	0
Subtotal	\$7,126,875	\$501,344	\$497,125	\$497,125	\$6,747,805
Transfers					
990.21 To TID #7				4,500,000	
990.22 To CIP-Drexel Ave				6,000,000	
Subtotal	\$0	\$0	\$0	\$10,500,000	\$0
Total Expenditures	\$7,126,875	\$501,344	\$497,125	\$10,997,125	\$6,747,805
Ending Fund Balance	\$0	\$0	\$0	\$170,366	\$0
Fund Balance Percentage	N/A	N/A	N/A	1.5%	N/A

City of Oak Creek 2013 Annual Budget

Fund Name: Debt Service – Amortization – Fund 21

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.

Increased Utility Aid will begin for the City in 2011. Currently, these funds are planned to be used for capital financing.

Fund Objectives:

1. 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. The police station and Highway Department Garage debt are currently the only outstanding city debt and at this time has sufficient funding.

City of Oak Creek 2013 Annual Budget

Fund / Department	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
Debt Service Fund - Amortization Fund - Fund 21					
Beginning Fund Balance	\$510,551	\$500,520	\$500,520	\$1,582,960	\$1,956,835
REVENUES					
State Shared Revenues					
312.00 Special Utility	120,717	1,690,610	3,313,000	3,279,000	3,215,000
Subtotal	\$120,717	\$1,690,610	\$3,313,000	\$3,279,000	\$3,215,000
Commercial Revenues					
350.00 Land Sales (Delphi, Lakeview)			1,000,000	470,000	600,000
360.00 Interest Income	802	109	5,000	11,000	25,000
Subtotal	\$802	\$109	\$1,005,000	\$481,000	\$625,000
 Total Revenues	 \$121,519	 \$1,690,719	 \$4,318,000	 \$3,760,000	 \$3,840,000
TRANSFERS OUT					
990.20 To Debt Service # 29-Police	131,550	106,935	131,550	111,000	0
990.30 To Debt Service # 20-St Garage	0	501,344	501,344	497,125	517,200
990.40 To Debt Service # 20-Dexel Ave	0	0	0	0	0
990.50 To Capital Projects			0	2,778,000	2,000,000
Subtotal	\$131,550	\$608,279	\$632,894	\$3,386,125	\$2,517,200
 Total Transfers Out	 \$131,550	 \$608,279	 \$632,894	 \$3,386,125	 \$2,517,200
Ending Fund Balance	\$500,520	\$1,582,960	<u>\$4,185,626</u>	<u>\$1,956,835</u>	<u>\$3,279,635</u>
Reserved for WisPark/Delphi Purchase Loan			2,000,000	1,766,600	1,166,600
Reserved for Long Term Equipment Replacement					750,000
Unreserved Fund Balance			2,185,626	190,235	1,363,035

Notes and comments:

City of Oak Creek 2013 Annual Budget

Fund Name: Debt Service — Tax Increment District #4 – Fund 26

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 at the request of Stonewood Development in 1999 on lands they purchased from the Mahn family, Milwaukee County and James Deshut. The improvements include storm sewers, water lines, sanitary sewers, street lighting and streets. The estimated cost of the improvements is \$1,850,000. The cost of the borrowing was \$2,050,000, which, included two years of capitalized interest. The permanent financing should have been paid off in 9 years. The project saw substantial delays in getting started caused by potential environmental contamination. The site grading and underground work was completed as was the construction of the road. This district was comprised of a number of existing parcels that ranged in size from less than one acre to more than 30 acres. As a part of the development, Stonewood combined all of the parcels and then has re-divided this land into parcels based upon the offers received. A dispute over who was responsible for the removal and replacement of unsuitable soil on the first building site prevented any building construction from getting started until the summer of 2002.

The financial analysis for this district that appeared in its Project Plan anticipated a total of \$14.09 million in new development value being added by the end of 2002. This project has been a problem since it started, first with the developer as both parties attempted to reach an agreement on how the entire deal should be structured; then problems arose as contaminated soils were found on the site and lastly as the final site grading was completed another area was discovered where undisclosed dumping had occurred. Those bad soils (soils with less than ideal load bearing capacity) were replaced with other soils from the site. However, the replacement of soils led to a disagreement over compaction levels and load bearing capacity. The site developer, Stonewood Corporation had entered into a land sale agreement with another party to develop a building on the problem site. The land sale agreement made certain assertions regarding the buildability of the site and who would pay for extraordinary development costs. The third party in this deal filed a lawsuit against Stonewood Corporation, who in turn sued the City. Until buildings are completed on the site the tax increment will be minimal, which will create shortfalls in property tax revenues.

Unfortunately, because of the delays in getting buildings constructed, the increment is behind the schedule established by Stonewood Development. At the time of the creation of the district, the base value was set at \$758,600 as of January 1, 1999. The Department of Revenue established a value of \$11,599,100 as of January 1, 2007, which is still below the Project Plan. The City did permanent financing on the project initially based upon the expected costs as provided by the developer. The initial debt schedule was too ambitious and required refinancing. The City's Financial Advisor, who did not propose the Stonewood Development project financing, recommended that the City refinance the debt in the fall of 2002 before the levy was set for 2003. He proposed a financing mechanism called CABS which operate like zero coupon bonds where the principal and interest are not paid until the bonds mature. The schedule deferred all principal payments until 2007 to allow time to get additional development on the site.

This fund began 2007 with a balance of \$25,329 and is expected to end 2007 with a balance of \$1,268. The TIF increment projected for 2007 was not sufficient to cover the principal payment due, so funds from the developer's escrow were used. This project completed all of the public improvements in 2004. In 2007, the second building came onto the tax roll at 100% in value.

Fund Objectives:

1. Encourage development to build the increment to cover future debt payments.

Future Issues:

- An expansion to TID #4 is currently under review. It is anticipated that a new business will join the TID bringing jobs and an economic boost to the district.

City of Oak Creek 2013 Annual Budget

Fund / Department	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
Debt Service Fund - Tax Increment District #4 - Fund 26 (Rosen Project)						
Beginning Fund Balance	\$289	\$40,633	\$13,051	-\$23,203	-\$7,062	-\$135,211
REVENUES						
Taxes and Assessments						
300.00 Tax Increment	402,685	283,014	339,388	279,600	258,911	385,000
300.10 Increment From Other Agencies	0					
307.00 Special Assessments	0					
315.50 State Computer Aids	2,053	2,233	3,669	2,000	2,940	3,000
Subtotal	\$404,738	\$285,247	\$343,057	\$281,600	\$261,851	\$388,000
Commercial Revenues						
360.00 Interest Income	606	88	61	500	500	60
368.00 Misc Revenue Developer	0	52,124	5,000	52,124	0	0
370.00 Bond Proceeds	0					
371.00 Developer Contribution						
Subtotal	\$606	\$52,212	\$5,061	\$52,624	\$500	\$60
Interfund Transfers						
390.30 From Special Assessments Fund 30						
390.46 From CIP # 46						
390.99 From Debt Amortization						
Total Revenues	\$405,344	\$337,459	\$348,118	\$334,224	\$262,351	\$388,060
EXPENDITURES						
Interfund Transfers						
990.46 To CIP # 46	0	0	0	0	0	0
990.50 To Utility For TIF Principal						
Subtotal	\$0	\$0	\$0	\$0	\$0	\$0
Debt Service - City						
530.00						
800.00 Principal Payments	267,162	275,987	240,206	235,000	235,000	235,000
805.00 Interest Payment	97,838	84,013	119,794	125,000	125,000	125,000
810.00 Payment to Escrow						
815.00 Fiscal Charges	0	5,041	8,231	500	30,500	8,231
Subtotal	\$365,000	\$365,041	\$368,231	\$360,500	\$390,500	\$368,231
Total Expenditures	\$365,000	\$365,041	\$368,231	\$360,500	\$390,500	\$368,231
Use of Reserves	0	27,582	20,113	26,276	128,149	
Ending Fund Balance	\$40,633	\$13,051	-\$7,062	-\$49,479	-\$135,211	-\$115,382

City of Oak Creek 2013 Annual Budget

Fund Name: Debt Service — Tax Increment District #5 – Fund 27

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.

TIF District No. 5 is approximately 34 acres in size and is located along the east of South 6th Street between East Rawson Avenue and East Marquette Avenue. The City constructed a road and cul de sac to service the entire site and installed the necessary sanitary and water lines. The City intends that tax incremental financing (TIF) will be used to assure only quality industrial; distributor 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. 5 has been zoned M-1 Manufacturing, and will remain zoned for these uses for the life of the District.

This district was created at the request of Vangromit, LLP (a.k.a. Milwaukee Steel Converting and Fort Howard Steel) in 2000. As a part of this development, Vangromit assembled several parcels that they acquired for this development and then redivided this ownership into the several parcels needed to create the district. There may be another redivision in the future depending upon how the 11 acres at the south end of the district is to be developed. As a part of this district development, there is a large addition to the existing industrial facilities of the developers located on 6th Street. This addition more than doubled the size of their building by adding approximately 90,000 square feet. Street improvements were completed during 2002, as well as the completion of the large addition to Milwaukee Steel Converting. The construction phase was completed in 2004.

At the time of the creation of the district, the base value of this district was set at \$1,938,200 as of January 1, 2000. The Department of Revenue established a value of \$7,046,500 as of January 1, 2007, for an increase of \$5,108,300. Although the financial analysis for this district in its Project Plan anticipated a total of \$8.5 million in new value being added by the end of 2004, there should be sufficient funds available for future debt payments.

Fund Objectives:

The fund has meet all it's obligations and could be closed.

Future Issues

Monitor the equalized value of the property and the expected tax increment to verify the ability for repayment.

City of Oak Creek 2013 Annual Budget

Fund / Department	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
Debt Service Fund - Tax Increment District #5 - Fund 27 (Milwaukee Steel)						
Beginning Fund Balance	\$134,709	\$163,457	\$184,614	\$210,011	\$209,653	\$335,311
REVENUES						
Taxes and Assessments						
300.00 Tax Increment	114,644	109,484	115,832	123,000	123,000	101,690
300.10 Increment From Other Agencies	0	0	0	0	0	0
315.50 State Computer Aids	3,658	2,700	2,297	2,500	2,500	2,500
Subtotal	\$118,302	\$112,184	\$118,129	\$125,500	\$125,500	\$104,190
Commercial Revenues						
360.00 Interest Income	715	218	115	150	115	65
Subtotal	\$715	\$218	\$115	\$150	\$115	\$65
Interfund Transfers						
390.30 From Special Assessments Fund 30						
390.44 From CIP # 47	0	0				
390.99 From ITF						
Subtotal	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$119,017	\$112,402	\$118,244	\$125,650	\$125,615	\$104,255
EXPENDITURES						
Debt Service - City						
530.00 Audit Fee						
800.00 Principal Payments	80,000	85,000	89,961	0	0	0
805.00 Interest Payments	9,938	6,161	2,093	0	0	0
810.00 Payment to Escrow			0			
815.00 Fiscal Charges	362	726	1,151	350	500	1,500
Subtotal	\$90,300	\$91,887	\$93,205	\$350	\$500	\$1,500
Total Expenditures	\$90,300	\$91,887	\$93,205	\$350	\$500	\$1,500
Ending Fund Balance	\$163,426	\$183,972	\$209,653	\$335,311	\$334,768	\$438,066

City of Oak Creek 2013 Annual Budget

Fund Name: Debt Service — Tax Increment District #6 – Fund 28

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.

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.

Future Issues

The agreement between the City and the developer provides financial assurances to protect the City from economic downturn. The City will need to monitor this project closely to insure that the building construction goals are met. If the equalized value doesn't decline, there should be sufficient increment to repay the debt.

City of Oak Creek 2013 Annual Budget

Fund / Department	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
Debt Service Fund - Tax Increment District #6 - Fund 28 (DeMattia Project)						
Beginning Fund Balance	\$175,522	\$261,510	\$351,936	\$444,798	\$411,464	\$510,546
REVENUES						
Taxes and Assessments						
300.00 Tax Increment	227,702	228,293	225,678	295,000	254,219	516,640
307.00 Special Assessments	0					
315.50 State Computer Aids	811	856	756	800	903	900
Subtotal	\$228,513	\$229,149	\$226,434	\$295,800	\$255,122	\$517,540
Commercial Revenues						
360.00 Interest Income	1,230	517	200	600	200	200
370.00 Bond Proceeds	0	5,000	0	0	0	0
Subtotal	\$1,230	\$5,517	\$200	\$600	\$200	\$200
Interfund Transfers						
390.30 From Special Assessments Fund 30						
390.44 From CIP # 48	0	0	0	0	0	0
390.99 From TIF						
Subtotal	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$229,743	\$234,666	\$226,634	\$296,400	\$255,322	\$517,740
EXPENDITURES						
Debt Service - City						
530.00 Audit Fee						
800.00 Principal Payments	100,000	100,000	100,000	100,000	100,000	100,000
805.00 Interest Payment	42,875	38,875	34,750	55,875	55,875	55,875
810.00						
815.00 Fiscal Charges	0	5,365	32,356	365	365	365
Subtotal	\$142,875	\$144,240	\$167,106	\$156,240	\$156,240	\$156,240
Total Expenditures	\$142,875	\$144,240	\$167,106	\$156,240	\$156,240	\$156,240
Ending Fund Balance	\$262,390	\$351,936	\$411,464	\$584,958	\$510,546	\$872,046

City of Oak Creek 2013 Annual Budget

Fund Name: Debt Service – Police Station -- Fund 29

Fund Description:

Debt service funds are used to account for the accumulation of resources for and the payment of general long-term debt.

The City engaged in a two year process to evaluate the need for a new police station and then to design the facility. At the end of 2001 and early in 2002 bids were received and evaluated. The preliminary estimates put the total project cost including land, building, contents, site improvements, road access and all engineering fees in the range of \$13 to \$15 million. Once the bids were approved the project cost dropped to \$10,900,000. Construction started on the project in March 2002 and the date of occupancy was August 2003. The construction budget was closed at the end of 2004 and \$492,000 was transferred to this debt service.

Fund Objectives:

Debt payments were structured to be approximately \$1,050,000 per year. Originally, the objective was to keep the annual debt payment at an even amount in order to level the property tax levy needed annually to repay the debt. More recently, the objective has become keeping as low as possible the property tax levy needed to repay the annual debt, in order not to have a detrimental effect on budgets of other funds.

Future Issues and Borrowing Plans

Police escrow fees will continue to be used for future debt payments. Beginning in 2007, the tax levy was increased from \$500,000 to \$690,000 and in 2008, the levy needed to be increased to \$950,000. In 2007, for the \$1,050,000 payment, funds were taken from the fund balance and impact fees, but because the fund balance was depleted, for 2008, after application of available Police escrow, the tax levy had to be increased another \$260,000. This becomes problematic due to the state-imposed levy limit. For the past three years the levy has been stable at \$850,000.

