

# **Adopted Budget**

**for the city of**

**Kaukauna**

ON THE FOX

**fiscal year**  
**January 1, 2020 to December 31, 2020**

**Anthony J. Penterman**

**Mayor**

# **CITY OF KAUKAUNA**

**2020 BUDGET**  
*ANTHONY PENTERMAN*  
*Mayor*

## **CITY COUNCIL**

1<sup>st</sup> District – Marty DeCoster / Diana Driessen

2<sup>nd</sup> District – Tim Roehrig / Philip Kohne

3<sup>rd</sup> District – Brian Schell/ Sue Duda

4<sup>th</sup> District – Pennie Thiele / Michael Coenen

## **APPOINTED DEPARTMENT HEADS**

Director of Public Works - John Sundelius

Library Director – Ashley Thiem-Menning

Finance Director – William Van Rossum

Naturalist – Debra Nowak

Fire Chief – Jacob Carrel

Planning/Comm Development - Robert Jakel

Human Resources – Denise Vanderloop

Police Chief – Jamie Graff

## **ELECTED OFFICERS**

City Attorney – Kevin Davidson

Municipal Justice – Carley Windorff

City Clerk/Treasurer – Sally Kenney

President of the Council – Michael Coenen

## Memorandum

**To:** President Coenen and Members of the Common Council  
**From:** Mayor Anthony Penterman  
**Date:** November 11, 2019

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Our municipal government strives to enhance the quality of life in the City of Kaukauna through cooperation with the City Council, staff, the community, Kaukauna Service Organizations and area businesses. Let us combine our diverse backgrounds and skills to achieve common goals and establish new priorities with an emphasis on respect, fairness, and compulsion to serve our citizens' needs.

We, as a City, have found creative sources of financing for many projects within this budget. Given state imposed limitations, we were still able to come in with an extremely good tax rate without the elimination of services. Through past budgeting decisions, the City of Kaukauna is in a sound fiscal position compared to many Wisconsin communities allowing 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 2020 Budget will increase the City's assessed tax rate by \$0.204 per \$1,000 of assessed value which is a 2.16% increase.
2. Property Tax Levy - The City's tax levy increased \$292,748 or 3.32%. Under state law, the levy is allowed to increase 2.010%, 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 2020 are \$14,589,833 – an increase of 2.7%. 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 \$4,772,376 on December 31, 2019. This fund balance exceeds the Council objective of \$2,188,647 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 2020 Capital Improvement Program will see an investment in our community that will benefit our residents and instill pride in our City.

In 2019, the City finished renovations to the new Recreation Department offices and the Community Room. These facilities, attached to the Fire Station, provided efficiency in delivering public services for the Streets, Parks, and Recreation Departments. Also completed in 2019 was the Kaukauna Public Library Interactive Learning Garden and construction began on the adjoining trail and Gathering of the Pike Plaza and sculpture.

In 2020, construction will begin on the boardwalk trail and pedestrian bridge to Little Chute which will create a dynamic trail network which will improve the quality of life for all residents.

Our park system will be further enhanced by improvements to Haas Road Park and the downtown's Fassbender Park. The City has also initiated a study to relieve flooding issues in the Kaukauna southwest district.

6. Economic Development – Our downtown continues to see some positive activity. In 2018-19, we saw 16 new businesses locate in our downtown business district with the potential of several more in 2020. Overall, we have seen 27 new business open in the last 18 months with 3 more coming soon. We will continue to encourage our residents to shop local and invite both large and small business to locate within our City.

In 2020, there are already 16 scheduled events for Hydro Park including the popular Live! from Hydro concert series and a special concert on July 3. The renovation of Fassbender Park will include amphitheater-type seating and allow us another venue for smaller live performances.

The City witnessed strong growth in single family housing coupled with new commercial ventures. The City annexed 78.5 acres off Haas Road for the future Blue Stem Meadows development and 40 acres off STH 55 for future single family residential housing and sports facilities. Wildlife Heights and Hurkman Heights subdivisions have also seen strong residential growth.

Aurora BayCare Medical Center is currently under construction in Commerce Crossing with its projected first patient in June 1, 2020. Our Industrial Park Network will see the expansion of Badger Quick Stop to include new solar technology and Velocity Water Works broke ground this summer on their new 19,000+ sq. ft. facility.

7. Statements on Budget – The 2020 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. This Budget does not include the requested full time City library position, and the part time seasonal DPW help along with various other items from larger departments.

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

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

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**

## **2020 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**

## **2020 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 some of 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

## 2020 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 2019 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**  
**2020 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**

## **2020 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 2020 operating budget does not anticipate any reduction in services. The 2020 capital improvement budget includes approximately \$4,890,000 for street and sidewalk improvements, \$1,800,000 for utility improvements, \$500,000 for municipal equipment, \$1,410,000 for park improvements and \$1,300,000 for phase 4 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 2020 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 in 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 2020 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 2020.

The storm sewer utility rate was increased from \$84.00 per ERU per year to \$90 per ERU per year January 1, 2019. This rate is budgeted to remain the same for the 2020 budget.

The assessed tax rate for the City is projected to increase by \$0.18 or 1.96%. The assessed tax rate for the City and the overlapping municipal tax jurisdictions is projected to decrease significantly at 5.34%.

## **CITY OF KAUKAUNA**

### **2020 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 \$4,772,376 meets the City Council directive. This projected balance is considerably more than the City Council directive. Fifteen percent (15%) of the 2020 budget of \$14,590,978 equals \$2,188,646. Cash reserves more than City Council directive will be used to address 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. It also assists in the lower bond interest rates as bond rating companies look for 30% of operating budget in reserves.

**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 been considered for the general operating fund. There is planning in place for capital projects and debt service planning. 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 2020 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 73.3% of the allowable legal limit as of December 31, 2019. However, approximately 24.0% of the allowable legal limit is the result of debt incurred in Tax Incremental District Nos. 4, 5, 6, 8, 9, 10 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**  
**2020 BUDGET**  
*FINANCIAL PROGRAM SUMMARY*

As required by law, the proposed budget for 2020 is balanced and provides for the needs and requirements of the City. The budget for 2020 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, 9, 10 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**  
**2020 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 37.14% of General Fund revenue, is budgeted to decrease 9.7%. The tax levy increase is primarily the result of increased debt service requirements. 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, 1.45%, 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 26.9% of all general fund revenue, is budgeted to increase \$231,265 or 6.3%.

**Debt Service Requirements** - Since 1993, the total outstanding debt has risen while the long-term debt as a percent of the legal limit has decreased to approximately 73.3%. 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 24.0% of the current outstanding debt is the result of debt incurred in Tax Incremental District Nos. 4, 5, 6, 8 9, 10 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 2020 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**  
**2020 BUDGET**  
*FINANCIAL PROGRAM SUMMARY*

**Capital Projects Impact** - The 2020 Capital Projects Budget will require the issuance of approximately \$5,400,000 of general obligation long-term debt of which \$1,200,000 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 \$3,000,000 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 \$4,772,376 as of December 31, 2019. 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 2020 since general fund balance exceeds the year-end target of \$2,188,647. 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 \$383,036 or 2.7%. The property tax component decreased \$580,769 or 9.7%. 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 2019, this tax represents 16.1% of total general fund revenue sources. This tax source is budgeted to stay the same in 2020. The reason for the increase showing on the renew page in section 3 is a change in accounting. The tax rate and book value of the assets in the city limits is what drives this revenue. There are many variables that go into the calculation that makes it difficult to project accurately.

Intergovernmental revenues are expected to increase \$231,265. State shared revenue and expenditure restraint are budgeted to also increase \$83,892 this year. The State highway aids are budgeted to increase \$16,631. 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 the International Association of Fire Fighters AFL-CIO Kaukauna Local 1594 unit, but are still in negotiations with Kaukauna Professional Police Association for the 2020 budget

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

The 2020 general fund expenditure budget of \$14,590,978 increased \$382,534 or 2.7%. Even with this increase, the City will continue to qualify for State expenditure restraint program funds. The expenditure restraint program will provide approximately \$262,240 in revenues for 2020.

**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**

### **2020 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 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 2020 budget process appears on the following page.

## 2020 Budget Preparation and Approval Process Schedule

August						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

- August 23 – Distribution of 5 Year Capital Improvement project (CIP) list to Department Heads
- August 26 – Distribution of Budget worksheets to Department Heads
- September 5<sup>th</sup> – Review CIP internally with Department Heads
- September 13<sup>th</sup> – Non – Personnel Budgets Due
- September 17 – Present 5 Capital improvement (CIP) to committee/Council for feedback
- September 19<sup>th</sup> through 24 – Administrative Budget Round Table (Discuss budget items) as an aggregate
- September 30<sup>th</sup> – Present Non-personnel items to Finance/Personnel committee for feedback
- October 14<sup>h</sup> – Present Personnel items to Finance/Personnel committee for feedback (*Unless these items are ready and go before committee on Sept 30<sup>th</sup>*)
- November 11<sup>TH</sup> – Proposed Budget Presentation to Council at 6pm
- November 19<sup>th</sup> – Public Hear and Budget Adoption

**2020 BUDGET**  
*Organizational Chart*



# CITY OF KAUKAUNA

## 2020 BUDGET DEPARTMENTAL POSITION SUMMARY

DEPARTMENT	2018			2019			2020			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	1.25	0.00	0.00	1.25	0.00	0.00	1.25	0.00	0.00	0.00	0.00
Street, Park, Rec (SPAR) Maint.	0.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Clerk/Treasurer	2.00	0.00	0.00	2.00	0.50	0.00	2.00	0.50	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	0.30	0.00	0.00	0.00	0.00	0.00	0.00	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.	3.50	0.00	2.00	3.50	0.00	2.00	3.50	0.00	2.00	0.00	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	27.00	2.86	0.00	27.00	2.86	0.00	27.00	2.86	0.00	0.00	0.00	0.00
School Patrol	0.00	2.14	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	2.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Forestry	1.20	0.00	0.40	0.00	0.00	0.40	0.00	0.00	0.40	0.00	0.00	0.00
Snow & Ice Removal	2.10	0.00	0.00	0.00	0.00	0.00	0.00	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	1.55	0.00	0.00	1.50	0.00	0.00	1.50	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	20.00	0.00	2.10	20.00	0.00	2.10	0.00	0.00	0.00
Street Signs & Markers	0.85	0.00	0.80	0.00	0.00	0.80	0.00	0.00	0.80	0.00	0.00	0.00
Traffic Control	0.05	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Weed Control	0.20	0.00	1.60	0.00	0.00	1.60	0.00	0.00	1.60	0.00	0.00	0.00
Refuse Collection	3.90	0.00	1.90	0.00	0.00	1.90	0.00	0.00	1.90	0.00	0.00	0.00
Adult Sports	0.66	0.00	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	0.00	0.00	0.10	0.00	0.00	0.10	0.00	0.00	0.00
Carnegie Buildign	0.20	0.00	0.00	0.00	0.00	0.00	0.00	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	0.66	0.10	40.00	0.66	0.00	40.00	0.66	0.00	40.00	0.00	0.00	0.00
Youth Sports	0.66	0.00	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	1.50	0.00	0.06	1.50	0.00	0.06	0.00	0.00	0.00
Parks	3.80	0.00	1.70	0.00	0.00	1.70	0.00	0.00	1.70	0.00	0.00	0.00
<b>TOTAL</b>	<b>92.88</b>	<b>29.62</b>	<b>109.96</b>	<b>92.98</b>	<b>30.02</b>	<b>109.96</b>	<b>92.98</b>	<b>30.02</b>	<b>109.96</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>



## CITY OF KAUKAUNA

### 2020 BUDGET

#### SUMMARY OF MUNICIPAL TAX LEVY DISTRIBUTION

<i>FUND</i>	<i>2018 LEVY</i>	<i>2019 LEVY</i>	<i>INCREASE / (DECREASE)</i>	<i>PERCENT CHANGE</i>
<b>GENERAL</b>	6,000,430	5,419,661	(580,769)	-9.68%
<b>1,000 ISLANDS ENVIRONMENTAL CENTER</b>	156,538	163,550	7,012	4.48%
<b>DEBT SERVICE</b>	2,827,991	3,676,496	848,505	30.00%
<b>Grignon Mansion</b>	0	18,000	18,000	0.00%
<b>TOTAL MUNICIPAL LEVY</b>	<b>8,823,643</b>	<b>9,277,707</b>	<b>292,748</b>	<b>3.32%</b>

# CITY OF KAUKAUNA

## 2020 BUDGET COMPARATIVE SUMMARY OF JURISDICTIONAL LEVIES AND EQUALIZED VALUE TAX RATES FOR THE 2018 & 2019 LEVY YEARS - OUTAGAMIE COUNTY

JURISDICTION	2018 LEVY	2019 LEVY	INCREASE / (DECREASE) IN LEVY	%	2018 TAX RATE	2019 TAX RATE	INCREASE / (DECREASE) TAX RATE	%
KAUKAUNA MUNICIPAL	8,990,163.44	9,277,707.38	287,543.94	3.20	8.68928	8.45620	(0.23308)	(2.68)
KAUKAUNA SCHOOL DISTRICT	9,002,792.59	9,599,897.13	597,104.54	6.63	8.70149	8.74987	0.04838	0.56
FOX VALLEY TECHNICAL COLLEGE	1,092,851.35	1,122,651.38	29,800.03	2.73	1.05628	1.02325	(0.03303)	(3.13)
OUTAGAMIE COUNTY*	4,833,192.73	4,155,097.11	(678,095.62)	(14.03)	4.67143	3.78718	(0.88425)	(18.93)
ENVIRONMENTAL TIF DISTRICT NO. 1	93,174.41	92,975.68	(198.73)	(0.21)	---	---	---	---
TAX INCREMENTAL DISTRICT NO. 4	58,159.16	81,069.16	22,910.00	39.39	---	---	---	---
TAX INCREMENTAL DISTRICT NO. 5	20,261.04	69,503.89	49,242.85	243.04	---	---	---	---
TAX INCREMENTAL DISTRICT NO. 6	936,397.85	861,298.69	(75,099.16)	(8.02)	---	---	---	---
TAX INCREMENTAL DISTRICT NO. 8	119,714.42	121,192.03	1,477.60	1.23	---	---	---	---
TAX INCREMENTAL DISTRICT NO. 9	14,613.19	20,074.64	5,461.45	37.37	---	---	---	---
SUBTOTAL	25,161,320.18	25,401,467.09	240,146.91	0.95	23.11848	22.01650	(1.10198)	(4.77)
STATE CREDIT - SCHOOLS	(1,636,575.58)	(1,669,301.98)	(32,726.40)	(2.00)	(1.50)	(1.45)	0.06	3.78
NET LEVY AND TAX RATE	23,524,744.60	23,732,165.11	207,420.51	0.88	21.61484	20.56971	(1.04513)	(4.84)

# CITY OF KAUKAUNA

## 2020 BUDGET

### COMPARATIVE SUMMARY OF JURISDICTIONAL LEVIES AND ASSESSED VALUE TAX RATES FOR THE 2018 & 2019 LEVY YEARS - OUTAGAMIE COUNTY

JURISDICTION	2018 LEVY	2019 LEVY	INCREASE / (DECREASE) IN LEVY	%	2018 TAX RATE	2019 TAX RATE	INCREASE / (DECREASE) TAX RATE	%
KAUKAUNA MUNICIPAL	8,990,163	9,277,707	287,543.94	3.20	9.4798111	9.6841680	0.2043568	2.16
KAUKAUNA SCHOOL DISTRICT	9,002,793	9,599,897	597,104.54	6.63	9.4931300	10.0204700	0.5273400	5.55
FOX VALLEY TECHNICAL COLLEGE	1,092,851	1,122,651	29,800.03	2.73	1.1523700	1.1718400	0.0194700	1.69
OUTAGAMIE COUNTY	4,833,193	4,155,097	(678,095.62)	(14.03)	5.0964300	4.3371300	(0.7593000)	(14.90)
ENVIRONMENTAL TIF DISTRICT NO. 1	93,174	92,976	(198.73)	(0.21)	---	---	---	---
TAX INCREMENTAL DISTRICT NO. 4	58,159	81,069	22,910.00	39.39	---	---	---	---
TAX INCREMENTAL DISTRICT NO. 5	20,261	69,504	49,242.85	243.04	---	---	---	---
TAX INCREMENTAL DISTRICT NO. 6	936,398	861,299	(75,099.16)	(8.02)	---	---	---	---
TAX INCREMENTAL DISTRICT NO. 8	119,714	121,192	1,477.60	1.23	---	---	---	---
TAX INCREMENTAL DISTRICT NO. 9	14,613	20,075	5,461.45	37.37	---	---	---	---
SUBTOTAL	25,161,320	25,401,467	240,147	0.95	25.2217	25.2136	(0.0081)	(0.03)
STATE CREDIT - SCHOOLS	(1,636,575.58)	(1,669,301.98)	(32,726.40)	(2.00)	(1.64)	(1.66)	(0.02)	(1.00)
NET LEVY AND TAX RATE	23,524,744.60	23,732,165.11	207,420.51	0.88	23.5813	23.5567	(0.0246)	(0.10)



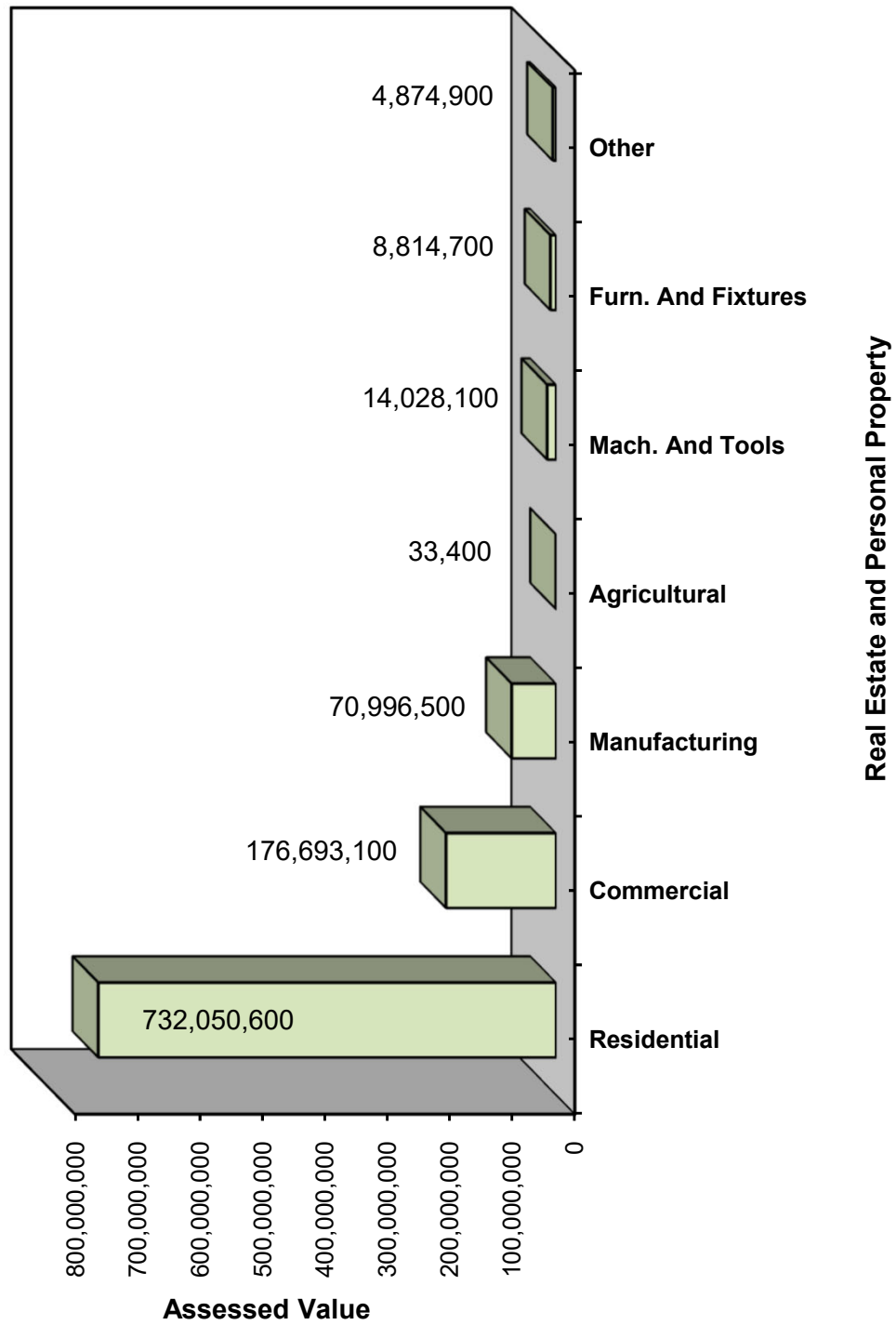
# CITY OF KAUKAUNA

## 2020 Budget

### COMPARATIVE SUMMARY OF ASSESSED AND EQUALIZED VALUATIONS FOR THE 2018 & 2019 LEVIES

	JANUARY 1, 2018	JANUARY 1, 2019	INCREASE / (DECREASE) %	
<b>ASSESSED VALUATION</b>				
<b>REAL ESTATE</b>				
Residential	719,361,400	732,050,600	12,689,200	1.76%
Commercial	174,747,600	176,693,100	1,945,500	1.11%
Manufacturing	72,493,800	70,996,500	(1,497,300)	-2.07%
Agricultural	39,300	33,400	(5,900)	-15.01%
<b>TOTAL REAL ESTATE</b>	<b>966,642,100</b>	<b>979,773,600</b>	<b>13,137,400</b>	<b>1.36%</b>
<b>PERSONAL PROPERTY</b>				
Machinery, Tools & Patterns	16,150,500	14,028,100	(2,122,400)	-13.14%
Furniture, Fixtures & Equipment	11,010,300	8,814,700	(2,195,600)	-19.94%
All Other Personal Property	3,844,000	4,874,900	1,030,900	26.82%
<b>TOTAL PERSONAL PROPERTY</b>	<b>31,004,800</b>	<b>27,717,700</b>	<b>(3,287,100)</b>	<b>-10.60%</b>
<b>TOTAL ASSESSED VALUATION</b>	<b>997,646,900</b>	<b>1,007,491,300</b>	<b>9,850,300</b>	<b>0.99%</b>
<b>TOTAL ASSESSED VALUATION</b>				
Calumet County	47,200	47,200	0	0.00%
Outagamie County	997,646,900	1,007,491,300	9,844,400	0.99%
<b>TOTAL ASSESSED VALUATION</b>	<b>997,694,100</b>	<b>1,007,538,500</b>	<b>9,844,400</b>	<b>0.99%</b>
<b>EQUALIZED VALUATION</b>				
<b>TOTAL CITY (Excluding TID Increments)</b>				
Calumet County	46,500	46,600	100	0.22%
Outagamie County	1,088,364,100	1,153,747,100	65,383,000	6.01%
<b>TOTAL INCLUDING TID INCREMENTS</b>	<b>1,088,410,600</b>	<b>1,153,793,700</b>	<b>65,383,100</b>	<b>6.01%</b>
<b>TID INCREMENTS</b>				
ENVIRONMENTAL REMEDIATION NO. 1	4,030,300	4,223,000	192,700	4.78%
TID NO. 4	2,515,700	3,682,200	1,166,500	46.37%
TID NO. 5	876,400	3,156,900	2,280,500	0.00%
TID NO. 6	40,504,300	39,120,600	(1,383,700)	-3.42%
TID NO. 8	5,178,300	5,504,600	326,300	6.30%
TID NO. 9	632,100	911,800	279,700	44.25%
TID NO. 10	0	0	0	0.00%
<b>TOTAL TID INCREMENTS</b>	<b>53,737,100</b>	<b>56,599,100</b>	<b>2,862,000</b>	<b>5.33%</b>
<b>TOTAL EXCLUDING TID INCREMENTS</b>	<b>1,034,627,000</b>	<b>1,097,148,000</b>	<b>68,245,100</b>	<b>6.60%</b>
<b>ASSESSMENT RATIO - OUTAGAMIE CTY</b>	<b>91.661%</b>	<b>87.320%</b>		

**2020 BUDGET**  
City of Kaukauna



## CITY OF KAUKAUNA

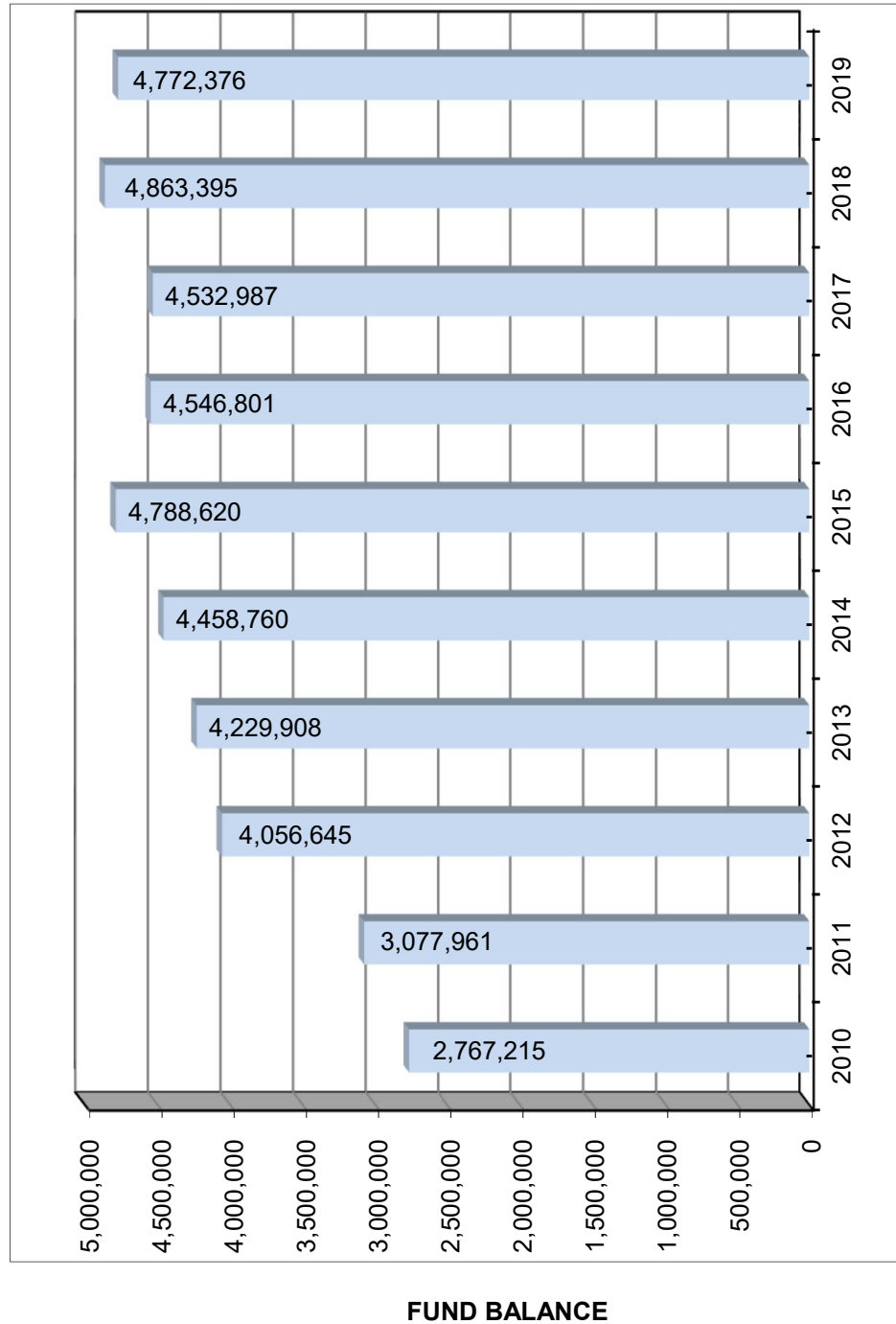
### 2020 BUDGET

*SUMMARY OF MUNICIPAL TAX LEVY AND  
GENERAL FUND BALANCE  
FOR THE FISCAL YEARS 2010 THROUGH 2019*

<i>FISCAL YEAR</i>	<i>MUNICIPAL TAX LEVY</i>	<i>GENERAL FUND BALANCE</i>
<b>2010</b>	7,431,640	2,767,215
<b>2011</b>	7,683,476	3,077,961
<b>2012</b>	7,683,476	4,056,645
<b>2013</b>	7,977,126	4,229,908
<b>2014</b>	8,203,280	4,458,760
<b>2015</b>	8,340,330	4,788,620
<b>2016</b>	8,377,385	4,534,195
<b>2017</b>	8,823,643	4,848,295
<b>2018</b>	8,990,163	4,863,395
<b>2019</b>	9,259,707	4,772,376 *

