

Adopted Budget

for the city of

Kaukauna

ON THE FOX

fiscal year
January 1, 2018 to December 31, 2018

Eugene J. Rosin

Mayor

CITY OF KAUKAUNA

2018 BUDGET
EUGENE ROSIN
Mayor

CITY COUNCIL

1st District – Marty DeCoster / Diana Driessen

2nd District – Tim Roehrig / Brenda Leon

3rd District - Lee Meyerhofer / Thomas McGinnis

4th District – Anthony Penterman / Michael Coenen

APPOINTED DEPARTMENT HEADS

Director of Public Works - John Sundelius

Library Director – Anthony Wieczorek

Finance Director – William Van Rossum

Naturalist – Debra Nowak

Fire Chief – Paul Hirte

Planning/Comm Development - Robert Jakel

Human Resources – Denise Vanderloop

Police Chief – John Manion

ELECTED OFFICERS

City Attorney – Kevin Davidson

Municipal Justice – John Van Drunen

City Clerk/Treasurer – Sue Duda

President of the Council – Lee Meyerhofer

Memorandum

To: President Meyerhofer and Members of the Common Council
From: Mayor Gene Rosin
Date: November 13, 2017

To further enhance the quality of life in the City of Kaukauna, we are committed to the cooperation among the City Council, staff, and members of the community, Kaukauna Service Organizations, and businesses. By combining our diverse backgrounds, skills, and styles to achieve common goals, our success is achieved through combined efforts of our people with an emphasis on respect, fairness, and integrity to serve human needs.

We as a City are generating more facts, doing more research, and reading more publications than ever before. Consistent with the last several Budgets, our City residents should be very happy with this proposed Budget document. In these economic times, we were still able to come in with an extremely good rate without the elimination of services. The City Council and staff, through past budgeting decisions, have placed the City of Kaukauna in a sound financial position compared to many Wisconsin communities. This allows us to address many of our fiscal concerns.

The following proposed Budget is sensitive to the property tax payer and enhances the high level of service our residents expect.

1. Property Tax Rate – The 2018 Budget will increase the City's assessed tax rate by \$.46 per \$1,000 of assessed value which is a 5.14% increase.
2. Property Tax Levy - The City's tax levy increased \$446,258 or 5.33%. Under state law, the levy is allowed to increase 1.47%, plus increased debt service requirements. This levy increase is less than the maximum permitted under state law.
3. Budgeted Expenditures – Budgeted General Fund expenditures for 2018 are \$13,735,540 – an increase of 2.97%. This will allow the City to continue to qualify for the State Expenditure Restraint Program Aid. The City has qualified every year since the inception of the program.
4. General Fund Balance – Our General Fund Balance is projected to be \$4,850,312 on December 31, 2017. This fund balance exceeds the Council objective of \$2,060,331 at year end which will allow the City to continue to receive excellent bond rating resulting in lower interest rates when issuing future debt.
5. Level of Service and Capital Improvements – The 2018 Capital Improvement Program will see an investment in our community that will benefit our residents and instill pride in our City.

The new \$6.5 million, 29,000 sq. ft. Kaukauna Fire Station building is ready for occupancy. The building will house two ambulances, a ladder truck, a first-out fire engine, two swift water rescue boats, a special operations unit which carries our trench rescue equipment along with the Jaws of Life, and a fill station for our air bottles. The building also houses our new Wildland Fire 4x4 unit.

You should feel very confident that the level of service provided to your community will match or exceed any others in the Fox Valley.

6. Economic Development – The heart and soul of every community, besides its residents, is its small downtown businesses. The City Planner, Mayor and the City Council are committed to enhancing our business districts. The completion of Hydro Park and amenities such as sculptures, plazas and walking trails will enhance the quality of life for our residents.

As you walk through our south side business district, you cannot help but notice the new, wider sidewalks, the new Municipal Services Building and Police Department and our modern, expanded Fire Station or the Eagle Plaza on the Main Street cul-de-sac overlooking the Hydro Power Canal showcasing a beautiful bronze eagle next to the pedestrian bridge. Take a look at the plaza on the corner of Second Street and Main Avenue where the former Van Hoof repair garage was located and the third plaza, the Vaudette Plaza, which is located at the intersection of Crooks Avenue and Second Street. Just across the Crooks/Second Street intersection, you can enter Hydro Park, take a relaxing stroll, and enjoy the view of the water as it flows to the Badger Hydro plant.

Our Industrial Parks continue to see numerous expansions such as Poly Flex and Holland Cold Storage.

7. Statements on Budget – The 2018 City Budget Plan reflects some difficult decisions and also added needs that had to be addressed.

This Budget retains the Electronics Recycling Event, a program that has been well received by our residents. The Budget also retains the recycling/solid waste fee. This is a very important consideration due to reductions in transportation aids and extremely tight levy limits.

I am committed to seeing our City parks maintained and Anderson Park equipment installed. The Capital Improvement Plan continues to invest in our parks to maintain their beautiful, aesthetic surroundings.

Our City Department Heads are constantly looking at ways to be fiscally responsible without jeopardizing our residents' safety and services.

Kaukauna is still the greatest place on the face of the earth, thanks to the combined efforts of the City Council, City staff, volunteers, and residents.

CITY OF KAUKAUNA

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CITY OF KAUKAUNA

2018 BUDGET

HISTORY OF KAUKAUNA

Kaukauna is one of Wisconsin's oldest communities. The first white explorer to see Kaukauna was Jean Nicolet, who pushed his birch bark canoe up the Fox River from Green Bay in search of a water passage to the Orient. Nicolet made allies with the Winnebago Indians that he found in the region. Trappers, hunters, missionaries, and merchants soon followed with additional expeditions to the new territory.

Because travelers had to carry their boats and cargoes over the three waterfalls at what is now Kaukauna, that spot was destined by nature to become a way station and settlement on this important waterway. When Father Claude Allouez paused there on April 18, 1670, he noted in his journal, "we passed the portage called by the natives KeKaling, our sailors dragging the canoe among the rapids: while I walked on the River-bank, where I found apple-trees and vine-stocks in great numbers."

Thousands of bales of furs were carried over the KeKalin Falls during the ensuing fur-trading period and log dwellings were erected at the site to house the portagers and travelers. By 1760, Charles de Langlade had a fur trading post at the falls. Dominique Ducharme was the first permanent white settler and built a substantial log house in 1790 in KeKalin (Kaukauna) and began trading with the Menomini and Chippewa Indians. At the time, 1,500 Indians lived in the village of Kaukauna.

The north side of the City was the first to be settled, with Dominique Ducharme's land deed of 1793. The Ducharme deed was Wisconsin's first recorded deed in which he obtained several hundred acres of land for the initial payment of two barrels of rum. In 1818, Augustin Grignon moved from Green Bay to take up residence in Kaukauna on a government grant of 1,000 acres of land on the lower rapids. On this property, but closer to the river, Augustine's son Charles built the "Mansion in the Woods" in 1837. The Charles A. Grignon Home is the oldest home in Outagamie County and is listed on the National Register of Historic Places.

A settlement known as Statesburg began on the south side of what is now Kaukauna. The Stockbridge tribe fought on the side of the Americans in the Revolutionary War, and were rewarded with western land to be held with the native American groups already in the area.

In 1831, a new series of American treaties resulted in the relocation to the Stockbridge settlements. The departure of the Stockbridge from Statesburg substantially reduced the population. The Grignons were left in the wilderness in the company of a small group of French farmers.

Two factors led to immediate growth: the 1836 Treaty of the Cedar opened the Fox Valley settlement through U.S. territorial land offices, and George W. Lawe arrived in 1850 to create the first plat on the north side of town. The plat of about 17 blocks created the "diagonal" French-oriented street system which still prevails on the near north and south sides of Kaukauna.

A small north side business district developed during canal building activities in the 1850's. The Chicago and Northwestern Railroad's north side line encouraged local industry such as flour milling and lumber processing in the 1860's and 1870's, but before 1880, the north side remained a modest settlement and the south side had reverted to scattered farms.

The second railroad boom of the 1880's brought Irish and German workers. These workers created the south side Village of Ledyard. In 1881, Milwaukee Lakeshore and Western Railroad relocated its district office from Manitowoc to Kaukauna's south side. First Street was vacated and the railroads sprang up. Company housing for the railroad workers was developed in the south central area known as "Yankee Hill."

CITY OF KAUKAUNA

2018 BUDGET

HISTORY OF KAUKAUNA

In 1885, the Village of Ledyard joined with the north side to form the City of Kaukauna. The 1880's railroad developments coincided with the creation of new waterpower canals to supply Kaukauna industry. The men who built the railroad and power canals stayed to help create the paper industry that is important to Kaukauna to this day. The construction of five municipal hydroelectric generating plants gave Kaukauna its nickname, "The Electric City." Kaukauna holds the bragging rights to providing its citizens with the lowest electric rates in the state. The City's industrial and commercial network, consisting of 818 acres, provides a strong backbone for the City's financial health.

Today, the City of Kaukauna is a growing and prosperous community of just over 15,900 residents. The City of Kaukauna provides its residents with a full-time Police, Fire and Ambulance service. Kaukauna is well maintained with regular garbage collection, street sweeping and ongoing street upgrades.

Kaukauna is the home of the Historic Grignon Mansion and 1000 Islands Environmental Center – to name just a couple of its many jewels. The City's devoted care of its many athletic fields, public parks, swimming pool, and trail system enhance the quality of life that our residents so richly deserve.

SOURCES:

Walking Tour Through Old Kaukauna, Dept. of Planning and Community Development, City of Kaukauna (1983).

Charles A. Grignon Mansion Pamphlet, Outagamie County Historical Society (1988).

CITY OF KAUKAUNA

2018 BUDGET

HOW TO READ THE BUDGET

The budget document represents the financial support for the operation of the City of Kaukauna and goals of the City Council and management for the 2017 fiscal year. The budget document is organized in twelve categories. Each category and a description of its contents follow:

MAYOR'S BUDGET MESSAGE - The opening category of the budget provides the City Council and the public with a general summary of the most important aspects of the budget, changes from the current and previous fiscal years, and recommendations regarding the financial policy for the coming fiscal year.

BACKGROUND INFORMATION AND OVERVIEW - This category of the budget provides the reader of the budget document with an understanding of the City of Kaukauna.

A brief history of the City is included to help the reader of the budget document develop an understanding of how the City was founded and why some of the landmarks, structures and industries present in the City today exist.

The mission statement of the City is an overall summary of the goals the Mayor, City Council and other personnel will strive to complete during the upcoming fiscal year. Specific departmental goals are included in the detailed fund schedules of the budget document to assist the reader in evaluating the departmental requests for financial resources to accomplish their respective mission and goals.

The underlying policies are used by the Mayor, City Council and other personnel in preparing and adopting the budget. This listing of policies allows the reader of the budget document to get a feel for the objectives used in evaluating and analyzing the budget to ensure that the budget meets the goals of the City before it is adopted.

The financial summary highlights the major revenues sources and expenditures for the upcoming fiscal year and any changes in financial policy from current and previous fiscal years. This summary also provides a projection of the financial future of the City.

The organization chart of the City is included to depict for the reader of the budget document the organizational structure and lines of authority between the Citizens of the City of Kaukauna, the City Council, the Mayor and departmental personnel.

SCHEDULES AND SUMMARIES - This section of the budget document includes numerous analyses that comparatively evaluate the assessed valuation, equalized valuation, related tax rates, revenues and expenditures for all funds. In many instances the summaries include several years of historical data for comparative purposes. These schedules and the information therein lay the groundwork for the departmental budgets.

REVENUE AND EXPENSE - This section of the budget document contains the summaries of revenues and expenditures for all budgeted funds of the City.

REVENUE PROJECTIONS - This section of the budget document provides a summary of revenue sources from all funds. The major revenue sources are further analyzed through the use of a five-year comparison and commentary on each of these major sources.

CITY OF KAUKAUNA
2018 BUDGET
HOW TO READ THE BUDGET

LONG-TERM DEBT - This section provides various analyses of debt both from a historical perspective and on a go-forward basis. The information contained within this section provides the basis for future decisions.

CAPITAL PROJECTS - This section summarizes projected fund balance in capital projects, current and budgeted revenues and expenses, and a five-year plan for future projects.

DETAILED FUND SCHEDULES - The detailed fund schedules are organized on departmental basis. For general fund departments, each schedule details expenditures for the prior fiscal year, current year budgeted expenditures, current year six-month actual expenditures, current year estimated expenditures and the upcoming fiscal years' budgeted expenditures.

STORM WATER UTILITY – This is an enterprise fund that was created in July of 2009. The schedules in this section summarize the costs that are necessary to meet State of Wisconsin storm water quality discharge standards.

SANITARY SEWER UTILITY – This is an enterprise fund that was created beginning January 1, 2012 to account for sanitary sewerage treatment system costs. The schedules in this section summarize the activities involved in operating a sanitary sewer collection system and the cost of sewerage treatment by the Heart of the Valley Metropolitan Sewerage District.

BUDGET ADOPTION RESOLUTION - This section includes a copy of the resolution designating appropriations, levying a tax, and setting the rate for the budget of the City.

APPENDICES - The appendix includes supplemental information that may be useful in reading the budget document.

Appendix A - The chart of accounts describes the types of expenditures to be classified within the specific object codes used by departments in preparing their budget.

Appendix B - The demographic profile provides statistical and supplemental data about the City of Kaukauna and the population it serves.

Appendix C - The Detailed Environmental Center budget. This budget is controlled by a board which is appointed by the City Council.

Appendix D - The glossary includes a translation of terms commonly used in a budget document and the related resolutions. The glossary also includes a description of the funds established by the City.

CITY OF KAUKAUNA

2018 BUDGET

MISSION AND VALUE STATEMENT OF THE CITY

The City Council and City staff are committed to providing high level services that enhance the quality of life for its citizens and create a safe and attractive environment for visitors, businesses and residents through efficient and effective operations.

The City Council and City staff are proud of our City's history and committed to the stewardship of the City's future. Cooperation among City Council, City staff, members of the community and other governmental entities enables us to combine diverse backgrounds, skills, and styles to achieve common goals. Our success is achieved through the effort of our staff with an emphasis on service, respect, fairness and integrity to meet community needs.

BUDGET POLICIES

1. Maintain and/or improve the quality of basic public services and physical facilities necessary to encourage citizens and businesses to remain and/or invest in the City.

The 2018 operating budget does not anticipate any reduction in services. The 2018 capital improvement budget includes approximately \$1,055,000 for street and sidewalk improvements, \$1,325,000 for utility improvements, \$309,000 for municipal equipment, \$457,000 for park improvements and \$1,720,000 for phase 3 and final phase of the space needs.

2. Continually evaluate existing municipal services to determine if these services are effective and conducted in the most efficient manner.

The 2018 budget provides the necessary funds to continue to contract for Ambulance Billing services. It also provides funds to streamline the Time and Attendance process making it more efficient for payroll processing. All other municipal services remain unchanged from the prior year.

3. Pay the full cost of current services with current revenues and avoid borrowing for operating expenses.

The 2018 budget does not include borrowing for any operational expenses; however, several pieces of equipment with useful lives of ten years or more are planned for in the capital improvement budget.

4. Maintain a property tax and user charge structure that provides an attractive environment for citizens, business and industry within Northeastern Wisconsin.

The City, through its municipally owned electric utility, has the lowest electrical rates in northeastern Wisconsin.

The sanitary sewer user rate was increased from \$6.50 to \$6.75 per hundred cubic feet effective December 1, 2015. This rate is budgeted to remain the same for budget year 2018.

The storm sewer utility rate was increased from \$66.00 per ERU per year to \$72.00 per ERU per year December 1, 2015. This rate is budgeted to increase to \$84 per ERU per year.

The assessed tax rate for the City is projected to increase by \$0.48 or 5.35%. The assessed tax rate for the City and the overlapping municipal tax jurisdictions is projected to be a modest increase if any.

CITY OF KAUKAUNA

2018 BUDGET *BUDGET POLICIES*

5. Provide an adequate level of reserve funds to provide for unforeseen needs, fiscal emergencies, establish adequate security for bondholders and mitigate the need for short-term financing.

In November of 2010, the City Council adopted a revised fund balance policy that requires the general fund balance to be at least 15% of the operating budget. The total projected fund balance of \$4,850,312 meets the City Council directive. The projected balance of \$4,850,312 is considerably more than the City Council directive. Fifteen percent (15%) of the 2018 budget of \$13,735,540 equals \$2,060,331. Cash reserves more than City Council directive will be used to address the third phase of space needs in the municipal facilities and for future economic growth opportunities in the community. The fund balances for the past five years have exceeded the targeted balance. This has mitigated the City's need to issue short-term revenue anticipation notes and is a potential source of funds to evaluate the feasibility and planning for new municipal facilities.

6. Develop and maintain a fiscal planning and budgeting system which anticipates underlying economic change and provides for planned, orderly year-to-year changes to property tax and service levels. Such a system would also respond to unanticipated events in order to avoid fiscal crisis or severe municipal service disruptions.

Five year planning has not been done for the general operating fund but will be considered in the coming years. There is planning in place for capital projects and debt service planning. Multiple year finance planning also exists to address space needs within municipal facilities. Related summary schedules are in the debt service and capital projects sections.

7. Maintain financial accounting and budgetary practices that provide for full and open disclosure of the City's financial affairs.

Management has developed the 2018 budget document in conformance with national Government Finance Officers Association (GFOA) presentation guidelines. Conformance with these standards provides reasonable disclosure of financial plans of the City.

8. Long-term debt will be used in moderation so as not to impose an excessive burden on future Kaukauna taxpayers.

The City's general obligation debt is 78.4% of the allowable legal limit as of December 31, 2017. However, approximately 29.0% of the allowable legal limit is the result of debt incurred in Tax Incremental District Nos. 4, 5, 6, 8 and the environmental remediation TIF district. The tax Incremental debt with the exception of Tax Incremental District No. 6, Tax Incremental District No. 8, and a portion of the others is expected to be repaid with tax increments and as such will not be placed on the general tax levy.

CITY OF KAUKAUNA
2018 BUDGET
FINANCIAL PROGRAM SUMMARY

As required by law, the proposed budget for 2018 is balanced and provides for the needs and requirements of the City. The budget for 2018 is the result of sound financial management and affords a reasonable measure of protection for future operations of our City. The budget is adopted at the departmental level as identified in schedules that are attached to the budget adoption resolution. Therefore, resolutions authorizing budgetary adjustments are only required for budgetary adjustments between departments.

ACCOUNTING BASIS

The City of Kaukauna uses the modified accrual basis of accounting. Under this accounting method, revenues are recognized in the accounting period in which they become available and measurable. Available means collectible within the current accounting period or soon enough thereafter to be used to pay liabilities of the current accounting period. Expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except for unearned interest on long-term debt, which is recognized when due.

BUDGETARY BASIS

All the funds in this budget document are prepared on the modified accrual basis of accounting, except for interest expenditures in the debt service where unearned interest is budgeted when due. All of the following funds, which are included in this budget document, are funded in part by the property tax levy except the Capital Projects and Redevelopment Funds.

General Fund - This fund is the primary operating fund for the City of Kaukauna. It accounts for most of the services provided to city residents such as police, fire, sanitation, street maintenance, building inspection, planning, zoning, engineering, recreation, public library, and sewerage system.

1000 Islands Environmental Center - This is a special revenue fund that receives the majority of its revenue from Outagamie County, Kaukauna Public Schools and the City of Kaukauna. It accounts for the programs and services, which are offered at a City owned nature preserve, on the east side of the city along the Fox River.

General Debt Service Fund - This debt service fund accounts for all the debt service requirements of the City including Tax Incremental District Nos. 4, 5, 6, 8, and the Environmental Remediation TIF District No. 1. The primary source of revenue is the property tax levy and repayment of special assessment projects that were constructed with general obligation bond proceeds.

Park Development Fund - This is a capital projects fund that has been established to account for significant park development projects. Historically the source of revenue for this fund was a portion of the admission tax received from the local pari-mutuel dog racing facility. Since this source of revenue no longer exists, this fund's primary source of revenue is the property tax levy.

Capital Project Fund - These schedules reflect the activity of all the capital project funds with the exception of the Industrial Park Development Fund and the Park Development Fund. The primary source of revenue for this fund is proceeds from the issuance of long-term debt.

Redevelopment Fund - The information provided assists the user in determining the cumulative scope of redevelopment projects that may be possible during the proposed budget year. This is a revolving loan fund whose initial source of funds was block grant funds.

CITY OF KAUKAUNA
2018 BUDGET
FINANCIAL PROGRAM SUMMARY

Special Assessment / Debt Service Stabilization Fund - This is a special revenue fund that receives its revenue from the repayment of special assessments such as street and sidewalk improvements. The City borrows for these assessable improvements. This fund accounts for the repayment of special assessments and transfers monies to the general debt service fund to offset debt service payments that resulted from borrowing for assessable projects.

Space Needs Fund – This is a specific capital projects fund established to accept levy dollars and borrowed funds for the specific purpose of addressing the space needs of City operations.

Storm Water Utility – This enterprise fund was created in July 2009 to account for the costs associated with complying with State and Federal regulation relative to the quality of storm water that is discharged into local waterways. The revenue for this fund will be derived from an equivalent storm water runoff unit charge that will be placed on the monthly utility bill.

Sanitary Sewer Utility – This is an enterprise fund that was created beginning January 1, 2012 to account for sanitary sewerage treatment system costs. The schedules in this section summarize the activities involved in operating a sanitary sewer collection system and the cost of sewerage treatment by the Heart of the Valley Metropolitan Sewerage District.

FINANCIAL FRAMEWORK

Major Revenue Sources - The importance of sound revenue estimates cannot be overstated. Revenue estimates have been carefully analyzed and in the areas where some fluctuations are typical, a conservative approach has been used. This budget contains three major sources of revenue: property taxes, intergovernmental revenues and sewerage system user fees. The property tax levy, which accounts for approximately 44.5% of General Fund revenue, is budgeted to increase 5.35%. The tax levy increase is primarily the result of increased debt service requirements and a decrease in the city's overall assessed value. The budgeted levy increase complies with current levy limit legislation. This legislation allows the levy to increase by the percent increase in net new construction, 1.47%, for the City of Kaukauna plus any increase in general obligation debt payments. Typically the property tax levy absorbs most of the fluctuations in other funding sources. Intergovernmental revenue, that account for approximately 26.8% of all general fund revenue, is budgeted to increase \$93,115 or 2.6%. The other major source of revenue is sanitary sewerage system user fees, which is budgeted to remain flat for the 2018 budget.

Debt Service Requirements - Since 1993, the total outstanding debt has risen while the long-term debt as a percent of the legal limit has increased to approximately 78.4%. It is the goal of management to maintain long-term debt in maturity terms of ten years or less. The exception to ten year debt was the refinancing debt issued in 2010 for Tax Incremental District No. 5. This debt was issued for sixteen years to take advantage of favorable interest rates and to facilitate repayment. The increase to 84.1% was primarily the result of the City's purchase and development of additional land for a new industrial park, downtown TID investment and the purchase of the former Fox Valley Greyhound Park for redevelopment. Approximately 29.0% of the current outstanding debt is the result of debt incurred in Tax Incremental District Nos. 4, 5, 6, 8 and the Environmental Remediation Tax Incremental District No. 1. The tax incremental debt is expected to be repaid with tax increments and as such will not be placed on the general tax levy except for Tax Incremental District Nos. 4, 5 as well as Environmental Remediation Tax Incremental District No. 1. The tax increment of these districts will only pay for a portion of the debt at this time. Projected debt service requirements for 2018 and the next several years are going to continue to increase steadily and then level off as the City makes a concerted effort to limit the amount of general obligation debt issued.

CITY OF KAUKAUNA
2018 BUDGET
FINANCIAL PROGRAM SUMMARY

Capital Projects Impact - The 2018 Capital Projects Budget will require the issuance of approximately \$3,500,000 of general obligation long-term debt of which \$1,500,000 is for the construction of the final phase of the space needs. The five-year Capital Improvement Program plan will require future debt issues of approximately \$2,000,000 per year. The analyses in the debt service and capital project sections of this document indicate this is a manageable five-year plan.

Fund Balance - The General Fund balance is projected to be \$4,850,312 as of December 31, 2017. One of the budget policies is to provide adequate levels of reserve funds to mitigate the need for short-term financing to meet operational expenses. The City does not anticipate short-term financing in 2018 since general fund balance exceeds the year-end target of \$2,060,331. The monies in excess of the year-end target will allow the City to begin to address space needs within its municipal facilities for the Fire Station and DPW garage. Excellent progress has been made in this area since December 31, 1992 when the fund balance in the General Fund was \$374,864 and the City needed to borrow short-term funds for operations.

General Fund Revenues - The general fund revenue budget is projected to increase \$368,996 or 2.8%. The property tax component increased \$180,275 or 3%. Typically, the property tax component will generally increase faster than total revenues if one or more of the following situations exist; user fees are not increased, new user fees are not implemented, other revenue sources decrease or remain the same, or there is a significant reduction in interest earned on investments.

In lieu of taxes from the City owned electric and water utilities is based on the current tax rate and the value of utility property in the City. This revenue source is also likely to fluctuate, as the tax rate fluctuates due to changes in State law. In 2018, this tax represents 10.8% of total general fund revenue sources. This tax source is budgeted to increase estimated \$100,000 2018. The reason for the increase is related to increase tax rate as well as this tax is being booked to the debt service fund to pay debt service requirements on the RDA Lease revenue bond regarding the Redevelopment Authority Lease for the New City Hall. The payments are structure in a way that decrease with each year. One could assume this revenue will increase slightly based on that factor alone. However, much more goes into the calculation that makes it difficult to project accurately.

Intergovernmental revenues are expected to increase \$93,115. State shared revenue and expenditure restraint are budgeted to remain approximately the same this year and State highway aids are budgeted to decrease Slightly. This revenue source contains an element of uncertainty since shared revenue is often a topic at the State level when the discussion turns toward tax relief or when the State is experiencing difficult economic times.

General Fund Expenditures - The City has settled labor contracts with all the bargaining units for 2018.

The continued goal of management is to minimize the use of long-term debt to purchase large pieces of equipment.

The 2018 general fund expenditure budget of \$13,735,540 increased \$396,155 or 2.97%. Even with this increase, the City will continue to qualify for State expenditure restraint program funds. The expenditure restraint program will provide approximately \$256,500 in revenues for 2018.

SUMMARY

The financial future of the City of Kaukauna appears to be very stable. The citizens have shown a willingness to fund the current level of quality services when needed and financial management practices remain frugal. The most important budgetary objective should be to provide the highest possible level of service to our citizens without impairing the City's sound financial condition. To accomplish this objective, existing City programs and services must continually be evaluated to determine if they are meeting the needs of the residents, effectively and conducted in the most efficient manner. This budget continues that commitment.

CITY OF KAUKAUNA

2018 BUDGET *BUDGET PROCESS*

The preparation of the budget is a complex process. The process allows for the opportunity to review the accomplishments of the current year and establish new goals for the upcoming year.

The budget document is an annual plan of estimated expenditures and the proposed means of financing them. It is the method by which the City delivers its services and programs to the residents for the fiscal year beginning January 1 through December 31.

Preparation of the budget begins in mid-July when the six-month actual results are prepared and distributed to department heads along with budgetary request forms for the ensuing year.

Using the City-wide and departmental goals and objectives as their guide, department heads are asked to estimate their expenditures for the remainder of the year, and submit budget requests and mission statements for the upcoming year. Budget requests are returned to the Finance Department in mid-September. The Finance Department then calculates all of the related benefits and returns a completed copy of departmental budget requests to the department heads by late September.

In late September budget conferences are held. In attendance at budget conferences are the Mayor, the Finance Director and the department head. It is during these conferences that any adjustments to departmental requests are discussed and made. This process continues until a balanced budget is attained.

By mid-October final budget adjustments have been made, and the Mayor's proposed budget is prepared and available for distribution. In early November, a public hearing is held on the Mayor's proposed budget. The Committee of the Whole reviews the Mayor's proposed budget and then recommends to the City Council that the proposed budget be adopted.

In mid-November the budget is adopted by the City Council. The adopted budget is then printed and distributed. After adoption the budget becomes a control mechanism by which to measure the resources expended to the meet the approved objectives.

Any budget updates must be adopted in resolution form by the City Council and published in a local newspaper.

The budget timetable for the 2018 budget process appears on the following page.

CITY OF KAUKAUNA
2018 BUDGET
BUDGET PROCESS TIMETABLE

July, 31, 2017

Distribute six-month actual history and budget request forms to department heads.

August 21, 2017

Department heads should return their budget request forms by this date.

September 22, 2017

Finance Department will have all benefits calculated and return a completed copy of the Departmental requests to the respective department heads.

October 24, 2017

Final budget adjustments will have been made and the Mayor's proposed budget will be printed and available for distribution.

October 25, 2017

Public Notice details to be given to Clerk for Posting

November 13, 2017

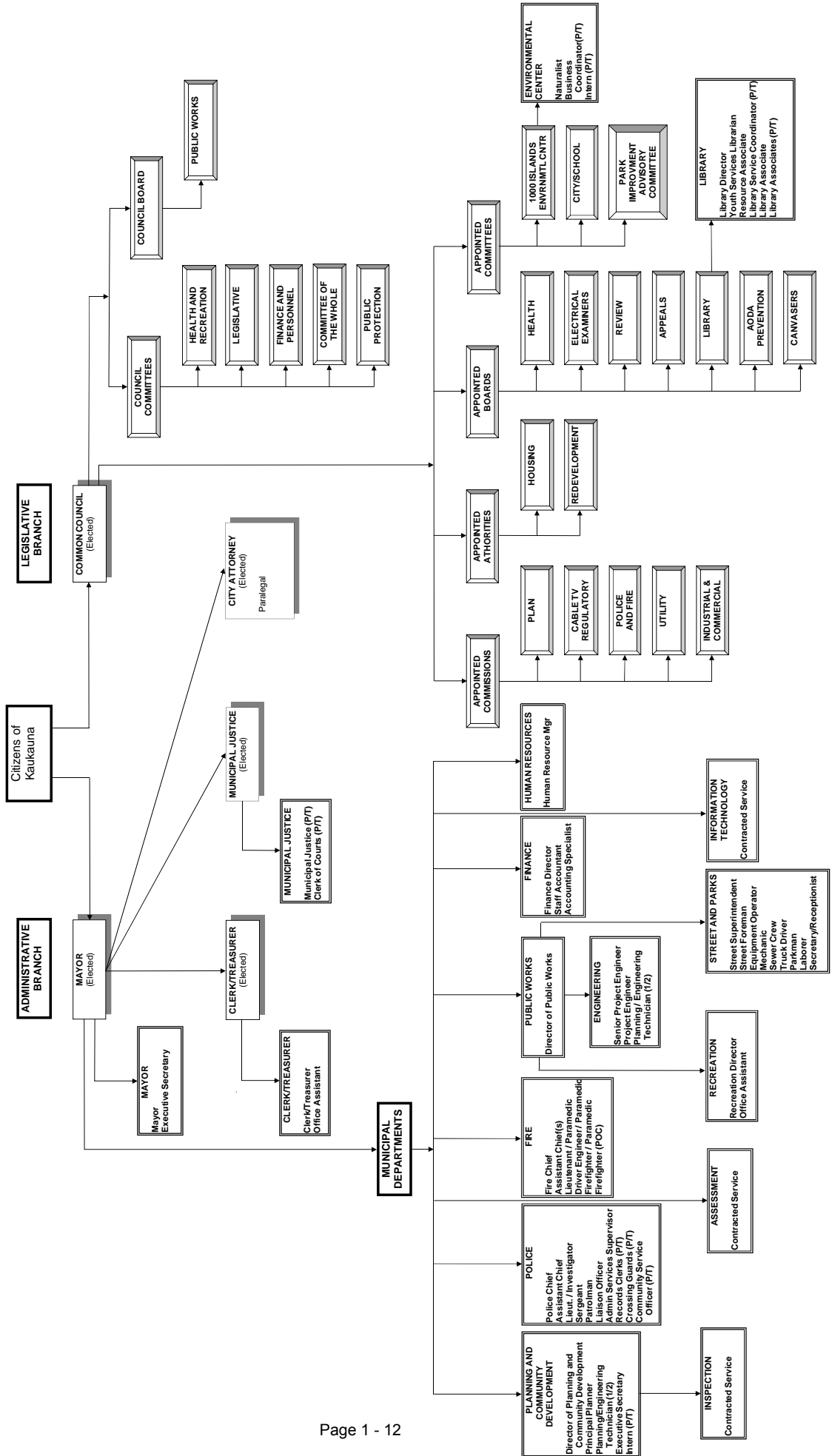
Committee of the Whole Budget Presentation of the Mayor's proposed budget

November 21, 2017

Public hearing, Budget adoption.

CITY OF KAUKAUNA

2018 BUDGET Organizational Chart



CITY OF KAUKAUNA
2018 BUDGET
DEPARTMENTAL POSITION SUMMARY

DEPARTMENT	2016			2017			2018			INCREASE/DECREASE		
	FULL-TIME	PART-TIME	TEMPORARY	FULL-TIME	PART-TIME	TEMPORARY	FULL-TIME	PART-TIME	TEMPORARY	FULL-TIME	PART-TIME	TEMPORARY
City Attorney	0.00	0.75	0.00	0.00	0.75	0.00	0.00	1.25	0.00	0.00	0.50	0.00
City Garage/Fire Dept. Maintenance	0.80	0.00	0.00	0.20	0.00	0.00	0.20	0.00	0.00	0.00	0.00	0.00
Clerk/Treasurer	1.00	0.92	0.00	2.00	0.00	0.00	2.00	0.00	0.00	0.00	0.00	0.00
Elections	0.00	0.00	35.00	0.00	0.00	35.00	0.00	0.00	35.00	0.00	0.00	0.00
Finance	3.00	0.00	0.00	3.00	0.00	0.00	3.00	0.00	0.00	0.00	0.00	0.00
Mayor	2.00	0.00	0.00	2.00	0.00	0.00	2.00	0.00	0.00	0.00	0.00	0.00
Municipal Service Building	0.00	0.00	0.00	0.30	0.00	0.00	0.30	0.00	0.00	0.00	0.00	0.00
Municipal Judge	0.00	0.50	0.00	0.00	0.50	0.00	0.00	0.50	0.00	0.00	0.00	0.00
Planning/Comm. Dev.	2.50	0.00	1.00	2.50	0.00	2.00	3.50	0.00	2.00	1.00	0.00	0.00
Building Inspection	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fire	20.00	18.00	0.00	20.00	18.00	0.00	20.00	18.00	0.00	0.00	0.00	0.00
Police	26.00	2.86	0.00	27.00	3.06	0.00	27.00	3.06	0.00	0.00	0.00	0.00
School Patrol	0.00	0.00	0.00	0.00	2.14	0.00	0.00	2.14	0.00	0.00	0.00	0.00
Engineering	3.50	0.00	1.00	3.50	0.00	1.00	3.50	0.00	1.00	0.00	0.00	0.00
Eqp. Maint. & Replacement	2.50	0.00	0.04	2.30	0.00	0.00	2.30	0.00	0.00	0.00	0.00	0.00
Forestry	1.20	0.00	0.40	1.20	0.00	0.40	1.20	0.00	0.40	0.00	0.00	0.00
Snow & Ice Removal	2.10	0.00	0.00	2.10	0.00	0.00	2.10	0.00	0.00	0.00	0.00	0.00
Storm Sewer Maintenance	1.00	0.00	0.00	1.00	0.00	0.00	1.00	0.00	0.00	0.00	0.00	0.00
Street Cleaning	1.45	0.00	0.00	1.45	0.00	0.00	1.45	0.00	0.00	0.00	0.00	0.00
Street Dept. Administration	2.00	0.00	0.30	2.00	0.00	0.30	2.00	0.00	0.30	0.00	0.00	0.00
Street Maintenance	3.60	0.00	2.10	3.60	0.00	2.10	3.60	0.00	2.10	0.00	0.00	0.00
Street Signs & Markers	0.65	0.00	0.80	0.85	0.00	0.80	0.85	0.00	0.80	0.00	0.00	0.00
Traffic Control	0.05	0.00	0.00	0.05	0.00	0.00	0.05	0.00	0.00	0.00	0.00	0.00
Weed Control	0.20	0.00	1.60	0.20	0.00	1.60	0.20	0.00	1.60	0.00	0.00	0.00
Refuse Collection	3.90	0.00	1.90	3.90	0.00	1.90	3.90	0.00	1.90	0.00	0.00	0.00
Adult Sports	0.33	0.31	8.00	0.66	0.00	8.00	0.66	0.00	8.00	0.00	0.00	0.00
Athletic Fields	1.25	0.00	0.10	1.25	0.00	0.10	1.25	0.00	0.10	0.00	0.00	0.00
Carnegie Buildign	0.00	0.00	0.00	0.10	0.00	0.00	0.10	0.00	0.00	0.00	0.00	0.00
Library	4.00	4.77	0.00	4.00	4.77	0.00	4.00	4.77	0.00	0.00	0.00	0.00
Swimming Pool	0.43	0.31	40.00	0.66	0.10	40.00	0.66	0.10	40.00	0.00	0.00	0.00
Youth Sports	0.33	0.31	15.00	0.66	0.00	15.00	0.66	0.00	15.00	0.00	0.00	0.00
Sanitary Sewer Utility	1.40	0.00	0.06	1.40	0.00	0.06	1.40	0.00	0.06	0.00	0.00	0.00
Parks	3.80	0.00	1.70	3.80	0.00	1.70	3.80	0.00	1.70	0.00	0.00	0.00
TOTAL	88.99	28.73	109.00	91.68	29.32	109.96	92.68	29.82	109.96	1.00	0.50	0.00

Kaukauna ON THE FOX

CITY OF KAUKAUNA

2018 BUDGET

SUMMARY OF MUNICIPAL TAX LEVY DISTRIBUTION

<i>FUND</i>	<i>2016 LEVY</i>	<i>2017 LEVY</i>	<i>INCREASE / (DECREASE)</i>	<i>PERCENT</i>
GENERAL	5,927,487	6,107,762	180,275	3.04%
1,000 ISLANDS ENVIRONMENTAL CENTER	146,989	156,076	9,087	6.18%
DEBT SERVICE	2,149,690	2,544,805	395,115	18.38%
PARK DEVELOPMENT FUND	15,000	15,000	0	0.00%
SPACE NEEDS FUND	138,220	0	(138,220)	-100.00%
TOTAL MUNICIPAL LEVY	8,377,385	8,823,643	446,258	5.33%

CITY OF KAUKAUNA

2018 BUDGET

COMPARATIVE SUMMARY OF JURISDICTIONAL LEVIES AND EQUALIZED VALUE TAX RATES FOR THE 2016 & 2017 LEVY YEARS - OUTAGAMIE COUNTY

JURISDICTION	2016 LEVY	2017 LEVY	INCREASE / (DECREASE) IN LEVY	%	2016 TAX RATE	2017 TAX RATE	INCREASE / (DECREASE) TAX RATE	%
KAUKAUNA MUNICIPAL	8,376,971.65	8,823,243.66	446,272.01	5.33	8.88920	8.99708	0.10788	1.21
KAUKAUNA SCHOOL DISTRICT	8,298,158.49	9,020,952.39	722,793.90	8.71	8.80557	9.19868	0.39311	4.46
FOX VALLEY TECHNICAL COLLEGE	1,050,710.74	1,063,441.69	12,730.95	1.21	1.11496	1.08439	(0.03057)	(2.74)
OUTAGAMIE COUNTY	4,512,946.41	4,634,472.86	121,526.45	2.69	4.78890	4.72578	(0.06312)	(1.32)
ENVIRONMENTAL TIF DISTRICT NO. 1	47,315.25	70,923.12	23,607.87	49.89	---	---	---	---
TAX INCREMENTAL DISTRICT NO. 4	18,567.40	37,994.19	19,426.78	104.63	---	---	---	---
TAX INCREMENTAL DISTRICT NO. 5	17,821.69	19,941.73	2,120.04	11.90	---	---	---	---
TAX INCREMENTAL DISTRICT NO. 6	840,443.97	872,128.24	31,684.27	3.77	---	---	---	---
TAX INCREMENTAL DISTRICT NO. 8	8,311.44	131,031.57	122,720.13	1476.52	---	---	---	---
TAX INCREMENTAL DISTRICT NO. 9	125,433.80	1,109.07	(124,324.72)	(99.12)	---	---	---	---
SUBTOTAL	23,104,215.94	24,675,238.51	1,571,022.57	6.80	24.45168	24.00593	0.40730	1.67
STATE CREDIT - SCHOOLS	(1,459,945.98)	(1,602,430.92)	(142,484.94)	(9.76)	(1.56171)	(1.55890)	0.00281	0.18
NET LEVY AND TAX RATE	21,628,642.29	23,072,807.59	1,428,537.63	6.60	22.88997	22.44703	0.41011	1.79

CITY OF KAUKAUNA

2018 BUDGET

COMPARATIVE SUMMARY OF JURISDICTIONAL LEVIES AND ASSESSED VALUE TAX RATES FOR THE 2016 & 2017 LEVY YEARS - OUTAGAMIE COUNTY

JURISDICTION	2016 LEVY	2017 LEVY	INCREASE / (DECREASE) IN LEVY		2016 TAX RATE	2017 TAX RATE	INCREASE / (DECREASE) TAX RATE	
				%				%
KAUKAUNA MUNICIPAL	8,376,971.65	8,823,244	446,272.01	5.33	8.88331	9.35936	0.47605	5.36
KAUKAUNA SCHOOL DISTRICT	8,298,158.49	9,020,952	722,793.90	8.71	8.79973	9.56908	0.76935	8.74
FOX VALLEY TECHNICAL COLLEGE	1,050,710.74	1,063,442	12,730.95	1.21	1.11422	1.12806	0.01384	1.24
OUTAGAMIE COUNTY	4,512,946.41	4,634,473	121,526.45	2.69	4.78573	4.91607	0.13034	2.72
ENVIRONMENTAL TIF DISTRICT NO. 1	47,315.25	70,923	23,607.87	49.89	---	---	---	---
TAX INCREMENTAL DISTRICT NO. 4	18,567.40	37,994	19,426.78	104.63	---	---	---	---
TAX INCREMENTAL DISTRICT NO. 5	17,821.69	19,942	2,120.04	11.90	---	---	---	---
TAX INCREMENTAL DISTRICT NO. 6	840,443.97	872,128	31,684.27	3.77	---	---	---	---
TAX INCREMENTAL DISTRICT NO. 8	8,311.44	131,032	122,720.13	1476.52	---	---	---	---
TAX INCREMENTAL DISTRICT NO. 9	125,433.80	1,109	(124,324.72)	(99.12)	---	---	---	---
SUBTOTAL	23,296,680.83	24,675,238.51	1,378,557.67	5.92	23.58299	24.97257	1.38958	5.89
STATE CREDIT - SCHOOLS	(1,459,945.98)	(1,602,430.92)	(142,484.94)	(9.76)	(1.52039)	(1.62167)	(0.10128)	(6.66)
NET LEVY AND TAX RATE	21,628,642.29	23,072,807.59	1,236,072.73	5.71	22.06260	23.35090	1.28830	5.84

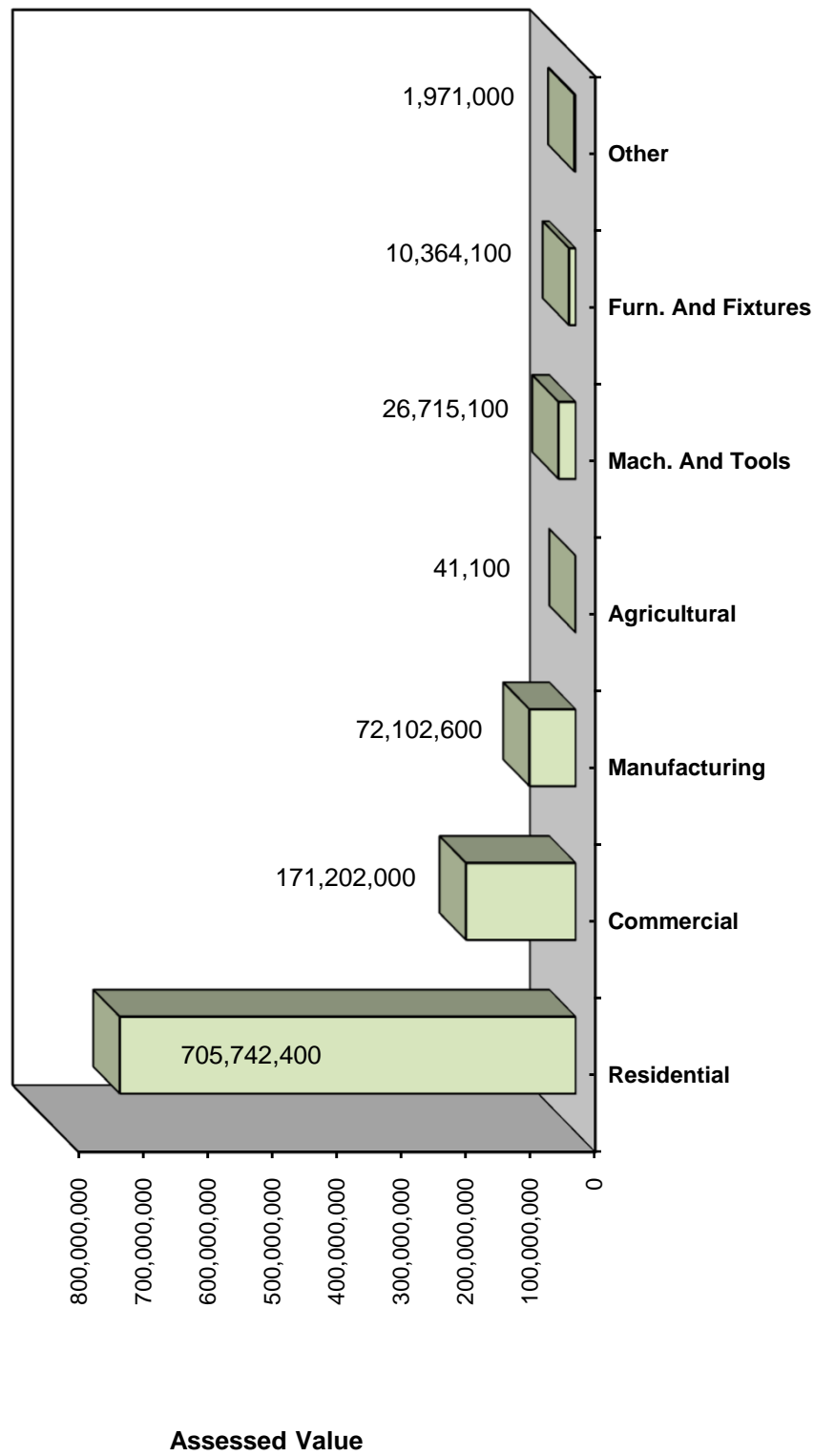
CITY OF KAUKAUNA

2018 BUDGET

COMPARATIVE SUMMARY OF ASSESSED AND EQUALIZED VALUATIONS FOR THE 2016 & 2017 LEVIES

	JANUARY 1, 2016	JANUARY 1, 2017	INCREASE / (DECREASE)	%
ASSESSED VALUATION				
REAL ESTATE				
Residential	695,564,900	705,742,400	10,177,500	1.46%
Commercial	170,892,700	171,202,000	309,300	0.18%
Manufacturing	72,025,200	72,102,600	77,400	0.11%
Agricultural	36,900	41,100	4,200	11.38%
TOTAL REAL ESTATE	938,519,700	949,088,100	10,564,200	1.13%
PERSONAL PROPERTY				
Machinery, Tools & Patterns	37,001,500	26,715,100	(10,286,400)	-27.80%
Furniture, Fixtures & Equipment	10,219,900	10,364,100	144,200	1.41%
All Other Personal Property	2,118,200	1,971,000	(147,200)	-6.95%
TOTAL PERSONAL PROPERTY	49,339,600	39,050,200	(10,289,400)	-20.85%
TOTAL ASSESSED VALUATION	987,859,300	988,138,300	274,800	0.03%
TOTAL ASSESSED VALUATION				
Calumet County	47,100	47,100	0	0.00%
Outagamie County	987,859,300	988,138,300	279,000	0.03%
TOTAL ASSESSED VALUATION	956,537,100	988,185,400	279,000	0.03%
EQUALIZED VALUATION				
TOTAL CITY (Excluding TID Increments)				
Calumet County	46,500	46,500	0	0.00%
Outagamie County	942,375,800	1,027,927,200	85,551,400	9.08%
TOTAL INCLUDING TID INCREMENTS	942,422,300	1,027,973,700	85,551,400	9.08%
TID INCREMENTS				
ENVIRONMENTAL REMEDIATION NO. 1	2,005,000	2,954,400	949,400	47.35%
TID NO. 4	786,800	1,582,700	795,900	101.16%
TID NO. 5	755,200	830,700	75,500	0.00%
TID NO. 6	35,614,100	36,329,700	715,600	2.01%
TID NO. 8	5,315,300	5,458,300	143,000	2.69%
TID NO. 9	0	46,200	46,200	#DIV/0!
TOTAL TID INCREMENTS	44,476,400	47,202,000	2,725,600	6.13%
TOTAL EXCLUDING TID INCREMENTS	986,898,700	980,725,200	88,277,000	8.94%
ASSESSMENT RATIO - OUTAGAMIE CTY	104.821%	96.125%		