City of Oak Creek 2013 Annual Budget

Fund / Department	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
Debt Service Fund - Police Station - Fund 29					
Beginning Fund Balance	\$2,136	\$2,136	\$0	\$2,177	\$0
REVENUES					
Taxes and Assessments					
300.00 Property Tax	873,500	873,500	850,000	850,000	850,000
Subtotal	\$873,500	\$873,500	\$850,000	\$850,000	\$850,000
Commercial Revenues					
360.00 Interest Income	1,000	0	0	0	0
370.00 Bond Proceeds	0	0	0	4,530,000	0
Subtotal	\$1,000	\$0	\$0	\$4,530,000	\$0
Interfund Transfers					
390.35 From Impact Fee # 35	59,000	45,000	111,000	85,000	35,500
390.49 From Debt Amortization # 21	131,551	136,935	85,000	36,308	0
Subtotal	\$190,551	\$181,935	\$196,000	\$121,308	\$35,500
Use of Reserves					
Total Revenues & Use of Reserves	\$1,065,051	\$1,055,435	\$1,046,000	\$5,501,308	\$885,500
EXPENDITURES					
Debt Service - City					
800.00 Principal Payments	725,000	750,000	750,000	5,325,000	825,000
805.00 Interest Payment	338,688	305,031	294,766	178,485	60,100
815.00 Fiscal Charges	1,363	363	400		400
Subtotal	\$1,065,051	\$1,055,394	\$1,045,166	\$5,503,485	\$885,500
Total Expenditures	\$1,065,051	\$1,055,394	\$1,045,166	\$5,503,485	\$885,500
Use of Reserves					
Use of Reserves	\$0	\$0	\$0	-\$2,177	\$0
Ending Fund Balance	\$2,136	\$2,177	\$834	\$0	\$0

Capital Improvement Funds

City of Oak Creek 2013 Annual Budget

Fund Name: Capital Projects — General City Purposes – Fund 40

Fund Description:

Capital Projects funds are used to account for the purchase or construction of major capital facilities. Starting in 1991 the City increased the General Fund departmental capital item limit to \$5,000 and started paying cash for all other capital items. The exception to that has been the borrowing for Tax Increment Financing District projects.

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. As a project is completed the difference between the budgeted amount and the actual cost is added to that year's control account. The control account for each year is used to balance estimates that are too low.

Due to the nature of public works construction projects they can easily take from 18 to 24 months to complete. 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 2011.

Fund Objectives:

1. To maintain a high level of funding of infrastructure replacement and repair.
2. To complete the work funded and approved by the Council in a timely fashion. On a quarterly basis, update the Mayor and Common Council on the status of the outstanding projects.
3. To continue to implement the record keeping system to facilitate compliance with the GASB 34 requirements.

Future Issues

As a relatively new city, most of Oak Creek's infrastructure is less than fifty years old. In addition, the City Engineer's Office and Utility Department have kept excellent records on all of the public improvements in the ground.

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, there is no levy contribution to capital, a trend that continues into 2012. The only new funding for capital in 2012 will come from WE mitigation funds and Utility Aid.

With the impending increase to utility aid the City has an opportunity to shore up its capital program into the near future.

City of Oak Creek 2013 Annual Budget

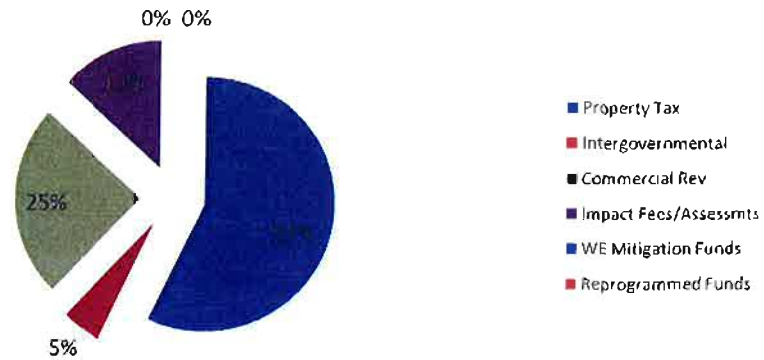
Fund / Department	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
City Capital Projects Fund - Fund 40						
Beginning Fund Balance	\$11,491,930	\$10,475,683	\$9,712,005	\$6,033,566	\$8,158,277	\$7,650,447
REVENUES						
Taxes and Assessments						
300.00 General Property Tax	250,640	0	0	0	0	0
Subtotal	\$250,640	\$0	\$0	\$0	\$0	\$0
Other Intergovernmental						
328.00 State Grant	324,002	0	142,318	712,000	0	0
Subtotal	\$324,002	\$0	\$142,318	\$712,000	\$0	\$0
Commercial Revenues						
342.81 Developer Contributions	233,390	0	270,983	0	0	0
360.00 Interest Income	16,267	0	2,128	0	0	0
361.10 Land Sale (Fire Station Corner)	0	0	0	0	0	0
368.00 Miscellaneous	0	458,365	0	0	0	0
370.00 WE Energies Mitigation	0	0	0	0	0	0
Subtotal	\$249,657	\$458,365	\$273,111	\$0	\$0	\$0
Interfund Transfers						
390.19 From WE Energies Fund #19	1,000,000	1,000,000	1,000,000	950,000	950,000	1,263,230
390.30 From Special Assessments # 30	300,000	175,000	137,500	175,000	175,000	175,000
390.32 From Park Overow # 32	282,363	0	0	0	0	0
390.35 From Impact Fee # 35	30,000	17,433	989,432	885,402	941,200	95,000
390.11 From Fund #21	0	0	0	2,335,000	2,778,000	2,000,000
390.39 From Storm Water #38	100,000	0	0	110,000	110,000	100,000
Subtotal	\$1,712,363	\$1,192,433	\$2,126,932	\$4,455,402	\$4,954,200	\$3,633,230
Long Term Debt Issued	0	0	0	0	6,000,000	15,500,000
Total Revenues	\$2,536,662	\$1,650,798	\$2,542,361	\$3,937,000	\$10,954,200	\$19,133,230
Total Revenues Available	\$14,028,592	\$12,126,481	\$12,254,366	\$9,970,566	\$19,112,477	\$26,783,677
EXPENDITURES						
Capital Outlay						
955.00 Projects 2005	0	0	0	0	0	0
955.00 Projects 2006	0	0	0	0	0	0
955.00 Projects 2007	0	0	0	0	0	0
955.00 Projects 2012	0	0	0	4,520,830	10,520,830	20,910,430
955.00 Projects 2009	3,290,507	0	0	0	941,200	0
955.00 Projects 2010	0	2,287,601	0	0	0	0
955.00 Projects 2011	0	0	4,096,089	712,000	0	0
Subtotal	\$3,290,507	\$2,287,601	\$4,096,089	\$5,232,830	\$11,462,030	\$20,910,430
Interfund Transfers						
990.36 To Other Funds	262,402	126,875	0	0	0	0
990.20 To Economic Dev Fund #31	0	0	0	0	0	0
Subtotal	\$262,402	\$126,875	\$0	\$0	\$0	\$0
Total Expenditures	\$3,552,909	\$2,414,476	\$4,096,089	\$5,232,830	\$11,462,030	\$20,910,430
Ending Fund Balance	\$10,475,683	\$9,712,005	\$8,158,277	\$4,737,736	\$7,650,447	\$5,873,247
Unreserved		\$1,100,000	\$1,300,000	\$950,000	\$950,000	\$950,000
Reserved		\$8,612,005	\$6,858,277	\$4,050,771	\$6,700,447	\$4,923,247
Designated *		\$0	\$0			

* Includes reserve for deficit in Fund 21 - Debt Amortization Fund

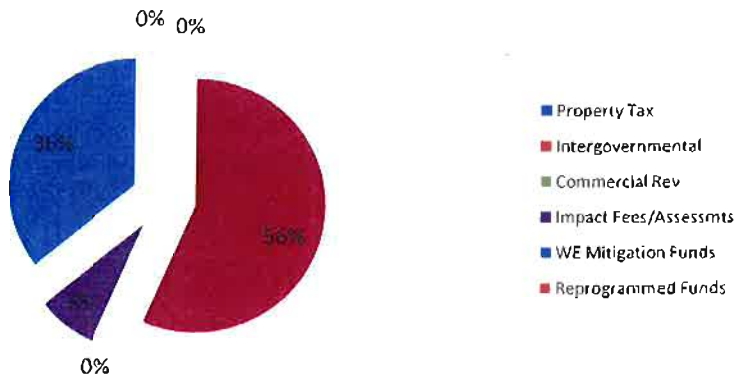
City of Oak Creek 2013 Annual Budget

Fund / Department	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
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2005 CIP FUNDING



2013 CIP FUNDING



City of Oak Creek 2013 Annual CIP/CEP Budget Requests

Suggested 2013 2013 2014
 Funding Source Funding Amount Dept Mgr Request Priority Recommendation Council

GENERAL GOVERNMENT

Dept	Project / Equipment Description	Item #	Funding Source	Funding Amount	Dept Mgr Request	Priority	Recommendation	Council	2014
Information Technology-Equipment	PC Replacements & New (City Deps)	1	WI:19	\$65,000	A	\$65,000	\$65,000		\$65,000
Information Technology-Equipment	Network Infrastructure Upgrades	2	WI:19	\$11,000	A	\$11,000	\$11,000		\$11,000
Information Technology-Equipment	Printer/Faxier Replacements	3	WI:19	\$5,000	A	\$5,000	\$5,000		\$5,000
Information Technology-Equipment	SAVI Data Storage Server	4		\$30,000	B				\$10,000
Information Technology-Equipment	Department Copy Machines								\$5,000
Information Technology-Equipment	Spam/Email Filter								\$20,000
Information Technology-Equipment	Document Scanning	5	WI:19	\$20,000	A	\$20,000	\$20,000		\$5,000
Information Technology-Equipment	Firewall Replacement								\$10,000
Information Technology-Equipment	Wireless Network Connection								\$10,000
Department Equipment Subtotal				\$131,000			\$101,000		\$131,000
Information Technology- Software	Network Security/Intrusion Software								\$5,000
Information Technology- Software	Dictation software (Clerk & Police)	6	WI:19	\$10,000	A	\$10,000	\$10,000		
Information Technology- Software	Permitting and Inspection software	7		\$40,000	B				10,000
Information Technology- Software	Phone switches	49	EXISTING	\$105,000	A	\$105,000	\$105,000		
Department Software Subtotal				\$155,000			\$115,000		\$115,000
Information Technology Department Total				\$286,000			\$216,000		\$246,000

Police	Body Armor Replacement	8	WI:19	\$9,100	A	\$9,100	\$9,100		\$10,125
Police	A.E.D. Replacements			\$0					\$0
Police	Window Frame Repairs								\$0
Police	APX Portable Radios	9	WI:19	\$58,130	A	\$58,130	\$58,130		\$58,130
Police	Police K-9	10	WI:19	\$14,000	A	\$14,000	\$14,000		\$0
Police	HVAC System Upgrade								\$30,000
Police Department Total				\$81,230			\$81,230		\$98,255

Fire	Repace Fire Station 1		DI:BT	\$3,500,000					
Fire	Rebuild Station 2								
Fire	Emergency Operations Center								
Fire	Radio Replacement	11	WI:19	\$200,000	A	\$50,000	\$50,000		\$50,000
Fire	Phase 3 of 4 EVP plan (traffic preemption)	12	WI:19	\$60,000	A	\$60,000	\$60,000		\$60,000
Fire	Battalion Chief Car 18	13	WI:19	\$25,000	A	\$25,000	\$25,000		\$25,000
Fire	Warning Signs	14		\$45,000	B				\$25,000
Fire	Station 3 Roof Replacement	15	WI:19	\$70,000	A	\$70,000	\$70,000		\$70,000
Fire	Replace Ambulance 3	16	EXISTING	\$75,000	A	\$75,000	\$75,000		\$75,000
Fire	Fire Gear 115	17		\$175,000	B				\$75,000
Fire	Phase 4 of 4 EVP plan (traffic preemption)	18	EXISTING	\$30,000	A	\$28,000	\$28,000		\$32,000
Fire	Utility Vehicle								
Fire	Replace W181								\$175,000
Fire	Replace Engine								
Fire Department Total				\$50		\$4,180,000	\$308,000		\$308,000

Fire Department Total \$0 \$4,180,000 \$308,000 \$308,000 \$232,000

City of Oak Creek 2013 Annual CIP/CEP Budget Requests

Suggested Funding Source Funding Amount Dept Mgr Request Priority Committee Recommendation Final Council 2013 2014

PARKS & FORESTRY & RECREATION

Dept	Project / Equipment Description	Item #	Funding Source	Funding Amount	Dept Mgr Request	Priority	Committee Recommendation	Final Council	2013	2014
Parks - Equipment	Trailer	19	W1:19	\$5,500	A		\$5,500	5,500		\$22,000
Parks - Equipment	Chevy K-20 truck (#710) - replacement									
Parks - Equipment	GMC Chevy Sierra Truck(#708) - replacement									
Parks - Equipment	GMC Truck (#713) - replacement	20	W1:19	\$35,000	A		\$35,000	35,000		\$50,000
Parks - Equipment	John Deere Mower - 1445 (#706) - replacement									
Parks - Equipment	Chevy Sierra Truck(#716) - replacement									
Parks - Equipment	GMC Sierra Truck (#714) - replacement									
Parks - Equipment	GMC Sierra Truck (#707) - replacement									
Parks - Equipment	Toro Sprayer (#759)									
Department Equipment Subtotal				\$40,500			\$40,500	\$40,500		\$22,000
Parks - Park Development/Renovation	Asphalt Pathway Reconstruction (Manor Marg, Willow Hts)									
Parks - Park Development/Renovation	Shepard Hill Lighted Ball Diamond Reconstruction	21		\$150,000	C					\$50,000
Parks - Park Development/Renovation	Manor Marquette Neigh Park - Renovation									
Parks - Park Development/Renovation	Meadowview Park Path	22		\$27,000	B					\$20,000
Parks - Park Development/Renovation	Miller Park Path	23		\$28,500	B					\$20,000
Parks - Park Development/Renovation	Willow Heights Neigh Park - Renovation									
Parks - Park Development/Renovation	Woodridge Neigh Park - Acquisition/Development									
Parks - Park Development/Renovation	Court Areas Reopened/Fosses Replaced - Tennis/Basketball									
Parks - Park Development/Renovation	Wood Knoll Neigh Park - Development									
Parks - Park Development/Renovation	Prairie View/Oakwood Manor Park - Acquisition/Develop									
Parks - Park Development/Renovation	Abendschen Community Park - Partial Development									
Parks - Park Development/Renovation	Environmental Corridor - Land Acquisition									
Parks - Park Development/Renovation	Bikeway/Bridge Construction/Signage									
Parks - Park Development/Renovation	Lakeview park Phase II	24	UTILITY AID	\$1,000,000	A		\$1,000,000	1,000,000		\$114,675
Parks - Park Development/Renovation	Urban Forest Tree Planting/Removal	25	W1:19	\$100,500	A		\$100,500	\$100,500		\$214,675
Department Park Development Subtotal				\$1,100,500			\$1,100,500	\$1,100,500		\$214,675
RECREATION										
Recreation - Equipment	Ford Auto (#706) - replacement									
Recreation - Equipment	GMC Safari Van (#709) - replacement									
Department Recreation Subtotal				\$0			\$0	\$0		\$0
Parks & Forestry Department Total				\$1,141,000			\$1,141,000	\$1,141,000		\$236,675

General Government EQUIPMENT

Building Inspection-Streetlight Maint	Bucket Truck Replacement	26	REPLACEMENT	\$190,000	A		\$190,000	\$190,000		\$0
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General Government Buildings

City Center Library	Library/City Hall/Civic Center Radio Frequency Identification (RFID) Technology	27	DEBILT IMPACT IMPACT ITEMS	\$22,000,000	A		\$0	\$22,000,000	95,000	\$0
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City of Oak Creek 2013 Annual CIP/CEP Budget Requests

Suggested
Funding Source Funding Amount Dept Mgr Request Priority Committee Recommendation Final Council 2013 2014

Dept	Project/Equipment Description	Item #	Suggested Funding Source	Funding Amount	Dept Mgr Request	Priority	Committee Recommendation	Final Council	2013	2014
Tax Incremental Districts	TID 9 - Wispark at Howell/Oakwood		DIUBT		\$4,500,000				4,500,000	\$4,500,000
	TID 10 - Syner G		DIUBT		\$2,750,000				2,750,000	
	TID 11		DIUBT		\$7,500,000				7,500,000	\$8,000,000
	Roads, sewers, w.r.m., street lighting, etc.									
	24' sanitary sewer/Hoel/Parking									
	One West Drexel									
	TID Subtotal			\$14,750,000	\$14,750,000		\$0		\$14,750,000	\$11,000,000