\* Preliminary estimate for 2020 budget

**2020 BUDGET**  
City of Kaukauna  
FUND BALANCE - GENERAL FUND



# CITY OF KAUKAUNA

## 2020 BUDGET PROJECTED FUND BALANCE AS OF DECEMBER 31, 2019

	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
<b>BALANCE AS OF DECEMBER 31, 2018</b>									
Inventories and Prepaid Expenses	37,344	0	0	0	0	0	0	0	0
Assigned For Subsequent Years' Expenditure	400,000	54,341	837,780	5,205,828	2,723,315	83,452	995,279	0	628,754
Unassigned	4,426,051	0	0	0	(5,125,549)	0	0	0	0
<b>Total</b>	<b>4,863,395</b>	<b>54,341</b>	<b>837,780</b>	<b>5,205,828</b>	<b>(2,402,234)</b>	<b>83,452</b>	<b>995,279</b>	<b>0</b>	<b>628,754</b>
<b>PROJECTED CHANGE IN FUND BALANCE</b>									
<b>FROM 2019 OPERATIONS,</b>									
Revenues And Operating Transfers In	13,848,754	212,038	212,000	3,676,496	4,316,366	0	1,911,189	500	1,255,000
Expenditures And Operating Transfers Out	(13,939,773)	(224,997)	(100,000)	(6,943,459)	(3,090,000)	0	(1,740,000)	0	(802,819)
<b>Total</b>	<b>(91,019)</b>	<b>(12,959)</b>	<b>112,000</b>	<b>(3,266,963)</b>	<b>1,226,366</b>	<b>0</b>	<b>171,189</b>	<b>500</b>	<b>452,181</b>
<b>ADJUSTMENTS TO FUND BALANCE</b>									
Transfers to Other Funds	0	0	0	0	0	0	0	0	0
Transfers From Other Funds	0	0	0	3,266,963	0	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,266,963</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>BALANCE AS OF DECEMBER 31, 2019</b>									
Inventories and Prepaid Expenses	37,344	0	0	0	0	0	0	0	0
Assigned For Subsequent Years' Expenditure	400,000	54,341	837,780	5,205,828	2,723,315	83,452	995,279	0	628,754
Unassigned	4,335,032	(12,959)	112,000	0	(3,899,183)	0	171,189	500	452,181
<b>Total</b>	<b>4,772,376</b>	<b>41,382</b>	<b>949,780</b>	<b>5,205,828</b>	<b>(1,175,868)</b>	<b>83,452</b>	<b>1,166,468</b>	<b>500</b>	<b>1,080,935</b>

# CITY OF KAUKAUNA

## 2020 BUDGET

### SUMMARY OF REVENUES & EXPENDITURES FOR ALL FUNDS

<i>FUND</i>	<i>2018 ACTUAL</i>	<i>2018 BUDGET</i>	<i>2019 BUDGET</i>	<i>2019 ESTIMATED ACTUAL</i>	<i>2020 BUDGET</i>
<b><u>REVENUES</u></b>					
General	13,735,315	13,848,061	14,207,942	13,848,754	14,584,478
<i>Special Revenues</i>					
1000 Islands	222,076	212,322	219,038	212,038	230,550
Redevelopment Authority	115,667	191,733	229,500	212,000	235,000
Special Assessment	1,009,698	1,250,208	1,565,000	1,911,189	1,700,000
Debt Service	10,712,932	6,469,974	11,130,865	7,031,290	6,943,459
Capital Projects	6,925,329	3,510,000	43,675	4,234,405	7,451,000
Space Needs Fund	103,301	103,301	12,750	1,270,470	12,750
Park Development Fund	15,000	15,000	0	0	0
<i>Enterprise</i>					
Storm Water Utility	1,114,306	1,121,000	1,211,000	1,257,550	1,311,000
Sanitary Sewer Utility	1,443,159	3,486,305	3,502,500	3,410,100	3,452,500
<b>TOTAL REVENUES</b>	<b>35,396,783</b>	<b>30,207,904</b>	<b>32,122,270</b>	<b>33,387,796</b>	<b>35,920,737</b>
<b><u>EXPENDITURES</u></b>					
General	13,694,785	13,261,557	14,208,443	13,939,773	14,584,478
<i>Special Revenue</i>					
1,000 Islands	222,076	212,789	219,038	224,997	230,550
Redevelopment Authority	112,999	91,847	150,000	100,000	100,000
Special Assessment	0	1,470,000	1,765,000	1,740,000	2,010,000
Debt Service	7,031,291	4,919,390	7,373,350	7,031,291	6,943,459
Capital Projects	0	0	1,267,140	3,090,000	7,350,000
Space Needs Fund	376,759	2,180,659	1,000,000	802,819	3,480,090
Park Development Fund	0	319	0	0	0
<i>Enterprise</i>					
Storm Water Utility	239,925	676,253	720,150	711,995	759,468
Sanitary Sewer Utility	2,422,421	2,762,726	2,723,095	2,935,980	2,901,211
<b>TOTAL EXPENDITURES</b>	<b>24,100,255</b>	<b>25,575,540</b>	<b>29,426,215</b>	<b>30,576,854</b>	<b>38,359,256</b>

**CITY OF KAUKAUNA**  
**2020 BUDGET**  
**GENERAL FUND**  
**REVENUES - NON-COVERED SERVICE**

DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>TAXES</b>					
Property Taxes - General	6,107,762	5,359,704	6,000,430	6,000,430	5,419,661
Public Accommodation Tax	4,500	3,447	4,000	4,000	4,000
In Lieu of Taxes - Utilities	1,482,406	2,260,217	1,629,156	1,629,156	2,375,000
In Lieu of Taxes - Round House	20,150	20,144	20,284	20,284	20,616
In Lieu of Taxes - Housing Authority	19,159	19,159	19,159	19,820	19,500
In Lieu of Taxes - Local 400	10,000	10,000	10,000	10,000	10,000
In Lieu of Taxes - WPPI	100,000	100,000	100,000	100,000	100,000
Property Tax Chargebacks	0	125,173	0	0	4,000
County Sales Tax	0	0	0	0	167,000
<b>TOTAL TAXES</b>	<b>7,743,977</b>	<b>7,897,844</b>	<b>7,783,030</b>	<b>7,783,691</b>	<b>8,119,777</b>
<b>INTERGOVERNMENTAL</b>					
State Shared Revenue					
State Expenditure Restraint	87,210	87,210	87,210	90,718	89,162
State Law Enforcement Grants	4,000	11,184	4,000	1,200	10,000
State Connecting Hwy Aid	63,288	63,288	63,246	63,246	74,888
State General Transportation Aid	230,825	230,642	256,135	256,135	282,732
State Personal Property Aid	0	0	93,000	93,526	93,179
State Computer Aid	65,238	65,415	66,197	65,238	66,998
Video Service Provider Aid	0	0	0	0	14,086
County Library Aid	250,485	250,778	269,403	269,711	274,275
<b>TOTAL INTERGOVERNMENTAL</b>	<b>701,046</b>	<b>708,518</b>	<b>839,190</b>	<b>839,773</b>	<b>905,320</b>
<b>REGULATION &amp; COMPLIANCE</b>					
Business Licenses					
Liquor Licenses	20,000	29,775	12,000	17,800	20,000
Bartender License	9,600	17,595	11,000	5,000	11,000
Cigarette License	200	300	1,000	350	400
Amusement	2,000	2,030	3,000	2,080	2,500
Weights & Measures	7,000	13,516	11,000	10,000	11,000
Electrical License	0	0	1,000	0	0
Constructor License	0	0	1,000	0	0
Misc. Licenses	301	681	2,000	600	1,000
Cable Television Franchise Fee	126,000	136,746	123,000	140,893	135,000
Non-business License					
Bicycle License	0	8	10	0	0
Dog and Cat License	5,000	4,146	6,740	6,600	6,700
Chicken Permits	100	24	0	100	100
Other License	2,500	0	0	0	0
Construction & Building Permits					
Building Permits	175,000	196,395	159,866	155,000	160,000
Electrical Permit	0	0	37,534	0	0
Sign Permit	0	0	600	0	0
Law & Ordinance Violations					
Court Fines & Forfeitures	95,000	89,345	90,000	80,000	85,000
Police Fines	21,500	26,747	22,500	25,000	24,000
Police Fees	2,500	4,313	2,800	3,000	3,000
<b>TOTAL REGULATION &amp; COMPLIANCE</b>	<b>466,701</b>	<b>521,620</b>	<b>485,050</b>	<b>446,423</b>	<b>459,700</b>

**CITY OF KAUKAUNA**  
**2020 BUDGET**  
**GENERAL FUND**  
**REVENUES - NON-COVERED SERVICE**

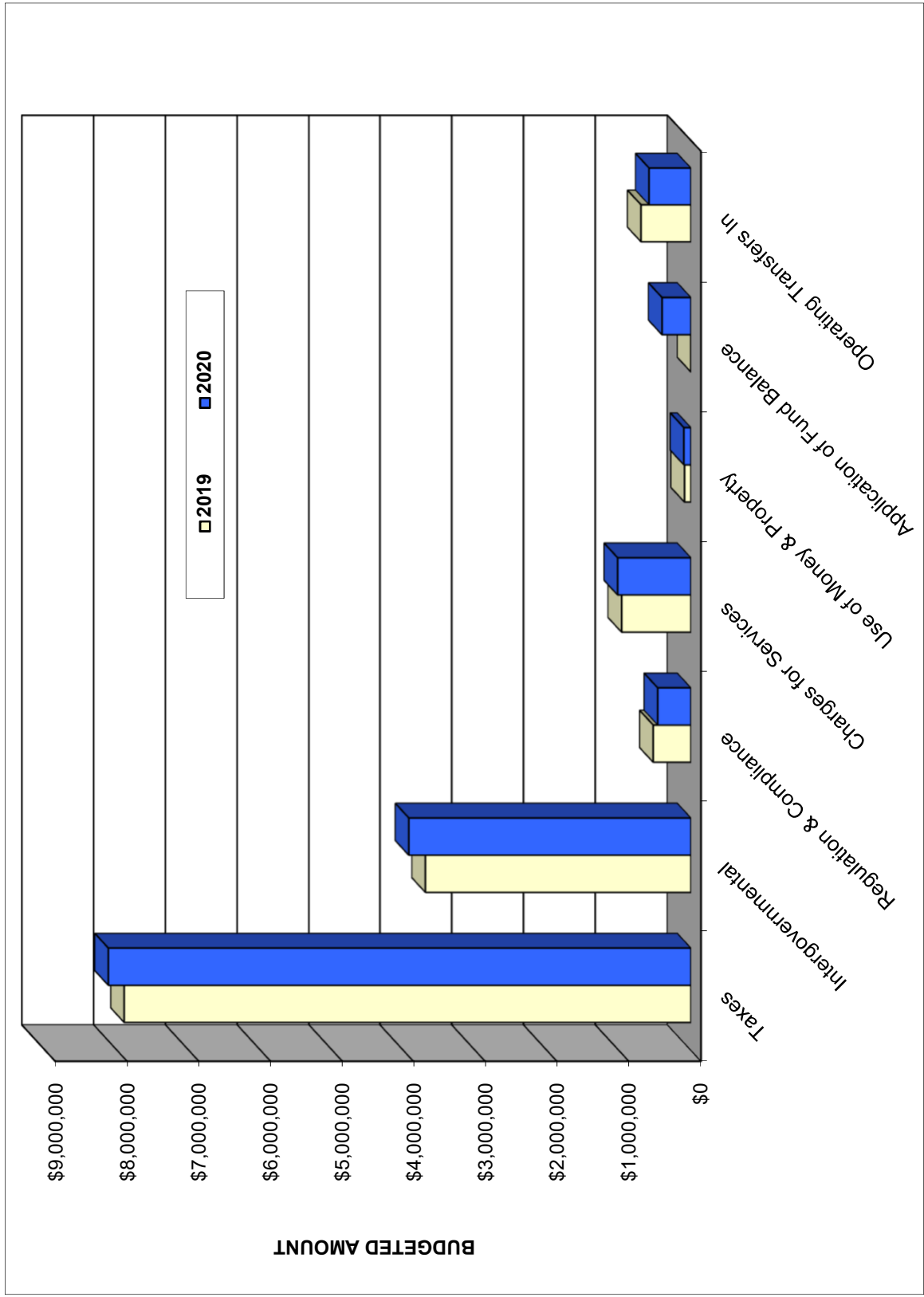
DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>CHARGES FOR SERVICE</b>					
General Government Fees					
Planning & Zoning Fees	800	530	840	1,100	1,000
General Government Fees	400	680	612	50,000	1,000
Real Estate Report Request Fees	9,400	10,850	6,398	12,000	12,000
Publication Fees	1,100	1,325	1,150	1,500	1,500
Law Enforcement Fees	3,000	2,199	3,000	2,800	3,000
Ambulance Fees - Covered Services	550,000	647,710	600,000	600,000	600,000
Other Public Safety	0	0	0	0	0
Highway & Street Dept Charges	0	336	100	175	150
Engineering Inspection Fees	0	0	0	0	0
Weed & Nuisance Control Charges	5,500	5,823	5,500	6,700	8,000
Alcohol & Drug Abuse Donations	1,100	10,438	1,100	2,800	1,100
Library Fines & Fees	13,400	13,066	15,000	14,020	15,030
Park Fees	3,000	2,615	3,000	9,041	10,533
Community Center Fees	1,400	2,873	5,000	10,933	11,500
Swimming Pool Fees	129,975	85,300	135,000	144,421	141,000
Community Enrichment Event Fees	0	5,500	70,000	45,506	45,000
Recreation Fees	139,600	159,957	140,000	151,075	147,020
Plan Deposits	750	0	100	100	100
<b>TOTAL CHARGES FOR SERVICE</b>	<b>859,425</b>	<b>949,201</b>	<b>986,800</b>	<b>1,052,171</b>	<b>997,933</b>
<b>USE OF MONEY &amp; PROPERTY</b>					
Interest on Investments	18,000	81,388	30,000	95,000	73,500
Sale of City Equipment	0	1,344	2,000	2,000	2,000
Insurance Recovery	0	5,777	10,000	34,383	20,000
<b>TOTAL USE OF MONEY &amp; PROPERTY</b>	<b>18,000</b>	<b>88,509</b>	<b>42,000</b>	<b>131,383</b>	<b>95,500</b>
<b>OPERATING TRANSFERS IN</b>					
Grant Funds	0	3,422	0	0	0
Solid Waste Fund	125,000	313,970	188,052	188,052	174,000
Storm Water Utility	92,009	92,009	94,333	94,333	97,440
Sanitary Sewer Utility	116,728	90,991	113,578	113,578	117,098
Kaukauna Utility Shared Services	40,000	40,000	40,000	40,000	40,000
Kaukauna Utility Contribution	175,000	150,000	150,000	150,000	150,000
<b>TOTAL OPERATING TRANSFERS IN</b>	<b>548,736</b>	<b>690,392</b>	<b>585,963</b>	<b>585,963</b>	<b>578,538</b>
<b>Application of Unassigned Fund Balance</b>	<b>400,000</b>	<b>0</b>	<b>400,000</b>	<b>0</b>	<b>395,000</b>
<b>TOTAL NON-COVERED SERVICES</b>	<b>10,737,885</b>	<b>10,856,084</b>	<b>11,122,033</b>	<b>10,839,404</b>	<b>11,551,768</b>



**CITY OF KAUKAUNA**  
**2020 BUDGET**  
**GENERAL FUND**  
**REVENUE - COVERED SERVICE**

DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>INTERGOVERNMENTAL</b>					
Shared Revenue - Covered Services	2,209,375	2,203,181	2,209,375	2,203,181	2,072,080
Expend Restraint - Covered Services	169,290	169,290	169,290	176,100	173,078
Fire Insurance Dues - Covered Services	41,000	44,239	41,000	49,000	47,000
State Connecting Hwy Aid - Covered Services	27,124	27,124	27,105	27,105	32,095
General Transportation Aid - Covered Services	538,591	538,164	627,088	538,164	692,206
<b>TOTAL INTERGOVERNMENTAL</b>	<b>2,985,380</b>	<b>2,981,997</b>	<b>3,073,859</b>	<b>2,993,550</b>	<b>3,016,459</b>
<b>CHARGES FOR SERVICE</b>					
Fire Protection Fees - Covered Services	50	36	50	50	50
Garbage Collection - Covered Services	2,400	1,013	1,464	2,550	2,500
Recycling Proceeds	3,600	6,321	4,536	6,200	5,500
Snow Removal - Covered Services	6,000	2,611	6,000	7,000	8,200
<b>TOTAL CHARGES FOR SERVICE</b>	<b>12,050</b>	<b>9,981</b>	<b>12,050</b>	<b>15,800</b>	<b>16,250</b>
<b>TOTAL - COVERED SERVICES</b>	<b>2,997,430</b>	<b>2,991,978</b>	<b>3,085,909</b>	<b>3,009,350</b>	<b>3,032,709</b>
<b>TOTAL REVENUE SOURCES</b>	<b>13,735,315</b>	<b>13,848,061</b>	<b>14,207,942</b>	<b>13,848,754</b>	<b>14,584,478</b>

**CITY OF KAUKAUNA**  
Comparison of Budgeted General Fund Revenues



# CITY OF KAUKAUNA

## 2020 Budget GENERAL FUND EXPENDITURES - NON-COVERED SERVICE

DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>GENERAL GOVERNMENT</b>					
Assessment	28,000	29,031	101,752	100,552	42,952
Auditing Services	21,500	16,000	23,000	26,500	25,500
City Attorney	179,223	167,887	164,891	164,855	170,586
Clerk/Treasurer	203,364	210,124	235,647	229,317	238,574
Commissioners	5,172	4,525	5,072	4,682	4,574
Common Council	41,723	45,664	42,669	42,759	42,883
Elections	33,560	30,722	22,352	28,860	52,389
Finance	389,403	379,634	415,610	416,931	427,870
SPAR Building Maintenance	89,415	154,168	130,000	113,550	51,550
Human Resources	133,300	100,141	166,800	129,750	174,750
Information Technology	174,088	240,645	215,593	215,593	224,093
Mayor	218,919	203,117	206,643	208,841	209,707
Municipal Building Maintenance	117,949	114,458	99,000	102,000	101,700
Municipal Judge	47,838	34,882	48,590	48,447	49,691
Office Equipment & Supplies	20,500	17,399	20,500	22,107	20,750
Planning/Community Development	329,984	265,853	306,986	305,657	342,510
Community Enrichment	0	676	59,872	59,868	64,246
<b>TOTAL GENERAL GOVERNMENT</b>	<b>2,033,938</b>	<b>2,014,927</b>	<b>2,264,977</b>	<b>2,220,268</b>	<b>2,244,325</b>
<b>PUBLIC SAFETY</b>					
Ambulance	60,675	52,578	60,175	57,450	64,175
Building Inspection	122,833	60,301	160,500	160,500	91,920
Police	3,015,170	2,961,031	3,179,961	3,190,803	3,284,715
School Patrol	65,805	57,266	67,590	66,240	67,863
<b>TOTAL PUBLIC SAFETY</b>	<b>3,264,483</b>	<b>3,131,177</b>	<b>3,468,226</b>	<b>3,474,993</b>	<b>3,508,673</b>
<b>HEALTH &amp; SOCIAL SERVICES</b>					
Alcohol & Other Drug Awareness	2,500	8,499	4,800	7,000	2,500
<b>TOTAL HEALTH &amp; SOCIAL SERVICES</b>	<b>2,500</b>	<b>8,499</b>	<b>4,800</b>	<b>7,000</b>	<b>2,500</b>
<b>TRANSPORTATION</b>					
Bridge Maintenance	7,800	9,243	7,700	1,700	4,500
Bus Subsidies	30,000	35,802	30,000	29,111	30,000
Engineering	445,152	447,065	447,355	442,923	460,479
Equipment Maintenance & Replacement	279,011	131,859	77,400	79,425	80,425
Forestry	117,948	64,340	9,400	9,668	10,200
Street Department Administration	173,229	174,079	179,051	178,049	185,417
Street Lighting	236,500	255,572	236,200	216,800	219,200
Street Maintenance	475,046	1,317,214	2,019,317	2,117,962	2,124,580

# CITY OF KAUKAUNA

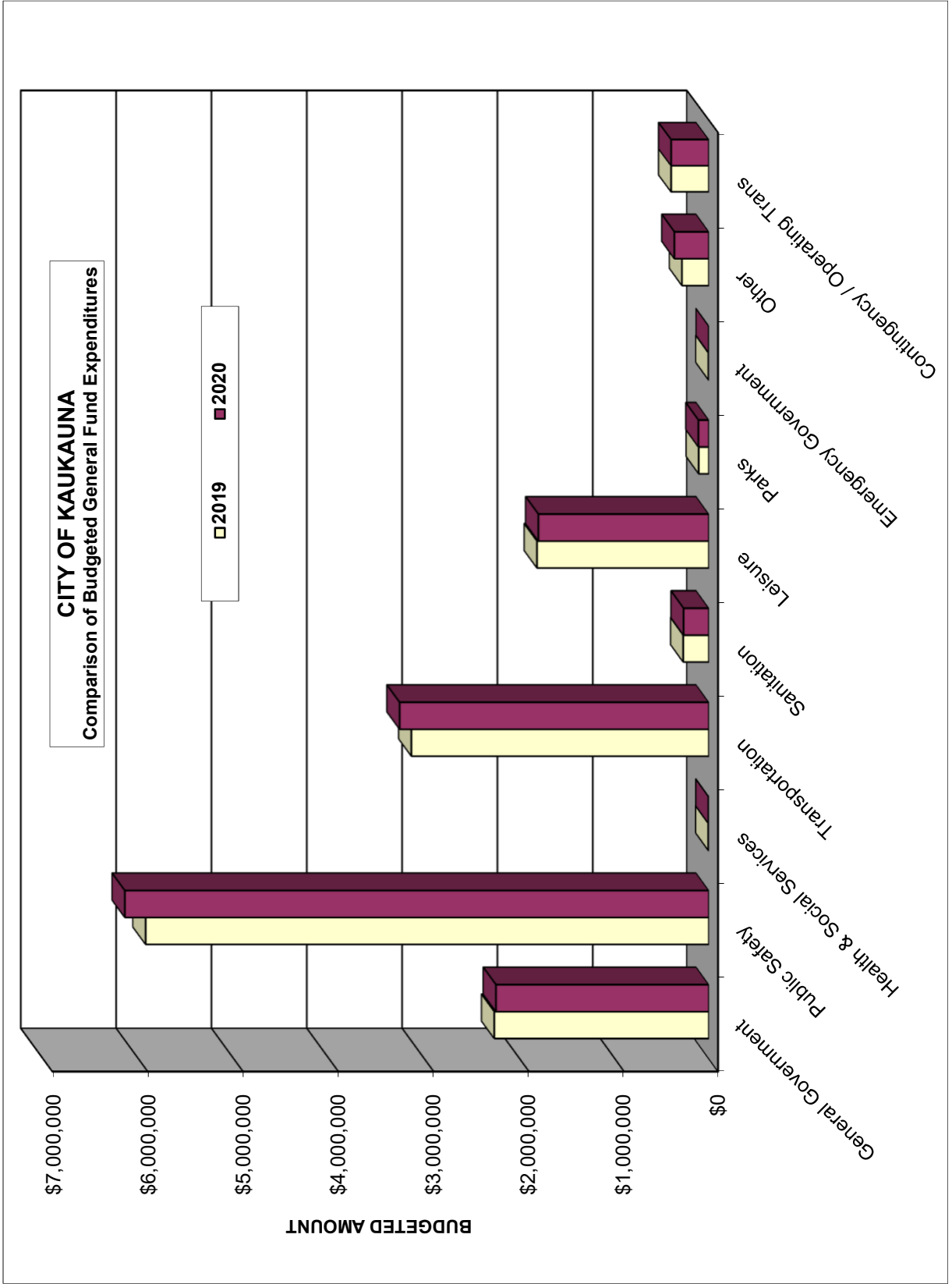
## 2020 Budget GENERAL FUND EXPENDITURES - **NON-COVERED SERVICE**

DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>TRANSPORTATION (CON'T)</b>					
Street Signs & Markers	101,373	64,214	20,850	21,550	22,650
Traffic Controls	29,059	27,887	15,900	14,500	18,700
Weed Control	37,351	28,104	2,900	5,246	3,200
<b>TOTAL TRANSPORTATION</b>	<b>1,932,469</b>	<b>2,555,377</b>	<b>3,046,073</b>	<b>3,116,934</b>	<b>3,159,351</b>
<b>LEISURE</b>					
Adult Programs	94,161	118,614	97,012	112,403	143,450
Athletic Field	165,247	83,405	55,550	60,835	58,150
Carnegie Building	32,038	25,232	15,950	11,600	0
Civic Promotions	25,000	11,852	10,000	5,000	12,000
Community Center	3,100	3,157	3,100	3,100	3,600
Dance Classes	71,231	75,416	72,183	70,751	81,924
Library	971,502	974,227	995,342	970,072	996,230
Swimming Pool	357,595	316,890	359,924	341,920	345,899
Youth Programs	214,709	130,390	208,079	188,909	160,644
<b>TOTAL LEISURE</b>	<b>1,934,583</b>	<b>1,739,184</b>	<b>1,817,140</b>	<b>1,764,590</b>	<b>1,801,896</b>
<b>CONSERVATION &amp; DEVELOPMENT OF NATURAL RESOURCES</b>					
Parks	460,668	360,045	105,650	115,997	109,300
<b>EMERGENCY GOVERNMENT</b>					
Civil Defense	4,127	2,518	3,500	934	0
<b>OTHER</b>					
Health Insurance	219,283	230,216	168,833	225,900	249,475
Property & Liability Insurance	115,785	134,859	115,651	115,651	115,700
<b>TOTAL OTHER</b>	<b>335,068</b>	<b>365,075</b>	<b>284,484</b>	<b>341,551</b>	<b>365,175</b>
Contingent Expenditures	400,000	(66,309)	400,000	0	395,000
<b>SUB-TOTAL NON-COVERED SERVICES</b>	<b>10,367,837</b>	<b>10,110,493</b>	<b>11,394,850</b>	<b>11,042,267</b>	<b>11,586,220</b>

# CITY OF KAUKAUNA

## 2020 Budget GENERAL FUND EXPENDITURES - COVERED SERVICE

DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>PUBLIC SAFETY</b>					
Fire	2,434,879	2,380,069	2,448,501	2,499,901	2,627,093
Fire Safety	8,215	3,844	5,715	3,803	5,715
<b>TOTAL PUBLIC SAFETY</b>	<b>2,443,094</b>	<b>2,383,913</b>	<b>2,454,216</b>	<b>2,503,704</b>	<b>2,632,808</b>
<b>SANITATION</b>					
Refuse Collection	428,938	297,231	83,200	100,100	93,300
Refuse Disposal	125,000	265,031	188,052	188,052	174,000
<b>TOTAL SANITATION</b>	<b>553,938</b>	<b>562,262</b>	<b>271,252</b>	<b>288,152</b>	<b>267,300</b>
<b>TRANSPORTATION</b>					
Snow & Ice Control	329,916	204,888	88,125	105,650	98,150
<b>TOTAL TRANSPORTATION</b>	<b>329,916</b>	<b>204,888</b>	<b>88,125</b>	<b>105,650</b>	<b>98,150</b>
<b>SUB-TOTAL COVERED SERVICES</b>	<b>3,326,948</b>	<b>3,151,064</b>	<b>2,813,593</b>	<b>2,897,506</b>	<b>2,998,258</b>
<b>TOTAL EXPENDITURES</b>	<b>13,694,785</b>	<b>13,261,557</b>	<b>14,208,443</b>	<b>13,939,773</b>	<b>14,584,478</b>



# CITY OF KAUKAUNA

## 2020 BUDGET

### GENERAL FUND

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

DESCRIPTION	PERSONNEL SERVICES	NON-PERSONNEL SERVICES	OUTLAY	TOTAL EXPENDITURES
<b>GENERAL GOVERNMENT</b>				
Assessment	152	42,800	-	42,952
Auditing Services	-	25,500	-	25,500
City Attorney	164,766	5,820	-	170,586
SPAR Building Maintenance	-	51,550	-	51,550
Clerk/Treasurer	178,374	57,200	3,000	238,574
Commissioners	4,574	-	-	4,574
Common Council	34,883	8,000	-	42,883
Elections	27,339	15,050	10,000	52,389
Finance	330,020	97,850	-	427,870
Human Resources	-	174,750	-	174,750
Information Technology	-	209,093	15,000	224,093
Mayor	195,442	14,265	-	209,707
Municipal Service Building	-	101,700	-	101,700
Municipal Judge	36,494	13,197	-	49,691
Office Equipment & Supplies	-	20,750	-	20,750
Planning/Community Development	333,910	8,200	400	342,510
Community Enrichment	21,346	42,500	400	64,246
<b>TOTAL GENERAL GOVERNMENT</b>	<b>1,327,300</b>	<b>888,225</b>	<b>28,800</b>	<b>2,244,325</b>
<b>PUBLIC SAFETY</b>				
Ambulance	-	64,175	-	64,175
Building Inspection	-	91,920	-	91,920
Police	3,065,846	171,586	47,283	3,284,715
School Patrol	66,088	1,775	-	67,863
<b>TOTAL PUBLIC SAFETY</b>	<b>3,131,934</b>	<b>329,456</b>	<b>47,283</b>	<b>3,508,673</b>
<b>HEALTH &amp; SOCIAL SERVICES</b>				
Alcohol & Other Drug Awareness	-	2,500	-	2,500
<b>TOTAL HEALTH &amp; SOCIAL SERVICES</b>	<b>-</b>	<b>2,500</b>	<b>-</b>	<b>2,500</b>
<b>TRANSPORTATION</b>				
Bridge Maintenance	-	4,500	-	4,500
Bus Subsidies	-	30,000	-	30,000
Engineering	443,829	16,650	-	460,479
Equip Maintenance & Replacement	-	80,425	-	80,425
Forestry	-	10,200	-	10,200
Street Department Administration	181,017	4,400	-	185,417
Street Lighting	-	219,200	-	219,200
Street Maintenance	2,000,780	123,800	-	2,124,580
Street Signs & Markers	-	22,650	-	22,650
Traffic Controls	-	14,200	4,500	18,700
Weed Control	-	3,200	-	3,200
<b>TOTAL TRANSPORTATION</b>	<b>2,625,626</b>	<b>529,225</b>	<b>4,500</b>	<b>3,159,351</b>