CITY OF KAUKAUNA
2018 Budget
 Assessed Value By Property Type



CITY OF KAUKAUNA

2018 BUDGET

*SUMMARY OF MUNICIPAL TAX LEVY AND
GENERAL FUND BALANCE
FOR THE FISCAL YEARS 2008 THROUGH 2017*

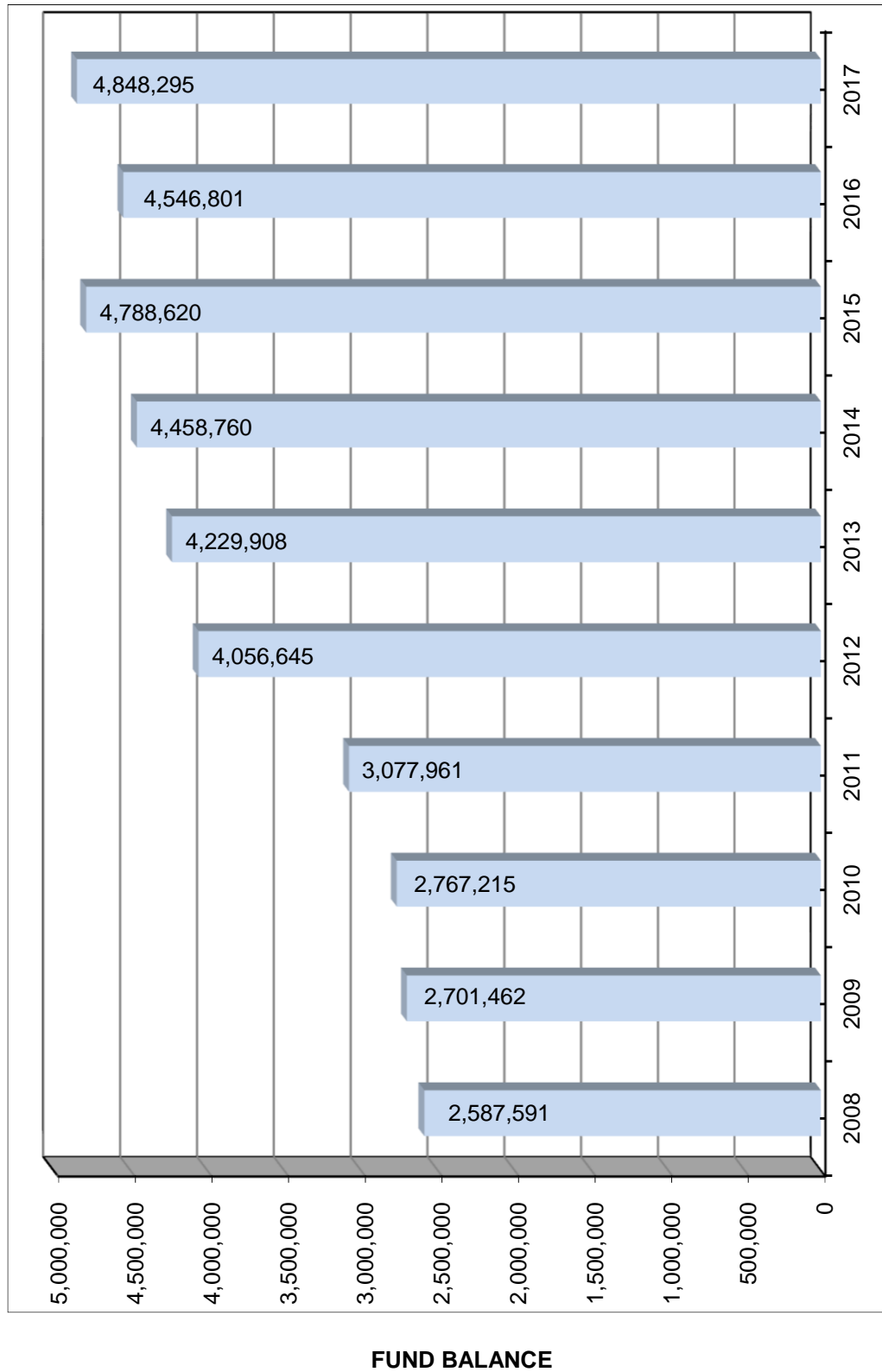
<i>FISCAL YEAR</i>	<i>MUNICIPAL TAX LEVY</i>	<i>GENERAL FUND BALANCE</i>
2008	7,062,753	2,587,591
2009	7,189,374	2,701,462
2010	7,431,640	2,767,215
2011	7,683,476	3,077,961
2012	7,683,476	4,056,645
2013	7,977,126	4,229,908
2014	8,203,280	4,458,760
2015	8,340,330	4,788,620
2016	8,377,385	4,534,195
2017	8,823,643	4,848,295 *

* Preliminary estimate for 2018 budget

CITY OF KAUKAUNA

2017 BUDGET

FUND BALANCE - GENERAL FUND



CITY OF KAUKAUNA

2018 BUDGET

PROJECTED FUND BALANCE AS OF DECEMBER 31, 2017

	GENERAL FUND	ENVIRON- MENTAL CENTER FUND	REDEVELOP- MENT AUTHORITY FUND	GENERAL DEBT SERVICE FUND	CAPITAL PROJECTS FUND	PARK DEVELOP- MENT FUND	SPECIAL ASSESSMENT FUND	CITY HALL/PD FACILITY FUND	SPACE NEEDS FUND
BALANCE AS OF DECEMBER 31, 2016									
Inventories and Prepaid Expenses	182,497	0	0	0	0	0	0	0	0
Assigned For Subsequent Years' Expenditure	400,000	42,187	714,249	0	329,191	57,462	3,127,880	36,165	3,712,626
Unassigned	3,951,698	0	0	0	(309,558)	0	0	0	0
Total	4,534,195	42,187	714,249	0	19,633	57,462	3,127,880	36,165	3,712,626
PROJECTED CHANGE IN FUND BALANCE									
FROM 2017 OPERATIONS									
Revenues And Operating Transfers In	13,247,738	212,989	201,500	6,814,856	6,931,148	15,000	1,235,000	818,094	3,638,220
Expenditures And Operating Transfers Out	(12,933,638)	(216,698)	(170,000)	(6,814,856)	(6,883,264)	(75,000)	(2,879,857)	(846,994)	(6,569,792)
Total	314,100	(3,709)	31,500	0	47,884	(60,000)	(1,644,857)	(28,900)	(2,931,572)
ADJUSTMENTS TO FUND BALANCE									
Transfers to Other Funds	0	0	0	0	0	0	0	0	0
Transfers From Other Funds	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0
BALANCE AS OF DECEMBER 31, 2017									
Inventories and Prepaid Expenses	182,497	0	0	0	0	0	0	0	0
Assigned For Subsequent Years' Expenditure	400,000	42,187	714,249	0	19,633	57,462	3,127,880	36,165	3,712,626
Unassigned	4,265,798	(3,709)	31,500	0	(261,674)	(60,000)	(1,644,857)	(28,900)	(2,931,572)
Total	4,848,295	38,478	745,749	0	(242,041)	(2,538)	1,483,023	7,265	781,054

CITY OF KAUKAUNA

2018 BUDGET

SUMMARY OF REVENUES & EXPENDITURES FOR ALL FUNDS

<i>FUND</i>	<i>2016 ACTUAL</i>	<i>2017 BUDGET</i>	<i>2017 6 MONTH ACTUAL</i>	<i>2017 ESTIMATED ACTUAL</i>	<i>2018 BUDGET</i>
<u>REVENUES</u>					
General	13,767,743	13,366,545	9,603,039	13,247,738	13,735,540
Special Revenues					
1000 Islands	223,440	215,989	164,181	212,989	222,076
Redevelopment Authority	144,206	250,900	97,039	201,500	226,000
Special Assessment	1,277,472	955,000	659,918	1,235,000	1,365,000
Debt Service	4,393,619	5,249,856	2,944,461	5,249,856	6,831,290
Capital Projects	726,013	1,500	7,439	606,148	10,000
Space Needs Fund	1,651,979	1,738,220	138,220	138,220	12,750
Park Development Fund	15,000	15,000	15,000	15,000	15,000
Enterprise					
Storm Water Utility	970,802	920,273	410,839	963,000	1,121,000
Sanitary Sewer Utility	3,379,191	3,241,000	1,443,159	3,302,700	3,242,500
TOTAL REVENUES	26,549,464	25,954,283	15,483,294	25,172,152	26,781,156
<u>EXPENDITURES</u>					
General	2,970,479	12,890,788	6,282,773	12,933,638	13,696,802
Special Revenue					
1,000 Islands	190,433	200,550	92,692	216,698	222,076
Redevelopment Authority	161,443	150,000	0	170,000	150,000
Special Assessment	434,500	1,280,000	0	2,270,000	2,280,000
Debt Service	3,695,307	6,814,856	1,684,119	6,814,856	7,031,291
Capital Projects	1,419,339	2,900,500	984,475	6,883,264	3,541,000
Space Needs Fund	1,068,205	5,839,500	2,656,164	6,569,792	1,793,804
Park Development Fund	9,815	25,000	0	75,000	0
Enterprise					
Storm Water Utility	539,879	801,186	163,108	863,712	1,119,991
Sanitary Sewer Utility	2,686,067	2,725,340	1,138,998	2,586,440	2,626,274
TOTAL EXPENDITURES	13,175,468	33,627,719	13,002,329	39,383,401	32,461,237

CITY OF KAUKAUNA

2018 BUDGET GENERAL FUND REVENUES - **NON-COVERED SERVICE**

DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTH ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
TAXES					
Property Taxes - General	5,616,008	5,927,487	5,717,987	5,927,487	6,107,762
Public Accommodation Tax	4,303	1,500	2,386	5,000	4,500
In Lieu of Taxes - Utilities	2,211,593	1,482,406	2,211,593	1,482,406	1,482,406
In Lieu of Taxes - Round House	18,216	20,140	16,790	20,140	20,150
In Lieu of Taxes - Housing Authority	17,350	19,159	18,313	18,313	19,159
In Lieu of Taxes - WPPI	100,000	100,000	100,000	100,000	100,000
In Lieu of Taxes - Local 400	10,000	10,000	10,000	10,000	10,000
TOTAL TAXES	7,977,470	7,560,692	8,077,069	7,563,346	7,743,977
INTERGOVERNMENTAL					
State Expenditure Restraint	88,701	93,940	0	93,941	87,210
State Law Enforcement Grants	0	0	2,500	3,500	4,000
State Connecting Hwy Aid	59,227	60,013	15,003	60,013	63,289
State General Transportation Aid	227,802	220,855	132,600	220,855	223,131
State Computer Aids	89,258	25,000	0	64,293	65,238
County Library Aid	199,124	195,241	155,488	227,296	250,485
TOTAL INTERGOVERNMENTAL	664,112	595,050	305,592	669,898	693,353
REGULATION & COMPLIANCE					
Liquor Licenses	17,110	18,000	3,401	20,000	20,000
Business Licenses	30,541	22,900	15,220	17,000	19,000
Cable Television Franchise Fee	129,693	136,000	62,959	125,000	126,000
Nonbusiness License	5,112	6,400	10,605	7,500	7,500
Construction & Building Permits	236,124	115,000	104,873	188,000	175,000
Court Fines & Forfeitures	93,932	95,000	59,464	108,000	95,000
Police Fines	20,939	21,500	13,934	20,000	21,500
Police Fees	3,030	2,500	1,738	3,000	2,500
TOTAL REGULATION & COMPLIANCE	536,481	417,300	272,194	488,500	466,500
CHARGES FOR SERVICE					
General Government Fees	17,016	11,000	6,726	13,500	12,000
Ambulance Fees - Covered Services	582,942	450,000	315,778	550,000	550,000
Law Enforcement Fees	5,316	900	2,287	3,100	3,000
Highway & Street Dept Charges	122	100	0	100	100

CITY OF KAUKAUNA

2018 BUDGET GENERAL FUND REVENUES - **NON-COVERED SERVICE**

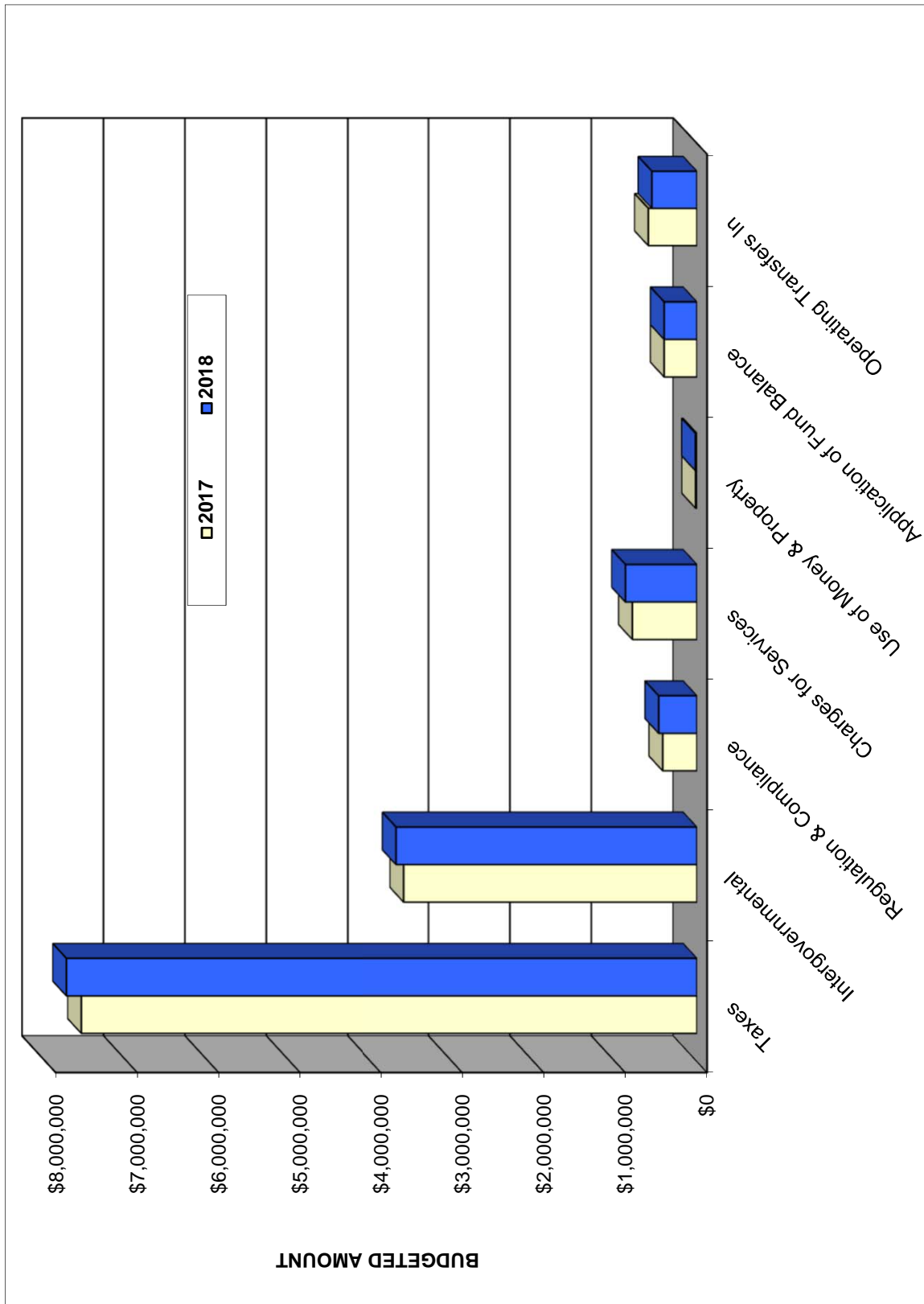
DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTH ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
CHARGES FOR SERVICE (CON'T)					
Weed & Nuisance Control Charges	7,023	3,000	3,506	7,500	5,500
Alcohol & Drug Abuse Donations	1,610	900	200	1,400	1,100
Library Fines & Fees	16,132	35,000	9,126	16,075	13,400
Park Fees	2,743	2,100	2,135	3,200	3,000
Community Center Fees	821	2,000	1,743	1,000	1,000
Swimming Pool Fees	164,826	130,000	43,872	147,050	130,000
Recreation Fees	136,361	140,000	69,770	138,000	140,000
Plan Deposits	435	1,000	0	600	750
TOTAL CHARGES FOR SERVICE	935,347	776,000	455,143	881,525	859,850
USE OF MONEY & PROPERTY					
Interest on Investments	10,349	15,000	17,631	22,000	18,000
Insurance Recovery	46,340	0	9,455	10,000	0
Sale of City Equipment	6,282	0	17	150	0
TOTAL USE OF MONEY & PROPERTY	62,971	15,000	27,103	32,150	18,000
OPERATING TRANSFERS IN					
Grant Funds	0	0	0	0	0
Solid Waste Fund	186,724	200,000	202,930	200,000	125,000
Storm Water Utility	91,500	88,082	45,750	88,082	92,009
Sanitary Sewer Utility	119,000	105,128	45,750	105,128	116,728
Kaukauna Utility Shared Services	25,000	25,000	12,500	25,000	40,000
Kaukauna Utility Contribution	175,000	175,000	88,088	175,000	175,000
TOTAL OPERATING TRANSFERS IN	597,224	593,210	395,018	593,210	548,736
Application of Unassigned Fund Balance	0	400,000	0	0	400,000
TOTAL NON-COVERED SERVICES	10,773,606	10,357,252	9,532,119	10,228,629	10,730,416

CITY OF KAUKAUNA

2018 BUDGET GENERAL FUND REVENUE - COVERED SERVICE

DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTH ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
INTERGOVERNMENTAL					
Shared Revenue - Covered Services	2,211,367	2,210,473	0	2,210,473	2,209,375
Expend Restraint - Covered Services	172,184	182,355	0	182,355	169,290
Fire Insurance Dues - Covered Services	40,756	39,000	0	44,375	41,000
State Connecting Hwy Aid - Covered Services	25,383	25,720	6,430	25,641	27,124
General Transportation Aid - Covered Services	531,538	540,715	56,829	540,715	546,285
TOTAL INTERGOVERNMENTAL	2,981,228	2,998,262	63,259	3,003,559	2,993,074
CHARGES FOR SERVICE					
Fire Protection Fees - Covered Services	44	30	102	50	50
Garbage Collection - Covered Services	6,640	5,000	4,587	8,000	6,000
Snow Removal - Covered Services	6,226	6,000	2,973	7,500	6,000
TOTAL CHARGES FOR SERVICE	12,910	11,030	7,661	15,550	12,050
TOTAL - COVERED SERVICES	2,994,138	3,009,292	70,920	3,019,109	3,005,124
TOTAL REVENUE SOURCES	13,767,743	13,366,545	9,603,039	13,247,738	13,735,540

CITY OF KAUKAUNA
Comparison of Budgeted General Fund Revenues



CITY OF KAUKAUNA

2018 GENERAL FUND EXPENDITURES - **NON-COVERED SERVICE**

DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTH ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
GENERAL GOVERNMENT					
Assessment	34,017	29,003	16,210	29,152	28,000
Auditing Services	20,975	21,700	21,925	21,925	21,500
City Attorney	138,822	146,551	68,107	146,496	179,223
Clerk/Treasurer	189,645	191,685	94,907	196,954	203,364
Commissioners	4,675	3,958	2,895	5,172	5,172
Common Council	44,467	43,073	17,912	40,323	41,723
Elections	25,185	9,739	7,477	9,654	33,560
Finance	353,028	390,170	200,603	391,541	389,403
Fire Dept / Public Works Maintenance	252,284	92,102	65,001	101,269	89,415
Human Resources	76,565	140,300	62,428	127,900	133,300
Information Technology	75,829	184,543	88,601	179,000	174,088
Mayor	209,026	218,053	97,267	217,376	218,919
Municipal Building Maintenance	69,381	145,534	49,693	122,765	117,949
Municipal Judge	41,890	51,988	24,098	47,522	47,838
Office Equipment & Supplies	24,997	25,000	7,294	17,000	20,500
Planning/Community Development	231,553	236,326	120,038	235,140	329,984
Community Enrichment	0	0	0	0	0
TOTAL GENERAL GOVERNMENT	1,792,340	1,929,724	944,455	1,889,188	2,033,938
PUBLIC SAFETY					
Ambulance	148,729	160,058	57,677	95,866	60,675
Building Inspection	142,821	121,350	44,836	121,520	122,833
Police	55,556	3,077,804	1,455,833	3,047,515	3,015,170
School Patrol	446	66,592	32,841	64,474	65,805
TOTAL PUBLIC SAFETY	347,551	3,425,804	1,591,186	3,329,375	3,264,483
HEALTH & SOCIAL SERVICES					
Alcohol & Other Drug Awareness	1,150	2,500	1,290	3,015	2,500
TOTAL HEALTH & SOCIAL SERVICES	1,150	2,500	1,290	3,015	2,500
TRANSPORTATION					
Bridge Maintenance	5,000	7,800	6,468	8,550	7,800
Bus Subsidies	34,254	25,000	43,100	43,100	30,000
Engineering	2,023	430,151	219,782	433,321	445,152
Equipment Maintenance & Replacement	2,759	258,629	167,310	272,554	279,011
Forestry	0	121,396	58,752	119,040	117,948
Street Department Administration	205	167,083	80,498	166,223	173,229
Street Lighting	571	233,000	94,156	229,500	236,500
Street Maintenance	0	436,715	169,056	440,082	475,046

CITY OF KAUKAUNA

2018 GENERAL FUND EXPENDITURES - **NON-COVERED SERVICE**

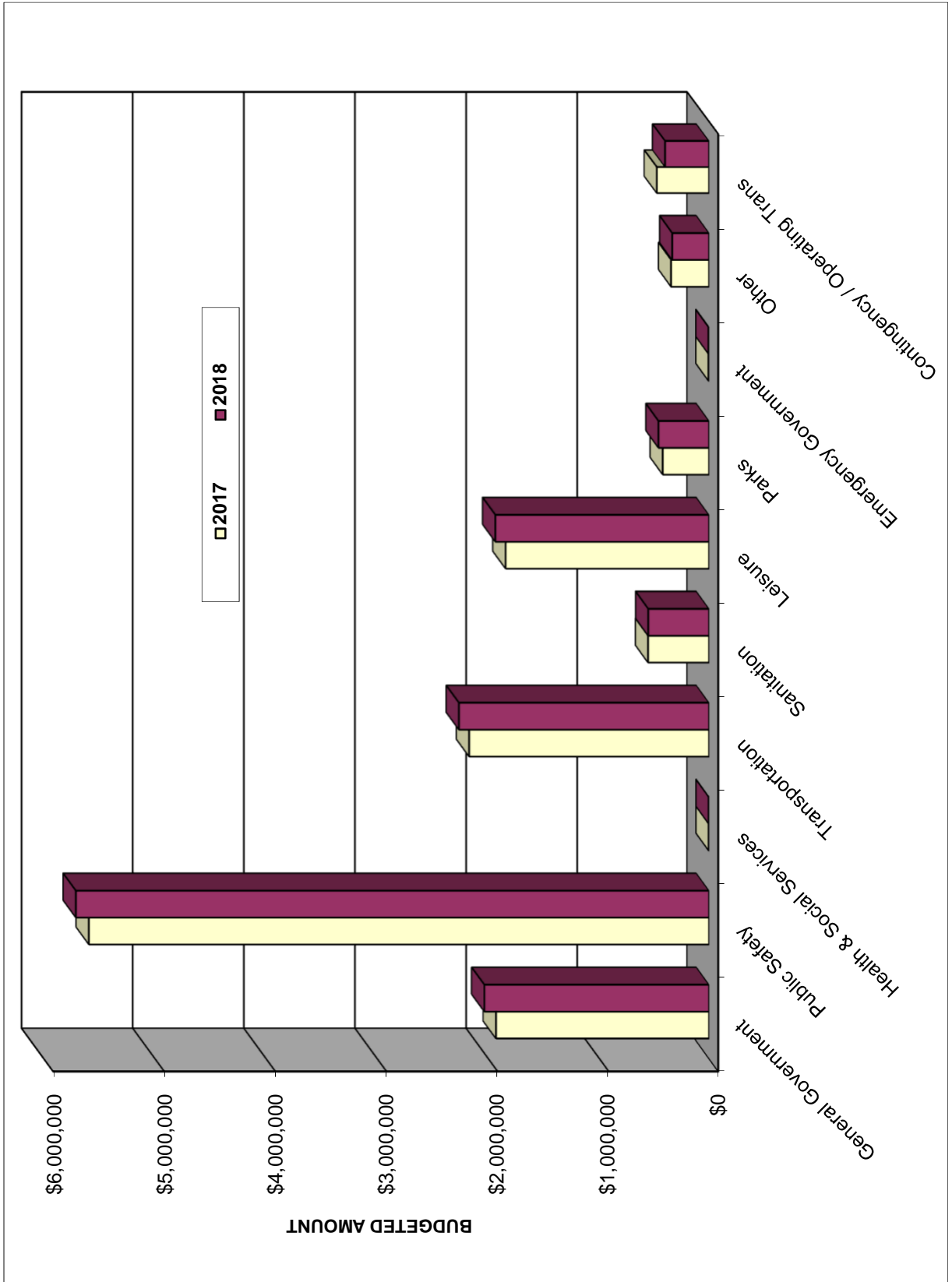
DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTH ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
TRANSPORTATION (CON'T)					
Street Signs & Markers	8,587	93,479	34,629	95,072	101,373
Traffic Controls	11,000	27,549	3,506	26,512	29,059
Weed Control	6,052	34,278	25,630	41,583	37,351
TOTAL TRANSPORTATION	70,450	1,835,080	902,888	1,875,537	1,932,468
LEISURE					
Adult Sports	290	91,653	39,220	91,217	94,161
Athletic Field	8,660	165,877	60,975	156,557	165,247
Carnegie Building	0	21,717	23,064	34,965	32,038
Civic Promotions	29,005	10,000	36,502	40,000	25,000
Community Center	1,701	3,100	1,648	3,100	3,100
Dance Classes	1,200	68,834	23,720	70,089	71,231
Library	0	958,270	493,227	926,892	971,502
Swimming Pool	0	353,249	104,652	347,432	357,595
Youth Sports	0	169,910	61,752	169,455	214,709
TOTAL LEISURE	40,855	1,842,610	844,759	1,839,707	1,934,583
CONSERVATION & DEVELOPMENT OF NATURAL RESOURCES					
Parks	3,704	421,104	217,249	430,550	460,668
EMERGENCY GOVERNMENT					
Civil Defense	0	4,120	1,463	4,120	4,127
OTHER					
Health Insurance	233,599	214,436	121,080	205,000	219,283
Property & Liability Insurance	126,689	130,702	104,594	130,702	115,785
TOTAL OTHER	360,289	345,138	225,674	335,702	335,068
Contingent Expenditures	0	475,010	0	0	400,000
SUB-TOTAL NON-COVERED SERVICES	2,616,339	10,281,090	4,728,964	9,707,193	10,367,836

CITY OF KAUKAUNA

2018 GENERAL FUND EXPENDITURES - COVERED SERVICE

DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTH ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
PUBLIC SAFETY					
Fire	6,630	2,161,614	997,592	2,319,641	2,436,897
Fire Safety	279	5,215	44	8,215	8,215
TOTAL PUBLIC SAFETY	6,909	2,166,829	997,636	2,327,856	2,445,112
SANITATION					
Refuse Collection	10,001	427,113	195,553	414,398	428,938
Refuse Disposal	15,654	128,500	135,662	159,000	125,000
TOTAL SANITATION	25,655	555,613	331,215	573,398	553,938
TRANSPORTATION					
Snow & Ice Control	321,575	335,854	224,957	325,192	329,916
TOTAL TRANSPORTATION	321,575	335,854	224,957	325,192	329,916
SUB-TOTAL COVERED SERVICES	354,140	3,058,296	1,553,809	3,226,445	3,328,966
TOTAL EXPENDITURES	2,970,479	13,339,386	6,282,773	12,933,638	13,696,802

CITY OF KAUKAUNA
Comparison of Budgeted General Fund Expenditures



CITY OF KAUKAUNA

2018 BUDGET

GENERAL FUND

SUMMARY OF EXPENDITURES BY TYPE - **NON-COVERED SERVICES**

DESCRIPTION	PERSONAL SERVICES	NON-PERSONAL SERVICES	OUTLAY	TOTAL EXPENDITURES
GENERAL GOVERNMENT				
Assessment	152	27,848	-	28,000
Auditing Services	-	21,500	-	21,500
City Attorney	173,483	5,740	-	179,223
City Garage / Fire Dept Maintenance	12,915	76,500	-	89,415
Carnegie Building	17,288	14,750	-	32,038
Clerk/Treasurer	168,864	34,500	-	203,364
Commissioners	4,572	600	-	5,172
Common Council	34,873	6,850	-	41,723
Elections	20,260	13,300	-	33,560
Finance	289,303	98,700	1,400	389,403
Human Resources	-	133,300	-	133,300
Information Technology	-	164,088	10,000	174,088
Mayor	195,969	22,950	-	218,919
Municipal Service Building	17,149	100,800	-	117,949
Municipal Judge	34,641	13,197	-	47,838
Office Equipment & Supplies	-	20,500	-	20,500
Planning/Community Development	325,284	4,700	-	329,984
TOTAL GENERAL GOVERNMENT	1,294,753	759,823	11,400	2,065,976
PUBLIC SAFETY				
Ambulance	-	60,675	-	60,675
Building Inspection	-	122,833	-	122,833
Police	2,836,369	162,231	16,570	3,015,170
School Patrol	64,030	1,775	-	65,805
TOTAL PUBLIC SAFETY	2,900,399	347,514	16,570	3,264,483
HEALTH & SOCIAL SERVICES				
Alcohol & Other Drug Awareness	-	2,500	-	2,500
TOTAL HEALTH & SOCIAL SERVICES	-	2,500	-	2,500
TRANSPORTATION				
Bridge Maintenance	-	7,800	-	7,800
Bus Subsidies	-	30,000	-	30,000
Engineering	427,952	16,450	750	445,152
Equip Maintenance & Replacement	201,636	77,375	-	279,011
Forestry	108,948	9,000	-	117,948
Street Department Administration	170,199	3,030	-	173,229
Street Lighting	-	236,500	-	236,500
Street Maintenance	347,246	127,800	-	475,046
Street Signs & Markers	80,673	20,700	-	101,373
Traffic Controls	4,459	12,900	11,700	29,059
Weed Control	35,701	1,650	-	37,351
TOTAL TRANSPORTATION	1,376,813	543,205	12,450	1,932,468

CITY OF KAUKAUNA

2018 BUDGET

GENERAL FUND

SUMMARY OF EXPENDITURES BY TYPE - **NON-COVERED SERVICES**

DESCRIPTION	PERSONAL SERVICES	NON-PERSONAL SERVICES	OUTLAY	TOTAL EXPENDITURES
LEISURE				
Adult Sports	80,951	13,210	-	94,161
Athletic Field	109,047	48,200	8,000	165,247
Civic Promotions		25,000	-	25,000
Community Center	-	3,100	-	3,100
Dance Classes	34,556	36,675	-	71,231
Library	500,323	471,179	-	971,502
Swimming Pool	244,525	111,070	2,000	357,595
Youth Sports	127,257	73,412	14,040	214,709
TOTAL LEISURE	1,096,659	781,846	24,040	1,902,545
CONSERVATION & DEVELOPMENT OF NATURAL RESOURCES				
Parks	356,057	96,200	8,411	460,668
EMERGENCY GOVERNMENT				
Civil Defense	3,127	1,000	-	4,127
OTHER				
Health Insurance	219,283	-	-	219,283
Property & Liability Insurance	-	115,785	-	115,785
TOTAL OTHER	219,283	115,785	-	335,068
Contingent Expenditures		400,000		400,000
SUB-TOTAL NON-COVERED SERVICES	7,247,092	3,047,873	72,871	10,367,836

CITY OF KAUKAUNA

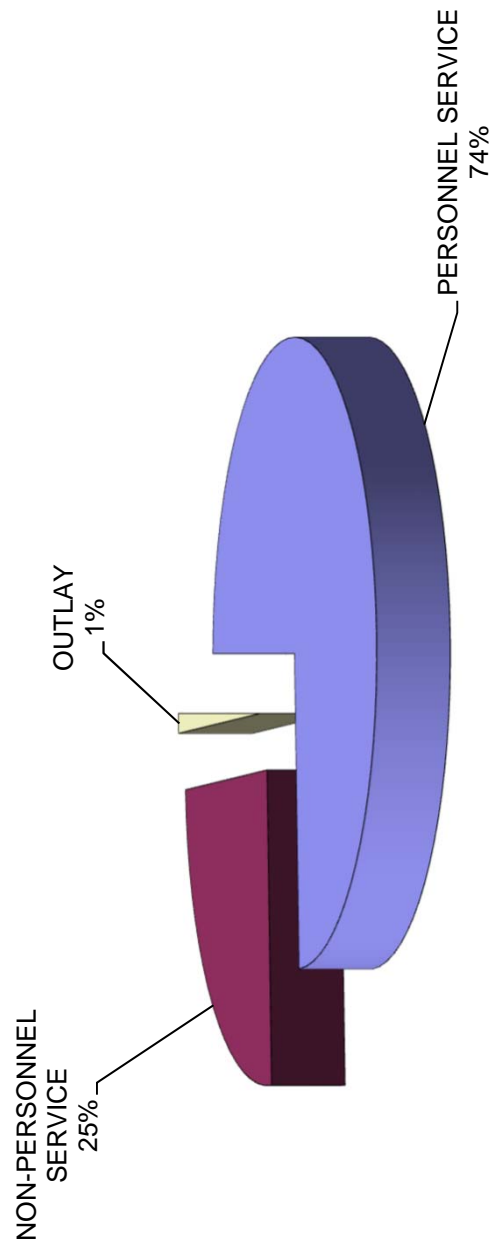
2018 BUDGET

GENERAL FUND

SUMMARY OF EXPENDITURES BY TYPE - **COVERED SERVICES**

DESCRIPTION	PERSONAL SERVICES	NON-PERSONAL SERVICES	OUTLAY	TOTAL EXPENDITURES
PUBLIC SAFETY				
Fire	2,302,479	68,868	65,550	2,436,897
Fire Safety	-	8,215	-	8,215
TOTAL PUBLIC SAFETY	2,302,479	77,083	65,550	2,445,112
TRANSPORTATION				
Snow & Ice Removal	245,016	84,900	-	329,916
TOTAL TRANSPORTATION	245,016	84,900	-	329,916
SANITATION				
Refuse Collection	345,238	83,700	-	428,938
Refuse Disposal	-	125,000	-	125,000
TOTAL SANITATION	345,238	208,700	-	553,938
SUB-TOTAL COVERED SERVICES	2,892,733	370,683	65,550	3,328,966
TOTAL EXPENDITURES	10,139,824	3,418,556	138,421	13,696,802

CITY OF KAUKAUNA
2018 Budgeted General Fund Expenditures by Type



CITY OF KAUKAUNA

2018 BUDGET

1000 ISLANDS ENVIRONMENTAL CENTER FUND (201)

REVENUES AND EXPENDITURES

DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTH ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
REVENUE					
Taxes	131,550	146,989	146,989	146,989	156,076
Kaukauna School District	15,000	15,000	0	15,000	15,000
Outagamie County	10,025	10,000	5,000	10,000	10,000
Interest Income	15,000	15,000	0	15,000	15,000
Other Center Receipts	16,348	14,000	7,314	14,000	14,000
Restricted Donations	35,517	15,000	4,878	12,000	12,000
TOTAL REVENUE	223,440	215,989	164,181	212,989	222,076
EXPENDITURES					
Wages and Benefits	154,725	158,589	75,688	159,198	164,576
Maintenance	35,708	57,400	17,004	57,500	57,500
Capital Outlay	0	0	0	0	0
TOTAL EXPENDITURES	190,433	200,550	92,692	216,698	222,076
EXCESS (DEFICIT) OF REVENUES OVER EXPENDITURES	33,007	0	71,489	(3,709)	0

CITY OF KAUKAUNA

2018 BUDGET

REDEVELOPMENT AUTHORITY, SPECIAL REVENUE FUND (206 & 218)

REVENUE & EXPENDITURE SUMMARY

DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTH ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
REVENUE					
Loan Payments	141,365	250,000	95,968	200,000	225,000
Interest	2,841	900	1,071	1,500	1,000
TOTAL REVENUE	144,206	250,900	97,039	201,500	226,000
EXPENDITURES					
Economic Development	161,443	150,000	0	170,000	150,000
TOTAL EXPENDITURES	161,443	150,000	0	170,000	150,000
OTHER FINANCING SOURCES					
Application of Fund Balance	0	0	0	0	0
TOTAL OTHER FINANCING SOURCES	0	0	0	0	0
EXCESS (DEFICIT) OF REVENUE, OTHER FINANC. SOURCES & EXPENDITURES	(17,238)	100,900	97,039	31,500	76,000

CITY OF KAUKAUNA

2018 BUDGET

SPECIAL ASSESSMENT FUND (215) REVENUE AND EXPENDITURE SUMMARY

DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTH ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
REVENUE					
Special Assessments	1,220,893	900,000	595,583	1,150,000	1,300,000
Interest On Special Assessments	56,580	55,000	64,335	85,000	65,000
TOTAL REVENUE	1,277,472	955,000	659,918	1,235,000	1,365,000
EXPENDITURES					
Street Improvements	434,500	150,000	0		1,730,000
Sidewalk Improvements	0	1,130,000	0	2,270,000	
Utility Systems Improvements	0	0	0		550,000
TOTAL EXPENDITURES	434,500	1,280,000	0	2,270,000	2,280,000
OTHER FINANCING USES					
Operating Transfer to Debt Service	79,287	609,857	0	609,857	994,347
TOTAL OTHER FINANCING SOURCES	79,287	609,857	0	609,857	994,347
EXCESS (DEFICIT) OF REVENUE & OTHER FINANCING SOURCES OVER EXPEND.	763,685	(934,857)	659,918	(1,644,857)	(1,909,347)

CITY OF KAUKAUNA

2018 BUDGET

SOLID WASTE FUND (220) REVENUE & EXPENDITURE SUMMARY

DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTH ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
REVENUE					
Recycling And Garbage Collection	345,949	330,000	143,639	330,000	340,000
Other Revenue	0	0	0	0	0
TOTAL REVENUE	345,949	330,000	143,639	330,000	340,000
EXPENDITURES					
General Supplies	(3,420)	0	(1,020)	0	0
Refuse Disposal	130,000	130,000	0	130,000	215,000
TOTAL EXPENDITURES	126,580	130,000	(1,020)	130,000	215,000
OTHER FINANCING USES					
Transfer to General Fund	186,724	200,000	172,358	200,000	125,000
TOTAL OTHER FINANCING SOURCES	186,724	200,000	172,358	200,000	125,000
EXCESS (DEFICIT) OF REVENUE, OTHER FINANCING USES & EXPENDITURES	32,645	0	(27,698)	0	0

CITY OF KAUKAUNA

2018 BUDGET

VEHICLE REGISTRATION FEE FUND (221) REVENUE AND EXPENDITURE SUMMARY

<i>DESCRIPTION</i>	<i>2015 ACTUAL</i>	<i>2017 BUDGET</i>	<i>2017 6 MONTH ACTUAL</i>	<i>2017 ESTIMATED ACTUAL</i>	<i>2018 BUDGET</i>
REVENUE					
Registration Fee	0	175,000	110,589	180,000	175,000
TOTAL REVENUE	0	175,000	110,589	180,000	175,000
EXPENDITURES	0	0	0	0	0
TOTAL EXPENDITURES	0	0	0	0	0
OTHER FINANCING USES					
Operating Transfer to Debt Service		150,000	0	100,000	200,000
TOTAL OTHER FINANCING SOURCES	0	150,000	0	100,000	200,000
EXCESS (DEFICIT) OF REVENUE & OTHER FINANCING SOURCES OVER EXPEND.	0	25,000	110,589	80,000	(25,000)

CITY OF KAUKAUNA

2018 BUDGET DEBT SERVICE FUND (301) REVENUE AND EXPENDITURE SUMMARY

DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTH ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
REVENUE					
Property Tax	2,376,976	2,149,690	2,149,690	2,149,690	2,544,805
Payment in Lieu of Tax		817,594	0	817,594	804,844
TOTAL REVENUE	2,376,976	2,967,284	2,149,690	2,967,284	3,349,649
EXPENDITURES					
Principal Payment	2,661,853	5,340,000	1,500,000	5,340,000	5,185,000
Interest Payment	1,032,727	1,474,106	184,119	1,474,106	1,845,541
Debt Service Fees	726	750		750	750
TOTAL EXPENDITURES	3,695,307	6,814,856	1,684,119	6,814,856	7,031,291
EXCESS (DEFICIT) REVENUES OVER EXPENDITURES	(1,318,331)	(3,847,573)	465,571	(3,847,573)	(3,681,642)
OTHER FINANCING SOURCES					
Refinancing Outstanding Debt	0	1,565,000	0	1,565,000	0
Premium 2017A Issuance (Interest Payment)	0	0	0	0	200,000
Operating Transfer In	2,016,643	2,282,573	794,771	2,282,573	3,481,641
TOTAL OTHER FINANCING SOURCES	2,016,643	3,847,573	794,771	3,847,573	3,681,641
EXCESS (DEFICIT) OF REVENUE & OTHER FINANCING SOURCES OVER EXPENDITURES	698,312	(0)	1,260,342	0	(0)

Operating Transfers	2017	2018
TID #4 (Estimated Increment)	18,000	36,000
TID # 5 (Estimated Increment)	17,000	17,000
TID #6	660,538	574,788
TID #8	31,300	172,618
ERTIF (Estimated Increment)	104,375	104,375
Storm Water Utility	409,305	654,965
Sanitary Sewer Utility	282,197	727,549
Vehicle Registration Fee Fund	150,000	200,000
Special Assessment Fund	609,857	994,347
	2,282,573	3,481,641

CITY OF KAUKAUNA

2018 BUDGET INDUSTRIAL PARK FUND (401) REVENUE & EXPENDITURE SUMMARY

DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTH ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
REVENUE					
Interest Income	0	0	0	0	0
Other Revenue - Loan Repayment	23,933	23,933	5,983	23,933	23,933
Other Revenue - Land Sales	1,734,455	90,000	85,500	85,500	0
TOTAL REVENUE	1,758,388	113,933	91,483	109,433	23,933
EXPENDITURES					
Industrial Park Expenditures	22,894	18,000	424	2,000	1,000
TOTAL EXPENDITURES	22,894	18,000	424	2,000	1,000
OTHER FINANCING USES					
Repayment of Due To General Fund	0	150,000	0	100,000	0
Transfer to Debt Service Fund	478,369			0	
TOTAL OTHER FINANCING SOURCES	478,369	150,000	0	100,000	0
EXCESS (DEFICIT) OF REVENUE, OTHER FINANC. SOURCES & EXPENDITURES	1,257,126	(54,067)	91,059	7,433	22,933

Cash Balance at December 31, 2016	(434,621)	
Cash Balance at December 31, 2017		(427,188)
Cash Balance at December 31, 2018		(404,255)

CITY OF KAUKAUNA

2018 BUDGET

PARK DEVELOPMENT FUND (402) REVENUE & EXPENDITURE SUMMARY

DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTH ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
REVENUE					
Property Taxes - General	15,000	15,000	15,000	15,000	15,000
Other Revenue	0	0	0	0	0
TOTAL REVENUE	15,000	15,000	15,000	15,000	15,000
EXPENDITURES					
Park Development Expenditures	9,815	25,000	0	75,000	0
TOTAL EXPENDITURES	9,815	25,000	0	75,000	0
OTHER FINANCING SOURCES					
Application of Fund Balance	0	0	0	0	0
TOTAL OTHER FINANCING SOURCES	0	0	0	0	0
EXCESS (DEFICIT) OF REVENUE, OTHER FINANC. SOURCES & EXPENDITURES	5,185	(10,000)	15,000	(60,000)	15,000

CITY OF KAUKAUNA

2018 BUDGET

SPACE NEEDS FUND (403) REVENUE AND EXPENDITURE SUMMARY

DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTH ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
REVENUE					
Property Taxes - General	191,807	138,220	138,220	138,220	0
Other Revenue	1,460,172	1,600,000	0	0	12,750
TOTAL REVENUE	1,651,979	1,738,220	138,220	138,220	12,750
EXPENDITURES					
Space Needs	1,068,205	5,839,500	2,656,164	6,569,792	1,793,804
TOTAL EXPENDITURES	1,068,205	5,839,500	2,656,164	6,569,792	1,793,804
OTHER FINANCING SOURCES					
Proceeds of General Obligation Notes	0	3,500,000	0	3,500,000	1,000,000
TOTAL OTHER FINANCING SOURCES	0	3,500,000	0	3,500,000	1,000,000
EXCESS (DEFICIT) OF REVENUE, OTHER FINANC. SOURCES & EXPENDITURES	583,773	(601,280)	(2,517,944)	(2,931,572)	(781,054)

Cash Balance at December 31, 2016	3,712,626		
Cash Balance at December 31, 2017		781,054	
Cash Balance at December 31, 2018			(0)

CITY OF KAUKAUNA

2018 BUDGET

MUNICIPAL SERVICES DEPARTMENT BUILDING FUND (404) REVENUE AND EXPENDITURE SUMMARY

DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTH ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
REVENUE					
Property Taxes - General	0	0	0	0	0
Interest Income	10,311	13,000	278	500	500
Other Revenue	1,735,442	818,000	0	817,594	804,844
TOTAL REVENUE	1,745,753	831,000	278	818,094	805,344
EXPENDITURES					
Municipal Service Building	505,113	500	29,400	29,400	500
TOTAL EXPENDITURES	505,113	500	29,400	29,400	500
OTHER FINANCING SOURCES					
RDA Lease Bond	0	0	0	0	0
TOTAL OTHER FINANCING SOURCES	0	0	0	0	0
OTHER FINANCING USES					
Transfer to Debt Service Fund	0	817,594		817,594	804,844
TOTAL OTHER FINANCING SOURCES	0	817,594	0	817,594	804,844
EXCESS (DEFICIT) OF REVENUE, OTHER FINANC. SOURCES & EXPENDITURES	1,240,640	12,906	(29,122)	(28,900)	0

Cash Balance at December 31, 2016 36,165

Cash Balance at December 31, 2017

7,265

Cash Balance at December 31, 2018

7,265

CITY OF KAUKAUNA

2018 BUDGET

ErTID #1 FUND (450)

REVENUE & EXPENDITURE SUMMARY

DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTH ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
REVENUE					
Property Taxes - TIF	34,937	46,717	47,315	47,315	68,838
Other Revenue	0	0	0	0	0
TOTAL REVENUE	34,937	46,717	47,315	47,315	68,838
EXPENDITURES					
District Expenditures	15,356	1,000	2,433	21,487	38,000
TOTAL EXPENDITURES	15,356	1,000	2,433	21,487	38,000
OTHER FINANCING SOURCES					
Transfer From TID#6 as Recipient TID	73,000	140,000	0	140,000	140,000
TOTAL OTHER FINANCING SOURCES	73,000	140,000	0	140,000	140,000
OTHER FINANCING SOURCES (USES)					
Repayment of Due To Debt Service Fund	0	100,000	0	0	65,000
Transfer to Debt Service Fund	80,625	102,687	0	102,687	104,375
TOTAL OTHER FINANCING SOURCES	80,625	202,687	0	102,687	169,375
EXCESS (DEFICIT) OF REVENUE, OTHER FINANC. SOURCES & EXPENDITURES	11,956	(16,971)	44,882	63,141	1,463

Cash Balance at December 31, 2016

(930,668)

Cash Balance at December 31, 2017

(867,527)

Cash Balance at December 31, 2018

(866,064)

CITY OF KAUKAUNA

2018 BUDGET TAX INCREMENTAL DISTRICT #4 FUND (464) REVENUE & EXPENDITURE SUMMARY

DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTH ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
REVENUE					
Property Taxes - TIF	13,151	18,096	18,567	18,096	36,877
State Computer Aids	4,202	2,000	0	3,000	2,000
Interest Income	0	200	0	200	200
Other Revenue	17,061	26,727	16,208		25,000
TOTAL REVENUE	34,414	47,023	34,775	21,296	64,077
OTHER FINANCING SOURCES					
G.O. Borrowing		140,000	0	200,000	
TOTAL OTHER FINANCING SOURCES	0	140,000	0	200,000	0
EXPENDITURES					
District Expenditures	26,407	10,000	39,187	45,000	35,000
Infrastructure Improvements		0		200,000	0
TOTAL EXPENDITURES	26,407	10,000	39,187	245,000	35,000
OTHER FINANCING USES					
Transfer to Debt Service Fund	33,500	33,000		33,000	53,887
Repayment of Due To General Fund					
TOTAL OTHER FINANCING SOURCES	33,500	33,000	0	33,000	53,887
EXCESS (DEFICIT) OF REVENUE, OTHER FINANC. SOURCES & EXPENDITURES	(25,493)	144,023	(4,412)	(56,704)	(24,810)