Engineering Total \$38,270,000 \$42,460,000 \$3,185,000 \$38,460,000 \$17,085,000

PUBLIC WORKS

Equipment	Replace Truck #23 (1989)	42	WT119		\$130,000	A	\$130,000	130,000		
Equipment	Replace Truck #38 Tadem Ave (1997)	43	WT119		\$160,000	A	\$160,000	\$160,000		
Equipment	Replace Truck #37 (1996)									
Equipment	Till bed trailer	44	RIIPROXIM		\$7,700	A	\$7,700	\$7,700		\$130,000
Equipment	Walk-behind concrete saw	45	RIIPROXIM		\$6,500	A	\$6,500	\$6,500		
Equipment	Replace Truck #43 (1994)									
Equipment	Replace Truck #30 (1994)									\$130,000
Equipment	Side loading Garbage truck # 52 (2002)									
Equipment	Side loading Garbage truck # 53 (2002)									
Equipment	Side loading Garbage truck # 54 (2002)									
Equipment	Side loading Garbage truck # 55 (2005) NEW BOX									
Equipment	Side loading Garbage truck # 57 (2007)									
Equipment	John Deere loader - #85 (1991)	46	WT119		\$175,000	A	\$175,000	\$175,000		20
Equipment	Replace Pick up Truck #12 (1997)									
Equipment	Replace Pick up Truck #11 (1998)	47	WT119		\$27,000	B				\$37,000
Equipment	Craico Tar Kettle (1998)	48	WT119		\$57,000	B				
Equipment	Mower									
Equipment	Replace Truck #40 (1999)									\$55,000
Equipment	Replace Truck #41 (1999)									

Public Works Equipment Subtotal \$479,200 \$563,200 \$479,200 \$479,200 \$482,000

Public Works Total \$479,200 \$563,200 \$479,200 \$479,200 \$482,000

GRAND TOTAL - ALL REQUESTS \$40,108,200 \$48,916,930 \$5,410,430 \$40,685,430 \$18,289,930

City of Oak Creek 2013 Annual Budget

#1

Capital Equipment Program

Department: Information Technology	Date: 8/16/12
General Type: Computer Equipment	Contact Person: Caesar Geiger
Equipment Description and Location: Existing older computers would be replaced with computers/laptops in various City Departments to maintain current technology.	
Equipment Justification and Intent: The recommendation is to replace approximately 25% of the City computers each year. The City currently has 240+ computers/laptops. This would result in approximately 60 units being replaced each year. Due to rapid changes in technology, the average life cycle of a computer and its software is 4 years. The standard warranty the City has when it purchases new systems is 3 years. It is recommended that in conjunction with the 5 year Computer Plan, the upgrade of the City computers be included in the Capital Equipment budget. Technology is constantly changing and to run future upgrades of our current software applications, the City will need to keep up with hardware and software requirements necessary to efficiently run this software.	
Describe alternatives to purchasing the equipment: Operating System upgrades and hardware (i.e. RAM, hard drives etc.) and BIOS upgrades could be attempted on several of the older systems to provide functionality or several of the older systems could be phased out.	
If this replaces existing equipment describe old equipment and disposal intent: The older systems would be recycled.	
Annual Impact: The total estimated cost would be \$65,000.00	
Priority: A	

City of Oak Creek 2013 Annual Budget



Capital Equipment Program

Department: Information Technology	Date: 8/16/12
General Type: Computer Equipment	Contact Person: Caesar Geiger
Equipment Description and Location: Purchase Windows 2012 servers to replace an existing Windows 2003 server on the City Network. Also, purchase network switches and routers.	
Equipment Justification and Intent: The existing servers (45 including virtual servers) at the City have many programs running on them that are network wide such as CAD, GCS, AutoCAD, MSI etc. and printing. Several also function as the City's primary domain controllers (PDC). All of these applications create a dependency on these servers for many of the day to day functions of the City networking. The goal is to keep the servers no older than 5 years old. This reduces the risk of a major server going down and crippling the City network and avoids the problem of trying to find replacement parts in an emergency situation. Existing hubs, switches, routers can experience failures or may need to be replaced to increase capacity. This also allows for faster transmission of data along the network backbone. It allows the City to add additional ports to facilitate more flexibility in the network and the ability to manage network traffic.	
Describe alternatives to purchasing the equipment: Continue to use the existing servers and switches.	
If this replaces existing equipment describe old equipment and disposal intent: The old equipment would be used as test devices or recycled.	
Annual Impact: The total estimated cost would be \$11,000.00	
Priority: A	

City of Oak Creek 2013 Annual Budget

#3

Capital Equipment Program

Department: Information Technology	Date: 8/16/12
General Type: Computer Equipment	Contact Person: Caesar Geiger
Equipment Description and Location: Existing older printers would be replaced as needed in various City Departments to maintain current technology or replace worn out units.	
Equipment Justification and Intent: The City currently has 45+ laser/dot matrix department printers. Several of the older printers are slow or no longer have the memory/font capabilities needed with the newer programs the City uses. Also some of the printers simply wear out after hundred of thousands of copies. By replacing several printers each year we do not maintain expensive service contracts on any of the units.	
Describe alternatives to purchasing the equipment: Purchase maintenance contracts or continue to call in service/repair people.	
If this replaces existing equipment describe old equipment and disposal intent: The older systems would be recycled.	
Annual Impact: The total estimated cost would be \$5,000.00	
Priority: B	

City of Oak Creek 2013 Annual Budget

#4

Capital Equipment Program

Department: Information Technology	Date: 8/16/12
General Type: Computer Equipment	Contact Person: Caesar Geiger
Equipment Description and Location: Purchase SAN (Storage area network) and install at the City Hall.	
Equipment Justification and Intent: The City currently stores it's electronic data and records on individual servers. A SAN device is basically a large group of hard drives in a server box designed to operate faster and more efficiently than individual server storage. This device will allow the city to consolidate servers thru virtualization (combining of multiple servers on a single server) saving energy and HVAC costs. The electronic data for the city will also be consolidated, provide for faster data access, faster startup/restoration of the city servers/network in the case of a disaster and allow a single point for backups/restoration.	
Describe alternatives to purchasing the equipment: Continue to use existing servers and buy additional hard drives to upgrade data storage capacity.	
If this replaces existing equipment describe old equipment and disposal intent:	
Annual Impact: The total estimated cost would be \$30,000.00	
Priority: B	

City of Oak Creek 2013 Annual Budget

#5

Capital Equipment Program

Department: Information Technology	Date: 8/16/12
General Type: Computer Service	Contact Person: Caesar Geiger
Equipment Description and Location: All of the City departments are inundated with paper. To create efficiencies, save space and preserve documents the services of a document scanning would be used to begin scanning paper documents.	
Equipment Justification and Intent: In the past 4 years the city has used their existing staff and a document scanning company to scan more than 100,000 documents. However, there are still many more documents to scan and digitize. Once these documents are scanned they will be inventoried and placed in a document management system to allow for quicker lookup and retrieval. Many of the scanned documents can then be destroyed and will no longer need to be stored. All of our existing digital documents are stored at City Hall and other city buildings to make sure that a disaster will not destroy them.	
Describe alternatives to purchasing the equipment: Continue to store in the basements or use city staff to scan at a slower rate.	
If this replaces existing equipment describe old equipment and disposal intent:	
Annual Impact: The estimated cost would be \$20,000.00 and that price should result in the scanning of more than 80,000 documents.	
Priority: B	

City of Oak Creek 2013 Annual Budget

#6

Capital Equipment Program

Department: Information Technology	Date: 8/16/12
General Type: Computer Software	Contact Person: Caesar Geiger
Equipment Description and Location: Existing dictation server at the Police Department and recording equipment in the Common Council Chambers would be replaced by a software based system.	
Equipment Justification and Intent: The existing dictation equipment and software at the Police department was purchased in 2000 and will not install on Windows Vista or Windows 7 operating systems. The cost to upgrade the existing software on our existing 12 year old equipment would be \$16,000. Also, the existing tape recording/dictation equipment in the Common Council Chambers is experiencing physical issues. I have done preliminary research and can purchase software from several vendors that is software based and can be used in both locations. It would be installed on City servers and would require the purchase of new peripheral equipment such as foot pedals for a total cost of \$10,000. The new systems that are software based do not require specialized hardware or peripherals and any replacement parts can be purchased from generic vendors resulting in cheaper costs going forward.	
Describe alternatives to purchasing the equipment: Continue to use existing equipment on 7 year old Windows XP PC's and the tape system or pay for the Dictaphone software upgrade fee of \$13,600.	
If this replaces existing equipment describe old equipment and disposal intent: Old equipment would be recycled.	
Annual Impact: The cost of software support would be approximately \$1500.	
Priority: A	

City of Oak Creek 2013 Annual Budget

#7

Capital Equipment Program

Department: Information Technology	Date: 8/16/12
General Type: Computer Software	Contact Person: Caesar Geiger
Equipment Description and Location: Inspection and Zoning software for use by the Inspection, Engineering and Community Development departments	
Equipment Justification and Intent: The existing inspection software vendor file bankruptcy 2 years ago and we have been using their old software. There is no support or upgrade path for this software. We will need to purchase new software at a cost of \$40,000.00. We are looking for a software package that will automate our entire inspection department and allow contractors to apply for permits online, pay for them online and check the progress of the review/inspections/approvals during the entire process. Also, the software would allow the inspectors to take tablets in the field and complete inspections electronically.	
Describe alternatives to purchasing the equipment: Continue to use existing PtWin32 software and paper forms.	
If this replaces existing equipment describe old equipment and disposal intent: NA	
Annual Impact: The cost of software support would be approximately \$5000.	
Priority: A	

City of Oak Creek 2013 Annual Budget

#8

Capital Equipment Program

Department: Police Department	Date: September 7, 2012
General Type: Body Armor Replacements	Contact Person: Chief John Edwards
Equipment Description and Location: Replacement of protective body armor for thirteen (13) sworn police employees.	
Equipment Justification and Intent: Per the Oak Creek Professional Police Officers' Labor Agreement, Article 25(B), <i>Clothing Allowance</i> , the City shall provide for the replacement of body armor upon expiration of the manufacturer's 5-year warranty. In the year 2013, the 5-year manufacturer's warranty will expire on a total of thirteen (13) body armor vests.	
Describe alternatives to purchasing the equipment: Alternatives for sworn officers are not an option as the City is obligated to comply with mandatory contractual language.	
If this replaces existing equipment describe old equipment and disposal intent: Used/worn equipment is gathered and disposed of for liability purposes.	
Annual Impact: \$9,100 (13 vests @ \$700/ea.) Note: There is a possibility that we will be able to offset this expenditure by approx. 50% if we are again successful in obtaining a grant for the vests as done so in past years.	
Priority: A	

City of Oak Creek 2013 Annual Budget

#9

Capital Equipment Program

Department: Police Department	Date: September 7, 2012
General Type: Motorola Portable Radios & Squad Radios	Contact Person: Chief John Edwards
Equipment Description and Location: Purchase of Motorola APX600 hand-held, portable radios and APX650 mobile squad radios.	
Equipment Justification and Intent: This would be Phase II of our 5-year plan to purchase replacement hand-held, portable radios and mobile squad radios. The 5-year plan was originally approved during the 2012 C.E.P. budget process (see attached). Phase II includes the purchase of 11 hand-held, portable radios and 4 squad radios.	
Describe alternatives to purchasing the equipment: Replace all radios/equipment at once when the current analog system is taken off-line which would involve a larger one-time expenditure at possible higher prices. Replace rather than repair broken radios which will cause overages in the Radio Equipment budgeted line item.	
If this replaces existing equipment describe old equipment and disposal intent: If incremental purchases are made, some of the radios changed out would be used as spares until the analog system is completely phased out to avoid unexpected purchases for broken radios. Others could be traded-in, if there was any value for them.	
Annual Impact: The cost per APX600 portable radio is \$3,845. The cost per APX650 mobile radio is \$3,959. There is also a one-time template programming cost of \$500. <p>2013 -- 11 portable radios & 4 squad radios = \$58,131 2014 -- 11 portable radios & 4 squad radios = \$58,131 2015 -- 10 portable radios & 4 squad radios = \$54,286 2016 -- 10 portable radios & 3 squad radios = \$50,327</p>	
<p>NOTE: The purchase price has not increased for 2013; however, future costs are subject to change. The above estimates do not include possible costs to update the radio consoles in the Dispatch Center as the scope of work, including costs, was not available at this time.</p>	
Priority: A	Page: 1 of 1

City of Oak Creek 2013 Annual Budget

#10

Capital Equipment Program

Department: Police Department	Date: September 7, 2012
General Type: Police K-9 Replacement	Contact Person: Chief John Edwards
Equipment Description and Location: Purchase one (1) dual-purpose canine, required handler/dog training and certification.	
Equipment Justification and Intent: Canine Kuno will be turning ten (10) years old and Master Handler Mark Mills from Southern Police Canine, Inc., recommends retiring police canines between the ages of 8 and 10. Both the age of the dog and the job's physical requirements affect the performance of the dog's work product. Due to the increasing age of Kuno, along with arthritis in one of his legs, we feel it is time to replace him. The police K-9 is "dual purpose", which means that it is trained in both patrol work and drug detection. The canine is used daily in a patrol capacity. In addition, it is used for detecting narcotics, tracking suspects, clearing buildings, finding lost children/elderly, controlling large crowds, and protecting officers from injury by subduing violent individuals. We feel that the canine is a valuable asset to our agency. There is presently one other police canine, Canine Bronco, who works 2nd shift. In 2011, Canine Bronco was utilized for 280 actual applications, including being involved in 84 municipal drug citations and 45 state drug charges. There were also several cases where the canine was used for trackings and building searches, and his presence likely had prevented officers from having to use force. We expect similar output from the replacement dog that would work on an alternate shift as Canine Bronco.	
Describe alternatives to purchasing the equipment: K-9 Kuno would be retired with no replacement acquired.	
If this replaces existing equipment describe old equipment and disposal intent: Consideration would be made to allow the retired canine to remain with his handler.	
Annual Impact: \$14,000 -- This includes the cost of the dog, a 6-week training/handler course w/food and lodging, and certification.	
Priority: A	

Capital Equipment Program

11

Department: Fire	Date: August 11, 2012
General Type: Emergency Operations Center	Contact Person: Chief Rosandich Adminstrator Peterson
Equipment Description and Location: Equipment for the EOC to be located at the New City Hall in the Drexel Townsquare.	
Equipment Justification and Intent: The current location of the City's Emergency Operation Center is the court room at the Police Station. With the advent of a new city hall the direction is to move the Main EOC to City Hall and establish a facility that is in a state of readiness to meet the challenges the city may incur when disasters strike whether manmade or from mother nature. The goal is to have this room for multi purpose use yet be ready immediately as the Emergency Operations Center. This will also serve as back up EOC for other communities.	
Describe alternatives to purchasing the equipment. None	
If this replaces existing equipment describe old equipment and disposal intent: Existing equipment will be obsolete.	
Annual Impact:	\$200,000
Priority: High	

Capital Equipment Program

12

Department: Fire	Date: August 11, 2012
General Type: Portable Radios & Related Equipment Phase 1	Contact Person: Chief Rosandich
Equipment Description and Location: Replace current portable radios, batteries and charging bases. This request is phase one of two.	
Equipment Justification and Intent: Our current firefighter radios XTS2500 will no longer be able to operate on P25 which are the digital frequencies that Milwaukee County will be switching to. Each firefighter will no longer have a personal radio, we will have on-duty crew radios and extras for off-duty response. The Command Staff will continue to have their own radios.	
Describe alternatives to purchasing the equipment. There are none.	
If this replaces existing equipment describe old equipment and disposal intent:	
Annual Impact: The request for Phase two for 2014 will be \$50,000	\$60,000
Priority: High	