# CITY OF KAUKAUNA

## 2020 BUDGET

### GENERAL FUND

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

DESCRIPTION	PERSONNEL SERVICES	NON-PERSONNEL SERVICES	OUTLAY	TOTAL EXPENDITURES
<b>LEISURE</b>				
Adult Sports	130,100	13,350	-	143,450
Athletic Field	-	50,150	8,000	58,150
Carnegie Building	-	-	-	-
Civic Promotions	-	12,000	-	12,000
Community Center	-	3,600	-	3,600
Dance Classes	45,249	36,675	-	81,924
Library	534,816	461,414	-	996,230
Swimming Pool	232,609	108,090	5,200	345,899
Youth Sports	106,434	54,210	-	160,644
<b>TOTAL LEISURE</b>	<b>1,049,207</b>	<b>739,489</b>	<b>13,200</b>	<b>1,801,896</b>
<b>CONSERVATION &amp; DEVELOPMENT OF NATURAL RESOURCES</b>				
Parks	-	106,000	3,300	109,300
<b>EMERGENCY GOVERNMENT</b>				
Civil Defense	-	-	-	-
<b>OTHER</b>				
Health Insurance	249,475	-	-	249,475
Property & Liability Insurance	-	115,700	-	115,700
<b>TOTAL OTHER</b>	<b>249,475</b>	<b>115,700</b>	<b>-</b>	<b>365,175</b>
Contingent Expenditures		395,000		395,000
<b>SUB-TOTAL NON-COVERED SERVICES</b>	<b>8,383,542</b>	<b>3,105,595</b>	<b>97,083</b>	<b>11,586,220</b>



# CITY OF KAUKAUNA

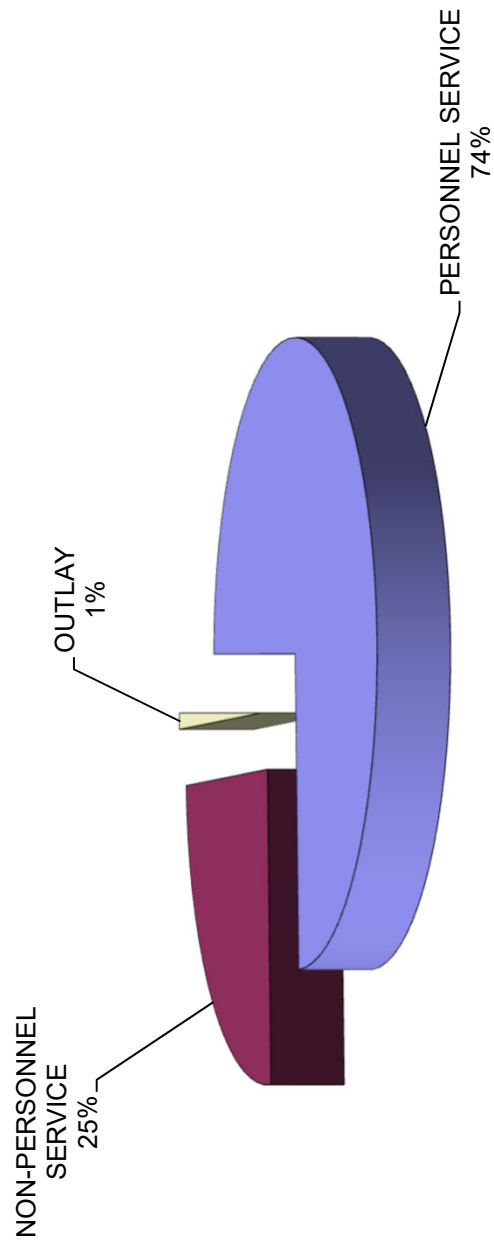
## 2020 BUDGET

### GENERAL FUND

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

DESCRIPTION	PERSONNEL SERVICES	NON-PERSONNEL SERVICES	OUTLAY	TOTAL EXPENDITURES
<b>PUBLIC SAFETY</b>				
Fire	2,460,343	142,750	24,000	2,627,093
Fire Safety	-	5,715	-	5,715
<b>TOTAL PUBLIC SAFETY</b>	2,460,343	148,465	24,000	2,632,808
<b>TRANSPORTATION</b>				
Snow & Ice Removal	-	98,150	-	98,150
<b>TOTAL TRANSPORTATION</b>	-	98,150	-	98,150
<b>SANITATION</b>				
Refuse Collection	-	93,300	-	93,300
Refuse Disposal	-	174,000	-	174,000
<b>TOTAL SANITATION</b>	-	267,300	-	267,300
<b>SUB-TOTAL COVERED SERVICES</b>	2,460,343	513,915	24,000	2,998,258
<b>TOTAL EXPENDITURES</b>	10,843,885	3,619,510	121,083	14,584,478

**CITY OF KAUKAUNA**  
**2020 Budgeted General Fund Expenditures by Type**



# CITY OF KAUKAUNA

## 2020 BUDGET

1000 ISLANDS ENVIRONMENTAL CENTER FUND (201)

### REVENUES AND EXPENDITURES

DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>REVENUE</b>					
Taxes	156,076	156,076	156,538	156,538	161,628
Kaukauna School District	15,000	15,000	15,000	15,000	15,000
Outagamie County	10,000	10,000	10,000	10,000	10,000
Interest Income	15,000	5,585	5,000	5,000	5,000
Other Center Receipts	14,000	16,942	14,000	14,000	15,000
Restricted Donations	12,000	8,719	18,500	11,500	22,000
<b>TOTAL REVENUE</b>	<b>222,076</b>	<b>212,322</b>	<b>219,038</b>	<b>212,038</b>	<b>228,628</b>
<b>EXPENDITURES</b>					
Wages and Benefits	164,576	150,012	162,638	167,647	175,328
Maintenance	57,500	62,777	56,400	57,350	53,300
Capital Outlay	0	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>222,076</b>	<b>212,789</b>	<b>219,038</b>	<b>224,997</b>	<b>228,628</b>
<b>EXCESS (DEFICIT) OF REVENUES OVER EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(12,959)</b>	<b>0</b>

# CITY OF KAUKAUNA

## 2020 BUDGET

REDEVELOPMENT AUTHORITY, SPECIAL REVENUE FUND (206 & 218)

### REVENUE & EXPENDITURE SUMMARY

DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>REVENUE</b>					
Loan Payments	111,148	177,456	225,000	200,000	225,000
Interest	4,519	14,277	4,500	12,000	10,000
<b>TOTAL REVENUE</b>	<b>115,667</b>	<b>191,733</b>	<b>229,500</b>	<b>212,000</b>	<b>235,000</b>
<b>EXPENDITURES</b>					
Economic Development	112,999	91,847	150,000	100,000	100,000
<b>TOTAL EXPENDITURES</b>	<b>112,999</b>	<b>91,847</b>	<b>150,000</b>	<b>100,000</b>	<b>100,000</b>
<b>OTHER FINANCING SOURCES</b>					
Application of Fund Balance	0	0	0	0	0
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>EXCESS (DEFICIT) OF REVENUE, OTHER FINANC. SOURCES &amp; EXPENDITURES</b>	<b>2,668</b>	<b>99,886</b>	<b>79,500</b>	<b>112,000</b>	<b>135,000</b>

# CITY OF KAUKAUNA

## 2020 BUDGET

### SPECIAL ASSESSMENT FUND (215) REVENUE AND EXPENDITURE SUMMARY

DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>REVENUE</b>					
Special Assessments	950,200	1,188,332	1,500,000	1,805,189	1,600,000
Interest On Special Assessments	59,498	61,876	65,000	106,000	100,000
<b>TOTAL REVENUE</b>	<b>1,009,698</b>	<b>1,250,208</b>	<b>1,565,000</b>	<b>1,911,189</b>	<b>1,700,000</b>
<b>EXPENDITURES</b>					
Street Improvements	0	1,170,000	1,325,000	1,325,000	1,715,000
Sidewalk Improvements	0	100,000	175,000	175,000	120,000
Utility Systems Improvements	0	200,000	265,000	240,000	175,000
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>1,470,000</b>	<b>1,765,000</b>	<b>1,740,000</b>	<b>2,010,000</b>
<b>OTHER FINANCING USES</b>					
Operating Transfer to Debt Service	0	994,347	0	600,039	0
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>0</b>	<b>994,347</b>	<b>0</b>	<b>600,039</b>	<b>0</b>
<b>EXCESS (DEFICIT) OF REVENUE &amp; OTHER FINANCING SOURCES OVER EXPEND.</b>	<b>1,009,698</b>	<b>(1,214,139)</b>	<b>(200,000)</b>	<b>(428,850)</b>	<b>(310,000)</b>

**CITY OF KAUKAUNA**  
**2020 BUDGET**  
*Grignon Mansion (219)*  
**REVENUE & EXPENDITURE SUMMARY**

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>REVENUE</b>						
	Taxes	0	0	0	0	18,000
	Community Foundation	0	0	0	7,706	7,700
	Donations, Grants, Contrirbtions	0	0	0	0	40,000
<b>TOTAL REVENUE</b>		0	0	0	7,706	65,700
<b>PERSONNEL SERVICES</b>						
<i>Wages &amp; Salaries</i>						
5101	Regular Payroll	0	0	0	0	31,333
5104	Temporary Payroll	0	0	0	0	0
5119	Longevity Pay	0	0	0	0	0
<i>Fringe Benefits</i>						
5151	Retirement Plan	0	0	0	0	2,131
5152	Residency	0	0	0	0	1,880
5154	Social Security	0	0	0	0	2,397
5157	Group Health Insurance	0	0	0	0	18,579
5160	Group Life Insurance	0	0	0	0	25
5163	Workers Compensation	0	0	0	0	1,191
<b>TOTAL PERSONNEL SERVICES</b>		0	0	0	0	57,535
<b>NON-PERSONNEL SERVICES</b>						
<i>Purchased Services</i>						
5205	Seminar Expenses	0	0	0	1,000	500
5208	Travel/City Business	0	0	0	1,000	500
5401	Office Supplies	0	0	0	1,000	300
5804	Outlay (Computer, etc.)	0	0	0	1,000	3,000
5306	Heating Fuel	0	0	0	1,000	1,000
5309	Water Sewer and Electric	0	0	0	2,200	2,200
5312	Maintenance Buildings	0	0	0	975	0
5325	Contractual Service	0	0	0	665	800
<b>TOTAL NONPERSONNEL SERVICES</b>		0	0	0	4,840	8,300
<b>TOTAL EXPENDITURES</b>		0	0	0	4,840	65,835
<b>OTHER FINANCING USES</b>						
5719	Transfer to Friends of Grignon	0	0	4,700	0	0
<b>TOTAL OTHER FINANCING SOURCES</b>		0	0	4,700	0	0
<b>EXCESS (DEFICIT) OF REVENUE, OTHER FINANCING USES &amp; EXPENDITURES</b>						
		0	0	(4,700)	2,866	(135)

Cash Balance at December 31, 2018 (1,648)

Cash Balance at December 31, 2019 1,218

Cash Balance at December 31, 2020 1,082

# CITY OF KAUKAUNA

## 2020 BUDGET

### SOLID WASTE FUND (220) REVENUE & EXPENDITURE SUMMARY

DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>REVENUE</b>					
Recycling And Garbage Collection	340,000	354,392	345,000	355,000	360,000
Other Revenue	0	4,014	0	0	0
<b>TOTAL REVENUE</b>	<b>340,000</b>	<b>358,406</b>	<b>345,000</b>	<b>355,000</b>	<b>360,000</b>
<b>EXPENDITURES</b>					
General Supplies	5,000	4,402	0	13,330	5,000
Refuse Disposal	215,000	0	189,948	189,948	190,000
<b>TOTAL EXPENDITURES</b>	<b>220,000</b>	<b>4,402</b>	<b>189,948</b>	<b>203,278</b>	<b>195,000</b>
<b>OTHER FINANCING USES</b>					
Transfer to General Fund	125,000	354,040	189,948	189,948	155,000
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>125,000</b>	<b>354,040</b>	<b>189,948</b>	<b>189,948</b>	<b>155,000</b>
<b>EXCESS (DEFICIT) OF REVENUE, OTHER FINANCING USES &amp; EXPENDITURES</b>	<b>(5,000)</b>	<b>(36)</b>	<b>(34,896)</b>	<b>(38,226)</b>	<b>10,000</b>

# CITY OF KAUKAUNA

## 2020 Budget

### VEHICLE REGISTRATION FEE FUND (221) REVENUE AND EXPENDITURE SUMMARY

<i>DESCRIPTION</i>	<i>2018 BUDGET</i>	<i>2019 ACTUAL</i>	<i>2019 BUDGET</i>	<i>2019 ESTIMATED ACTUAL</i>	<i>2020 Budget Year BUDGET</i>
<b>REVENUE</b>					
Registration Fee	179,526	180,808	185,000	175,000	175,000
<b>TOTAL REVENUE</b>	179,526	180,808	185,000	175,000	175,000
<b>EXPENDITURES</b>	0	0	0	0	0
<b>TOTAL EXPENDITURES</b>	0	0	0	0	0
<b>OTHER FINANCING USES</b>					
Operating Transfer to Debt Service	150,000	200,000	200,000	200,000	225,000
<b>TOTAL OTHER FINANCING SOURCES</b>	150,000	200,000	200,000	200,000	225,000
<b>EXCESS (DEFICIT) OF REVENUE &amp; OTHER FINANCING SOURCES OVER EXPEND.</b>	29,526	(25,000)	(15,000)	(25,000)	(50,000)



# CITY OF KAUKAUNA

## 2020 BUDGET DEBT SERVICE FUND (301) REVENUE AND EXPENDITURE SUMMARY

DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>REVENUE</b>					
Property Tax	2,544,805	2,827,991	2,827,991	2,544,805	3,676,496
Payment in Lieu of Tax	804,844	787,844	787,844	804,844	0
<b>TOTAL REVENUE</b>	<b>3,349,649</b>	<b>3,615,835</b>	<b>3,615,835</b>	<b>3,349,649</b>	<b>3,676,496</b>
<b>EXPENDITURES</b>					
Principal Payment	5,185,000	3,658,008	5,499,830	5,499,830	5,165,000
Interest Payment	1,845,541	1,196,399	1,872,770	1,872,770	1,777,709
Debt Service Fees	750	64,984	750	750	750
<b>TOTAL EXPENDITURES</b>	<b>7,031,291</b>	<b>4,919,390</b>	<b>7,373,350</b>	<b>7,031,291</b>	<b>6,943,459</b>
<b>EXCESS (DEFICIT) REVENUES OVER EXPENDITURES</b>	<b>(3,681,642)</b>	<b>(1,303,556)</b>	<b>(3,757,515)</b>	<b>(3,681,642)</b>	<b>(3,266,963)</b>
<b>OTHER FINANCING SOURCES</b>					
Refinancing Outstanding Debt	0	0	0	0	0
Premium Issuance (Interest Payment)	200,000	112,812	244,952	244,952	120,000
	3,481,641		3,512,563		
Operating Transfer In	3,681,641	2,741,327	3,757,515	3,757,515	3,146,963
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>7,363,283</b>	<b>2,854,139</b>	<b>7,515,031</b>	<b>3,681,641</b>	<b>3,266,963</b>
<b>EXCESS (DEFICIT) OF REVENUE &amp; OTHER FINANCING SOURCES OVER EXPENDITURES</b>	<b>3,681,641</b>	<b>1,550,583</b>	<b>3,757,515</b>	<b>(0)</b>	<b>0</b>

### Operating Transfers

	2019	2020
TID #4	55,525	55,525
TID # 5 (Estimated Increment)	72,000	926,949
TID #6	258,538	258,538
TID #8	204,275	194,275
TID #10	6,306	16,863
ERTIF	455,588	150,588
Storm Water Utility	723,102	711,504
Sanitary Sewer Utility	615,505	607,722
404 RDA MSB	787,844	0
Vehicle Registration Fee Fund	200,000	225,000
Special Assessment Fund	600,039	0
	<b>3,980,739</b>	<b>3,146,963</b>

# CITY OF KAUKAUNA

## 2020 BUDGET INDUSTRIAL PARK FUND (401) REVENUE & EXPENDITURE SUMMARY

	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
	<b>REVENUE</b>					
401-48110-4810	Interest Income	0	0	0	0	0
401-48900-4827	Other Revenue - Loan Repayment	11,967	23,933	11,967	23,933	23,933
401-48309-4499	Other Revenue - Land Sales	0	90,000	100,000	176,630	
	<b>TOTAL REVENUE</b>	<b>11,967</b>	<b>113,933</b>	<b>111,967</b>	<b>200,563</b>	<b>23,933</b>
	<b>EXPENDITURES</b>					
401-58100-5499	Industrial Park Expenditures	1,093	18,000	1,093	3,527	1,000
	<b>TOTAL EXPENDITURES</b>	<b>1,093</b>	<b>18,000</b>	<b>1,093</b>	<b>3,527</b>	<b>1,000</b>
	<b>OTHER FINANCING USES</b>					
401-59200-5720	Repayment of Due To General Fund	0	0	0	100,000	
	Transfer to Debt Service Fund				0	
	<b>TOTAL OTHER FINANCING SOURCES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100,000</b>	<b>0</b>
	<b>EXCESS (DEFICIT) OF REVENUE, OTHER FINANC. SOURCES &amp; EXPENDITURES</b>	<b>10,873</b>	<b>95,933</b>	<b>110,873</b>	<b>97,036</b>	<b>22,933</b>

Cash Balance at December 31, 2018	(282,397)		
Cash Balance at December 31, 2019		(85,361)	
Cash Balance at December 31, 2020			(62,428)

# CITY OF KAUKAUNA

## 2020 Budget

### PARK DEVELOPMENT FUND (402) REVENUE & EXPENDITURE SUMMARY

DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>REVENUE</b>					
Property Taxes - General	15,000	15,000	0	0	0
Other Revenue	0	0	0	0	0
<b>TOTAL REVENUE</b>	<b>15,000</b>	<b>15,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>EXPENDITURES</b>					
Park Development Expenditures	0	319	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>319</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>OTHER FINANCING SOURCES</b>					
Application of Fund Balance	0	0	0	0	0
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>EXCESS (DEFICIT) OF REVENUE, OTHER FINANC. SOURCES &amp; EXPENDITURES</b>	<b>15,000</b>	<b>14,681</b>	<b>0</b>	<b>0</b>	<b>0</b>

Cash Balance at December 31, 2018

83,452

Cash Balance at December 31, 2019

83,452

Cash Balance at December 31, 2020

83,452

# CITY OF KAUKAUNA

## 2020 Budget SPACE NEEDS FUND (403) REVENUE AND EXPENDITURE SUMMARY

DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>REVENUE</b>					
Property Taxes - General	0	0	0	0	0
Other Revenue	103,301	103,301	12,750	15,470	12,750
<b>TOTAL REVENUE</b>	<b>103,301</b>	<b>103,301</b>	<b>12,750</b>	<b>15,470</b>	<b>12,750</b>
<b>EXPENDITURES</b>					
Space Needs	376,759	2,180,659	1,000,000	802,819	3,480,090
<b>TOTAL EXPENDITURES</b>	<b>376,759</b>	<b>2,180,659</b>	<b>1,000,000</b>	<b>802,819</b>	<b>3,480,090</b>
<b>OTHER FINANCING SOURCES</b>					
Proceeds of General Obligation Notes	0	1,715,000	1,000,000	1,255,000	2,400,000
Transfer from General		260,000			
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>0</b>	<b>1,975,000</b>	<b>1,000,000</b>	<b>1,255,000</b>	<b>2,400,000</b>
<b>EXCESS (DEFICIT) OF REVENUE, OTHER FINANC. SOURCES &amp; EXPENDITURES</b>	<b>(273,458)</b>	<b>(102,358)</b>	<b>12,750</b>	<b>467,651</b>	<b>(1,067,340)</b>

Cash Balance at December 31, 2018	599,689		
Cash Balance at December 31, 2019		1,067,340	
Cash Balance at December 31, 2020			<u>0</u>

# CITY OF KAUKAUNA

## 2020 Budget

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

DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>REVENUE</b>					
Property Taxes - General	0	0	0	0	0
Interest Income	848	1,200	371	1,000	500
Other Revenue	0	0	0	0	0
<b>TOTAL REVENUE</b>	<b>848</b>	<b>831,000</b>	<b>371</b>	<b>1,000</b>	<b>500</b>
<b>EXPENDITURES</b>					
Municipal Service Building	0	500	9,000	186,448	0
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>500</b>	<b>9,000</b>	<b>186,448</b>	<b>0</b>
<b>OTHER FINANCING SOURCES</b>					
RDA Lease Bond	194,172	804,844	770,844	770,844	770,844
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>0</b>	<b>0</b>	<b>770,844</b>	<b>770,844</b>	<b>770,844</b>
<b>OTHER FINANCING USES</b>					
Transfer to Debt Service Fund		817,594	770,844	584,396	770,844
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>0</b>	<b>817,594</b>	<b>770,844</b>	<b>584,396</b>	<b>770,844</b>
<b>EXCESS (DEFICIT) OF REVENUE, OTHER FINANC. SOURCES &amp; EXPENDITURES</b>	<b>848</b>	<b>12,906</b>	<b>(8,629)</b>	<b>1,000</b>	<b>500</b>

Cash Balance at December 31, 2018 56,174

Cash Balance at December 31, 2019 57,174

Cash Balance at December 31, 2020 57,674

# CITY OF KAUKAUNA

## 2020 Budget ErTID #1 FUND (450) REVENUE & EXPENDITURE SUMMARY "Lehrer LandFill"

DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>REVENUE</b>					
Property Taxes - TIF	68,838	47,315	90,682	93,154	95,018
Other Revenue	0		0	0	0
<b>TOTAL REVENUE</b>	<b>68,838</b>	<b>47,315</b>	<b>90,682</b>	<b>93,154</b>	<b>95,018</b>
<b>EXPENDITURES</b>					
Remediation Cost	38,000	18,098	118,000	0	0
Marketing & Admin		9,249	2,500	2,000	0
<b>TOTAL EXPENDITURES</b>	<b>38,000</b>	<b>27,348</b>	<b>120,500</b>	<b>2,000</b>	<b>0</b>
<b>OTHER FINANCING SOURCES</b>					
Transfer From TID#6 as Recipient TID	140,000	0	450,000	450,000	52,409
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>140,000</b>	<b>0</b>	<b>450,000</b>	<b>450,000</b>	<b>52,409</b>
<b>OTHER FINANCING SOURCES (USES)</b>					
Repayment of Due To Debt Service Fund	65,000	0	300,000		
Transfer to Debt Service Fund	104,375	104,375	154,531	104,375	150,588
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>169,375</b>	<b>104,375</b>	<b>454,531</b>	<b>104,375</b>	<b>150,588</b>
<b>EXCESS (DEFICIT) OF REVENUE, OTHER FINANC. SOURCES &amp; EXPENDITURES</b>	<b>1,463</b>	<b>(84,408)</b>	<b>(34,350)</b>	<b>436,779</b>	<b>(3,161)</b>

Cash Balance at December 31, 2018	(842,290)		
Cash Balance at December 31, 2019		(405,511)	
Cash Balance at December 31, 2020			(408,672)

Estimated Remaining TIF Revenue	2,391,893
Net TIF Impact on Year End Budget Cash Balance	1,983,221
Outstanding Debt and accrued Expenses	2,431,336
Estimated TIF Balance (Deficit)	(39,443)

Annual Increment of Project	103,000
Remaining Yrs.	9
<b>Total Taxes Remainder of TIF</b>	<b>927,000</b>

# CITY OF KAUKAUNA

## 2020 BUDGET TAX INCREMENTAL DISTRICT #4 FUND (464) REVENUE & EXPENDITURE SUMMARY "Downtown District"

DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>REVENUE</b>					
Property Taxes - TIF	36,877	58,146	56,603	58,147	82,850
State Computer Aids	2,000	0	2,000		3,492
Interest Income	200	0	200	403	403
Other Revenue	25,000	5,000	0		234,643
<b>TOTAL REVENUE</b>	<b>64,077</b>	<b>63,146</b>	<b>58,803</b>	<b>58,550</b>	<b>321,388</b>
<b>OTHER FINANCING SOURCES</b>					
G.O. Borrowing				0	0
Transfer From TID#6 as Recipient TID					0
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>EXPENDITURES</b>					
Miscellaneous	0	0	0		0
Marking & Administration	0	0	0	150	150
TID Assistance	35,000	0	0		0
Storm Sewer Improvements	0	0	0		0
<b>TOTAL EXPENDITURES</b>	<b>35,000</b>	<b>0</b>	<b>0</b>	<b>150</b>	<b>0</b>
<b>OTHER FINANCING USES</b>					
Transfer to Debt Service Fund	53,887	0	55,525	51,000	55,525
Repayment of Due To General Fund					
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>53,887</b>	<b>0</b>	<b>55,525</b>	<b>51,000</b>	<b>55,525</b>
<b>EXCESS (DEFICIT) OF REVENUE, OTHER FINANC. SOURCES &amp; EXPENDITURES</b>	<b>(24,810)</b>	<b>63,146</b>	<b>3,278</b>	<b>7,400</b>	<b>265,863</b>

Cash Balance at December 31, 2018	<u>(254,625)</u>		
Cash Balance at December 31, 2019		<u>(247,225)</u>	
Cash Balance at December 31, 2020			<u>18,637</u>

Estimated Remaining TIF Revenue	945,742
Net TIF Impact on Year End Budget Cash Balance	<u>964,379</u>
Outstanding Debt and accrued Expenses	<u>1,070,529</u>
Estimated TIF Balance (Deficit)	<u>(124,787)</u>

Annual Increment of Project	102,000
Remaining Yrs.	8
Total Taxes Remainder of TIF	945,742

# CITY OF KAUKAUNA

## 2020 BUDGET

TAX INCREMENTAL DISTRICT #5 FUND (465)  
REVENUE & EXPENDITURE SUMMARY  
"Commerce Crossing" (Former Dog Track Site)

DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>REVENUE</b>					
Property Taxes - TIF	19,950	19,941	19,719	20,257	71,030
State Computer Aids	150	148	0	211	211
In Lieu of Tax - Medical Facility	0	48,600	58,000		220,000
Interest Income	0	0	0		0
TID 6 Donor	0	0	0		
Other Revenue (Land Sales)	0	597,379	500,000		0
<b>TOTAL REVENUE</b>	<b>20,100</b>	<b>666,068</b>	<b>577,719</b>	<b>20,468</b>	<b>291,241</b>
<b>OTHER FINANCING SOURCES</b>					
G.O. Borrowing	0	0	0	0	0
Transfer From TID#6 as Recipient TID					784,730
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>784,730</b>
<b>EXPENDITURES</b>					
Marketing & Admin	2,000	6,309	0	27,269	0
Developers' Incentive	0	95,834	26,200		0
<b>TOTAL EXPENDITURES</b>	<b>2,000</b>	<b>102,143</b>	<b>26,200</b>	<b>27,269</b>	<b>0</b>
<b>OTHER FINANCING USES</b>					
Transfer to Debt Service Fund	685,250	685,250	944,169	187,625	944,169
Repayment of Due To General Fund	0	0	0	0	0
<b>TOTAL OTHER FINANCING USES</b>	<b>685,250</b>	<b>685,250</b>	<b>944,169</b>	<b>187,625</b>	<b>944,169</b>
<b>EXCESS (DEFICIT) OF REVENUE, OTHER FINANC. SOURCES &amp; EXPENDITURES</b>	<b>(667,150)</b>	<b>(121,325)</b>	<b>(392,650)</b>	<b>(194,426)</b>	<b>131,803</b>

Cash Balance at December 31, 2018	<u>(3,620,509)</u>	
Cash Balance at December 31, 2019		<u>(3,814,935)</u>
Cash Balance at December 31, 2020		<u>(3,683,132)</u>

Estimated Remaining TIF Revenue	15,733,972
Net TIF Impact on Year End Budget Cash Balance	<u>12,050,840</u>

Outstanding Debt and accrued Expenses	16,809,033
Estimated TIF Balance (Deficit)	<u>(1,075,061)</u>

Annual Increment of Project	639,000
Remaining Yrs.	15
Total Taxes Remainder of TIF	11,243,308

TID #6 Donor Funds	4,490,664
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# CITY OF KAUKAUNA

## 2020 Budget TAX INCREMENTAL DISTRICT #6 FUND (466) REVENUE & EXPENDITURE SUMMARY "N.E.W. Industrial Park"

DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>REVENUE</b>					
Property Taxes - TIF	872,087	872,087	911,347	936,194	880,214
State Computer Aids	2,000	7,566	2,000	2,000	7,749
Interest Income	200	148	200	200	200
Other Revenue - Loan Repayment	26,727	25,611	26,727	26,727	26,727
<b>TOTAL REVENUE</b>	<b>858,736</b>	<b>858,736</b>	<b>940,274</b>	<b>965,121</b>	<b>914,890</b>
<b>EXPENDITURES</b>					
District Expenditures	25,000	18,850	23,600	150	150
Infrastructure Improvements	0	8,804		0	
<b>TOTAL EXPENDITURES</b>	<b>25,000</b>	<b>27,654</b>	<b>23,600</b>	<b>150</b>	<b>150</b>
<b>OTHER FINANCING USES</b>					
Transfer to Debt Service Fund	660,538	532,538	440,238	440,238	258,538
Transfer to TID ERTID #1	140,000	140,000	450,000	450,000	52,409
Transfer to Fund 464 (TID #4)	0	0	0	0	0
Transfer to Fund 465 (TID #5)	0	0	0	0	784,730
Repayment of Due To General Fund	0	0			
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>800,538</b>	<b>672,538</b>	<b>890,238</b>	<b>890,238</b>	<b>1,095,677</b>
<b>EXCESS (DEFICIT) OF REVENUE, OTHER FINANC. SOURCES &amp; EXPENDITURES</b>	<b>33,198</b>	<b>158,544</b>	<b>26,436</b>	<b>74,734</b>	<b>(180,937)</b>