Cash Balance (Deficit) at December 31, 2016 (176,765)

Cash Balance (Deficit) at December 31, 2017 (233,469)

Cash Balance (Deficit) at December 31, 2018 (258,279)

CITY OF KAUKAUNA

2018 BUDGET

TAX INCREMENTAL DISTRICT #5 FUND (465) REVENUE & EXPENDITURE SUMMARY

DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTH ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
REVENUE					
Property Taxes - TIF	0	17,000	17,822	17,822	19,355
State Computer Aids	36	40	0		0
Interest Income	0	0	0		0
Other Revenue (Land Sales)	0	0	0	100,000	0
TOTAL REVENUE	36	17,040	17,822	117,822	19,355
OTHER FINANCING SOURCES					
G.O. Borrowing	0	0	0	0	0
TOTAL OTHER FINANCING SOURCES	0	0	0	0	0
EXPENDITURES					
District Expenditures	1,399	2,000	415	796	5,000
Infrastructure Improvements	0	0	0	0	0
TOTAL EXPENDITURES	1,399	2,000	415	796	5,000
OTHER FINANCING USES					
Transfer to Debt Service Fund	545,438	665,038	0	665,038	685,250
Repayment of Due To General Fund	0	0	0	0	0
TOTAL OTHER FINANCING SOURCES	545,438	665,038	0	665,038	685,250
EXCESS (DEFICIT) OF REVENUE, OTHER FINANC. SOURCES & EXPENDITURES	(546,801)	(649,998)	17,407	(548,012)	(670,895)

Cash Balance (Deficit) at December 31, 2016 (3,050,198)

Cash Balance (Deficit) at December 31, 2017 (3,598,210)

Cash Balance (Deficit) at December 31, 2018 (4,269,105)

CITY OF KAUKAUNA

2018 BUDGET

TAX INCREMENTAL DISTRICT #6 FUND (466) REVENUE & EXPENDITURE SUMMARY

DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTH ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
REVENUE					
Property Taxes - TIF	873,731	829,809	840,444	840,444	846,482
State Computer Aids	5,493	2,000	0	2,000	2,000
Interest Income	0	200	0	200	200
Other Revenue - Loan Repayment	26,727	26,727	12,247	26,727	26,727
TOTAL REVENUE	905,951	858,736	852,691	869,371	875,409
EXPENDITURES					
District Expenditures	10,465	10,000	17,640	20,000	20,000
Infrastructure Improvements	1,800	0	3,900	58,000	
TOTAL EXPENDITURES	12,265	10,000	21,540	78,000	20,000
OTHER FINANCING USES					
Transfer to Debt Service Fund	741,124	660,538	482,519	660,538	574,788
Transfer to TID ERTID #1	0	140,000	0	124,500	140,000
Repayment of Due To General Fund	249,314	249,314	0		
TOTAL OTHER FINANCING SOURCES	990,438	1,049,852	482,519	785,038	714,788
EXCESS (DEFICIT) OF REVENUE, OTHER FINANC. SOURCES & EXPENDITURES	(96,752)	(201,116)	348,632	6,333	140,621

Cash Balance at December 31, 2016 (6,094)

Cash Balance at December 31, 2017 239

Cash Balance at December 31, 2018 140,860

CITY OF KAUKAUNA

2018 BUDGET

TAX INCREMENTAL DISTRICT #8 FUND (468) REVENUE & EXPENDITURE SUMMARY

DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTH ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
REVENUE					
Property Taxes - TIF	34,240	125,434	125,434	125,434	127,178
State Computer Aids	257	0	0		0
Interest Income	6,515	6,000	4,835	4,835	0
Other Revenue	500,000	0	0		0
TOTAL REVENUE	541,012	131,434	130,269	130,269	127,178
OTHER FINANCING SOURCES					
G.O. Borrowing	0	0	0	231,300	200,000
TOTAL OTHER FINANCING SOURCES	0	0	0	231,300	200,000
EXPENDITURES					
District Expenditures	27,027	0	415	796	25,000
Infrastructure Improvements	654,644	20,000	20,984	120,000	500,000
TOTAL EXPENDITURES	681,670	20,000	21,399	120,796	525,000
OTHER FINANCING USES					
Transfer to Debt Service Fund	31,300	15,650	15,650	31,300	
Repayment of Due To General Fund	0	0	0	0	0
TOTAL OTHER FINANCING SOURCES	31,300	15,650	15,650	31,300	0
EXCESS (DEFICIT) OF REVENUE, OTHER FINANC. SOURCES & EXPENDITURES	(171,958)	95,784	93,220	209,473	(197,822)

Cash Balance (Deficit) at December 31, 2016 29,577

Cash Balance (Deficit) at December 31, 2017 239,050

Cash Balance (Deficit) at December 31, 2018 41,228

CITY OF KAUKAUNA

2018 BUDGET

TAX INCREMENTAL DISTRICT #9 FUND (469) REVENUE & EXPENDITURE SUMMARY

DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTH ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
REVENUE					
Property Taxes - TIF	0	0	0	0	1,063
State Computer Aids	0	0	0	0	0
Interest Income	0	0	0	0	0
Other Revenue	0	0	0	0	0
TOTAL REVENUE	0	0	0	0	1,063
OTHER FINANCING SOURCES					
G.O. Borrowing	0	0	0	0	0
TOTAL OTHER FINANCING SOURCES	0	0	0	0	0
EXPENDITURES					
District Expenditures	11,300	200,000		500	500
Infrastructure Improvements			100,000	100,000	100,000
TOTAL EXPENDITURES	11,300	200,000	100,000	100,500	100,500
OTHER FINANCING USES					
Transfer to Debt Service Fund	0	0	0	0	0
Repayment of Due To General Fund	0	0	0	0	0
TOTAL OTHER FINANCING SOURCES	0	0	0	0	0
EXCESS (DEFICIT) OF REVENUE, OTHER FINANC. SOURCES & EXPENDITURES	(11,300)	(200,000)	(100,000)	(100,500)	(99,437)

Cash Balance (Deficit) at December 31, 2016 (11,300)

Cash Balance (Deficit) at December 31, 2017 (111,800)

Cash Balance (Deficit) at December 31, 2018 (211,237)

CITY OF KAUKAUNA

2018 BUDGET

SUBDIVISION FEES FUND (701) REVENUE & EXPENDITURE SUMMARY

DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTH ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
REVENUE					
Property Taxes - TIF	4,550	5,000	4,400	4,400	4,500
Subdivision Fee	309	10,000	8,168	10,000	10,000
Interest Income	0	0	0	0	0
Other Revenue	0	0	0	0	0
TOTAL REVENUE	4,859	15,000	12,568	14,400	14,500
OTHER FINANCING SOURCES					
G.O. Borrowing	0	0	0	0	0
TOTAL OTHER FINANCING SOURCES	0	0	0	0	0
EXPENDITURES					
District Expenditures	0				
Infrastructure Improvements					
TOTAL EXPENDITURES	0	0	0	0	0
OTHER FINANCING USES					
Transfer to Debt Service Fund	0	0	0	0	0
Repayment of Due To General Fund	0	0	0	0	0
TOTAL OTHER FINANCING SOURCES	0	0	0	0	0
EXCESS (DEFICIT) OF REVENUE, OTHER FINANC. SOURCES & EXPENDITURES	4,859	15,000	12,568	14,400	14,500

Cash Balance (Deficit) at December 31, 2016 91,369

Cash Balance (Deficit) at December 31, 2017 105,769

Cash Balance (Deficit) at December 31, 2018 120,269

CITY OF KAUKAUNA

2018 BUDGET CAPITAL PROJECTS FUND REVENUES & EXPENDITURES SUMMARY

DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTH ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
REVENUE					
State Gants		0		0	0
Other Revenue	715,540	0		600,000	0
Interest	10,473	1,500	7,439	6,148	10,000
TOTAL REVENUE	726,013	1,500	7,439	606,148	10,000
EXPENDITURES					
2018 Streets and Sidewalk	0	0	0	0	1,055,000
Equipment	0	0	0	0	309,000
Parks and Pool	0	0	0	0	457,000
Buildings and Miscellaneous	0	0	0	0	1,720,000
2017 Municipal Equipment	0	174,000	21,855	388,355	0
Park Improvements	0	325,000	10,560	409,560	0
Street & Highway Improvements	0	2,326,500	6,560	4,981,920	0
Miscellaneous	0	75,000		270,000	0
2016 Municipal Equipment	23,946	0	743,640	743,640	0
Park Improvements	97,076	0	1,122	1,122	0
Street & Highway Improvements	327,483	0	(47,442)	(3,938)	0
Bond Issuance Expense	18,465	0			0
2015 Municipal Equipment	96,300	0			0
Park Improvements	68,420	0	155,413	155,413	0
Fire Equipment Outlay		0			0
Storm/Sanitary Sewer Construction	0	0			0
Street & Highway Improvements	348,309	0	90,035	(65,539)	0
Sidewalk Improvements	805	0			0
2014 Municipal Equipment	151,655	0	0	0	0
Sidewalk	12,949	0	290	290	0
Parks	40,738	0	910	910	0
Street & Highway Improvements	44,109	0			0
2012 Street & Highway Improvements		0	1,531	1,531	0
Municipal Equipment	2,936	0		0	0
Storm Sewer Construction	186,150	0		0	0
TOTAL EXPENDITURES	1,419,339	2,900,500	984,475	6,883,264	3,541,000
OTHER FINANCING SOURCES (USES)					
Proceeds of General Obligation Notes		1,619,000	0	4,125,000	3,500,000
Transferred from Special Assessment Fund	0	1,280,000	0	2,200,000	
TOTAL OTHER FINANCING SOURCES (USES)	0	2,899,000	0	6,325,000	3,500,000
EXCESS (DEFICIT) OF REV. & OTHER FINANCING SOURCES (USES) OVER EXPENDITURES	(693,327)	0	(977,035)	47,884	(31,000)

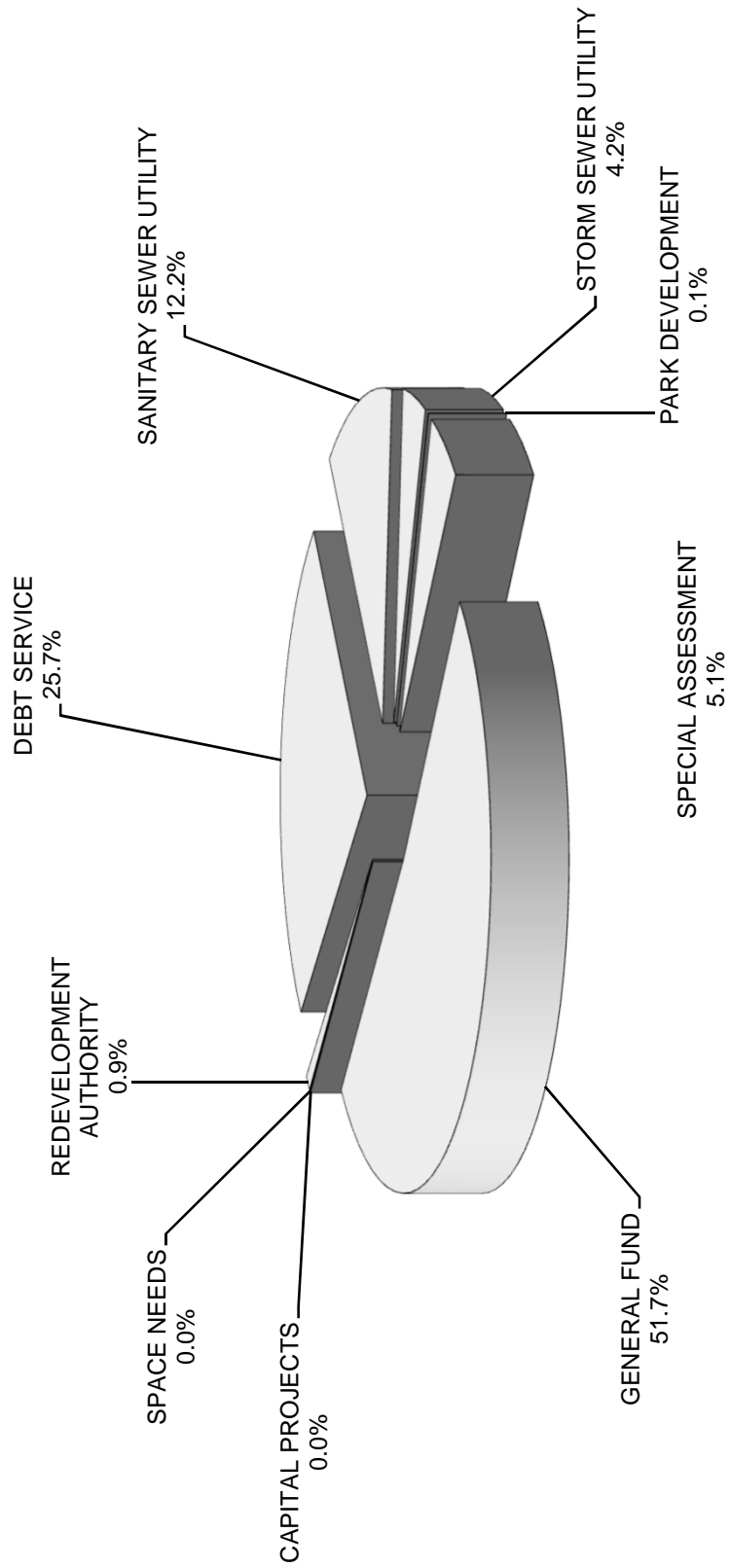


CITY OF KAUKAUNA

2018 BUDGET BUDGETED REVENUE SOURCES - ALL FUNDS

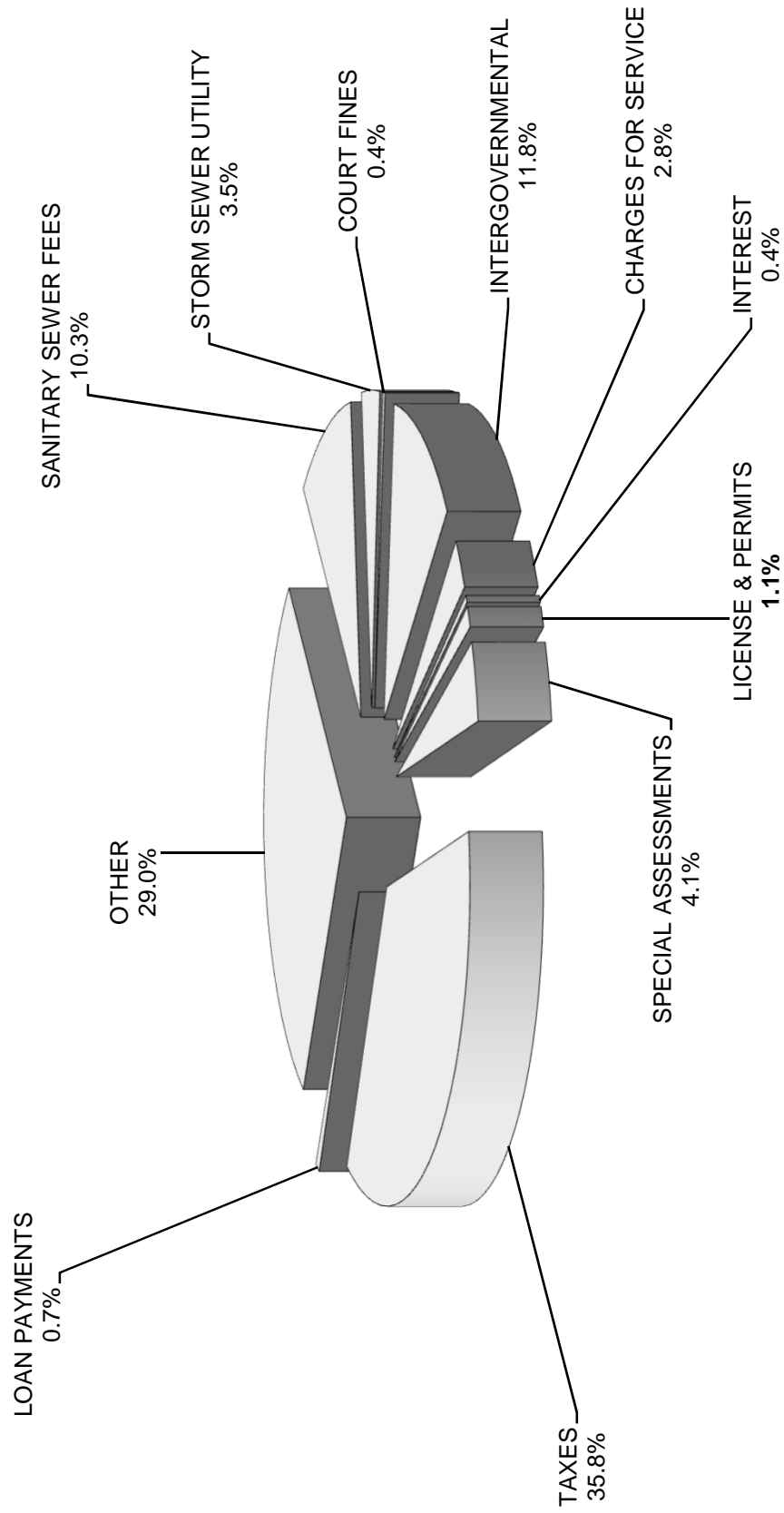
	GENERAL FUND	1000 ISLANDS	REDEVELOP AUTHORITY	DEBT SERVICE	CAPITAL PROJECTS	PARK DEVELOP.	SPECIAL ASSESSMENT	SPACE NEEDS	STORM SEWER UTLY	SANITARY SEWER UTLY	TOTAL
TAXES	7,743,977	156,076	0	3,349,649	0	15,000	0	0			11,264,702
SPECIAL ASSESSMENTS	0	0	0	0	0	0	1,300,000	0	0	0	1,300,000
INTERGOVERNMENTAL	3,686,427	25,000	0	0	0	0	0	0	0	0	3,711,427
SANITARY SEWER SERVICE FEES	0	0	0	0	0	0	0	0	0	3,240,000	3,240,000
STORM SEWER SERVICE FEES	0	0	0	0	0	0	0	0	1,110,000	0	1,110,000
LICENSE AND PERMITS	347,500	0	0	0	0	0	0	0	11,000	0	358,500
COURT FINES AND FORFEITURES	119,000	0	0	0	0	0	0	0	0	0	119,000
CHARGES FOR SERVICE	871,900	14,000	0	0	0	0	0	0	0	0	885,900
INTEREST	18,000	15,000	1,000	0	10,000	0	65,000	12,750	0	2,500	124,250
LOAN PAYMENTS	0	0	225,000	0	0	0	0	0	0	0	225,000
OTHER	948,736	12,000	0	3,681,641	3,500,000	0	0	1,000,000	0	0	9,142,377
TOTAL REVENUE SOURCES	13,735,540	222,076	226,000	7,031,290	3,510,000	15,000	1,365,000	1,012,750	1,121,000	3,242,500	31,481,156

CITY OF KAUKAUNA
2018 Budgeted Revenues - All Funds



CITY OF KAUKAUNA

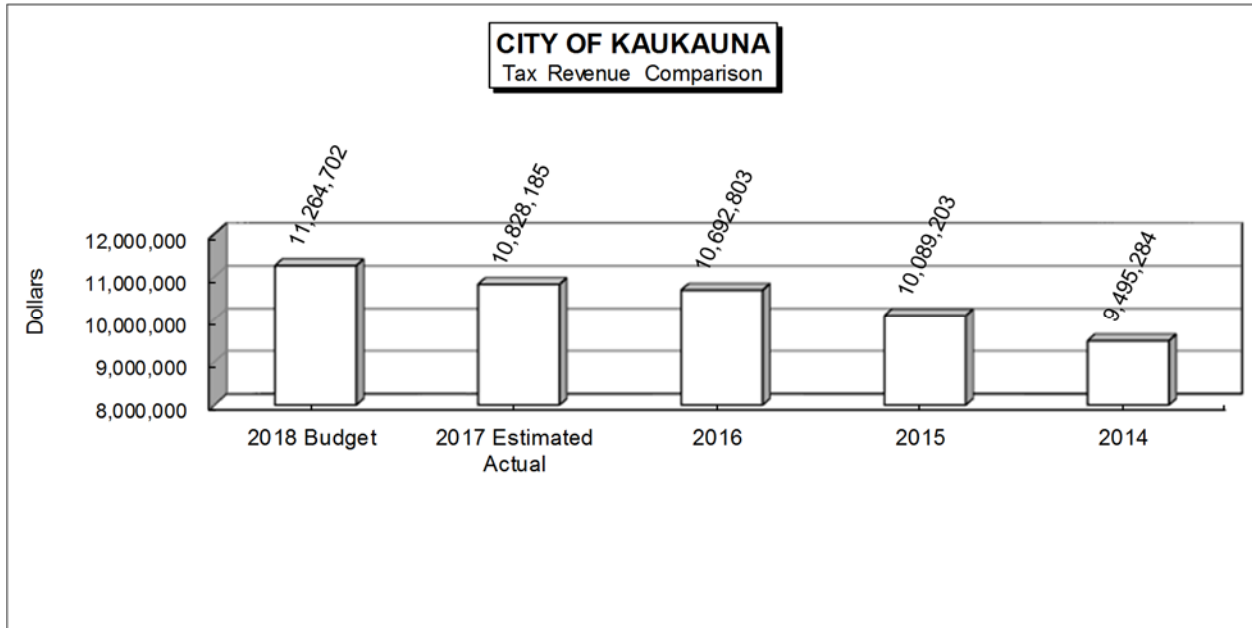
2018 Budgeted Revenues by Source - All Funds



CITY OF KAUKAUNA

2018 BUDGET

REVENUE COMPARISON BY REVENUE SOURCE



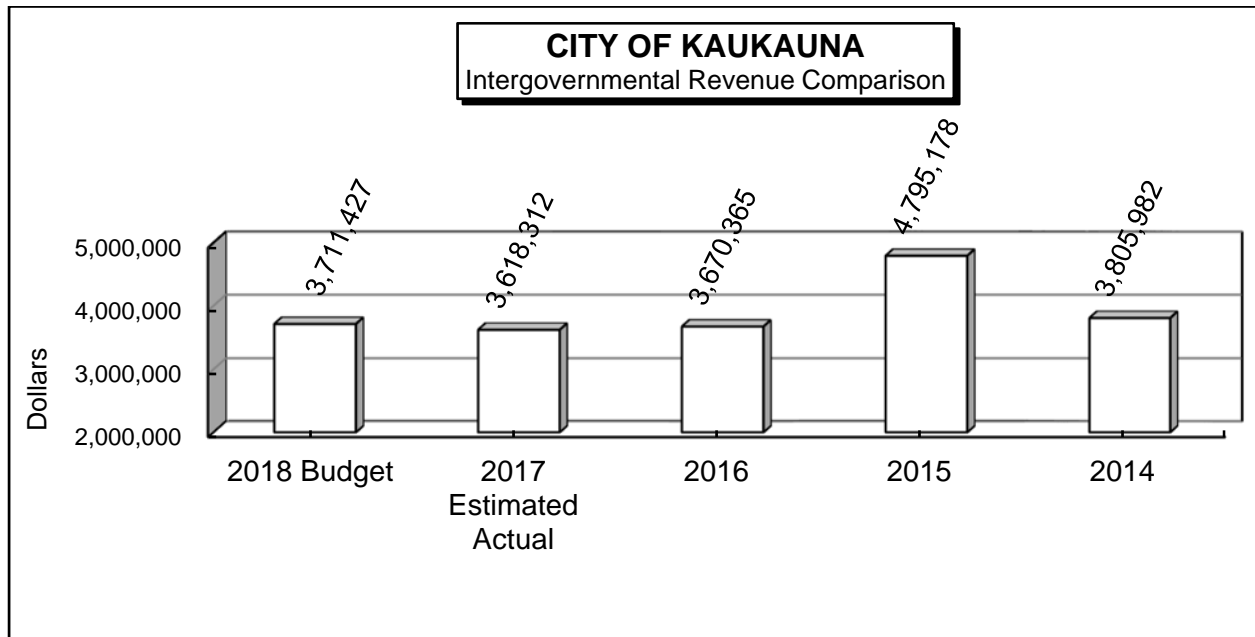
There are three primary sources of tax revenue for the City. Property tax, which includes tax on real estate and personal property, is the largest and most significant revenue source. Property tax represents 78.9% of all budgeted taxes and 44.5% of all general fund revenue sources budgeted. The property tax levy is budgeted to increase \$180,275 or 3.0% for 2018. This is less than the maximum allowed under the current levy freeze legislation. This legislation allows the levy to increase by the percentage of increase in net new construction, 1.47% for the City of Kaukauna, plus any increase in scheduled general obligation debt. There is also a State program that rewards municipalities for controlling expenditures by providing additional State aids. The City has consistently qualified for this aid.

The second tax revenue source is the payment on lieu of taxes from the City's electric and water utilities. This payment is based on the current tax rate and the value of utility property in the City. As the tax rate fluctuates due to changes in State law related to funding of education, this revenue source is also likely to fluctuate. In 2018, this tax represents 10.8% of all general fund revenue sources. This tax source is also funds the Redevelopment Authority lease payment for the City Hall and Police Department building.

The third tax revenue is in lieu of taxes from the City's housing authority. This revenue is based on the current tax rate and the value of housing authority property in the City. The budget amount for this tax source is \$19,159 for 2018.

The tax revenue sources have remained flat by an average of (-0.34%) since 2016. The real estate and personal property taxes are often viewed as a primary revenue source to balance the budget.

CITY OF KAUKAUNA
2018 BUDGET
REVENUE COMPARISON BY REVENUE SOURCE



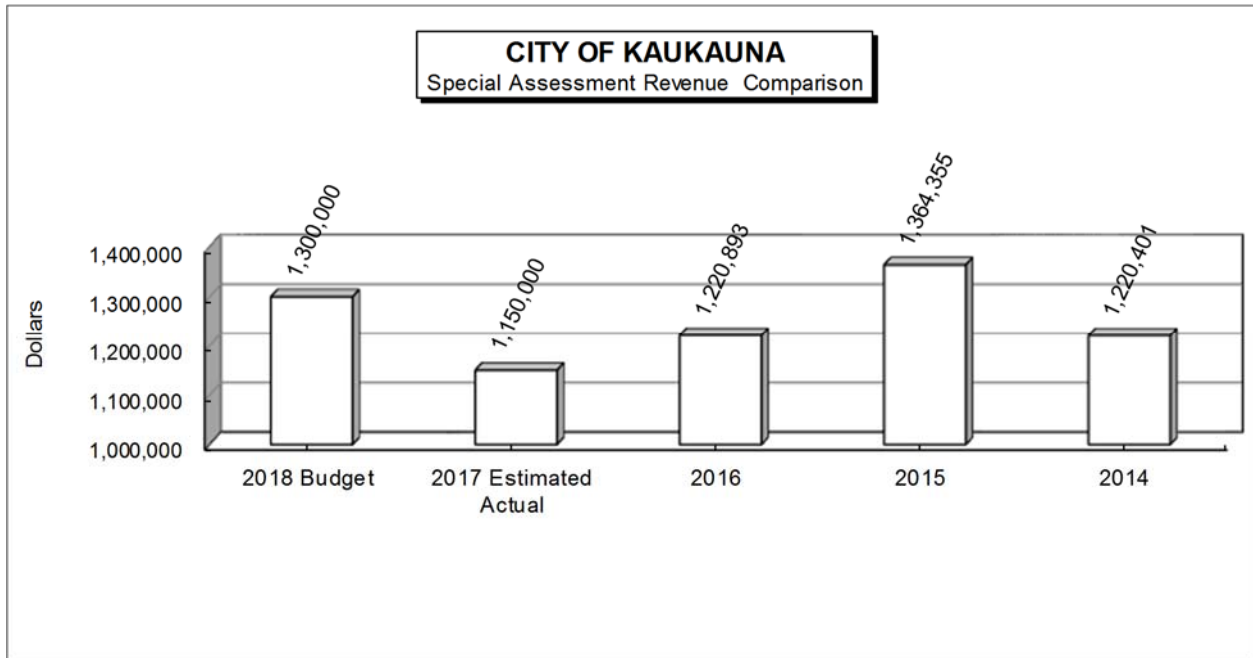
Intergovernmental revenues are comprised of state shared revenue, state fire insurance dues, state law enforcement grants, state highway aids, county aids and local school district subsidy of the City's Environmental Center. The most concerning aspect of this revenue source is the continued downward trend. The revenue source has Increased slightly by \$41,062 since 2016 or 1.1%.

The largest of the intergovernmental revenues is state shared revenue. This revenue source has per capita, aid able revenue and expenditure restraint components. Shared revenue accounts for 59.9% of all intergovernmental revenues in the general fund and 26.8% of all general fund revenues. State shared revenue is budgeted to increase slightly for the 2018 budget. This revenue source is very sensitive to political adjustments by the State Legislature, therefore, property tax is often viewed as the most likely source of additional revenues. Continuation of and changes to this revenue source has been the subject of considerable debate in the State Legislature during the past years.

The next largest source of intergovernmental revenue sources is state highway aids which is budgeted at \$769,416 for 2018 and accounts for 5.6% of all general fund revenue sources. This source is expected to increase modestly by \$7,846 or 1% when compared to 2017.

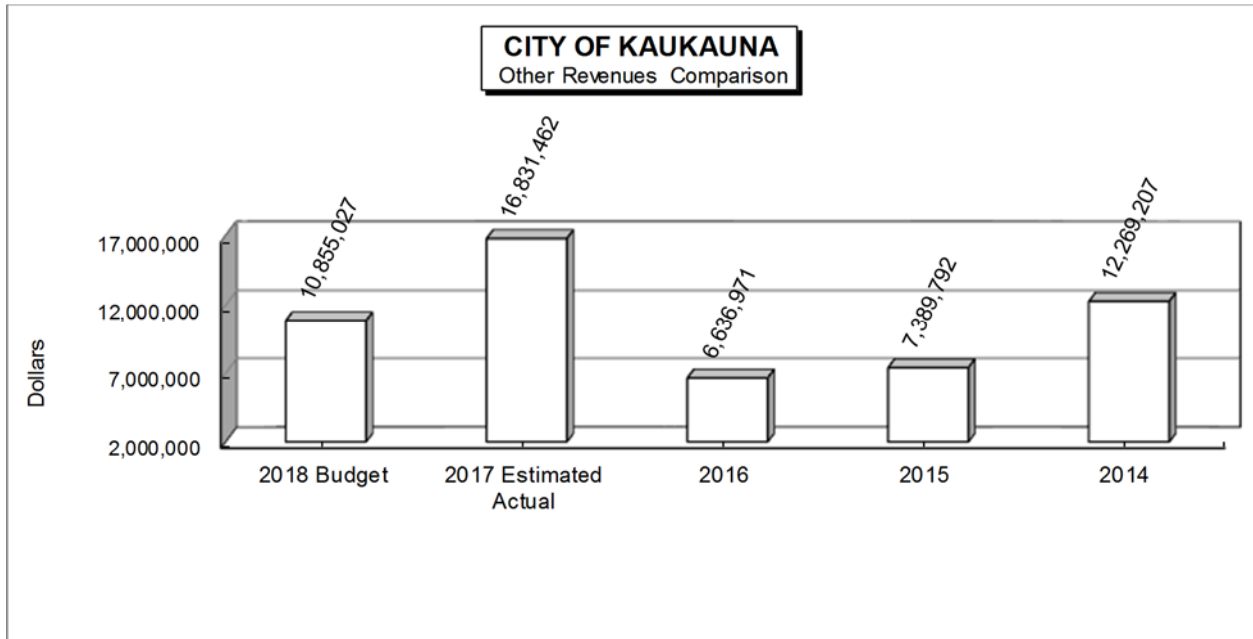
The State's current commitment to reducing taxes and the state of the economy are likely to have some lingering negative effects on state revenues to municipalities in the future. The other intergovernmental revenue sources are relatively small and likely to see modest growth in future years.

CITY OF KAUKAUNA
2018 BUDGET
REVENUE COMPARISON BY REVENUE SOURCE



The City of Kaukauna finances special assessment projects such as street improvements, sanitary sewer mains and laterals, water mains and sidewalk replacement primarily by issuing long-term debt. A resolution established in 2015 allows for all special assessments to be repaid within a ten-year period. This revenue stream is used to repay the debt that was used to finance the projects initially. The amount of assessable work that is done on a yearly basis can vary greatly. Beginning in 2013 the City was constructing few assessable projects therefore budgeted revenues are decreasing. Due to the uncertain nature of this revenue source, the City will utilize a decreasing amount of special assessment monies to offset the required tax levy in debt service funds. These monies are accounted for in a special revenue fund referred to as the Special Assessment Fund.

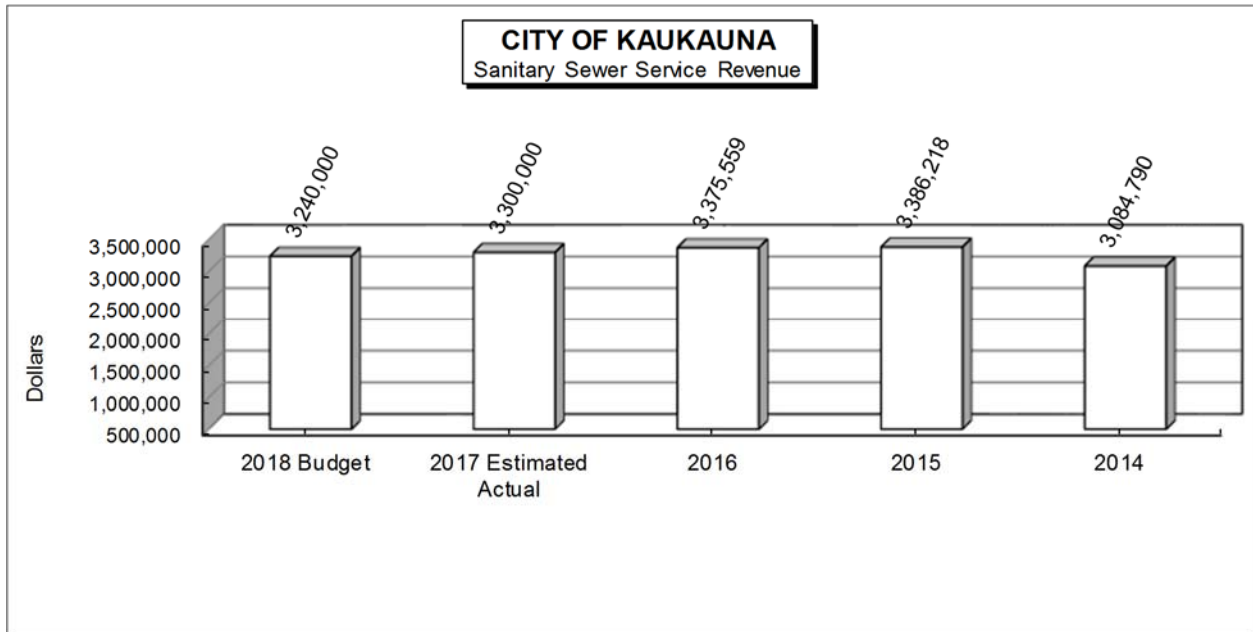
CITY OF KAUKAUNA
2018 BUDGET
REVENUE COMPARISON BY REVENUE SOURCE



Other revenue sources consist of regulation and compliance revenues, charges for service other than sewer user fees, use of property and money and operating transfers. Some of the smaller components within this revenue source such as building permits, police fines, swimming pool user fees and interest on investments are heavily influenced by external factors. The remaining components of other revenue sources are primarily related to user fees and license fees.

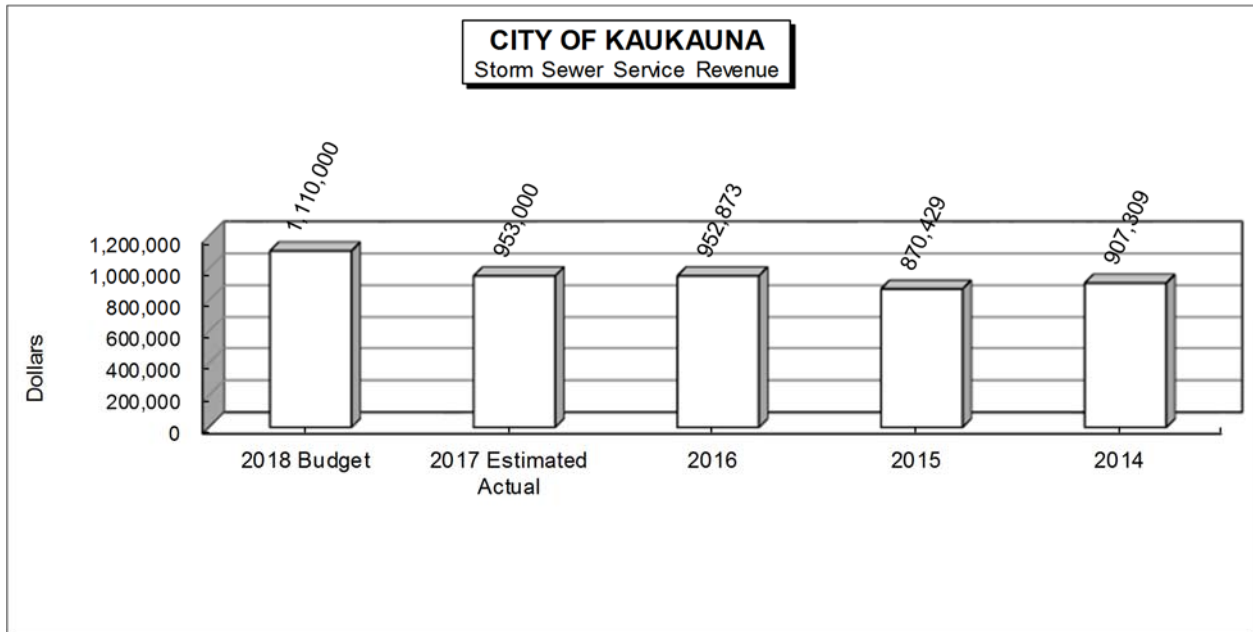
These revenues sources will remain relatively static unless decisions are made to increase user fees or license and permit fees. The expected large increase in 2017 is the result of Financing for the Fire Station, as well as a refinancing of TIF# 8 Debt.

CITY OF KAUKAUNA
2018 BUDGET
REVENUE COMPARISON BY REVENUE SOURCE



The City established a separate Sanitary Sewer Utility beginning January 1, 2012 to account for sanitary sewer system operations. The revenue is established at a level sufficient to recover annual operating costs and to maintain adequate reserves. This revenue source has increased significantly several years ago due to a significant plant expansion at the Heart of the Valley Metropolitan Sewerage District; however, sewerage treatment costs have been relatively stable since 2010. The sewer user volume rate was last changed \$6.75 per 100 cu. Ft. effective January 1, 2016.

CITY OF KAUKAUNA
2018 BUDGET
REVENUE COMPARISON BY REVENUE SOURCE



The City established a Storm Sewer Utility beginning in 2009 with the first user rate starting in 2010 to fund and account for the construction and maintenance of mandated storm water quality improvement and retention facilities. The revenue is established at a level sufficient to recover annual operating costs and to maintain adequate reserves. This revenue source has increased significantly in the first three years but has remained relatively stable since 2013. The equivalent residential unit (ERU) rate was most recently changed to \$6.00 per ERU per month beginning December 2015. Since inception, the system has grown as are the expenses to operate the system. This budget has a proposed increase per ERU from \$6.00 to \$7.00 per ERU beginning in January 2018.

Kaukauna ON THE FOX

CITY OF KAUKAUNA

2018 BUDGET

SUMMARY OF LONG-TERM DEBT PRACTICES, POLICIES, AND FUTURE PROJECTIONS

Historical Perspective: The City of Kaukauna has historically used general obligation debt to finance all of its capital improvements until 2013. In 2013 the City started to issue revenue bonds to finance utility projects. The schedule on page 5-4 indicates that all the current long-term debt will mature within the next 10 years. The exception to this is the utility revenue bonds issued in 2016 will mature within 15 years. The City has historically issued long-term debt in maturities of ten years or less for General Obligation issues.

Page 5-5 shows the City's outstanding long-term debt and percent of legal debt limit. It is also considerably less than it was as of December 31, 2008. Long term general obligation debt rose considerably from 2002 to 2012 primarily as a result of the purchase and development of industrial park property, development of a downtown TID, acquisition of Fox Valley Greyhound Park for redevelopment and to meet the infrastructure demands of a growing community. From the concerted efforts to reduce outstanding general obligation debt since 2013 allowed the City to address space needs deficiencies within municipal facilities in 2015-2016. The ability of the City to pay off long-term debt has remained strong over the past five years as shown on Page 5-6 since tax incremental district debt and industrial park related debt is serviced by land sales and tax incremental revenues. This schedule shows that the net Levy needed to pay debt has been on a downward trend for the past several years. With addressing the space needs this trend is expected to increase in 2018 before continuing the downward trend prior to space needs.

The graph on Page 5-6 depicts a downward trend with the overall City Debt limit, giving the city more borrowing power if needed for future projects. Page 5-5 also graphically illustrates the historical trend of tax incremental debt and all other general obligation debt. In the past ten years general obligation debt excluding tax incremental financing debt has been between 40.1% and 52.8% of the City's legal debt limit. At the end of 2018, general obligation debt excluding tax incremental financing debt is expected to increase based on addressing the space needs project. The increase is schedule to be 9.3%. bringing the ratio to 49.4% the legal limit. The TID debt is continuing its downward trend and is expected to be 29% at the end of 2017. The overall general obligation debt including TID debt less debt service stabilization funds is at 78.4% of the legal limit at yearend 2017. Based on planned capital improvements and debt schedule payoff this is expected to continue its downward trend in 2018.

The schedule on page 5-7 shows that the net debt levied per capita and the debt subject to the tax levy debt rose to its highest level since 2009. The ratio of net levied debt to equalized value had decreased appreciably since 2010. Property valuation compared to debt is a very good indicator of the City's ability to satisfy its debt service requirements. Even with the sharp increase in 2017, the city's ability to satisfy debt remains strong. This ratio is expected to again begin a downward trending beginning in 2018.

The schedule on page 5-8 indicates that the ratio of net general obligation debt to general fund expenditures has increased modestly since 2007 except for 2008 when \$7,660,000 of TIF bond anticipation notes were refinanced, 2010 when \$11,385,000 of TIF bond anticipation notes were refinanced and 2014 when \$1,000,000 of ERTIF bonds were refinanced. Although the ratio between debt service requirements and general fund expenditures has increased from the

Space Needs efforts, the information on page 5-8 would suggest that this ratio will continue to increase modestly over the next few years. This ratio is a good indicator that the City is not shifting operational type costs over to long-term debt.

Future Projections: The schedule on page 5-9 details the effect of anticipated future debt service requirements. The footnotes indicate the estimated future long-term debt. The most noteworthy column on this schedule is the column that indicates anticipated future tax levy impacts (right-most column). For the past several years, the City has decreased its annual long-term general obligation debt issue size. Going forward the City plans on continuing to issue revenue bonds for utility projects and finance special assessment projects with available funds to the extent possible. This strategy will reduce the annual general obligation borrowing to an average of \$2,000,000 per year. Based upon the assumptions in this schedule, the City will continually need to increase the debt service levy until 2025. At that time, debt service requirements are expected to peak. This issue should be considered as decisions are made regarding future capital expenditures and probable revenue sources.