#13

Capital Equipment Program

Department: Fire	Date: August 11, 2012
General Type: EVP Phase 3	Contact Person: Chief Rosandich
Equipment Description and Location: EVP (Opticom) devices used by responding emergency units to control the intersection for safe passage and faster responses to an emergency incident. These are located at various intersections in the city.	
Equipment Justification and Intent: In the next several years there are a number of road projects both locally and by the County and State. The purpose of this CIP is to incorporate the devices into these projects. This is phase three of a four year commitment. There are approximately twenty intersections that may have an impact.	
Describe alternatives to purchasing the equipment.	
If this replaces existing equipment describe old equipment and disposal intent:	
Annual Impact:	\$25,000
Priority: High	

#14

Capital Equipment Program

Department: Fire	Date: August 11, 2012
General Type: Replace Battalion Chief car used for front line response.	Contact Person: Chief Rosandich
Equipment Description and Location: The vehicle is located at Station #3. It serves as the first line responding command car for major type incidents. This vehicle was put into service in 2002 and will be eleven years old.	
Equipment Justification and Intent: This is the front line command car that responds to fires, major accidents, and all other type of major calls. The Battalion Chief serves, directs, manages, supervises, evaluates, organizes and provides technical staff assistance to the operations of the Fire Department. This includes commanding platoon personnel in fire suppression, emergency medical and rescue operations. They also manage and direct training activities, annual fire prevention inspections and participates with fire prevention bureau personnel in fire investigations.	
Describe alternatives to purchasing the equipment.	
If this replaces existing equipment describe old equipment and disposal intent: To be auctioned or sold.	
Annual Impact:	\$45,000
Priority: High	

#15

Capital Equipment Program

Department: Fire	Date: August 11, 2012
General Type: Warning Sirens	Contact Person: Chief Rosandich
Equipment Description and Location: Warnings sirens to be replaced are located at 150 W. Ryan Road (near Erv's Mug) and 7800 S. 6th Street (Little League Complex)	
Equipment Justification and Intent: The current warning sirens were purchased in the mid 1990's and the equipment is starting to fail. Replacement parts are not available due to changes in technology. The goal is to have a reliable warning system in place which is part of the Milwaukee County system to notify the community in the event of weather or other emergencies.	
Describe alternatives to purchasing the equipment. None	
If this replaces existing equipment describe old equipment and disposal intent: Existing equipment will be obsolete.	
Annual Impact:	\$70,000
Priority:	

Capital Equipment Program

#16

Department: Fire	Date: August 11, 2012
General Type: Station #3 Roof Replacement	Contact Person: Chief Rosandich
Equipment Description and Location: A new roof for Fire Station #3.	
Equipment Justification and Intent: The current roof at Station #3 is 12 years old and we have experienced significant leaks in multiple areas of the building. The Facility Maintenance Manager, Dick Kulka, is recommending replacement of the roof. For follow-up information and details please see Dick.	
Describe alternatives to purchasing the equipment.	
If this replaces existing equipment describe old equipment and disposal intent:	
Annual Impact:	\$75,000
Priority: High	

Capital Equipment Program

#17

Department: Fire	Date: August 11, 2012
General Type: Replace Ambulance 3	Contact Person: Chief Rosandich
Equipment Description and Location: Ambulance 3 is a 2004 Freightliner FL60 chassis built by Medtec for the Fire Department. It is currently located at Fire Station #3.	
Equipment Justification and Intent: This ambulance has had on-going problems with the brake system and ride issues for our patients. Ambulance 3 currently is the oldest of our current EMS fleet. During the past eight years the 2004 Freightliner ambulance has been in the fleet serving the public. During this time period there have been several issues concerning the performance of this unit. Braking, patient comfort, and the design have created the need to replace this unit even after addressing these concerns with the factory. The average life span of an ambulance is seven to ten years and this unit is past the midpoint of that time period. Our current frontline ambulance that will go into reserve has 80,000 miles on it and can still serve the city in a back up role.	
Describe alternatives to purchasing the equipment.	
If this replaces existing equipment describe old equipment and disposal intent: The unit will be traded in.	
Annual Impact: There is money available in the 2012 budget under Fund 21, Long Term Equipment Replacement (see July 2011 memo). There is also a potential rebate of \$2,550 for belonging to the Wisconsin Emergency Medical Service Association). \$175,000	
Priority: Highest #1	

Capital Equipment Program

#18

Department: Fire	Date: August 11, 2012
General Type: Fire Gear Replacement Phase 1	Contact Person: Chief Rosandich
Equipment Description and Location: The request is for firefighter turn-out gear and other equipment associated with fire operations. This includes such items as breathing apparatus, radios, tools, and any equipment assisting the firefighter at the scene. Personal protective equipment is required to be worn for all structural fires, non-structural fires, extrication and other various rescue assignments. Turn-out gear is required to meet and/or exceed all NFPA standards. Turn-out gear includes coat, pants, boots, helmets, hood and gloves.	
Equipment Justification and Intent: Current turn-out gear was purchased in 2007 and has a life expectancy of 5 years. Gear will be maintained to the best of our ability through a proactive cleaning, inspection and maintenance program. Fire personnel were 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 cost by buying in larger volume.	
Describe alternatives to purchasing the equipment. More money would have to be budgeted in future years to fund this project all at once. Strategy is to prevent one time big purchases by spreading the item cost over several years.	
If this replaces existing equipment describe old equipment and disposal intent: Old gear will be rotated out as practical. Extra sets will be kept in case of damage and cleaning that is needed after severe conditions and use.	
Annual Impact:	\$30,000
Priority: High	

City of Oak Creek 2012 Annual Budget

#49

Capital Equipment Program

Department: Information Technology	Date: 8/16/12
General Type: Computer Hardware, Software and Telephones	Contact Person: Caesar Geiger
Equipment Description and Location: The City would replace one of our current Nortel phone switches with a Voice over IP phone server and the associated phones.	
Equipment Justification and Intent: The existing 2 Nortel phone switches (City Hall - 1999 & Police Department - 2001) were installed and are configured to communicate with each other. Nortel has gone bankrupt and was purchased by another vendor. With the construction of a new City Hall/Library/Fire Station the City would need to install a new phone system in the new City Hall building. In order to tie the new system and the Police Department together a new phone system will have to be installed in both locations. The new VOIP phone systems operate using the existing data networks and are servers with software and devices (i.e. telephones) connected to them. They allow the integration of voice and video, storage/archival of messages and integration with cell phones. Due to the possibility of the new Fire Station being completed before the new City Hall and the need to learn a new system, it would be necessary to install a new phone system at the Police Department which would allow us to service the new Fire Station from the PD switch. When the new phone server is installed at the new City Hall, the 2 servers will sync with each other and all the City buildings will be served by them. The cost of a VOIP server, software and telephones would be \$105,000.	
Describe alternatives to purchasing the equipment: Wait and install/configure both switches in the same year.	
If this replaces existing equipment describe old equipment and disposal intent: Resell the used equipment.	
Annual Impact: The cost of the phone server hardware/software support would be approximately \$5,000.	
Priority: B	

City of Oak Creek 2013 Annual Budget

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Capital Equipment Program

Department: Parks Department	Date: 08/17/12
General Type: Trailer	Contact Person: Mike Lampe
Equipment Description and Location: Current model Towmaster T-10DT 14 foot Trailer Street Department 800 W Puetz Rd Building # 3	
Equipment Justification and Intent: This new Trailer would be used to carry the new lawn mower for the Parks from the main building to different job sites. We currently use a trailer that is over 15 years and we are having major issues with the braking system and deck. We will trade in the old trailer.	
Describe alternatives to purchasing the equipment:	
Annual Impact: 5,500	
Priority: A High	

City of Oak Creek 2013 Annual Budget

#20

Capital Equipment Program

Department: Parks Department	Date: 08/17/12
General Type: Pickup truck	Contact Person: Mike Lampe
Equipment Description and Location: Current model 12,000 GVW 4x4 pickup truck complete w/plow Street Department 800 W Puetz Rd Building #3	
Equipment Justification and Intent: This new truck would replace our current truck #713 a 1995 Chevy with over 85,000 miles The current truck # 713 is starting to have issues with a rusting frame and box. The current truck would be traded in or sold out right	
Describe alternatives to purchasing the equipment:	
Annual Impact: 35,000	
Priority: A High	

City of Oak Creek 2013 Annual Budget

#(2) /

Capital Improvement Program

Department:Streets, Parks and Forestry	Date:8/24/12	District:	5
Project Title:Shepard Hills ballfield Park		Contact Person: Mike lampe	
Project Components and Location: Replace baseball field drainage and lights Shepard Hills			
Project Justification and Intent: The baseball field and lights need to be replaced. This is the only lighted ball field in the city that is used for softball and kickball leagues. The base ball field has many drainage problems in the outfield because all the water that comes off of the hills located in the outfield. Each year the Electrical Department changes the light bulbs and does maintenance on the lighting system. The lights and ballasts are impossible to find and they are having to do major system changing. If the lighting systems goes down in the middle of the baseball season we have no backup field to use and the games and the league would have to be folded.			
Annual Impact on Operating Budget and Funding Sources:			
Identify any projects currently underway that relate to or impact this project:			
Cost Analysis: 150,000			
Priority: A high			
Project Design and Management:			

City of Oak Creek 2013 Annual Budget

JJ

Capital Improvement Program

Department:Streets, Parks and Forestry	Date:8/24/12	District:	5
Project Title:Meadowview Park	Contact Person: Mike lampe		
Project Components and Location: Path/walkway replacement Meadowview Park			
Project Justification and Intent: The pathway around Meadowview Park has many dippes and low spots holding water and in the winter these holes freeze causing slippery hazards. Parks emplyee have to spend endless hours trying to keep up with the complaints.			
Annual Impact on Operating Budget and Funding Sources: There is approximately 1800 feet of pathway thru the park. The rate to take out and replace is in the range of \$15 per foot.			
Identify any projects currently underway that relate to or impact this project:			
Cost Analysis: 27,000			
Priority: A high			
Project Design and Management:			

City of Oak Creek 2013 Annual Budget #23

Capital Improvement Program

Department Streets, Parks Forestry	District:	3
Project Title Miller Park path replacement	Contact Person:	Mike Lampe
Project Components and Location: Removal and replacement of path/walk way in Miller Park directly north of the High School		
Project Justification and Intent: The walkway thru Miller Park have deteriorated from the many years of use and weather. The main building was renovated several years ago but nothing has been done with the walkways. There are many uneven areas thruout the park and the culvert on the northwest side needs replacing Miller Park continues to draw more and more people who have parties and cookouts.		
Annual Impact on Operating Budget and Funding Sources: There is approximately over 1900 feet of pathways thru the Park. The rate to take out and replace is in the range of \$15.00 per foot		
Identify any projects currently underway that relate to or impact this project:		
Cost Analysis: 28,500		
Priority: A High		
Project Design and Management:		

City of Oak Creek 2013 Annual Budget

#24

Capital Improvement Program

Department: Administration	Date: 8/24/12	District: 4
Project Title: Lakeview Park Phase II	Contact Person: Gerald Peterson	
Project Components and Location: Continue with lakefront part development		
Project Justification and Intent: The City has already acquired 30 acres of land at the Lakeview sight. Plans for a road going through the sight are in development and are part of another 2012 CIP request. The funds from Utility Aid will be used for road construction and planning, seeding and general site preparation. This is a continuation from 2012 and is part of the City's \$47 million long-range capital plan. This is the second cash funding to begin the redevelopment of the blighted lakefront site.		
Annual Impact on Operating Budget and Funding Sources: Once the park are roads are developed, they will have to be maintained.		
Identify any projects currently underway that relate to or impact this project: This is part of the overall Lakeview Redevelopment Project		
Cost Analysis: \$ 1,000,000.00		
Priority: Revelopment of the lakefront is a high priority.		
Project Design and Management:		page 1 of 1

City of Oak Creek 2013

#25

Capital Improvement Program

Department: Streets, Parks & Forestry	Date: 08/24/11	District: All
Project Title: Urban Forestry Program	Contact Person: Mike Lampe, Rebecca Lane	
Project Components and Location: This project includes the planting, pruning, removal, stump grinding and insecticide treatment of street, park, rural right of way and municipal area trees. 2013 will mark the fifth (5th) year of active emerald ash borer (EAB) management and the first year of non-elective street tree ash removals.		
Project Justification and Intent: <p>Planting: We are in the forest-building phase of Oak Creek Forestry after 25 years of development. Hundreds of planting sites await initial trees, unpaid for by development agreements. Thousands of other potential planting sites exist throughout the City. Removals of all size-classes account for 100-200 yearly replacement trees. Removals due to EAB management prompt many additional replacements (150 or more per year).</p> <p>The presence of street trees has a measurable impact on a community. Storm water management, for example, as detailed by Detroit area findings in the aftermath of EAB. A large tree can take up (and clean) 135 gallons of water per day; no question that the volume adds up fast. Countless environmental benefits, home values and quality of life are sound reasons to continue to support yearly tree planting in the City. From a global perspective, it is imperative that planting efforts continue, even in difficult economic times, because we - the City, State and the Midwest - will be losing millions of shade trees, due to EAB. Approximately 20 percent of the Midwest urban tree canopy cover is made up of ash trees. Trees are a first defense in climate change and pollution abatement.</p> <p>Last year we revisited the planting of bare root (BR) trees to save on planting costs. It was an unfortunate early, dry, hot spring and we lost about 15 percent of the BR stock. At about half the cost of balled in burlap trees, the size and root zone can also be unsubstantial. It is worth experimenting with planting bareroot very early (March) or very late (November) in the year.</p> <p>We anticipate a tree shortage and cost increase due to many nurseries going out of business over the past year</p> <p>Emerald Ash Borer and Ash Treatments: According to the documented experiences of other foresters working to manage EAB, we are about to experience dramatic dieback of ash trees throughout the City. In 2013, we will begin reducing ash treatments by eliminating the top 1/4 of the largest ash trees remaining on: Lindenwood Ave/Ct., Wynbrook Dr., Lakeview Dr., Robert Rd., Pine Ave., Birch Dr., Spruce Ct, Wildwood Dr., Michigan Ave. and other areas.</p> <p>Treatment options have expanded and we have had time to compare the pros and cons of different chemical treatments. In 2013, we propose to switch from Imidacloprid to Dinutefuron (Safari) utilizing contractors in late spring to perform the soil injection and/or bark spray. A reminder that contractor treatments on large ash trees will be a temporary measure until removals and replacements can be accomplished. Young white and blue ash will be kept around longer due to the cost effectiveness of treatment for small trees and the ease of removal. Treatment is the best way to slow the spread of EAB because it kills the insect whereas removals may harbor EAB in firewood and risk the possibility of moving the insect to new locations. Treatments are not 100 percent effective.</p> <p>Removals: Recent inventory findings indicate that ash trees make up a greater percentage of the Oak Creek street tree population than estimated (approximately 1100 of 9,000 street trees). We will concentrate on reducing the number of large green ash trees on the streets and in rural rights of way through the combined efforts of Forestry, Streets Dept. personnel and contractors. Going forward in EAB management we anticipate that exigent removals will become more common.</p> <p>Pruning: EAB management, inventory, a heavy planting season and summer drought have impacted the amount of labor that forestry could allocate to pruning in 2012, especially large tree pruning that requires a staff of three. In 2013, we hope to contract out various streets of large honeylocust, possibly other trees over 12 inch diameter.</p>		
Annual Impact on Operating Budget and Funding Sources: \$119,250 less developer reimbursements (approximately -\$18,750). The attached detailed table provides cost analysis 230 es.		