Cash Balance at December 31, 2018	<u>217,872</u>		
Cash Balance at December 31, 2019		<u>292,606</u>	
Cash Balance at December 31, 2020			<u>111,669</u>

Estimated Remaining TIF Revenue	7,140,000
Net TIF Impact on Year End Budget Cash Balance	<u>7,251,669</u>

Outstanding Debt and accrued Expenses	1,322,388
Estimated TIF Balance (Deficit)	<u>5,929,281</u>

Annual Increment of Project	1,020,000
Remaining Yrs.	7
Total Taxes Remainder of TIF	7,140,000

# CITY OF KAUKAUNA

## 2020 Budget TAX INCREMENTAL DISTRICT #8 FUND (468) REVENUE & EXPENDITURE SUMMARY "The Gustman (Grand Kakalin) Site"

DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>REVENUE</b>					
Property Taxes - TIF	127,178	127,178	116,512	119,688	123,854
State Computer Aids	0	0	500	1,389	13,913
Interest Income	6,000	6,000	0	18,652	0
Other Revenue	0	0	0	0	0
<b>TOTAL REVENUE</b>	<b>133,178</b>	<b>133,178</b>	<b>117,012</b>	<b>139,729</b>	<b>137,767</b>
<b>OTHER FINANCING SOURCES</b>					
G.O. Borrowing	0	0	0		0
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>EXPENDITURES</b>					
District Expenditures	0	0	12,400	7,418	150
Library Garden	0	0	0	521,884	0
Developers Incentives	0	0	0	0	0
Infrastructure Improvements	20,000	20,000	278,000	6,555	89,000
<b>TOTAL EXPENDITURES</b>	<b>20,000</b>	<b>20,000</b>	<b>290,400</b>	<b>535,857</b>	<b>89,150</b>
<b>OTHER FINANCING USES</b>					
Transfer to Debt Service Fund	151,230	151,230	250,992	201,965	194,857
Repayment of Due To General Fund	0	0	0	0	0
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>151,230</b>	<b>151,230</b>	<b>250,992</b>	<b>201,965</b>	<b>194,857</b>
<b>EXCESS (DEFICIT) OF REVENUE, OTHER FINANC. SOURCES &amp; EXPENDITURES</b>	<b>(38,052)</b>	<b>(38,052)</b>	<b>(424,380)</b>	<b>(598,093)</b>	<b>(146,240)</b>

Cash Balance at December 31, 2018	<u>519,075</u>		
Cash Balance at December 31, 2019		<u>(79,018)</u>	
Cash Balance at December 31, 2020			<u>(225,259)</u>

Estimated Remaining TIF Revenue	5,250,000
Net TIF Impact on Year End Budget Cash Balance	<u>5,024,741</u>
Outstanding Debt and Accrued Expenses	4,408,535
Estimated TIF Balance (Deficit)	<u>841,465</u>

Annual Increment of Project	375,000
Remaining Yrs.	14
Total Taxes Remainder of TIF	5,250,000

# CITY OF KAUKAUNA

## 2020 BUDGET TAX INCREMENTAL DISTRICT #9 FUND (469) REVENUE & EXPENDITURE SUMMARY "Between the Parks"

DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>REVENUE</b>					
Property Taxes - TIF	0	1,109	14,222	14,610	20,516
State Computer Aids	0	0	200	12	200
Interest Income	0	0	0	0	0
Other Revenue	0	0	0	0	0
<b>TOTAL REVENUE</b>	<b>0</b>	<b>1,109</b>	<b>14,422</b>	<b>14,622</b>	<b>20,716</b>
<b>OTHER FINANCING SOURCES</b>					
G.O. Borrowing	0	0	0	0	0
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>EXPENDITURES</b>					
District Expenditures	500	150	500	150	150
Infrastructure Improvements	50,000		50,000	20,000	20,000
<b>TOTAL EXPENDITURES</b>	<b>50,500</b>	<b>150</b>	<b>50,500</b>	<b>20,150</b>	<b>20,150</b>
<b>OTHER FINANCING USES</b>					
Transfer to Debt Service Fund	0	0	0	0	0
Repayment of Due To General Fund	0	0	0	0	0
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>EXCESS (DEFICIT) OF REVENUE, OTHER FINANC. SOURCES &amp; EXPENDITURES</b>	<b>(36,078)</b>	<b>959</b>	<b>(36,078)</b>	<b>(5,528)</b>	<b>566</b>

Cash Balance at December 31, 2018 (110,341)

Cash Balance at December 31, 2019 (115,869)

Cash Balance at December 31, 2020 (115,304)

Estimated Remaining TIF Revenue 625,000  
Net TIF Impact on Year End Budget Cash Balance 509,696

Outstanding Debt and accrued Expenses 5,000  
Estimated TIF Balance (Deficit) 504,696

Annual Increment of Project	25,000
Remaining Yrs.	25
<b>Total Taxes Remainder of TIF</b>	<b>625,000</b>

# CITY OF KAUKAUNA

## 2020 BUDGET TAX INCREMENTAL DISTRICT #10 FUND (470) REVENUE & EXPENDITURE SUMMARY "The Donary Project"

DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>REVENUE</b>					
Property Taxes - TIF	0	0	0	0	696
State Computer Aids	0	0	0	0	0
Interest Income	0	4,739	0	1,794	0
Other Revenue	0	0	0	0	0
<b>TOTAL REVENUE</b>	<b>0</b>	<b>4,739</b>	<b>0</b>	<b>1,794</b>	<b>696</b>
<b>OTHER FINANCING SOURCES</b>					
G.O. Borrowing	0	584,727	0	0	0
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>0</b>	<b>584,727</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>EXPENDITURES</b>					
District Expenditures	0	8,421	0	570,000	0
Infrastructure Improvements			16,000	114,300	0
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>8,421</b>	<b>16,000</b>	<b>684,300</b>	<b>0</b>
<b>OTHER FINANCING USES</b>					
Transfer to Debt Service Fund	0	0	16,863	0	16,863
Repayment of Due To General Fund	0	0	0	0	0
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>0</b>	<b>0</b>	<b>16,863</b>	<b>0</b>	<b>16,863</b>
<b>EXCESS (DEFICIT) OF REVENUE, OTHER FINANC. SOURCES &amp; EXPENDITURES</b>	<b>0</b>	<b>581,045</b>	<b>(32,863)</b>	<b>(682,506)</b>	<b>(16,167)</b>

Cash Balance at December 31, 2018	<u>581,045</u>		
Cash Balance at December 31, 2019		<u>(101,461)</u>	
Cash Balance at December 31, 2020			<u>(117,628)</u>

Estimated Remaining TIF Revenue	1,242,000
Net TIF Impact on Year End Budget Cash Balance	<u>1,124,372</u>

Outstanding Debt and accrued Expenses	667,019
Estimated TIF Balance (Deficit)	<u>457,353</u>

Annual Increment of Project	46,000
Remaining Yrs.	27
Total Taxes Remainder of TIF	1,242,000

# CITY OF KAUKAUNA

## 2020 BUDGET SUBDIVISION FEES FUND (701) REVENUE & EXPENDITURE SUMMARY

DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>REVENUE</b>					
Property Taxes - TIF	5,000	66	4,500	65	65
Subdivision Fee	10,000	14,600	10,000	4,319	10,000
Interest Income	0	0	0	0	0
Other Revenue	0	0	0	0	0
<b>TOTAL REVENUE</b>	<b>15,000</b>	<b>14,666</b>	<b>14,500</b>	<b>4,384</b>	<b>10,065</b>
<b>OTHER FINANCING SOURCES</b>					
G.O. Borrowing	0	0	0	0	0
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>EXPENDITURES</b>					
District Expenditures					
Infrastructure Improvements		7,479		3,100	
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>7,479</b>	<b>0</b>	<b>3,100</b>	<b>0</b>
<b>OTHER FINANCING USES</b>					
Transfer to Debt Service Fund	0	0	0	0	0
Repayment of Due To General Fund	0	0	0	0	0
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>EXCESS (DEFICIT) OF REVENUE, OTHER FINANC. SOURCES &amp; EXPENDITURES</b>	<b>15,000</b>	<b>7,187</b>	<b>14,500</b>	<b>1,284</b>	<b>10,065</b>

Cash Balance at December 31, 2018 7,632

Cash Balance at December 31, 2019 8,916

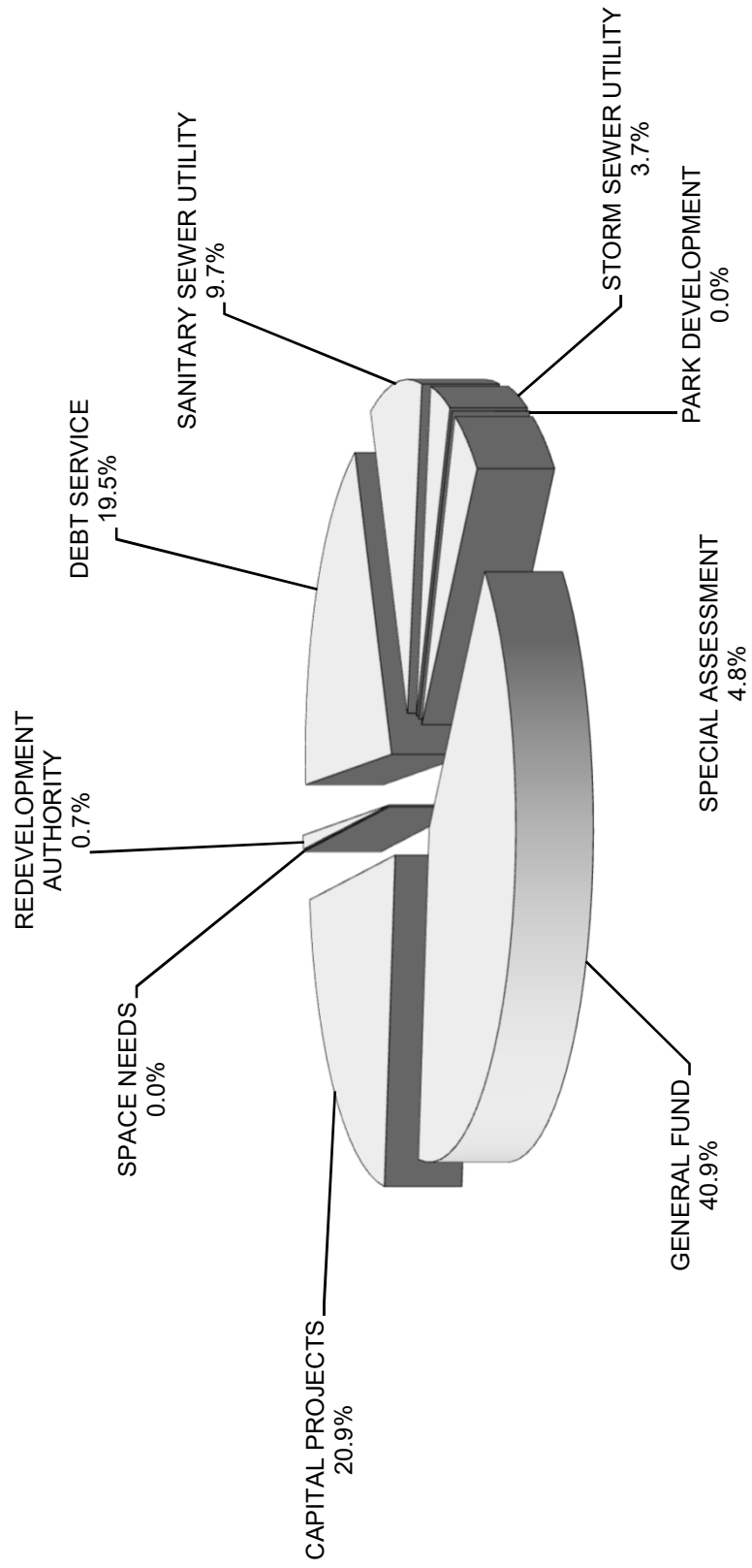
Cash Balance at December 31, 2020 18,981

**CITY OF KAUKAUNA**

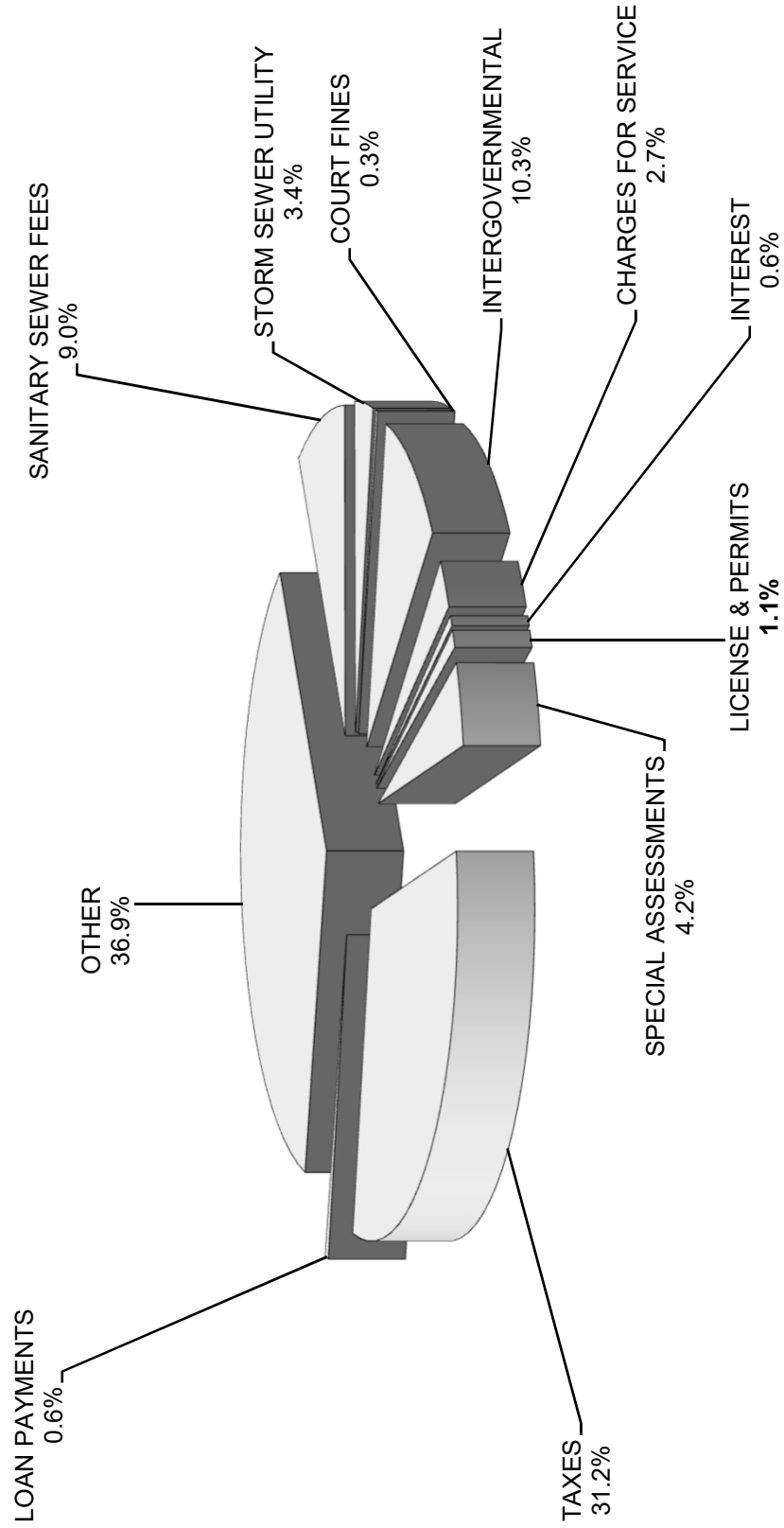
**2020 BUDGET  
BUDGETED REVENUE SOURCES - ALL FUNDS**

	GENERAL FUND	1000 ISLANDS	REDEVELOP AUTHORITY	DEBT SERVICE	CAPITAL PROJECTS	PARK DEVELOP.	SPECIAL ASSESSMENT	SPACE NEEDS	STORM SEWER UTLY	SANITARY SEWER UTLY	TOTAL
<b>TAXES</b>	8,119,777	163,550	0	3,676,496	0	0	0	0			11,959,823
<b>SPECIAL ASSESSMENTS</b>	0	0	0	0	0	0	1,600,000	0	0	0	1,600,000
<b>INTERGOVERNMENTAL</b>	3,921,779	25,000	0	0	0	0	0	0	0	0	3,946,779
<b>SANITARY SEWER SERVICE FEES</b>	0	0	0	0	0	0	0	0	0	3,450,000	3,450,000
<b>STORM SEWER SERVICE FEES</b>	0	0	0	0	0	0	0	0	1,300,000	0	1,300,000
<b>LICENSE AND PERMITS</b>	347,700	0	0	0	0	0	0	0	11,000	0	358,700
<b>COURT FINES AND FORFEITURES</b>	112,000	0	0	0	0	0	0	0	0	0	112,000
<b>CHARGES FOR SERVICE</b>	1,014,183	15,000	0	0	0	0	0	0	0	0	1,029,183
<b>INTEREST</b>	75,000	5,000	10,000	0	10,000	0	100,000	12,750	0	2,500	215,250
<b>LOAN PAYMENTS</b>	0	0	225,000	0	0	0	0	0	0	0	225,000
<b>OTHER</b>	998,538	22,000	0	3,266,963	7,441,000	0	0	2,400,000	0	0	14,128,501
<b>TOTAL REVENUE SOURCES</b>	14,588,978	230,550	235,000	6,943,459	7,451,000	0	1,700,000	2,412,750	1,311,000	3,452,500	38,325,237

**CITY OF KAUKAUNA**  
2020 Budgeted Revenues - All Funds

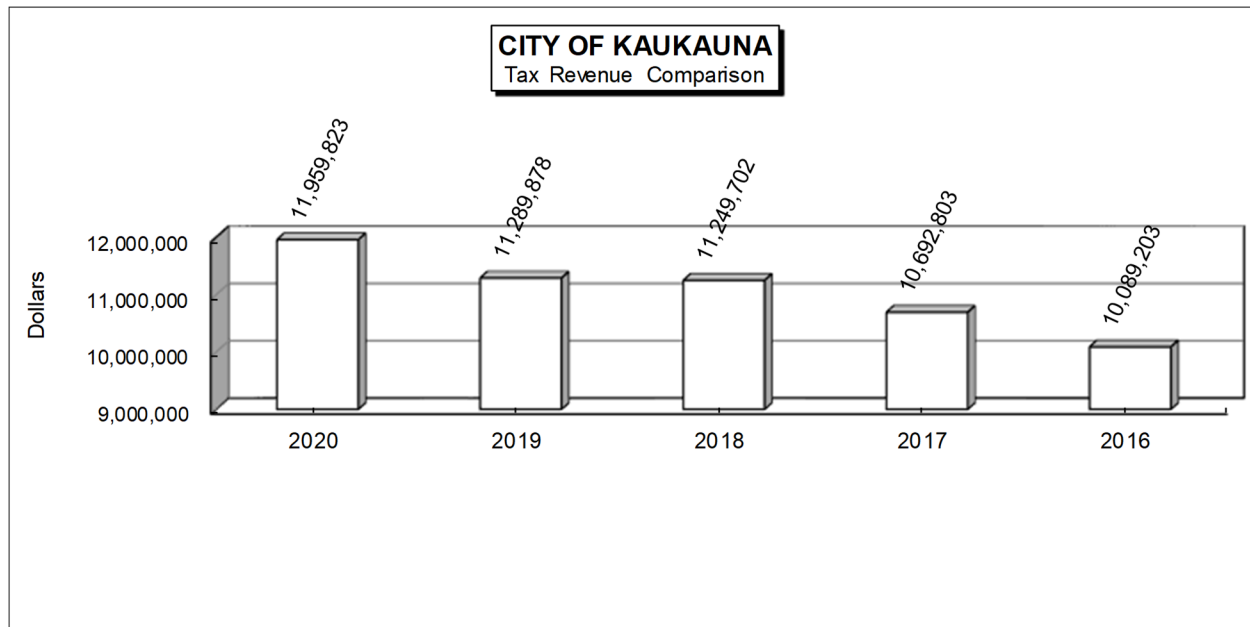


**CITY OF KAUKAUNA**  
 2020 Budgeted Revenues by Source - All Funds





**CITY OF KAUKAUNA**  
**2020 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 66.7% of all budgeted taxes and 37.14% of all general fund revenue sources budgeted. The property tax levy is budgeted to increase \$274,748 or 3.11% for 2020. 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, 1.45% 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 2020, this tax represents 16.28% 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.

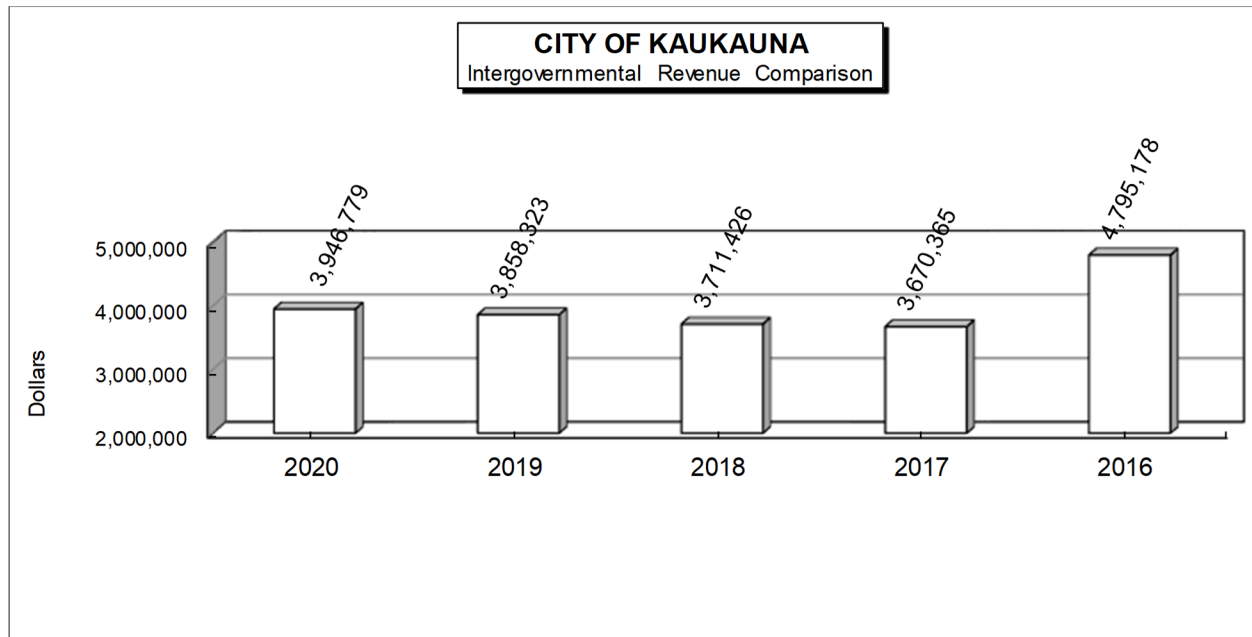
The third tax revenue is in lieu of taxes from the City's housing authority. This revenue is based on the current tax rate and the value of housing authority property in the City. The budget amount for this tax source is \$19,500 for 2020.

The tax revenue sources have remained flat by over the past two year. The increase from 2017 to 2018 is relative to the debt service that came due for payment. The real estate and personal property taxes are often viewed as a primary revenue source to balance the budget.

# CITY OF KAUKAUNA

## 2020 BUDGET

### REVENUE COMPARISON BY REVENUE SOURCE



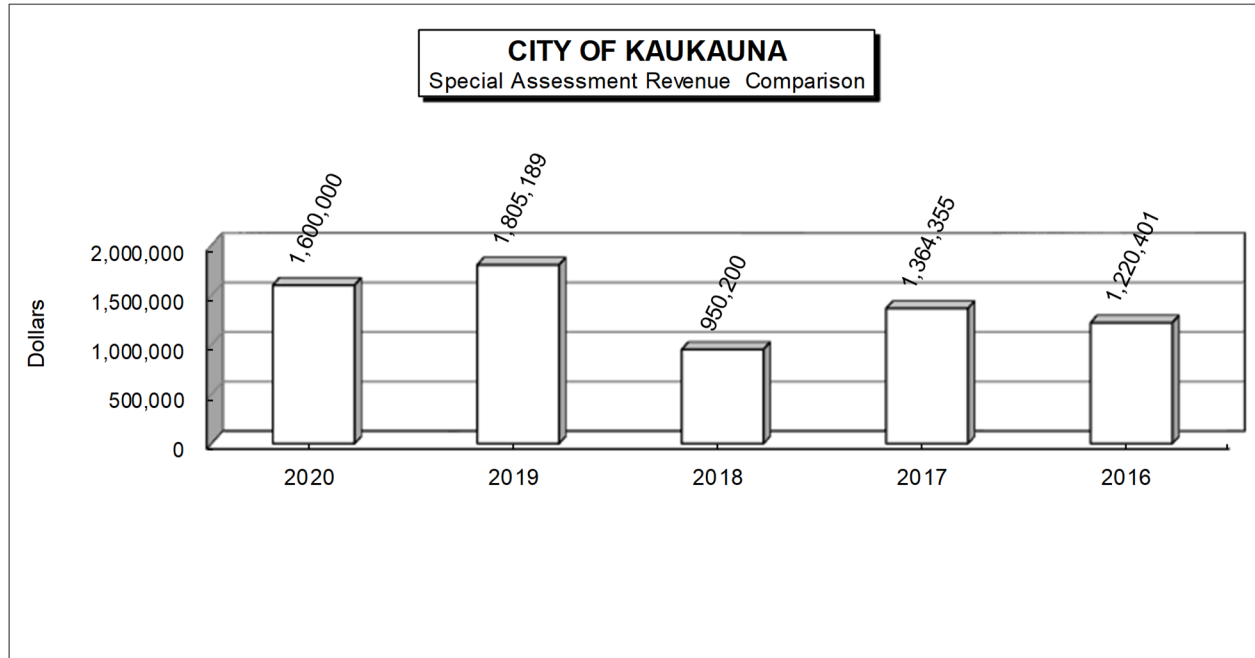
Intergovernmental revenues are comprised of state shared revenue, state fire insurance dues, state law enforcement grants, state highway aids, county aids and local school district subsidy of the City's Environmental Center. There was some volatility with this revenue source back in 2015. This source seems to have stabilize with a consistent aid amount from year to year since 2015. The graph above shows a slight trend upward with this aid.

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 15.14% of all general fund revenues. State shared revenue is budgeted to increase \$83,892 for the 2020 budget. There is two driving factors for this increase. The first is an increase in State General Transportation aid of \$93,000. The other factor is the decrease of \$137,295 in Shared Revenue, and a few minor increase to aids like Connecting Hwy Aid, Expenditure Restraint, and the new Video Service Provider aid of \$14,086. 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 \$974,938.58 for 2020 and accounts for 6.68% of all general fund revenue sources. This source is expected to increase by \$91,715 or 10.4% when compared to 2019.

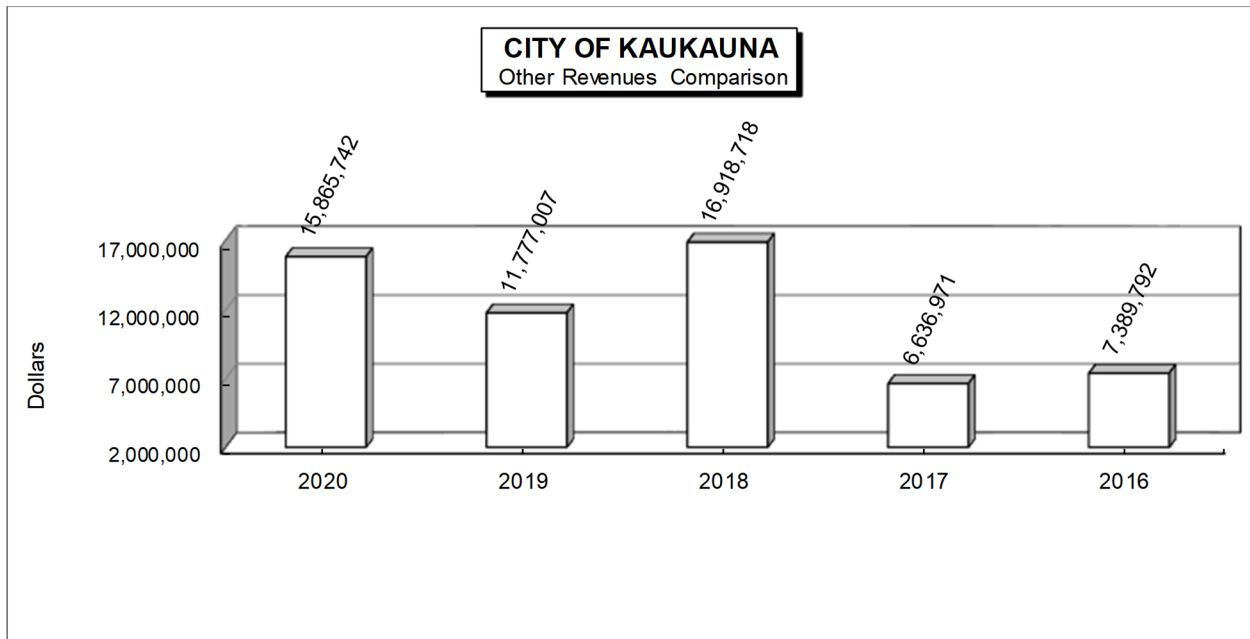
The State's current commitment to reducing taxes and the state of the economy are likely to have some lingering negative effects on state revenues to municipalities in the future. The other intergovernmental revenue sources are relatively small and likely to see modest growth in future years.