CITY OF KAUKAUNA

2018 BUDGET SUMMARY OF INDEBTEDNESS, PRINCIPAL ONLY AS OF DECEMBER 31, 2017

DESCRIPTION	ORIGINAL PRINCIPAL AMOUNT	INTEREST RATE	OUTSTANDING BALANCE DEC. 31, 2017	PRINCIPAL TO BE RETIRED 2018	OUTSTANDING BALANCE DEC. 31, 2018
GENERAL OBLIGATION					
2008 General Obligation Notes	3,000,000	3.91%	725,000	725,000	0
2011 General Obligation Notes	2,775,000	2.71%	2,425,000	325,000	2,100,000
2012 General Obligation Notes	2,800,000	2.34%	2,525,000	125,000	2,400,000
2013 General Obligation Notes	1,125,000	3.38%	925,000	75,000	850,000
2013 General Obligation Notes	5,900,000	2.03%	3,550,000	1,475,000	2,075,000
2014 General Obligation Notes	1,300,000	2.49%	1,200,000	75,000	1,125,000
2015 General Obligation Notes	3,550,000	2.71%	3,200,000	210,000	2,990,000
2015 General Obligation Notes	1,650,000	3.08%	1,550,000	50,000	1,500,000
2016 General Obligation Notes	1,525,000	2.23%	1,225,000	250,000	975,000
2017 General Obligation Notes	8,050,000	2.46%	8,050,000	70,000	7,980,000
TOTAL GENERAL OBLIGATION DEBT			25,375,000	3,380,000	21,995,000
TAX INCREMENTAL DISTRICT NO. 4					
2014 General Obligation Notes	350,000	2.68%	275,000	25,000	250,000
2017 General Obligation Notes	200,000	2.68%	200,000	15,000	185,000
TOTAL TAX INCREMENTAL DISTRICT NO. 4			275,000	40,000	250,000
TAX INCREMENTAL DISTRICT NO. 5					
2010 General Obligation Bonds	3,950,000	3.40%	3,725,000	100,000	3,625,000
2010 General Obligation Bonds	6,575,000	4.20%	6,200,000	200,000	6,000,000
TOTAL TAX INCREMENTAL DISTRICT NO. 5			9,925,000	300,000	9,625,000
TAX INCREMENTAL DISTRICT NO. 6					
2007 General Obligation Notes	2,435,000	2.38%	1,510,000	325,000	1,185,000
2010 General Obligation Notes	1,350,000	2.22%	625,000	200,000	425,000
TOTAL TAX INCREMENTAL DISTRICT NO. 6			2,135,000	525,000	1,610,000
ENVIRONMENTAL REMEDIATION TID NO. 1					
2014 General Obligation Notes	1,000,000	3.51%	825,000	75,000	750,000
TOTAL ENVIRONMENTAL REMEDIATION TID NO. 1			825,000	75,000	750,000
ENVIRONMENTAL REMEDIATION TID NO. 8					
2017 General Obligation Notes	1,565,000	2.23%	1,565,000	100,000	1,465,000
2017 General Obligation Notes	200,000	2.73%	200,000	15,000	185,000
TOTAL ENVIRONMENTAL REMEDIATION TID NO. 8			1,765,000	115,000	1,650,000
TOTAL GENERAL OBLIGATION DEBT			40,300,000	4,435,000	35,880,000
REVENUE BONDS					
SANITARY SEWER UTILITY					
2013 Revenue Bonds	1,950,000	3.67%	1,625,000	125,000	1,500,000
2015 Revenue Bonds	1,225,000	3.48%	1,100,000	75,000	1,025,000
2016 Revenue Bonds	1,225,000	2.37%	1,175,000	50,000	1,125,000
TOTAL SANITARY SEWER UTILITY			3,900,000	250,000	3,650,000
STORM SEWER UTILITY					
2016 Revenue Bonds	1,350,000	2.20%	1,275,000	75,000	1,200,000
TOTAL STORM SEWER UTILITY			1,275,000	75,000	1,200,000
LEASE REVENUE BONDS					
2015 RDA Lease	10,500,000	3.88%	9,775,000	425,000	9,350,000
TOTAL Lease Revenue Bonds			9,775,000	425,000	9,350,000

CITY OF KAUKAUNA

2018 BUDGET

ANNUAL PRINCIPAL AND INTEREST DEBT SERVICE REQUIREMENTS AS OF DECEMBER 31, 2017

YEAR	DEBT SERVICE FUND	TAX		TAX		TAX		TAX		ENVIRONMENTAL REMEDATION		REDVELOPMENT AUTHORITY LEASE		STORM WATER UTILITY		SANITARY SEWER UTILITY		GRAND TOTAL
		INCREMENTAL DISTRICT #4 DEBT	INCREMENTAL DISTRICT #5 DEBT	INCREMENTAL DISTRICT #6 DEBT	INCREMENTAL DISTRICT #8 DEBT	TID DEBT	DEBT	DEBT	DEBT	DEBT	DEBT	DEBT	DEBT	DEBT	DEBT	DEBT	DEBT	
2018	3,253,954	53,887	685,250	574,788	172,618	102,687	804,844	654,965	727,549	7,030,541								
2019	3,073,719	56,550	925,250	440,238	171,800	100,625	787,844	661,395	606,042	6,823,463								
2020	2,935,218	55,525	1,381,125	258,538	169,200	147,625	770,844	580,181	488,431	6,786,688								
2021	2,843,071	79,000	1,420,500	201,050	166,600	143,719	753,844	543,524	436,962	6,588,269								
2022	2,852,486	77,100	1,482,250	196,675	168,950	139,344	736,844	382,397	416,498	6,452,544								
2023	2,591,255	158,825	1,538,250	191,425	166,150	159,000	719,844	349,922	419,555	6,294,225								
2024	2,194,242	50,750	1,539,200	210,800	167,600	153,000	702,844	385,057	408,582	5,812,075								
2025	1,432,857		1,635,150	263,900	168,325		685,844	406,917	420,832	5,013,825								
2026	1,151,297		1,670,650		163,975		668,844	149,803	414,756	4,219,325								
2027	2,326,869				169,475		651,844	154,186	437,726	3,740,100								
2028	0				140,200		634,844	113,000	379,531	1,267,575								
	24,654,968	531,637	12,277,625	2,337,414	1,824,893	946,000			4,381,345	60,028,628								

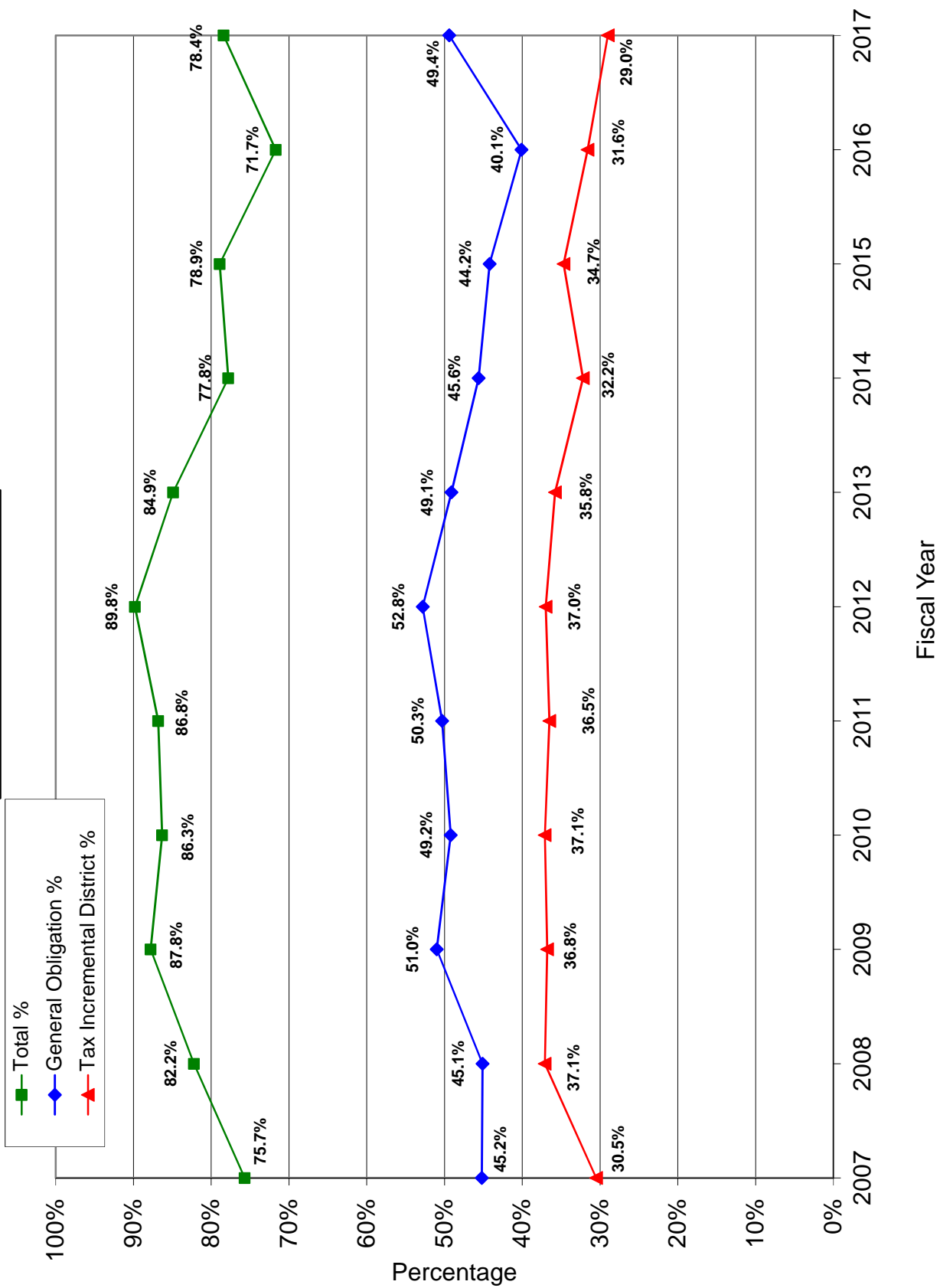
CITY OF KAUKAUNA

2018 BUDGET

*SUMMARY OF LONG-TERM DEBT
AND PERCENT OF LEGAL DEBT LIMIT
FOR THE FISCAL YEARS 2007 THROUGH 2017*

<i>FISCAL YEAR END</i>	<i>EQUALIZED PROPERTY VALUE</i>	<i>LONG-TERM DEBT</i>	<i>PERCENT OF LEGAL DEBT LIMIT</i>
2017	1,027,973,700	40,300,000	78.4%
2016	987,297,400	35,400,000	71.7%
2015	944,939,900	37,265,000	78.9%
2014	922,944,000	35,925,000	77.8%
2013	896,096,700	38,025,000	84.9%
2012	898,369,100	40,325,000	89.8%
2011	932,227,600	40,450,000	86.8%
2010	935,396,400	40,385,000	86.3%
2009	923,875,600	40,570,000	87.8%
2008	928,064,700	38,160,000	82.2%
2007	884,859,600	33,495,000	75.7%

CITY OF KAUKAUNA
Percent of Legal Debt Limit



CITY OF KAUKAUNA

2018 BUDGET

RATIO OF NET GENERAL OBLIGATION DEBT
TO EQUALIZED VALUE AND NET GENERAL OBLIGATION DEBT PER CAPITA

LEVY YEAR	POPULATION	EQUALIZED VALUE	TOTAL GENERAL OBLIGATION DEBT	PAYABLE FROM OTHER FUNDS	DEBT SUBJECT TO TAX LEVY	RATIO OF NET LEVIED DEBT TO EQUALIZED VALUE	NET LEVIED DEBT PER CAPITA
2017	15,926	1,027,973,700	40,300,000	18,810,105	21,489,895	2.09%	1,349.36
2016	15,848	987,297,400	35,400,000	19,852,296	15,547,704	1.57%	981.05
2015	15,799	944,939,900	37,265,000	21,260,722	16,004,278	1.69%	1,012.99
2014	15,725	922,944,000	35,925,000	19,633,810	16,291,190	1.77%	1,036.01
2013	15,715	896,096,700	38,025,000	21,999,659	16,025,341	1.79%	1,019.75
2012	15,627	898,369,100	40,325,000	23,504,531	16,820,469	1.87%	1,076.37
2011	15,519	932,227,600	40,450,000	21,811,214	18,638,786	2.00%	1,201.03
2010	15,462	935,396,400	40,385,000	20,312,900	20,072,100	2.15%	1,298.16
2009	15,414	923,875,600	40,570,000	19,395,000	21,175,000	2.29%	1,373.75
2008	15,229	928,064,700	38,160,000	19,745,000	18,415,000	1.98%	1,209.21
2007	15,095	884,859,600	33,495,000	16,145,000	17,350,000	1.96%	1,149.39

CITY OF KAUKAUNA

2018 BUDGET

RATIO OF GENERAL OBLIGATION DEBT SERVICE TO BUDGETED GENERAL FUND EXPENDITURES

<i>YEAR</i>	<i>PRINCIPAL</i>	<i>INTEREST</i>	<i>TOTAL G.O. DEBT SERVICE</i>	<i>BUDGETED GENERAL FUND EXPENDITURES</i>	<i>RATIO OF G.O. DEBT TO GENERAL EXPENDITURES</i>
2018	4,435,000	1,300,541	5,735,541	13,735,540	41.76%
2017	3,350,000	1,081,513	4,431,513	13,350,604	33.19%
2016	3,390,000	1,199,099	4,589,099	13,422,675	34.19%
2015	3,760,000	1,218,994	4,978,994	12,765,767	39.00%
2014*	4,425,000	1,251,319	5,676,319	12,468,789	45.52%
2013	3,200,000	1,465,290	4,665,290	12,232,971	38.14%
2012	2,925,000	1,495,203	4,276,538	14,132,539	30.26%
2011	2,710,000	1,589,207	4,299,207	14,045,193	30.61%
2010**	15,410,000	1,594,414	17,004,414	13,899,315	122.34%
2009	2,255,000	1,777,809	4,032,809	13,494,514	29.88%
2008**	9,780,000	1,402,264	11,182,264	12,693,009	88.10%

* 2014 Debt service total includes refinancing \$1,000,000 notes for ERTIF #1

** 2010 Debt service total includes refinancing \$12,985,000 bond and note anticipation notes for TID No. 5, TID No. 6, and general obligation note anticipation notes.

***2008 Debt service total includes refinancing \$7,660,000 bond anticipation notes for TID No. 5.

CITY OF KAUKAUNA

2018 BUDGET CURRENT AND FUTURE DEBT SERVICE REQUIREMENTS - PRINCIPAL ONLY

YEAR	TOTAL ACTUAL DEBT SERVICE REQUIREMENTS	INDUSTRIAL PARK PAYMENTS	TID #4 PAYMENTS	TID #5 PAYMENTS	TID #6 PAYMENTS	TID #8 PAYMENTS	ERTIF PAYMENTS	STORM WATER UTILITY PAYMENTS	SANITARY SEWER UTILITY PAYMENTS	CURRENT PRINCIPAL ONLY TAX LEVY IMPACT	FUTURE DEBT SERVICE REQUIREMENTS	CURRENT AND FUTURE PRINCIPAL ONLY LEVY IMPACT
2018	4,435,000	0	40,000	300,000	525,000	115,000	75,000	467,681	319,801	2,592,518	0	2,592,518
2019	4,470,000	0	45,000	550,000	400,000	130,000	75,000	490,458	217,954	2,561,588	275,000	2,836,588
2020	4,550,000	0	45,000	1,025,000	225,000	130,000	125,000	425,902	91,858	2,482,240	380,000	2,862,240
2021	4,505,000	0	70,000	1,100,000	175,000	130,000	125,000	398,890	48,368	2,457,742	400,000	2,857,742
2022	4,510,000	0	70,000	1,200,000	175,000	135,000	125,000	251,976	13,890	2,539,134	350,000	2,889,134
2023	4,490,000	0	155,000	1,300,000	175,000	135,000	150,000	202,998	27,780	2,344,222	500,000	2,844,222
2024	4,180,000	0	50,000	1,350,000	200,000	140,000	150,000	246,998	27,780	2,015,222	900,000	2,915,222
2025	3,525,000	0	0	1,500,000	260,000	145,000	0	278,998	27,780	1,313,222	1,725,000	3,038,222
2026	2,875,000	0	0	1,600,000		145,000	0	28,750	34,725	1,066,525	1,925,000	2,991,525
2027	2,530,000	0	0	0	0	155,000	0	37,375	45,143	2,292,482	750,000	3,042,482
2028	130,000	0	0	0	0	130,000	0	0	0	0	2,800,000	2,800,000
2029	125,000	0	0	0	0	125,000	0	0	0	0	2,500,000	2,500,000
2030	150,000	0	0	0	0	150,000	0	0	0	0	2,000,000	2,000,000
2031	0	0	0	0	0	0	0	0	0	0	0	0
	40,475,000	0	475,000	9,925,000	2,135,000	1,765,000	825,000	2,830,026	855,079	21,664,895	14,505,000	36,169,895

The future debt service amounts above assume borrowing \$3 million in 2018, \$2.0 million in 2019 and 2020 .



CITY OF KAUKAUNA

2018 BUDGET CAPITAL PROJECTS SUMMARY

Historical Perspective: The City uses long-term debt to finance major equipment purchases such as road graders, fire trucks and ambulances, which tend to have a significant impact on the operating budget in the year purchased. The City also issues long-term debt to finance, updates to Parks and Pools, Utility Projects, Infrastructure, and buildings. More recently capital borrow was used to address the space needs throughout the city.

As the city finishes up the space needs projects in 2018 the capital borrow will continue to be around the \$2,000,000 to \$3,000,000 per year to maintain infrastructure, replace equipment and update parks. As the city grows the City's debt capacity may also be used to address future development such as Industrial parks

The five-year capital projects schedule beginning on page 6-4 summarizes anticipated projects. It is also anticipated that additional projects will be added or removed from years 2018 through 2021.

Future Perspective: The schedule on page 5-9 indicates continued increases in debt service requirements for the foreseeable future and is based on \$3,500,000 of new borrowing in 2018 of new borrowing for the third and final phase of the space need as well as General Infrastructure. Borrowing will then level out to \$2,500,000 per year thereafter. Debt service payments are projected to level out or decrease depending ongoing spending plans by 2027.

CITY OF KAUKAUNA

2018 BUDGET

CAPITAL PROJECTS FUND

PROJECTED FUND BALANCE AS OF DECEMBER 31, 2017

DESCRIPTION	BALANCE
BALANCE AS OF JANUARY 1, 2016	
Assigned for Subsequent Years Expenditures	34,466
PROJECTED CHANGE IN FUND BALANCE FROM 2017 OPERATIONS	
Revenues & Other Financing Sources	6,931,148
Expenditures	<u>(6,883,264)</u>
SUBTOTAL	47,884
PROJECTED BALANCE AS OF DECEMBER 31, 2017	
Assigned for Subsequent Years Expenditures	<u>82,350</u>

CITY OF KAUKAUNA

2018 BUDGET CAPITAL PROJECTS FUND REVENUES & EXPENDITURES SUMMARY

DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTH ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
REVENUE					
State Gants		0		0	0
Other Revenue	715,540	0		600,000	0
Interest	10,473	1,500	7,439	6,148	10,000
TOTAL REVENUE	726,013	1,500	7,439	606,148	10,000
EXPENDITURES					
2018 Streets and Sidewalk	0	0	0	0	890,000
Equipment	0	0	0	0	309,000
Parks and Pool	0	0	0	0	368,000
Buildings and Miscellaneous	0	0	0	0	1,830,000
2017 Municipal Equipment	0	174,000	21,855	388,355	0
Park Improvements	0	325,000	10,560	409,560	0
Street & Highway Improvements	0	2,326,500	6,560	4,981,920	0
Miscellaneous	0	75,000		270,000	0
2016 Municipal Equipment	23,946	0	743,640	743,640	0
Park Improvements	97,076	0	1,122	1,122	0
Street & Highway Improvements	327,483	0	(47,442)	(3,938)	0
Bond Issuance Expense	18,465	0			0
2015 Municipal Equipment	96,300	0			0
Park Improvements	68,420	0	155,413	155,413	0
Fire Equipment Outlay		0			0
Storm/Sanitary Sewer Construction	0	0			0
Street & Highway Improvements	348,309	0	90,035	(65,539)	0
Sidewalk Improvements	805	0			0
2014 Municipal Equipment	151,655	0	0	0	0
Sidewalk	12,949	0	290	290	0
Parks	40,738	0	910	910	0
Street & Highway Improvements	44,109	0			0
2012 Street & Highway Improvements		0	1,531	1,531	0
Municipal Equipment	2,936	0		0	0
Storm Sewer Construction	186,150	0		0	0
TOTAL EXPENDITURES	1,419,339	2,900,500	984,475	6,883,264	3,397,000
OTHER FINANCING SOURCES (USES)					
Proceeds of General Obligation Notes		1,619,000	0	4,125,000	3,500,000
Transferred from Special Assessment Fund	0	1,280,000	0	2,200,000	
TOTAL OTHER FINANCING SOURCES (USES)	0	2,899,000	0	6,325,000	3,500,000
EXCESS (DEFICIT) OF REV. & OTHER FINANCING SOURCES (USES) OVER EXPENDITURES	(693,327)	0	(977,035)	47,884	113,000

CITY OF KAUKAUNA

CAPITAL PROJECTS 2018-2022

(For Planning Purposes only. All capital projects need board approval prior to purchase/borrowing)

YEAR	CLASSIFICATIONS (FUND)/ DESCRIPTIONS	PROJECT TOTAL	GENERAL OBLIGATION BORROWING	SPECIAL ASSESSMENT	STORM WATER UTILITY	SANITARY SEWER UTILITY	PARK DEVELOPMENT FUND	OTHER
2018 EQUIPMENT (421)								
	Replace 2008 ODB Leaf Loader (#39)	\$45,000	\$45,000					
	Replace 2008 Ambulance (#2192)	\$180,000	\$180,000					
	Replace 2007 Chevrolet Colorado (Inspection Dept. #18)	\$28,000	\$28,000					
	Replace 2 Lifepak Heart Monitor / Defibrillator	\$56,000	\$56,000					
2018 MUNICIPAL BUILDINGS/STRUCTURES (423)								
	Building Remodel for Street/Parks/Recreation - Phase 3	\$1,500,000	\$1,500,000					
	Replace Roof Over Street Department Vehicle Storage Area	\$200,000	\$200,000					
	Replace Optech Voting Machines - 4 Total	\$40,000	\$20,000					\$20,000
2018 SANITARY SEWER (602)								
	Manhole Lining/Repair	\$50,000				\$50,000		
	Quinney/Metoxen Area (Phase 2 of 2)	\$550,000		\$100,000		\$450,000		
	Delanglade Street (STH 55) Reconstruction	\$130,000		\$10,000		\$120,000		
	Sewer CCTV	\$15,000				\$15,000		
2018 PARK & POOL IMPROVEMENTS (422)								
	Haas Road Park Equipment	\$50,000	\$50,000					
	Municipal Pool Amenity Analysis (Phase 2)	\$15,000	\$15,000					
	Grignon Mansion Steps	\$10,000	\$5,000					
	Main Avenue to Fox Shores Drive Trail	\$175,000	\$175,000					
	Eagle's Overlook Retaining Wall	\$75,000	\$75,000					
	Archery Range Storage Shed	\$8,000	\$8,000					
	Pool Wood Deck Replacement	\$40,000	\$40,000					\$5,000
2018 STORM SEWER (601)								
	Delanglade Street (STH 55)	\$50,000		\$30,000	\$20,000			
	Oakridge Ave to Crooks Ave Area (Phase 3 of 3)	\$400,000		\$100,000	\$300,000			
	Public Works Garage SW/PPP Site Improvements	\$200,000			\$200,000			
	Kelso Pond Bank Stabilization	\$75,000			\$75,000			
	Erosion Control / Remediation - Shoreline/Outfalls/Streambank	\$35,000			\$35,000			

CITY OF KAUKAUNA

CAPITAL PROJECTS 2018-2022

(For Planning Purposes only. All capital projects need board approval prior to purchase/borrowing)

YEAR	CLASSIFICATIONS (FUND)/ DESCRIPTORS	PROJECT TOTAL	GENERAL OBLIGATION BORROWING	SPECIAL ASSESSMENT	STORM WATER UTILITY	SANITARY SEWER UTILITY	PARK DEVELOPMENT FUND	OTHER
2018	STREET PAVING (420)							
	New Concrete Streets	\$1,360,000	\$410,000	\$950,000				
	Coriander Court - All 570'							
	Tarragon Drive - All 720'							
	Sweet Meadow Lane - all 950'							
	Moon Ridge Meadows							
	Nature View Court							
	Ridgecrest Drive (complete to City Limits) - 130'							
	Haen Drive / Alyssa St							
	Reconstruction							
	Oakridge Avenue to Crooks Avenue Area (Phase 3 of 3) (E. 12th, E. 13th, and E. 14th Streets, Oakridge Avenue)	\$700,000	\$280,000	\$420,000				
	Delanglade Street (STH 55 Lawe - IH41)	\$9,975,000	\$100,000					\$9,875,000 (Federal/State Funds)
	Alley Reconstruction	\$100,000	\$100,000					
2018	SIDEWALKS (420)							
	None							
2018	MISCELLANEOUS (423)							
	Regulatory/Street Sign Upgrade/Sign Inventory	\$20,000	\$20,000					
	Concrete/Asphalt Recycling (Red Hills)	\$10,000	\$10,000					
	Replace Retaining Wall - Fox River Adjacent New River Walk	\$80,000	\$80,000					
	TOTAL	\$16,172,000	\$3,397,000	\$1,610,000	\$630,000	\$635,000	\$0	\$9,900,000

CITY OF KAUKAUNA

CAPITAL PROJECTS 2018-2022

(For Planning Purposes only. All capital projects need board approval prior to purchase/borrowing)

YEAR	CLASSIFICATIONS (FUND)/ DESCRIPTORS	PROJECT TOTAL	GENERAL OBLIGATION BORROWING	SPECIAL ASSESSMENT	STORM WATER UTILITY	SANITARY SEWER UTILITY	PARK DEVELOPMENT FUND	OTHER
2019 EQUIPMENT (421)								
	Replace 2009 Kubota Tractor (#107)	\$30,000	\$30,000					
	Replace 2009 Kubota Mower (#109)	\$20,000	\$20,000					
	Replace 2009 John Deere Mower (#125)	\$18,000	\$18,000					
	Replace 2009 Peterbuilt Garbage Truck (#224)							
	Mini End Loader	\$180,000	\$180,000					
2019 MUNICIPAL BUILDINGS/STRUCTURES (423)								
	Replace Accounting Software	\$200,000	\$200,000					
	Building Remodel for Streets/Parks/Recreation	\$1,000,000	\$1,000,000					
2019 SANITARY SEWER (602)								
	Plank Road Area (Plank Road, Washington Street, Green Bay Road, Florence Street)	\$700,000		\$100,000		\$600,000		
	River Street Sanitary Sewer	\$90,000		\$5,000		\$85,000		
	CIPP (Wisconsin Avenue, John St / Ducharme St)	\$250,000				\$250,000		
	Sewer CCTV	\$15,000				\$15,000		
	Ridge Court - Laterals to Undeveloped Property	\$25,000		\$25,000				
2019 PARK & POOL IMPROVEMENTS (422)								
	CTH CE Trail Extension to East	\$600,000						
	Boardwalk Trail across Fox River to Little Chute	\$2,500,000	\$250,000					\$2,250,000
	Pool Deck Replacement/Patio/Splash Pad	\$200,000	\$200,000					
	Pool Climbing Wall Feature	\$50,000	\$50,000					
	Dog Walking Park Parking Lot Pavement	\$50,000	\$50,000					
	Wisconsin Avenue Boat Dock	\$50,000	\$50,000					
	1000 Island River Bank Study	\$20,000	\$20,000					

CITY OF KAUKAUNA

CAPITAL PROJECTS 2018-2022

(For Planning Purposes only. All capital projects need board approval prior to purchase/borrowing)

YEAR	CLASSIFICATIONS (FUND)/ DESCRIPTIONS	PROJECT TOTAL	GENERAL OBLIGATION BORROWING	SPECIAL ASSESSMENT	STORM WATER UTILITY	SANITARY SEWER UTILITY	PARK DEVELOPMENT FUND	OTHER
2019	STORM SEWER (601)							
	Wisconsin Avenue/Desnoyer Street	\$200,000		40,000	160,000			
	Mini Storm Sewer - East 19th Street	\$125,000		45,000	80,000			
	Erosion Control/Remediation - Shoreline/Outfalls/Streambank	\$35,000			60,000			
2019	STREET PAVING (420)							
	New Concrete Streets	\$800,000	\$195,000	\$480,000				
	Antelope Trail - 1250'							
	Gray Squirrel - Antelope Trail to Bear Paw Trail - 350'							
	Bear Paw Trail - White Birch to Gray Squirrel - 1150'							
	White Birch - White Wolf to Elk Trail - 500'							
	Ridge Court - 770'							
	Sarah Street/Doty Street/Wisconsin Ave Area (Phase 1 of 2)	\$900,000	\$360,000	\$540,000				
	Alley Reconstruction	\$100,000	\$100,000					
	Concrete Street Repair Patch Program	\$150,000	\$150,000					
2019	SIDEWALKS (420)							
	Replace Defective Walks	\$200,000	\$25,000	\$175,000				
2019	MISCELLANEOUS (423)							
	Regulatory/Street Sign Upgrade	\$20,000	\$20,000					
TOTAL		\$8,528,000	\$2,918,000	\$1,410,000	\$300,000	\$950,000	\$0	\$2,250,000

CITY OF KAUKAUNA

CAPITAL PROJECTS 2018-2022

(For Planning Purposes only. All capital projects need board approval prior to purchase/borrowing)

YEAR	CLASSIFICATIONS (FUND)/ DESCRIPTIONS	PROJECT TOTAL	GENERAL OBLIGATION BORROWING	SPECIAL ASSESSMENT	STORM WATER UTILITY	SANITARY SEWER UTILITY	PARK DEVELOPMENT FUND	OTHER
2020	EQUIPMENT (421)							
	Replace 2008 Four Wheel Drive Pick Up Truck (#11)	\$24,000	\$24,000					
	Replace 1991 John Deere Grader w/Wing (#21)							
	Replace 2009 Peterbuilt Garbage Truck (#225)							
2020	MUNICIPAL BUILDINGS/STRUCTURES (423)							
2020	SANITARY SEWER (602)							
	Kenneth Avenue Area (Phase 1 of 2 8th & 9th Street)	\$550,000		\$75,000		\$475,000		
	Bel Air Court Lift Station / Force Main Replacement	\$400,000				\$400,000		
	Sewer CCTV	\$15,000				\$15,000		
2020	PARK & POOL IMPROVEMENTS (422)							
	Haas Road Park Pavilion	\$250,000	\$250,000					
2020	STORM SEWER (601)							
	Ducharme Street/Armstrong Lane	\$210,000		\$10,000	\$200,000			
	Sarah Street / Doty Street Area (Phase 2 of 2)	\$300,000		\$60,000	\$240,000			
	Badger Road Pond	\$350,000			\$350,000			
	Erosion Control / Remediation - Shoreline/Outfalls/Streambank	\$35,000			\$35,000			
2020	STREET PAVING (420)							
	New Concrete Streets							
	Ben's Way/Rusty Court							
	Reconstruction							
	Sarah Street/Doty Street/Wisconsin Area (Phase 2 of 2)	\$500,000	\$200,000	\$300,000				
	Ducharme Street (CTH "OO" to Gertrude Street) - 1935'							
	Armstrong Lane (Ducharme Street to End) - 475'							
	STH 96 (Green Bay Road)	\$2,300,000	\$200,000	\$100,000				\$2,000,000
	River Street/Parking Area	\$200,000	\$150,000	\$50,000				
	Alley Reconstruction	\$100,000	\$100,000					
2020	SIDEWALKS (420)							
	None							
2020	MISCELLANEOUS (423)							
	Regulatory/Street Sign Upgrade	\$20,000	\$20,000					
	TOTAL	\$5,254,000	\$944,000	\$595,000	\$825,000	\$890,000	\$0	\$2,000,000

CITY OF KAUKAUNA

CAPITAL PROJECTS 2018-2022

(For Planning Purposes only. All capital projects need board approval prior to purchase/borrowing)

YEAR	CLASSIFICATIONS (FUND)/ DESCRIPTIONS	PROJECT TOTAL	GENERAL OBLIGATION BORROWING	SPECIAL ASSESSMENT	STORM WATER UTILITY	SANITARY SEWER UTILITY	PARK DEVELOPMENT FUND	OTHER
2021 EQUIPMENT (421)								
	Replace 2011 Kubota Tractor (#108)							
	Replace 2006 International with Sander, Plow, Wing (#208)							
2021 MUNICIPAL BUILDINGS/STRUCTURES (423)								
2021 SANITARY SEWER (602)								
	Kenneth Avenue Area (Phase 2 of 2, 7th St to Park St)	\$900,000		\$150,000		\$750,000		
	Replace Back Up Generator (Augustine St)	\$300,000				\$300,000		
	Sewer CCTV	\$15,000				\$15,000		
2021 PARK & POOL IMPROVEMENTS (422)								
	Jonen Park Complex Expansion	\$150,000	\$150,000					
	Jonen Park Pavilion	\$200,000	\$200,000					
2021 STORM SEWER (601)								
	Quinney / Metoxen Storm Sewer	\$750,000		\$150,000	\$500,000			
	Island Street - Dodge to Tail Race	\$80,000			\$80,000			
	Replace Back up Generator - Tower Drive	\$300,000			\$300,000			
	Erosion Control / Remediation - Shoreline/Outfalls/Streambank	\$35,000			\$35,000			
	Pool Road and Parking Lot	\$60,000			\$60,000			
2021 STREET PAVING (420)								
	New Concrete Streets							
	Reconstruction							
	Island Street (Dodge Street to Tail Race) - 400'							Local Bridge Fund
	Pool Road and Parking Lot	\$200,000	\$200,000					
	Quinney/Metoxen Street Area							
2021 SIDEWALKS (420)								
	None							
2021 MISCELLANEOUS (423)								
	Regulatory Sign Update - Final	\$20,000	\$20,000					
TOTAL		\$3,010,000	\$570,000	\$300,000	\$975,000	\$1,065,000	\$0	\$0

CITY OF KAUKAUNA

CAPITAL PROJECTS 2018-2022

(For Planning Purposes only. All capital projects need board approval prior to purchase/borrowing)

YEAR	CLASSIFICATIONS (FUND)/ DESCRIPTIONS	PROJECT TOTAL	GENERAL OBLIGATION BORROWING	SPECIAL ASSESSMENT	STORM WATER UTILITY	SANITARY SEWER UTILITY	PARK DEVELOPMENT FUND	OTHER
2022 EQUIPMENT (421)								
	Replace 2008 Skid Steer (#30)	\$35,000	\$35,000					
	Replace 2009 One ton Four Wheel Drive Dump (#6)							
	Replace 2009 Four Wheel Drive Vehicle (Engr #14)							
	Replace 2010 Elgin Pelican Sweeper (#25)							
	Replace 2007 Dump Truck (#216)							
	Replace 2007 Dump Truck (#217)							
2022 MUNICIPAL BUILDINGS/STRUCTURES (423)								
2022 SANITARY SEWER (602)								
	Reaume Avenue Area (4th, 5th, Hendricks)	\$750,000		\$75,000		\$675,000		
	Dodge Street Lift Station Rehabilitation	\$350,000				\$350,000		
2022 PARK & POOL IMPROVEMENTS (422)								
	Environmental Center Playground Equipment	\$12,000	\$12,000					
2022 STORM SEWER (601)								
	Schultheis/Oak Street Storm Sewer	\$50,000			\$50,000			
	Riverview Stormwater Detention	\$600,000			\$600,000			
	Erosion Control / Remediation - Shoreline/Outfalls/Streambank	\$35,000			\$35,000			
2022 STREET PAVING (420)								
	Reconstruction							
	Island Street - Dodge Street to Tail Race Bridge							
	Schultheis Street (All)							
	Oak Street (All)							
	Augustine Street/Plank Road Area							
2022 SIDEWALKS (420)								
2022 MISCELLANEOUS (423)								
	Relocate Composite/Recycling Site at Red Hills	\$15,000	\$15,000					
	TOTAL	\$1,847,000	\$62,000	\$75,000	\$685,000	\$1,025,000	\$0	\$0



CITY OF KAUKAUNA

2018 BUDGET

DIVISION: GENERAL GOVERNMENT

DEPARTMENT: ASSESSMENT

MISSION STATEMENT

To uniformly and equitably assess all real estate and personal property except those properties designated manufacturing by the Department of Revenue, public utilities, and property exempt by state statute. The assessment procedures are dictated by Chapter 70 of the Wisconsin Statutes. Conduct open book and attend all Board of Review sessions. Provide information as to assessment and appeal procedures per request. (A booklet is available to the general public at the Assessor's Office that explains the assessment and appeals process.) Estimate property taxes for potential new construction in the city. Provide information to all city departments upon request. Assess all annexations, new construction, additions, changes, new plats, deletions, etc. to submit an assessment report on an annual basis to the Mayor and Common Council.

Increase (Decrease) in 2018 Budget

The Assessment budget decreased (\$1,000) or (3.46%)

CITY OF KAUKAUNA

2018 BUDGET

FUND: 101
DEPT: 51505

DIVISION: GENERAL GOVERNMENT
DEPARTMENT: ASSESSMENT

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
PERSONNEL SERVICES						
<i>Wages & Salaries</i>						
5104	Temporary Payroll	75	150	75	150	150
5154	Social Security	1	2	0	2	2
5163	Workers Compensation	1	0	0	0	0
TOTAL PERSONNEL SERVICES		77	152	75	152	152
NON-PERSONNEL SERVICES						
<i>Purchased Services</i>						
5325	Contractual Services	33,940	28,850	16,135	29,000	27,848
TOTAL NON-PERSONNEL SERVICES		33,940	28,850	16,135	29,000	27,848
TOTAL ASSESSMENT		34,017	29,002	16,210	29,152	28,000

CITY OF KAUKAUNA

2018 BUDGET

*DIVISION: GENERAL GOVERNMENT
DEPARTMENT: AUDITING SERVICES*

MISSION STATEMENT

The department identifies the annual financial audit costs for the City.

Increase (Decrease) in 2018 Budget \$200 or (0.92%)

The Auditing Services budget remained mostly flat with a \$200 decrease. This budget cycle took into consideration additional audits required for potential grants.

CITY OF KAUKAUNA

2018 BUDGET

FUND: 101
DEPT: 51515

DIVISION: GENERAL GOVERNMENT
DEPARTMENT: AUDITING SERVICES

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
NON-PERSONNEL SERVICES						
<i>Purchased Services</i>						
5325	Contractual Services	20,975	21,700	21,925	21,925	21,500
TOTAL NON-PERSONNEL SERVICES		20,975	21,700	21,925	21,925	21,500
TOTAL AUDITING SERVICES		20,975	21,700	21,925	21,925	21,500

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: GENERAL GOVERNMENT

DEPARTMENT: CITY ATTORNEY

MISSION STATEMENT

The City Attorney is required by Section 62.09 (12) of the Wisconsin Statutes to handle all legal matters in which the City has an interest.

Increase (Decrease) in 2018 Budget

The City Attorney budget increased \$32,672 or 22.29%

CITY OF KAUKAUNA

2018 BUDGET

FUND: 101
DEPT: 51305

DIVISION: GENERAL GOVERNMENT
DEPARTMENT: CITY ATTORNEY

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
PERSONNEL SERVICES						
<i>Wages & Salaries</i>						
5101	Regular Payroll	88,567	90,157	42,266	90,151	118,038
<i>Fringe Benefits</i>						
5151	Retirement Plan	9,997	11,540	5,716	11,539	12,390
5154	Social Security	6,425	6,897	3,319	6,897	9,030
5157	Group Health Insurance	19,739	20,111	10,456	20,111	33,674
5160	Group Life Insurance	154	162	77	154	162
5163	Workers Compensation	148	144	71	144	189
TOTAL PERSONNEL SERVICES		125,029	129,011	61,905	128,996	173,483
NON-PERSONNEL SERVICES						
<i>Travel/Training</i>						
5205	Seminar Expense	224	400	0	300	400
5208	Travel - City Business	0	1,000	0	1,000	1000
5211	Education & Memberships	352	1,500	72	1,500	1500
<i>Purchased Services</i>						
5303	Communications	240	240	130	240	240
5315	Maintenance - Office Equipment	0	220	0	200	200
5325	Contractual Services	12,332	13,200	6,000	13,600	2000
<i>Supplies</i>						
5401	Office Supplies	646	300	0	100	400
5431	Postage	0	180	0	60	0
TOTAL NON-PERSONNEL SERVICES		13,793	17,040	6,202	17,000	5,740
OUTLAY						
5804	Office Equipment	0	500	0	500	0
TOTAL OUTLAY		0	500	0	500	0
TOTAL CITY ATTORNEY		138,822	146,551	68,107	146,496	179,223

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: GENERAL GOVERNMENT

DEPARTMENT: CITY ATTORNEY

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2016 ACTUAL	2017 BUDGET	2017	2018
	2017	2018			ESTIMATED ACTUAL	PROPOSED BUDGET
City Attorney	0.75	0.75		90,157	90,151	92,525
Paralegal	0.00	0.50		0	0	25,513
TOTAL	0.75	1.25	88,567	90,157	90,151	118,038



CITY OF KAUKAUNA

2018 BUDGET

DIVISION: GENERAL GOVERNMENT

DEPARTMENT: CLERK/TREASURER

MISSION STATEMENT

Performs duties as required by State Statutes, care and custody of the corporate seal and all papers and records of the City. Attend council meetings and maintain records of proceedings. Coordinate agendas and minutes for other committees, commissions, and boards. Maintain and update the ordinance book. Issue and maintain records for licenses and permits. Administer oaths. Collect, invest, and disburse municipal funds.

2016 - 2017 Goals and Objectives

Prepare numerous agendas and recording of minutes, resolutions, and ordinances.

Issue various licenses and permits.

Maintain City records.

Administer oaths of office.

Meet Legal Advertising deadlines.

Meet Posting requirements.

2016 - 2017 Accomplishments

Prepared numerous agendas and recording of minutes, resolutions, and ordinances.

Issued various licenses and permits.

Maintained City records.

Administered oaths of office.

Met Legal Advertising deadlines.

Met Posting requirements.

2017 - 2018 Goals and Objectives

Prepare numerous agendas and recording of minutes, resolutions, and ordinances.

Issue various licenses and permits.

Maintain City records.

Administer oaths of office.

Meet Legal Advertising deadlines.

Meet Posting requirements.

Increase (Decrease) in 2018 Budget

The Clerk/Treasurer budget increased \$11,679 or 6.09%

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: GENERAL GOVERNMENT

DEPARTMENT: CLERK/TREASURER

Service Efforts:

ITEM	AS OF 12/31/15	AS OF 12/31/16	AS OF 06/30/17
# of council meetings	24	26	13
# of real estate inquiry forms processed	419	435	216
# of deposits made	295	290	155
# of resolutions processed	61	46	24
# of ordinances processed	20	28	6
# of tax bills issued	7,011	7,054	N/A
# of receipts issued	5,245	5,056	2,359
# of licenses issued	249	335	299
# of dog licenses issued	817	831	741
# pieces of mail processed	31,402	29,602	13,285
Yard waste vouchers issued	652	611	217
Non-refrigerant stickers issued	60	79	41
Refrigerant stickers issued	103	126	47
# of long-term debt issues/IRB	9	3	1

CITY OF KAUKAUNA

2018 BUDGET

FUND: 101
DEPT: 51420

DIVISION: GENERAL GOVERNMENT
DEPARTMENT: CLERK/TREASURER

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
PERSONNEL SERVICES						
<i>Wages & Salaries</i>						
5101	Regular Payroll	97,419	102,420	48,052	102,975	105,722
5107	Overtime	95	0	0	0	0
5119	Longevity Pay	60	80	0	80	120
<i>Fringe Benefits</i>						
5151	Retirement Plan	9,395	10,887	5,401	10,937	8,765
5154	Social Security	6,853	7,835	3,651	7,878	8,088
5157	Group Health Insurance	39,477	40,222	20,911	40,222	43,036
5160	Group Life Insurance	393	413	197	395	415
5163	Workers Compensation	2,134	2,465	1,225	2,473	2,718
TOTAL PERSONNEL SERVICES		155,826	164,322	79,438	164,959	168,864
NON-PERSONNEL SERVICES						
<i>Travel/Training</i>						
5205	Seminar Expense	478	800	113	750	800
5208	Travel - City Business	499	900	0	880	900
5211	Education & Memberships	120	300	120	150	300
<i>Purchased Services</i>						
5325	Contractual Services	4,633	6,000	4,428	5,900	7,000
5328	Advertising	13,145	10,000	3,687	9,500	10,000
5334	Printing Expense	120	800	605	790	1,000
<i>Supplies</i>						
5401	Office Supplies	2,251	2,000	284	1,900	2,000
5422	Data Processing Supplies	495	500	125	125	500
5499	Miscellaneous	12,077	6,063	6,107	12,000	12,000
TOTAL NON-PERSONNEL SERVICES		33,819	27,363	15,469	31,995	34,500
OUTLAY						
5804	Office Equipment	0	0	0	0	0
TOTAL OUTLAY		0	0	0	0	0
TOTAL CLERK/TREASURER		189,645	191,685	94,907	196,954	203,364

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: GENERAL GOVERNMENT

DEPARTMENT: CLERK/TREASURER

<i>TITLE OF POSITION</i>	<i>NUMBER OF FULL-TIME EQUIVALENTS</i>		<i>2016 ACTUAL</i>	<i>2017 BUDGET</i>	<i>2017</i>	<i>2018</i>
	<i>2017</i>	<i>2018</i>			<i>ESTIMATED ACTUAL</i>	<i>PROPOSED BUDGET</i>
Clerk/Treasurer	1.00	1.00		65,581	65,576	67,252
Office Assistant	1.00	1.00		36,839	37,399	38,470
TOTAL	2.00	2.00	97,419	102,420	102,975	105,722

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: GENERAL GOVERNMENT

DEPARTMENT: COMMISSIONERS

MISSION STATEMENT

The costs of Police and Fire Commissioners (\$75 per month) and Utility Commissioners (\$300 per quarter) are charged to this department. Kaukauna Utility refunds the cost of Utility Commissioners.

Increase (Decrease) in 2018 Budget

The Commissioner's budget decreased (\$1,214) or (30.67%)

CITY OF KAUKAUNA

2018 BUDGET

FUND: 101
DEPT: 51110

DIVISION: GENERAL GOVERNMENT
DEPARTMENT: COMMISSIONERS

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
PERSONNEL SERVICES						
	<i>Wages & Salaries</i>					
5101	Regular Payroll	4,725	3,600	2,550	4,500	4,500
	<i>Fringe Benefits</i>					
5154	Social Security	95	52	44	65	65
5163	Workers Compensation	5	6	1	7	7
	TOTAL PERSONNEL SERVICES	4,825	3,658	2,595	4,572	4,572
NON-PERSONNEL SERVICES						
5205	Seminar Expense	(150)	300	(300)	0	300
5211	Education & Memberships	0	0	600	600	300
	TOTAL NON-PERSONNEL SERVICES	(150)	300	300	600	600
	TOTAL COMMISSIONERS	4,675	3,958	2,895	5,172	5,172

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: GENERAL GOVERNMENT

DEPARTMENT: COMMISSIONERS

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2016 ACTUAL	2017 BUDGET	2017	2018
	2017	2018			ESTIMATED ACTUAL	PROPOSED BUDGET
Police & Fire Commissioner	**	**		900	900	900
Police & Fire Commissioner	**	**		900	900	900
Police & Fire Commissioner	**	**		900	900	900
Police & Fire Commissioner	**	**		900	900	900
Police & Fire Commissioner	**	**		900	900	900
TOTAL	0.00	0.00	4,725	4,500	4,500	4,500

**FTE calculation not readily determined due to the nature of the position.

Kaukauna ON THE FOX

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: GENERAL GOVERNMENT

DEPARTMENT: COMMON COUNCIL

MISSION STATEMENT

The City Council will serve the needs and concerns of the City and strive to affect the greatest good for the community as a whole while maintaining a solid perspective between individual rights and the common good.

The City Council will take a leadership position in the community. It will act as the catalyst for new programs based on the needs of the community. The Council will promote cooperation between various segments of the community.

The City Council together with the Mayor and staff will develop and adopt a fiscally responsible budget on an annual basis. This budget will provide the resources to maintain a high quality of service yet must be responsive to economic conditions both within and outside the community.

Based on the realization that the needs of the City are continually changing, the Council will periodically review policies and procedures so that City Government as a whole can maintain a high level of effectiveness.

The Council will strive to keep the citizens informed on matters affecting the community. At the same time, the Council must keep well informed on the needs and concerns of the citizens and respond to these needs in a consistent and prudent manner.

The Council will seek and respect the recommendations of the Mayor, staff members, and various boards and commissions. The Council accepts the fact that good government is a cooperative process and that encouraging and accepting these recommendations does not diminish the authority of the Council.

The Council will continue to be cognizant of the needs of City employees and strive for a satisfying work experience. The Council will encourage its employees to upgrade their skills.

The Council will continue to identify areas within the community that need special attention and develop programs for their improvement.

The Council will encourage legislation at the County, State and Federal levels that is in the best interest of the community.

The Council will promote the community both within and outside.

Increase (Decrease) in 2018 Budget

The Common Council budget decreased by (\$1,350) or (3.13%)

CITY OF KAUKAUNA

2018 BUDGET

FUND: 101
DEPT: 51105

DIVISION: GENERAL GOVERNMENT
DEPARTMENT: COMMON COUNCIL

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
PERSONNEL SERVICES						
<i>Wages & Salaries</i>						
5101	Regular Payroll	32,720	34,320	17,160	34,320	34,320
<i>Fringe Benefits</i>						
5154	Social Security	497	498	249	498	498
5163	Workers Compensation	57	55	27	55	55
TOTAL PERSONNEL SERVICES		33,274	34,873	17,437	34,873	34,873
NON-PERSONNEL SERVICES						
<i>Travel/Training</i>						
5205	Seminar Expense	3,529	3,500	75	2,000	3,000
5208	Travel - City Business	81	600	0	400	600
5211	Education & Memberships	7,361	3,800	400	2,800	3,000
5499	Miscellaneous	222	300	0	250	250
TOTAL NON-PERSONNEL SERVICES		11,193	8,200	475	5,450	6,850
TOTAL COMMON COUNCIL		44,467	43,073	17,912	40,323	41,723

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: GENERAL GOVERNMENT

DEPARTMENT: COMMON COUNCIL

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2016 ACTUAL	2017 BUDGET	2017	2018
	2017	2018			ESTIMATED ACTUAL	PROPOSED BUDGET
Alderman	**	**		4,920	4,920	4,920
Alderman	**	**		4,200	4,200	4,200
Alderman	**	**		4,200	4,200	4,200
Alderman	**	**		4,200	4,200	4,200
Alderman	**	**		4,200	4,200	4,200
Alderman	**	**		4,200	4,200	4,200
Alderman	**	**		4,200	4,200	4,200
Alderman	**	**		4,200	4,200	4,200
TOTAL	0.00	0.00	32,720	34,320	34,320	34,320



CITY OF KAUKAUNA

2018 BUDGET

DIVISION: GENERAL GOVERNMENT

DEPARTMENT: ELECTION

MISSION STATEMENT

Administration of elections per State Statutes.

2016 - 2017 Goals and Objectives

Conduct four elections in 2016. Ongoing training for election officials and staff. New statewide voter registration program implemented in January of 2016.

2016 - 2017 Accomplishments

Conducted four elections in 2016 and two in 2017. Ongoing training for election officials and staff. Used River View Middle School as second polling place for November Election in 2016 for the last time and the Carnegie Building for second polling place in 2017 while waiting for the remodeling of Community Room to start in 2018.

2017 - 2018 Goals and Objectives

Conduct two elections in 2017 and four in 2018. Ongoing training for election officials and staff. Continue to use Carnegie Building as polling place while waiting for the completion of the remodeling of the Community Room.

Increase (Decrease) in 2018 Budget

The Elections budget increased \$23,821 or 244.6%

Service Efforts:

ELECTION	NO. OF REGISTERED VOTERS	ELECTION DAY CHANGES
Primary – 2/16/16	8,366	12
Spring - 4/5/16	8,415	630
Partisan Primary – 8/9/16	8,629	48
General Election – 11/8/16	8,949	550
Primary – 2/21/17	9,374	10
Spring – 4/4/17	9,361	15

CITY OF KAUKAUNA

2018 BUDGET

FUND: 101
DEPT: 51425

DIVISION: GENERAL GOVERNMENT
DEPARTMENT: ELECTIONS

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
PERSONNEL SERVICES						
<i>Wages & Salaries</i>						
5101	Regular Payroll	0	200	0	150	200
5104	Temporary Payroll	17,195	6,000	5,583	5,583	20,000
<i>Fringe Benefits</i>						
5151	Retirement Plan	0	14	0	10	13
5154	Social Security	0	15	0	11	15
5163	Workers Compensation	29	10	9	9	32
TOTAL PERSONNEL SERVICES		17,223	6,239	5,592	5,764	20,260
NON-PERSONNEL SERVICES						
<i>Travel/Training</i>						
5205	Seminar Expense	0	200	0	50	200
5208	Travel - City Business	63	100	0	10	100
<i>Purchased Services</i>						
5325	Contractual Services	1,140	2,500	0	1,500	2,000
5334	Printing Expense	3,530	250	1,056	1,200	6,000
<i>Supplies</i>						
5401	Office Supplies	2,567	250	829	1,000	4,000
5431	Postage	433	150	0	100	500
5499	Miscellaneous	229	50	0	30	500
TOTAL NON-PERSONNEL SERVICES		7,962	3,500	1,885	3,890	13,300
OUTLAY						
5804	Office Equipment	0	0	0	0	0
TOTAL OUTLAY		0	0	0	0	0
TOTAL ELECTIONS		25,185	9,739	7,477	9,654	33,560

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: GENERAL GOVERNMENT

DEPARTMENT: FINANCE

MISSION STATEMENT

The finance department is responsible for planning, directing and administering the major functions of accounting, budgeting, financial reporting, employer insurance management, employee benefit programs and electronic data processing to insure the City's financial stability and compliance with goals, policies and regulations.