City of Oak Creek 2013

#25

Identify any projects currently underway that relate to or impact this project:

EAB Management Plan: Removals, Stump Grinding, Treatment, Replacement

Ongoing-Yearly Urban Forest Management: Removals, Stump Grinding, Pruning, Replacement and Miscellaneous

2013 Cost CEP/CIP Analysis:

2012 Forestry Requests

2012 Forestry CIP Requests

Less Developer Reimbursement (planting); DNR Grant Reimbursement (various)

TOTAL

Estimated Costs

119,250

-18,750

\$100,500

Priority: High

#

2013 Capital Improvement Project Estimates Urban Forestry

24-Aug-12

Cost Analysis:

Projects:	No. of trees	Estimated Cost
New Tree Planting Developer Funded:		
Continue in Shepard Orchard	15 @ \$250	\$3,750
Continue in Jenna Prairie	20 @ \$250	\$5,000
Continue in the Bluffs	15 @ \$250	\$3,750
Other areas potentially	25 @ \$250	\$6,250
Replacement Planting (ash and other)	150 @ \$250	\$37,500
Replacement Planting (ash and other)	50 @ \$125 (bareroot)	\$6,250
		\$18,750
Contractor Removals (Rural rights of way, street, removal non-compliance) with potential stump grinding		\$62,500
Contractor Large Tree Pruning		\$15,000
Contractor ash tree treatments for Emerald Ash Borer (EAB)		\$25,000
Outreach: Arbor Day/National Night Out/4th of July/Seedlings/Newsletter Inserts		\$15,000
		\$1,750
Developer Reimbursement		-\$18,750
		\$119,250
TOTAL FINAL CIP FUNDS REQUESTED:		\$100,500

City of Oak Creek 2013 Annual Budget #26

Capital Equipment Program

Department: Inspection	Date: August 16, 2012	District: N/A
Project Title: Street Lighting Maintenance - Bucket Truck		Contact Person: Mike Simmons
Project Components and Location: Replacement of the bucket truck		
Project Justification and Intent: The bucket truck is vital to street lighting maintenance as most of the operations involve working on fixtures at pole top height or lifting poles into place. The existing bucket truck has been in service for 10 years. The vehicle has significant rusting and deterioration of the chassis, box and rear springs. Maintenance recommends replacement of the vehicle rather than repair.		
Annual Impact on Operating Budget and Funding Sources: Fuel, maintenance, annual lift inspections/certifications.		
Identify any projects currently underway that relate to or impact this project: .		
Cost Analysis: Replacement cost for a new bucket truck is \$190,000. The existing vehicle would return \$5,500 in trade-in.		
Priority: Safety is a concern should the strains placed daily on the vehicle cause a failure of one of the rusted sections.		
Project Design and Management: City Electrical Inspector and the City Electrician		Page 1 of 1

City of Oak Creek 2013 Annual Budget #27

Capital Equipment Program

Department: Library	Date: 08/27/12
General Type: Radio Frequency Identification (RFID) Technology	Contact Person: Jill Lininger
<p>Equipment Description and Location:</p> <p>75,000 RFID ISO Book Tags 25,000 CD/DVD Hub Tags RFID High Speed Tag Conversion Station Model (8 week tagging estimate) 4 Staff Pad Workstations 2 Additional Self Checkout Stations Direct Mount, Trip Corridor Security Gates (2) 3M V-Series upgrade wedge and software (for current self-check station) Digital Library Assistant Software</p>	
<p>Equipment Justification and Intent:</p> <p>RFID is a technology that the library intends to integrate into our new facilities. As we transition fully into the information age, it becomes increasingly important for us to investigate alternatives to provide the best possible service to our patrons. Implementing circulation technology serves as our springboard to making long-overdue changes to energize our library. By shifting our focus from routine tasks, to delivering innovative and in-demand services, our library will become a place our patrons return to time and again.</p> <p>RFID technology has been implemented in hundreds of libraries throughout Wisconsin including approximately 1/2 of the libraries in the Milwaukee County Federated Library System and is built into several types of library equipment designed to automate labor intensive processes. This includes equipment that allows patrons to self-checkout and self-check-in library materials, faster automated materials handling and sorting systems, as well as security devices and portable devices that assist staff with managing inventory.</p> <p>RFID technology will facilitate the library's ability to accommodate growth and drive Board priorities in other key areas without the need for additional paraprofessional staff. Tangible benefits come from numerous staff and customer efficiencies gained through reduced processing times for checking out, checking in, and moving materials throughout the Milwaukee County Federated Library System. Implementation of RFID allows us to focus on providing our patrons with better quality services by reallocating staff resources from circulation, which can now be managed through technology, to face-to-face customer interactions in the way of increased programming, improved collection development and full-time staffing in the children and adult areas.</p> <p>The Library Board does not want to wait until we are in our new facility to provide stellar services to our patrons. We feel it would be a disservice to our community to wait until 2014 to re-energize the library. By instituting RFID now, we will be in a better position to immediately handle the increase in circulation, patron usage and program attendance that will accompany the opening of a new building.</p> <p>The Friends of the Library have a core group of 25 enthusiastic volunteers who are ready to begin the process of retro-actively tagging our current collection with RFID tags. We estimate it will take this dedicated group of volunteers approximately 2 – 2.5 months to complete the conversion process. New materials that are added to the collection will be tagged immediately at the same cost as our current system.</p>	

City of Oak Creek 2013 Annual Budget #27

One of the library's objectives for 2013 is to update and enhance our current collection to better serve our patrons. Converting the collection to RFID will assist the librarians in this labor intensive process by automating our ability to quickly identify material that is outdated or in disrepair. Implementing RFID in tandem with these collection updates will save money in the long term. As we continue to enhance the quality of our current collection through the addition of new materials, the longer we wait to implement this technology the more it will cost and the more time consuming it will be.

It would be a disservice to our community, which has been so supportive of a new library, to wait until 2014 to implement a technology that will improve library services. In our current building, I estimate that the implementation of an automated material handling system and RFID tagging will save us approximately 1300 hours of staff time at a cost of approximately \$16,900 per year. Given even the most conservative size estimates of the new library, I estimate the need for an additional five paraprofessional staff in our circulation department at a cost of \$84,500 per year without the implementation of RFID technology. Given the cost for the entire project, we could foresee breaking even with our return on investment in less than 3 years at the new facility.

Describe alternatives to purchasing the equipment:

Five paraprofessional staff (6500 hrs x \$13/hr (average) = \$84,500)

The library will seek alternate avenues, such as library impact fees, to fund expenditures related to implementing RFID in the library. However, doing so will lessen the funds available for us to enhance services in the new building.

If this replaces existing equipment describe old equipment and disposal intent:

Replaces Electromagnetic Tape as current security method. Would replace current security gates to read RFID instead of security tape.

Annual Impact:

\$95,000 plus any applicable shipping costs

Priority:

A

City of Oak Creek 2013 Annual Budget

Capital Equipment Program

print off Demco +
3M quotes

Department: Library	Date: 08/27/12
General Type: Radio Frequency Identification (RFID) Technology	Contact Person: Jill Lininger
<p>Equipment Description and Location: Intelligent Return & Sorter System 5 Bin Sorter, staff induction (includes sorter, controller & software, E-stop kit, end bind sensor, 5 bins, patron receipt printer, staff hold printer, receipt paper and Touch Screen monitors)</p> <p>Equipment Justification and Intent: RFID is a technology that the library intends to integrate into our new facilities. As we transition fully into the information age, it becomes increasingly important for us to investigate alternatives to provide the best possible service to our patrons. Implementing circulation technology serves as our springboard to making long-overdue changes to energize our library. By shifting our focus from routine tasks, to delivering innovative and in-demand services, our library will become a place our patrons return to time and again.</p> <p>RFID technology has been implemented in hundreds of libraries throughout Wisconsin including approximately ½ of the libraries in the Milwaukee County Federated Library System and is built into several types of library equipment designed to automate labor intensive processes. This includes equipment that allows patrons to self-checkout and self-check-in library materials, faster automated materials handling and sorting systems, as well as security devices and portable devices that assist staff with managing inventory.</p> <p>RFID technology will facilitate the library's ability to accommodate growth and drive Board priorities in other key areas <i>without the need for additional paraprofessional staff</i>. Tangible benefits come from numerous staff and customer efficiencies gained through reduced processing times for checking out, checking in, and moving materials throughout the Milwaukee County Federated Library System. Implementation of RFID allows us to focus on providing our patrons with better quality services by reallocating staff resources from circulation, which can now be managed through technology, to face-to-face customer interactions in the way of increased programming, improved collection development and full-time staffing in the children and adult areas.</p> <p>The Library Board does not want to wait until we are in our new facility to provide stellar services to our patrons. We feel it would be a disservice to our community to wait until 2014 to re-energize the library. By instituting RFID now, we will be in a better position to immediately handle the increase in circulation, patron usage and program attendance that will accompany the opening of a new building.</p> <p>The Friends of the Library have a core group of 25 enthusiastic volunteers who are ready to begin the process of retro-actively tagging our current collection with RFID tags. We estimate it will take this dedicated group of volunteers approximately 2 – 2.5 months to complete the conversion process. New materials that are added to the collection will be tagged immediately at the same cost as our current system.</p>	

City of Oak Creek 2013 Annual Budget

One of the library's objectives for 2013 is to update and enhance our current collection to better serve our patrons. Converting the collection to RFID will assist the librarians in this labor intensive process by automating our ability to quickly identify material that is outdated or in disrepair. Implementing RFID in tandem with these collection updates will save money in the long term. As we continue to enhance the quality of our current collection through the addition of new materials, the longer we wait to implement this technology the more it will cost and the more time consuming it will be.

It would be a disservice to our community, which has been so supportive of a new library, to wait until 2014 to implement a technology that will improve library services. In our current building, I estimate that the implementation of an automated material handling system and RFID tagging will save us approximately 1300 hours of staff time at a cost of approximately \$16,900 per year. Given even the most conservative size estimates of the new library, I estimate the need for an additional five paraprofessional staff in our circulation department at a cost of \$84,500 per year without the implementation of RFID technology. Given the cost for the entire project, we could foresee breaking even with our return on investment in less than 3 years at the new facility.

Describe alternatives to purchasing the equipment:

Five paraprofessional staff (6500 hrs x \$13/hr (average) = \$84,500)

The library will seek alternate avenues, such as library impact fees, to fund expenditures related to implementing RFID in the library. However, doing so will lessen the funds available for us to enhance services in the new building.

If this replaces existing equipment describe old equipment and disposal intent:

Annual Impact:

\$85,000 + applicable shipping costs

The new building will see the opportunity to expand the sorter to accommodate more bins.

Priority:

A

City of Oak Creek 2013 Annual Budget

Capital Improvement Program

#28

Department: Engineering	Date: August 16, 2012	District: Various
Project Title: Bridge Maintenance	Contact Person: Mike Simmons	
Project Components and Location: Bridges in the City of Oak Creek		
Project Justification and Intent: Engineering is responsible for the inspection and repair of bridges on all City streets. By budgeting \$20,000 per year the City has been able to cover costs of the bridge inspections (required biennially) and routine maintenance while also setting aside funds for the upcoming replacement of bridges as needed. There are three bridges that will need replacing over the next few years and design of these will soon be underway with funding already in place for that effort. There is about \$220,000 remaining in past projects (Proj. Nos. 11016 & 12016) that is recommended to be applied toward resurfacing of two bridge decks and a funding start for replacement of the highest priority bridge (Nicholson Road).		
Annual Impact on Operating Budget and Funding Sources: There are 18 bridges that require inspections biennially at a cost of about \$4,000. Bridges are inspected by an engineering consulting firm certified in bridge inspection.		
Identify any projects currently underway that relate to or impact this project: There are three bridges that will need replacing over the next few years based on their condition rating: 200 W. Marquette Avenue, 7600 S. 6th Street, 9000 S. Nicholson Road		
Cost Analysis: It is recommended that \$275,000 be budgeted in 2013 for replacement of the Nicholson Road bridge. Grants will be explored once the funding cycle begins in Jan. 2013.		
Priority: Resurfacing of the Wildwood Drive (800 W. block) and the Forest Hill Avenue (1800 E. block) bridges and replacement of the Nicholson Road bridge.		
Project Design and Management: Design by engineering bridge consultant, managed by Engineering Department.		

City of Oak Creek 2013 Annual Budget

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Capital Improvement Program

Department: Engineering	Date: August 27, 2012	District: 2
Project Title: Box Culvert on Weatherly Drive	Contact Person: Mike Simmons	
Project Components and Location: Box Culvert on Weatherly Drive at Willow Heights Park		
Project Justification and Intent: This N5 Tributary branch of the Oak Creek currently passes under Weatherly Drive near Willow Heights Park through three side by side culvert pipes. This segment of Weatherly Drive and the three-pipe drainage configuration have always been considered interim infrastructure, to be in place only until a permanent bridge is constructed downstream. With the proposed Wildwood bridge having been removed from the plan by Council action, it has become necessary to make Weatherly Drive a permanent roadway. With the existing culverts failing in 2011, the 2012 budget approved funding for design of the permanent roadway and the necessary box culverts, and the design is underway. This request is for funding for construction of the culverts.		
Annual Impact on Operating Budget and Funding Sources: This would eliminate the annual maintenance burden of the failing culverts.		
Identify any projects currently underway that relate to or impact this project: Weatherly Drive should be designed and constructed to its ultimate section in conjunction with this culvert project.		
Cost Analysis: The request is for \$500,000 for construction of the permanent box culverts. If available, funds from the Storm Water Fund 38 could be transferred to the CIP, or funds currently available in "Unspecified Storm Water" could be utilized here.		
Priority: One culvert failed in spring 2011 and was temporarily replaced by Street Dept. The other two are in poor condition.		
Project Design and Management: Project is currently under design by RA Smith National.		

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Capital Improvement Program

Department: Engineering	Date: August 15, 2012	District: Various
Project Title: Concrete Replacement	Contact Person: Mike Simmons	
Project Components and Location: Various spot repairs to City sidewalks and concrete roads.		
Project Justification and Intent: A portion of this item is used to address trip hazards to the sidewalk system. This limits potential injury to pedestrians and the City's liability for injury claims. The remainder of this item is used for patching of concrete roads. Through its annual road inspections the Engineering Department identifies concrete road patching needs. The Street Department selects the repairs they can undertake based on size of repair and their workload.		
Annual Impact on Operating Budget and Funding Sources: Existence of an ongoing sidewalk inspection and maintenance program reduces City insurance premiums and is a solid defense for public sidewalk trip and fall injury claims. Patching of medium rated concrete roads slows the deterioration rate and extends pavement useful life.		
Identify any projects currently underway that relate to or impact this project: Under contract work put together by Engineering in 2012 the highest priority area of sidewalk trip hazard elimination in the north central part of the city was addressed.		
Cost Analysis: It is recommended that \$150,000 be budgeted in 2013.		
Priority: The next priority area is thought to be Cedar Hills, Chapel Hills and Willow Heights. This will be confirmed with the next round of sidewalk inspections.		
Project Design and Management: Engineering Department		

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Capital Improvement Program

Department: Engineering	Date: August 16, 2012	District: Various
Project Title: Concrete Sidewalk	Contact Person: Mike Simmons	
Project Components and Location: Sidewalks along Howell Avenue		
Project Justification and Intent: In 1999 the Common Council enacted a plan to complete sidewalks along Howell Avenue. Over the past several years a significant percentage of the sidewalks have been installed through various projects and site developments. There remains about 24,000 lineal feet (4.5 miles) of sidewalk to complete the gaps between Oakwood Road and College Avenue. The City and WDOT have an agreement in which WDOT is designing the 24,000 LF of sidewalk and the necessary right-of-way plat, and will construct the sidewalks in 2014 with the City paying just 20% of the construction costs. The City is responsible for the full costs of the real estate services, easement acquisitions, and 7 or 8 smaller retaining walls that would be needed to address grade issues.		
Annual Impact on Operating Budget and Funding Sources: Every new sidewalk installation increases the responsibility the City has to maintain (not necessarily snow plow) all public sidewalks from a trip hazard elimination standpoint.		
Identify any projects currently underway that relate to or impact this project: The City has about \$149,500 (Project Nos. 10029 & 12025) remaining from previously budgeted funds for Howell sidewalks. The Common Council recently authorized Engineering to advertise an RFP for the real estate services.		
Cost Analysis: Engineering believes that the funding that is currently in place will be enough to cover the 2013 real estate needs. It is estimated that by 2014 an additional \$250,000 will be needed to cover the costs of the retaining walls and the City's 20% cost share of the sidewalk installation. If the full \$250,000 cannot be budgeted in 2013, it would be requested that some portion of this amount be reserved in 2013 and the remainder in 2014.		
Priority: This is a good opportunity for the City to get it's desired sidewalks at a fraction of the normal costs.		
Project Design and Management: Engineering coordinate real estate needs through its consultant. WDOT design and construction of sidewalk.		