**CITY OF KAUKAUNA**  
**2020 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**  
**2020 BUDGET**  
**REVENUE COMPARISON BY REVENUE SOURCE**

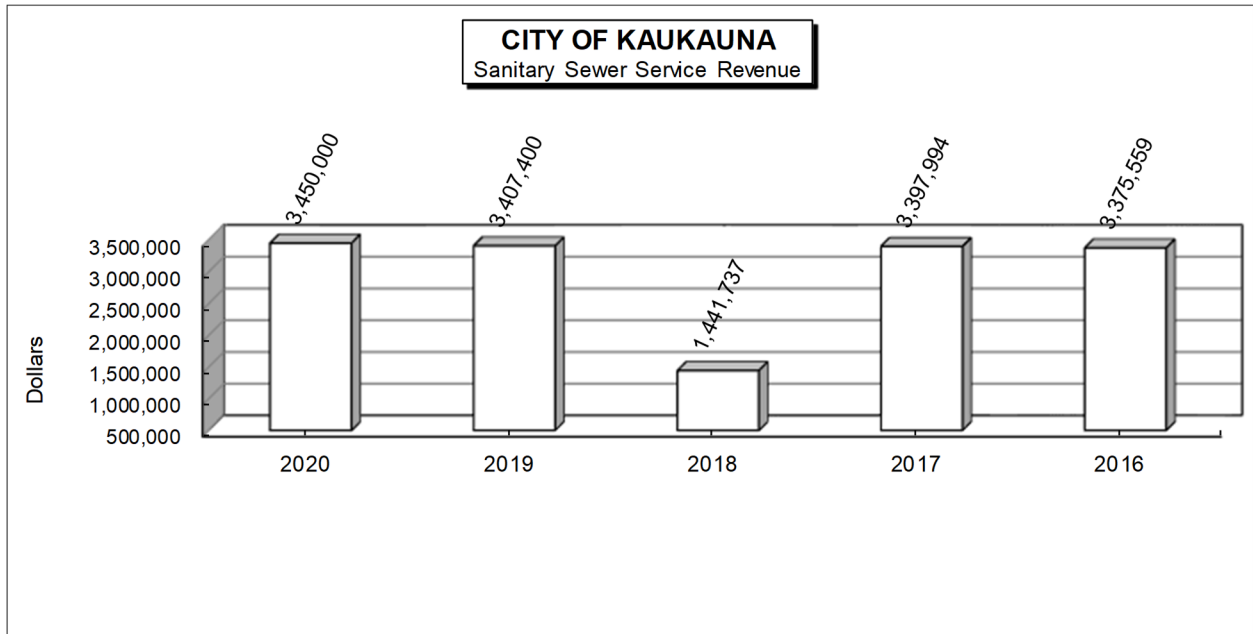


Other revenue sources consist of regulation and compliance revenues, charges for service other than sewer user fees, use of property and money and operating transfers. Some of the smaller components within this revenue source such as building permits, police fines, swimming pool user fees and interest 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 of user fees or license and permit fees will see an estimated \$225,000 increase over 2019 with the recent increase in some of the fees. The large increase in 2018 is the result of financing for the Fire Station, as well as a refinancing of TIF# 8 Debt. The increase in 2020 was also a result from financing the space needs project phase 3 along with a larger than expected street paving project.

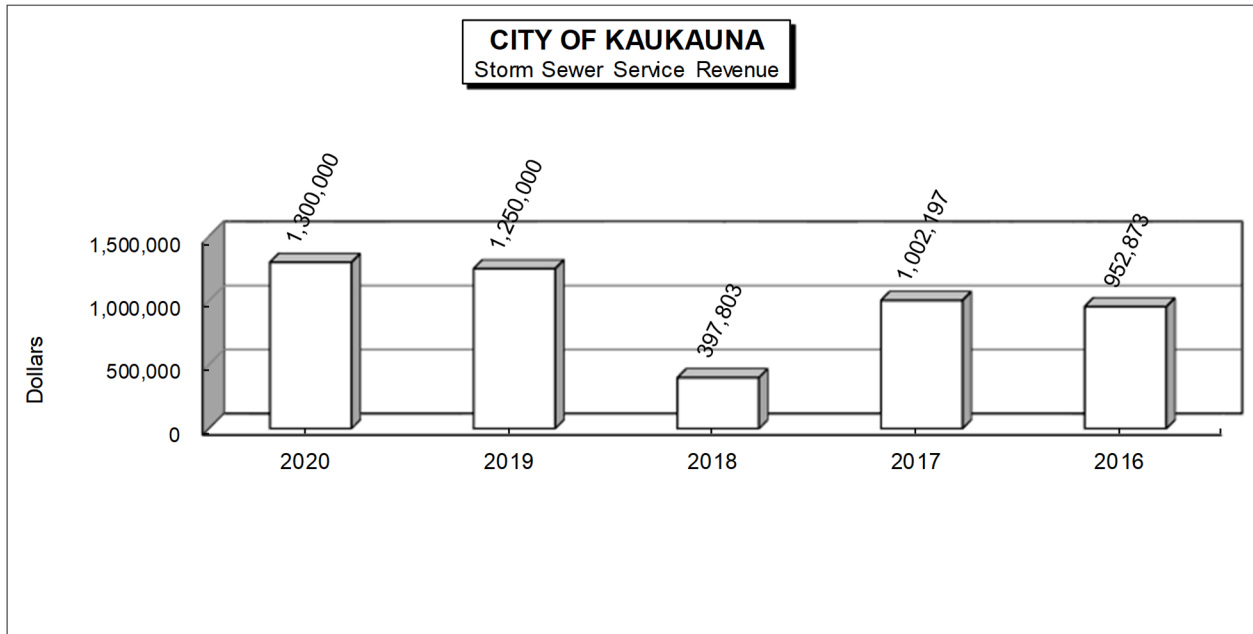
It's expected this revenue is to taper back off to a level comparable to 2016 which was prior to the space need projects and other larger street project initiative.

**CITY OF KAUKAUNA**  
**2020 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. It will remain at this level for the 2020 budget year.

**CITY OF KAUKAUNA**  
**2020 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 \$7.50 per ERU per month beginning January 2019. Since inception, the system has grown as are the expenses to operate the system. This budget doesn't include any rate adjustment, however, the fund is being closely monitored and managed. The rate being charged needs to cover the expenses to ensure the fund is sustainable long into the future.



## CITY OF KAUKAUNA

### 2020 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 5-3 displays each bond note by the funding source to repay each note. 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 and Lease revenue bonds will mature within 20 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, 2010. 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 2015-2019. 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. While addressing the space needs this trended upward for a short period, however is not expected to continue its downward trend.

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 24.0% and 37.1% of the City's legal debt limit. At the end of 2019, general obligation debt excluding tax incremental financing debt is expected to decrease based the cities equalized value growth and consistent payment of debt each year.

The overall general obligation debt including TID debt less debt service stabilization funds is at 73.3% of the legal limit at yearend 2019. Based on planned capital improvements and debt schedule payoff this is expected to continue its downward trend in 2020.

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 remain stable at level seen in the 2018 year.

The schedule on page 5-8 indicates that the ratio of net general obligation debt to general fund expenditures has increased modestly since 2009 except for 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 \$3,500,000 per year. Based upon the assumptions in this schedule, the City will continually use levy dollars to pay down debt. With past efforts, the need for levy dollars to pay down debt has leveled off and is expected to stay this way for the foreseeable future.

**CITY OF KAUKAUNA**

**2020 BUDGET**  
**SUMMARY OF INDEBTEDNESS, PRINCIPAL ONLY**  
**AS OF DECEMBER 31, 2019**

DESCRIPTION	ORIGINAL PRINCIPAL AMOUNT	INTEREST RATE	OUTSTANDING BALANCE DEC. 31, 2019	PRINCIPAL TO BE RETIRED 2020	OUTSTANDING BALANCE DEC. 31, 2020
<b>GENERAL OBLIGATION</b>					
2011 General Obligation Notes	2,775,000	2.71%	1,500,000	700,000	800,000
2012 General Obligation Notes	2,800,000	2.34%	2,100,000	600,000.00	1,500,000
2013 General Obligation Notes	1,125,000	3.38%	750,000	150,000.00	600,000
2013 General Obligation Notes	5,900,000	2.03%	450,000	450,000.00	0
2014 General Obligation Notes	1,300,000	2.49%	1,050,000	100,000.00	950,000
2015 General Obligation Notes	3,550,000	2.71%	2,780,000	340,000.00	2,440,000
2015 General Obligation Notes	1,650,000	3.08%	1,450,000	75,000.00	1,375,000
2016 General Obligation Notes	1,525,000	2.23%	825,000	125,000	700,000
2017 General Obligation Notes	8,050,000	2.46%	7,795,000	460,000	7,335,000
2018 General Obligation Notes	3,680,000	2.92%	3,535,000	50,000.00	3,485,000
2019 General Obligation Notes	5,025,000	2.23%	5,025,000	125,000.00	4,900,000
<b>TOTAL GENERAL OBLIGATION DEBT</b>			<b>27,260,000</b>	<b>3,175,000</b>	<b>24,085,000</b>
<b>TAX INCREMENTAL DISTRICT NO. 4</b>					
2014 General Obligation Notes	350,000	2.68%	225,000	25,000	200,000
2017A General Obligation Notes	200,000	2.68%	165,000	20,000	145,000
<b>TOTAL TAX INCREMENTAL DISTRICT NO. 4</b>			<b>390,000</b>	<b>45,000</b>	<b>345,000</b>
<b>TAX INCREMENTAL DISTRICT NO. 5</b>					
2010 General Obligation Bonds	3,950,000	3.40%	3,425,000	375,000	3,050,000
2019B Refund of 2010 General Obligation Bonds	6,030,000	2.83%	6,030,000	275,000	5,755,000
<b>TOTAL TAX INCREMENTAL DISTRICT NO. 5</b>			<b>9,455,000</b>	<b>650,000</b>	<b>8,805,000</b>
<b>TAX INCREMENTAL DISTRICT NO. 6</b>					
2007 General Obligation Notes (2015 Refi)	2,435,000	2.38%	985,000	0	985,000
2010 General Obligation Notes	1,350,000	2.22%	225,000	225,000	0
<b>TOTAL TAX INCREMENTAL DISTRICT NO. 6</b>			<b>1,210,000</b>	<b>225,000</b>	<b>985,000</b>
<b>ENVIRONMENTAL REMEDIATION TID NO. 1</b>					
2014 General Obligation Notes	1,000,000	3.51%	675,000	125,000	550,000
2018a General Obligation Note	100,000	2.87%	100,000	0	100,000
<b>TOTAL ENVIRONMENTAL REMEDIATION TID NO. 1</b>			<b>775,000</b>	<b>125,000</b>	<b>650,000</b>
<b>TAX INCREMENTAL DISTRICT NO. 8</b>					
2017 General Obligation Notes	1,565,000	2.23%	1,355,000	110,000	1,245,000
2017A General Obligation Notes	200,000	2.73%	165,000	20,000	145,000
2018a General Obligation Notes	850,000	2.88%	840,000	0	840,000
2019b General Obligation Note	275,000	2.83%	275,000	0	275,000
<b>TOTAL TAX INCREMENTAL DISTRICT NO. 8</b>			<b>2,635,000</b>	<b>130,000</b>	<b>2,505,000</b>
<b>TAX INCREMENTAL DISTRICT NO. 10</b>					
2018 General Obligation Notes	570,000	2.92%	565,000	0	565,000
<b>TOTAL TAX INCREMENTAL DISTRICT NO. 10</b>			<b>565,000</b>	<b>0</b>	<b>565,000</b>
<b>TOTAL GENERAL OBLIGATION DEBT</b>			<b>42,290,000</b>	<b>4,350,000</b>	<b>37,940,000</b>
<b>REVENUE BONDS</b>					
<b>SANITARY SEWER UTILITY</b>					
2013 Revenue Bonds	1,950,000	3.67%	1,275,000	125,000	1,150,000
2015 Revenue Bonds	1,225,000	3.48%	950,000	75,000	875,000
2016 Revenue Bonds	1,225,000	2.37%	1,075,000	75,000	1,000,000
2018 Revenue Bonds	1,190,000	2.37%	1,165,000	40,000	1,125,000
2019 Bond Anticipation Note	2,550,000	3.00%	2,550,000	0	2,550,000
<b>TOTAL SANITARY SEWER UTILITY</b>			<b>7,015,000</b>	<b>315,000</b>	<b>6,700,000</b>
<b>STORM SEWER UTILITY</b>					
2016 Revenue Bonds	1,350,000	2.20%	1,125,000	75,000	1,050,000
2019 Bond Anticipation Note	3,800,000	3.00%	3,800,000	0	3,800,000
<b>TOTAL STORM SEWER UTILITY</b>			<b>4,925,000</b>	<b>75,000</b>	<b>4,850,000</b>
<b>LEASE REVENUE BONDS</b>					
2015 RDA Lease	10,500,000	3.88%	8,925,000	425,000	8,500,000
<b>TOTAL Lease Revenue Bonds</b>			<b>8,925,000</b>	<b>425,000</b>	<b>8,500,000</b>

# CITY OF KAUKAUNA

## 2019 BUDGET ANNUAL PRINCIPAL AND INTEREST DEBT SERVICE REQUIREMENTS AS OF DECEMBER 31, 2020

YEAR	DEBT SERVICE FUND	TAX		TAX		TAX		TAX		ENVIRONMENTAL REMEDIALATION		REDVELOPMENT AUTHORITY		STORM		SANITARY		GRAND TOTAL
		INCREMENTAL DEBT	TAX DEBT	INCREMENTAL DEBT	TAX DEBT	INCREMENTAL DEBT	TAX DEBT	INCREMENTAL DEBT	TAX DEBT	TID DEBT	LEASE DEBT	WATER UTILITY DEBT	SEWER UTILITY DEBT	WATER UTILITY DEBT	SEWER UTILITY DEBT	WATER UTILITY DEBT	SEWER UTILITY DEBT	
2020	3,293,021	55,525	926,949	258,538	194,275	16,863	150,588	770,844	711,504	150,588	770,844	711,504	607,722	711,504	607,722	6,985,827	6,985,827	
2021	3,358,000	79,000	897,783	201,050	231,175	46,488	151,619	753,844	626,886	151,619	753,844	626,886	574,983	626,886	574,983	6,920,826	6,920,826	
2022	3,361,338	77,100	905,464	196,675	247,338	50,675	152,056	736,844	466,137	152,056	736,844	466,137	553,469	466,137	553,469	6,747,095	6,747,095	
2023	3,268,100	158,825	1,012,495	191,425	272,788	69,550	171,463	719,844	422,850	171,463	719,844	422,850	541,969	422,850	541,969	6,829,308	6,829,308	
2024	3,254,560	50,750	970,085	210,800	286,675	77,888	165,188	702,844	4,258,790	165,188	702,844	4,258,790	3,080,469	4,258,790	3,080,469	13,058,048	13,058,048	
2025	2,255,285	0	1,066,200	263,900	725,225	95,638	16,813	685,844	381,590	16,813	685,844	381,590	474,281	381,590	474,281	5,964,775	5,964,775	
2026	3,085,050	0	676,000	0	300,925	98,013	16,363	668,844	119,500	16,363	668,844	119,500	461,531	119,500	461,531	5,426,225	5,426,225	
2027	3,627,681	0	2,179,575	0	327,113	100,119	15,894	651,844	116,250	15,894	651,844	116,250	473,781	116,250	473,781	7,492,256	7,492,256	
2028	2,222,194	0	2,202,188	0	302,800	111,788	20,325	634,844	113,000	20,325	634,844	113,000	459,656	113,000	459,656	6,066,794	6,066,794	
2029	1,236,000	0	0	0	131,375	0	0	618,906	109,750	0	618,906	109,750	369,625	109,750	369,625	2,465,656	2,465,656	
2030	1,221,125															1,221,125	1,221,125	
	30,182,353	421,200	10,836,738	1,322,388	3,019,688	667,019	860,306	6,944,500	7,326,257	860,306	6,944,500	7,326,257	7,597,487	7,326,257	7,597,487	69,177,935	69,177,935	

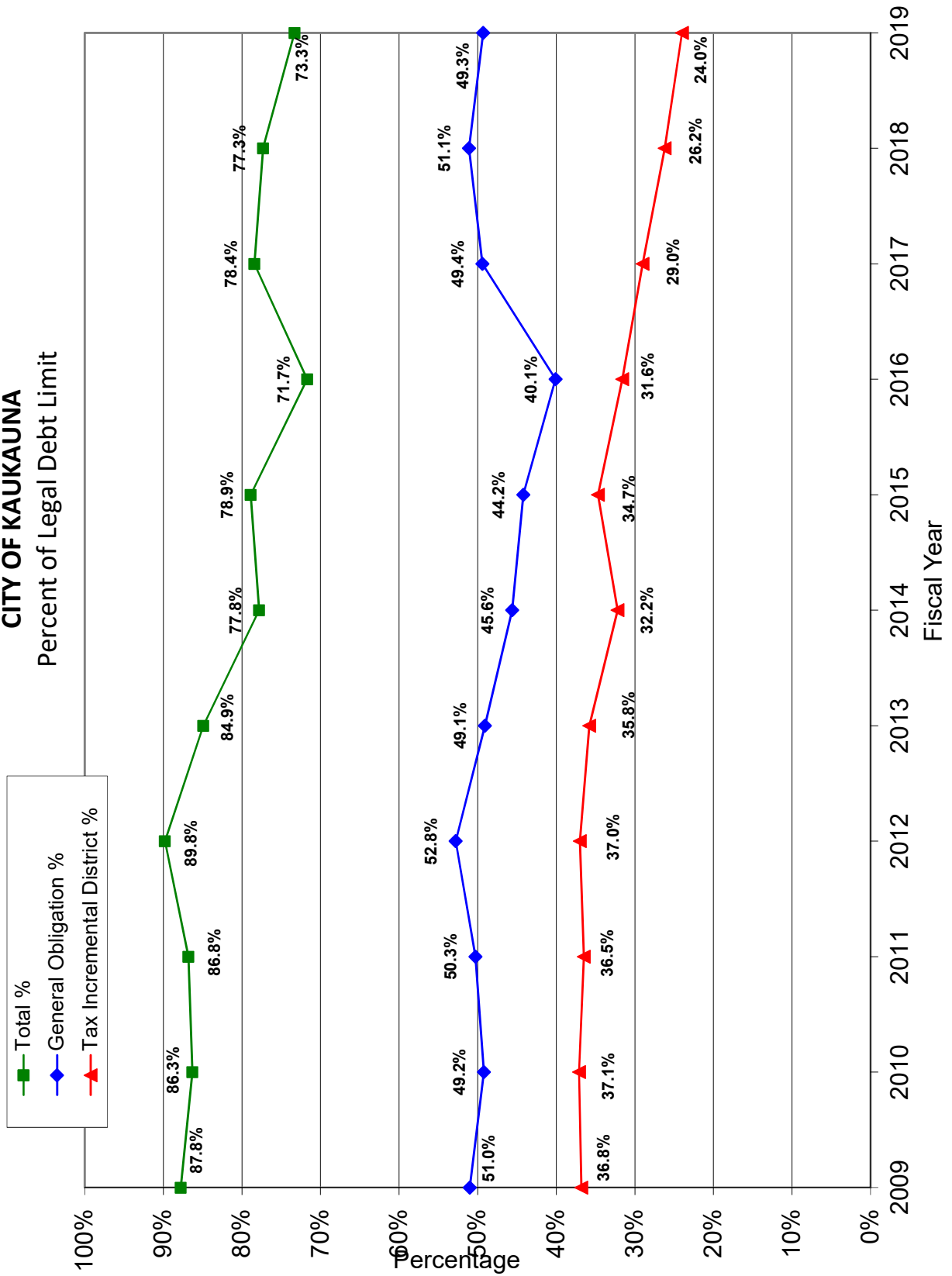
## CITY OF KAUKAUNA

### 2020 BUDGET

*SUMMARY OF LONG-TERM DEBT  
AND PERCENT OF LEGAL DEBT LIMIT  
FOR THE FISCAL YEARS 2010 THROUGH 2019*

<i>FISCAL YEAR END</i>	<i>EQUALIZED PROPERTY VALUE</i>	<i>LONG-TERM DEBT</i>	<i>PERCENT OF LEGAL DEBT LIMIT</i>
<b>2019</b>	1,153,793,700	42,290,000	73.3%
<b>2018</b>	1,088,410,600	42,090,000	77.3%
<b>2017</b>	1,027,973,700	40,300,000	78.4%
<b>2016</b>	987,297,400	35,400,000	71.7%
<b>2015</b>	944,939,900	37,265,000	78.9%
<b>2014</b>	922,944,000	35,925,000	77.8%
<b>2013</b>	896,096,700	38,025,000	84.9%
<b>2012</b>	898,369,100	40,325,000	89.8%
<b>2011</b>	932,227,600	40,450,000	86.8%
<b>2010</b>	935,396,400	40,385,000	86.3%

# **CITY OF KAUKAUNA** Percent of Legal Debt Limit



# CITY OF KAUKAUNA

## 2020 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
2019	16,250	1,153,793,700	42,290,000	23,387,395	18,902,605	1.64%	1,163.24
2018	16,049	1,088,410,600	42,090,000	23,913,497	18,176,503	1.67%	1,132.56
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

## CITY OF KAUKAUNA

### 2020 BUDGET

#### RATIO OF GENERAL OBLIGATION DEBT SERVICE TO BUDGETED GENERAL FUND EXPENDITURES

YEAR	PRINCIPAL	INTEREST	TOTAL G.O. DEBT SERVICE	BUDGETED GENERAL FUND EXPENDITURES	RATIO OF G.O. DEBT TO GENERAL EXPENDITURES
2020	4,350,000	1,289,718	5,639,718	14,590,978	38.65%
2019	4,724,830	1,311,918	6,036,748	14,208,443	42.49%
2018	4,435,000	1,300,541	5,735,541	13,696,802	41.88%
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%

\* 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.

# CITY OF KAUKAUNA

## 2020 BUDGET CURRENT AND FUTURE DEBT SERVICE REQUIREMENTS - PRINCIPAL ONLY

TOTAL ACTUAL DEBT SERVICE YEAR	TID #4 PAYMENTS	TID #5 PAYMENTS	TID #6 PAYMENTS	TID #8 PAYMENTS	TID #10 PAYMENTS	ERTIF PAYMENTS	RDA PAYMENTS	STORM		SANITARY		CURRENT PRINCIPAL ONLY TAX LEVY IMPACT	FUTURE		CURRENT AND FUTURE PRINCIPAL ONLY LEVY IMPACT
								WATER UTILITY PAYMENTS	SEWER UTILITY PAYMENTS	DEBT SERVICE REQUIREMENTS	DEBT SERVICE REQUIREMENTS				
2020	5,165,000	45,000.00	650,000.00	225,000.00	130,000.00	0.00	125,000.00	425,000.00	681,003.71	393,523.58	2,490,473	300,000	2,790,473		
2021	5,205,000	75,250	757,750	175,000	170,000	30,000	148,719	425,000	597,886	360,514	2,464,881	585,000	3,049,881		
2022	5,185,000	73,750	770,750	175,000	190,000	35,000	149,344	425,000	338,887	350,000	2,677,269	419,500	3,096,769		
2023	5,415,000	157,250	883,750	191,425	220,000	55,000	169,000	719,844	297,100	350,000	2,371,631	436,000	2,807,631		
2024	11,810,000	50,750	847,500	210,800	240,000	65,000	163,000	702,844	4,135,040	2,900,000	2,495,066	375,000	2,870,066		
2025	5,050,000	0	900,000	260,000	570,000	85,000	15,000	425,000	359,840	375,000	2,060,160	809,500	2,869,660		
2026	4,660,000	0	650,000	0	270,000	90,000	15,000	425,000	100,000	375,000	2,735,000	791,000	3,526,000		
2027	6,910,000	0	503,125	0	305,000	95,000	15,000	425,000	100,000	400,000	5,066,875	600,000	5,666,875		
2028	5,655,000	0	503,125	0	290,000	110,000	20,000	425,000	100,000	400,000	3,806,875	600,000	4,406,875		
2029	2,175,000	0	503,125	0	125,000	0	0	425,000	100,000	325,000	696,875	2,100,000	2,796,875		
2030	1,000,000	0	503,125	0	150,000	0	0	425,000	100,000	325,000	(503,125)	3,200,000	2,696,875		
2031	775,000.00	0	503,125	0	0	0	0	425,000	100,000	250,000	(503,125)	3,200,000	2,696,875		
2032	575,000.00	0	503,125	0	0	0	0	425,000	0	150,000	(503,125)	3,200,000	2,696,875		
2033	600,000	0	503,125	0	0	0	0	425,000	0	175,000	(503,125)	3,200,000	2,696,875		
<hr/>															
60,180,000	402,000	8,981,625	1,237,225	2,660,000	565,000	820,063	6,522,688	7,009,757	7,129,038	24,852,605	19,816,000	44,668,605			

The future debt service amounts above assume borrowing \$4.5 million in 2020, \$2.5 million in 2021 and 2022 .





**CITY OF KAUKAUNA**  
**2020 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 2020 the capital borrow will continue to be around the \$2,500,000 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 6-7 summarizes anticipated projects. It is also anticipated that additional projects will be added or removed from years 2020 through 2024.

**Future Perspective:** The schedule on page 5-9 indicates consistent debt service requirements for the foreseeable future and is based on \$3,500,000 of new borrowing in 2020 for General Infrastructure. Borrowing will then level out to \$2,800,000 per year thereafter. Debt service payments are projected to level out beginning in 2020.