2016 - 2017 Goals and Objectives

- Research and Implement a time and attendance software program that will reduce human errors, time entering data and save the city money by eliminating these errors and inefficiencies.
- Implement Invoice Software that will increase efficiencies and allow for more flexibility with staffing in the Finance department.
- Continue to evaluate our Environmental Resource Partner (ERP) A.K.A, our accounting software to see if we can do more with it in regard to reporting and data analysis.
- Implement Time Clock Plus (a time and attendance) software program

2016 - 2017 Accomplishments

- Implemented a Human Capital Management, time and attendance system. The System brings together the employee data, time keeping and payroll. With the consolidation of information, the payroll, time keeping is more streamlined and allows visibility by employees and managers.
- After vetting out the option for invoice processing software vendors, we decided to marry the three components together that will give the city a better result and generate a return on payments with the virtual credit cards. NVOICE, payment processor component was implemented in 2017. The other two components will be implemented in 2018.
- Continued to evaluate our current accounting system as well as others to see if we are getting everything we can from our current system. Also worked with other municipalities who have the same software to gain more knowledge of capabilities by hosting two work/knowledge sharing sessions at the city.

2017 – 2018 Goals and Objectives

- Research and Implement a time and attendance software program that will reduce human errors, time entering data and save the city money by eliminating these errors and inefficiencies.
- Finish vetting and Implement the remaining two components of the Invoice processing software that will increase efficiencies and allow for more flexibility with staffing in the Finance department.
- Setup department managers and other staff with access to current Accounting system to allow for visibility to accounts, reporting, etc.
- Establish budgeting process within current system rather than with excel spreadsheets
- Continue to evaluate our Environmental Resource Partner (ERP) A.K.A, our accounting software to see if we can do more with it regarding reporting and data analysis.

Increase (Decrease) in 2018 Budget

The Finance budget increased \$20,751 or 5.3%

CITY OF KAUKAUNA

2018 BUDGET

FUND: 101
DEPT: 51510

DIVISION: GENERAL GOVERNMENT
DEPARTMENT: FINANCE

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
PERSONNEL SERVICES						
<i>Wages & Salaries</i>						
5101	Regular Payroll	199,717	201,865	98,193	201,722	210,870
5119	Longevity Pay	620	660	0	660	695
<i>Fringe Benefits</i>						
5151	Retirement Plan	15,587	17,305	8,878	17,305	17,827
5154	Social Security	13,917	15,493	7,503	15,482	16,185
5157	Group Health Insurance	59,216	60,333	31,367	60,333	43,036
5160	Group Life Insurance	299	280	167	335	351
5163	Workers Compensation	337	324	167	324	339
TOTAL PERSONNEL SERVICES		289,693	296,260	146,274	296,161	289,303
NON-PERSONNEL SERVICES						
<i>Travel/Training</i>						
5205	Seminar Expense	688	1,000	432	450	1,000
5208	Travel - City Business	312	800	206	400	600
5211	Education & Memberships	425	800	155	450	700
<i>Purchased Services</i>						
5303	Communications	240	300	155	310	600
5325	Contractual Services	58,273	87,300	52,918	92,000	93,750
5334	Printing Expense	638	710	0	700	650
<i>Supplies</i>						
5401	Office Supplies	915	900	388	550	900
5402	Desktop Printing Expense	0	450	9	250	250
5422	Data Processing Supplies	0	250	0	200	250
5423	Filing Fees	70	0	65	70	0
TOTAL NON-PERSONNEL SERVICES		61,560	92,510	54,329	95,380	98,700
OUTLAY						
	KITD User Fees	0	0	0		
	KITD Infrastructure Mtnce/Replace	0	0	0		
5804	Office Equipment	1,775	1,400	0	0	1,400
TOTAL OUTLAY		1,775	1,400	0	0	1,400
TOTAL FINANCE		353,028	390,170	200,603	391,541	389,403

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: GENERAL GOVERNMENT

DEPARTMENT: FINANCE

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2016 ACTUAL	2017 BUDGET	2017	2018
	2017	2018			ESTIMATED ACTUAL	PROPOSED BUDGET
Finance Director	1.00	1.00		95,214	95,594	100,574
Staff Accountant	1.00	1.00		58,816	58,810	60,512
Accounting Specialist	1.00	1.00		47,835	47,318	49,784
TOTAL	3.00	3.00	199,717	201,865	201,722	210,870

Kaukauna ON THE FOX

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: GENERAL GOVERNMENT

DEPARTMENT: CITY GARAGE / FIRE STATION & COMMUNITY CENTER MAINTENANCE

MISSION STATEMENT

This department is responsible for all utilities for all three departments. The building maintenance cost for all except the street and parks departments is accounted for in this department budget. Finally, the Janitorial Service in the Community center and Street Department.

Increase (Decrease) in 2018 Budget

The City Garage / Fire Dept & Community Center Maintenance budget decreased (\$2,633) or (2.86%)

CITY OF KAUKAUNA

2018 BUDGET

FUND: 101
DEPT: 51605

DIVISION: GENERAL GOVERNMENT
DEPARTMENT: FIRE DEPT / PUBLIC WORKS MAINTENANCE

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
PERSONNEL SERVICES						
<i>Wages & Salaries</i>						
5101	Regular Payroll	71,382	15,678	13,519	15,678	8,313
5104	Temporary Payroll	2,886	0	11	11	0
5107	Overtime Pay	2,161	0	49	49	0
5110	Shift Premium Pay	259	0	50	100	0
5113	Job Class Premium Pay	501	0	10	20	0
5119	Longevity Pay	48	32	0	0	0
5125	Call Time	52	0	0	0	0
<i>Fringe Benefits</i>						
5151	Retirement Plan	8,122	2,011	1,244	2,011	927
5154	Social Security	5,478	1,202	1,051	1,212	636
5157	Group Health Insurance	20,493	6,033	2,316	6,033	2,637
5160	Group Life Insurance	66	68	35	71	74
5163	Workers Compensation	2,525	578	520	584	328
TOTAL PERSONNEL SERVICES		113,975	25,602	18,804	25,769	12,915
NON-PERSONNEL SERVICES						
<i>Purchased Services</i>						
5303	Communications	7,992	6,000	1,286	3,500	6,000
5306	Heating Fuels	31,952	20,000	18,629	23,000	15,000
5309	Water, Sewer & Electric	55,454	25,000	19,675	37,000	40,000
5312	Maintenance - Building	41,545	15,000	6,607	10,000	15,000
5325	Contractual Services	1,365	500	0	2,000	500
TOTAL NON-PERSONNEL SERVICES		138,309	66,500	46,197	75,500	76,500
TOTAL FIRE DEPT / PW MAINTENANCE		252,284	92,102	65,001	101,269	89,415

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: GENERAL GOVERNMENT

DEPARTMENT: FIRE DEPT MAINTENANCE / DPW

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2016 ACTUAL	2017 BUDGET	2017	2018
	2017	2018			ESTIMATED ACTUAL	PROPOSED BUDGET
Janitor	0.30	0.15		15,678	15,678	8,313
TOTAL	0.30	0.15	71,382	15,678	15,678	8,313



CITY OF KAUKAUNA

2018 BUDGET

*DIVISION: GENERAL GOVERNMENT
DEPARTMENT: HUMAN RESOURCES*

MISSION STATEMENT

The Human Resources Department provides effective human resources services to all employees of the City, maintain compliance with all regulations (State & Federal) and administer all Human Resources policies and procedures. This is accomplished through the following functions: labor relations, policy and procedure development, recruitment and hiring, human resource records maintenance, employee counseling, employee assistance program, unemployment compensation, employee orientation, wage and salary administration, benefits administration, law compliance, training and education and employee relations.

2016 - 2017 Goals and Objectives

Complete labor contract negotiations for Fire contract that expires December 31, 2016.

Communicate and distribute revised approved employee handbook.

Complete wage and compensation study of non-represented positions.

Evaluate the self-insured and high deductible health plans and recommend implementation of one of the plans for 2018.

Evaluate Deferred Compensation plans and make recommendations for 2018.

2016 - 2017 Accomplishments

Completed labor contract negotiations for Fire contract that expires December 31, 2016.

Communicated and distributed revised approved employee handbook.

Complete wage and compensation study of non-represented positions.

Evaluated the self-insured and high deductible health plans and recommended implementation of one of the plans for 2018, however due to several changes in late September to current health plan –stayed with current plan for 2018.

Evaluated HRA/HSA option with health plan.

Assist in implementation of Ascentis- HR/Benefit/Payroll software

Assist Library with revised Employee Handbook

2017 - 2018 Goals and Objectives

Complete labor contract negotiations for Police contract that expires December 31, 2017.

Finalize vendor for Deferred Compensation plan and transition (if applicable) to new vendor.

Implement recruitment of positions and onboarding of new hires through Ascentis HR/Payroll software system.

Continue with additional legal training to assure compliance with State and Federal programs.

Develop a database to post HR information electronically for employees

Increase (Decrease) in 2017 Budget

The Human Resources budget decreased (\$7,000) or (5.0%)

CITY OF KAUKAUNA

2018 BUDGET

FUND: 101
DEPT: 51415

DIVISION: GENERAL GOVERNMENT
DEPARTMENT: HUMAN RESOURCES

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
NON-PERSONNEL SERVICES						
<i>Travel/Training</i>						
5218	Tuition Reimbursement Program	1,167	3,000	4,289	7,000	10,000
<i>Purchased Services</i>						
5325	Contractual Services	71,662	121,000	56,126	115,000	115,000
5328	Advertising	792	3,000	685	2,000	2,000
5334	Printing Expense	49	150	0	150	150
5385	Employee Wellness Program	599	10,000	251	600	3,000
5398	Employee Safety Program	531	1,000	88	1,000	1,000
5399	Employee Assistance Program	1,134	2,050	972	2,050	2,050
5401	Office Supplies	631	100	16	100	100
TOTAL NON-PERSONNEL SERVICES		76,565	140,300	62,428	127,900	133,300
TOTAL HUMAN RESOURCES		76,565	140,300	62,428	127,900	133,300

CITY OF KAUKAUNA

2018 BUDGET

*DIVISION: GENERAL GOVERNMENT
DEPARTMENT: INFORMATION TECHNOLOGY*

MISSION STATEMENT

This department accounts for the costs associated with managing the City's computer network.

2016 - 2017 Goals and Objectives

- Create a standards catalog for technology equipment for users
- Migrate all employees to O365 E3 licenses to standardize the Office version throughout organization
- Create a 5-year plan on upgrading PCs to mitigate the risk of downtime due to machine failures
- Begin the creation of a virtual environment allowing for greater flexibility & reliability within our systems and users. To accomplish this, we will need the following
 - Additional Servers
 - Switches
 - RAM
 - SANDs
 - Licenses
- Establish a cost per user for all equipment to better plan for future upgrades/replacement

2015 - 2016 Accomplishments

2017 - 2018 Goals and Objectives

Increase (Decrease) in 2017 Budget

The Information Technology budget decreased (\$10,455) or (5.67%)

CITY OF KAUKAUNA

2018 BUDGET

FUND: 101
DEPT: 51430

DIVISION: GENERAL GOVERNMENT
DEPARTMENT: INFORMATION TECHNOLOGY

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
<i>Purchased Services</i>						
5315	Maintenance - Office Equipment	0	1,000	0	1,000	1,000
5324	User Licencing	0	8,088	7,961	8,000	8,088
5325	Contractual Services	75,829	145,434	80,640	145,000	155,000
<i>TOTAL NON-PERSONNEL SERVICES</i>		75,829	154,522	88,601	154,000	164,088
<i>OUTLAY</i>						
5804	Office Equipment	0	30,021	0	25,000	10,000
<i>TOTAL OUTLAY</i>		0	30,021	0	25,000	10,000
<i>TOTAL INFORMATION TECHNOLOGY</i>		75,829	184,543	88,601	179,000	174,088

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: GENERAL GOVERNMENT

DEPARTMENT: MAYOR

MISSION STATEMENT

The Office of the Mayor coordinates and administers the operations of city government; carries out the policies adopted by the Mayor and Common Council; appoints members to committees, commissions and boards subject to the approval of the Council; works with the Council in identifying and solving problems facing the city and in implementing appropriate measures for the welfare of the citizens of Kaukauna; monitors performance of staff in carrying out programs to achieve city goals; prepares the annual executive budget; seeks to achieve effective coordination and efficient delivery of services to assure economy, accountability and responsiveness to the citizens' needs.

Each budget requires more creative thinking than the previous as our City continues to grow and prosper.

2016 - 2017 Goals and Objectives

Proceed with demolition of former Police Department and Administration Building.

Start construction of Fire Department complex as part of Phase II.

Promote hotel construction on former Lawe Street Gustman auto lot.

Secure additional funding for Veteran's lift bridge.

Continue to work with Building Inspection Department to ensure residential and businesses are in compliance with zoning and nonconforming status due to lack of maintenance.

2016 - 2017 Accomplishments

Completed demolition of former Police Department and Administration Building.

Completed Phase II, new Fire Department Complex in November 2017. The new 29,000 sq. ft. station will be equipped with the same technology as the new municipal complex.

Wrapping up Kaukauna's south side downtown street paving of Second Street, Third Street, Reaume Avenue, and a portion of Main Avenue. This complete rebuild included roadway, curb, gutter, sidewalks, and street lighting.

The process to rehabilitate the former Kaukauna Hardware building at 150 W. Second Street owned by Clay Eiting is well underway.

Northstar Co-op completed construction of a dairy testing laboratory which is located in the NEW Prosperity Industrial Park.

2017 - 2018 Goals and Objectives

- Remodel the former Council Chambers and Community Room as part of Phase III.
- Promote hotel construction on former Lawe Street Gustman auto lot.
- Work with developer on multi-unit housing unit on a portion of former Lawe Street Gustman auto lot.
- Work with investors on constructing a large medical facility at Commerce Crossing.
- Facilitate construction of a dental facility on 1.9 acre lot in Commerce Crossing.
- Continue to work with Building Inspection Department to ensure residential and businesses are in compliance with zoning and nonconforming status due to lack of maintenance.

Increase (Decrease) in 2018 Budget

The Mayor Department budget increased \$866 or 0.71%

CITY OF KAUKAUNA

2018 BUDGET

FUND: 101
DEPT: 51405

DIVISION: GENERAL GOVERNMENT
DEPARTMENT: MAYOR

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
PERSONNEL SERVICES						
<i>Wages & Salaries</i>						
5101	Regular Payroll	120,796	123,117	57,802	122,567	125,621
5119	Longevity Pay	420	420	0	420	425
<i>Fringe Benefits</i>						
5151	Retirement Plan	13,681	15,778	7,818	15,742	13,263
5154	Social Security	8,519	9,451	4,350	9,409	9,643
5157	Group Health Insurance	39,477	40,222	20,911	40,222	43,036
5160	Group Life Insurance	769	809	385	769	807
5163	Workers Compensation	2,524	2,906	1,441	2,897	3,174
TOTAL PERSONNEL SERVICES		186,186	192,703	92,706	192,026	195,969
NON-PERSONNEL SERVICES						
<i>Travel/Training</i>						
5205	Seminar Expense	742	600	334	600	700
5208	Travel - City Business	556	550	0	550	550
5211	Education & Memberships	2,084	800	20	800	800
5215	Expense Allowance	4,964	3,000	923	3,000	4,500
<i>Purchased Services</i>						
5303	Communications	240	400	130	400	400
5325	Contractual Services	0	5,000	63	5,000	1,000
5334	Printing Expense	11,279	11,800	1,860	11,800	11,800
5340	Rent - Equipment	1,381	1,400	684	1,400	1,400
<i>Supplies</i>						
5401	Office Supplies	919	800	380	800	800
5402	Desktop Printing Expense	0	200	0	200	200
5422	Data Processing Supplies	0	400	0	400	400
5499	Miscellaneous	676	400	168	400	400
TOTAL NON-PERSONNEL SERVICES		22,840	25,350	4,562	25,350	22,950
TOTAL MAYOR		209,026	218,053	97,267	217,376	218,919

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: GENERAL GOVERNMENT

DEPARTMENT: MAYOR

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2016 ACTUAL	2017 BUDGET	2017	2018
	2017	2018			ESTIMATED ACTUAL	PROPOSED BUDGET
Mayor	1.00	1.00		77,252	76,706	78,432
Executive Secretary	1.00	1.00		45,865	45,861	47,189
TOTAL	2.00	2.00	120,796	123,117	122,567	125,621

Kaukauna ON THE FOX

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: GENERAL GOVERNMENT

DEPARTMENT: MUNICIPAL SERVICE BUILDING MAINTENANCE

MISSION STATEMENT

City Hall maintenance is responsible for janitorial services in the Municipal Services Building with the exception of the Fire department and portions of the Police department. Building maintenance costs for the Municipal Services Building except the Street and Park departments are accounted for in this department.

Increase (Decrease) in 2018 Budget

The Municipal Service Building Maintenance budget decreased (\$27,542) or (18.93%)

CITY OF KAUKAUNA

2018 BUDGET

FUND: 101
DEPT: 51606

DIVISION: GENERAL GOVERNMENT
DEPARTMENT: MUNICIPAL BUILDING

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
PERSONNEL SERVICES						
<i>Wages & Salaries</i>						
5101	Regular Payroll	13,461	15,678	3,891	15,678	11,084
5104	Temporary Payroll	0	0	0	0	0
5107	Overtime Pay	0	0	0	0	0
5110	Shift Premium Pay	18	0	1	1	0
5113	Job Class Premium Pay	0	0	0	0	0
5119	Longevity Pay	0	32	0	0	0
5125	Call Time	0	0	0	0	0
<i>Fringe Benefits</i>						
5151	Retirement Plan	1,471	2,011	451	902	1,237
5154	Social Security	937	1,202	338	1,199	848
5157	Group Health Insurance	4,403	6,033	1,846	3,693	3,516
5160	Group Life Insurance	13	0	12	25	26
5163	Workers Compensation	413	578	170	577	438
TOTAL PERSONNEL SERVICES		20,715	25,534	6,710	22,075	17,149
NON-PERSONNEL SERVICES						
<i>Purchased Services</i>						
5303	Communications	2,755	1,000	810	1,620	1,800
5306	Heating Fuels	400	30,000	0	8,000	6,000
5309	Water, Sewer & Electric	32,735	42,000	15,612	35,000	37,000
5312	Maintenance - Building	5,812	7,000	10,703	20,000	20,000
5321	Maintenance - All Other Equip	1,918	0	70	70	0
5325	Contractual Services	5,046	40,000	15,788	36,000	36,000
TOTAL NON-PERSONNEL SERVICES		48,666	120,000	42,983	100,690	100,800
TOTAL MUNICIPAL BUILDING		69,381	145,534	49,693	122,765	117,949

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: GENERAL GOVERNMENT
DEPARTMENT: MUNICIPAL BUILDING MAINTENANCE

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2016 ACTUAL	2017 BUDGET	2017	2018
	2017	2018			ESTIMATED ACTUAL	PROPOSED BUDGET
Janitor	0.30	0.20	0	15,678	15,678	11,084
TOTAL	0.30	0.20	13,461	15,678	15,678	11,084

Kaukauna ON THE FOX

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: GENERAL GOVERNMENT

DEPARTMENT: MUNICIPAL JUDGE

MISSION STATEMENT

The Municipal Judge has such jurisdiction as provided by law and Sec. 755.045 of the Wisconsin State Statutes and exclusive jurisdiction of violations of City ordinances. The procedures of Municipal Court are in accordance with Sec. 1.15 of the Municipal Code and Chapters 66, 254 and 800 of the Wisconsin State Statutes.

2016 - 2017 Goals and Objectives

- Continue judicial education
- Attend judicial meetings
- Attend clerk meetings
- Attend truancy court monthly at High School
- Attend truancy court monthly at Middle School
- Continue community service program
- Continue pay plan contract with debtors
- Follow up and maintain accounts with TRIP
- Continue to send payment reminders
- Implement State Debt collection (SDC) program
- Implement online Point and pay program
- Implement a new Point of sale (POS) device allowing for payment to be taken in court room

2016 - 2017 Accomplishments

- Implement State Debt collection (SDC) program.
- Implement online Point and Pay program.
- Follow up and maintain accounts with TRIP
- Attend judicial meetings
- Attend judicial education
- Attend clerk meetings
- Attend clerk of courts seminar
- Attend truancy court monthly at high school
- Attend truancy court monthly at middle school
- Continue community service program and reminders
- Continue pay plan contract and reminders
- Continue sending Defaults, GCI, TRIP and SDC notices

2017 - 2018 Goals and Objectives

- Continue judicial education
- Attend judicial meetings
- Attend clerk meetings
- Continue to send Default, GCI, TRIP and SDC notices
- Maintain Point and Pay
- Maintain TRIP and SDC
- Maintain pay plans
- Maintain community service agreements

Increase (Decrease) in 2018 Budget

The Municipal Justice budget is decreasing (\$4,151) or (0.7%)

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: GENERAL GOVERNMENT

DEPARTMENT: MUNICIPAL JUDGE

Service Efforts:

INDICATOR	AS OF 12/31/15	AS OF 12/31/16	AS OF 06/30/17
# of citations processed	1,484	1,301	758
# of court appearances	495	434	206
# of trials held	16	9	6
# of scheduled trials	101	82	23

CITY OF KAUKAUNA

2018 BUDGET

FUND: 101
DEPT: 51205

DIVISION: GENERAL GOVERNMENT
DEPARTMENT: MUNICIPAL JUDGE

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
PERSONNEL SERVICES						
<i>Wages & Salaries</i>						
5101	Regular Payroll	29,631	30,204	14,501	30,196	31,024
5119	Longevity Pay	120	120	0	120	138
<i>Fringe Benefits</i>						
5151	Retirement Plan	1,719	1,980	990	1,945	1,610
5154	Social Security	1,760	2,320	846	1,652	1,701
5160	Group Life Insurance	112	118	56	112	118
5163	Workers Compensation	50	49	24	49	50
TOTAL PERSONNEL SERVICES		33,392	34,791	16,418	34,074	34,641
NON-PERSONNEL SERVICES						
<i>Travel/Training</i>						
5205	Seminar Expense	1,114	800	150	800	800
5208	Travel - City Business	461	450	48	450	450
5211	Education & Memberships	840	840	840	840	840
<i>Purchased Services</i>						
5325	Contractual Services	4,483	10,007	6,057	10,007	10,007
5334	Printing Expense	0	300	551	551	300
<i>Supplies</i>						
5401	Office Supplies	368	300	34	300	300
5402	Desktop Printing Expense	0	250	0	250	250
5422	Data Processing Supplies	0	250	0	250	250
TOTAL NON-PERSONNEL SERVICES		7,267	13,197	7,680	13,448	13,197
OUTLAY						
5804	Office Equipment	1,232	4,000	0	0	0
TOTAL OUTLAY		1,232	4,000	0	0	0
TOTAL MUNICIPAL JUDGE		41,890	51,988	24,098	47,522	47,838

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: GENERAL GOVERNMENT

DEPARTMENT: MUNICIPAL JUDGE

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2016 ACTUAL	2017 BUDGET	2017	2018
	2017	2018			ESTIMATED ACTUAL	PROPOSED BUDGET
Judge	**	**		10,289	10,288	10,551
Clerk of Courts	0.50	0.50		19,535	19,528	20,093
Deputy Clerk of Courts	**	**		380	380	380
TOTAL	0.50	0.50	29,631	30,204	30,196	31,024

** FTE calculation not readily determined due to the nature of the position

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: GENERAL GOVERNMENT

DEPARTMENT: OFFICE EQUIPMENT & SUPPLIES

MISSION STATEMENT

This department accounts for postage expense for all City departments, copier costs of the central copier and offices supplies that are charged to other departments when used.

Increase (Decrease) in 2018 Budget

The Office Equipment & Supplies budget decreased (\$4,500) or (20.6%)

CITY OF KAUKAUNA

2018 BUDGET

FUND: 101
DEPT: 51435

DIVISION: GENERAL GOVERNMENT
DEPARTMENT: OFFICE EQUIPMENT & SUPPLIES

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
NON-PERSONNEL SERVICES						
<i>Purchased Services</i>						
5340	Rent - Equipment	7,622	9,000	4,000	9,000	9,000
<i>Supplies</i>						
5401	Office Supplies	2,503	1,500	395	1,000	1,500
5402	Desktop Printing Expense	0	0	0		
5431	Postage	14,872	14,500	2,899	7,000	10,000
TOTAL NON-PERSONNEL SERVICES		24,997	25,000	7,294	17,000	20,500
TOTAL OFFICE EQUIPMENT & SUPPLIES		24,997	25,000	7,294	17,000	20,500

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: GENERAL GOVERNMENT

DEPARTMENT: PLANNING/COMMUNITY DEVELOPMENT

MISSION STATEMENT

The mission of the Planning and Community Development Department is to promote the orderly growth and development of the City in a manner intended to maintain a high quality living environment.

2016 - 2017 Goals and Objectives

Complete the designs for mini-parks in downtown as part of the street improvement program. Provide for the redevelopment of the Carnegie Library as well as Phase II to the Grand Kakalin (Gustman lot). Complete design and partial implementation of a trails program including a foot bridge to Little Chute. Begin development of a downtown/river-front master plan to bring trails, river, road, people and businesses together.

2016 - 2017 Accomplishments

Designs for three plazas in the downtown and one riverfront plaza as part of the Grand Kakalin Project have been completed. Construction is proceeding on the downtown plazas. Preliminary bridge designs are completed for the Fox River Boardwalk including bridge style and location. Coordinated with Outagamie County to implement a trails master plan that includes the extension of the "CE" Trail and cost sharing strategies.

The National Register building (the former hardware store) is currently being renovated using a myriad of funding sources including a \$250,000 grant for WEDC. Several expansions are also being completed in the Industrial Park Network as well as downtown.

Housing demand increased as did the number of housing units. Several subdivision plats are under construction with several others in the design stage.

2017 - 2018 Goals and Objectives

With the completion of various downtown parks and plazas along with trails and cultural facilities, the City must undertake a promotion and branding exercise to attract people to live, work and recreate in the downtown. We also need to establish a long-range plan for the development and enhancement of the Grignon Mansion and other culturally-significant properties throughout the City. The City also needs to establish areas for single-family and multi-family development to ensure a ready supply of housing options. With these objectives in mind, the following will take priority in 2018:

- Complete a long-range plan for the Grignon Mansion and related historical/cultural projects.
- Update the five-year Parks and Recreation Plan.
- Complete the downtown trails program.
- Re-establish the RACK program with loan guidelines and new promotional objectives.
- Maintain/expand the Industrial Park Network.
- Establish programs to remove adverse obstacles towards new housing and housing types.
- Expand the "CE" Trail from Loderbauer Road to Haas Road.

To accomplish the above objectives, the Department requests one Associate Planner position be added in 2018. We will also maintain the current Community Enrichment Coordinator position as well as the summer intern program. The City will also participate in the Fox Cities Regional Partnership with the \$1.00 per capita membership (TIF #6 annual expenses),

Increase (Decrease) in 2018 Budget

The Planning/Community Development budget increased \$93,658 or 40.34%

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: GENERAL GOVERNMENT

DEPARTMENT: PLANNING/COMMUNITY DEVELOPMENT

Service Efforts:

INDICATOR	2015	2016	AS OF 6/30/17
Acres of Ind. Park land sold	0	5.79	3.50
Grant funds received	0	\$250,000	\$10,900
# of new RACK loans	0	1	3
# of new subdivisions	1	1	2
# of variance requests	1	3	4
Acres annexed into the City	12.00	48.00	0

CITY OF KAUKAUNA

2018 BUDGET

FUND: 101
DEPT: 51410

DIVISION: GENERAL GOVERNMENT
DEPARTMENT: PLANNING/COMMUNITY DEVELOPMENT

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
PERSONNEL SERVICES						
<i>Wages & Salaries</i>						
5101	Regular Payroll	167,046	164,789	83,232	164,774	226,392
5104	Temporary Payroll	15,992	18,684	9,840	18,684	19,060
	Longevity Pay	1,020	1,020	0	1,020	1,020
<i>Fringe Benefits</i>						
5151	Retirement Plan	18,294	20,134	10,889	20,134	28,109
5154	Social Security	13,333	13,568	7,293	13,568	14,124
5157	Group Health Insurance	7,869	8,078	4,239	8,078	30,165
5160	Group Life Insurance	684	715	347	694	728
5163	Workers Compensation	4,548	5,138	2,764	5,138	5,686
TOTAL PERSONNEL SERVICES		228,787	232,126	118,603	232,090	325,284
NON-PERSONNEL SERVICES						
<i>Travel/Training</i>						
5205	Seminar Expense	148	500	36	400	500
5208	Travel - City Business	0	400	0	200	300
5211	Education & Memberships	475	600	195	300	500
<i>Purchased Services</i>						
5303	Communications	203	100	209	250	200
5325	Contractual Services	147	300	91	200	0
5334	Printing Expense	0	0	0	0	0
5340	Rent - Equipment	1,381	1,200	684	1,200	1,200
<i>Supplies</i>						
5401	Office Supplies	413	1,100	221	500	1,000
5402	Desktop Printing Expense	0	0	0	0	1,000
TOTAL NON-PERSONNEL SERVICES		2,766	4,200	1,436	3,050	4,700
TOTAL PLANNING/COMM DEVELOP		231,553	236,326	120,038	235,140	329,984

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: GENERAL GOVERNMENT

DEPARTMENT: PLANNING/COMMUNITY DEVELOPMENT

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2016 ACTUAL	2017 BUDGET	2017	2018
	2017	2018			ESTIMATED ACTUAL	PROPOSED BUDGET
Director	1.00	1.00		89,516	89,508	92,099
Deputy Director	0.00	1.00		0	0	56,848
Executive Secretary	1.00	1.00		45,865	45,861	47,189
Planning/Engineering Tech.	0.50	0.50		29,408	29,405	30,256
TOTAL	2.50	3.50	167,046	164,789	164,774	226,392

CITY OF KAUKAUNA

2018 BUDGET

*DIVISION: PUBLIC SAFETY
DEPARTMENT: AMBULANCE*

MISSION STATEMENT

As an integral part of the fire service in our community, the City of Kaukauna ambulance program will provide for the efficient care and safe transportation of victims of illness or injury. By maintaining the highest level of care and professionalism, the firefighter/paramedics will meet the needs of the community to help insure the safety and well-being of the populace.

2016 - 2017 Goals and Objectives

Complete a review of the fire department's patient care guidelines, procedures, and protocols. The protocols are standing orders used during EMS calls. Our Service Medical Director Ryan Murphy M.D. and Assistant Chief/EMS Director will review the protocols and update them with the most current medications and patient care procedures.

Continue to provide the highest level of pre-hospital care to the citizens in the Kaukauna Fire Department's service area.

Continue to provide CPR, first aid, and injury prevention to individuals who work and live in the community.

Comply with all regulations and standards set forth by OSHA, Wisconsin Department of Commerce, Wisconsin Department of Health and Family Services, and national health organizations.

Continue to maintain relations between mutual aid agencies and area hospitals. This will be accomplished by belonging to EMS organizations and participating in area training opportunities.

Maintain memberships in the Oshkosh Buying group and the Mobile Healthcare Alliance which allows the EMS department to purchase medical supplies at a discount.

Continue to work on various committees related to pre-hospital care and communications. Personnel serve on the local Regional Trauma Advisory Committee, Outagamie County EMS Chiefs' Association, and Fox valley Technical College EMS Advisory Committee.

Begin the first session of the State of Wisconsin mandatory 52-hour Paramedic refresher course. As part of the refresher the staff will also complete CPR, ACLS and PALS certification.

Continue to work with the City of Kaukauna Police Department, local EMS organizations, and Outagamie County law enforcement on creating and implementing a plan regarding possible active shooter incidents that may occur in the service area of both entities.

Work on a replacement plan for the Physio Control LifePak 12 cardiac monitors currently in use on fire department ambulances.

Purchase personal protective tactical gear for use during possible active shooter or high risk violent incidents.

CITY OF KAUKAUNA

2018 BUDGET

*DIVISION: PUBLIC SAFETY
DEPARTMENT: AMBULANCE*

2016 - 2017 Accomplishments

The department purchased four sets of protective tactical gear for personnel to utilize during possible active shooter or high risk violent incidents.

All record keeping, reporting, and maintenance of the required documents we completed as required by fire department policy, the paramedic operational plan, and State of Wisconsin Department of Health and Family Services.

Public education was offered for the entire community. This included injury prevention and general topics related to health and safety. CPR was provided to all students enrolled in the Kaukauna High School Health Classes, and the general public. We are grateful for the opportunity to provide public education and appreciate the enthusiasm from the population we serve.

The fire department continued to provide the highest level of pre-hospital care available to its residents and those employed in and around the surrounding area. This not only involves care of the sick and injured, but also vehicle extrication and various forms of rescue work.

Fire department paramedics completed the first session of the biennial paramedic refresher training. This refresher training is mandated by the State of Wisconsin and is comprised of 52 hours of certified training on all medical topics including CPR, Advanced Cardiac Life Support and Pediatric Advanced Life Support.

The ambulance service continued to maintain membership in the Oshkosh Buying Group and Mobile Healthcare Alliance, which are regional groups of EMS providers that pool resources that enable us to utilize group purchasing for our ambulance supplies. This has resulted in a significant savings over the past several years.

The Assistant Chief/EMS Director continues to serve as a liaison between the fire department ambulance service and the numerous surrounding first responder agencies, coordinating patient care prior to fire department arrival at emergency incident scenes.

Worked with area law enforcement agencies on planning, logistics, and training for active shooter and violent situation incidents.

Applied for and received Funding Assistant Program (FAP) monies from the State of Wisconsin.

2017 - 2018 Goals and Objectives

Continue to work on various committees related to pre-hospital care and communications. Administrative staff serve on the local Regional Trauma Advisory Committee, Outagamie County EMS Chiefs' Association, and Fox Valley Technical College EMS advisory committee.

Continue to provide the highest level of pre-hospital care to the citizens in the Kaukauna Fire Department's service area.

Continue to provide CPR, first aid, and injury prevention to individuals who work and live in the community.

Comply with all regulations and standards set forth by OSHA, Wisconsin Department of Commerce, Wisconsin Department of Health and Family Services, and national health organizations.

Work with the City of Kaukauna Police Department on creating a plan regarding possible active shooter incidents that may occur in the service area of both entities.

CITY OF KAUKAUNA

2018 BUDGET

*DIVISION: PUBLIC SAFETY
DEPARTMENT: AMBULANCE*

2017 - 2018 Goals and Objectives(cont)

Look at funding sources to replace the two LifePak 15 cardiac monitors currently in service on the fire department ambulances.

Replacement of the fire department's 2008 Lifeline Ambulance.

Continue active shooter training in conjunction with the City police department and sheriff's department.

Implement field based reporting utilizing tablets on ambulance calls.

Continue to gather and obtain information regarding the Community Paramedic program. This program is designed to reduce hospital admissions and readmissions, home safety and fire prevention evaluations and increasing the overall quality of life for the citizens of Kaukauna.

Complete the second session of the mandatory paramedic refresher course set by the State of Wisconsin.

Review and update the paramedic operational plan and protocol to ensure the fire department ambulance service is in compliance with the State of Wisconsin mandates in delivering the most up-to-date care options available.

Increase (Decrease) in 2018 Budget

The Ambulance budget decreased (\$99,383) or (62.09%)

Service Efforts:

INDICATOR	AS OF 12/31/15	AS OF 12/31/16	AS OF 6/30/17
Patient's treated & transported	817	850	470
Patient's treated and released	158	150	86
Cancelled / No patient found	34	47	10
Dead at scene	19	21	11

CITY OF KAUKAUNA

2018 BUDGET

FUND: 101
DEPT: 52305

DIVISION: PUBLIC SAFETY
DEPARTMENT: AMBULANCE

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
PERSONNEL SERVICES						
<i>Wages & Salaries</i>						
5107	Overtime Pay	41,553	36,000	19,121	19,121	0
5113	Job Class Premium Pay	28,876	35,000	4,295	4,295	0
<i>Fringe Benefits</i>						
5151	Retirement Plan	11,396	14,204	5,107	5,107	0
5154	Social Security	997	1,137	354	354	0
5157	Group Health Insurance	13,414	18,595	5,320	5,320	0
5160	Group Life Insurance	60	71	22	22	0
5163	Workers Compensation	1,971	2,471	868	868	0
TOTAL PERSONNEL SERVICES		98,265	107,478	35,086	35,086	0
NON-PERSONNEL SERVICES						
<i>Travel/Training</i>						
5205	Seminar Expense	425	1,000	0	1,000	1,000
5208	Travel - City Business	696	575	12	575	575
5211	Education & Memberships	3,446	4,000	130	4,000	4,000
<i>Purchased Services</i>						
5303	Communications	6,225	5,730	1,106	5,730	6,000
5318	Maintenance - Automotive	10,219	6,000	1,857	6,000	6,000
5321	Maintenance - Other Equipment	0	1,000	247	1,000	1,000
5325	Contractual Services	5,165	9,800	4,994	9,800	7,975
5328	Advertising	0	100	0	100	100
5334	Printing Expense	119	500	466	700	700
<i>Supplies</i>						
5401	Office Supplies	7	200	50	200	200
5402	Desktop Printing Expense	0	0	0	0	0
5404	Clothing Expense	0	200	0	200	200
5407	Automotive Supplies	4,163	7,000	2,393	7,000	7,000
5410	General Supplies	10	150	4	150	150
5419	Medical & Lab Supplies	19,988	16,000	11,333	24,000	25,500
5422	Data Processing Supplies	0	250	0	250	200
5431	Postage	0	75	0	75	75
TOTAL NON-PERSONNEL SERVICES		50,463	52,580	22,590	60,780	60,675
OUTLAY						
5807	Machinery, Tools & Instruments	0	0	0	0	0
TOTAL OUTLAY		0	0	0	0	0
TOTAL AMBULANCE		148,729	160,058	57,677	95,866	60,675

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: PUBLIC SAFETY
DEPARTMENT: BUILDING INSPECTION

MISSION STATEMENT

The mission of the Building Inspection Department is to protect and foster the health, safety and well being of Kaukauna residents who occupy or use the buildings within the corporate limits of the City. The mission not only entails inspecting the older housing units but also entails enforcing current codes and construction practices in new construction. The enforcement level of the Building Inspection Department not only affects the quality of construction today but also directly affects the safety and well being of the occupants tomorrow.

Increase (Decrease) in 2018 Budget

The Building Inspection budget increasing \$1,483 or 1.22%

Service Efforts:

INDICATOR	AS OF 12/31/15	AS OF 12/31/16	AS OF 06/30/17
New Residential Units	37	124	48
Other Residential Permits Issued	179	163	90
Commercial Permits Issued	58	45	20
Est. Residential Const. Value	\$7,531,400	\$16,989,641	\$7,834,417
Est. Commercial Const. Value	\$30,958,299	\$13,599,789	\$3,943,098
Est. Other Const. Value	\$6,729,761	\$5,570,337	\$3,363,622
Permit Revenue	\$233,755	\$321,847	\$137,789

CITY OF KAUKAUNA

2018 BUDGET

FUND: 101
DEPT: 52405

DIVISION: PUBLIC SAFETY
DEPARTMENT: BUILDING INSPECTION

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
NON-PERSONNEL SERVICES						
<i>Travel/Training</i>						
5205	Seminar Expense	545	550	180	500	500
5208	Travel - City Business	130	150	0	50	100
5211	Education & Memberships	781	600	0	500	500
<i>Purchased Services</i>						
5303	Communications	925	1,000	550	1,000	1,000
5318	Maintenance - Automotive	172	350	0	100	200
5325	Contractual Services	136,012	115,000	41,404	115,500	116,883
5328	Advertising	0	0	0		
5334	Printing Expense	0	0	0		
5340	Rent - Equipment	1,381	1,500	684	1,400	1,500
<i>Supplies</i>						
5401	Office Supplies	406	200	124	200	200
5402	Desktop Printing Expense	0	0	0	0	0
5407	Automotive Supplies	414	400	211	420	450
5499	Miscellaneous	2,056	1,600	1,330	1,850	1,500
TOTAL NON-PERSONNEL SERVICES		142,821	121,350	44,483	121,520	122,833
OUTLAY						
5804	Office Equipment	0	0	353	0	0
TOTAL OUTLAY		0	0	353	0	0
TOTAL BUILDING INSPECTION		142,821	121,350	44,836	121,520	122,833

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: PUBLIC SAFETY

DEPARTMENT: FIRE

MISSION STATEMENT

The Kaukauna Fire Department is committed to providing a safe and healthy community for both citizens and business by minimizing fire loss through sound fire prevention efforts, competent suppression techniques and efficient emergency medical care.

2016 - 2017 Goals and Objectives

Continue to deliver a very effective and high level of professional services to the community.

Complete building design and construction for fire station.

Prepare and move into newly constructed fire station.

Participate with various professional affiliations.

Continue to expand use of field based reporting.

Expand use of fire records management.

Participate in City Safety Committee.

Participate with health and wellness programming.

Establish and maintain eligibility hiring lists.

2016 - 2017 Accomplishments

Delivered a high level of services relative to fire, rescue, and pre-hospital care.

Provided fire and injury prevention programming throughout the community.

Developed plans and assisted in the design and construction of the new fire station construction project.

Participated in the City Safety Committee and associated programming.

Evaluated current fire records management system and the selection of a replacement system that will perform with the new computer aided dispatch system at Outagamie County.

Provided compliance testing and medical evaluations to meet respirator standards and other required SPS and OSHA duty examinations.

Negotiated a successor two year Collective Bargaining Agreement with Firefighters Local 1594.

Continuously provided on going fire training and paramedic training.

Maintained eligibility lists for new hires and promotional processes.

Participated in functional emergency preparedness disaster exercise within the community and mitigated potential hazards and risks.

Represented Community in Hazard Mitigation compliance processes with Outagamie County E/M.

Staff participated in various committees and professional organizations relative to fire and EMS and fire preventive services.

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: PUBLIC SAFETY

DEPARTMENT: FIRE

2017 - 2018 Goals and Objectives

Provide fire, rescue, and preventive services and deliver pre-hospital care to the Community.

Provide public education and training throughout the City.

Participate with City Safety Committee.

Select a Fire Records Management System for all fire department services.

Continued involvement in the completion of the fire department construction project.

Successfully take occupancy of the completed newly constructed fire station.

Meet all requirements of regulatory agencies and licensure requirements.

Continuously train staff for their safety and the effective delivery of services, public protection and professional staff development.

Mitigate hazards throughout the City.

Increase (Decrease) in 2017 Budget

The Fire budget increased \$273,265 or 12.64%. Much of this has to do with moving the personnel expenses from Ambulance to fire to accommodate the Time and Attendance system.

Service Efforts:

INDICATOR	AS OF 12/31/16	AS OF 6/30/16	AS OF 6/30/17
Fire Incidents	30	21	13
Hazardous Materials/Conditions	74	24	26
Service Calls/Good Intent	82	32	29
Alarms/Activation	64	40	37
Rescue/Assist/Extrication	320	66	163
Total # of burning permits	80	69	63

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: PUBLIC SAFETY

DEPARTMENT: FIRE

FUND: 101
DEPT: 52205

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
PERSONNEL SERVICES						
<i>Wages & Salaries</i>						
5101	Regular Payroll	1,295,122	1,343,332	611,396	1,374,031	1,420,083
5107	Overtime Pay	18,036	24,000	14,276	76,000	60,000
5113	Job Class Premium Pay	70	100	0	0	0
5116	Holiday Pay	65,895	67,750	14,180	67,750	69,500
5119	Longevity Pay	4,260	4,215	0	4,215	4,575
5122	FLSA Pay	8,382	8,000	4,203	8,400	8,700
<i>Fringe Benefits</i>						
5151	Retirement Plan	226,045	283,382	137,534	283,382	303,614
5154	Social Security	17,737	19,776	9,163	22,191	22,661
5157	Group Health Insurance	270,229	261,101	157,862	330,022	353,136
5160	Group Life Insurance 71	1,658	1,829	838	1,675	1,759
5163	Workers Compensation	43,374	50,369	23,956	53,258	58,451
TOTAL PERSONNEL SERVICES		1,950,808	2,063,854	973,409	2,220,924	2,302,479

CITY OF KAUKAUNA

2018 BUDGET

FUND: 101
DEPT: 52205

DIVISION: PUBLIC SAFETY
DEPARTMENT: FIRE

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
NON-PERSONNEL SERVICES						
<i>Travel/Training</i>						
5205	Seminar Expense	211	1,200	0	1,200	1,200
5208	Travel - City Business	314	900	80	700	700
5211	Education & Memberships	2,604	4,475	1,386	4,475	4,475
<i>Purchased Services</i>						
5303	Communications	0	772	65	800	800
5312	Maintenance - Building	4,360	5,200	2,323	5,200	4,000
5315	Maintenance - Office Equipment	300	600	0	600	600
5318	Maintenance - Automotive	6,973	8,500	2,314	8,500	8,500
5321	Maintenance - Other Equipment	3,644	6,000	1,263	6,000	6,000
5325	Contractual Services	9,043	9,888	4,220	10,000	10,000
5328	Advertising	0	200	0	200	200
5334	Printing Expense	0	300	0	300	300
5340	Rent - Equipment	1,409	1,700	588	1,700	1,700
<i>Supplies</i>						
5401	Office Supplies	974	650	0	650	650
5402	Desktop Printing Expense	0	150	93	150	150
5404	Clothing Expense	8,351	12,350	6,536	12,350	12,500
5407	Automotive Supplies	3,626	7,000	1,878	6,000	6,000
5410	General Supplies	1,579	1,600	399	1,600	1,600
5413	Chemical & Ordnance	0	500	0	500	500
5416	Custodial Supplies	1,712	1,700	0	1,700	1,900
5431	Postage	18	75	13	75	75
5499	Miscellaneous	994	5,000	1,009	5,000	5,000
TOTAL NON-PERSONNEL SERVICES		48,128	70,777	24,183	69,717	68,868
OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
OUTLAY						
5807	Machinery, Tools & Instruments	6,630	29,000	0	29,000	65,550
TOTAL OUTLAY		6,630	29,000	0	29,000	65,550
TOTAL FIRE		2,005,566	2,163,631	997,592	2,319,641	2,436,897

CITY OF KAUKAUNA

2018 BUDGET DIVISION: PUBLIC SAFETY DEPARTMENT: FIRE

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2016 ACTUAL	2017 BUDGET	2017	2018
	2017	2018			ESTIMATED ACTUAL	PROPOSED BUDGET
Chief	1.00	1.00		93,544	93,536	96,243
Assistant Chief	1.00	1.00		81,973	81,965	84,337
Assistant Chief - Shift	1.00	1.00		78,654	78,435	80,705
Assistant Chief - Shift	1.00	1.00		78,654	78,435	80,705
Assistant Chief - Shift	1.00	1.00		78,028	78,435	80,705
Lieutenant / Paramedic	1.00	1.00		65,035	69,524	71,093
Lieutenant / Paramedic	1.00	1.00		64,075	66,316	67,812
Lieutenant / Paramedic	1.00	1.00		64,075	66,316	67,812
Driver Operator / Paramedic	1.00	1.00		62,990	65,156	66,626
Driver Operator / Paramedic	1.00	1.00		62,990	65,156	66,626
Driver Operator / Paramedic	1.00	1.00		62,990	65,156	66,626
Driver Operator / Paramedic	1.00	1.00		61,907	64,073	65,518
Driver Operator / Paramedic	1.00	1.00		61,907	63,239	65,518
Driver Operator / Paramedic	1.00	1.00		61,907	63,239	64,665
Firefighter / Paramedic	1.00	1.00		60,212	62,337	63,743
Firefighter / Paramedic	1.00	1.00		60,212	62,337	63,743
Firefighter / Paramedic	1.00	1.00		58,783	62,337	63,743
Firefighter / Paramedic	1.00	1.00		55,500	62,337	63,743
Firefighter / Paramedic	1.00	1.00		55,454	50,953	57,925
Firefighter / Paramedic	1.00	1.00		50,643	50,953	57,925
POC Firefighter / Team Leader	**	**		1,503	1,503	1,533
POC Firefighter / Team Leader	**	**		1,503	1,503	1,533
POC Firefighter / Team Leader	**	**		1,503	1,503	1,533
POC Firefighter / Driver Operator	**	**		1,304	1,304	1,330
POC Firefighter / Driver Operator	**	**		1,304	1,304	1,330
POC Firefighter / Driver Operator	**	**		1,304	1,304	1,330
POC Firefighter / Driver Operator	**	**		1,304	1,304	1,330
POC Firefighter / Driver Operator	**	**		1,304	1,304	1,330
POC Firefighter / Driver Operator	**	**		1,304	1,304	1,330
POC Firefighter	**	**		1,274	1,274	1,299
POC Firefighter	**	**		1,274	1,274	1,299
POC Firefighter	**	**		1,274	1,274	1,299
POC Firefighter	**	**		1,274	1,274	1,299
POC Firefighter	**	**		1,274	1,274	1,299
POC Firefighter	**	**		1,274	1,274	1,299
POC Firefighter	**	**		1,274	1,274	1,299
POC Firefighter	**	**		1,274	1,274	1,299
POC Firefighter	**	**		1,274	1,274	1,299
POC Firefighter	**	**		1,274	1,274	1,299
TOTAL	20.00	20.00	1,295,122	1,343,332	1,374,031	1,420,083



CITY OF KAUKAUNA

2018 BUDGET

*DIVISION: PUBLIC SAFETY
DEPARTMENT: FIRE SAFETY*

MISSION STATEMENT

Recognizing that education and code enforcement are vital components in the prevention of fires and the reduction of fire losses. The Kaukauna Fire Department will sustain a comprehensive public awareness program within the community through regular fire prevention inspections and public education programming.