City of Oak Creek 2013 Annual Budget

#32

Capital Improvement Program

Department: Engineering	Date: August 27, 2012	District: 4
Project Title: Sanitary Sewer & Water Main for 5th Avenue Extension	Contact Person: Mike Simmons	
Project Components and Location: Design and construction of sanitary sewer and water main for the 5th Avenue extension project.		
Project Justification and Intent: The road is currently under design and will be constructed in 2014 through 2015. The property the road will cross is vacant and owned by a developer. It is prudent to install the utilities that will serve this soon-to-be-developed property prior to the road construction.		
Annual Impact on Operating Budget and Funding Sources: Infrastructure that will be owned and maintained by the Oak Creek Water & Sewer Utility.		
Identify any projects currently underway that relate to or impact this project: Design and 2014-2015 construction of the 5th Avenue relocation project (new road extension).		
Cost Analysis: Request is for \$425,000 for the design and construction. Some of these estimated costs could be re-couped through special assessments to benefitting adjacent property owners and/or donation of the required right-of-way from the property owners.		
Priority: This project is another key step towards redevelopment of the lakefront.		
Project Design and Management: Project would be designed and advertised for public bids through the Engineering Department.		

City of Oak Creek 2013 Annual Budget

#33

Capital Improvement Program

Department: Engineering	Date: August 27, 2012	District: 6
Project Title: Street Lighting on Wood Creek Drive	Contact Person: Mike Simmons	
Project Components and Location: Installation of a street lighting system on Wood Creek Drive		
Project Justification and Intent: This street, which is lined with several apartment buildings, has never had street lighting. Security has been an issue. Yard lights do not provide much illumination and security from suspicious activity. A new system would improve conditions in this regard as well as provide a long needed off-loading of a large lighting system that currently serves the Howell/Puetz area.		
Annual Impact on Operating Budget and Funding Sources: Power costs on the level of \$150/month average, plus ongoing routine maintenance.		
Identify any projects currently underway that relate to or impact this project: None		
Cost Analysis: Construction cost request is \$100,000.		
Priority: This area has had no street lighting since initial development. Yard lights had been installed in lieu of the street lighting, with less than ideal performance.		
Project Design and Management: Design and construction coordination by Engineering Department.		

City of Oak Creek 2013 Annual Budget

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Capital Improvement Program

Department: Inspection	Date: August 16, 2012	District: All
Project Title: Street Lighting/Traffic Signals	Contact Person: Mike Simmons	
Project Components and Location: Street lighting systems located throughout the City.		
Project Justification and Intent: The City is responsible for the inspection, repair, and replacement of street lighting and traffic signal systems. These funds allow for the continued maintenance and replacement of outdated or failing components as needed. The City Electrician, Electrical Inspector and Street Department have been working together on annual projects to replace older failing lighting systems on a prioritized list developed by Building Inspection.		
Annual Impact on Operating Budget and Funding Sources:		
Identify any projects currently underway that relate to or impact this project: The light poles and fixtures in the Riverton Meadows subdivision will be replaced in 2013. The system is over thirty years old and has direct-bury poles, some of which are rotting away at the base. This was discussed and approved during the 2012 budget process, however due to a retirement the work was postponed until 2013.		
Cost Analysis: It is requested that \$125,000 be budgeted in 2013 for ongoing maintenance.		
Priority: Replacement of the light poles and fixtures in the Riverton Meadows subdivision in 2013.		
Project Design and Management: City Electrical Inspector and the City Electrician		Page 1 of 1

City of Oak Creek 2013 Annual Budget

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Capital Improvement Program

Department: Engineering	Date: August 16, 2012	District: Various
Project Title: Unspecified Streets	Contact Person: Mike Simmons	
Project Components and Location: Various street rehabilitations to be recommended by CIP Committee after the 2013 PASER ratings are performed.		
Project Justification and Intent: This project is 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 resurfacing and reconstructing of asphalt and concrete streets along with storm sewer repairs. Based on the need for crack filling and minor patching schedule in recent years, a large number of concrete streets and the post-1990 subdivisions will start an expanded need for resurfacing in the coming years. This underscores the importance of at least maintaining, if not increasing, this annual effort. There are several asphalt pathways within various city parks that would be considered for rehabilitation under this contract as well. These have been identified by Parks & Recreation Dept.		
Annual Impact on Operating Budget and Funding Sources: Rehabilitation of failing pavements reduce the backlog on patching and crack filling operations.		
Identify any projects currently underway that relate to or impact this project:		
Cost Analysis: It is recommended that \$1,000,000 be budgeted in 2013.		
Priority: Roads that have a PASER condition rating of 3 or less and that carry significant traffic volumes. W. Puetz Road (Liberty to Howell) is considered a priority candidate for inclusion in the 2013 contract. Approximately \$70,000 in LRIP funding has been awarded for this road, but it must be completed in 2013. Park & Recreation's stated pathway priority is rehabilitation of the pathway in Willow Heights Park in 2013.		
Project Design and Management: Engineering Department		Page 1 of 1

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Capital Improvement Program

Department: Engineering	Date: August 27, 2012	District: Various
Project Title: Final Asphalt for Unfinished Subdivisions	Contact Person: Mike Simmons	
Project Components and Location: Street repairs, utility adjustments and final asphalt surfacing in unfinished subdivision are performed.		
Project Justification and Intent: The Engineering Department has been working to get developers to finish off their residential subdivisions with final asphalt repairs and surfacing. Not unique to this city, many developments have been struggling under this prolonged difficult period in the economy and real estate market. We have been successful in getting four of these subdivisions surfaced by the developers. There are three more currently being negotiated by the developers and/or the development's receiver, trying to be completed this year yet. There are four developers which can be termed "non-responsive" to the city's persistent requests to finish.		
Annual Impact on Operating Budget and Funding Sources: These public roads, sidewalks and street lights will be owned and maintained by the city. Ongoing power costs for the street lights.		
Identify any projects currently underway that relate to or impact this project:		
Cost Analysis: Costs for finishing the streets in the four non-responsive developments are estimated at \$315,000, above and beyond the escrow currently retained by the city. An additional \$65,000 would be necessary to plant the street trees. There are provisions in the Development Agreement that allow the City to complete any unfinished work and special assess the associated costs to the lot owners in the development.		
Priority: The costs for finishing these roads will increase over time due to rising asphalt prices and area of pavement repair.		
Project Design and Management: Engineering Department		

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Capital Improvement Program

Department: Engineering	Date: August 24, 2012	District: 2
Project Title: Weatherly Drive	Contact Person: Mike Simmons	
Project Components and Location: Weatherly Drive		
Project Justification and Intent: This segment of Weatherly Drive spanning from Wilding Drive to Waring Drive, only about one-fifth of a mile in length, has always been considered a temporary roadway. It has served as a second access to the apartments and Willow Heights subdivision through the park, and planned to be removed when the proposed bridge connecting Wildwood Drive was finally constructed. With the proposed Wildwood bridge having been removed from the plan by Council action, it has become necessary to make Weatherly Drive a permanent roadway. With the existing culverts failing in 2011, the 2012 budget approved funding for design of the permanent roadway and the necessary box culverts, and the design is underway. This request is for funding for the actual construction. This will raise the road so that it does not overtop under the 100-year storm.		
Annual Impact on Operating Budget and Funding Sources: This would eliminate the annual maintenance burden of the failing culverts.		
Identify any projects currently underway that relate to or impact this project: Related CIP request to install the permanent box culvert under Weatherly Drive.		
Cost Analysis: The request is for \$600,000 for the road construction.		
Priority: One culvert failed in spring of 2011 and was temporarily replaced by Street Dept. The other two are in poor condition. The road historically overtops under heavy creek flow.		
Project Design and Management: Project would be designed by an engineering consultant, with preliminary work completed by the Engineering Dept.		

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Capital Improvement Program

Department: Engineering	Date: August 16, 2012	District: 4
Project Title: 5th Avenue Relocation (f/k/a Ryan Road)	Contact Person: Mike Simmons	
Project Components and Location: Design and construction of a new road (a relocation of 5th Avenue) from the intersection of STH 100/STH 32 to the lakefront redevelopment properties.		
Project Justification and Intent: This will be a new road, extending northeast from the intersection of STH 100/STH 32 to the lakefront redevelopment properties near 5th Avenue/Ryan Road. This road, about two-thirds of a mile in length, will be urban section with curbs, storm sewer, on-street bicycle lanes, sidewalks, and street lighting. It will also include a median and the intersection of 5th Avenue/Ryan Road will likely be a roundabout. Project is currently under design by the City's selected design firm (Strand Associates, \$399,070 contract), construction will take place 2014 and 2015.		
Annual Impact on Operating Budget and Funding Sources: The finished road will require regular City maintenance; including snow removal, street lighting maintenance and power costs.		
Identify any projects currently underway that relate to or impact this project: Environmental clean-up and redevelopment of the lakefront properties north of Ryan Road, east of 5th Avenue		
Cost Analysis: There is currently \$175,000 available from what had been reserved in the 2012 budget toward the design. An additional \$225,000 will be required for the remainder of the design and real estate services. Property acquisitions and relocation costs will be necessary and are estimated to be \$600,000. The request is for \$825,000 for the remainder of design and for real estate acquisitions in 2013.		
Priority: This road construction will be a key step towards redevelopment of the lakefront.		
Project Design and Management: Project is currently under design by Strand Associates and coordinated by Engineering.		

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City of Oak Creek 2013 Annual Budget

Capital Improvement Program

Department: Engineering	Date: August 27, 2012	District: 4
Project Title: Lakefront Parkway - Phase I (EPEC property)	Contact Person: Mike Simmons	
Project Components and Location: Design and construction of the first phase of the lakefront parkway across the redeveloping lakefront sites.		
Project Justification and Intent: This road will intersect with Ryan Road and the Bender Park entrance and extend northerly across the current EPEC property. The road would be a little over one-quarter of a mile in length.		
Annual Impact on Operating Budget and Funding Sources: This would be a public city street, requiring ongoing snow removal, maintenance and street lighting costs.		
Identify any projects currently underway that relate to or impact this project: Redevelopment of the lakefront.		
Cost Analysis: Design and construction is estimated to be about \$650,000.		
Priority: This road would be the public's very first opportunity to access the lakefront properties that have been fenced off for decades, so there is some urgency to get it constructed as soon as possible after the City comes into ownership of the land.		
Project Design and Management: Project would be designed and advertised for public bids through the Engineering Department.		

City of Oak Creek 2013 Annual Budget

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Capital Improvement Program

Department: Engineering	Date: August 27, 2012	District: 2
Project Title: W. Riverwood Drive Extension	Contact Person: Mike Simmons	
Project Components and Location: Design, real estate acquisition and construction of a new road, including utilities, that would extend from the intersection of 27th Street/Riverwood Drive easterly then southerly until it creates a new intersection with Rawson Avenue/Riverwood Drive. The road would be about one-third of a mile in length.		
Project Justification and Intent: WDOT will be reconstructing 27th Street in 2017 (possibly in 2015). This proposed road extension would allow the required improvements to the intersections of 27th/Rawson and 27th/Riverwood to be designed appropriately for more efficient and safe movement of traffic in that high commercial traffic area. This road extension is consistent with the adopted access management plan for 27th Street.		
Annual Impact on Operating Budget and Funding Sources: This would be a public city road, requiring ongoing snow removal, maintenance, street lighting and traffic signal costs.		
Identify any projects currently underway that relate to or impact this project: WDOT's planned reconstruction of 27th Street in 2017 (possibly as soon as 2015).		
Cost Analysis: Design: \$325,000 Real Estate: \$250,000 Construction: \$2,500,000 Some of these estimated costs could be re-couped through special assessments to benefitting adjacent property owners and/or donation of the required right-of-way from the property owners. Also, WDOT has expressed interest in participating in the construction costs to some as yet undetermined extent.		
Priority: The design should proceed as soon as possible so that its effects can be incorporated into the final plans for the 27th Street reconstruction project.		
Project Design and Management: Design by an engineering consultant, managed by the Engineering Dept.		

City of Oak Creek 2013 Annual Budget

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Capital Improvement Program

Department: Engineering	Date: August 27, 2012	District: 3 & 5
Project Title: Quiet Zone at E. Oakwood/UPRR	Contact Person: Mike Simmons	
Project Components and Location: Establishment of a quiet zone for the at-grade crossing of the Union Pacific Railroad with E. Oakwood Road (2100 E. block).		
Project Justification and Intent: Request has come for establishment of a quiet zone adjacent to the Willow Creek subdivision. One property owner has been insistent that this be considered. This would likely entail the construction of a raised median and corresponding widening of the approach lanes. It would require the alteration of the Union Pacific RR's signal to a constant warning time detection.		
Annual Impact on Operating Budget and Funding Sources: No ongoing costs.		
Identify any projects currently underway that relate to or impact this project: City is now going through the process of gaining approval of a quiet zone at W. Puetz/UPRR.		
Cost Analysis: Road alterations: \$150,000 Alteration to UPRR's signal to constant warning time detection: \$300,000		
Priority:		
Project Design and Management: Application and design by Engineering Dept.		

City of Oak Creek 2013 Annual Budget

Fund Name: Capital Projects — Developer Agreements – Fund 41

Fund Description:

Capital Projects funds are used to account for the purchase or construction of major capital facilities. 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:

1. There are no new subdivision public improvement projects scheduled for 2010 at this time.
2. To bill the developers for all engineering, administration and inspection services at least twice a year.

Future Issues

The city needs to reevaluate the hourly rates charged to developers for engineering services.

City of Oak Creek 2013 Annual Budget

Fund / Department	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
Capital Projects Fund - Developer Agreements - Fund 41						
Beginning Fund Balance	\$12,694	\$32,734	\$35,146	\$32,984	\$20,766	\$146,016
REVENUES						
Commercial Revenues						
342.81 Developer Contributions	45,453	7,687	17,678	100,000	100,000	100,000
360.00 Interest Income	0	0	0	250	250	250
368.00 Miscellaneous Revenue	0	0	0	0	0	0
Subtotal	\$45,453	\$7,687	\$17,678	\$100,250	\$100,250	\$100,250
Interfund Transfers						
390.30 From Special Assessment # 30						
390.34 From Devel Agreement # 34	0	0	0	125,000	125,000	125,000
390.40 From CIP # 40						
390.41 From Develop Future Fund 41		0				
390.99 From TIF						
Subtotal	\$0	\$0	\$0	\$125,000	\$125,000	\$125,000
Total Revenues	\$45,453	\$7,687	\$17,678	\$225,250	\$225,250	\$225,250
Total Revenues Available	\$58,147	\$40,421	\$52,824	\$258,234	\$246,016	\$371,266
EXPENDITURES						
Capital Outlay						
955.00 Capital Projects	25,413	5,275	32,058	100,000	100,000	100,000
Subtotal	\$25,413	\$5,275	\$32,058	\$100,000	\$100,000	\$100,000
Transfers						
990.45 To Capital Projects Fund	0	0	0	0	0	0
Total Expenditures	\$25,413	\$5,275	\$32,058	\$100,000	\$100,000	\$100,000
Ending Fund Balance	\$32,734	\$35,146	\$20,766	\$158,234	\$146,016	\$271,266

City of Oak Creek 2013 Annual Budget

Fund Name: TIF #7 Capital Project Fund Fund 43

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, 27th Street to the west and the City limits to the south.