## CITY OF KAUKAUNA

### 2020 BUDGET

CAPITAL PROJECTS FUNDS (420, 421, 422, 423)

PROJECTED FUND BALANCE AS OF DECEMBER 31, 2019

DESCRIPTION	BALANCE
<b>BALANCE AS OF JANUARY 1, 2019</b>	
Assigned for Subsequent Years Expenditures	595,007
<b>PROJECTED CHANGE IN FUND BALANCE FROM 2017 OPERATIONS</b>	
Revenues & Other Financing Sources	14,130,000
Expenditures	<u>(14,103,108)</u>
<b>SUBTOTAL</b>	26,892
<b>PROJECTED BALANCE AS OF DECEMBER 31, 2019</b>	
Assigned for Subsequent Years Expenditures	<u><u>621,899</u></u>

# CITY OF KAUKAUNA

## 2020 Budget STREET & SIDEWALK CAPITAL PROJECTS FUND (420) REVENUES & EXPENDITURES SUMMARY

DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>REVENUE</b>					
State Gants			0	0	1,760,000
Other Revenue			0	0	2,000,000
Interest			26,000	26,000	25,000
<b>TOTAL REVENUE</b>	0	0	26,000	26,000	3,785,000
<b>EXPENDITURES</b>					
Street Improvement			1,100,000	2,830,000	7,175,000
Property Acquisition			27,140	120,000	0
Sidewalk Replacement			140,000	140,000	175,000
Miscellaneous		0	0	0	0
<b>TOTAL EXPENDITURES</b>	0	0	1,267,140	3,090,000	7,350,000
<b>OTHER FINANCING SOURCES (USES)</b>					
Proceeds of General Obligation Notes				2,855,366	\$2,055,000
Transferred from Special Assessment Fund				1,435,000	\$1,535,000
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	0	0	0	4,290,366	3,590,000
<b>EXCESS (DEFICIT) OF REV. &amp; OTHER FINANC- ING SOURCES (USES) OVER EXPENDITURES</b>	0	0	(1,241,140)	1,226,366	25,000

Cash Balance at December 31, 2018

-524,753

Cash Balance at December 31, 2019

701,613.00

Cash Balance at December 31, 2020

726,613

# CITY OF KAUKAUNA

## 2020 Budget EQUIPMENT CAPITAL PROJECTS FUND (421) REVENUES & EXPENDITURES SUMMARY

DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>REVENUE</b>					
State Gants			0	0	0
Other Revenue			0	0	0
Interest			9,000	9,000	10,000
<b>TOTAL REVENUE</b>			9,000	9,000	10,000
<b>EXPENDITURES</b>					
52105 - Police Department					
52205 - Fire Department					
52305 - Ambulance					
52405 - Building Inspection					
53105 - Engineering			26,000	25,218	
53308 - Equip Maintenance & Replace					342,000
55110 - Public Library				521,000	
55200 - Parks					22,000
55410 - Swimming Pool					
56900 - 1000 Island Center					
57190 - Other General Govt Outlay					
<b>TOTAL EXPENDITURES</b>			26,000	546,218	364,000
<b>OTHER FINANCING SOURCES (USES)</b>					
Proceeds of General Obligation Notes			0	397,000	400,000
Transferred from Special Assessment Fund			0	0	0
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>			0	397,000	400,000
<b>EXCESS (DEFICIT) OF REV. &amp; OTHER FINANC- ING SOURCES (USES) OVER EXPENDITURES</b>			-17,000	-140,218	46,000

Cash Balance at December 31, 2018	93,482		
Cash Balance at December 31, 2019		-46,736.00	
Cash Balance at December 31, 2020			-736

# CITY OF KAUKAUNA

## 2020 Budget PARK & POOL CAPITAL PROJECTS FUND (422) REVENUES & EXPENDITURES SUMMARY

DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>REVENUE</b>					
State Gants				0	\$4,070,000
Other Revenue				63,790	\$405,000
Interest				12,547	10,000
<b>TOTAL REVENUE</b>				76,337	4,485,000
<b>EXPENDITURES</b>					
55120 - Grignon Museum Buildings					
55120 - Grignon Museum Equipment					
55200 - Parks Buildings					
55200 - Parks Equipment					150,000
55200 - Parks Trails and Bridges					5,155,000
55200 - Parks Sidewalk					
55410 - Swimming Pool Buildings				18,000	
55410 - Swimming Pool Equipment				20,000	250,000
55410 - Swimming Pool Sidewalks					
57620 - Parks Outlay Trails & Walking Bridges				250,000	
56900 - 1000s Island Trails and Bridges				20,000	\$540,000
<b>TOTAL EXPENDITURES</b>				308,000	6,095,000
<b>OTHER FINANCING SOURCES (USES)</b>					
Proceeds of General Obligation Notes				488,000	\$1,620,000
Transferred from Special Assessment Fund				0	\$0
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>				488,000	1,620,000
<b>EXCESS (DEFICIT) OF REV. &amp; OTHER FINANC- ING SOURCES (USES) OVER EXPENDITURES</b>				256,337	10,000

Cash Balance at December 31, 2018	401,476		
Cash Balance at December 31, 2019		657,812.86	
Cash Balance at December 31, 2020			667,813

# CITY OF KAUKAUNA

## 2020 Budget

### BUILDING & MISCELLANEOUS CAPITAL PROJECTS FUND (423) REVENUES & EXPENDITURES SUMMARY

DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>REVENUE</b>					
State Gants					
Other Revenue				0	\$0
Interest				14,000	10,000
<b>TOTAL REVENUE</b>	0	0	0	14,000	10,000
<b>EXPENDITURES</b>					
51605 - Fire/Public Works Maint Building					
51605 - Fire/Public Works Maint Miscellaneous					
51606 - Municipal Building Miscellaneous					
51606 - Municipal Building Buildings					
52105 - Police Department Miscellaneous					
52105 - Police Department Buildings					
52205 - Fire Department Miscellaneous					
52205 - Fire Department Building					
53303 - Street Signs & Markers Building					
53303 - Street Signs & Markers Miscellaneous					
53305 - Traffic Controls Buildings					
53305 - Traffic Controls Miscellaneous				20,000	230,000
53306 - Bridge Maintenance Building					
53306 - Bridge Maintenance Miscellaneous					
55110 - Public Library Miscellaneous					
55110 - Public Library Buildings					64,108
55115 - Carnegie Building Building					
55115 - Carnegie Building Miscellaneous					
55120 - Grignon Museum Building					
55120 - Grignon Museum Miscellaneous					
55405 - Community Center Building					
55405 - Community Center Miscellaneous					
55410 - Swimming Pool Building					0
55410 - Swimming Pool Miscellaneous					
55415 - Athletic Field Building					
55415 - Athletic Field Miscellaneous					
56900 - 1000 Island Center Miscellaneous					
56900 - 1000 Island Center Buildings					
<b>TOTAL EXPENDITURES</b>	0	0	0	0	294,108
<b>OTHER FINANCING SOURCES (USES)</b>					
Proceeds of General Obligation Notes				20,000	\$230,000
Transferred from Special Assessment Fund					
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	0	0	0	20,000	230,000
<b>EXCESS (DEFICIT) OF REV. &amp; OTHER FINANC- ING SOURCES (USES) OVER EXPENDITURES</b>	0	0	0	34,000	(54,108)

Cash Balance at December 31, 2018

624,802

Cash Balance at December 31, 2019

658,802.00

Cash Balance at December 31, 2020

604,694

*Kaukauna* ON THE FOX



**CAPITAL PROJECTS 2020-2024**Page 6 - 8

# CITY OF KAUKAUNA

## CAPITAL PROJECTS 2020-2024

YEAR	Fund	CLASSIFICATIONS/ DESCRIPTIONS	PROJECT TOTAL	GENERAL OBLIGATION BORROWING	SPECIAL ASSESSMENT	STORM WATER UTILITY	SANITARY SEWER UTILITY	PARK DEVELOPMENT FUND	OTHER	Notes
2020		<b>STORM SEWER</b>								
	601 - Storm	Ducharme Street/Armstrong Lane/High Street	\$300,000		\$10,000	\$290,000				Borrowed in 2019
	601 - Storm	Sarah Street / Doty Street Area (Phase 2 of 2)	\$300,000		\$60,000	\$240,000				Borrowed in 2019
	601 - Storm	CTH Z (10th Street/State Street) Street Storm Sewer	\$200,000		\$15,000	\$185,000				Borrowed in 2019
	601 - Storm	Erosion Control / Remediation - Shoreline/Outfalls/Streambank	\$35,000			\$35,000				Borrowed in 2019
	601 - Storm	Public Works Garage SWWP Site Improvements	\$250,000			\$250,000				Borrowed in 2019
	601 - Storm	STH 96 Storm Sewer	\$100,000		\$85,000	\$15,000				Borrowed in 2019
	601 - Storm	K4 Detention Storage	\$50,000			\$50,000				Borrowed in 2019
2020		<b>STREET PAVING</b>								
		New Concrete Streets								
	420 - Streets and Sidewalk	Ben's Way/Rusty Court/Rusty Street/Greyhound Street/Boxer Reconstruction	\$400,000	\$150,000	\$250,000					
	420 - Streets and Sidewalk	Sarah Street/Doty Street/Depot Street	\$1,500,000	\$800,000	\$700,000					
	420 - Streets and Sidewalk	STH 96 (Green Bay Road)	\$2,300,000	\$200,000	\$100,000				\$2,000,000	WISDOT
	420 - Streets and Sidewalk	Elm Street/Thilmany Road Intersection	\$75,000	\$75,000						
	420 - Streets and Sidewalk	Haas Road Urbanization	\$600,000	\$300,000	\$300,000					
	420 - Streets and Sidewalk	Veteran's Memorial Lift Bridge	\$2,200,000	\$440,000					\$1,760,000	MLS Grant
	420 - Streets and Sidewalk	Alley Reconstruction	\$100,000	\$35,000	\$65,000					
		<b>SIDEWALKS</b>								
	420 - Streets and Sidewalk	CTH Z (10th Street/State Street) Kenneth to Melrose	\$135,000	\$45,000	\$90,000					
	420 - Streets and Sidewalk	Natureview Ct Sidewalk	\$40,000	\$10,000	\$30,000					
2020		<b>MISCELLANEOUS</b>								
	423 - Buildings and Misc	Regulatory/Street Sign Upgrade	\$20,000	\$20,000						
	423 - Buildings and Misc	Wayfinding Signage	\$20,000	\$20,000						
	423 - Buildings and Misc	Pole Mounted Holiday Decorations	\$50,000	\$50,000						
	423 - Buildings and Misc	Hwy 55 Street Light Upgrade	\$140,000	\$140,000						
		<b>TOTAL</b>	<b>\$20,594,000</b>	<b>\$5,634,000</b>	<b>\$1,705,000</b>	<b>\$1,065,000</b>	<b>\$685,000</b>	<b>\$0</b>	<b>\$11,505,000</b>	

# CITY OF KAUKAUNA

## CAPITAL PROJECTS 2020-2024

YEAR	Fund	CLASSIFICATIONS/ DESCRIPTIONS	PROJECT TOTAL	GENERAL OBLIGATION BORROWING	SPECIAL ASSESSMENT	STORM WATER UTILITY	SANITARY SEWER UTILITY	PARK DEVELOPMENT FUND	OTHER	Notes
2021		<b>EQUIPMENT</b>								
	421 - Equipment	Replace 2011 Kubota Tractor (#108)	\$30,000	\$30,000						
	421 - Equipment	Replace 2006 International with Sander, Plow, Wing (#208)	\$150,000	\$150,000						
	421 - Equipment	New Tractor - 1000 Islands	\$40,000	\$40,000						
	421 - Equipment	Replace 2008 chevy 4 X4 (#11)	\$38,000	\$38,000						
2021	421 - Equipment	Fire Personal Protective Equipment (Bunker Gear)	\$42,000	\$42,000						
		<b>MUNICIPAL BUILDINGS/STRUCTURES</b>								
	423 – Bldgs & Misc	Space Needs Phase IV -	\$4,565,000	\$2,000,000					\$2,565,000	
	423 – Bldgs & Misc	Street/Park Departments Garage/Operations Improvements and upgrades to UST underground Storage Tanks								
		<b>SANITARY SEWER</b>								
2021	602 - Sanitary	Replace Back Up Generator (Augustine St)	\$300,000				\$300,000		Borrowed in 2019	
	602 - Sanitary	Grignon Park Sewer Interceptor	\$350,000				\$350,000			
	602 - Sanitary	Kenneth Avenue Area (Phase 1 of 2 8th & 9th Street)	\$700,000		\$100,000		\$600,000			
	602 - Sanitary	Manhole Lining	\$25,000				\$25,000		Borrowed in 2019	
	601 - Sanitary	River Street Sanitary Sewer	\$100,000		\$5,000		\$95,000			Borrowed in 2019
2021		<b>PARK IMPROVEMENTS</b>								
	422- Parks and Pools	Jonen Park Complex Expansion/Nichols Farm	\$150,000	\$150,000						
	422- Parks and Pools	Jonen Park Pavilion	\$200,000	\$200,000						
	422- Parks and Pools	1000 Islands - Replace Tables and Chairs	\$35,000	\$35,000						
	422- Parks and Pools	Pool Improvements per master Plan	\$250,000	\$250,000						

# CITY OF KAUKAUNA

## CAPITAL PROJECTS 2020-2024

YEAR	Fund	CLASSIFICATIONS/ DESCRIPTIONS	PROJECT TOTAL	GENERAL OBLIGATION BORROWING	SPECIAL ASSESSMENT	STORM WATER UTILITY	SANITARY SEWER UTILITY	PARK DEVELOPMENT FUND	OTHER	Notes
2021		<b>STORM SEWER</b>								
	601 - Storm	Replace Back up Generator - Tower Drive	\$300,000			\$300,000			Borrowed in 2019	
	601 - Storm	Erosion Control / Remediation - Shoreline/Outfalls/Streambank	\$35,000			\$35,000			Borrowed in 2019	
	601 - Storm	Pool Road and Parking Lot	\$60,000			\$60,000			Borrowed in 2019	
	601 - Storm	Travis Ln/Joshua St Underground Storm Storage	\$350,000			\$350,000			Borrowed in 2019	
	601 - Storm	Culvert Replacement - Asphalt Reconstruct	\$30,000			\$30,000				
	601 Storm	Increase Outfall to Glenview Ravine	\$602,000			\$602,000			Borrowed in 2019	
2021	601 - Storm	River Street Storm Sewer	\$30,000			\$30,000				
		<b>STREET PAVING</b>								
	420 - Streets and Sidewalk	New Concrete Streets	\$900,000	\$400,000	\$500,000					
		Alyssa, Mera, Mase, Welhouse								
		Reconstruction								
		<b>ASPHALT RECONSTRUCT/RESURFACE</b>								
	420 - Streets and Sidewalk	Pool Road and Parking Lot	\$225,000	\$225,000						
	420 - Streets and Sidewalk	Augustine Street/Plank Road Area	\$250,000	\$250,000						
	420 - Streets and Sidewalk	Cleveland Avenue	\$125,000	\$125,000						
	420 - Streets and Sidewalk	Thimmany Road - FDR and Pave	\$350,000	\$50,000	\$300,000					
	420 - Streets and Sidewalk	Mill and Overlay - Lincoln, McKinley, Other?	\$150,000	\$150,000						AM?
	420 - Streets and Sidewalk	Ducharme Street (CTH "OO" to Gertrude Street) - 1935'	\$600,000	\$300,000	\$300,000					
	420 - Streets and Sidewalk	Armstrong Lane (Ducharme Street to End) - 475'	\$50,000	\$25,000	\$25,000					
	420 - Streets and Sidewalk	High Street (700')	\$150,000	\$75,000	\$75,000					
	420 - Streets and Sidewalk	Concrete Street Patch Program	\$500,000	\$500,000						
	420 - Streets and Sidewalk	Central Park Road	\$60,000	\$30,000					\$30,000 KU	
2021		<b>SIDEWALKS</b>								
	420 - Streets and Sidewalk	Replace Defective Walks	\$200,000	\$25,000	\$175,000					
2021	420 - Streets and Sidewalk	STH 55 - Crooks Ave - CTH CE to Morningside Drive	\$150,000	\$55,000	\$95,000					
		<b>MISCELLANEOUS</b>								
	423 - Buildings and Misc	Regulatory Sign Update - Final	\$20,000	\$20,000						
	423 - Buildings and Misc	Wayfinding Signage (Phase #2)	\$180,000	\$180,000						
	423 - Buildings and Misc	Quiet Zone Study	\$40,000	\$40,000						
	423 - Buildings and Misc	Bridge/Damn Lighting	\$25,000	\$25,000						
		<b>TOTAL</b>	<b>\$12,357,000</b>	<b>\$5,410,000</b>	<b>\$1,575,000</b>	<b>\$1,407,000</b>	<b>\$1,370,000</b>	<b>\$0</b>	<b>\$2,595,000</b>	

# CITY OF KAUKAUNA

## CAPITAL PROJECTS 2020-2024

YEAR	Fund	CLASSIFICATIONS/ DESCRIPTORS	PROJECT TOTAL	GENERAL OBLIGATION BORROWING	SPECIAL ASSESSMENT	STORM WATER UTILITY	SANITARY SEWER UTILITY	PARK DEVELOPMENT FUND	OTHER	Notes
2022	<b>EQUIPMENT</b>									
	421 - Equipment	Replace 1991 John Deere Grader #21	\$300,000	\$300,000						
	421 - Equipment	Replace 2009 Pick Up Truck (Fleet #14) - Engineering	\$27,000	\$27,000						
	421 - Equipment	Replace 2010 Pelican Street Sweeper (Fleet #25)	\$140,000	\$140,000						
	421 - Equipment	Replace 2007 2 1/2 Ton Dump Truck (Fleet #216)	\$165,000	\$165,000						
	421 - Equipment	Replace 2007 2 1/2 Ton Dump Truck (Fleet #217)	\$165,000	\$165,000						
	421 - Equipment	Type 1, 4x4 Ambulance	\$275,000	\$275,000						
	421 - Equipment	Fire Personal Protective Equipment (Bunker Gear)	\$50,000	\$50,000						
	<b>MUNICIPAL BUILDINGS/STRUCTURES</b>									
	423 - Bldgs & Misc	Library Safety & Security Upgrade	\$64,000	\$64,000						Who install original
2022	<b>SANITARY SEWER</b>									
	602 - Sanitary	Lawe Street - CTH J Relay	\$275,000		\$75,000		\$200,000			
	602 - Sanitary	Kenneth Avenue Area (Phase 2 of 2, 7th St to Park St)	\$900,000		\$150,000		\$750,000			
	602 - Sanitary	Dodge Street Lift Station Rehabilitation	\$350,000				\$350,000			
2022	<b>PARK IMPROVEMENTS</b>									
	422 - Parks and Pool	Environmental Center Playground Equipment	\$12,000	\$12,000						
	422- Parks and Pools	Haas Road Park Pavilion	\$250,000	\$250,000						
2022	<b>STORM SEWER</b>									
	601 - Storm	Quinney / Meloxen Storm Sewer	\$400,000		\$50,000	\$350,000				
	601 - Storm	Schultheis/Oak Street Storm Sewer	\$65,000		\$15,000	\$50,000				
	601 - Storm	Mini Storm Sewer - East 19th Street	\$150,000		\$50,000	\$100,000				
	601 - Storm	Glenview Ravine Outfall	\$650,000			\$650,000				
	601 - Storm	Erosion Control / Remediation - Shoreline/Outfalls/Streambank	\$35,000			\$35,000				
2022	<b>STREET PAVING</b>									
	Reconstruction									
	420 - Streets and Sidewalk	Island Street Bridge Over Tail Race	\$1,661,625	\$350,000						\$1,329,300 Local Bridge Funds
	420 - Streets and Sidewalk	Island Street (Dodge Street to Tail Race) - 400'	\$200,000	\$150,000	\$50,000					
	420 - Streets and Sidewalk	Schultheis Street/Oak Street	\$260,000	\$160,000	\$100,000					
	420 - Streets and Sidewalk	Quinney/Meloxen Street Area Phase 1	\$1,500,000	\$750,000	\$750,000					
	420 - Streets and Sidewalk	River Street/Parking Area	\$450,000	\$400,000	\$50,000					Riverwall 2021?
	420 - Streets and Sidewalk	CTH Q - Hillcrest Drive Curb Repair	\$50,000	\$50,000						
	420 - Streets and Sidewalk	CTH J - Lawe Street Curb/Walk Repair	\$100,000	\$75,000	\$25,000					
	420 - Streets and Sidewalk	Dog Walking Park Parking Lot Pavement	\$50,000	\$50,000						
2022	<b>SIDEWALKS</b>									
	420 - Streets and Sidewalk	CTH Q/Hillcrest Drive(Cleveland to GSA Camp) and Ridge Ct	\$175,000	\$35,000	\$140,000					
2022	<b>MISCELLANEOUS</b>									
	423 - Buildings and Misc	Relocate Composter/Recycling Site at Red Hills	\$25,000	\$25,000						
	423 - Buildings and Misc	Wayfinding Signage (Phase #3)	\$75,000	\$75,000						
<b>TOTAL</b>			<b>\$8,819,625</b>	<b>\$3,568,000</b>	<b>\$1,455,000</b>	<b>\$1,185,000</b>	<b>\$1,300,000</b>	<b>\$0</b>	<b>\$1,329,300</b>	

# CITY OF KAUKAUNA

## CAPITAL PROJECTS 2020-2024

YEAR	Fund	CLASSIFICATIONS/ DESCRIPTIONS	PROJECT TOTAL	GENERAL OBLIGATION BORROWING	SPECIAL ASSESSMENT	STORM WATER UTILITY	SANITARY SEWER UTILITY	PARK DEVELOPMENT FUND	OTHER	Notes
2023		<b>EQUIPMENT</b>								
	421 - Equipment	Replace Accounting Software	\$200,000	\$200,000						
	421 - Equipment	Replace 1995 Grader with Wing (Fleet #20)	\$300,000	\$300,000						
	421 - Equipment	Replace 2008 Skid Steer Loader (Fleet #30)	\$31,000	\$31,000						
	421 - Equipment	Replace 2008 2 1/2 Ton Dump Truck (Fleet #212)	\$168,000	\$168,000						
	421 - Equipment	Replace 2008 2 1/2 Ton Dump Truck (Fleet #213)	\$168,000	\$168,000						
2023	421 - Equipment	Platform Ladder Truck	\$1,300,000	\$1,300,000						
		<b>MUNICIPAL BUILDINGS/STRUCTURES</b>								
2023		<b>SANITARY SEWER</b>								
	602 - Sanitary	Reaume Avenue Area (4th, 5th, Hendricks)	\$850,000		\$150,000		\$700,000			
	602- Sanitary	Thlmany Interceptor	\$90,000		\$10,000		\$80,000			
	602- Sanitary	Manhole Lining/Repair	\$25,000				\$25,000			
2023		<b>PARK IMPROVEMENTS</b>								
2023		<b>STORM SEWER</b>								
	601 - Storm	Quinney/Metoxen Street Area Phase 2	\$400,000		\$50,000	\$350,000				
	601 - Storm	Parallel 36" Storm in Linda Ct and Thelen Ave	\$600,000			\$600,000				
	601 - Storm	Erosion Control / Remediation - Shoreline/Outfalls/Streambank	\$35,000			\$35,000				
	601 - Storm	Badger Road Pond	\$350,000			\$350,000				
2023		<b>STREET PAVING</b>								
		New Concrete Streets								
	420 - Streets and Sidewalk	Red Fox, White Dove, White Birch, Antelope, White Wolf	\$1,600,000	\$1,000,000	\$600,000	\$1,000,000				
		Reconstruction								
	420 - Streets and Sidewalk	Quinney/Metoxen Street Area Phase 2	\$1,300,000	\$500,000	\$700,000					
	420 - Streets and Sidewalk	Alley Reconstruction	\$200,000	\$100,000	\$100,000					
2023		<b>SIDEWALKS</b>								
	420 - Streets and Sidewalk	Replace Defective Walks	\$200,000	\$25,000	\$175,000					
2023		<b>MISCELLANEOUS</b>								
	423 - Buildings and Misc	Concrete/Asphalt Recycling (Red Hills)	\$10,000	\$10,000						
	423 - Buildings and Misc	Wayfinding Signage (Phase #4)	\$75,000	\$75,000						
<b>TOTAL</b>			<b>\$7,702,000</b>	<b>\$3,677,000</b>	<b>\$1,785,000</b>	<b>\$2,335,000</b>	<b>\$805,000</b>	<b>\$0</b>	<b>\$0</b>	

# CITY OF KAUKAUNA

## CAPITAL PROJECTS 2020-2024

YEAR	Fund	CLASSIFICATIONS/ DESCRIPTIONS	PROJECT TOTAL	GENERAL OBLIGATION BORROWING	SPECIAL ASSESSMENT	STORM WATER UTILITY	SANITARY SEWER UTILITY	PARK DEVELOPMENT FUND	OTHER	Notes
2024		<b>EQUIPMENT</b>								
	421 - Equipment	Replace 2011 Chevy 1 ton w/lift gate #7	\$55,000	\$55,000						
	421 - Equipment	Replace 2012 Mb Msv #105	\$108,000	\$108,000						
	421 - Equipment	Replace 2012 Chevy Silverado 1500 4 X 4 (Engineering)	\$30,000	\$30,000						
	421 - Equipment	Replace 2011 international Work star 7400 (#218)	\$168,000	\$168,000						
2024		<b>PARK &amp; POOL IMPROVEMENTS</b>								
	422- Parks and Pools	Kakalin Trail Extension	\$50,000	\$50,000						
2024		<b>STORM SEWER</b>								
	601 - Storm	Riverview Stormwater Detention	\$2,000,000			\$1,400,000				\$600,000.0 DNR Grant
	601 - Storm	Glenview Avenue Storm Sewer	\$350,000			\$350,000				
	601 - Storm	Washington, Florence, Plank	\$250,000		\$50,000	\$200,000				
2024		<b>SANITARY SEWER</b>								
	602- Sanitary	Kenneth-Sullivan Phase 1 of 2 (10th to 13th)	\$600,000				\$600,000			
	602- Sanitary	Manhole Lining/Repair	\$25,000				\$25,000			
2024		<b>STREET PAVING</b>								
		New Concrete Streets								
	420 - Streets and Sidewalk	Boxer, Greyhound, Bens Way	\$1,300,000	\$600,000		\$700,000				
		Reconstruction								
	420 - Streets and Sidewalk	Washington, Florence, Plank, Lower Thilmany	\$1,100,000	\$500,000		\$600,000				
	420 - Streets and Sidewalk	Concrete Street Patch Program	\$500,000	\$500,000						
2024		<b>SIDEWALKS</b>								
		None								
2024		<b>MISCELLANEOUS</b>								
	423 – Bldgs & Misc	Workroom Redesign and RFID Sorter Installation	\$55,000	\$55,000						
		<b>TOTAL</b>	<b>\$6,591,000</b>	<b>\$2,066,000</b>	<b>\$1,350,000</b>	<b>\$1,950,000</b>	<b>\$625,000</b>	<b>\$0</b>	<b>\$600,000</b>	

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# **CITY OF KAUKAUNA**

## **2020 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.

### **2018 - 2019 Accomplishments**

*We successfully issues a request for proposal (RFP) to have our citywide reassessment along with 3 years of service. We ended up with 4 competitive bids during this process. Staff met to review the proposals and recommended the proposal from Bowmar Appraisal. The revaluation will start in Oct 2018 and finish sometime early 2021.*

### **2019 – 2020 Goals and Objectives**

*Establish a consistent and new way of working with the assessor with the office hours that have been created.*

*Hold quarterly meetings with the Assessor to gain updates on the citywide revaluation process*

*Develop reporting to better understanding the changing assessment valuations within the city. These reports will be created by the contracted service provider, Bowmar.*

*This year the budget includes a \$40,000 for a city wide reassessment. There will be funds budgeted for the next two budget cycles to cover the cost of the city wide reassessment.*

### **Increase (Decrease) in 2020 Budget**

The Assessment budget decreased \$58,800 or 57.79%

# CITY OF KAUKAUNA

## 2020 BUDGET

FUND: 101  
DEPT: 51505

DIVISION: GENERAL GOVERNMENT  
DEPARTMENT: ASSESSMENT

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>PERSONNEL SERVICES</b>						
	<i>Wages &amp; Salaries</i>					
5104	Temporary Payroll	150	150	150	150	150
5154	Social Security	2	2	2	2	2
	<b>TOTAL PERSONNEL SERVICES</b>	152	152	152	152	152
<b>NON-PERSONNEL SERVICES</b>						
	<i>Purchased Services</i>					
5325	Contractual Services	27,848	28,879	101,600	100,400	42,800
	<b>TOTAL NON-PERSONNEL SERVICES</b>	27,848	28,879	101,600	100,400	42,800
	<b>TOTAL ASSESSMENT</b>	28,000	29,031	101,752	100,552	42,952

## **CITY OF KAUKAUNA**

### **2020 BUDGET**

*DIVISION: GENERAL GOVERNMENT*

*DEPARTMENT: AUDITING SERVICES*

#### ***MISSION STATEMENT***

The department identifies the annual financial audit costs for the City. This is a contracted Service through Clifton, Larson, Allen, (CLA) a third party Certified Public Accountant (CPA) firm.