2016 - 2017 Goals and Objectives

All Kaukauna fire department staff will continue to conduct company based fire inspections throughout the community. We will continue to work on the Fire Records Management System and continue to complete fire inspections using the Records Management data base. This process was implemented in June of 16 and will continue. We continue to add premise drawings of each building in the city to the fire scene 5 program. The project is very time consuming with limited staff to work on the project, but when the project is complete, it will aid the officers while responding to emergencies. All records will continue to be kept current to the Department of Commerce Regulations. We continue to send all NFIRS reports to the federal data base. All fire department members will have continuing education so that they are keep up to date with the most current code interpretations.

The juvenile fire starters program will continue in 2017.

The fire arson program will remain in place for 2017, and all investigators will keep current with continuing education in both arson investigation classes as well as fire investigation classes to keep current with all updates and standards.

The general public will receive education in code compliance and fire prevention. The Kaukauna fire department will continually update our curriculum and objectives as well as our public safety program materials to meet all current standards.

The Inspection/Prevention and Investigation bureau continues to work on enhancing our Records Management System to encompass the inspection module as well as investigations, training and equipment modules.

2016 - 2017 Accomplishments

The 2016 National Fire Prevention week was October 9th – 15th 2016. The theme was “Don’t Wait Check the Date” was presented to all Kaukauna public and Parochial schools, Pre K – 5th Grades. This year’s theme focused on making sure that each residence has working smoke and carbon monoxide detectors with new batteries installed in them. We also focused on when and how to change the batteries, how to maintain each smoke detector and where they should be placed throughout their place of residence.

We discussed having parents test the smoke detectors when their children are sleeping to make sure that they are woken up by the sound of the detector. It was stressed that the smoke detector is your homes early warning device so that if you should have a fire, the detector will warn you in time for you to get out of the house and dial 911. Our Fire Prevention Classes and message was also extended to home schooled children, elderly and assisted living groups and homes, civic groups, industry, manufacturing, business, high school students, churches as well as many other organizations and groups throughout the City of Kaukauna. These programs are presented throughout the community and in many different venues such as schools, churches, fire department, businesses, community picnics and as well as numerous other outside venues. The classes given were not only limited to the fire prevention message but tailored to the needs of the group and the venue they live and work in. This year we handed out water bottles with the prevention theme on them to each third grader throughout the school district.

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: PUBLIC SAFETY

DEPARTMENT: FIRE SAFETY

2016 - 2017 Accomplishments (cont.)

Examples of some of the classes that were offered to the public were CPR training, AED training, fire extinguisher training, work place safety, tornado drills, fire drills, injury prevention, home and business fire and evacuation drills and evacuation drills, work and school. These programs have all been designed to help promote a safer working environment, a safer home environment as well as increasing fire safety and promoting public health and safety in the City of Kaukauna. The City of Kaukauna fire department continues to investigate and determine origin and cause of all fires within the City of Kaukauna. The Kaukauna fire department continues to play an active role in the Outagamie County arson task force.

Quarterly fire inspections continue to be completed by both the fire inspector as well as the duty shifts. Our fire inspections have moved to all Field based Inspections that are being completed on electronic tablets and stored in the records management system and include; Code compliance, reporting, follow up inspections, complaint inspections, special event inspections and prevention education as required by the state of Wisconsin department of Commerce.

The Kaukauna Fire Department continues to be actively involved in the fox valley fire inspectors group as well as the area 7 fire inspectors group, which are both valuable assets and resources for code enforcement as well as coordinating information with other departments in Outagamie, Brown, Winnebago and Calumet Counties.

The Kaukauna Fire Department continues to administer the smoke/battery detector program that we have charge to them.

The Kaukauna Fire Department continues to donate to the heats on program by donating both smoke and carbon monoxide detectors to local families who are unable to purchase them on their own.

The Kaukauna fire department continues to work with juvenile fire setters within our juvenile fire setters program. All juveniles that participation the program were directly involved in setting fires within our community. Juveniles are referred to us by Outagamie County health and family services, youth and family service as well as families that bring their children to the fire department for education on playing with fire.

The Kaukauna fire department continues to have representation on the fire records management system user group, as well as representation on the 800 MH radio system and the Premier One Mobile Data computer system which meets monthly to discuss updates, problems and future needs of the system. The City of Kaukauna added field based fire inspections to how we are complete our required fire inspections. Inspectors now inspect using an electronic tablet to complete all fire inspections.

The Kaukauna Fire Dept. is involved with the County as well as other Fire and Police agencies in the process of purchasing a new CAD as well as a new Records management product that will both work together as well as serve the Kaukauna Fire Departments needs with EMS reporting, Fire reporting, Field based inspections, Equipment tracking and maintenance and training now and well into the future.

2017 - 2018 Goals and Objectives

All Kaukauna Fire Department staff will continue to conduct company based fire inspections throughout the community. We will continue to work on the Fire Records Management System and continue to complete fire inspections using the Records Management System Data Base. Fire Department staff continues to evaluate new Fire Records Management programs by having demonstrations of fire records products. Once the demonstrations are complete, we will evaluate the products and choose a product based on functionality, our needs, compatibility with CAD and EMS billing and price. The project is very time consuming with limited staff to work on the project, but when the project is complete and in place, it will benefit all aspects of reporting requirements by federal, state and local agencies.

All records will continue to be kept current to the Department of Commerce Regulations. We continue to send all NFIRS reports to the Federal data base. All Fire Department members will have continuing education so that they are keep up to date with the most current code interpretations.

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: PUBLIC SAFETY

DEPARTMENT: FIRE SAFETY

2017 - 2018 Goals and Objectives (cont.)

The Juvenile Fire Starters program will continue in 2018.

The Fire Arson Program will remain in place for 2018, and all investigators will keep current with continuing education in both Arson investigation classes as well as Fire investigation classes to keep current with all updates and standards.

The general public will receive education in code compliance and fire prevention.

The Kaukauna fire department will continually update our curriculum and objectives as well as our public safety program materials to meet all current standards.

The Inspection/Prevention and Investigation bureau continues to work on enhancing our Records Management System to encompass the inspection module as well as investigations, training and equipment modules

Increase (Decrease) in 2018 Budget

The Fire Safety budget increased \$3,000 or 57.53%

Service Efforts:

INDICATOR	AS OF 12/31/16	AS OF 6/30/16	AS OF 6/30/17
Inspectable occupancies	567	560	566
Inspections conducted	1127	560	566
Violations issued	66	41	32
Public extinguisher & Fire Drill training (in hours)	7	3	2
Public health & Safety Education (in hours)	47	7	17
Public CPR and first aid training (in hours)	5	4	7
Scout training (in hours)	3	1.5	3
Public speaking engagements (in hours)	33	20	5

CITY OF KAUKAUNA

2018 BUDGET

FUND: 101
DEPT: 52215

DIVISION: PUBLIC SAFETY
DEPARTMENT: FIRE SAFETY

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
NON-PERSONNEL SERVICES						
<i>Travel/Training</i>						
5205	Seminar Expense	650	650	0	650	650
5208	Travel - City Business	0	200	0	200	200
5211	Education & Memberships	261	500	0	500	500
<i>Purchased Services</i>						
5328	Advertising	0	70	0	70	70
5334	Printing Expense	0	350	0	350	350
5397	Fire Safety Education	1,837	2,500	13	5,500	5,500
<i>Supplies</i>						
5401	Office Supplies	212	325	0	325	325
5402	Desktop Printing Expense	0	0	0	0	0
5410	General Supplies	84	350	32	350	350
5434	Photographic Supplies	279	270		270	270
TOTAL NON-PERSONNEL SERVICES		3,324	5,215	44	8,215	8,215
TOTAL FIRE SAFETY		3,324	5,215	44	8,215	8,215

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: PUBLIC SAFETY

DEPARTMENT: POLICE

MISSION STATEMENT

The mission of the Kaukauna Police Department is to enhance the quality of life in the City of Kaukauna by working cooperatively with the public to enforce the law, preserve the peace, reduce the fear of crime, and provide for a safe environment.

The Kaukauna Police Department will strive to provide quality police services and promote a “partnership for a safer community” through police and citizen interaction, with emphasis on education, respect fairness and integrity.

2016 - 2017 Goals and Objectives

Put into place a quality evidence tracking program with the newly purchased “Beast System”.

Continue to train on how we interact with the general public observing where we can improve, if necessary.

To create a storage building for housing very large evidence and property that is not able to be stored in the current evidence room; ie. cars, camper, boats, motorcycles, etc.

To enhance our collaborative training efforts with other departments and the community, by utilizing our new building and its training opportunities.

Developing a quality website for the police department to create positive interaction and a trusting relationship.

2016 - 2017 Accomplishments

Developed and created a new way to communicate with the public through social media websites.

Opened our new Police Department up to other community partners for training purposes and working collaboratively in community efforts.

The evidenced based “Beast System” was implemented for tracking of evidence pieces for a more efficient process.

Continued to find ways to communicate and open up to the community by getting information out quicker with a transparent attitude.

Working with all Outagamie County jurisdictions to select and purchase a new Records Management System.

Trained our investigators on a Team approach to investigations which help enhance the quality outcome for victims.

Continuing to train ALICE techniques (Active Shooter), for businesses and schools staff alike.

Received two District Attorney’s, Best Badge Awards for Outstanding Investigative and Team Work.

Trained on and now carry Narcan antidote for citizens who overdoes on specific drugs.

Created Policy and procedure for Narcan antidote.

Created policy and procedures and trained on Officer Involved Shooting Incidents.

Implementing and centralizing the collection of fines/forfeitures to the City Clerk’s Office.

CITY OF KAUKAUNA

2018 BUDGET DIVISION: PUBLIC SAFETY DEPARTMENT: POLICE

2017 - 2018 Goals and Objectives

Hire records department personnel and maintain an effective work hour schedule to complete workload.

Implement a Body Worn Camera Video recording System for patrol officers.

Finish creating a proper fleet of a police vehicles for proper response to our police calls.

Continue to enhance our public relations through various programs; ie. Neighborhood Watch, Business Liaison, etc.

Appropriately delegate Records Release requests for evidence through the Evidence Unit of department.

Continue training for our Investigations Division, coordinating resources of personnel and equipment.

Increase (Decrease) in 2018 Budget

The Police budget decreased (\$49,763) or (1.62%)

Service Efforts:

INDICATOR	AS OF 12/31/15	AS OF 12/31/16	AS OF 06/30/17
Calls for service	10,355	10,397	5,126
Arrests	2,032	1,932	972
Municipal citations	472	394	219
Traffic citations	1,200	1,041	614
Warning citations	2,008	1,816	821
Juvenile incidents	425	404	173
Accidents	359	413	174
Miles patrolled	212,439	198,070	107,971

CITY OF KAUKAUNA

2018 BUDGET

FUND: 101
DEPT: 52105

DIVISION: PUBLIC SAFETY
DEPARTMENT: POLICE

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
PERSONNEL SERVICES						
<i>Wages & Salaries</i>						
5101	Regular Payroll	1,747,961	1,794,188	822,517	1,789,098	1,821,876
5107	Overtime Pay	52,466	64,888	27,474	64,888	60,000
5110	Shift Premium Pay	1,946	1,990	986	1,990	0
5113	Job Class Premium Pay	291	120	43	120	200
5116	Holiday Pay	95,218	90,178	38,946	90,178	93,218
5119	Longevity Pay	7,414	7,500	2,710	7,500	1,758
5125	Call Time	1,952	1,902	1,838	1,902	1,952
<i>Fringe Benefits</i>						
5151	Retirement Plan	200,463	244,047	118,840	218,105	223,872
5154	Social Security	135,401	149,999	70,713	149,609	151,394
5157	Group Health Insurance	439,188	455,945	218,338	455,945	432,872
5160	Group Life Insurance	3,014	2,974	1,367	2,734	2,871
5163	Workers Compensation	45,209	41,914	20,630	43,052	46,357
TOTAL PERSONNEL SERVICES		2,730,522	2,855,645	1,324,401	2,825,121	2,836,369
NON-PERSONNEL SERVICES						
<i>Travel/Training</i>						
5205	Seminar Expense	6,382	8,000	4,095	8,000	8,000
5208	Travel - City Business	172	1,500	220	1,200	1,200
5211	Education & Memberships	355	800	1,080	1,080	1,000
<i>Purchased Services</i>						
5303	Communications	5,311	3,058	1,692	3,339	3,058
5312	Maintenance - Building	3,860	3,500	2,898	3,300	3,500
5315	Maintenance - Office Equipment	125	500	0	500	500
5318	Maintenance - Automotive	14,421	23,400	10,334	23,400	25,900
5321	Maintenance - Other Equipment	2,665	2,500	642	2,500	2,500
5325	Contractual Services	27,409	26,652	19,665	26,652	26,808
5328	Advertising	1,159	1,000	0	1,000	1,000
5334	Printing Expense	1,548	200	126	200	200
5340	Rent - Equipment	5,532	4,400	2,426	4,400	5,000
5391	Crime Prevention Program	300	1,000	816	1,000	1,000
5399	K9 Program	(430)	0	(18)	0	0

CITY OF KAUKAUNA

2018 BUDGET

FUND: 101
DEPT: 52105

DIVISION: PUBLIC SAFETY
DEPARTMENT: POLICE

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
NON-PERSONNEL SERVICES (CONTINUED)						
Supplies						
5401	Office Supplies	3,282	3,000	1,196	3,000	3,000
5402	Desktop Printing Expense	0	0	938	1,800	1,800
5404	Clothing Expense	14,215	12,500	11,791	12,500	12,500
5407	Automotive Supplies	34,532	48,000	18,246	48,000	44,000
5410	General Supplies	1,053	1,000	388	1,000	1,000
5413	Chemical & Ordnance	19,925	12,550	8,326	12,550	12,390
5414	Evidence	1,896	4,025	1,717	4,025	4,125
5416	Custodial Supplies	0	500	72	500	500
5419	Medical & Lab Supplies	1,798	2,500	974	2,500	2,000
5422	Data Processing Supplies	1,139	1,800	0	0	0
5431	Postage	21	50	33	50	50
5499	Miscellaneous	886	800	735	900	1,200
TOTAL NON-PERSONNEL SERVICES		147,558	163,235	88,393	163,396	162,231
OUTLAY						
5807	Machinery, Tools & Instruments	21,352	8,824	8,569	8,898	10,570
5830	Automotive	55,556	50,100	34,469	50,100	6,000
TOTAL OUTLAY		76,907	58,924	43,038	58,998	16,570
TOTAL POLICE		2,954,987	3,077,804	1,455,833	3,047,515	3,015,170

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: PUBLIC SAFETY

DEPARTMENT: POLICE

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2016 ACTUAL	2017 BUDGET	2017	2018
	2017	2018			ESTIMATED ACTUAL	PROPOSED BUDGET
Chief	1.00	1.00		97,754	97,745	100,574
Assistant Chief	1.00	1.00		85,662	83,769	86,193
Investigator	1.00	1.00		78,443	75,021	78,929
Sergeant	1.00	1.00		68,237	68,237	70,083
Sergeant	1.00	1.00		68,237	68,237	70,083
Sergeant	1.00	1.00		68,578	68,578	68,946
Sergeant	1.00	1.00		66,992	66,992	68,946
Patrolman / Meg Officer	1.00	1.00		66,232	66,232	67,857
Patrolman / Detective	1.00	1.00		66,232	66,232	67,977
Patrolman / K-9	1.00	1.00		64,500	64,500	67,948
Patrolman	1.00	1.00		66,232	66,232	67,977
Patrolman	1.00	1.00		66,232	66,232	67,917
Patrolman	1.00	1.00		66,232	66,232	67,857
Patrolman	1.00	1.00		66,232	66,232	66,307
Patrolman	1.00	1.00		65,692	65,692	65,241
Patrolman	1.00	1.00		64,771	64,771	62,608
Patrolman	1.00	1.00		63,596	63,596	62,608
Patrolman	1.00	1.00		61,074	61,074	61,409
Patrolman	1.00	1.00		61,074	61,074	61,313
Patrolman	1.00	1.00		57,735	57,735	59,083
Patrolman	1.00	1.00		57,735	57,735	59,083
Patrolman	1.00	1.00		56,909	56,909	58,515
Patrolman	1.00	1.00		56,166	56,166	57,290
Police School Liaison Officer	1.00	1.00		66,232	66,232	67,917
Police School Liaison Officer	1.00	1.00		65,841	65,841	67,917
Police School Liaison Officer	1.00	1.00		66,232	66,232	67,454
Admin Services Supervisor	1.00	1.00		53,347	53,342	54,886
Police Records Clerk II	0.73	0.73		26,840	27,024	25,439
Police Records Clerk II	0.63	0.63		20,370	20,370	21,954
Police Records Clerk I	0.50	0.50		16,629	16,630	17,112
Police Records Clerk I	0.50	0.50		15,155	15,214	16,006
Community Service Officer	0.50	0.50		11,696	11,690	12,027
Janitor/DPW Laborer	0.20	0.15		10,452	10,452	8,064
SUBTOTAL	30.06	30.01		1,893,341	1,888,250	1,923,520
Less: School share of PSLO				99,153	99,153	101,644
TOTAL	30.06	30.01	1,747,961	1,794,188	1,789,098	1,821,876



CITY OF KAUKAUNA

2018 BUDGET

DIVISION: PUBLIC SAFETY
DEPARTMENT: SCHOOL PATROL

MISSION STATEMENT

The City of Kaukauna School Crossing Guard program provides uniformed adult supervision at seven school intersections where the majority of the students cross within the City. The crossing guards assist students, bikers and pedestrians when they are crossing the intersections to and from their classes. This service is provided between the hours of 7:00 and 8:15 A.M., and from 2:45 through 4:00 P.M. on school days.

During three weeks in June, three of our crossing guards are involved in the Safety Town program that is designed to teach safety habits to the children who are entering kindergarten. It has evolved into a comprehensive program covering everything from crossing the street, to playground behavior, littering, avoiding poisons, stranger danger, call 911 and fire prevention. Police Officers and Firemen also participate as guest speakers.

2016 - 2017 Goals and Objectives

Continue Crossing Guard program.

Continue Safety Town program.

Continue biannual meetings with Crossing Guards

2016 - 2017 Accomplishments

Completed a safe year of crossing children to and from school.

Completed and trained children at Safety Town Program.

Held biannual Crossing Guard meetings.

2017 - 2018 Goals and Objectives

Continue Crossing Guard program.

Continue Safety Town program.

Continue biannual meetings with Crossing Guards.

Increase (Decrease) in 2018 Budget

The School Patrol budget decreased (\$787) or (1.18%)

Service Efforts:

INDICATOR	AS OF 12/31/15	AS OF 12/31/16	AS OF 06/30/17
# of intersections patrolled	7	7	7
# of Safety Town graduates	80	73	73

CITY OF KAUKAUNA

2018 BUDGET

FUND: 101
DEPT: 52110

DIVISION: PUBLIC SAFETY
DEPARTMENT: SCHOOL PATROL

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
PERSONNEL SERVICES						
<i>Wages & Salaries</i>						
5101	Regular Payroll	50,473	57,887	30,029	57,912	59,378
<i>Fringe Benefits</i>						
5151	Retirement Plan	437	468	279	478	483
5154	Social Security	1,531	1,725	925	1,712	1,756
5157	Group Health Insurance	3,989	2,540	400	400	0
5160	Group Life Insurance	63	67	33	65	68
5163	Workers Compensation	1,621	2,130	1,110	2,131	2,345
TOTAL PERSONNEL SERVICES		58,114	64,817	32,776	62,699	64,030
NON-PERSONNEL SERVICES						
<i>Supplies</i>						
5404	Clothing Expense	1,625	1,375	0	1,375	1,375
5499	Miscellaneous	446	400	64	400	400
TOTAL NON-PERSONNEL SERVICES		2,071	1,775	64	1,775	1,775
TOTAL SCHOOL PATROL		60,185	66,592	32,841	64,474	65,805

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: PUBLIC SAFETY
DEPARTMENT: SCHOOL PATROL

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2016 ACTUAL	2017 BUDGET	2017	2018
	2017	2018			ESTIMATED ACTUAL	PROPOSED BUDGET
Crossing Guard	0.26	0.26		7,033	7,036	7,214
Crossing Guard	0.26	0.26		7,033	7,036	7,214
Crossing Guard	0.26	0.26		7,033	7,036	7,214
Crossing Guard	0.26	0.26		7,033	7,036	7,214
Crossing Guard	0.26	0.26		7,033	7,036	7,214
Crossing Guard	0.26	0.26		7,033	7,036	7,214
Crossing Guard	0.26	0.26		7,033	7,036	7,214
Crossing Guard - Sub.	0.08	0.08		2,164	2,165	2,220
Crossing Guard - Sub.	0.08	0.08		2,164	2,165	2,220
Crossing Guard - Sub.	0.08	0.08		2,164	2,165	2,220
Crossing Guard - Sub.	0.08	0.08		2,164	2,165	2,220
TOTAL	2.14	2.14	50,473	57,887	57,912	59,378



CITY OF KAUKAUNA

2018 BUDGET

DIVISION: HEALTH AND SOCIAL SERVICES

DEPARTMENT: ALCOHOL & OTHER DRUG AWARENESS

MISSION STATEMENT

The Alcohol and Other Drug Abuse Prevention Board's mission as defined by City ordinance is as follows.

The Board shall take such steps as it determines necessary to educate the public regarding the problems of alcohol and other drug abuse and to develop public information programs to relation thereto.

The Board shall make recommendations to the Council in cases where Council action is required on matters pertaining to the prevention of alcohol and other drug abuse.

To the extent possible the Board shall coordinate all activities related to the prevention of alcohol and other drug abuse in the City and shall cooperate with other county and state agencies organized for a similar purpose.

Increase (Decrease) in 2018 Budget

The Alcohol & Other Drug Awareness budget had no changes from previous year.

CITY OF KAUKAUNA

2018 BUDGET

FUND: 101
DEPT: 54980

DIVISION: HEALTH & SOCIAL SERVICES
DEPARTMENT: ALCOHOL & OTHER DRUG AWARENESS

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
NON-PERSONNEL SERVICES						
<i>Purchased Services</i>						
5499	Miscellaneous	1,150	2,500	1,290	3,015	2,500
TOTAL NON-PERSONNEL SERVICES		1,150	2,500	1,290	3,015	2,500
TOTAL ALCOHOL & DRUG AWARENESS		1,150	2,500	1,290	3,015	2,500

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: TRANSPORTATION

DEPARTMENT: BRIDGE MAINTENANCE

MISSION STATEMENT

The mission of the bridge maintenance department is to provide for the operation of the city's lift bridge. Operation expenditures include maintenance and utilities for the bridge tender building.

Increase (Decrease) in 2018 Budget

The Bridge Maintenance budget remains the same as 2017 budget.

CITY OF KAUKAUNA

2018 BUDGET

FUND: 101
DEPT: 53306

DIVISION: TRANSPORTATION
DEPARTMENT: BRIDGE MAINTENANCE

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
NON-PERSONNEL SERVICES						
<i>Purchased Services</i>						
5309	Water, Sewer & Electric	585	800	310	650	800
5325	Contractual Services	5,000	7,000	6,159	7,900	7,000
TOTAL NON-PERSONNEL SERVICES		5,585	7,800	6,468	8,550	7,800
TOTAL BRIDGE MAINTENANCE		5,585	7,800	6,468	8,550	7,800

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: TRANSPORTATION

DEPARTMENT: BUS SUBSIDY

MISSION STATEMENT

This department accounts for the cost of Valley Transit bus service that is provided to the City.

Increase (Decrease) in 2018 Budget

The Bus Subsidy budget decreased (\$5,000) or (20.%)

CITY OF KAUKAUNA

2018 BUDGET

FUND: 101
DEPT: 53520

DIVISION: TRANSPORTATION
DEPARTMENT: BUS SUBSIDY

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
NON-PERSONNEL SERVICES						
<i>Purchased Services</i>						
5325	Contractual Services	34,254	25,000	43,100	43,100	30,000
TOTAL NON-PERSONNEL SERVICES		34,254	25,000	43,100	43,100	30,000
TOTAL BUS SUBSIDIES		34,254	25,000	43,100	43,100	30,000

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: TRANSPORTATION

DEPARTMENT: ENGINEERING

MISSION STATEMENT

Manage the City's capital improvement program including the design, construction and management of streets, sewers, sidewalk construction and repair programs. Also responsible for compiling special assessments and record keeping. Do survey work as required and conduct traffic studies.

Manage City's sanitary and storm sewer systems, streets, engineering designs for building repair. Inspection and quality control for all City public works projects.

2016 - 2017 Goals and Objectives

Continue to work with the Heart of the Valley Metropolitan Sewerage District (HOVMSD) to reduce the amount of inflow and infiltration that enters the sanitary sewer system. This work will include sewer reconstruction projects, replacement of private sanitary sewer laterals, flow monitoring, and any other tasks deemed necessary by the HOVMSD and its consulting engineer.

Continue to work with the Wisconsin Department of Natural Resources to meet new and expanding storm water management issues.

Continue to work with the Wisconsin Department of Transportation on the development of construction design and engineering documents for the reconstruction of Delanglade Street from Lawe Street to U.S.H. 41.

Continue to work the Wisconsin Department of Transportation on the development of construction design and engineering documents the reconstruction of S.T.H. 96 (Plank Road and Green Bay Road) from Lawe Street northeast to the city limit line.

Continue to work with Kaukauna Utilities to coordinate sanitary sewer replacement and water main replacement projects.

Continue to develop the City's G.I.S. system.

Continue to work with the architect and general contractor on the construction of the new Fire Station.

Continue with the development of Anderson Park located on Peters Road.

As in the past, the Engineering Department will continue to:

Complete construction projects for sewer, water and paving in a timely, cost effective manner which minimizes disruptions to residents and the travelling public.

Work with the Wisconsin Department of Transportation, Wisconsin Department of Natural Resources, Outagamie County Highway Department, and other agencies as needed to effectively carry out the duties delegated to the Department of Public Works.

Assist other City departments and department heads if requested.

Develop the City's Capital Improvement Plan

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: TRANSPORTATION

DEPARTMENT: ENGINEERING

2016 - 2017 Goals and Objectives (cont.)

Successfully complete the following projects:

- Concrete Street Paving Project
- Sanitary Sewer Relay / Water Main Replacement project with Kaukauna Utilities
- Badger Road Wet Pond
- Sidewalk Replacement Project
- Sanitary Sewer Relay in Grignon Park
- Sanitary Sewer Relay at Thilmany Mill
- Mini-Storm Sewer Project
- Storm Water Outfall Project at various locations
- Complete Construction of the new Fire Station

2016 - 2017 Accomplishments

Provided (in whole or in part) design, construction engineering, inspection and contract management services for a wide variety of municipal projects including:

- Concrete Street Paving Project – South Side Downtown reconstruction
 - East Fifteenth Street, East Sixteenth Street & Oakridge Avenue
 - Loderbauer Road reconstruction
- South Side Downtown Plaza Project
- Sanitary Sewer Relay – Quinney / Metoxen Area Phase 1 of 2
- Sidewalk Replacement Project
- Storm Sewer Outfall Project at various locations
- Grand Kakalin Trail and Plaza

Completed construction of the new Fire Station

Continue to work with architect and other consultants towards the remodeling of the existing Fire Department space into the new offices for the Recreation Department and Public Works Department.

Continue to work with the architect and other consultants towards upgrades and remodeling of the Public Works Department garage area.

Continue to work with the architect and other consultants towards establishing a yard waste drop-off site on Bicentennial Court.

Provided the City's liability insurance carrier with technical assistance and background information for claims filed against the City in regards to trips and falls, flooding, street defects, sewer backups and other damage claims.

Continued to work with the Wisconsin Department of Transportation on the development of construction design and engineering documents for the reconstruction of Delanglade Street from Lawe Street to I-41.

Continued to work with the Wisconsin Department of Transportation on the development of construction design and engineering documents for the reconstruction of S.T.H. 96 (Plank Road and Green Bay Road) from Lawe Street northeast to the City limit line.

Continued to implement the DNR required Storm Water Management Plan for the City.

Assisted the Building Inspection Department with clear water inspections and enforcement.

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: TRANSPORTATION

DEPARTMENT: ENGINEERING

2016 - 2017 Accomplishments (cont.)

Performed numerous other "typical" Engineering Department duties including establishing sidewalk and driveway line and grade for new home construction, manage traffic signal operation, maintenance and repair, sewer user fee credits, map updates for various departments, address assignments and answered engineering and public works related questions and concerns from the public, press and other agencies.

2017 - 2018 Goals and Objectives

Continue to work with the Heart of the Valley Metropolitan Sewerage District (HOVMSD) to reduce the amount of inflow and infiltration that enters the sanitary sewer system. This work will include sewer reconstruction projects, replacement of private sanitary sewer laterals, flow monitoring, and any other tasks deemed necessary for the HOVMSD and its consulting engineer.

Continue to work with the Wisconsin Department of Natural Resources to meet new and expanding storm water management issues.

Continue to work with Wisconsin Department of Transportation on the reconstruction of Delanglade Street from Lawe Street to I-41.

Continue to work with the Wisconsin Department of Transportation on the development of construction design and engineering documents for the reconstruction of S.T.H. 96 (Plank Road and Green Bay Road) from Lawe Street northeast to the City limit line.

Continue to work with Kaukauna Utilities to coordinate sanitary sewer replacement and water main replacement projects.

Continue to develop the City's G.I.S. system.

Continue to work with the architect and consultants on the remodeling of the old Fire Department space.

Continue with the development of Anderson Park located on Peters Road.

As in the past, the Engineering Department will continue to:

Complete construction projects for sewer, water and paving in a timely, cost effective manner which Minimizes disruptions to residents and travelling public.

Work with the Wisconsin Department of Transportation, Wisconsin Department of Natural Resources, Outagamie County Highway Department, and other agencies as needed to effectively carry out the Duties delegated to the Department of Public Works.

Assist other City departments and department heads if requested.

Develop the City's Capital Improvement Plan

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: TRANSPORTATION

DEPARTMENT: ENGINEERING

2017 - 2018 Goals and Objectives (cont.)

Successfully complete the following projects:

- Concrete Street Paving Project
- Grand Kakalin Trail and Plaza Project
- Sanitary Sewer Relay / Water Main replacement project with Kaukauna Utilities
- Badger Road Wet Pond
- Sanitary Sewer Relay in Grignon Park
- Sanitary Sewer Relay at Thilmany Mill
- Mini-Storm Sewer Project
- Storm Sewer Outfall Project at various locations

Increase (Decrease) in 2018 Budget

The Engineering budget increased \$14,235 or 3.31%

CITY OF KAUKAUNA

2018 BUDGET

FUND: 101
DEPT: 53105

DIVISION: TRANSPORTATION
DEPARTMENT: ENGINEERING

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
PERSONNEL SERVICES						
<i>Wages & Salaries</i>						
5101	Regular Payroll	280,509	278,117	142,358	278,090	286,139
5104	Temporary Payroll	6,579	7,314	2,421	8,500	7,000
5107	Overtime	0	0	145	1,200	0
5119	Longevity Pay	1,260	1,355	0	1,355	1,380
<i>Fringe Benefits</i>						
5151	Retirement Plan	30,602	34,006	18,298	34,006	34,617
5154	Social Security	20,535	21,486	11,119	21,501	22,097
5157	Group Health Insurance	58,518	59,598	30,999	59,598	64,554
5160	Group Life Insurance	498	521	253	506	531
5163	Workers Compensation	9,313	10,554	5,609	10,641	11,634
TOTAL PERSONNEL SERVICES		407,815	412,951	211,201	415,396	427,952
TOTAL NON-PERSONNEL SERVICES						
<i>Travel/Training</i>						
5205	Seminar Expense	743	2,200	1,897	2,200	2,200
5208	Travel - City Business	1,666	1,800	673	1,650	1,750
5211	Education & Memberships	768	450	41	500	600
<i>Purchased Services</i>						
5303	Communications	1,063	1,000	679	980	1,050
5315	Maintenance - Office Equipment	1,730	1,300	0	800	1,300
5318	Maintenance - Automotive	205	400	238	800	400
5321	Maintenance - Other Equipment	0	200	245	245	200
5325	Contractual Services	2,050	3,500	2,068	4,500	3,500
5334	Printing Expense	48	200	0	100	200
5340	Rent - Equipment	1,533	1,450	684	1,400	1,450
<i>Supplies</i>						
5401	Office Supplies	1,474	1,100	819	1,500	1,200
5402	Desktop Printing Expense	0	200	0	50	200
5407	Automotive Supplies	831	1,200	371	800	1,000
5410	General Supplies	1,772	1,200	867	1,400	1,400
5499	Miscellaneous	0	0	0	0	0
TOTAL NON-PERSONNEL SERVICES		13,883	16,200	8,581	16,925	16,450
OUTLAY						
5807	Machinery, Tools & Instruments	2,023	1,000	0	1,000	750
TOTAL OUTLAY		2,023	1,000	0	1,000	750
TOTAL ENGINEERING		423,721	430,151	219,782	433,321	445,152

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: TRANSPORTATION

DEPARTMENT: ENGINEERING

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2016 ACTUAL	2017 BUDGET	2017	2018
	2017	2018			ESTIMATED ACTUAL	PROPOSED BUDGET
Director of Public Works	1.00	1.00		102,153	102,143	105,100
Senior Project Engineer	1.00	1.00		75,065	75,058	77,230
Project Engineer	1.00	1.00		71,491	71,484	73,553
Planning/Engineering Tech.	0.50	0.50		29,408	29,405	30,256
TOTAL	3.50	3.50	280,509	278,117	278,090	286,139

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: TRANSPORTATION

DEPARTMENT: EQUIPMENT MAINTENANCE & REPLACEMENT

MISSION STATEMENT

The mission of this department is to provide operating departments with service, maintenance, and repairs to assigned vehicles and equipment. Duties include the changing of oil, lubrications, engine tuning, repairs, equipment painting, mounting plows, etc. This department also administers the annual systematic equipment replacement program.

Increase (Decrease) in 2018 Budget

The Equipment Maintenance & Replacement budget increased \$21,211 or 8.2%

CITY OF KAUKAUNA

2018 BUDGET

FUND: 101
DEPT: 53308

DIVISION: TRANSPORTATION
DEPARTMENT: EQUIPMENT MAINTENANCE & REPLACEMENT

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
PERSONNEL SERVICES						
<i>Wages & Salaries</i>						
5101	Regular Payroll	105,735	118,568	71,103	118,568	127,464
5107	Overtime Pay	1,636	2,500	848	2,000	2,200
5110	Shift Premium Pay	29	50	4	40	50
5113	Job Class Premium Pay	1,168	1,200	995	1,500	1,250
5119	Longevity Pay	452	116	0	116	0
5125	Call Time	105	300	265	400	300
<i>Fringe Benefits</i>						
5151	Retirement Plan	11,695	12,791	9,803	12,791	14,475
5154	Social Security	7,536	9,389	5,670	9,381	10,042
5157	Group Health Insurance	36,608	42,645	29,537	42,645	40,433
5160	Group Life Insurance	162	203	113	226	237
5163	Workers Compensation	3,622	4,517	2,964	4,513	5,185
TOTAL PERSONNEL SERVICES		168,748	192,279	121,302	192,179	201,636
NON-PERSONNEL SERVICES						
<i>Purchased Services</i>						
5318	Maintenance - Automotive	63,089	50,000	37,618	65,000	62,000
5325	Contractual Services	306	350	174	375	375
<i>Supplies</i>						
5410	General Supplies	15,559	16,000	8,215	15,000	15,000
5499	Miscellaneous	2,759	0	0	0	0
TOTAL NON-PERSONNEL SERVICES		81,712	66,350	46,008	80,375	77,375
TOTAL EQUIP. MAINTEN. & REPLACE.		250,460	258,629	167,310	272,554	279,011

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: TRANSPORTATION

DEPARTMENT: EQUIPMENT MAINTENANCE & REPLACEMENT

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2016 ACTUAL	2017 BUDGET	2017	2018
	2017	2018			ESTIMATED ACTUAL	PROPOSED BUDGET
Mechanic	1.00	1.00		55,772	55,772	55,419
Laborer	1.00	1.00		47,118	47,118	55,419
Laborer	0.30	0.30		15,678	15,678	16,626
TOTAL	2.30	2.30	105,735	118,568	118,568	127,464



CITY OF KAUKAUNA

2018 BUDGET

DIVISION: TRANSPORTATION

DEPARTMENT: FORESTRY

MISSION STATEMENT

The forestry department is responsible for the planting, trimming and removal of trees, stumps and brush from terraces or from areas where it interferes with city property. It is also responsible for the removal of trees and branches after storms, and to maintain clearance over streets and walks.

Increase (Decrease) in 2018 Budget

The Forestry budget decreased (\$3,016) or (2.48%)

CITY OF KAUKAUNA

2018 BUDGET

FUND: 101
DEPT: 53310

DIVISION: TRANSPORTATION
DEPARTMENT: FORESTRY

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
PERSONNEL SERVICES						
<i>Wages & Salaries</i>						
5101	Regular Payroll	55,797	65,192	31,793	65,192	66,503
5104	Temporary Payroll	3,075	4,500	2,474	3,500	4,000
5107	Overtime Pay	942	750	365	800	800
5110	Shift Premium Pay	5	50	0	5	25
5113	Job Class Premium Pay	233	300	141	250	300
5119	Longevity Pay	352	360	0	0	0
5125	Call Time	569	500	263	500	500
<i>Fringe Benefits</i>						
5151	Retirement Plan	5,845	8,595	3,958	8,595	7,528
5154	Social Security	4,169	5,202	2,491	5,157	5,270
5157	Group Health Insurance	17,460	24,133	12,036	24,133	21,096
5160	Group Life Insurance	70	77	37	73	77
5163	Workers Compensation	1,968	2,637	1,336	2,585	2,849
TOTAL PERSONNEL SERVICES		90,483	112,296	54,893	110,790	108,948
NON-PERSONNEL SERVICES						
<i>Purchased Services</i>						
5325	Contractual Services	1,042	2,500	1,407	2,000	2,500
<i>Supplies</i>						
5407	Automotive Supplies	2,873	3,800	1,782	3,200	3,500
5410	General Supplies	816	600	670	850	800
5425	Botanical & Agricultural	0	2,200	0	2,200	2,200
TOTAL NON-PERSONNEL SERVICES		4,730	9,100	3,859	8,250	9,000
TOTAL FORESTRY		95,213	121,396	58,752	119,040	117,948

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: TRANSPORTATION

DEPARTMENT: FORESTRY

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2016 ACTUAL	2017 BUDGET	2017	2018
	2017	2018			ESTIMATED ACTUAL	PROPOSED BUDGET
Heavy Equipment Operator	0.60	0.60		33,463	33,463	33,251
Small Truck Driver	0.35	0.35		18,664	18,664	19,397
Laborer	0.25	0.25		13,065	13,065	13,855
TOTAL	1.20	1.20	55,797	65,192	65,192	66,503



CITY OF KAUKAUNA

2018 BUDGET

*DIVISION: TRANSPORTATION
DEPARTMENT: SNOW & ICE CONTROL*

MISSION STATEMENT

The mission of snow and ice control department is to keep streets and city owned sidewalks open to traffic in all winter conditions and to provide skid-free pavement surfaces at intersections, stop and yield signs. Responsibilities include ordering, mixing and stockpiling of chips and salt, application of these materials, plowing, removal, and hauling of snow. Also included is the removal of snow and ice from private walks when not performed by owners. Private work is billed to the property owner.

Increase (Decrease) in 2018 Budget

The Snow & Ice Control budget decreased (\$5,181) or (1.54%)

CITY OF KAUKAUNA

2018 BUDGET

FUND: 101
DEPT: 53304

DIVISION: TRANSPORTATION
DEPARTMENT: SNOW & ICE CONTROL

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
PERSONNEL SERVICES						
<i>Wages & Salaries</i>						
5101	Regular Payroll	109,216	110,812	68,409	110,812	116,380
5104	Temporary Payroll	604	400	149	600	700
5107	Overtime Pay	60,940	50,000	30,035	50,000	50,000
5110	Shift Premium Pay	312	300	171	300	300
5113	Job Class Premium Pay	460	250	313	450	475
5119	Longevity Pay	393	432	0	0	0
5125	Call Time	6,639	7,000	5,832	8,000	7,500
<i>Fringe Benefits</i>						
5151	Retirement Plan	17,064	16,763	12,831	16,763	12,013
5154	Social Security	12,675	12,919	8,387	12,980	13,371
5157	Group Health Insurance	50,610	35,013	37,999	35,013	36,917
5160	Group Life Insurance	314	639	206	412	433
5163	Workers Compensation	6,091	6,226	4,242	6,262	6,927
TOTAL PERSONNEL SERVICES		265,317	240,754	168,572	241,592	245,016
TOTAL NON-PERSONNEL SERVICES						
<i>Purchased Services</i>						
5318	Maintenance - Automotive	1,770	2,500	340	2,000	2,300
5322	Maintenance - Roads & Walks	35,385	45,000	26,854	43,000	43,000
5328	Advertising	576	600	346	600	600
<i>Supplies</i>						
5407	Automotive Supplies	16,782	32,000	10,888	19,000	24,000
5410	General Supplies	1,745	15,000	17,958	19,000	15,000
TOTAL NON-PERSONNEL SERVICES		56,258	95,100	56,385	83,600	84,900
TOTAL SNOW & ICE CONTROL		321,575	335,854	224,957	325,192	329,916

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: TRANSPORTATION
DEPARTMENT: SNOW & ICE CONTROL

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2016 ACTUAL	2017 BUDGET	2017	2018
	2017	2018			ESTIMATED ACTUAL	PROPOSED BUDGET
Small Truck Driver	1.00	1.00		53,326	53,326	55,419
Laborer	0.60	0.60		31,356	31,356	33,251
Laborer	0.50	0.50		26,130	26,130	27,710
TOTAL	2.10	2.10	109,216	110,812	110,812	116,380



CITY OF KAUKAUNA

2018 BUDGET

DIVISION: TRANSPORTATION

DEPARTMENT: STREET DEPARTMENT ADMINISTRATION

MISSION STATEMENT

The mission of Street Department Administration is to provide effective and efficient management of the street, sanitation, and park departments. Street department administration is in charge of and responsible for maintenance and repair of streets, alleys, curbs and gutters, sidewalks, street signs, traffic control devices, storm sewers, sanitary sewers, city buildings and structures, parks, athletic fields and all machinery, equipment and property used in any activity under departmental control.

The administration also has charge of such public services as garbage and refuse collection and disposal, snow and ice control, street cleaning and flushing, recycling and such other activities as may be assigned from time to time by the council.

The administration also determines the priorities, objectives, policies, procedures and overall resource needs. Also responsible for the development and implementation of public policies regarding the street, sanitation, and park departments.

2016-2017 Goals and Objectives

Continue to provide effective and efficient direction and control of the Street and Park Departments.

Maintain the city's designation of a "Tree City USA" by the National Arbor Day Foundation.

Provide continuing education opportunities for all Street and Park department personnel.

Continue with systematic equipment replacement. Equipment scheduled to be replaced is (#209) 2002 Sterling L7501 (140,000), Replace (#226) 1998 C.C.C. Garbage Truck w/ 25 yd Leach Packer (165,000) (#111) 2001 Smithco Lawn Sweeper 60 G (37,000), Leaf blower for #105 (6,000), continued sign installation and inventory. .

Continued to upgrade city drinking fountains to comply with Department of Natural Resources Bureau of Water Supply.

Continue to clean, inspect and rebuild city sewers.

Working with State to keep the Gypsy Moth and Emerald Ash Borer problem to a minimum.

Fencing and diamond upgrades at Bayorgeon and Riverside Parks.

Continue to move forward with the development of Jonen Park and Anderson Park and future Haas Road Park.

2016 - 2017 Accomplishments

The Street and Park Department continued to provide effective and efficient maintenance services for the residents of the city, its visitors, various organizations, and the Kaukauna area school district. Routine maintenance (refuse collection, snow removal, street repair, park care, sewer maintenance, weed cutting, street maintenance, vehicle maintenance, etc.) was performed throughout the year.

The city received recognition for the 24th year in a row as a "Tree City USA" by the National Arbor Day Foundation. The award identifies the city as one, which realizes the benefits of tree planting and maintenance of the urban forest.

Personnel from the street and park department continued to participate in various educational opportunities. Safety training sessions were attended in Confined Space Training, Hearing Conservation, Vehicle safety and maintenance, blood borne pathogens etc. Educational seminars were attended in 2017 including the Snowplow Roadeo Competition.

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: TRANSPORTATION

DEPARTMENT: STREET DEPARTMENT ADMINISTRATION

2016 - 2017 Accomplishments (Cont)

Continue to upgrade city drinking fountains to comply with the Department of Natural Resources Bureau of Water Supply.

Work with Calumet County Highway Department to paint center lines in heavy traffic district.

The Fourth of July 5K, Suicide Awareness, Live From Hydro Park, Electric City Experience, Bazaar after Dark, Bike to the beat tour and other various events such as Christmas Parade, and numerous block parties all required assistance again this year. The majority of our help for these events is in the form of traffic control.

Continue to seek training for preventive measures of the Emerald Ash Borer.

Replaced or rebuilt numerous sanitary and storm sewers on city streets.

Maintain, remove and replace when needed many trees throughout the city parks and right of ways.

Crack sealed multiple city streets.

Multiple landscape projects throughout the city.

Construction of ball diamonds and continued maintenance in many areas and city parks.

Continue to adjust and perfect automated collection.

2017 - 2018 Goals and Objectives

Continue to provide effective and efficient direction and control of the Street and Park Departments.

Maintain the cities designation of Tree City USA by the National Arbor Day Foundation.

Provide continuing education opportunities for all Street and Park Department personnel.

Continue emphasizing safety and provide the equipment and tools necessary to achieve a safe working environment.

Continue working with safety coordinator to provide safe work environments while maintaining optimum efficiency.

Continue with systematic equipment replacement. Equipment scheduled to be replaced in 2018 is (39) 2008 Leaf Loader, Replace (#227) 2005 C.C.C. Garbage Truck w/ 25 yd Leach Packer, add a Mini End Loader.

Continued sign installation and inventory.

Continue to upgrade city drinking fountains to comply with Department of Natural Resources Bureau of Water Supply.

Working with State to keep the gypsy moth problem to a minimum.

Continue education through the DNR regarding the Emerald Ash Borer.

Continue to clean, inspect and rebuild city sewers.

Continue to build and maintain new equipment and property at Jonen Park, Dog Walking Park, moving forward with the development of Anderson Park, Hydro Park and Haas Road Park while maintaining and upgrading all city parks and new downtown plazas.

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: TRANSPORTATION

DEPARTMENT: STREET DEPARTMENT ADMINISTRATION

2017 - 2018 Goals and Objectives (Cont)

Work to create an honest, trusting work environment between our workforce and Management to provide less wasted time and more efficient workdays.

Continue professional working relationship with Kaukauna Utilities, Fire Department, Police Department, 1000 Island, Library and others. Providing safety within the city both in our day to day operations and emergency situations.