Fund Objectives:

To properly account for all transactions related to the installation of public improvements within the District.

Future Issues

- 1.) In 2009 the TID borrowed \$314,000 from the economic development fund to assist with cash flow
- 2.) Monitoring increment and balancing increments with costs associated with the District.
- 3.) 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 and studying alternatives to shore up it's structure.

City of Oak Creek 2013 Annual Budget

Fund / Department	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
Capital Projects Fund - 2007 TIF # 7 - Fund 43 (S. 27th Street)						
Beginning Fund Balance	-\$453,839	-\$396,843	-\$186,880	-\$100,866	-\$241,465	\$273,035
REVENUES						
Taxes and Assessments						
300.00 Tax Increment	11,163	505,252	616,330	50,000	50,000	320,800
315.50 State Computer Aids	0	21,288	24,256	2,000	2,000	2,000
Subtotal	\$11,163	\$526,540	\$640,586	\$52,000	\$52,000	\$322,800
Commercial Revenues						
342.81 Developer Contributions	113,350	0	0	0	0	0
360.00 Interest Income	10	40	160	0	0	0
368.00 Miscellaneous Revenue	0	0	0	0	0	0
Subtotal	\$113,360	\$40	\$160	\$0	\$0	\$0
Interfund Transfers						
370.00 Debt Proceeds Develop Agmnt	0	0	0	4,000,000	4,000,000	0
390.34 From Other Funds	0	0	0	0	0	0
Subtotal	\$0	\$0	\$0	\$4,000,000	\$4,000,000	\$0
Total Revenues	\$124,523	\$526,580	\$640,746	\$4,052,000	\$4,052,000	\$322,800
EXPENDITURES						
Capital Outlay						
955.00 TIF # 7 Expenses	67,527	131,068	524,590	4,000,000	3,500,000	150,000
955.10 Liberty Trust	0	185,549	170,741	37,500	37,500	0
955.20 Campione	0	0	0	0	0	0
Subtotal	\$67,527	\$316,617	\$695,331	\$4,037,500	\$3,537,500	\$150,000
Transfers						
Total Expenditures	\$67,527	\$316,617	\$695,331	\$4,037,500	\$3,537,500	\$150,000
Ending Fund Balance	-\$396,843	-\$186,880	-\$241,465	-\$86,366	\$273,035	\$445,835

City of Oak Creek 2013 Annual Budget

Fund Name: TIF #8 Capital Project Fund – Fund 45

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 estimated to be approximately \$22 million.

Fund Objectives:

To properly account for all transactions related to the installation of public improvements within the District.

Future Issues

Due to the nature of the local economy, it is uncertain when development will begin within the District. It is possible that work could begin in 2012, with additional development phased in.

City of Oak Creek 2013 Annual Budget

Fund / Department	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
Capital Projects Fund - 2009 TID #8 - Fund 45 (Wispark - Former MMSD site)						
Beginning Fund Balance	\$0	\$0	\$0	\$0	\$49,398	\$95,777
REVENUES						
Taxes and Assessments						
300.00 Tax Increment	0	0	48,162	78,400	56,879	78,400
307.00 Special Assessment Payments	0	0	0	0	0	0
307.10 Special Assessment Developer	0	0	0	0	0	0
Subtotal	0	0	48,162	78,400	56,879	78,400
Taxes and Assessments						
300.00 Property Tax	0	0	0	0	0	0
Commercial Revenues						
342.81 Developer Contributions	0	0	0	0	0	0
360.00 Interest Income	0	0	0	0	0	0
318.00 Intergovernmental	0	0	4,141	4,500	4,500	4,500
368.00 Miscellaneous Revenue	0	0	0	0	0	0
Subtotal	\$0	\$0	\$4,141	\$4,500	\$4,500	\$4,500
Debt Proceeds						
371.00 Bonds/Notes	0	0	0	9,000,000	0	9,000,000
390.40 From CIP # 40						
390.41 From Develop Future Fund 41						
390.99 From TIF						
Subtotal	\$0	\$0	\$0	\$9,000,000	\$0	\$9,000,000
Total Revenues	\$0	\$0	\$52,303	\$9,082,900	\$61,379	\$9,082,900
Total Revenues Available	\$0	\$0	\$52,303	\$9,082,900	\$110,777	\$9,178,677
EXPENDITURES						
Capital Outlay						
955.00 TIF #8 Expenses			2,905	9,000,000	15,000	9,000,000
Subtotal	\$0	\$0	\$2,905	\$9,000,000	\$15,000	\$9,000,000
Transfers						
990.45 Transfers out	0	0	0	50,000	0	0
Subtotal	\$0	\$0	\$0	\$50,000	\$0	\$0
Total Expenditures	\$0	\$0	\$2,905	\$9,050,000	\$15,000	\$9,000,000
Ending Fund Balance	\$0	\$0	\$49,398	\$32,900	\$95,777	\$178,677

City of Oak Creek 2013 Annual Budget

Fund Name: TIF #9 Capital Project Fund – Fund 51

Fund Description:

Tax Increment Financing (TIF) District No. 9 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. 9 is being formed as a mixed used tax increment district. It is comprised of approximately 29 acres of commercial property valued at just over \$5 million. It is anticipated that new development will be mixed used with primarily commercial/retail buildings and may include a new hotel. It is not known at this time whether the District will be developed by the City or by private developers or both.

The District is an area adjacent to South 13th Street and West College Avenue and is an important gateway to the City of Oak Creek. This area historically has had a hospitality focus given its proximity to the airport and the interstate. The area is showing signs of transition and renewal as new hotels are constructed and older properties are renovated to take advantage of opportunities being created by business growth in southern Milwaukee County. Expansion of I-94 and passenger growth at Mitchell International Airport has also added a renewed interest in the area.

Immediately south of the new hotel development is an area that has been operating as a salvage yard. The appearance of this facility, and others in close proximity, undermine the investment that is being made in this area and could curtail future investment in this important gateway. The District would assist in the acquisition and preparation for resale of the salvage yard operation.

Fund Objectives:

To properly account for all transactions related to the installation of public improvements within the District.

Future Issues

Due to the nature of the local economy, it is uncertain when development will begin within the District. It is possible that work could begin in 2012, with additional development phased in.

City of Oak Creek 2013 Annual Budget

Fund / Department	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
Capital Projects Fund - 2009 TID # 9 - Fund 51 (Tri-Star Recycling & S 13 St)						
Beginning Fund Balance	\$0	\$0	\$0	\$0	\$37,769	\$61,584
REVENUES						
Taxes and Assessments						
300.00 Tax Increment	0	0	45,060	78,000	22,015	78,000
307.00 Special Assessment Payments	0	0	0	0	0	0
307.10 Special Assessment Developer	0	0	0	0	0	0
Subtotal	0	0	45,060	78,000	22,015	78,000
Taxes and Assessments						
300.00 Property Tax	0	0	0	0	0	0
Commercial Revenues						
342.81 Developer Contributions	0	0	0	0	0	0
360.00 Interest Income	0	0	30	0	0	0
318.00 Intergovernmental	0	0	2,703	1,800	1,800	1,800
368.00 Miscellaneous Revenue	0	6,590,000	0	6,590,000	0	0
Subtotal	\$0	\$6,590,000	\$2,733	\$6,591,800	\$1,800	\$1,800
Interfund Transfers						
390.34 From Other Funds	0	0	0	0	0	0
390.99 From TIF	0	0	0	0	0	0
Subtotal	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$0	\$6,590,000	\$47,793	\$6,669,800	\$23,815	\$79,800
Total Revenues Available	\$0	\$6,590,000	\$47,793	\$6,669,800	\$61,584	\$141,384
EXPENDITURES						
Capital Outlay						
955.00 Capital Projects	0	6,590,000	10,024	10,024	0	0
Subtotal	\$0	\$6,590,000	\$10,024	\$10,024	\$0	\$0
Transfers						
990.45	0	0	0	0	0	0
Subtotal	\$0	\$0	\$0	\$0	\$0	\$0
Total Expenditures	\$0	\$6,590,000	\$10,024	\$10,024	\$0	\$0
Ending Fund Balance	\$0	\$0	\$37,769	\$6,659,776	\$61,584	\$141,384

City of Oak Creek 2013 Annual Budget

Fund Name: Capital Projects — TIF #10 Bucyrus/SynerG Fund 52

Fund Description:

Capital Projects funds are used to account for the purchase or construction of major capital facilities. 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 and for public improves for a hotel and park and ride facility developed by SynerG.

----- - - - The hotel will be a 100+ room facility and will have space for 1800+ cars servicing Mitchell International Airport.

Fund Objectives

To properly account for all capital improvements within the district.

City of Oak Creek 2013 Annual Budget

Fund / Department	2010 Actual	2011 Actual	2012 Budget	2012 Estimate	2013 Budget
Capital Projects Fund 52 - 2010 TIF #10 - Bucyrus & Syner-G					
Beginning Fund Balance	\$0	\$0	-\$20,100	-\$66,751	-\$153,191
REVENUES					
Taxes and Assessments					
300.00 Tax Increment		0	10,000	7,920	571,100
315.50 State Computer Aids		0	500	66,000	66,000
Subtotal	\$0	\$0	\$10,500	\$73,920	\$637,100
Commercial Revenues					
342.81 Developer Contributions		5,000	10,000	40,000	0
360.00 Interest Income					
318.00 Intergovernmental			0		0
368.00 Miscellaneous Revenue					
Subtotal	\$0	\$5,000	\$10,000	\$40,000	\$0
Interfund Transfers					
370.00 Debt Proceeds Develop Agrmnt			4,500,000	0	2,750,000
390.30 From Special Assessment # 30					
390.34 From Other Funds					
390.40 From CIP # 40					
390.41 From Develop Future Fund 41					
390.99 From TIF					
Subtotal	\$0	\$0	\$4,500,000	\$0	\$2,750,000
Total Revenues	\$0	\$5,000	\$4,520,500	\$113,920	\$3,387,100
Total Revenues Available					
EXPENDITURES					
Capital Outlay					
955.00 Bucyrus				150,360	157,500
955.10 SynerG			4,500,000	0	2,750,000
955.20 Other-Administrative Costs		71,751		50,000	75,000
Subtotal	\$0	\$71,751	\$4,500,000	\$200,360	\$2,982,500
Transfers					
990.45					
Subtotal	\$0	\$0	\$0	\$0	\$0
Total Expenditures	\$0	\$71,751	\$4,500,000	\$200,360	\$2,982,500
Ending Fund Balance	\$0	-\$66,751	\$400	-\$153,191	\$251,409

City of Oak Creek 2013 Annual Budget

Fund Name: Capital Projects — TIF #11 – Drexel Town Center

Fund Description:

Capital Projects funds are used to account for the purchase or construction of major capital facilities. 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 City Hall and Library. West of this civic complex will be multifamily residential units. To the east of the civic complex 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.

Fund Objectives

To properly account for all capital improvements within the district.

City of Oak Creek 2013 Annual Budget

Fund / Department	2010 Actual	2011 Actual	2012 Estimate	2013 Budget
Capital Projects Fund 53 - 2012 TIF #11 - Drexel Town Center				
Beginning Fund Balance	\$0	\$0	\$0	\$800,000
REVENUES				
Taxes and Assessments				
300.00 General Property Tax				
307.00 Special Assessment Payments				
307.10 Special Assessment Developer				
Subtotal	\$0	\$0	\$0	\$0
Taxes and Assessments				
300.00 Tax Increment				0
315.50 State Computer Aids				0
Subtotal	\$0	\$0	\$0	\$0
Commercial Revenues				
342.81 Developer Contributions			0	
360.00 Interest Income				
318.00 Intergovernmental			1,100,000	775,000
368.00 Miscellaneous Revenue				0
Subtotal	\$0	\$0	\$1,100,000	\$775,000
Interfund Transfers				
370.00 Debt Proceeds Develop Agrmnt				9,000,000
390.30 From Special Assessment # 30				
390.34 From Other Funds				
390.40 From CIP # 40				
390.41 From Develop Future Fund 41				
390.99 From TIF				
Subtotal	\$0	\$0	\$0	\$9,000,000
Total Revenues	\$0	\$0	\$1,100,000	\$9,775,000
Total Revenues Available				
EXPENDITURES				
Capital Outlay				
955.00 Administration			300,000	250,000
955.10 Capital			0	5,000,000
955.20 Other				250,000
Subtotal	\$0	\$0	\$300,000	\$5,500,000
Total Expenditures	\$0	\$0	\$300,000	\$5,500,000
Ending Fund Balance	\$0	\$0	\$800,000	\$5,075,000

City of Oak Creek 2011 Annual Budget

Categories	General Fund										FMS										Overall Total					
	Fund 11	Fund 12	Fund 19	Fund 20	Fund 21	Fund 26	Fund 27	Fund 28	Fund 29	Fund 30	Fund 31	Fund 32	Fund 33	Fund 34	Fund 35	Fund 36	Fund 37	Fund 38	Fund 39	Fund 40		Fund 41	Fund 43	Fund 44	Fund 45	
REVENUES																										
1 Property Taxes	1,236,186	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
2 Other Taxes	13,152,745	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
3 Intergovernmental	1,757,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
4 Grants and Aids	4,704,480	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
5 Licenses and Permits	316,590	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
6 Charges for Service	546,125	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
7 Public Health and Safety	502,900	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
8 Commercial Revenue	43,900	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
9 Debt Proceeds	1,652,750	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
10 Total	\$22,801,860	\$20,280	\$7,558,430	\$0	\$2,265,000	\$352,310	\$112,150	\$286,410	\$674,000	\$219,500	\$118,000	\$4,700	\$4,100	\$1,000	\$140,000	\$5,000	\$4,891,990	\$986,750	\$112,610	\$100,250	\$0	\$0	\$0	\$0	\$0	\$125,000
EXPENDITURES																										
11 General Government	5,902,385	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
12 Public Safety	11,108,110	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
13 Health/Social Services	688,980	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14 Public Works	3,758,410	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
15 Labor	2,138,995	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
16 Capital Outlay or Other	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
17 Debt	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
18 Total	\$14,870,880	\$199,610	\$1,342,892	\$70,144	\$0	\$369,500	\$2,982	\$135,115	\$1,056,035	\$0	\$118,800	\$0	\$4,100	\$142,810	\$0	\$8,001,562	\$4,982,985	\$594,630	\$109,656	\$103,819	\$110,809	\$0	\$0	\$0	\$0	\$0
19 Surplus (Deficiency)	32,905	5,300	1,172,208	-501,344	2,265,000	-6,000	19,707	71,285	-161,435	219,500	-2,800	6,700	0	-124,000	640,000	34,820	-51,005	82,120	0	-3,360,188	250	43,000	45,000	50,000	0	513,273
INTERFUND TRANSFERS																										
20 To Fund 40	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
21 To Fund 29	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
22 To Fund 31	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
23 To Fund 23	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
24 To Fund 20	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
25 To Fund 37	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
26 From Fund 35	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
27 From Fund 31	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
28 From Fund 30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
29 From Fund 40	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
30 From Fund 38	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
31 From Fund 21	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
32 From Fund 19	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
33 From Fund 44	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
34 Total	\$0	\$0	\$1,810,010	\$501,344	\$0	\$658,279	\$0	\$0	\$181,825	\$100,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
35 Beginning Fund Balance	\$7,642,974																									
36 Reassigned Revenue	775,620																									
37 Ending Fund Balance	\$8,863,026																									
Property Tax Contribution	\$1,159,143	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Tax Rate 2009 -> \$5.70055
Preliminary Tax Rate 2010 -> \$5.78167
Difference -> \$0.08112