#### ***Increase (Decrease) in 2020 Budget***

The Auditing Services budget increased \$2,500 or 10.87%

# CITY OF KAUKAUNA

## 2020 BUDGET

FUND: 101  
DEPT: 51515

DIVISION: GENERAL GOVERNMENT  
DEPARTMENT: AUDITING SERVICES

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>NON-PERSONNEL SERVICES</b>						
<b>Purchased Services</b>						
<b>5325</b>	<b>Contractual Services</b>	21,500	16,000	23,000	26,500	25,500
<b>TOTAL NON-PERSONNEL SERVICES</b>		21,500	16,000	23,000	26,500	25,500
<b>TOTAL AUDITING SERVICES</b>		21,500	16,000	23,000	26,500	25,500

## **CITY OF KAUKAUNA**

### **2020 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 2019 Budget***

The City Attorney budget increased \$5,695 or 3.45%

# CITY OF KAUKAUNA

## 2020 BUDGET

FUND: 101  
DEPT: 51305

DIVISION: GENERAL GOVERNMENT  
DEPARTMENT: CITY ATTORNEY

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>PERSONNEL SERVICES</b>						
<i>Wages &amp; Salaries</i>						
5101	Regular Payroll	118,038	108,758	122,986	122,986	126,676
<i>Fringe Benefits</i>						
5151	Retirement Plan	12,390	7,815	6,392	6,249	6,439
5152	Residency	0	423	0	0	0
5154	Social Security	9,030	7,173	7,698	7,698	7,932
5157	Group Health Insurance	33,674	21,530	21,656	21,656	23,171
5160	Group Life Insurance	162	232	185	292	307
5163	Workers Compensation	189	112	184	184	241
<b>TOTAL PERSONNEL SERVICES</b>		173,483	146,042	159,101	159,065	164,766
<b>NON-PERSONNEL SERVICES</b>						
<i>Travel/Training</i>						
5205	Seminar Expense	400	0	300	300	300
5208	Travel - City Business	1,000	0	1,000	1,000	1000
5211	Education & Memberships	1,500	573	1,500	1,500	1000
<i>Purchased Services</i>						
5303	Communications	240	300	200	200	200
5315	Maintenance - Office Equipment	200	0	0	0	0
5325	Contractual Services	2,000	17,765	2,000	2,000	3000
<i>Supplies</i>						
5401	Office Supplies	400	287	250	250	300
5431	Postage	0	19	40	40	20
<b>TOTAL NON-PERSONNEL SERVICES</b>		5,740	18,944	5,290	5,290	5,820
<b>OUTLAY</b>						
5804	Office Equipment	0	2,901	500	500	0
<b>TOTAL OUTLAY</b>		0	2,901	500	500	0
<b>TOTAL CITY ATTORNEY</b>		179,223	167,887	164,891	164,855	170,586

## CITY OF KAUKAUNA

### 2020 BUDGET

DIVISION: GENERAL GOVERNMENT

DEPARTMENT: CITY ATTORNEY

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019	2020
	2019	2020				ESTIMATED ACTUAL	PROPOSED BUDGET
City Attorney	0.75	0.75			95,397	95,397	98,303
Paralegal	0.50	0.50			27,589	27,589	28,373
<b>TOTAL</b>	1.25	1.25	118,038	108,758	122,986	122,986	126,676

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# CITY OF KAUKAUNA

## 2020 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.**

### **2018 - 2019 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

### **2018 - 2019 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.

### **2019 - 2020 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 2020 Budget**

The Clerk/Treasurer budget increased \$2,927 or 1.24%

## CITY OF KAUKAUNA

### 2020 BUDGET

*DIVISION: GENERAL GOVERNMENT*

*DEPARTMENT: CLERK/TREASURER*

#### Service Efforts:

ITEM	AS OF 12/31/17	AS OF 12/31/18	AS OF 06/30/19
# of council meetings	24	24	12
# of real estate inquiry forms processed	432	438	240
# of deposits made	290	295	156
# of resolutions processed	36	54	17
# of ordinances processed	15	13	5
# of tax bills issued	7,050	6,655	N/A
# of receipts issued	5,065	5,275	2,165
# of licenses issued	-	449	159
# of dog licenses issued	1,016	1,003	657
# pieces of mail processed	-	-	9,462
Yard waste vouchers issued	625	-	-
Non-refrigerant stickers issued	88	-	-
Refrigerant stickers issued	123	-	-
# of long-term debt issues/IRB	2	3	0

# CITY OF KAUKAUNA

## 2020 BUDGET

FUND: 101  
DEPT: 51420

DIVISION: GENERAL GOVERNMENT  
DEPARTMENT: CLERK/TREASURER

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>PERSONNEL SERVICES</b>						
<i>Wages &amp; Salaries</i>						
5101	Regular Payroll	105,722	105,588	124,383	109,387	112,635
5107	Overtime Pay	0	1,817	3,000	0	0
5119	Longevity Pay	120	120	140	140	180
<i>Fringe Benefits</i>						
5151	Retirement Plan	8,765	8,249	7,165	7,165	7,603
5154	Social Security	8,088	7,776	9,756	8,379	8,630
5157	Group Health Insurance	43,036	41,658	43,312	43,312	46,342
5160	Group Life Insurance	415	178	243	193	203
5163	Workers Compensation	2,718	1,711	2,648	2,641	2,781
<b>TOTAL PERSONNEL SERVICES</b>		168,864	167,098	190,647	171,217	178,374
<b>NON-PERSONNEL SERVICES</b>						
<i>Travel/Training</i>						
5205	Seminar Expense	800	664	800	800	800
5208	Travel - City Business	900	644	900	900	900
5211	Education & Memberships	300	146	300	800	500
<i>Purchased Services</i>						
5325	Contractual Services	7,000	10,146	10,000	19,600	22,000
5328	Advertising	10,000	0	10,000	10,000	10,000
5334	Printing Expense	1,000	11,469	7,500	7,500	7,500
<i>Supplies</i>						
5401	Office Supplies	2,000	2,077	2,000	2,000	2,000
5402	Desktop Printing Expense	0	777	1,000	1,000	1,000
5422	Data Processing Supplies	500	0	500	500	500
5499	Miscellaneous	12,000	13,185	12,000	12,000	12,000
<b>TOTAL NON-PERSONNEL SERVICES</b>		34,500	39,108	45,000	55,100	57,200
<b>OUTLAY</b>						
5804	Office Equipment	0	3,918	0	3,000	3,000
<b>TOTAL OUTLAY</b>		0	3,918	0	3,000	3,000
<b>TOTAL CLERK/TREASURER</b>		203,364	210,124	235,647	229,317	238,574

# CITY OF KAUKAUNA

## 2020 BUDGET

DIVISION: GENERAL GOVERNMENT

DEPARTMENT: CLERK/TREASURER

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019	2020
	2019	2020				ESTIMATED ACTUAL	PROPOSED BUDGET
Clerk/Treasurer	1.00	1.00			69,393	69,393	71,507
Office Assistant/Duty Clerk	1.00	1.00			39,993	39,994	41,128
Office Assistant	0.50	0.00			14,997	0	0
<b>TOTAL</b>	<b>2.50</b>	<b>2.00</b>	<b>105,722</b>	<b>105,183</b>	<b>124,383</b>	<b>109,387</b>	<b>112,635</b>

## **CITY OF KAUKAUNA**

### **2020 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 2019 Budget***

The Commissioner's budget decreased (\$498) or (9.82%)

# CITY OF KAUKAUNA

## 2020 BUDGET

FUND: 101  
DEPT: 51110

DIVISION: GENERAL GOVERNMENT  
DEPARTMENT: COMMISSIONERS

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>PERSONNEL SERVICES</b>						
<b>Wages &amp; Salaries</b>						
5101	Regular Payroll	4,500	6,295	4,500	4,500	4,500
<b>Fringe Benefits</b>						
5154	Social Security	65	104	65	65	65
5163	Workers Compensation	7	1	7	7	9
<b>TOTAL PERSONNEL SERVICES</b>		4,572	6,400	4,572	4,572	4,574
<b>NON-PERSONNEL SERVICES</b>						
5205	Seminar Expense	300	(1,875)	300	0	0
5211	Education & Memberships	300	0	200	0	0
5215	Expense Allowance	0	0	0	110	0
<b>TOTAL NON-PERSONNEL SERVICES</b>		600	(1,875)	500	110	0
<b>TOTAL COMMISSIONERS</b>		5,172	4,525	5,072	4,682	4,574

# CITY OF KAUKAUNA

## 2020 BUDGET

DIVISION: GENERAL GOVERNMENT

DEPARTMENT: COMMISSIONERS

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019	2020
	2019	2020				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
<b>TOTAL</b>	0.00	0.00	4,500	6,295	4,500	4,500	4,500

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

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## **CITY OF KAUKAUNA**

### **2020 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 2020 Budget***

The Common Council budget decreased \$214 or 0.50%

# CITY OF KAUKAUNA

## 2020 BUDGET

**FUND: 101**  
**DEPT: 51105**

*DIVISION: GENERAL GOVERNMENT*  
*DEPARTMENT: COMMON COUNCIL*

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>PERSONNEL SERVICES</b>						
<i>Wages &amp; Salaries</i>						
5101	Regular Payroll	34,320	37,342	34,320	34,320	34,320
<i>Fringe Benefits</i>						
5154	Social Security	498	542	498	498	498
5163	Workers Compensation	55	37	51	51	65
<b>TOTAL PERSONNEL SERVICES</b>		34,873	37,920	34,869	34,869	34,883
<b>NON-PERSONNEL SERVICES</b>						
<i>Travel/Training</i>						
5205	Seminar Expense	3,000	3,340	3,000	3,000	3,000
5208	Travel - City Business	600	0	700	700	700
5211	Education & Memberships	3,000	4,392	4,000	4,100	4,200
5499	Miscellaneous	250	11	100	90	100
<b>TOTAL NON-PERSONNEL SERVICES</b>		6,850	7,743	7,800	7,890	8,000
<b>TOTAL COMMON COUNCIL</b>		41,723	45,664	42,669	42,759	42,883

# CITY OF KAUKAUNA

## 2020 BUDGET

DIVISION: GENERAL GOVERNMENT

DEPARTMENT: COMMON COUNCIL

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019	2020
	2019	2020				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
<b>TOTAL</b>	0.00	0.00	34,320	37,342	34,320	34,320	34,320



## **CITY OF KAUKAUNA**

### **2020 BUDGET**

*DIVISION: GENERAL GOVERNMENT  
DEPARTMENT: COMMUNITY ENRICHMENT*

#### ***MISSION STATEMENT***

**To develop and promote municipal programs that foster an appreciation of the arts, provide healthy lifestyle options, and utilize Kaukauna's parks and public places to the greatest extent possible.**

#### ***2018 – 2019 Goals and Objectives***

The Community Enrichment Coordinator is charged with the task of administering the annual Downtown Farmer's Market. This market had been subsidized through revenue from the Downtown TIF District whose expenditure period has eclipsed. Alternative sources of funding must be implemented to fill this gap while providing the services of the market and winter market.

The Department will strive to increase attendance at the LIVE! From Hydro concert series by adding to the venue and appealing to a larger audience base. The Department will also place greater emphasis on promoting Hydro Park, the downtown plazas, and the new Pike Overlook adjacent to the Kaukauna Public Library.

#### ***2018 – 2019 Accomplishments***

The Community Enrichment Department has seen increased attendance at the LIVE! from Hydro Park concert series as well as the weekly Farmer's Market. Increased attendance has been attributed to several partnerships with Fleet Feet and the "Big Run", the Fox Fire Cracker 5K (12<sup>th</sup> year) and several food truck rallies. With the reduction in revenue due to the closure of the TID account, the LIVE! concert series also assumed the sale of beverages through the use of volunteers known as celebrity bartenders. Accordingly, revenues from sponsorships and sales exceeded LIVE! expenditures.

#### ***2019 – 2020 Goals and Objectives***

The primary goal is to increase community participation in the concert series and Farmer's Market. The venues will be fresh and ever-changing with new partnerships and familiar partnerships from the past. If available, the Department may sponsor/host an evening market and stage performance at the new Fassbender Park.

#### ***Increase (Decrease) in 2020 Budget***

The Community Enrichment budget increased \$4,374 or 7.31%

# CITY OF KAUKAUNA

## 2020 BUDGET

FUND: 101  
DEPT: 51411

DIVISION: GENERAL GOVERNMENT  
DEPARTMENT: COMMUNITY ENRICHMENT

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>PERSONNEL SERVICES</b>						
<i>Wages &amp; Salaries</i>						
5104	Temporary Payroll	0	573	17,839	17,839	18,285
<i>Fringe Benefits</i>						
5151	Retirement Plan	0	38	878	878	927
5154	Social Security	0	44	1,365	1,365	1,399
5160	Group Life Insurance	0	7	45	42	44
5163	Workers Compensation	0	14	665	664	691
<b>TOTAL PERSONNEL SERVICES</b>		0	676	20,792	20,788	21,346
<b>NON-PERSONNEL SERVICES</b>						
<i>Travel/Training</i>						
5205	Seminar Expense	0	0	400	400	300
5208	Travel - City Business	0	0	50	50	50
5211	Education & Memberships	0	0	50	50	50
<i>Purchased Services</i>						
5325	Contractual Services	0	0	38,000	38,000	40,500
5334	Printing Expense	0	0	200	200	200
5340	Rent - Equipment	0	0	180	180	1,200
<i>Supplies</i>						
5401	Office Supplies	0	0	100	100	100
5402	Desktop Printing Expense	0	0	100	100	100
<b>TOTAL NON-PERSONNEL SERVICES</b>		0	0	39,080	39,080	42,500
<b>OUTLAY</b>						
5804	Office Equipment	0	0	0	0	400
<b>TOTAL OUTLAY</b>		0	0	0	0	400
<b>TOTAL COMMUNITY ENRICHMENT</b>		0	676	59,872	59,868	64,246

## CITY OF KAUKAUNA

### 2020 BUDGET

DIVISION: GENERAL GOVERNMENT

DEPARTMENT: ELECTION

#### MISSION STATEMENT

Administration of elections per State Statutes.

#### 2018 - 2019 Goals and Objectives

Conduct six elections in 2018 and two in 2019. Ongoing training for election officials and staff.  
Continue to use the Kaukauna Library as polling place while waiting for the completion of the remodeling of the Community Room

#### 2018 - 2019 Accomplishments

Conducted six elections in 2018 and three in 2019. Ongoing training for election officials and staff.  
Continue to use the Community Room and Council Chambers as polling places.

#### 2019 - 2020 Goals and Objectives

Conduct three elections in 2019 and four in 2020. Ongoing training for election officials and staff.  
Continue to use the Community Room and Council Chambers as polling places.

#### Increase (Decrease) in 2020 Budget

The Elections budget increased \$30,037 or 134.38%

#### Service Efforts:

ELECTION	NO. OF REGISTERED VOTERS	ELECTION DAY CHANGES
Primary – 2/20/18	7,778	159
Spring – 4/3/18	7,948	74
Partisan Primary – 8/14/18	8,091	84
General Election – 11/6/18	8,395	656
Primary – 2/19/19	8,782	7
Spring – 4/2/19	8,773	63

# CITY OF KAUKAUNA

## 2020 BUDGET

FUND: 101  
DEPT: 51425

DIVISION: GENERAL GOVERNMENT  
DEPARTMENT: ELECTIONS

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>PERSONNEL SERVICES</b>						
<i>Wages &amp; Salaries</i>						
5101	Regular Payroll	200	1,533	2,000	2,000	2,000
5104	Temporary Payroll	20,000	23,276	10,000	15,000	25,000
<i>Fringe Benefits</i>						
5151	Retirement Plan	13	95	131	131	135
5154	Social Security	15	120	153	153	153
5163	Workers Compensation	32	23	18	26	51
<b>TOTAL PERSONNEL SERVICES</b>		20,260	25,048	12,302	17,310	27,339
<b>NON-PERSONNEL SERVICES</b>						
<i>Travel/Training</i>						
5205	Seminar Expense	200	0	200	200	200
5208	Travel - City Business	100	66	100	100	100
<i>Purchased Services</i>						
5325	Contractual Services	2,000	168	2,000	3,500	4,000
5334	Printing Expense	6,000	3,410	3,000	3,000	6,000
<i>Supplies</i>						
5401	Office Supplies	4,000	1,746	4,000	4,000	4,000
5431	Postage	500	200	500	500	500
5499	Miscellaneous	500	84	250	250	250
<b>TOTAL NON-PERSONNEL SERVICES</b>		13,300	5,674	10,050	11,550	15,050
<b>OUTLAY</b>						
5804	Office Equipment	0	0	0	0	10,000
<b>TOTAL OUTLAY</b>		0	0	0	0	10,000
<b>TOTAL ELECTIONS</b>		33,560	30,722	22,352	28,860	52,389



# **CITY OF KAUKAUNA**

## **2020 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.**

### **2018 - 2019 Goals and Objectives**

Implement automated Accounts Payable process that will save city time and money. Through this process it will give access to other department manager's accounts and invoices for reference

Setup department managers and other staff with access to current Accounting system to allow for visibility to accounts, reporting, etc.

Establish Monthly/Quarterly Reporting that will show the budget to actual spend to aid in managing budgeted funds aid initiatives.

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.

### **2018 - 2019 Accomplishments**

Setup department managers and other staff with access to current Accounting system to allow for visibility to accounts, reporting, etc.

Implement new procedures between Clerk/Treasurer office and finance that streamlines processes and gained efficiencies.

Prepared the information for the clerk-treasurer position to share with the residence of Kaukauna

Retooled the budget process that now includes all departments working together for a betterment of the budget and 5 year operating plan

### **2019 – 2020 Goals and Objectives**

Reestablish a 5 year operating plan that includes the new department managers and their goals. This plan will help the city help plan for the future and feed into a succession plan for the city that provide sustainability.

Implement automated Accounts Payable process that will save city time and money. Through this process it will give access to other department manager's accounts and invoices for reference

Establish Monthly/Quarterly Reporting that will show the budget to actual spend to aid in managing budgeted funds aid initiatives for department manager. Discuss these reports at monthly meeting with managers.

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 2020 Budget**

The Finance budget increased \$12,260 or 2.95%

# CITY OF KAUKAUNA

## 2020 BUDGET

FUND: 101  
DEPT: 51510

DIVISION: GENERAL GOVERNMENT  
DEPARTMENT: FINANCE

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>PERSONNEL SERVICES</b>						
<i>Wages &amp; Salaries</i>						
5101	Regular Payroll	210,870	210,621	217,196	217,195	223,477
5119	Longevity Pay	695	695	755	755	815
<i>Fringe Benefits</i>						
5151	Retirement Plan	17,827	15,508	14,276	14,276	15,140
5152	Residency	0	2,740	3,740	3,740	3,848
5154	Social Security	16,185	15,426	16,673	16,673	17,158
5157	Group Health Insurance	43,036	44,736	64,967	64,967	68,715
5160	Group Life Insurance	351	354	365	420	441
5163	Workers Compensation	339	224	327	327	426
<b>TOTAL PERSONNEL SERVICES</b>		289,303	290,304	318,299	318,353	330,020
<b>NON-PERSONNEL SERVICES</b>						
<i>Travel/Training</i>						
5205	Seminar Expense	1,000	0	2,000	1,000	1,000
5208	Travel - City Business	600	162	600	500	500
5211	Education & Memberships	700	61	700	800	700
<i>Purchased Services</i>						
5303	Communications	600	600	600	600	600
5325	Contractual Services	93,750	87,178	90,041	92,375	93,300
5334	Printing Expense	650	861	700	700	700
<i>Supplies</i>						
5401	Office Supplies	900	434	700	600	600
5402	Desktop Printing Expense	250	0	250	200	200
5422	Data Processing Supplies	250	0	250	200	200
5423	Filing Fees	0	35	70	40	50
<b>TOTAL NON-PERSONNEL SERVICES</b>		98,700	89,330	95,911	97,015	97,850
<b>OUTLAY</b>						
5804	Office Equipment	1,400	0	1,400	1,563	0
<b>TOTAL OUTLAY</b>		1,400	0	1,400	1,563	0
<b>TOTAL FINANCE</b>		389,403	379,634	415,610	416,931	427,870

# CITY OF KAUKAUNA

## 2020 BUDGET

DIVISION: GENERAL GOVERNMENT

DEPARTMENT: FINANCE

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019	2020
	2019	2020				ESTIMATED ACTUAL	PROPOSED BUDGET
Finance Director	1.00	1.00			103,592	103,591	106,587
Staff Accountant	1.00	1.00			62,327	62,327	64,130
Accounting Specialist	1.00	1.00			51,277	51,277	52,760
<b>TOTAL</b>	3.00	3.00	210,870	210,621	217,196	217,195	223,477



## **CITY OF KAUKAUNA**

### **2020 BUDGET**

*DIVISION: GENERAL GOVERNMENT*

*DEPARTMENT: Streets, Park, and Recreation (SPAR) Building Maintenance*

#### ***MISSION STATEMENT***

**This department is responsible for all utilities for all three departments. The building maintenance cost for all Street, Parks, and Recreation departments is accounted for in this department budget. Finally, the janitorial service in the Community Center and Street Department.**

There is a large decrease in this department budget because of an accounting change. This department use to cover the fire department as well. This building maintenance has now been moved to the Fire Department

#### ***Increase (Decrease) in 2020 Budget***

*Streets, Park, and Recreation (SPAR) Building Maintenance* budget decreased (\$78,450) or 60.35%

# CITY OF KAUKAUNA

## 2020 BUDGET

FUND: 101  
DEPT: 51605

DIVISION: GENERAL GOVERNMENT  
DEPARTMENT: SPAR BUILDING MAINTENANCE

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>PERSONNEL SERVICES</b>						
<i>Wages &amp; Salaries</i>						
5101	Regular Payroll	8,313	25,670	0	0	0
5107	Overtime Pay	0	306	0	0	0
5113	Job Class Premium Pay	0	81	0	0	0
<i>Fringe Benefits</i>						
5151	Retirement Plan	927	105	0	0	0
5152	Residency	0	17	0	0	0
5154	Social Security	636	1,919	0	0	0
5157	Group Health Insurance	2,637	1,039	0	0	0
5160	Group Life Insurance	74	24	0	0	0
5163	Workers Compensation	328	87	0	0	0
<b>TOTAL PERSONNEL SERVICES</b>		12,915	29,247	0	0	0
<b>NON-PERSONNEL SERVICES</b>						
<i>Purchased Services</i>						
5303	Communications	6,000	2,300	6,000	3,000	4,500
5306	Heating Fuels	15,000	24,750	30,000	30,000	16,000
5309	Water, Sewer & Electric	40,000	81,794	65,000	67,500	18,000
5312	Maintenance - Building	15,000	16,077	27,000	11,550	11,550
5325	Contractual Services	500	0	2,000	1,500	1,500
<b>TOTAL NON-PERSONNEL SERVICES</b>		76,500	124,921	130,000	113,550	51,550
<b>TOTAL SPAR BUILDING MAINTENANCE</b>		89,415	154,168	130,000	113,550	51,550

## **CITY OF KAUKAUNA**

### **2020 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.

#### ***2018 - 2019 Goals and Objectives***

Complete labor contract negotiations for Fire contract that expires December 31, 2018.

Evaluate and make recommendations regarding the Employee Assistance Program (EAP).

Continue to monitor health insurance changes for 2020.

Review Personnel Policies and Employee Handbook.

Review and recommend any changes with the Performance Review process.

#### ***2018 - 2019 Accomplishments***

Completed labor contract negotiations for Fire contract with a three-year agreement that expires December 31, 2021.

Reviewed and finalized RFP process for Employee Assistance Program provider for 2020.

Implemented new performance review form for Department Heads.

Review of Personnel Policies and Employee Handbook.

Review of Standard Operating Guidelines – DPW.

Recruitment of several positions due to retirements. (Fire Chief, Assistant Fire Chief, Police Chief, Administrative Services Supervisor, Sergeant)

#### ***2019 - 2020 Goals and Objectives***

Complete labor contract negotiations for Police contract that expires December 31, 2019.

Review and finalize RFP for Flex/HRA vendors in 2020.

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

Review and recommend implementation of Performance Review process for exempt and non-exempt employees.

#### ***Increase (Decrease) in 2020 Budget***

The Human Resources budget increased \$7,950 or 4.77%

# CITY OF KAUKAUNA

## 2020 BUDGET

FUND: 101  
DEPT: 51415

DIVISION: GENERAL GOVERNMENT  
DEPARTMENT: HUMAN RESOURCES

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>NON-PERSONNEL SERVICES</b>						
	<i>Travel/Training</i>					
5218	Tuition Reimbursement Program	10,000	6,238	10,000	8,000	8,000
	<i>Purchased Services</i>					
5325	Contractual Services	115,000	88,384	150,000	115,000	160,000
5328	Advertising	2,000	76	1,000	1,000	1,000
5334	Printing Expense	150	0	150	100	100
5385	Employee Wellness Program	3,000	2,523	2,500	2,500	2,500
5398	Employee Safety Program	1,000	632	1,000	1,000	1,000
5399	Employee Assistance Program	2,050	2,127	2,050	2,050	2,050
5401	Office Supplies	100	161	100	100	100
<b>TOTAL NON-PERSONNEL SERVICES</b>		133,300	100,141	166,800	129,750	174,750
<b>TOTAL HUMAN RESOURCES</b>		133,300	100,141	166,800	129,750	174,750



## **CITY OF KAUKAUNA**

### **2020 BUDGET**

*DIVISION: GENERAL GOVERNMENT  
DEPARTMENT: INFORMATION TECHNOLOGY*

#### ***MISSION STATEMENT***

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

This is a shared service through Kaukauna Utilities.

#### ***Increase (Decrease) in 2020 Budget***

The Information Technology budget increased \$8,500 or 3.94%

# CITY OF KAUKAUNA

## 2020 BUDGET

FUND: 101  
DEPT: 51430

DIVISION: GENERAL GOVERNMENT  
DEPARTMENT: INFORMATION TECHNOLOGY

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<i>Purchased Services</i>						
5315	Maintenance - Office Equipment	1,000	0	1,000	1,000	1,000
5324	User Licencing	8,088	0	11,388	11,388	11,388
5325	Contractual Services	155,000	240,645	188,205	188,205	196,705
<b>TOTAL NON-PERSONNEL SERVICES</b>		164,088	240,645	200,593	200,593	209,093
<i>OUTLAY</i>						
5804	Office Equipment	10,000	0	15,000	15,000	15,000
<b>TOTAL OUTLAY</b>		10,000	0	15,000	15,000	15,000
<b>TOTAL INFORMATION TECHNOLOGY</b>		174,088	240,645	215,593	215,593	224,093

## **CITY OF KAUKAUNA**

### **2020 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.

#### **2018 - 2019 Goals and Objectives**

Increase tax base through new development and expansion / rehabilitation of existing facilities.

Accommodate redevelopment of sites and facilities within the City such as the St. Al's site.

Work with the state and federal agencies to provide funding for the Veteran's Memorial Lift Bridge with accommodations for boat traffic in 2022.

Provided tools and other programs to allowed city departments to provide top-rate services without significantly increasing General Fund askings.

#### **2018 - 2019 Accomplishments**

Increased tax base by 6%

Created TIF District to allow for the development of The Donary (St. Als site)

Secured funding for the Veteran's Memorial Lift Bridge saving tax payers \$1.2 million

Purchased tools, equipment and machinery that allows city departments to do tasks in a more efficient time and money saving manner

#### **2019 - 2020 Goals and Objectives**

Increase tax base through new residential/commercial development

Accommodate redevelopment on sites within the City such as the Fox Cities Hotel and old Gustmans properties

Propose a transportation fee to replace street reconstruction assessments and the wheel tax

Complete Municipal Pool Master Plan to include amenities such as splash pad, climbing wall, mini golf

#### **Increase (Decrease) in 2020 Budget**

The Mayor Department budget increased \$3,064 or 1.48%

# CITY OF KAUKAUNA

## 2020 BUDGET

FUND: 101  
DEPT: 51405

DIVISION: GENERAL GOVERNMENT  
DEPARTMENT: MAYOR

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>PERSONNEL SERVICES</b>						
<i>Wages &amp; Salaries</i>						
5101	Regular Payroll	125,621	126,460	129,280	129,280	136,126
5119	Longevity Pay	425	425	480	480	480
<i>Fringe Benefits</i>						
5151	Retirement Plan	13,263	10,651	8,499	8,499	9,221
5152	Residency	0	2,066	2,916	2,916	3,001
5154	Social Security	9,643	9,337	9,927	9,927	10,450
5157	Group Health Insurance	43,036	33,463	30,380	30,380	32,512
5160	Group Life Insurance	807	395	529	287	301
5163	Workers Compensation	3,174	2,073	3,083	3,075	3,351
<b>TOTAL PERSONNEL SERVICES</b>		195,969	184,870	185,094	184,844	195,442
<b>NON-PERSONNEL SERVICES</b>						
<i>Travel/Training</i>						
5205	Seminar Expense	700	492	700	700	800
5208	Travel - City Business	550	1,106	600	1,004	1,050
5211	Education & Memberships	800	505	800	864	865
5215	Expense Allowance	4,500	3,193	4,000	4,000	3,500
<i>Purchased Services</i>						
5303	Communications	400	300	400	400	300
5325	Contractual Services	1,000	104	0	0	0
5334	Printing Expense	11,800	10,365	11,150	11,150	5,000
5340	Rent - Equipment	1,400	1,381	1,449	1,449	1,400
<i>Supplies</i>						
5401	Office Supplies	800	696	700	700	700
5402	Desktop Printing Expense	200	0	200	200	200
5422	Data Processing Supplies	400	0	0	0	0
5499	Miscellaneous	400	107	550	550	450
<b>TOTAL NON-PERSONNEL SERVICES</b>		22,950	18,248	20,549	21,017	14,265
<b>OUTLAY</b>						
5804	Office Equipment	0	0	1,000	2,980	0
<b>TOTAL OUTLAY</b>		0	0	1,000	2,980	0
<b>TOTAL MAYOR</b>		218,919	203,117	206,643	208,841	209,707

# CITY OF KAUKAUNA

## 2020 BUDGET

DIVISION: GENERAL GOVERNMENT

DEPARTMENT: MAYOR

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019	2020
	2019	2020				ESTIMATED ACTUAL	PROPOSED BUDGET
<b>Mayor</b>	1.00	1.00			80,676	80,676	86,117
<b>Executive Secretary</b>	1.00	1.00			48,604	48,604	50,009
<b>TOTAL</b>	2.00	2.00	125,621	126,460	129,280	129,280	136,126



## **CITY OF KAUKAUNA**

### **2020 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 2020 Budget***

The Municipal Service Building Maintenance budget increased \$2,700 or 2.73%

# CITY OF KAUKAUNA

## 2020 BUDGET

FUND: 101  
DEPT: 51606

DIVISION: GENERAL GOVERNMENT  
DEPARTMENT: MUNICIPAL BUILDING

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>PERSONNEL SERVICES</b>						
<i>Wages &amp; Salaries</i>						
5101	Regular Payroll	11,084	9,427	0	0	0
5104	Temporary Payroll	0	392	0	0	0
5107	Overtime Pay	0	1,440	0	0	0
5110	Shift Premium Pay	0	5	0	0	0
5113	Job Class Premium Pay	0	570	0	0	0
<i>Fringe Benefits</i>						
5151	Retirement Plan	1,237	81	0	0	0
5154	Social Security	848	847	0	0	0
5157	Group Health Insurance	3,516	232	0	0	0
5160	Group Life Insurance	26	5	0	0	0
5163	Workers Compensation	438	25	0	0	0
<b>TOTAL PERSONNEL SERVICES</b>		17,149	13,023	0	0	0
<b>NON-PERSONNEL SERVICES</b>						
<i>Purchased Services</i>						
5303	Communications	1,800	0	0	0	0
5306	Heating Fuels	6,000	3,862	6,000	8,000	8,100
5309	Water, Sewer & Electric	37,000	40,529	38,000	36,000	36,000
5312	Maintenance - Building	20,000	26,381	20,000	27,000	18,550
5321	Maintenance - All Other Equip	0	177	0	0	0
5325	Contractual Services	36,000	30,485	35,000	31,000	39,050
<b>TOTAL NON-PERSONNEL SERVICES</b>		100,800	101,435	99,000	102,000	101,700
<b>TOTAL MUNICIPAL BUILDING</b>		117,949	114,458	99,000	102,000	101,700



## **CITY OF KAUKAUNA**

### **2020 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.

#### ***2018 - 2019 Goals and Objectives***

- Maintain TRIP and State Debt collection (SDC) program
- Maintain Point and Pay program
- Attend judicial meetings
- Continue judicial education
- Attend clerk meetings
- Attend clerk of courts seminar
- Attend truancy court monthly at high school
- Attend truancy court monthly at middle school
- Maintain community service program and reminders
- Maintain pay plan contract and reminders
- Continue sending Defaults, GCI, TRIP and SDC notices
- Attend New Judicial training conference in May 2019

#### ***Increase (Decrease) in 2020 Budget***

The Municipal Justice budget increased \$1,101 or 2.27%

# CITY OF KAUKAUNA

## 2020 BUDGET

FUND: 101  
DEPT: 51205

DIVISION: GENERAL GOVERNMENT  
DEPARTMENT: MUNICIPAL JUDGE

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>PERSONNEL SERVICES</b>						
<i>Wages &amp; Salaries</i>						
5101	Regular Payroll	31,024	28,943	31,963	31,802	32,893
5119	Longevity Pay	138	138	150	150	150
<i>Fringe Benefits</i>						
5151	Retirement Plan	1,610	1,355	1,356	1,356	1,437
5154	Social Security	1,701	1,513	1,753	1,753	1,803
5160	Group Life Insurance	118	129	123	141	148
5163	Workers Compensation	50	30	48	48	63
<b>TOTAL PERSONNEL SERVICES</b>		34,641	32,107	35,393	35,250	36,494
<b>NON-PERSONNEL SERVICES</b>						
<i>Travel/Training</i>						
5205	Seminar Expense	800	244	800	800	800
5208	Travel - City Business	450	0	450	450	450
5211	Education & Memberships	840	840	840	840	840
<i>Purchased Services</i>						
5325	Contractual Services	10,007	1,555	10,007	10,007	10,007
5334	Printing Expense	300	0	300	300	300
<i>Supplies</i>						
5401	Office Supplies	300	136	300	300	300
5402	Desktop Printing Expense	250	0	250	250	250
5422	Data Processing Supplies	250	0	250	250	250
<b>TOTAL NON-PERSONNEL SERVICES</b>		13,197	2,775	13,197	13,197	13,197
<b>TOTAL MUNICIPAL JUDGE</b>		47,838	34,882	48,590	48,447	49,691

# CITY OF KAUKAUNA

## 2020 BUDGET

DIVISION: GENERAL GOVERNMENT

DEPARTMENT: MUNICIPAL JUDGE

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019	2020
	2019	2020				ESTIMATED ACTUAL	PROPOSED BUDGET
Judge	**	**			10,887	10,887	11,219
Clerk of Courts	0.50	0.50			20,696	20,696	21,294
Deputy Clerk of Courts	**	**			380	219	380
<b>TOTAL</b>	0.50	0.50	31,024	28,943	31,963	31,802	32,893

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

*Kaukauna* ON THE FOX

## **CITY OF KAUKAUNA**

### **2020 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 2020 Budget***

The Office Equipment & Supplies budget increased \$250 or 1.22%

# CITY OF KAUKAUNA

## 2020 BUDGET

FUND: 101  
DEPT: 51435

DIVISION: GENERAL GOVERNMENT  
DEPARTMENT: OFFICE EQUIPMENT & SUPPLIES

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>NON-PERSONNEL SERVICES</b>						
<b>Purchased Services</b>						
5340	Rent - Equipment	9,000	6,351	9,000	9,000	9,000
<b>Supplies</b>						
5401	Office Supplies	1,500	1,528	1,500	500	750
5431	Postage	10,000	9,520	10,000	12,607	11,000
<b>TOTAL NON-PERSONNEL SERVICES</b>		20,500	17,399	20,500	22,107	20,750
<b>TOTAL OFFICE EQUIPMENT &amp; SUPPLIES</b>		20,500	17,399	20,500	22,107	20,750

# **CITY OF KAUKAUNA**

## **2020 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.**

### **2018 - 2019 Goals and Objectives**

The City has established the basic ground work for the expansion of the trail network, development of downtown properties and Commerce Crossing, along with new housing, a revamped business loan program, and areas for potential development and annexation. Given the baseline above and the need to promote what Kaukauna has to offer, the following goals and objectives are targeted for 2019:

- Host at least one realtor/developer tour as an exclusive invite-only event for regional and state land development professionals. The goal is to highlight development underway, identify opportunities for future development/redevelopment, and to shape a positive impression of Kaukauna as a family-friendly, environmentally-conscious, commercial powerhouse.
- Complete fund-raising for the regional Fox River Boardwalk in conjunction with the Village of Little Chute and Outagamie County with the goal of starting construction in 2019.
- With RACK funds being de-federalized, the Authority should develop new guidelines for the loan program and assessed energy program.
- Finalize plans for the construction of a summer kitchen at the Grignon Mansion and other historic property development.
- Assist in the development of financing opportunities for the Veteran's Memorial Lift Bridge and canal improvements.