Increase (Decrease) in 2017 Budget

The Street Department Administration budget increased \$6,146 or 3.68%

CITY OF KAUKAUNA

2018 BUDGET

FUND: 101
DEPT: 53110

DIVISION: TRANSPORTATION
DEPARTMENT: STREET DEPARTMENT ADMINISTRATION

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
PERSONNEL SERVICES						
<i>Wages & Salaries</i>						
5101	Regular Payroll	111,255	114,124	53,980	114,114	117,416
5119	Longevity Pay	600	600	0	600	625
<i>Fringe Benefits</i>						
5151	Retirement Plan	9,031	10,155	5,050	10,144	10,320
5154	Social Security	7,926	8,776	4,162	8,776	9,030
5157	Group Health Insurance	26,911	27,454	14,327	27,454	29,399
5160	Group Life Insurance	252	264	135	269	283
5163	Workers Compensation	2,444	2,820	1,412	2,820	3,126
TOTAL PERSONNEL SERVICES		158,419	164,193	79,066	164,177	170,199
NON-PERSONNEL SERVICES						
<i>Travel/Training</i>						
5205	Seminar Expense	437	1,000	1,001	1,001	1,000
5211	Education & Memberships	0	50	0	0	50
<i>Purchased Service</i>						
5303	Communications	240	240	130	270	300
5325	Contractual Services	78	300	42	100	200
5328	Advertising	356	300	0	0	300
<i>Supplies</i>						
5401	Office Supplies	1,000	850	50	500	850
5402	Desktop Printing Expense	0	0	180	25	180
5410	General Supplies	205	150	30	150	150
TOTAL NON-PERSONNEL SERVICES		2,317	2,890	1,433	2,046	3,030
TOTAL ST DEPT ADMINISTRATION		160,736	167,083	80,498	166,223	173,229

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: TRANSPORTATION

DEPARTMENT: STREET DEPARTMENT ADMINISTRATION

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2016 ACTUAL	2017 BUDGET	2017	2018
	2017	2018			ESTIMATED ACTUAL	PROPOSED BUDGET
Street Superintendent	1.00	1.00		75,065	75,058	77,230
Typist/Receptionist	1.00	1.00		39,059	39,056	40,186
TOTAL	2.00	2.00	111,255	114,124	114,114	117,416



CITY OF KAUKAUNA

2018 BUDGET

*DIVISION: TRANSPORTATION
DEPARTMENT: STREET LIGHTING*

MISSION STATEMENT

This department accounts for the cost of maintaining and operating the street lights and decorative theme lights within the City.

Increase (Decrease) in 2018 Budget

The Street Lighting budget decreased (\$3,500) or (1.5%)

CITY OF KAUKAUNA

2018 BUDGET

FUND: 101
DEPT: 53420

DIVISION: TRANSPORTATION
DEPARTMENT: STREET LIGHTING

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
NON-PERSONNEL SERVICES						
<i>Purchased Services</i>						
5309	Water, Sewer & Electric	227,270	230,000	93,417	228,000	235,000
5321	Maintenance - Other Equipment	571	3,000	740	1,500	1,500
TOTAL NON-PERSONNEL SERVICES		227,841	233,000	94,156	229,500	236,500
TOTAL STREET LIGHTING		227,841	233,000	94,156	229,500	236,500

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: TRANSPORTATION

DEPARTMENT: STREET MAINTENANCE

MISSION STATEMENT

The mission of the street maintenance department is to provide smooth, safe pavements for vehicular and bicycle movement. Street maintenance activities include the tarring of joints, patching of potholes, patching for street oiling, grading gravel streets, and repairing curbs. Reconstruction of small sections of concrete, asphalt, and gravel streets and alleys is also performed.

Increase (Decrease) in 2018 Budget

The Street Maintenance budget increased \$39,628 or 9.07%

CITY OF KAUKAUNA

2018 BUDGET

FUND: 101
DEPT: 53301

DIVISION: TRANSPORTATION
DEPARTMENT: STREET MAINTENANCE

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
PERSONNEL SERVICES						
<i>Wages & Salaries</i>						
5101	Regular Payroll	181,452	208,606	78,647	208,622	214,139
5104	Temporary Payroll	6,887	500	2,983	8,000	8,000
5107	Overtime Pay	2,935	4,200	2,076	3,800	4,000
5110	Shift Premium Pay	33	50	5	25	50
5113	Job Class Premium Pay	421	600	92	400	500
5119	Longevity Pay	1,195	780	0	5,895	6,285
5125	Call Time	418	250	106	250	250
<i>Fringe Benefits</i>						
5151	Retirement Plan	16,526	17,781	8,303	16,606	23,981
5154	Social Security	13,755	16,415	6,680	16,869	17,346
5157	Group Health Insurance	57,409	53,147	22,747	45,495	63,287
5160	Group Life Insurance	300	235	93	186	196
5163	Workers Compensation	6,217	7,911	3,260	8,353	9,212
TOTAL PERSONNEL SERVICES		287,548	310,475	124,992	314,502	347,246
NON-PERSONNEL SERVICES						
<i>Purchased Services</i>						
5303	Communications	240	240	130	280	300
5312	Maintenance - Building	7,664	20,000	7,718	16,000	20,000
5318	Maintenance - Automotive	169	0	0	0	0
5322	Maintenance - Roads & Walks	66,747	70,000	18,382	75,000	72,000
5325	Contractual Services	16,285	12,000	6,882	12,500	12,500
5328	Advertising	0	0	0	0	0
<i>Supplies</i>						
5407	Automotive Supplies	8,964	13,500	6,597	11,500	12,500
5410	General Supplies	9,932	10,500	4,354	10,300	10,500
TOTAL NON-PERSONNEL SERVICES		110,002	126,240	44,064	125,580	127,800
OUTLAY						
5807	Machinery, Tools & Instruments	0	0	0	0	0
TOTAL OUTLAY		0	0	0	0	0
TOTAL STREET MAINTENANCE		397,549	436,715	169,056	440,082	475,046

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: TRANSPORTATION
DEPARTMENT: STREET MAINTENANCE

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2016 ACTUAL	2017 BUDGET	2017	2018
	2017	2018			ESTIMATED ACTUAL	PROPOSED BUDGET
Street Foreman	1.00	1.00		68,064	68,080	70,050
Heavy Equipment Operator	1.00	1.00		55,772	55,772	55,419
Tandem Trucks	1.00	1.00		54,957	54,957	55,419
Laborer	0.60	0.60		29,813	29,813	33,251
TOTAL	3.60	3.60	181,452	208,606	208,622	214,139



CITY OF KAUKAUNA

2018 BUDGET

DIVISION: TRANSPORTATION

DEPARTMENT: STREET SIGNS & MARKERS

MISSION STATEMENT

The mission of the street signs and markers department is to make, install, repair, and replace traffic control and street signs. This department is also responsible for painting traffic lanes, crosswalks, parking stalls, no parking areas, etc. on all city streets and parking areas.

Increase (Decrease) in 2018 Budget

The Street Signs & Markers budget increased \$8,200 or 8.8%

CITY OF KAUKAUNA

2018 BUDGET

FUND: 101
DEPT: 53303

DIVISION: TRANSPORTATION
DEPARTMENT: STREET SIGNS & MARKERS

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
PERSONNEL SERVICES						
<i>Wages & Salaries</i>						
5101	Regular Payroll	57,060	45,929	18,656	45,929	47,107
5104	Temporary Payroll	5,302	5,300	406	5,500	5,700
5107	Overtime Pay	804	600	39	650	700
5110	Shift Premium Pay	84	50	2	25	50
5113	Job Class Premium Pay	628	600	72	450	600
5119	Longevity Pay	213	228	0	0	0
5125	Call Time	105	200	104	250	200
<i>Fringe Benefits</i>						
5151	Retirement Plan	4,629	4,442	2,159	4,317	5,359
5154	Social Security	4,314	3,719	1,469	3,699	3,805
5157	Group Health Insurance	13,351	11,078	6,275	12,550	14,943
5160	Group Life Insurance	80	86	29	59	62
5163	Workers Compensation	2,049	1,947	755	1,943	2,147
TOTAL PERSONNEL SERVICES		88,619	74,179	29,966	75,372	80,673
NON-PERSONNEL SERVICES						
<i>Purchased Services</i>						
5321	Maintenance - Other Equipment	661	700	0	1,100	800
5325	Contractual Services	10,151	4,000	0	4,400	4,500
<i>Supplies</i>						
5407	Automotive Supplies	1,276	1,600	619	1,200	1,400
5410	General Supplies	20,228	5,000	3,886	6,000	6,000
5413	Chemical & Ordnance	8,587	8,000	158	7,000	8,000
TOTAL NON-PERSONNEL SERVICES		40,903	19,300	4,663	19,700	20,700
TOTAL STREET SIGNS & MARKERS		129,522	93,479	34,629	95,072	101,373

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: TRANSPORTATION

DEPARTMENT: STREET SIGNS & MARKERS

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2016 ACTUAL	2017 BUDGET	2017	2018
	2017	2018			ESTIMATED ACTUAL	PROPOSED BUDGET
Tandem Trucks	0.50	0.50		27,478	27,478	27,710
Small Truck Driver	0.15	0.15		7,999	7,999	8,313
Laborer	0.20	0.20		10,452	10,452	11,084
TOTAL	0.85	0.85	57,060	45,929	45,929	47,107

Kaukauna ON THE FOX

CITY OF KAUKAUNA

2018 BUDGET

*DIVISION: TRANSPORTATION
DEPARTMENT: TRAFFIC CONTROL*

MISSION STATEMENT

The traffic control department's mission is to provide for the maintenance and repair of the city's six signalized intersections and one flashing/warning light. This includes labor, parts, contractual services and electrical service.

Increase (Decrease) in 2018 Budget

The Traffic Control budget increased \$1,528 or 5.55%

CITY OF KAUKAUNA

2018 BUDGET

FUND: 101
DEPT: 53305

DIVISION: TRANSPORTATION
DEPARTMENT: TRAFFIC CONTROL

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
PERSONNEL SERVICES						
<i>Wages & Salaries</i>						
5101	Regular Payroll	563	2,748	145	2,748	2,771
5107	Overtime Pay	0	100	0	0	100
5119	Longevity Pay	18	18	0	0	0
5125	Call Time	0	50	0	0	50
<i>Fringe Benefits</i>						
5151	Retirement Plan	37	198	11	198	319
5154	Social Security	41	223	12	210	223
5157	Group Health Insurance	95	404	26	53	879
5160	Group Life Insurance	1	1	1	2	2
5163	Workers Compensation	19	107	6	101	115
TOTAL PERSONNEL SERVICES		773	3,849	203	3,312	4,459
NON-PERSONNEL SERVICES						
<i>Purchased Services</i>						
5309	Water, Sewer & Electric	7,180	6,500	2,659	6,700	7,200
5325	Contractual Services	22,133	5,000	645	4,500	5,000
<i>Supplies</i>						
5410	General Supplies	533	700	0	500	700
TOTAL NON-PERSONNEL SERVICES		29,847	12,200	3,304	11,700	12,900
OUTLAY						
5807	Machinery, Tools & Instruments	11,000	11,500	0	11,500	11,700
TOTAL OUTLAY		11,000	11,500	0	11,500	11,700
TOTAL TRAFFIC CONTROL		41,620	27,549	3,506	26,512	29,059

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: TRANSPORTATION
DEPARTMENT: TRAFFIC CONTROL

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2016 ACTUAL	2017 BUDGET	2017	2018
	2017	2018			ESTIMATED ACTUAL	PROPOSED BUDGET
Tandem Trucks	0.05	0.05		2,748	2,748	2,771
TOTAL	0.05	0.05	563	2,748	2,748	2,771

Kaukauna ON THE FOX

CITY OF KAUKAUNA

2018 BUDGET

*DIVISION: TRANSPORTATION
DEPARTMENT: WEED CONTROL*

MISSION STATEMENT

The mission of the weed control department is the control of noxious weeds. Responsibilities include the mowing of street right-of-ways, vacant lots, and lawns which property owner have neglected to maintain. Weed/grass control on private property is charged to the property owner.

Increase (Decrease) in 2018 Budget

The Weed Control budget increased \$3,145 or 9.17%

CITY OF KAUKAUNA

2018 BUDGET

FUND: 101
DEPT: 53640

DIVISION: TRANSPORTATION
DEPARTMENT: WEED CONTROL

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
PERSONNEL SERVICES						
<i>Wages & Salaries</i>						
5101	Regular Payroll	10,385	10,452	11,072	10,452	11,084
5104	Temporary Payroll	17,085	15,000	6,358	17,000	17,600
5119	Longevity Pay	9	12	0	0	0
<i>Fringe Benefits</i>						
5151	Retirement Plan	1,033	1,339	1,335	1,339	1,237
5154	Social Security	999	1,017	902	1,046	1,103
5157	Group Health Insurance	3,736	3,905	4,505	9,009	3,516
5160	Group Life Insurance	18	16	14	27	28
5163	Workers Compensation	895	937	645	1,010	1,133
TOTAL PERSONNEL SERVICES		34,159	32,678	24,830	39,883	35,701
NON-PERSONNEL SERVICES						
<i>Purchased Services</i>						
5318	Maintenance - Automotive	413	500	423	600	500
5328	Advertising	307	200	59	200	250
<i>Supplies</i>						
5407	Automotive Supplies	544	600	273	600	600
5410	General Supplies	6,052	300	44	300	300
TOTAL NON-PERSONNEL SERVICES		7,316	1,600	800	1,700	1,650
TOTAL WEED CONTROL		41,475	34,278	25,630	41,583	37,351

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: TRANSPORTATION
DEPARTMENT: WEED CONTROL

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2016 ACTUAL	2017 BUDGET	2017	2018
	2017	2018			ESTIMATED ACTUAL	PROPOSED BUDGET
Laborer	0.20	0.20		10,452	10,452	11,084
TOTAL	0.20	0.20	10,385	10,452	10,452	11,084

Kaukauna ON THE FOX

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: SANITATION

DEPARTMENT: REFUSE COLLECTION

MISSION STATEMENT

The mission of the Refuse Collection Department is to provide regular weekly collection of garbage and rubbish and to transport this garbage to a disposal site in order to enhance public health, sanitation and community appearance. Also included in budget expenditures are the various special collections in the spring and fall, including tire collection weeks.

Increase (Decrease) in 2017 Budget

The Refuse Collection budget increased \$2,664 or 0.62%

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: SANITATION

DEPARTMENT: REFUSE COLLECTION

FUND: 101
DEPT: 53620

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
PERSONNEL SERVICES						
<i>Wages & Salaries</i>						
5101	Regular Payroll	206,387	210,657	103,222	210,657	216,135
5104	Temporary Payroll	8,294	8,500	3,098	8,600	8,800
5107	Overtime Pay	1,068	750	0	500	750
5113	Job Class Premium Pay	292	350	31	250	350
5119	Longevity Pay	673	1,150	0	0	0
5125	Call Time	0	50	0	50	50
<i>Fringe Benefits</i>						
5151	Retirement Plan	18,073	20,599	9,795	20,599	24,190
5154	Social Security	14,837	16,411	7,836	16,297	16,746
5157	Group Health Insurance	61,816	73,620	36,723	73,620	68,561
5160	Group Life Insurance	648	678	347	693	728
5163	Workers Compensation	7,028	8,148	4,111	8,096	8,928
TOTAL PERSONNEL SERVICES		319,115	340,913	165,162	339,363	345,238
NON-PERSONNEL SERVICES						
<i>Purchased Services</i>						
5318	Maintenance - Automotive	80,855	45,000	16,075	47,000	50,000
5325	Contractual Services	(967)	400	0	200	400
5328	Advertising	948	1,000	0	950	1,000
<i>Supplies</i>						
5404	Clothing Expense	285	300	113	285	300
5407	Automotive Supplies	22,942	38,000	13,498	25,000	30,000
5410	General Supplies	10,001	1,500	706	1,600	2,000
TOTAL NON-PERSONNEL SERVICES		114,064	86,200	30,392	75,035	83,700
TOTAL REFUSE COLLECTION		433,179	427,113	195,553	414,398	428,938

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: SANITATION

DEPARTMENT: REFUSE COLLECTION

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2016 ACTUAL	2017 BUDGET	2017	2018
	2017	2018			ESTIMATED ACTUAL	PROPOSED BUDGET
Heavy Equipment Operator	1.00	1.00		55,772	55,772	55,419
Heavy Equipment Operator	1.00	1.00		55,772	55,772	55,419
Laborer	1.00	1.00		52,574	52,574	55,419
Small Truck Driver	0.50	0.50		26,663	26,663	27,710
Laborer	0.40	0.40		19,876	19,876	22,168
TOTAL	3.90	3.90	206,387	210,657	210,657	216,135



CITY OF KAUKAUNA

2018 BUDGET

DIVISION: SANITATION

DEPARTMENT: REFUSE DISPOSAL

MISSION STATEMENT

The mission of the refuse disposal department is to account for the tipping fees for disposal of refuse and debris and for the fees associated with the city's recycling program. Also included are the costs associated with the processing of waste concrete, yard debris, leaves and brush located at the city leased site at the Red Hills Landfill.

Increase (Decrease) in 2018 Budget

The Refuse Disposal budget decreased slightly by (\$3,500) or (2.72%)

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: SANITATION

DEPARTMENT: REFUSE DISPOSAL

FUND: 101
DEPT: 53630

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
NON-PERSONNEL SERVICES						
<i>Purchased Services</i>						
5325	Contractual Services	132,181	122,000	106,699	122,000	110,000
5395	Recycling Costs	15,654	6,500	28,963	37,000	15,000
TOTAL NON-PERSONNEL SERVICES		147,836	128,500	135,662	159,000	125,000
TOTAL REFUSE DISPOSAL		147,836	128,500	135,662	159,000	125,000

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: LEISURE

DEPARTMENT: ADULT SPORTS

MISSION STATEMENT

To provide adult citizens organized sports leagues to including men's softball and adult coed kickball.

2016 - 2017 Goals and Objectives

Add 1-2 new adult programs.

2016 - 2017 Accomplishments

Added StrollerMOM, and Power Walk Indoors classes and Health & Wellness Series Workshops

2017 - 2018 Goals and Objectives

Add 1-2 new adult programs

Increase (Decrease) in 2018 Budget

The Adult Sports budget is proposed to increase by \$2,508 or 2.74%.

Service Efforts:

INDICATOR	2015	2016	2017
Number of teams	33	28	33*
Number of annual participants	396	274	285*
Adult Open Gym	14	17	*
Fitness/Health Classes		34	92
Adult Archery Leagues	8	6	6

*Registration for fall/winter programs is not complete at this time.

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: LEISURE

DEPARTMENT: ADULT SPORTS

FUND: 101
DEPT: 55320

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
PERSONNEL SERVICES						
<i>Wages & Salaries</i>						
5101	Regular Payroll	34,793	36,168	17,132	35,806	36,842
5104	Temporary Payroll	12,957	20,345	5,334	20,345	20,958
5107	Overtime Pay	153	0	0	0	0
5119	Longevity Pay	87	100	0	100	127
<i>Fringe Benefits</i>						
5151	Retirement Plan	3,386	3,892	1,946	3,857	3,933
5154	Social Security	2,619	3,070	1,355	3,042	3,132
5157	Group Health Insurance	12,907	13,164	6,848	13,164	14,091
5160	Group Life Insurance	58	61	29	59	62
5163	Workers Compensation	1,166	1,643	631	1,634	1,806
TOTAL PERSONNEL SERVICES		68,128	78,443	33,276	78,007	80,951
NON-PERSONNEL SERVICES						
<i>Purchased Services</i>						
5303	Communications	80	160	43	160	160
5325	Contractual Services	1,495	2,600	2,844	2,600	2,600
5328	Advertising	1,748	2,650	0	2,650	2,650
<i>Supplies</i>						
5401	Office Supplies	128	500	0	500	500
5407	Automotive Supplies	70	400	12	400	400
5422	Data Processing Supplies	0	1,200	0	1,200	1,200
5428	Recreation	2,306	4,500	3,045	4,500	4,500
5431	Postage	290	1,200	0	1,200	1,200
TOTAL NON-PERSONNEL SERVICES		6,117	13,210	5,944	13,210	13,210
TOTAL ADULT SPORTS		74,245	91,653	39,220	91,217	94,161

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: LEISURE

DEPARTMENT: ADULT SPORTS

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2016 ACTUAL	2017 BUDGET	2017	2018
	2017	2018			ESTIMATED ACTUAL	PROPOSED BUDGET
Recreation Director	0.33	0.33		23,828	23,590	24,272
Office Assistant	0.33	0.33		12,340	12,216	12,570
TOTAL	0.66	0.66	34,793	36,168	35,806	36,842

Kaukauna ON THE FOX

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: LEISURE

DEPARTMENT: ATHLETIC FIELDS

MISSION STATEMENT

The mission of the athletic field department is to provide and maintain recreation facilities available for use by the public and the Kaukauna Area School District. The city maintains fields and buildings at the Doty Bayorgeon recreational facility, Horseshoe Park, Riverside Park, Grignon Home, Central Park, and Jonen Park.

Increase (Decrease) in 2018 Budget

The Athletic Fields budget remains flat for 2018

Performance Measures

INDICATOR	2014	2015	2016
# of fields to prepare	16	16	17
# of times fields prepared	612	612	625

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: LEISURE

DEPARTMENT: ATHLETIC FIELDS

FUND: 101
DEPT: 55415

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
PERSONNEL SERVICES						
<i>Wages & Salaries</i>						
5101	Regular Payroll	46,306	66,245	23,065	66,245	69,274
5104	Temporary Payroll	681	1,500	423	1,500	1,500
5107	Overtime Pay	118	250	19	125	250
5113	Job Class Premium Pay	69	200	40	80	100
5119	Longevity Pay	54	400	0	0	0
5125	Call Time	100	0	0	0	0
<i>Fringe Benefits</i>						
5151	Retirement Plan	4,993	8,588	2,397	8,588	7,752
5154	Social Security	3,327	5,155	1,754	5,083	5,326
5157	Group Health Insurance	16,415	25,139	7,502	25,139	21,975
5160	Group Life Insurance	99	76	29	58	61
5163	Workers Compensation	1,528	2,524	894	2,501	2,809
TOTAL PERSONNEL SERVICES		73,690	110,077	36,123	109,319	109,047
NON-PERSONNEL SERVICES						
<i>Purchased Services</i>						
5309	Water, Sewer & Electric	23,648	20,000	8,103	17,000	20,000
5312	Maintenance - Building	(3,624)	4,000	693	3,000	4,000
5321	Maintenance - Other Equipment	788	500	181	400	500
5322	Maintenance - Roads & Walks	55	3,000	0	3,000	3,000
5325	Contractual Services	879	1,500	3,238	3,238	1,500
<i>Supplies</i>						
5407	Automotive Supplies	1,587	2,300	814	1,600	2,000
5410	General Supplies	8,262	6,500	4,339	7,000	7,200
5425	Botanical & Agricultural	6,307	10,000	7,484	10,000	10,000
TOTAL NON-PERSONNEL SERVICES		37,902	47,800	24,852	45,238	48,200
OUTLAY						
5801	Land & Buildings	8,660	8,000	0	2,000	8,000
TOTAL OUTLAY		8,660	8,000	0	2,000	8,000
TOTAL ATHLETIC FIELD		120,251	165,877	60,975	156,557	165,247

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: LEISURE

DEPARTMENT: ATHLETIC FIELDS

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2016 ACTUAL	2017 BUDGET	2017	2018
	2017	2018			ESTIMATED ACTUAL	PROPOSED BUDGET
Parkman	1.00	1.00		53,180	53,180	55,419
Laborer	0.25	0.25		13,065	13,065	13,855
TOTAL	1.25	1.25	46,306	66,245	66,245	69,274

Kaukauna ON THE FOX

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: LEISURE

DEPARTMENT: CARNEGIE BUILDING

MISSION STATEMENT

Carnegie building is responsible for janitorial services in the Carnegie building as long as the Recreation department is utilizing that facility.

Increase (Decrease) in 2018 Budget

The Carnegie Building operations and Maintenance budget increased \$10,364 or 47.7%

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: LEISURE

DEPARTMENT: CARNEGIE BUILDING

FUND: 101
DEPT: 55115

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
PERSONNEL SERVICES						
<i>Wages & Salaries</i>						
5101	Regular Payroll	7,455	5,226	10,688	15,000	11,084
5104	Temporary Payroll	0	200	0	100	100
5107	Overtime Pay	0	200	0	0	0
5110	Shift Premium Pay	0	50	0	0	0
5113	Job Class Premium Pay	7	200	0	0	0
5119	Longevity Pay	0	11	0	0	0
5125	Call Time	0	100	0	0	0
<i>Fringe Benefits</i>						
5151	Retirement Plan	792	347	1,021	2,042	1,237
5154	Social Security	536	446	808	1,149	849
5157	Group Health Insurance	1,971	2,011	1,689	2,011	3,516
5160	Group Life Insurance	8	6	28	57	60
5163	Workers Compensation	237	220	399	556	442
TOTAL PERSONNEL SERVICES		11,005	9,017	14,633	20,915	17,288
NON-PERSONNEL SERVICES						
<i>Purchased Services</i>						
5306	Heating Fuels	0	2,300	1,754	2,600	2,700
5309	Water, Sewer & Electric	4,028	5,000	3,919	7,000	7,000
5312	Maintenance - Building	800	1,000	1,398	1,700	1,700
5325	Contractual Services	1,646	4,000	1,360	2,500	3,100
5413	Chemical & Ordnance	0	400	0	250	250
TOTAL NON-PERSONNEL SERVICES		6,474	12,700	8,431	14,050	14,750
TOTAL CARNEGIE BUILDING		17,479	21,717	23,064	34,965	32,038

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: LEISURE

DEPARTMENT: CARNEGIE BUILDING

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2016 ACTUAL	2017 BUDGET	2017	2018
	2017	2018			ESTIMATED ACTUAL	PROPOSED BUDGET
Janitor	0.10	0.20		5,226	5,226	11,084
TOTAL	0.10	0.20	7,455	5,226	5,226	11,084

Kaukauna ON THE FOX

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: LEISURE

DEPARTMENT: CIVIC PROMOTIONS

MISSION STATEMENT

Civic promotion is responsible for promoting the public image at the City. Grignon Home contribution, Christmas decorations, Memorial Day contribution and Fox Cities Marathon are some of the programs supported by this department.

Increase (Decrease) in 2018 Budget

The Civic Promotions budget increased \$15,000 or 150%

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: LEISURE

DEPARTMENT: CIVIC PROMOTIONS

FUND: 101
DEPT: 55190

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
NON-PERSONNEL SERVICES						
	<i>Supplies</i>					
5499	Miscellaneous	29,005	10,000	36,502	40,000	25,000
	TOTAL NON-PERSONNEL SERVICES	29,005	10,000	36,502	40,000	25,000
	TOTAL CIVIC PROMOTIONS	29,005	10,000	36,502	40,000	25,000
Christmas Decorations & Parade						
Various Civic Promotions						
						0

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: LEISURE

DEPARTMENT: COMMUNITY CENTER

MISSION STATEMENT

This category is primarily related to programs offered to senior citizens.

2016 - 2017 Goals and Objectives

Add 1-2 new programs

2016 - 2017 Accomplishments

We did not add any new programs this year.

2017 - 2018 Goals and Objectives

Add 1-2 new programs

Increase (Decrease) in 2018 Budget

The Community Center budget proposed to remain the same for 2018.

Service Efforts:

INDICATOR	AS OF 12/31/15	AS OF 12/31/16	AS OF 6/30/17
# of Community Room bookings	361	-	-
# of Konkapot Room bookings	367	-	-
# of Council Chambers bookings	-	169	189
# of Hydro View Training Room Bookings	-	103	80
XYZ Group Participants	172	198	256
Strong Bones	80	103	80
Stepping On	16	-	*

* Registration for fall/winter programs is not complete at this time.

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: LEISURE

DEPARTMENT: COMMUNITY CENTER

FUND: 101
DEPT: 55405

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
NON-PERSONNEL SERVICES						
<i>Purchased Services</i>						
5325	Contractual Services	1,725	1,200	465	1,200	1,200
<i>Supplies</i>						
5428	Recreation	1,701	1,900	1,183	1,900	1,900
TOTAL NON-PERSONNEL SERVICES		3,426	3,100	1,648	3,100	3,100
TOTAL COMMUNITY CENTER		3,426	3,100	1,648	3,100	3,100

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: LEISURE

DEPARTMENT: DANCE CLASSES

MISSION STATEMENT

This category is intended to provide dance lessons, which include tap, tumbling, ballet, hip hop, lyrical jazz, Irish dance, break dancing & tricks, musical theatre and jazz for boys and girls ages 3 through high school ages. We offer a six-week beginner program in the spring, two 5-week summer sessions and a 28-week program that begins in September and concludes with the annual dance recital in mid April.

2016 - 2017 Goals and Objectives

Create and maintain a viable dance studio in the Old Library.

Incorporate more instructor involvement in administrative duties.

2016 - 2017 Accomplishments

Created and operated new studio in Old Library.

Dana Krueger took on some administrative duties.

2017 - 2018 Goals and Objectives

Create a new Competition Program.

Increase (Decrease) in 2018 Budget

The Dance Classes budget is proposed to increase by \$2,397 or 3.48%.

Service Efforts:

INDICATOR	2015	2016	2017
Dance Lessons	244	256	*
Beginner Dance Lessons	197	119	115
Summer	128	151	135
Tot Classes	70	42	29*
workshops	18	13	21*

* Registration for fall/winter programs is not complete at this time.

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: LEISURE

DEPARTMENT: DANCE CLASSES

FUND: 101
DEPT: 55310

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
PERSONNEL SERVICES						
<i>Wages & Salaries</i>						
5104	Temporary Payroll	24,926	30,589	13,363	30,589	31,483
5107	Overtime Pay	0	0	1,096	1,096	1,200
<i>Fringe Benefits</i>						
5151	Retirement Plan	0	0	75	75	80
5154	Social Security	352	444	281	527	548
5163	Workers Compensation	799	1,126	504	1,127	1,245
TOTAL PERSONNEL SERVICES		26,077	32,159	15,318	33,414	34,556
NON-PERSONNEL SERVICES						
<i>Travel/Training</i>						
5205	Seminar Expense	642	1,000	85	1,000	1,000
5208	Travel - City Business	0	500	134	500	500
<i>Purchased Services</i>						
5325	Contractual Services	6,943	6,325	3,235	6,325	6,325
5328	Advertising	1,901	2,450	0	2,450	2,450
5334	Printing Expense	791	1,000	796	1,000	1,000
<i>Supplies</i>						
5404	Clothing Expense	12,657	21,000	2,144	21,000	21,000
5422	Data Processing Supplies	0	1,200	892	1,200	1,200
5428	Recreation	16,860	2,000	1,115	2,000	2,000
5431	Postage	1,200	1,200	0	1,200	1,200
TOTAL NON-PERSONNEL SERVICES		40,992	36,675	8,401	36,675	36,675
TOTAL DANCE CLASSES		67,070	68,834	23,720	70,089	71,231

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: LEISURE

DEPARTMENT: LIBRARY

MISSION STATEMENT

Enhancing People's Lives And Opens Doors For Curious Minds.

2016 - 2017 Goals and Objectives

Address staffing needs.
Implement use of Past Perfect software in Local History collection.
Explore further collaboration with local historical organizations.
Improve volunteer management to better focus skills and abilities.
Develop Library website page(s) on City website.
Continue developing programs of interest and service to community.
Continue activity in POINT.
Develop Readers Services with local Senior Centers.
Develop Core curriculum for outreach visitations.
Begin process for developing Library's next Long Range Plan.
Host Library Board Planning Retreat.
Continue to develop Library collections.

2016 - 2017 Accomplishments

Sponsored Food for Fines Program
Sponsored Back-to-School Clothing Giveaway
Initiated Mini-Food Pantry at Library
Sponsored location for AARP tax preparation attended by 184 people
Revised Employee Handbook
Instituted automated volunteer sign in and report management
Initiated time and attendance software program
Cataloged complete records of Green Bay and Mississippi Canal Company
Cataloged and added more than 1,000 pictures to Website
Only library in OWLS to have increased circulation in 2016
Participated in ALICE training in conjunction with Police
Issued 1100 new library cards in 2016
Annual Fairy Walk had record attendance of over 900 attendees
US Cellular had free book give-a-way at Library
Continued to attend KASD Family Nights
Participated in Poverty Outcome Initiative Network Team
Participated in Reach Out and Read Advisory Committee
Participated in Fox Cities Reads and Book Festival
Worked with KHS JET students
Participated in Children's Expos in Fox Valley
Participated in Read on Wisconsin Advisory Committee
Programming Librarian participated as Director at Large for Youth Services section of WLA
Received \$2,000 grant from Best Buy for STEM programming
Completed installation of AV equipment in Board and Conference Rooms
Succeeded in obtaining 501 (c)3 status for Library Foundation

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: LEISURE

DEPARTMENT: LIBRARY

2017 - 2018 Goals and Objectives

- Continue developing Library's next Long Range Plan.
- Host Library Board Planning Retreat.
- Continue developing programs of interest and service to community.
- Continue to develop Library collections.
- Implement revised staff schedule
- Develop Capital Improvement Plan for Library
- Complete Interactive Learning Garden
- Explore technology collaboration with Kaukauna Utilities
- Continue collaboration with public and parochial schools and child care centers

Increase (Decrease) in 2018 Budget \$13,232, 1.38%

Service Efforts:

	2015	2016	% +/-	2017 (7 mos.)	Explanation
Patron Access	116,694	123,067	5%	68,680	Door Count
Circulation	171,956	182,045	6%	108,855	Total Circulation
Checkouts & Renewals	161,844	170,096	5%	100,816	
Overdrive	10,026	11,842	18%	7,974	eBook checkouts
Teacher Packs	86	107	24%	65	Prepared by KPL at Teachers' request
Loan Rate	34,488	27,044	-22%	16,332	KPL Items requested by other libraries
Borrowing Rate	39,408	40,605	3%	25,715	KPL Patron requests from other libraries
Program Attendance	11,961	14,496	21%	12,433	Total Program Attendees
Juvenile	11,208	13,524	21%	11,801	
Adult	753	972	229%	632	
Library Space Usage	0	1,171	N/A	1,004	Total Conference and Study Room Use
Study Rooms	0	658	N/A	568	
Meeting Rooms	0	513	N/A	436	
Computers Use	9,526	9,969	5%	4,433	Total Public Access computer use
Wi-Fi Usage	6,885	9,768	42%	7,364	Total Wi-Fi log-ins
Virtual Access	43,099	56,477	31%	28,806	Website log-ins

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: LEISURE

DEPARTMENT: LIBRARY

FUND: 101
DEPT: 55110

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
PERSONNEL SERVICES						
<i>Wages & Salaries</i>						
5101	Regular Payroll	400,786	391,071	191,833	383,123	397,544
5151	Retirement Plan	27,758	33,608	15,089	25,931	26,402
5154	Social Security	24,336	25,728	11,682	22,372	23,068
5157	Group Health Insurance	55,881	52,981	25,550	48,300	51,683
5160	Group Life Insurance	1,225	1,280	471	942	990
5163	Workers Compensation	668	626	322	613	636
TOTAL PERSONNEL SERVICES		510,653	505,294	244,948	481,281	500,323
NON-PERSONNEL SERVICES						
<i>Travel/Training</i>						
5208	Travel - City Business	0	250	24	24	250
5211	Education & Memberships	0	500	684	950	500
<i>Purchased Services</i>						
5303	Communications	240	240	130	280	300
5306	Heating Fuels	0	4,000	3,430	4,940	5,000
5309	Water, Sewer & Electric	14,185	8,000	5,140	10,500	10,000
5312	Maintenance - Building	0	110,113	89,661	112,752	122,201
5313	Lease - Building	0	133,140	33,285	133,140	133,140
5325	Contractual Services	9,215	63,500	29,254	64,200	67,150
5328	Advertising	0	600	177	250	150
5331	General Insurance	0	8,400	0	8,400	8,600
<i>Supplies</i>						
5401	Office Supplies	0	5,825	4,506	6,400	6,200
5402	Desktop Printing Expense	0	2,000	1,756	2,400	4,600
5422	Data Processing Supplies	0	4,500	4,020	5,300	5,000
5431	Postage	0	675	615	675	600
5441	Library Material	0	65,222	28,102	42,000	60,000
5442	Service Contracts	0	42,961	42,897	48,000	43,688
5444	Library Programs	0	2,750	2,359	3,100	3,500
5499	Miscellaneous	397,627	300	2,239	2,300	300
TOTAL NON-PERSONNEL SERVICES		421,268	452,976	248,279	445,611	471,179
OUTLAY						
5804	Office Equipment	0	0	0	0	0
TOTAL OUTLAY		0	0	0	0	0
TOTAL LIBRARY		931,921	958,270	493,227	926,892	971,502

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: LEISURE

DEPARTMENT: LIBRARY

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2016 ACTUAL	2017 BUDGET	2017	2018
	2017	2018			ESTIMATED ACTUAL	PROPOSED BUDGET
Library Director	1.00	1.00		89,107	89,508	92,099
Youth Librarian	1.00	1.00		64,432	64,838	66,715
Technology Coordinator	1.00	1.00		48,388	48,383	49,784
Library Associate	1.00	1.00		33,257	33,260	34,223
Library Associate	0.53	0.53		18,078	17,628	18,138
Library Associate	0.53	0.53		18,078	17,628	18,138
Library Associate	0.53	0.53		18,078	16,861	17,739
Library Associate	0.53	0.53		18,078	16,489	17,349
Library Associate	0.53	0.53		18,078	16,127	17,349
Library Associate	0.53	0.53		16,712	15,772	16,594
Library Associate	0.53	0.53		16,339	15,772	16,594
Library Associate	0.53	0.53		16,332	15,772	16,594
Library Associate	0.53	0.53		16,114	15,085	16,228
TOTAL	8.77	8.77	400,786	391,071	383,123	397,544

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: LEISURE

DEPARTMENT: SWIMMING POOL

MISSION STATEMENT

To provide aquatic programs including open swim, swim lessons, water aerobics, lap swimming, volleyball leagues and swimming pool rentals to residents of the City of Kaukauna. To provide all necessary support staff for the safety of the above mentioned programs and facility usage.

2016 - 2017 Goals and Objectives

Continue to evaluate potential for and feasibility of splash pad and miniature golf attractions.

Evaluate concession stand offerings.

Replace water heater on male side of bath house.

2016 - 2017 Accomplishments

Pool Evaluation

2017 - 2018 Goals and Objectives

Continue to evaluate potential for and feasibility of splash pad and miniature golf attractions.

Evaluate concession stand offerings.

Replace water heater on male side of bath house.

Increase (Decrease) in 2018 Budget

The Swimming Pool budget is proposed to increase by \$4,346 or 1.23%.

Service Efforts:

INDICATOR	2015	2016	2017
Days of operation	80	79	81
Daily attendance	38,368	42,068	40,581
Avg. daily attendance	480	532	501
Swimming lesson participants	1,642	1,674	1736
Water aerobic participants	16	15	15
Individual passes issued	652	734	744
Pool rentals	39 hours	42 hours	53 hours
Discover SCUBA/Snorkeling	12	25	16

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: LEISURE

DEPARTMENT: SWIMMING POOL

FUND: 101
DEPT: 55410

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
PERSONNEL SERVICES						
<i>Wages & Salaries</i>						
5101	Regular Payroll	36,049	41,394	18,738	41,032	42,384
5104	Temporary Payroll	134,472	165,096	33,658	165,096	169,940
5107	Overtime Pay	172	0	0	0	0
5119	Longevity Pay	94	112	0	112	127
<i>Fringe Benefits</i>						
5151	Retirement Plan	3,529	4,561	2,157	4,213	4,305
5154	Social Security	4,484	5,569	1,890	5,541	5,716
5157	Group Health Insurance	13,337	14,214	7,551	13,149	14,076
5160	Group Life Insurance	61	64	32	64	68
5163	Workers Compensation	5,173	7,169	1,748	7,154	7,909
TOTAL PERSONNEL SERVICES		197,372	238,179	65,775	236,362	244,525
NON-PERSONNEL SERVICES						
<i>Travel/Training</i>						
5205	Seminar Expense	1,195	1,000	0	1,000	1,000
5208	Travel - City Business	0	100	0	100	100
<i>Purchased Services</i>						
5303	Communications	80	160	43	160	160
5306	Heating Fuels	8,108	10,000	211	10,000	10,000
5309	Water, Sewer & Electric	18,798	15,000	5,850	15,000	15,000
5312	Maintenance - Building	11,244	20,000	6,083	20,000	20,000
5318	Maintenance - Automotive	125	1,500	1,344	1,500	1,500
5325	Contractual Services	22,292	23,085	14,731	23,085	23,085
5328	Advertising	2,248	2,550	1,315	2,550	2,550
<i>Supplies</i>						
5401	Office Supplies	1,300	2,000	823	2,000	2,000
5404	Clothing Expense	1,712	3,500	0	3,500	3,500
5407	Automotive Supplies	156	800	178	800	800
5410	General Supplies	4,096	3,500	800	3,500	3,500
5413	Chemical & Ordnance	5,086	4,125	918	4,125	4,125
5422	Data Processing Supplies	42	1,200	0	1,200	1,200
5425	Botanical & Agricultural	2,122	2,350	0	2,350	2,350
5428	Recreation	1,043	1,000	400	1,000	1,000
5431	Postage	1,208	1,200	1,200	1,200	1,200
5440	Concession Product	22,451	18,000	4,981	18,000	18,000
TOTAL NON-PERSONNEL SERVICES		103,307	111,070	38,877	111,070	111,070
OUTLAY						
5804	Office Equipment	0	4,000	0	0	2,000
TOTAL OUTLAY		0	4,000	0	0	2,000
TOTAL SWIMMING POOL		300,679	353,249	104,652	347,432	357,595

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: LEISURE

DEPARTMENT: SWIMMING POOL

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2016 ACTUAL	2017 BUDGET	2017	2018
	2017	2018			ESTIMATED ACTUAL	PROPOSED BUDGET
Recreation Director	0.33	0.33		23,828	23,590	24,272
Office Assistant	0.33	0.33		12,340	12,216	12,570
Laborer	0.10	0.10		5,226	5,226	5,542
TOTAL	0.76	0.76	36,049	41,394	41,032	42,384



CITY OF KAUKAUNA

2018 BUDGET

DIVISION: LEISURE

DEPARTMENT: YOUTH SPORTS

MISSION STATEMENT

To provide the youth of the City of Kaukauna with a broad range of programs to include a variety of sports programs, i.e. softball, soccer, T-ball, Rec-Ball, wrestling, flag football, baseball, and gymnastics. Provide all necessary staff for safe and adequate supervision of various programs and activities being offered. Provide staff for Safety Town and Kidz Academy programs.

2016 - 2017 Goals and Objectives

Add two new programs.

2016 - 2017 Accomplishments

Added MLB Home Run Derby, Zumba Kids and Zumba Kids Jr fitness classes and SCRAPS Scrapbooking class.

2017 - 2018 Goals and Objectives

Add Youth Baseball Program.

Increase (Decrease) in 2018 Budget

The Youth Sports budget is proposed to increase \$44,799 or 26.37%.

Service Efforts:

INDICATOR	2015	2016	2017
Gymnastics participants	367	345	226*
Summer sports participants	289	301	395
Boys volleyball league	32	43	*
Flag football participants	19	60	*
Football FUNdamentals participants	55	64	*
Wrestling participants	199	135	*
Winter basketball participants	148	140	*
7-8 Year Old Baseball League	156	-	-
Kidz Academy participants	100	96	79
Girls Softball participants	90	89	89
Safety Town participants	80	100	73
Bricks4Kidz	34	-	-
Disc Golf Instruction	44	48	42
Girls Volleyball Instruction	32	42	*
Junior Golf League	40	61	56
Pee Wee Golf	29	37	23
Golf Instruction	11	14	9
KidStage	73	95	72*
Kiddy Keys	26	-	-

INDICATOR	2015	2016	2017
Kiddy Keys & Company	23	-	-
Martial Arts	22	26	18
Nature Journaling/Draw On Wisconsin/Fox River Explorers/Easy Pinterest Sews for Summer	20	19	-
Archery Instruction	134	94	101
Rifle Instruction	31	23	29
Kayaking Instruction	6	2	1
Lil Mad Kat Art Classes	149	81	39*

* Registration for fall/winter programs is not complete at this time.

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: LEISURE

DEPARTMENT: YOUTH SPORTS

FUND: 101
DEPT: 55305

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
PERSONNEL SERVICES						
<i>Wages & Salaries</i>						
5101	Regular Payroll	34,793	36,168	18,381	35,806	36,842
5104	Temporary Payroll	41,321	56,065	9,258	56,065	64,907
5107	Overtime Pay	153	0	0	0	0
5119	Longevity Pay	87	100	0	100	127
<i>Fringe Benefits</i>						
5151	Retirement Plan	3,386	3,892	1,946	3,857	3,933
5154	Social Security	3,036	3,587	1,434	3,560	3,769
5157	Group Health Insurance	12,907	13,164	6,848	13,149	14,076
5160	Group Life Insurance	58	60	29	59	61
5163	Workers Compensation	1,621	2,964	830	2,949	3,542
TOTAL PERSONNEL SERVICES		97,361	116,000	38,726	115,545	127,257
NON-PERSONNEL SERVICES						
<i>Travel/Training</i>						
5205	Seminar Expense	1,548	600	0	600	600
5208	Travel - City Business	151	0	0	0	0
5211	Education & Memberships	150	150	0	150	150
<i>Purchased Services</i>						
5303	Communications	80	160	43	160	160
5318	Maintenance - Automotive	0	350	0	350	350
5325	Contractual Services	16,609	8,650	5,850	8,650	8,650
5328	Advertising	2,850	3,150	1,560	3,150	3,400
5386	Youth Baseball	0	0	0	0	19,252
5389	Girls Softball	2,405	12,000	1,982	12,000	12,000
5390	Youth Wrestling	5,004	7,000	3,094	7,000	7,000
<i>Supplies</i>						
5401	Office Supplies	1,503	1,000	785	1,000	1,000
5404	Clothing Expense	5,753	8,500	5,135	8,500	8,500
5407	Automotive Supplies	70	500	12	500	500
5422	Data Processing Supplies	2,148	1,200	1,200	1,200	1,200
5428	Recreation	5,586	9,450	2,767	9,450	9,450
5431	Postage	2,400	1,200	597	1,200	1,200
TOTAL NON-PERSONNEL SERVICES		46,257	53,910	23,025	53,910	73,412
OUTLAY						
5804	Office Equipment	0	0	0	0	14,040
TOTAL OUTLAY		0	0	0	0	14,040
TOTAL YOUTH SPORTS		143,619	169,910	61,752	169,455	214,709

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: LEISURE

DEPARTMENT: YOUTH SPORTS

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2016 ACTUAL	2017 BUDGET	2017	2018
	2017	2018			ESTIMATED ACTUAL	PROPOSED BUDGET
Recreation Director	0.33	0.33		23,828	23,590	24,272
Office Assistant	0.33	0.33		12,340	12,216	12,570
TOTAL	0.66	0.66	34,793	36,168	35,806	36,842

CITY OF KAUKAUNA

2018 BUDGET DIVISION: PARKS DEPARTMENT: PARKS

MISSION STATEMENT

The mission of the park department is to provide an aesthetically pleasing and open space program through planning, construction and effective maintenance. Activities of this department include park cleanup, maintenance of restroom facilities, turf care, (fertilizing, mowing, weed control), repair of benches, tables, grills and playground equipment.

Increase (Decrease) in 2018 Budget

The Parks budget increased \$40,933 or 9.72%

Service Efforts:

INDICATOR	2014	2015	2016
Park shelter reservations	153	153	152

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: PARKS

DEPARTMENT: PARKS

FUND: 101
DEPT: 55200

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
PERSONNEL SERVICES						
<i>Wages & Salaries</i>						
5101	Regular Payroll	182,874	201,348	100,253	201,348	210,592
5104	Temporary Payroll	13,545	17,000	5,404	16,000	17,000
5107	Overtime Pay	9,109	5,000	3,841	7,500	8,000
5110	Shift Premium Pay	72	0	1	2	50
5113	Job Class Premium Pay	1,760	2,000	906	1,800	2,000
5119	Longevity Pay	879	897	0	0	0
5125	Call Time	100	350	0	100	350
<i>Fringe Benefits</i>						
5151	Retirement Plan	19,037	23,638	12,172	23,638	24,191
5154	Social Security	13,985	16,281	8,145	16,354	17,152
5157	Group Health Insurance	50,443	56,311	29,641	56,311	66,803
5160	Group Life Insurance	460	440	247	493	518
5163	Workers Compensation	6,655	8,339	4,267	8,344	9,401
TOTAL PERSONNEL SERVICES		298,918	331,604	164,876	331,890	356,057
NON-PERSONNEL SERVICES						
<i>Purchased Services</i>						
5309	Water, Sewer & Electric	35,427	25,000	14,286	29,600	31,000
5312	Maintenance - Building	6,870	6,000	1,776	4,000	6,000
5318	Maintenance - Automotive	46	0	0	0	0
5321	Maintenance - Other Equipment	27,450	20,000	10,918	27,000	25,000
5322	Maintenance - Roads & Walks	934	3,800	155	3,800	3,000
5325	Contractual Services	22,000	11,000	3,650	8,000	11,000
<i>Supplies</i>						
5407	Automotive Supplies	5,648	5,500	2,793	4,800	5,200
5410	General Supplies	2,686	4,500	3,560	4,500	4,500
5425	Botanical & Agricultural	5,292	4,000	7,623	7,623	5,500
5437	Plumbing Supplies	1,999	2,500	334	1,000	2,000
5450	Dog Park Supplies	889	2,000	441	1,500	1,500
5460	Disk Golf Course Supplies	0	2,000	0	0	1,500
TOTAL NON-PERSONNEL SERVICES		109,239	86,300	45,536	91,823	96,200
OUTLAY						
5807	Machinery, Tools & Instruments	419	0	3,325	3,325	5,211
5833	Park Equipment	3,704	3,200	3,512	3,512	3,200
TOTAL OUTLAY		4,123	3,200	6,837	6,837	8,411
TOTAL PARKS		412,280	421,104	217,249	430,550	460,668

CITY OF KAUKAUNA

2018 BUDGET DIVISION: PARKS DEPARTMENT: PARKS

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2016 ACTUAL	2017 BUDGET	2017	2018
	2017	2018			ESTIMATED ACTUAL	PROPOSED BUDGET
Parkman	1.00	1.00		53,180	53,180	55,419
Parkman	1.00	1.00		53,180	53,180	55,419
Parkman	1.00	1.00		53,180	53,180	55,419
Laborer	0.60	0.60		31,356	31,356	33,251
Laborer	0.20	0.20		10,452	10,452	11,084
TOTAL	3.80	3.80	182,874	201,348	201,348	210,592

Kaukauna ON THE FOX

CITY OF KAUKAUNA

2018 BUDGET

*DIVISION: EMERGENCY GOVERNMENT
DEPARTMENT: CIVIL DEFENSE*

MISSION STATEMENT

To effectively provide warning and recovery services from natural or man-made disasters.