2009 City Taxes on Homes w/ \$500,000 assessed value -> \$1,487,664
Proposed 2010 City Taxes on Homes w/ \$250,000 assessed value -> \$1,485,400
Annual Change -> \$2,264

40 Credit Improvement -> \$19,851,420
41 Developer Agreements -> \$19,856,286
42 710 47 270 Street -> \$59,898
44 710 44 - Walkway -> \$0
45 710 44 - 1st Step Recycling -> \$0

2009 Actual Tax Levy -> 3.00%
2009 Allowable Tax Levy -> 3.00%
2010 Growth % -> 0.22%

2010 Debt Service for 2009/2010 GO Debt -> \$501,344
2010 Tax Levy Limit -> \$70,788,516

2010 Maximum Levy -> \$20,764,538
2010 Proposed Levy -> \$18,819,420
% Change -> -9.22%

City of Oak Creek 2009 Annual Budget

Categories	2009 Budget	Fund 11	Fund 12	Fund 15	Fund 20	Fund 21	Fund 23	Fund 26	Fund 27	Fund 28	Fund 29	Fund 30	Fund 31	Fund 32	Fund 33	Fund 34	Fund 35	Fund 37	Fund 38	Fund 39	Fund 40	Fund 41	Fund 43	Overall Total	
REVENUE																									
1 Procity Tax	13,352,880	1,025,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	13,352,880	
2 Other Taxes	1,599,238	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,599,238	
3 Intergovernmental	4,511,871	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4,511,871	
4 Grants and Aids	381,489	110,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	381,489	
5 Licenses and Permits	507,250	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	507,250	
6 Charges For Service	509,550	7,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	509,550	
7 Public Health and Safety	75,400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	75,400	
8 Commercial Revenue	1,359,150	51,000	165,200	2,256,500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,220,400	
9 Other Proceeds	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
10 Total	\$22,348,370	\$1,181,000	\$185,300	\$2,256,500	\$0	\$236,745	\$0	\$377,200	\$112,000	\$225,200	\$387,000	\$280,000	\$105,000	\$114,000	\$4,200	\$11,000	\$245,000	\$5,000	\$0	\$100	\$200,000	\$180,400	\$0	\$4,866,653	
EXPENDITURES																									
11 General Government	6,273,945	0	0	100,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6,273,945	
12 Public Safety	10,569,370	0	0	912,515	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10,569,370	
13 Health/Social Services	823,005	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	823,005	
14 Public Works	3,369,625	1,282,255	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,369,625	
15 Leisure	2,003,225	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,003,225	
16 Capital Outlay or Other	0	0	0	20,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	20,000	
17 Debt	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
18 Total	\$23,229,170	\$1,282,255	\$174,000	\$1,032,515	\$0	\$253,750	\$0	\$365,000	\$90,000	\$138,375	\$1,044,650	\$0	\$199,425	\$0	\$4,200	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$43,702,753
19 Excess (Deficiency)	-833,800	\$9,365	\$13,300	\$1,222,985	\$236,745	\$0	\$11,700	\$21,697	\$55,425	\$53,170	\$387,350	\$280,000	\$105,000	\$114,000	\$4,200	\$11,000	\$245,000	\$5,000	\$0	\$100	\$200,000	\$180,400	\$0	\$4,866,653	
INTERFUND TRANSFERS																									
20 To Fund 40	0	0	0	-1,000,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-1,000,000	
21 To Fund 29	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
22 To Fund 31	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
23 To Fund 23	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
24 From Fund 35	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
25 From Fund 39	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
26 From Fund 30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
27 From Fund 40	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
28 From Fund 38	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
29 From Fund 19	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
30 Total	0	0	0	-1,000,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
31 Beginning Fund Balance	\$5,128,280	\$110,357	\$131,729	\$254,287	\$0	\$241,668	\$0	\$20	\$134,131	\$174,907	\$3,499	\$169,688	\$75,973	\$465,458	\$1,773	\$317,039	\$3,189,908	\$7,738,817	\$7,278	\$5,689	\$10,108,027	\$19,364	\$11,901	\$24,352,629	
32 Designated Reserve	231,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
33 Ending Fund Balance	\$4,064,730	\$209,662	\$132,029	\$477,287	\$0	\$483,336	\$0	\$117,200	\$156,238	\$249,232	\$3,329	\$179,376	\$75,973	\$466,916	\$1,773	\$317,039	\$3,193,098	\$7,746,555	\$7,286	\$5,689	\$10,127,391	\$19,764	\$12,001	\$19,732,686	
34 Property Tax Contribution	\$13,352,880	\$1,181,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$18,000,000

10 General Fund
 11 Solid Waste
 12 Operations
 13 WE Energy
 20 General Debt
 21 Debt Authorization
 22 Debt TIF #1
 23 Debt TIF #2
 24 Debt TIF #3
 25 Debt TIF #4
 26 Debt TIF #5
 27 Debt TIF #6
 28 Debt TIF #7
 29 Debt Public Station
 30 Special Assessments
 31 Economic Development
 32 Park Estuar
 33 Low Income Loan
 34 Development/Future Improvements
 35 Impact Fees
 36 Health Insurance
 37 Emergency Medical Services
 38 Storm Water Utility
 39 Asset Forfeiture
 40 Capital Improvements
 41 Developer Agreements
 42 TIF #1/2/3/4/5/6/7/8/9/10
 43 TIF #1/2/3/4/5/6/7/8/9/10
 44 Tax Rate 2008-2009
 45 Tax Rate 2009-2010
 46 Difference 2008-2009
 47 Increase
 48 Limit
 49 Comp Aids
 50 2009 Proposed Levy
 51 16,007,004
 52 18,954,384
 53 -165,780
 54 \$0.7530
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City of Oak Creek 2013 Annual Budget

Budgeted Personnel Count by Classification

Classification	2008	2009	2010	2011	2012	2013
GENERAL GOVERNMENT						
Mayor	1	1	1	1	1	1
President of Council	1	1	1	1	1	1
Aldermen	5	5	5	5	5	5
Municipal Judge - Part Time - Elected 5/1	1	1	1	0	0	0
Part Time Clerical	1	1	1	1	1	1
<i>TOTAL FULL TIME</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
BUILDING MAINTENANCE DEPARTMENT						
Building Superintendent	1	1	1	1	1	1
Facilities Maintenance Technician	1	1	1	1	1	1
Part Time Custodian	5	5	5	5	5	5
<i>TOTAL FULL TIME</i>	<i>2</i>	<i>2</i>	<i>2</i>	<i>2</i>	<i>2</i>	<i>2</i>
ADMINISTRATION						
City Administrator	1	1	1	1	1	1
Personnel Specialist	1	1	1	1	1	1
Part Time Clerical	0	0	0	0	0	0
<i>TOTAL FULL TIME</i>	<i>2</i>	<i>2</i>	<i>2</i>	<i>2</i>	<i>2</i>	<i>2</i>
INFORMATION TECHNOLOGY						
Information Technology Manager	1	1	1	1	1	1
Computer Specialist-Database	1	1	1	1	1	1
GIS Coordinator	1	1	1	1	1	1
GIS Eng Technician	1	1	1	1	1	1
Computer Specialist-PC				1	1	1
Part Time Intern	1	0	0	0	0	0
Part Time Specialist	0	1	1	0	0	0
<i>TOTAL FULL TIME</i>	<i>4</i>	<i>4</i>	<i>4</i>	<i>5</i>	<i>5</i>	<i>5</i>
CITY CLERK'S OFFICE						
Clerk - Elected 5/1	1	1	1	1	1	1
Deputy Clerk	1	1	1	1	1	1
Accountant/Finance Manager	1	0	0	0	0	0
Account Clerk III	1	0	0	0	0	0
Secretary	1	1	1	1	1	1
Account Clerk II	1	0	0	0	0	0
Part Time Clerical	1	0	0	0	0	0
<i>TOTAL FULL TIME</i>	<i>6</i>	<i>3</i>	<i>3</i>	<i>3</i>	<i>3</i>	<i>3</i>
FINANCE DEPARTMENT						
Finance Director	0	1	1	1	1	1
Account Clerk III	0	1	1	1	1	1
Account Clerk II	0	1	1	1	1	1
<i>TOTAL FULL TIME</i>	<i>0</i>	<i>3</i>	<i>3</i>	<i>3</i>	<i>3</i>	<i>3</i>
TREASURER'S OFFICE						
Treasurer - Elected 5/1	1	1	1	1	1	1
Account Clerk II	1	1	1	1	1	1
Part Time Clerical	2	2	2	2	2	2
<i>TOTAL FULL TIME</i>	<i>2</i>	<i>2</i>	<i>2</i>	<i>2</i>	<i>2</i>	<i>2</i>
LEGAL						
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>

City of Oak Creek 2013 Annual Budget

Budgeted Personnel Count by Classification

Classification	2008	2009	2010	2011	2012	2013
ASSESSOR'S OFFICE						
Deputy Assessor	0	0	0	0	0	0
Assessment Technician	1	1	1	1	1	1
Part Time Clerk	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>
COMMUNITY DEVELOPMENT DEPARTMENT						
Director	1	1	1	1	1	1
Planner	1	1	1	1	1	1
Zoning Adm/Planner	1	1	1	1	1	1
Secretary	1	1	1	1	1	1
Part Time Clerical	1	1	1	1	1	1
<i>TOTAL FULL TIME</i>	<i>4</i>	<i>4</i>	<i>4</i>	<i>4</i>	<i>4</i>	<i>4</i>
INSPECTION DIVISION						
Building Commissioner	0	0	0	0	0	0
Building Inspector Supervisor	1	1	1	1	1	1
Building Inspector	1	2	2	2	2	2
Plumbing Inspector	2	1	1	1	0	0
Electrical Inspector	1	1	1	1	1	1
Street Light Maintenance Electrician	1	1	1	1	1	1
Secretary	1	1	1	1	1	1
Part Time Clerical	1	1	1	1	1	1
<i>TOTAL FULL TIME</i>	<i>7</i>	<i>7</i>	<i>7</i>	<i>7</i>	<i>6</i>	<i>6</i>
POLICE DEPARTMENT						
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	4	4	4
Police Officer	41	41	41	41	41	41
Admin. Support Bureau Manager	0	0	0	0	0	0
Dispatch Manager	1	1	1	1	1	1
Court Clerk	2	2	2	0	0	0
Clerk Matron	3	3	3	3	3	3
Dispatchers	13	13	13	13	13	13
Dispatcher/Supervisor	1	1	1	1	1	1
Secretary	1	1	1	1	1	1
Mechanic II	1	1	1	1	1	0
Mechanic-Part-time						2
Part Time Clerical	1	1	1	1	1	1
Part Time Police Aide	3	3	3	3	3	3
Part Time Custodian	4	4	4	4	4	4
Part Time Evidence Room Technician	1	1	1	1	1	1
Part Time Student	1	1	1	1	1	1
<i>TOTAL FULL TIME</i>	<i>80</i>	<i>80</i>	<i>80</i>	<i>78</i>	<i>78</i>	<i>76</i>
MUNICIPAL COURT						
Municipal Judge	0	0	0	1	1	1
Court Clerks	0	0	0	2	2	2
Part Time Clerical	0	0	0	1	1	1

City of Oak Creek 2013 Annual Budget

Budgeted Personnel Count by Classification

Classification	2008	2009	2010	2011	2012	2013
FIRE DEPARTMENT						
Chief	1	1	1	1	1	1
Assistant Chief	2	1	1	1	1	1
Battalion Chiefs	3	4	4	4	4	4
Commander/Captain	0	0	0	0	0	0
Lieutenant	9	9	9	9	9	9
Firefighter	36	36	36	36	36	36
Fire Inspector	1	1	1	1	1	1
Secretary	1	1	1	1	1	1
Part Time Clerical	0	1	1	1	1	1
Part Time Mechanic	1	1	1	1	1	1
<i>TOTAL FULL TIME</i>	<i>53</i>	<i>53</i>	<i>53</i>	<i>53</i>	<i>53</i>	<i>53</i>
LIBRARY						
City Librarian	1	1	1	1	1	1
Assistant Librarian	1	1	1	1	1	1
Children's Librarian	1	1	1	1	1	1
Reference Librarian	1	1	1	1	1	2
Secretary/Bookkeeper	0	0	0	0	0	0
Library Services Asst	1	1	1	1	1	1
Part Time Aides	10	10	10	10	10	10
Part Time Reference Librarian	1	1	1	1	1	0
Part Time Page	5	5	5	5	5	5
<i>TOTAL FULL TIME</i>	<i>5</i>	<i>5</i>	<i>5</i>	<i>5</i>	<i>5</i>	<i>6</i>
HEALTH DEPARTMENT						
Health Administrator	1	1	1	1	1	1
Public Health Nurse Supervisor	1	1	1	1	1	1
Public Health Specialist-Part-time						1
Public Health Nurse	0	1	1	1	1	1
Registered Sanitarian	1	1	1	1	1	1
Secretary	1	1	1	1	1	1
Part Time Nurse	6	3	3	3	3	3
Immunization Clerk	1	1	1	1	1	1
Part Time Clinic Nurse	0	1	1	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>
RECREATION DEPARTMENT						
Director	1	1	1	1	1	0
Parks Maintenance Supervisor	1	1	1	1	1	1
Parks Maintenance Technician	1	1	1	1	1	2
Parks Mechanic II	1	1	1	1	1	1
Secretary	1	1	1	1	1	1
Recreation Supervisor	1	1	1	1	1	1
Part Time City Forester	0	0	0	0	0	0
Urban Forester	1	1	1	1	1	1
Arborist						1
Arborist Part Time			1	1	1	0
Part Time Clerical	3	3	3	3	3	3
<i>TOTAL FULL TIME</i>	<i>7</i>	<i>7</i>	<i>7</i>	<i>7</i>	<i>7</i>	<i>8</i>

City of Oak Creek 2013 Annual Budget

Budgeted Personnel Count by Classification

Classification	2008	2009	2010	2011	2012	2013
ENGINEERING DIVISION						
Public Works Director/City Engineer	1	1	0	0	0	0
City Engineer			1	1	1	1
Development Engineer	1	1	1	1	1	1
Design Engineer	2	2	2	1	1	1
Construction Coordinator	1	1	0	0	0	0
Civil Engineer	2	2	2	2	1	1
Senior Engineering Technician	2	2	2	0	0	0
Engineering Technician	1	1	0	1	1	1
Senior Draftsman	1	1	1	0	0	0
Secretary	1	1	1	1	1	1
Part Time Clerical	0	0	0	0	0	0
TOTAL FULL TIME	12	12	10	7	6	6
STREETS AND SOLID WASTE COLLECTION						
Superintendent	1	1	1	1	1	1
Street Supervisor	1	1	1	1	1	1
Secretary/Account Clerk III	1	1	1	1	1	1
Chief Mechanic	1	1	1	1	1	1
Mechanic I	0	0	0	1	1	2
Mechanic II	2	2	2	2	2	0
Operators	26	25	25	25	25	23
Part Time	2	2	2	2	2	2
TOTAL FULL TIME	32	31	31	32	32	29
Total Full Time Employment	222	222	220	219	217	214