Under State Statute 166., Municipal Government has a responsibility to assist residents in time of emergency or disaster. The City of Kaukauna adopted the Federal & State integrated emergency management concept. Due to a backup system being in place for power outages, natural gas disruptions, communications failures, etc., the City of Kaukauna will be able to respond to any one of several hazards described in a hazard analysis of the City.

2016 - 2017 Goals and Objectives

Continue participation in Hazard Mitigation.

Maintain emergency management equipment.

Maintain and update local emergency operation planning.

2016 - 2017 Accomplishments

Participated in functional disaster exercise.

Was an active participant and committee member in Outagamie County Hazard Mitigation Committee.

Maintained local E/M equipment.

Updated local Emergency Operation plan.

2017 - 2018 Goals and Objectives

Maintain emergency management equipment.

Participate in emergency management planning.

Maintain local plan.

Establish operations in newly constructed EOC.

Increase (Decrease) in 201 Budget

The Civil Defense budget remains unchanged.

CITY OF KAUKAUNA

2018 BUDGET

FUND: 101
DEPT: 52900

DIVISION: EMERGENCY GOVERNMENT
DEPARTMENT: CIVIL DEFENSE

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
PERSONNEL SERVICES						
<i>Wages & Salaries</i>						
5101	Regular Payroll	2,500	2,500	1,193	2,500	2,500
<i>Fringe Benefits</i>						
5151	Retirement Plan	325	528	189	528	528
5163	Workers Compensation	78	92	44	92	99
TOTAL PERSONNEL SERVICES		2,903	3,120	1,425	3,120	3,127
NON-PERSONNEL SERVICES						
<i>Supplies</i>						
5407	Automotive Supplies	0	100	38	100	100
5410	General Supplies	0	900	0	900	900
TOTAL NON-PERSONNEL SERVICES		0	1,000	38	1,000	1,000
TOTAL CIVIL DEFENSE		2,903	4,120	1,463	4,120	4,127

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: EMERGENCY GOVERNMENT

DEPARTMENT: CIVIL DEFENSE

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2016 ACTUAL	2017 BUDGET	2017	2018
	2017	2018			ESTIMATED ACTUAL	PROPOSED BUDGET
Emergency Coordinator	**	**		2,500	2,500	2,500
TOTAL	0.00	0.00	2,500	2,500	2,500	2,500

** FTE calculation not readily determined due to the nature of the position

Kaukauna ON THE FOX

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: OTHER

DEPARTMENT: HEALTH INSURANCE

MISSION STATEMENT

This department accounts for the total health insurance cost of all City employees and reflects the transfer of most of these costs to various departments within the City. The unallocated portion represents the City's share of health insurance premiums for retired employees who have not reached Medicare eligible age.

Increase (Decrease) in 2018 Budget

The Health Insurance budget increased \$4,847 or 2.26%

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: OTHER

FUND: 101
DEPT: 59475

DEPARTMENT: HEALTH INSURANCE

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
PERSONNEL SERVICES						
<i>Fringe Benefits</i>						
5157	Group Health Insurance	233,599	214,436	121,080	205,000	219,283
TOTAL PERSONNEL SERVICES		233,599	214,436	121,080	205,000	219,283
TOTAL HEALTH INSURANCE		233,599	214,436	121,080	205,000	219,283

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: OTHER

DEPARTMENT: PROPERTY & LIABILITY INSURANCE

MISSION STATEMENT

This department accounts for the total cost of employer insurances and consulting fees. These employer insurances include property, boiler, crime, public officials, automotive, general liability, police professional, errors and omissions, and umbrella insurances.

Increase (Decrease) in 2018 Budget

The Property & Liability Insurance budget decreased (\$6,917) or (5.29%)

CITY OF KAUKAUNA

2018 BUDGET

DIVISION: OTHER

FUND: 101
DEPT: 59375

DEPARTMENT: PROPERTY & LIABILITY INSURANCE

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
NON-PERSONNEL SERVICES						
<i>Purchased Services</i>						
5331	General Insurance	126,689	130,702	104,594	130,702	115,785
TOTAL NON-PERSONNEL SERVICES		126,689	130,702	104,594	130,702	115,785
TOTAL LIABILITY & PROPERTY INS.		126,689	130,702	104,594	130,702	115,785
	Consultant					
	General Liability					32,696
	Police Liability					17,125
	Public Officials Bond					17,456
	Auto Liability & Physical Damage					31,003
	Crime					947
	Boiler					0
	Fuel Tank (Through Arthur)					4,500
	MPIC					37,131
	Total Insurance					140,858
	Less Dividend					(8,000)
	Less Allocation to KU					(8,473)
	Less Allocation to Library					(8,600)
	Total					115,785

Kaukauna ON THE FOX

CITY OF KAUKAUNA

2018 BUDGET

STORM WATER UTILITY SUMMARY

The City of Kaukauna created a Storm Water Utility in July 2009 to facilitate compliance with various State and Federal regulations regarding the quality of storm water runoff and discharges. The Equivalent Runoffs units (ERU) rate for storm water was changed in 2015 from \$66/ERU/year to \$72/ERU/Year. The ERU rate is budgeted to increase to \$84/ERU/year for the 2018 budget.

ERU stands for Equivalent Runoffs units. An ERU is the average impervious area of a single family home. Impervious area refers to any surface that does not allow the natural infiltration of water into the soil (examples include roofs, patios, driveways, sidewalks, and pavement.). A Storm water utility fee is assessed for each ERU that a non-residential property possesses.

Non-residential properties that have more property than an average residential home is charged one ERU for every 2,944 sq. feet of impervious area of that property. The ERU is charged monthly. Each residential property is charge one ERU per year. The monthly charge per home is \$6.00/month, budget to increase \$1/month.

In future years, all utility related costs should be assimilated into utility accounting, budgeting and reporting. These costs should eventually include all equipment purchases, equipment usage, and the utilities share of overhead costs.

CITY OF KAUKAUNA

2018 BUDGET

STORM WATER UTILITY

PROJECTED CASH BALANCE AS OF DECEMBER 31, 2017

DESCRIPTION		BALANCE
BALANCE AS OF JANUARY 1, 2017		
Cash And Receivable Balance Net of Current Liabilities		334,056
PROJECTED CHANGE IN CASH BALANCE FOR 2016		
Revenues & Other Financing Sources	963,000	
Expenses Net of Depreciation	(369,538)	
Debt Service - Principal and Interest	<u>(409,305)</u>	184,157
PROJECTED CASH BALANCE AS OF DECEMBER 31, 2017		
Projected Cash Balance Net of Current Liabilities		<u>518,213</u>

CITY OF KAUKAUNA

2018 BUDGET

STORM WATER UTILITY (601)

BUDGETED REVENUE & EXPENDITURE SUMMARY

DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTH ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
REVENUE					
Storm Water Utility Fees*	952,873	953,250	405,986	953,000	1,110,000
Permit Fees	17,929	12,000	4,853	10,000	11,000
TOTAL REVENUE	970,802	920,273	410,839	963,000	1,121,000
EXPENSES					
PERSONNEL SERVICES					
Street Cleaning	199,601	150,734	67,302	150,000	169,856
Storm Sewer Maintenance	106,380	131,276	44,671	128,267	128,561
KU Meter Reading / Billing Charges	14,118	11,891	5,635	11,271	12,820
Administrative Costs	91,000	88,082	45,500	80,000	92,009
Depreciation	128,780	173,947	0	173,947	173,147
TOTAL OPERATING EXPENSES	539,879	480,959	163,108	543,485	576,393
NONOPERATING (REVENUES) EXPENSES					
State Storm Water Grant	(20,903)	0	55,016	55,016	0
Interest & Fiscal Charges - Trans to Debt Fund	170,552	89,078	25,589	89,078	112,284
Capital Improvements		0	0	1,443	0
TOTAL NONOPERATING EXPENSES (REVENUES)	149,649	114,810	80,605	145,537	112,284
DEBT PAYMENT - PRINCIPAL ONLY					
Principal - Transfer to Debt Service Fund		320,227	0	320,227	542,680
TOTAL PAYMENT - PRINCIPAL ONLY	0	320,227	0	320,227	542,680
EXCESS (DEFICIT) REVENUES OVER EXPENDITURES	281,274	14	167,125	(46,249)	(110,356)

*Storm Water Utility Fees include a \$1.00 increase in ERU.

CITY OF KAUKAUNA

2018 BUDGET

FUND: 601
DEPT: 53302

STORM WATER UTILITY
DEPARTMENT: STREET CLEANING

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
PERSONNEL SERVICES						
Wages & Salaries						
5101	Regular Payroll	93,841	75,849	25,058	75,849	85,900
5107	Overtime Payments	8,079	3,500	0	4,000	4,000
5110	Shift Premium Pay	143	150	75	150	150
5113	Job Class Premium Pay	35	10	6	15	25
5119	Longevity pay	520	533	0	0	0
5125	Call Time	52	100	0	50	50
Fringe Benefits						
5151	Retirement Plan	23,368	9,298	3,210	9,298	9,867
5154	Social Security	7,400	6,131	1,909	6,125	6,895
5157	Group Health Insurance	32,008	25,757	8,470	25,757	27,249
5160	Group Life Insurance	211	157	76	152	160
5163	Workers Compensation	3,947	2,949	966	3,090	3,560
TOTAL PERSONNEL SERVICES		169,605	124,434	39,769	124,486	137,856
NON-PERSONNEL SERVICES						
Purchased Services						
5318	Maintenance - Automotive	16,916	12,000	21,823	24,000	18,000
Supplies						
5407	Automotive Supplies	8,355	8,800	3,617	8,000	8,500
5410	General Supplies	4,726	5,500	2,093	5,000	5,500
TOTAL NON-PERSONNEL SERVICES		29,997	26,300	27,532	37,000	32,000
TOTAL STREET CLEANING		199,601	150,734	67,301	161,486	169,856

CITY OF KAUKAUNA

2018 BUDGET
STORM WATER UTILITY
DEPARTMENT: STREET CLEANING

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2016 ACTUAL	2017 BUDGET	2017	2018
	2017	2018			ESTIMATED ACTUAL	PROPOSED BUDGET
Heavy Equipment Operator	1.00	1.00		47,112	47,112	55,419
Tandem Trucks	0.45	0.45		23,512	23,512	24,939
Laborer	0.10	0.10		5,225	5,225	5,542
TOTAL	1.55	1.55	93,841	75,849	75,849	85,900

CITY OF KAUKAUNA

2018 BUDGET

FUND: 601
DEPT: 53441

STORM WATER UTILITY
DEPARTMENT: STORM SEWER MAINTENANCE

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
PERSONNEL SERVICES						
<i>Wages & Salaries</i>						
5101	Regular Payroll	41,181	54,163	16,898	54,163	55,419
5107	Overtime Payments	328	800	260	750	800
5110	Shift Premium Pay	1	10	1	2	10
5113	Job Class Premium Pay	0	25	1	5	25
5119	Longevity Pay	250	300	0	0	0
5125	Call Time	230	500	187	500	500
<i>Fringe Benefits</i>						
5151	Retirement Plan	4,730	7,142	2,363	7,142	6,272
5154	Social Security	2,944	4,269	1,318	4,240	4,342
5157	Group Health Insurance	13,479	20,111	5,788	20,111	17,580
5160	Group Life Insurance	147	153	58	115	121
5163	Workers Compensation	1,601	2,053	683	2,139	2,242
TOTAL PERSONNEL SERVICES		64,890	89,526	27,557	89,167	87,311
NON-PERSONNEL SERVICES						
<i>Purchased Services</i>						
5309	Water, Sewer & Electric	24,645	23,000	9,124	21,800	23,000
5318	Maintenance - Automotive	0	150	0	0	0
5321	Maintenance - Other Equip	20	1,000	299	500	750
5322	Maintenance - Roads & Walks	6,337	7,000	71	6,000	6,500
5325	Contractual Services	9,691	7,000	6,002	8,000	8,000
<i>Supplies</i>						
5407	Automotive Supplies	2,240	3,600	1,619	2,800	3,000
5410	General Supplies	0	0	0	0	0
TOTAL NON-PERSONNEL SERVICES		42,932	41,750	17,114	39,100	41,250
TOTAL STORM SEWER MAINTENANCE		107,823	131,276	44,671	128,267	128,561

CITY OF KAUKAUNA

2018 BUDGET

STORM WATER UTILITY

DEPARTMENT: STORM SEWER MAINTENANCE

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2016 ACTUAL	2017 BUDGET	2017	2018
	2017	2018			ESTIMATED ACTUAL	PROPOSED BUDGET
Sewer Crew	1.00	1.00		54,163	54,163	55,419
TOTAL	1.00	1.00	41,181	54,163	54,163	55,419

CITY OF KAUKAUNA

2018 BUDGET

FUND: 601
DEPT: 53609

STORM WATER UTILITY
DEPARTMENT: SEWER USER BILLING COST

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
NON-PERSONNEL SERVICES						
Purchased Services						
5325	Contractual Services	14,118	11,891	5,635	11,891	12,820
TOTAL NON-PERSONNEL SERVICES		14,118	11,891	5,635	11,891	12,820
TOTAL SEWER USER BILLING COST		14,118	11,891	5,635	11,891	12,820

CITY OF KAUKAUNA

2018 BUDGET

STORM WATER UTILITY SUMMARY OF DEBT SERVICE COSTS

	<i>12/31/17 BALANCE</i>	<i>12/31/18 BALANCE</i>	<i>PRINCIPAL MATURITIES</i>	<i>INTEREST</i>	<i>TOTAL PRINCIPAL AND INTEREST</i>
2015D G.O. Note	178,250	172,500	5,750	5,376	11,126
2015B G.O. Notes	1,280,000	1,196,000	84,000	34,520	118,520
2013B G.O Note	505,063	295,170	209,893	14,319	224,212
2012 G.O. Notes	197,201	187,438	9,763	5,018	14,781
2011 G.O. Notes	590,245	511,140	79,105	16,384	95,489
2008 G.O. Note	79,170	0	79,170	3,167	82,337
2016C Revenue Bond	1,275,000	1,200,000	75,000	33,500	108,500
Totals	4,104,929	3,562,248	542,681	112,284	654,965

CITY OF KAUKAUNA

2018 BUDGET

STORM WATER UTILITY

CAPITAL PROJECTS FIVE YEAR PLAN - AMOUNT TO BE BORROWED

PROJECT	2018	2019	2020	2021	2022
EQUIPMENT:					
STORM SEWER IMPROVEMENTS:					
Delanglade Street (STH 55)	20,000				
Oakridge Avenue to Crooks Avenue Area (Phase 3 of 3)	300,000				
Public Works SWPPP Site Improvements	200,000				
Kelso Pond Bank Stabilization	75,000				
Erosion Control/Remediation - Shoreline/Outfalls/Streambank	35,000				
Wisconsin Avenue/Desnoyer Street		160,000			
Mini Storm Sewer - East 19th Street		80,000			
Erosion Control/Remediation - Shoreline/Outfalls/Streambank		35,000			
Sarah Street/Doty Street Storm Sewer			240,000		
Ducharme Street Storm Sewer, Culvert, Sand Filter			200,000		
Badger Road Pond			350,000		
Erosion Control/Remediation - Shoreline/Outfalls/Streambank			35,000		
Quinney Metoxen Storm Sewer				500,000	
Island Street - Dodge to Tailrace Storm Sewer				80,000	
Pool Road and Parking Lot				60,000	
Replace Back Up Generators Tower Drive				300,000	
Erosion Control/Remediation - Shoreline/Outfalls/Streambank				35,000	
Schultheis/Oak Street Storm Sewer					50,000
Riverview Stormwater Detention					600,000
Erosion Control/Remediation - Shoreline/Outfalls/Streambank					35,000
TOTAL	630,000	275,000	825,000	975,000	685,000

CITY OF KAUKAUNA

2018 BUDGET

SANITARY SEWER UTILITY SUMMARY

The City of Kaukauna created a Sanitary Sewer Utility beginning in 2012 to more accurately account for activities associated with sewerage collection and treatment, to establish a more accurate user charge rate and to allow for the issuance of revenue bonds to finance utility projects. The current rate is \$6.75 per cubic feet. This rate was reviewed and changed in 2015 and budgeted to remain the same for the 2017 budget.

In future years, all utility related costs should be incorporated into utility accounting budgeting and reporting. These costs should eventually include all equipment purchases, equipment usage, and the utilities share of overhead costs. The 2018 budget incorporates all the sanitary sewer related debt and includes refined administrative cost allocations.

CITY OF KAUKAUNA

2018 BUDGET

SANITARY SEWER UTILITY

PROJECTED CASH BALANCE AS OF DECEMBER 31, 2017

DESCRIPTION		BALANCE
BALANCE AS OF JANUARY 1, 2017		
Cash And Receivable Balance Net of Current Liabilities		2,400,898
PROJECTED CHANGE IN CASH BALANCE FOR 2017		
Revenues & Other Financing Sources	3,302,700	
Expenses Net of Depreciation	(2,157,728)	
Debt Service - Principal and Interest	(727,549)	
PROJECTED CASH BALANCE AS OF DECEMBER 31, 2017		
Projected Cash Balance Net of Current Liabilities		2,818,321

CITY OF KAUKAUNA

2018 BUDGET

SANITARY SEWER UTILITY FUND (602) BUDGETED REVENUE & EXPENDITURE SUMMARY

DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTH ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
REVENUE					
Sanitary Sewer Utility Fees	3,375,559	3,240,000	1,441,737	3,300,000	3,240,000
Interest Income	3,632	1,000	1,422	2,700	2,500
TOTAL REVENUE	3,379,191	3,241,000	1,443,159	3,302,700	3,242,500
EXPENSES					
<i>OPERATING EXPENSES</i>					
Sanitary Sewer Maintenance	169,939	209,492	73,919	175,000	192,612
HOVMSD Sewerage Treatment Costs	1,654,523	1,730,000	819,589	1,650,000	1,620,000
KU Meter Reading / Billing Charges	252,684	237,820	107,083	200,000	243,579
Administrative Costs	119,500	105,128	46,000	105,128	116,728
Sewer Backup Insurance	27,588	27,500	13,794	27,600	27,900
Depreciation	243,393	251,431	0	251,431	267,205
TOTAL OPERATING EXPENSES	2,467,627	2,561,371	1,060,385	2,409,159	2,468,023
<i>NONOPERATING (REVENUES) EXPENSES</i>					
Capital Improvements	(1,544)		0	0	0
Interest & Fiscal Charges - Trans to Debt Fund	219,984	177,281	78,614	177,281	157,748
TOTAL NONOPERATING REVENUES (EXPENSES)	218,440	163,968	78,614	177,281	157,748
DEBT PAYMENT - PRINCIPAL ONLY					
Principal Only	641,852	497,073	0	497,073	569,801
TOTAL PAYMENT - PRINCIPAL ONLY	641,852	507,368	0	497,073	569,801
EXCESS (DEFICIT) REVENUES OVER EXPENDITURES	51,271	(53,714)	304,160	219,187	46,929

CITY OF KAUKAUNA

2018 BUDGET

*SANITARY SEWER SERVICE UTILITY
DEPARTMENT: SANITARY SEWER MAINTENANCE*

<i>TITLE OF POSITION</i>	<i>NUMBER OF FULL-TIME EQUIVALENTS</i>		<i>2016 ACTUAL</i>	<i>2017 BUDGET</i>	<i>2017</i>	<i>2018</i>
	<i>2017</i>	<i>2018</i>			<i>ESTIMATED ACTUAL</i>	<i>PROPOSED BUDGET</i>
Heavy Equipment Operator	1.00	1.00		55,765	55,765	55,419
Heavy Equipment Operator	0.40	0.40		22,306	22,306	22,168
TOTAL	1.40	1.40	60,075	78,071	78,071	77,587

CITY OF KAUKAUNA

2018 BUDGET

FUND: 602
DEPT: 53608

SANITARY SEWER UTILITY
DEPARTMENT: SANITARY SEWER MAINTENANCE

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
PERSONNEL SERVICES						
<i>Wages & Salaries</i>						
5101	Regular Payroll	60,075	78,071	32,436	78,071	77,587
5107	Overtime Payments	838	1,200	451	1,000	1,200
5110	Shift Premium Pay	1	10	1	2	10
5113	Job Class Premium Pay	1,751	1,800	926	1,750	1,800
5119	Longevity Pay	624	624	0	0	0
5125	Call Time	349	800	278	600	700
<i>Fringe Benefits</i>						
5151	Retirement Plan	15,819	10,560	4,681	10,560	8,132
5154	Social Security	4,418	6,312	2,593	6,229	6,219
5157	Group Health Insurance	20,958	28,155	12,809	28,155	25,116
5160	Group Life Insurance	264	524	146	291	437
5163	Workers Compensation	2,437	3,036	1,346	3,143	2,992
TOTAL PERSONNEL SERVICES		107,533	131,092	55,666	129,801	124,193
NON-PERSONNEL SERVICES						
<i>Purchased Services</i>						
5309	Water, Sewer & Electric	17,215	16,700	7,499	16,500	17,000
5318	Maintenance - Automotive	1,111	2,000	16	1,500	1,500
5321	Maintenance - Other Equip	8,839	6,800	919	6,500	6,800
5322	Maintenance - Roads & Walks	10,939	15,000	9	13,000	14,000
5325	Contractual Services	19,444	25,000	7,471	24,000	25,000
<i>Supplies</i>						
5407	Automotive Supplies	3,367	2,900	2,170	3,200	3,200
5410	General Supplies	1,491	1,000	169	750	1,000
TOTAL NON-PERSONNEL SERVICES		62,406	69,400	18,253	65,450	68,500
OUTLAY						
5807	Machinery, Tools & Instrumnts	0	9,000	0	9,000	0
TOTAL OUTLAY		0	9,000	0	9,000	0
TOTAL SANITARY SEWER MAINT		169,939	209,492	73,919	204,251	192,693

CITY OF KAUKAUNA

2018 BUDGET

FUND: 602
DEPT: 53610

SANITARY SEWER UTILITY
DEPARTMENT: HOVMSD-SEWERAGE TREATMENT

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
NON-PERSONNEL SERVICES						
Purchased Services						
5309	Water, Sewer & Electric	1,654,523	1,730,000	819,589	1,600,000	1,620,000
TOTAL NON-PERSONNEL SERVICES		1,654,523	1,730,000	819,589	1,600,000	1,620,000
TOTAL HOV SEWERAGE TREATMENT		1,654,523	1,730,000	819,589	1,600,000	1,620,000

CITY OF KAUKAUNA

2018 BUDGET

FUND: 602
DEPT: 53609

SANITARY SEWER UTILITY
DEPARTMENT: SEWER USER BILLING COST

OBJECT CODE	DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
NON-PERSONNEL SERVICES						
Purchased Services						
5325	Contractual Services	252,684	237,820	107,073	230,000	256,399
TOTAL NON-PERSONNEL SERVICES		252,684	237,820	107,073	230,000	256,399
TOTAL SEWER USER BILLING COST		252,684	237,820	107,073	230,000	256,399

CITY OF KAUKAUNA

2018 BUDGET

SANITARY SEWER UTILITY SUMMARY OF DEBT SERVICE COSTS

<i>DEBT ISSUE</i>	<i>12/31/17 BALANCE</i>	<i>12/31/18 BALANCE</i>	<i>PRINCIPAL MATURITIES</i>	<i>INTEREST</i>	<i>TOTAL PRINCIPAL AND INTEREST</i>
2015D G.O. Note	215,295	208,350	6,945	6,494	13,439
2013B G.O Note	455,749	287,691	168,058	11,465	179,523
2011 G.O. Note	104,516	90,508	14,008	2,901	16,909
2008 G.O. Debt	157,850	27,060	130,790	5,232	136,022
2013 Revenue Bond	1,525,000	1,400,000	125,000	61,031	186,031
2015 Revenue Bond	1,100,000	1,025,000	75,000	39,375	114,375
2016 Revenue Bond	1,175,000	1,125,000	50,000	31,250	81,250
Totals	4,733,410	4,163,609	569,801	157,748	727,549

CITY OF KAUKAUNA

2018 BUDGET

SANITARY SEWER UTILITY

CAPITAL PROJECTS FIVE YEAR PLAN - AMOUNT TO BE BORROWED

PROJECT	2018	2019	2020	2021	2022
EQUIPMENT:					
SANITARY SEWER IMPROVEMENTS:					
Manhole Lining/Repair	50,000				
Quinney/Metoxen Area (Phase 2 of 2)	550,000				
River Street Sanitary Sewer	90,000				
Delanglade Street (STH 55) Reconstruction	130,000				
Sewer CCTV	15,000				
Plank Road Area (Plank Road, Green Bay Rd, Florence Street)		700,000			
CIPP Lining (Wisconsin Ave, JohnSt/Ducharme St)		250,000			
Sewer CCTV		15,000			
Kenneth Ave Area Phase 1 of 2 (8th & 9th Street)			550,000		
Bel Air Ct Lift Station/FM Upgrade			400,000		
Sewer CCTV			15,000		
Kenneth Ave Area Phase 2 of 2 (7th to Park Street)				900,000	
Replace Back Up Generators - Augustine Street				300,000	
Sewer CCTV				15,000	
Reaume Ave Area (3rd, 4th, 5th)					750,000
Dodge St/10th Street Lift Station/FM Upgrade?					400,000
TOTAL	835,000	965,000	965,000	1,215,000	1,150,000



RESOLUTION NO. 4105

**RESOLUTION DESIGNATING APPROPRIATIONS AND LEVYING A TAX
FOR THE 2018 BUDGET OF THE CITY OF KAUKAUNA**

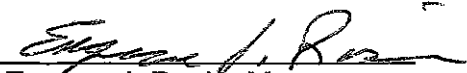
BE IT HEREBY RESOLVED, by the City Council of the City of Kaukauna, Wisconsin, that there hereby be appropriated out of the receipts of the City of Kaukauna for the year 2018, including monies received from the general property tax levy, as described in attached budget schedules for General Fund, 1000 Islands Environmental Center, Debt Service Fund, Park Development Fund, Special Assessment/Debt Stabilization Fund, Sanitary Sewer Utility Fund, and Stormwater Utility Fund the amounts shown in said attached Schedules.

BE IT FURTHER RESOLVED, that the following be and is hereby declared the tax levy for 2017, collected in 2018, upon all taxable property within the City of Kaukauna as returned by the Assessor in the year 2017, for the uses and purposes as set forth in said budget, and that all taxing officers of the City are hereby authorized and directed to spread the tax upon the current tax roll of the City of Kaukauna.


1. There is levied upon the taxable property of the City of Kaukauna for the General Fund, the sum of \$6,107,762.
2. There is levied upon the taxable property of the City of Kaukauna for the 1000 Islands Environmental Center, the sum of \$156,076.
3. There is levied upon the taxable property of the City of Kaukauna for debt service, all bonds and notes legally required, the sum of \$2,544,805.
4. There is levied upon the taxable property of the City of Kaukauna for the Park Development Fund, the sum of \$15,000 for a total tax levy of \$8,823,643.

Introduced and adopted this 21st day of November, 2017.

APPROVED: _____


Eugene J. Rosin, Mayor

ATTEST: _____


Susan J. Duda, Clerk/Treasurer

APPENDIX A

CHART OF ACCOUNTS - EXPENDITURE CLASSIFICATION

OBJECT CODE	DESCRIPTION	DEFINITION
PERSONAL SERVICES		
	<u>Wage & Salaries:</u>	
5101	Regular Payroll -	Salaries and wages paid to regular authorized employees whether full-time or part-time.
5104	Temporary Payroll -	Salaries and wages paid to temporary or seasonal employees.
5107	Overtime Payments -	Payments made to full-time or part-time employees for overtime services.
5110	Shift Premium Pay -	The additional earnings paid to employees whose work work shift falls within certain hours as defined by the Union Contract. Rate also is defined by Union Contract.
5113	Job Class Premium Pay -	Earnings differential paid to an employee for working at a higher rated job as defined in Union Contract. (Amount here is the amount earned at higher rate minus amount earned at normal rate)
5116	Holiday Pay -	Wages paid to employee in positions covered by Union Contract for additional pay for Holidays even though not worked as well as additional pay for work on the Holiday over and above the regular pay as defined by Union Contract.
5119	Longevity Pay -	Wages paid to employees based on years of service.
5122	FLSA Pay -	Wages paid to employees above contractual requirements to conform with FLSA regulations.
5125	Call Time Pay -	Wages paid to employees per Union Contract for call time.
	<u>Fringe Benefits:</u>	
5151	Retirement Pay -	Employee and employer contributions to Wisconsin Retirement System net of any employee's contribution where applicable.
5154	Social Security -	Employer's social security and medicare only contributions made on behalf of City employees.
5157	Group Health Insurance -	Employee's health insurance premium net of employee's contribution where applicable.
5160	Group Life Insurance -	Employee's life insurance premium net of employee's contribution where applicable.

APPENDIX A

CHART OF ACCOUNTS - EXPENDITURE CLASSIFICATION

OBJECT CODE	DESCRIPTION	DEFINITION
PERSONAL SERVICES		
	<u>Fringe Benefits:</u>	
5163	Workers Compensation -	Employer's worker's compensation insurance premiums paid on behalf of City employees.
5166	Unemployment Insurance -	Reimbursement to the State of Wisconsin for unemployment compensation paid on behalf of unemployed City workers.
NON-PERSONAL SERVICES		
	<u>Travel/Training:</u>	
5202	Car Allowance -	Authorized car allowances to City employees.
5205	Seminar Expenses -	Conferences and seminars, including registration, tuition, book fees, meals, lodging and travel to and from.
5208	Travel - City Business -	Attendance of regular monthly, quarterly, or annual meetings of professional organizations or business meetings attended on behalf of the City, including registrations, meals, lodging and travel to and from.
5211	Education & Memberships -	Books, magazines, directories, reports and other publications, membership in professional organizations.
5215	Expense Allowance -	Allowance to compensate for City business related expenses.
	<u>Purchased Services</u>	
5303	Communications -	Telephone, telegraph, teletype, cable and messenger service communication consoles.
5306	Heating Fuels -	Natural gas, fuel oil, kerosene.
5309	Water, Sewer & Electric -	Electric, water and sanitary sewer service.
5312	Maintenance - Buildings -	Materials and services used in the repair of buildings and their integral parts not of a major outlay nature. Includes such items as removing wastes, cleaning windows, extermination, janitorial service, rug and towel service.
5315	Maintenance - Office Equip. -	Materials and services used in the repair of office equipment - machines, furniture, fixtures - including maintenance contracts.

APPENDIX A

CHART OF ACCOUNTS - EXPENDITURE CLASSIFICATION

OBJECT CODE	DESCRIPTION	DEFINITION
NON-PERSONAL SERVICES		
	<u>Purchased Services:</u>	
5318	Maintenance - Automotive -	Materials and services used in the repair of automotive equipment, including autos, trucks, motorcycles, fire apparatus, rollers, etc. Includes parts, tires, tubes, batteries, electrical and mechanical accessories, but not supplies under 407.
5321	Maintenance - All Other Equip. -	Materials and services used in the repair of machines and mechanical tools, equipment of a scientific or technical nature such as medical, laboratory, scales, pumps, motion picture machine, cameras, projectors, communications systems, traffic signal systems, time clocks and personal equipment such as revolvers, etc.
5322	Maintenance - Roads & Walks -	Materials and services used in the repair and maintenance of streets, bridges, walks, sanitary and storm sewers. catch basins, traffic lane and street sign construction, etc. not of a major outlay nature. Includes materials such as salt, calcium, cement, brick, sand, oiling, patching, etc.
5325	Contractual Services -	All contracted services including testing fees, collection service, legal, appraisal, referees, drama teachers, physical exams, Board of Prisoners expense.
5328	Advertising -	Legal advertising and other public advertising. Also ads in professional journals, etc.
5331	General Insurance -	Insurance premiums of a general nature excluding fringe benefit insurance. Included are Fire, Blanket Bond, General Liability and Auto, Boiler, Money & Securities and Inland Marine Equipment insurance premiums.
5334	Printing Expense	Printing of office forms, letterheads, envelopes, reports, pamphlets publications, poster photographing, codes, etc. Also includes binding and repairs to record books, decals, blueprinting, photostating, signs, etc.
5337	Rent - General -	All rental charges other than for equipment which includes office space, land, right of way, storage space, storage costs, post office boxes, gymnasiums, films, slides, etc.
5340	Rent - Equipment -	Rental of equipment with or without operator, including trucks, construction equipment, office equipment, etc.

APPENDIX A

CHART OF ACCOUNTS - EXPENDITURE CLASSIFICATION

OBJECT CODE	DESCRIPTION	DEFINITION
NON-PERSONAL SERVICES		
<u>Purchased Services:</u>		
5379	Interest Expense -	Interest expense incurred as a result of short or long-term debt instruments.
5382	Bad Debt Expense -	Recognition of uncollectible accounts received such as personal property taxes, ambulance fees and miscellaneous bills.
5385	Wellness Program -	Cost related to the operation of a wellness program.
5388	Officer Friendly Program -	Costs related to the maintenance of the program.
5391	Crime Prevention Program -	Costs related to the maintenance of the program.
5394	Crime Abatement Program -	Costs related to the maintenance of the program.
5395	Recycling Program -	Costs related to the maintenance of the program.
5397	Fire Safety Education -	Costs related to the maintenance of the program.
<u>Supplies:</u>		
5401	Office Supplies -	All supplies necessary for use in operating office drafting supplies, paper, pencils, photostat supplies, ink, etc.
5404	Clothing Expense -	Cost of purchasing, repairing or allowances for canvas, cloth cotton goods, curtains, hats, linens, dress findings, oil cloth, ribbon, robes, shoes, thread, towels, yard and flags, uniforms shirts, trousers, hats, raincoats, boots, rubbers, safety glasses, as well as laundry, dry cleaning and linen services for the above.
5407	Automotive Supplies -	Gasoline, lubricating oil, grease, antifreeze, fuel taxes, etc.
5410	General Supplies -	Waste packing, padlocks, lamps electric bulbs, rope, twine sash cord, small batteries, oil and grease for mechanical use, and all tools of a minor nature not capital outlay; hoes, shovels, rakes, trowels, hammers, screwdrivers, trash cans, step ladders, wire screening, garden hose, sandpaper, wrenches, paint brushes, screws, nuts, bolts, keys, etc.

APPENDIX A

CHART OF ACCOUNTS - EXPENDITURE CLASSIFICATION

OBJECT CODE	DESCRIPTION	DEFINITION
NON-PERSONAL SERVICES		
	<u>Supplies:</u>	
5413	Chemicals and Ordnance -	Ammunition, tear gas, fire arms, gas masks and chemicals such as acetylene oxygen, not used for medical, botanical, road or cleaning purposes also, recharge fire extinguishers, paints, thinners, varnishes, etc.
5416	Custodial Supplies -	Soaps, deodorants, disinfectants, floor oil, wax, scouring powder, bluing, brooms, mops, toilet paper, paper towels, cleaning rags, soap and paper towel dispensers, water softener salt, starch.
5419	Medical & Laboratory Supplies -	All medications, bandages, medicines, prescriptions, suture materials, vaccines, as well as medical, surgical or nursing services.
5422	Data Processing Supplies -	Paper, ribbons, continuous feed forms.
5425	Botanical and Agricultural -	Seeds, bulbs, plants, trees, fertilizers, insecticides for use on plants and trees, flower pots, etc.
5428	Recreation -	Recreational articles for transient use such as baseballs, bats, volley balls, tennis nets, prizes for awards, ping-pong paddles, and balls, arts - crafts materials, phonograph records.
5431	Postage -	All postage, stamps and post office charges for the mailing of letters, packages and parcels.
5434	Photographic Supplies -	Film, flash bulbs, and minor photographic equipment.
5437	Plumbing Supplies -	Fixtures, fittings, pipe, valves, etc.
5440	Concession Product -	Products purchased for resale at municipal concession stands.
5443	Aggregate Supplies -	Road gravel, crushed stone, sand, cold mix, concrete, etc.
5450	Dog Park Supplies	Supplies purchased for Dog Park.
5460	Disk Golf Course Supplies	Supplies purchased for Disk Golf Course.
5499	Miscellaneous -	All materials and supplies which can not be easily classified in the provided account structure.

APPENDIX A

CHART OF ACCOUNTS - EXPENDITURE CLASSIFICATION

OBJECT CODE	DESCRIPTION	DEFINITION
OUTLAY		
5801	Land & Buildings -	All costs in connection with acquisition of land or buildings; the major enlargement or extension of buildings; major permanent improvements, alterations, or replacement of mechanical equipment such as heating or plumbing systems which are an integral part of the building.
5804	Office Equipment -	Purchase of office furniture and equipment.
5807	Machinery, Tools & Instruments -	Purchase of machines and mechanical tools, equipment, scales, power tools, communications equipment, etc., the cost of installing, extending, or enlarging outside electrical service applicable to equipment.
5830	Automotive -	Purchase of automobiles, trucks, motorcycles, fire apparatus, construction equipment, sweepers, graders, roller, lawn care equipment, etc.; and accessories thereto.
5833	Park Equipment -	Includes benches, tables, pool equipment, drinking fountains, etc.
5837	Infrastructure -	The cost of constructing streets, bridges, walks and sewers or of permanent major improvements including contracts and materials. (Does not include ordinary maintenance and repairs)
EXPENSE TRANSFERS		
5899	Expense Transfers -	Costs which are incurred by one department are allocated to other departments.

APPENDIX B

DEMOGRAPHIC PROFILE

POPULATION

1980	11,310*
1990	11,982*
2000	12,983*
2008	15,229
2009	15,414
2010	15,462*
2011	15,519
2012	15,627
2013	15,725*
2014	15,765
2015	15,799
2016	15,848
2017	15,926

***Per census; other years are estimates.**

POPULATION CHARACTERISTICS

	<u>1990</u>	<u>2000</u>	<u>2010</u>
Median Age	31.6	35.1	34.6
% School Age	20.8	24.1	25.8
% Working Age	56.7	55.7	60.0
% 65 and Older	13.9	13.7	12.2
Number of Persons/Household	2.7	2.6	2.37
Median Family Income	\$37,036	\$50,187	\$53,034
% Below Poverty Level	4.7	2.6	7.9
Per Capita Income	\$12,748	\$18,748	\$25,401

APPENDIX B

DEMOGRAPHIC PROFILE

HOUSING UNITS

1990	4,454*
2000	5,138*
2008	6,477
2009	6,531
2010	6,596*
2011	6,678
2012	6,720
2013	6,748
2014	6,791
2015	6,817
2016	6,839
2017	

*Per census; other years are based upon new unit figures compiled by the inspection department.

AREA OF THE CITY

2007	4,807 acres
2008	4,813 acres
2009	4,824 acres
2010	4,825 acres
2011	4,834 acres
2012	4,834 acres
2013	4,836 acres
2014	4,839 acres
2015	4,839 acres
2016	4,870 acres
2017	4,898 acres

MILES OF STREET

2007	75.27
2008	75.42
2009	75.64
2010	75.64
2011	75.91
2012	75.91
2013	75.91
2014	75.91
2015	75.91
2016	76.57
2017	77.13

LARGEST TAXPAYERS

NAME

ASSESSED VALUE (\$)

Albany International	20,239,800
Expera	17,663,100
Liebovich Steel	14,322,300
Lamplighter	13,764,100
Team Industries	11,468,200
Bassett Mechanical	7,435,700
Kwik Trip	5,362,800
Gustmans	5,296,300
Dawes Crane	4,339,500
Stephen Classon (Trail Park)	4,010,500

CITY OF KAUKAUNA

2018 BUDGET

APPENDIX C ENVIRONMENTAL CENTER MISSION STATEMENT

MISSION STATEMENT: To provide children, adults and families the knowledge and skills needed to build a sustainable balance between the environment, economy and community through education, conservation and recreation.

Programs offered at the Center include spring, fall and winter educational awareness programs for schools. A full schedule of summer activities including Bird House Building, Fish the Fox, Meet the Animals Day, Crayfish Critter Hunt and many more programs are offered for children. Annual special events include Friends Annual Meeting, Sugar Bush and Spring Art Fair.

The Center also is available for organizations and other groups such as school groups, scout troops, etc. to visit.

Performance Measures:

INDICATOR	AS OF 12/31/15	AS OF 12/31/16	AS OF 6/30/17
School groups	8,029	8,296	4,697
Scouts	210	442	107
Other groups	4,689	3,746	1,160
General public	31,781	32,119	17,995

APPENDIX C

2018 BUDGET ENVIRONMENTAL CENTER BUDGET DETAIL

DESCRIPTION	2016 ACTUAL	2017 BUDGET	2017 6 MONTHS ACTUAL	2017 ESTIMATED ACTUAL	2018 BUDGET
REVENUES					
Property Taxes	131,550	146,989	146,989	146,989	156,076
Kaukauna School District Aids	15,000	15,000	0	15,000	15,000
Outagamie County Aids	10,025	10,000	5,000	10,000	10,000
Interest Income	15,000	15,000	0	15,000	15,000
Center User Fees	16,348	14,000	7,314	14,000	14,000
Donations & Contributions	35,517	15,000	4,878	12,000	12,000
TOTAL REVENUES	223,440	215,989	164,181	212,989	222,076
EXPENDITURES					
Travel Expense	200	300	0	300	300
Professional Training and Certification	1,476	1,000	200	1,000	1,000
Expendable Supplies	1,589	2,500	1,681	2,500	2,500
Animal and Bird Care	1,332	1,100	685	1,100	1,100
Programs	1,157	2,600	271	2,600	2,600
Conservancy Zone Maintenance	2,034	5,000	2,926	5,000	5,000
Telephone	(240)	300	30	300	300
Gas	1,998	4,000	938	4,000	4,000
Electric and Water	10,441	11,000	3,787	11,000	11,000
Building Maintenance	3,453	6,500	1,077	6,500	6,500
Truck Operations and Maintenance	420	500	170	500	500
Ground and Conservation Maintenance	0	9,000	0	9,000	9,000
Janitorial Service	7,481	8,000	4,060	8,000	8,000
Office Supplies	2,666	2,900	870	3,000	3,000
Postage	0	100	0	100	100
Miscellaneous	1,702	2,600	309	2,600	2,600
Regular Payroll - Naturalist	60,516	61,449	29,213	61,750	63,537
Longevity	180	230	0	230	240
Retirement Plan	6,848	7,895	3,952	7,916	8,100
Social Security	4,344	4,718	2,271	4,741	4,879
Group Life Insurance	61	64	31	61	65
Workers Compensation	2,335	2,270	1,136	2,281	2,519
Regular Payroll - Business Coordinator	45,005	45,637	21,696	45,861	47,189
Temporary Payroll	6,510	5,998	2,160	5,998	6,020
Longevity	360	360	0	360	360
Retirement Plan	5,119	5,888	2,935	5,903	6,039
Social Security	3,303	3,606	1,689	3,623	3,725
Health Insurance	19,739	20,111	10,456	20,111	21,518
Group Life Insurance	66	69	34	68	71
Workers Compensation	339	294	116	295	314
Restricted/Other	26,715	0	2,962	2,962	0
TOTAL EXPENDITURES	217,148	215,989	95,654	219,660	222,076

APPENDIX D

GLOSSARY

ACCOUNTING SYSTEM: The methods and records established to identify, assemble, analyze, classify, record and report the City's transactions and to maintain accountability for the related assets and liabilities.

ACCRUAL BASIS: The recording of the City's transactions that have cash consequences in the period in which those transaction occur rather than in the period in which cash is received or paid by the City.

AGENCY FUND: A fund normally used to account for assets held by the City as an agent for individuals, private organizations or other governments.

APPROPRIATION: A legal authorization granted by the City Council to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in amount and time it may be expended.

ASSESS: To establish an official property value for taxation.

ASSESSED TAX RATE: The amount of property tax paid by property owners for each \$1,000 of their assessed property value. This rate is computed by dividing the total amount of the tax levies by the total assessed value of the City.

ASSESSED VALUATION: A valuation set upon real estate or other property by the assessor for the City as a basis for levying taxes.

BASIS OF ACCOUNTING: A term used to refer to when revenues, expenditures, expenses, and transfers are recognized in the accounts and reported in the financial statements.

BOND: A written promise to pay a specified sum of money (called the face value or principal amount), at a specified date or dates in the future (called the maturity date), together with periodic interest at a specified rate.

BUDGET: A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them.

BUDGET MESSAGE: A general discussion of the Mayor's proposed budget as presented in writing to the City Council. The budget message should contain an explanation of the principal budget items, an outline of the City's experience during the past year, and its financial status at the time of the message and recommendations regarding the financial policy for the coming year.

CAPITAL BUDGET: A plan of proposed capital outlays and the means of financing them.

CAPITAL PROJECTS FUND: A fund created to account for financial resources to be used for the acquisition or construction of major capital facilities.

CONTINGENCY: An appropriation of funds to cover unforeseen events that occur during the budget year. The City Council must approve all contingency expenditures.

DEBT SERVICE FUND: A fund established to account for the accumulation of resources for and the payment of general long-term debt principal and interest.

DEFICIT: The excess of the liabilities of a fund over its assets. The excess of expenditures over revenues during an accounting period.

APPENDIX D

GLOSSARY

ENCUMBRANCES: The amount of expenditures ultimately to result if unperformed contracts in process are completed.

EQUALIZED TAX RATE: This rate is the computed by dividing the total amount of taxes levied by the total equalized value of the City including tax incremental districts. This rate is the basis for comparing tax rates of various taxing authorities.

EQUALIZED VALUATION: The fair market value of all property in the City as established by the Wisconsin Department of Revenue. This value is used to apportion levies amongst overlapping taxing authorities.

EXPENDITURES: Decreases in net financial resources, including current operating expenses, debt service and capital outlays.

FISCAL YEAR: A 12-month period to which the annual operating budget applies and at the end of which the City determines its financial position and the results of its operations. The fiscal year begins January 1 and ends December 31.

FULL FAITH AND CREDIT: A pledge of the general taxing power for the payment of debt obligations. Bonds carrying such pledges are referred to as general obligation bonds.

FUND: A fiscal and accounting entity with a self-balancing set of accounts in which cash and other resources together with all liabilities and residual equities are segregated to carry on specific activities or attain specific goals.

FUND BALANCE: The difference between fund assets and fund liabilities.

GENERAL FUND: The fund used to account for all financial resources except those required to be accounted for in another fund.

GRANTS: Contributions or gifts of cash or other assets from another government to be used or expended for a specified purpose, activity or facility.

LEVY: To impose taxes, special assessments or service charges for support of governmental activities.

MODIFIED ACCRUAL BASIS OF ACCOUNTING: Revenues and other financial resources are recognized when they are both measurable and available. Expenditures are recognized when the liability is incurred.

OPERATING TRANSFERS: All inter-fund transfers other than residual equity transfers (e.g. legally authorized transfers from a fund receiving revenue to the fund through which the resources are to be expended).

RESERVED FUND BALANCE: Those portions of fund balance that are not appropriable for expenditures or that are legally segregated for a specific future use.

RESIDUAL EQUITY TRANSFERS: Non-routine transfers of equity between funds

REVENUES: Increases in the net current assets of the City from other than expenditure refunds and residual equity transfers. Used to the finance the services provided by the City.

SHARED REVENUES: Revenues levied by one government but shared on a predetermined basis, often in proportion to the amount collected at the local level.

APPENDIX D

GLOSSARY

SPECIAL ASSESSMENT: A compulsory levy made against certain properties to defray all or part of the cost of a specific capital improvement or service that benefits primarily those properties.

SPECIAL REVENUE FUND: A fund used to account for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purposes.

TAXES: Compulsory charges levied by the City to finance services performed for the common benefit.

TRUST FUND: Funds used to account for the assets held by the City in a trustee capacity for other governments, funds and individuals.