In past years, the City participated with the Fox Cities Regional Partnership with a \$1.00 per capita membership fee. In fiscal year 2019, the Planning Department proposes to use these funds to help finance the above objectives and provide a more direct benefit.

### **2018 - 2019 Accomplishments**

The following represents significant accomplishments within the Community Development realm:

- Completed update to the City's five-year Parks and Recreation Master Plan.
- Completed a wayfinding program that segways into a branding initiative.
- Substantially completed fund-raising for the Kaukauna-Little Chute Boardwalk.
- Completed a revamped de-federalized revolving loan fund program.
- Completed three major sales in the Industrial Park Network. Development has begun on all three.
- Strengthened staff and administration within the Building Inspection office.
- Continued to use an enhanced downtown park and plan chain of open space for community enrichment purposes.

## CITY OF KAUKAUNA

### 2020 BUDGET

DIVISION: GENERAL GOVERNMENT

DEPARTMENT: PLANNING/COMMUNITY DEVELOPMENT

#### 2019 - 2020 Goals and Objectives

The Planning and Community Development Department has successfully implemented a long-range plan for trail development within the City accommodating safe route to schools and parks. This was in conjunction with a completed way-finding program and a five-year update on the City's Park and Recreation Master Plan. The Department continues to enhance and see growth in the LIVE! from Hydro Park concert series as well as the weekly summer farmer's market. The following goals and objectives are targeted for 2020:

- Accommodate trail improvements to link the new Kaukauna-Little Chute Boardwalk to the regional trail network.
- Apply for a wayfinding grant through the Fox Cities Convention and Visitors Bureau for 50% of the cost of implementing, in whole or in part, the wayfinding report.
- Target business development in the downtown area through a revamped Redevelopment Authority loan program.
- Restructure the administration of the Grignon Mansion by hiring an administrator knowledgeable in historic/cultural sciences and museum fund-raising.
- Work with the Heart of the Valley Chamber of Commerce to encourage small business development.
- Work with local developers to enhance the availability and quality of newly platted lots.

#### Increase (Decrease) in 2020 Budget

The Planning/Community Development budget increased \$35,524 or 11.57%

#### Service Efforts:

INDICATOR	2018	AS OF 09/30/19
Acres of Ind. Park land sold	0.65	5.66
Grant funds received	\$50,000	\$250,000
# of new RACK loans	6	0
# of new subdivisions	1	3
# of variance requests	2	2
Acres annexed into the City	1.60	78.59



# CITY OF KAUKAUNA

## 2020 BUDGET

FUND: 101  
DEPT: 51410

DIVISION: GENERAL GOVERNMENT  
DEPARTMENT: PLANNING/COMMUNITY DEVELOPMENT

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>PERSONNEL SERVICES</b>						
<i>Wages &amp; Salaries</i>						
5101	Regular Payroll	226,392	188,074	232,675	231,501	239,892
5104	Temporary Payroll	19,060	11,502	0	0	0
5119	Longevity Pay	1,020	840	1,004	1,004	1,077
<i>Fringe Benefits</i>						
5151	Retirement Plan	28,109	15,574	15,306	15,229	16,265
5152	Residency	0	6,073	8,608	8,608	8,857
5154	Social Security	14,124	14,727	17,876	17,787	18,434
5157	Group Health Insurance	30,165	13,859	16,904	16,904	41,309
5160	Group Life Insurance	728	743	747	820	861
5163	Workers Compensation	5,686	3,739	6,866	6,804	7,215
<b>TOTAL PERSONNEL SERVICES</b>		325,284	255,130	299,986	298,657	333,910
<b>NON-PERSONNEL SERVICES</b>						
<i>Travel/Training</i>						
5205	Seminar Expense	500	430	650	650	1,800
5208	Travel - City Business	300	821	400	400	1,000
5211	Education & Memberships	500	541	900	900	900
<i>Purchased Services</i>						
5303	Communications	200	310	600	600	500
5325	Contractual Services	0	94	0	0	1,000
5328	Advertising	0	1,654	0	0	200
5334	Printing Expense	0	2,862	150	150	200
5340	Rent - Equipment	1,200	1,381	1,200	1,200	1,500
<i>Supplies</i>						
5401	Office Supplies	1,000	554	800	800	700
5402	Desktop Printing Expense	1,000	102	600	600	400
<b>TOTAL NON-PERSONNEL SERVICES</b>		4,700	8,749	5,300	5,300	8,200
<b>OUTLAY</b>						
5804	Office Equipment	0	1,974	1,700	1,700	400
<b>TOTAL OUTLAY</b>		0	1,974	1,700	1,700	400
<b>TOTAL PLANNING</b>		329,984	265,853	306,986	305,657	342,510

# CITY OF KAUKAUNA

## 2020 BUDGET

DIVISION: GENERAL GOVERNMENT

DEPARTMENT: PLANNING/COMMUNITY DEVELOPMENT

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019	2020
	2019	2020				ESTIMATED ACTUAL	PROPOSED BUDGET
Planning Director	1.00	1.00			94,862	94,861	97,605
Principal Planner	1.00	1.00			64,278	63,105	67,626
Executive Secretary	1.00	1.00			48,604	48,604	50,009
Planning/Engineering Tech	0.40	0.40			24,931	24,931	25,652
<b>TOTAL</b>	<b>3.40</b>	<b>3.40</b>	<b>226,392</b>	<b>188,074</b>	<b>232,675</b>	<b>231,501</b>	<b>240,892</b>

## CITY OF KAUKAUNA

### 2020 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 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 the safety and well-being of the occupants tomorrow.

#### Increase (Decrease) in 2020 Budget

The Building Inspection budget decreased (\$69,725) or 43.44%

#### Service Efforts:

INDICATOR	AS OF 12/31/17	AS OF 12/31/18	AS OF 06/30/19
New Residential Units	83	72	30
Other Residential Permits Issued	211	178	87
Commercial Permits Issued	39	44	14
Est. Residential Const. Value	\$12,435,500	\$16,646,265	\$6,778,307
Est. Commercial Const. Value	\$5,790,748	\$19,430,221	\$1,766,739
Est. Other Const. Value	\$8,293,089	\$9,460,120	\$7,268,504
Permit Revenue	\$265,544	\$345,358	\$130,000

# CITY OF KAUKAUNA

## 2020 BUDGET

FUND: 101  
DEPT: 52405

DIVISION: PUBLIC SAFETY  
DEPARTMENT: BUILDING INSPECTION

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>NON-PERSONNEL SERVICES</b>						
<i>Travel/Training</i>						
5205	Seminar Expense	500	1,020	450	450	500
5208	Travel - City Business	100	0	0	0	100
5211	Education & Memberships	500	215	250	250	275
<i>Purchased Services</i>						
5303	Communications	1,000	1,257	1,000	1,000	1,100
5318	Maintenance - Automotive	200	247	300	300	300
5325	Contractual Services	116,883	65,373	145,000	145,000	75,000
5326	Razing Expense	0	(12,805)	10,000	10,000	10,000
5328	Advertising	0	0	100	100	0
5334	Printing Expense	0	305	0	0	100
5340	Rent - Equipment	1,500	1,381	1,000	1,000	1,200
<i>Supplies</i>						
5401	Office Supplies	200	768	500	500	500
5407	Automotive Supplies	450	543	400	400	200
5499	Miscellaneous	1,500	1,997	1,500	1,500	1,500
<b>TOTAL NON-PERSONNEL SERVICES</b>		122,833	60,301	160,500	160,500	90,775
<b>TOTAL BUILDING INSPECTION</b>		122,833	60,301	160,500	160,500	90,775

## **CITY OF KAUKAUNA**

### **2020 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.**

#### ***2018 - 2019 Goals and Objectives***

Continue to provide the highest level of pre-hospital care to the citizens in the Kaukauna Fire Department 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. These committees ensure the highest level of care and most current treatment modalities are utilized in the field and in educating new emergency medical students.

Complete the second year of the mandatory paramedic refresher course curriculum set forth by the State of Wisconsin for paramedic licensure.

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

Research replacement of one of the ventilators in place on the fire department ambulances that is utilized during cardiac arrest incidents and for those not breathing.

Continue to maintain and expand upon working mutual aid agreements used in the event of large scale emergency medical incidents

## **CITY OF KAUKAUNA**

### **2020 BUDGET**

*DIVISION: PUBLIC SAFETY  
DEPARTMENT: AMBULANCE*

#### **2018 - 2019 Accomplishments**

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.

Purchased a new portable ventilator that is utilized by paramedics during resuscitation attempts of those who are in cardiac arrest. This device provides artificial respirations for victims thereby allowing paramedics to focus on other lifesaving procedures.

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

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

Implemented a countywide MABAS card involving Kaukauna Fire personnel which can be activated in the event an active shooter/threat/violence incident occurs, thereby providing quick response of trained personnel.

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.

Fire department paramedics completed the first session of 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.

Applied for and received Funding Assistant Program (FAP) monies from the State of Wisconsin. Total monies of \$4,284.75 were received and can be used to offset tax dollars for durable medical supplies.

Purchased and implemented a new EMS electronic records management system used to document all Patient Care Reports (PCR's) and allows for transfer of reports to the department's billing company.

## CITY OF KAUKAUNA

### 2020 BUDGET

*DIVISION: PUBLIC SAFETY  
DEPARTMENT: AMBULANCE*

#### **2019 - 2020 Goals and Objectives**

Purchase two sets of ballistics gear for personnel to utilize during active shooter/threat/violence incidents.

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

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 work on coordinating and implementing field based reporting utilizing mobile devices on ambulance calls.

Research community needs in an effort to provide additional educational opportunities to the general public related to health and wellness, first aid, and injury prevention.

Complete the second session of the mandatory paramedic refresher course set by the State of Wisconsin and complete the licensure process.

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.

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.

Research funding sources to purchase a LUCAS Chest Compression System for use by department paramedics during cardiac arrest incidents.

#### ***Increase (Decrease) in 2020 Budget***

The Ambulance budget increased \$4,000 or 6.65%

#### ***Service Efforts:***

INDICATOR	AS OF 12/31/17	AS OF 12/31/18	AS OF 6/30/19
Patient's treated & transported	943	970	488
Patient's treated and released	205	199	101
Cancelled / No patient found	17	40	19
Dead at scene	22	23	7

# CITY OF KAUKAUNA

## 2020 BUDGET

FUND: 101  
DEPT: 52305

DIVISION: PUBLIC SAFETY  
DEPARTMENT: AMBULANCE

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>NON-PERSONNEL SERVICES</b>						
<i>Travel/Training</i>						
5205	Seminar Expense	1,000	0	1,000	650	1,000
5208	Travel - City Business	575	19	575	400	575
5211	Education & Memberships	4,000	2,320	4,000	2,900	4,500
<i>Purchased Services</i>						
5303	Communications	6,000	4,590	3,500	3,500	4,500
5318	Maintenance - Automotive	6,000	4,519	4,000	7,000	5,500
5321	Maintenance - Other Equipment	1,000	1,621	1,000	1,000	1,000
5325	Contractual Services	7,975	7,328	9,925	9,200	11,125
5328	Advertising	100	0	100	0	0
5334	Printing Expense	700	558	700	400	500
<i>Supplies</i>						
5401	Office Supplies	200	58	200	0	0
5404	Clothing Expense	200	76	200	150	0
5407	Automotive Supplies	7,000	5,590	6,800	7,100	7,000
5410	General Supplies	150	53	150	150	150
5419	Medical & Lab Supplies	25,500	25,848	27,750	25,000	28,250
5422	Data Processing Supplies	200	0	200	0	0
5431	Postage	75	0	75	0	75
<b>TOTAL NON-PERSONNEL SERVICES</b>		60,675	52,578	60,175	57,450	64,175
<b>TOTAL AMBULANCE</b>		60,675	52,578	60,175	57,450	64,175



## **CITY OF KAUKAUNA**

### **2020 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.

#### **2018 - 2019 Goals and Objectives**

Deliver fire, rescue, medical care, and preventive services throughout the Community.

Provide public education and injury prevention throughout the City.

Fully implement the fire records system.

Fully implement Ascentis payroll system.

Fully implement the CAD Spillman system.

Place new ambulance in Service.

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

#### **2018 - 2019 Accomplishments**

Provided fire, rescue, and fire prevention services.

Delivered high quality pre-hospital care.

Provide public education to the community.

Continued implementation of fire and EMS records systems.

Actively participated in community events throughout the year.

Established maintenance program for our radio system.

## **CITY OF KAUKAUNA**

### **2020 BUDGET**

*DIVISION: PUBLIC SAFETY*

*DEPARTMENT: FIRE*

#### **2019 - 2020 Goals and Objectives**

Provide effective and efficient fire and rescue services to the community.

Implement cancer prevention measures to ensure health and safety of firefighters.

Begin implementing mission-critical communication devices in our organization.

Increase public outreach efforts for citizens of all ages.

Continuously train all staff for their safety and the effective delivery of services, public protection, and

professional staff development.

***Increase (Decrease) in 2020 Budget***

The Fire budget increased \$178,592 or 7.29%

***Service Efforts:***

INDICATOR	AS OF 6/30/18	AS OF 12/31/18	AS OF 6/30/19
Fire Incidents	17	26	8
Hazardous Materials/Conditions	20	53	20
Service Calls/Good Intent	39	97	41
Alarms/Activation	45	87	41
Rescue/Assist/Extrication	182	359	159
Total # of burning permits	73	79	54

# CITY OF KAUKAUNA

## 2020 BUDGET

FUND: 101  
DEPT: 52205

DIVISION: PUBLIC SAFETY  
DEPARTMENT: FIRE

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>PERSONNEL SERVICES</b>						
<b>Wages &amp; Salaries</b>						
5101	Regular Payroll	1,420,083	1,417,176	1,462,568	1,462,533	1,493,785
5107	Overtime Pay	60,000	60,488	60,000	100,000	71,700
5113	Job Class Premium Pay	0	0	100	0	100
5116	Holiday Pay	69,500	68,803	70,890	70,890	73,000
5119	Longevity Pay	4,575	4,575	4,965	4,965	4,255
5122	FLSA Pay	8,700	8,438	9,500	5,300	0
<b>Fringe Benefits</b>						
5151	Retirement Plan	303,614	262,168	243,133	248,526	268,440
5152	Residency	0	54,125	70,222	70,222	80,135
5154	Social Security	22,661	20,563	23,316	23,833	23,821
5157	Group Health Insurance	353,136	358,169	368,455	368,455	368,901
5160	Group Life Insurance	1,759	1,995	1,978	1,700	1,785
5163	Workers Compensation	58,451	37,908	56,924	57,858	74,421
<b>TOTAL PERSONNEL SERVICES</b>		<b>2,302,479</b>	<b>2,294,407</b>	<b>2,372,051</b>	<b>2,414,282</b>	<b>2,460,343</b>

# CITY OF KAUKAUNA

## 2020 BUDGET

FUND: 101  
DEPT: 52205

DIVISION: PUBLIC SAFETY  
DEPARTMENT: FIRE

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>NON-PERSONNEL SERVICES</b>						
<i>Travel/Training</i>						
5205	Seminar Expense	1,200	0	1,200	1,000	2,400
5208	Travel - City Business	700	154	700	600	700
5211	Education & Memberships	4,475	3,260	4,475	4,400	4,475
<i>Purchased Services</i>						
5303	Communications	800	1,940	4,000	4,670	10,500
5306	Heating Fuels	0	0	0	0	3,600
5309	Water, Sewer & Electric	0	0	0	0	60,000
5312	Maintenance - Building	4,000	6,557	4,000	20,000	12,000
5315	Maintenance - Office Equipment	600	0	600	500	600
5318	Maintenance - Automotive	8,500	7,505	5,000	12,000	7,500
5321	Maintenance - Other Equipment	6,000	4,720	6,000	1,700	4,500
5325	Contractual Services	10,000	2,380	9,700	5,640	6,400
5328	Advertising	200	0	200	0	200
5334	Printing Expense	300	0	300	200	300
5340	Rent - Equipment	1,700	1,545	1,700	2,339	2,350
<i>Supplies</i>						
5401	Office Supplies	650	912	650	500	700
5402	Desktop Printing Expense	150	0	150	100	150
5404	Clothing Expense	12,500	6,256	12,500	9,000	12,700
5407	Automotive Supplies	6,000	4,837	5,000	4,100	5,000
5410	General Supplies	1,600	1,828	1,600	2,200	2,200
5413	Chemical & Ordnance	500	0	500	50	300
5416	Custodial Supplies	1,900	1,700	1,900	1,700	1,800
5431	Postage	75	26	75	37	75
5499	Miscellaneous	5,000	3,242	5,000	3,800	4,300
<b>TOTAL NON-PERSONNEL SERVICES</b>		66,850	46,863	65,250	74,536	142,750

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>OUTLAY</b>						
5807	Machinery, Tools & Instruments	65,550	38,799	11,200	11,083	24,000
<b>TOTAL OUTLAY</b>		65,550	38,799	11,200	11,083	24,000
<b>TOTAL FIRE</b>		2,434,879	2,380,069	2,448,501	2,499,901	2,627,093

# CITY OF KAUKAUNA

## 2020 BUDGET DIVISION: PUBLIC SAFETY DEPARTMENT: FIRE

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019	2020
	2019	2020				ESTIMATED ACTUAL	PROPOSED BUDGET
Chief	1.00	1.00			99,130	99,130	101,948
Assistant Chief	1.00	1.00			86,867	86,867	89,380
Assistant Chief - Shift	1.00	1.00			83,126	83,127	85,531
Assistant Chief - Shift	1.00	1.00			83,126	83,127	85,531
Assistant Chief - Shift	1.00	1.00			83,126	83,127	81,808
Lieutenant / Paramedic	1.00	1.00			73,051	73,051	75,444
Lieutenant / Paramedic	1.00	1.00			69,680	69,680	75,444
Lieutenant / Paramedic	1.00	1.00			69,680	69,680	71,963
Driver Operator / Paramedic	1.00	1.00			68,461	68,461	70,705
Driver Operator / Paramedic	1.00	1.00			68,461	68,461	70,705
Driver Operator / Paramedic	1.00	1.00			68,461	68,461	70,705
Driver Operator / Paramedic	1.00	1.00			68,461	68,461	69,529
Driver Operator / Paramedic	1.00	1.00			67,323	67,323	69,529
Driver Operator / Paramedic	1.00	1.00			67,323	67,323	69,529
Firefighter / Paramedic	1.00	1.00			66,447	66,447	67,645
Firefighter / Paramedic	1.00	1.00			65,499	65,499	67,645
Firefighter / Paramedic	1.00	1.00			65,499	65,499	67,645
Firefighter / Paramedic	1.00	1.00			65,499	65,499	67,645
Firefighter / Paramedic	1.00	1.00			59,520	59,520	55,292
Firefighter / Paramedic	1.00	1.00			59,520	59,520	55,292
POC Firefighter / Team Leader	**	**			1,571	1,533	1,571
POC Firefighter / Team Leader	**	**			1,533	1,533	1,571
POC Firefighter / Team Leader	**	**			1,533	1,533	1,571
POC Firefighter / Driver Operator	**	**			1,330	1,330	1,363
POC Firefighter / Driver Operator	**	**			1,330	1,330	1,363
POC Firefighter / Driver Operator	**	**			1,330	1,330	1,363
POC Firefighter / Driver Operator	**	**			1,330	1,330	1,363
POC Firefighter / Driver Operator	**	**			1,330	1,330	1,363
POC Firefighter / Driver Operator	**	**			1,330	1,330	1,363
POC Firefighter	**	**			1,299	1,299	1,331
POC Firefighter	**	**			1,299	1,299	1,331
POC Firefighter	**	**			1,299	1,299	1,331
POC Firefighter	**	**			1,299	1,299	1,331
POC Firefighter	**	**			1,299	1,299	1,331
POC Firefighter	**	**			1,299	1,299	1,331
POC Firefighter	**	**			1,299	1,299	1,331
POC Firefighter	**	**			1,299	1,299	1,331
POC Firefighter	**	**			1,299	1,299	1,331
POC Firefighter	**	**			1,299	1,299	1,331
TOTAL	20.00	20.00	1,420,083	1,417,176	1,462,568	1,462,533	1,493,785



# **CITY OF KAUKAUNA**

## **2020 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.**

### **2019 - 2020 Goals and Objectives**

All Kaukauna Fire Department staff members will continue to conduct company based fire inspections throughout the community. Greater effort will be made in gathering more information to build a comprehensive all-encompassing building Pre-Plan during the fire inspection process. This will hopefully be achieved via the acquisition of new ruggedized laptops, leading to greater electronic data field entry. Additionally, the Kaukauna Fire Department is working with the City of Kaukauna Engineering Department to gain access to the City's GIS mapping system, which will also aid in the Pre-Plan process. This project will be very time consuming with a limited amount of staff currently available to work on the project. However, with better Pre-Plans, the Kaukauna Fire Department will be able to provide more accurate inspections to all of Kaukauna's businesses and residential facilities. Lastly, more comprehensive Pre-Plans will allow for faster and more efficient responses to emergency calls.

All records will continue to be kept current to the Department of Commerce's regulations. We continue to send all NFIRS reports to the Federal database. All Fire Department members will have continuing education so that they are able to be kept up to date with the most current code interpretations.

The Juvenile Fire Starters program will continue in 2020.

The Fire Arson Program will remain in place for 2020. All investigators will keep current with continuing education in both Arson investigation classes and Fire investigation classes to align with all updates and standards.

The general public will receive education in fire code compliance and fire prevention. The Kaukauna Fire Department will begin to provide community education on severe weather and severe weather preparedness. Information and education will be made available regarding what steps to take after a severe weather event. These include, but are not limited to, power line safety, downed trees, and street flooding.

The Kaukauna Fire Department will continue to provide age appropriate fire prevention education to all schools within the Kaukauna City limits. Currently, this education is offered to students in 4K through 5<sup>th</sup> grade. Next year, the Kaukauna Fire Department will expand fire prevention education to higher grade levels. Kaukauna Fire Department will also continue to partner with the Kaukauna Community Health Associates in providing education for the Baby Sitter Clinic and Kaukauna Recreational Department's Safety Town.

Kaukauna Fire Department will continue to work on our Image Trend records system in order to document and log all fire prevention classes and inspections in order to provide the most accurate information possible for data collection.

**2018 - 2019 Accomplishments**

Successfully completed a year of fire inspections with the new system, Image Trend.

Participated in the Kaukauna Community Health Associates Baby Sitter Clinic.

Participated in five sessions of Kaukauna Recreational Department's Safety Town.

Performed over 1,100 fire inspections of local businesses and residential facilities.

***Increase (Decrease) in 2020 Budget***

The Fire Safety budget stayed flat.



# CITY OF KAUKAUNA

## 2020 BUDGET

FUND: 101  
DEPT: 52215

DIVISION: PUBLIC SAFETY  
DEPARTMENT: FIRE SAFETY

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>NON-PERSONNEL SERVICES</b>						
<i>Travel/Training</i>						
5205	Seminar Expense	650	0	650	0	650
5208	Travel - City Business	200	0	200	0	200
5211	Education & Memberships	500	0	500	0	500
<i>Purchased Services</i>						
5328	Advertising	70	0	70	0	70
5334	Printing Expense	350	0	350	0	350
5397	Fire Safety Education	5,500	3,844	3,000	3,053	3,200
<i>Supplies</i>						
5401	Office Supplies	325	0	325	0	175
5410	General Supplies	350	0	350	0	300
5434	Photographic Supplies	270	0	270	750	270
<b>TOTAL NON-PERSONNEL SERVICES</b>		8,215	3,844	5,715	3,803	5,715
<b>TOTAL FIRE SAFETY</b>		8,215	3,844	5,715	3,803	5,715

*Kaukauna* ON THE FOX

# **CITY OF KAUKAUNA**

## **2020 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.

### **2018 - 2019 Goals and Objectives**

Provide our School Resource Officers with marked squad cars to increase our police presence at Kaukauna Area Schools.

Provide training and software to help officers investigate ICAC (internet crimes against children) complaints.

Continue to provide training to officers in active shooter scenarios, firearms and high risk traffic stops.

Restart our “juvenile police officer” program, which is an after school program that gives kids something to do after school and teaches juveniles what police officers do.

Start a “Neighborhood Watch” program where applicable in the City.

Continue to develop ways to connect positively with our Public Partners, both business and community members.

Project a positive environment to promote recruitment.

Properly staff police vehicles while in the budgeting process.

### **2018 - 2019 Accomplishments**

Provided all Kaukauna School Resource Officers with a marked squad to have a higher police presence at our schools.

Continued to provide Alice Training to Kaukauna Area School District Staff along with community members.

Obtained a Drug Drop box at the Kaukauna Police Department.

Kaukauna Police Department officers continued to volunteer for the Special Olympics Program along with the Lights of Christmas program to help residents in the City of Kaukauna

Ranked was ranked #19 as one of Wisconsin’s safest communities.

Provided police service to numerous runs, bike rides, festivals and special events in the City of Kaukauna.

Participated in county wide OWI enforcement details.

Worked with local business and schools in training children in safe bike riding habits.

Worked with the State of Wisconsin Department of Corrections in monitoring and making house visits to over 70 sex offenders that reside in the City of Kaukauna.

Promoted internal candidates to the positions of Assistant Chief, and Lieutenant. Reassigned job duties for the positions of investigator, drug investigator, K-9 handler and school resource officer. Hired 2 new patrol officers and one new administrative assistant.

## CITY OF KAUKAUNA

### 2020 BUDGET DIVISION: PUBLIC SAFETY DEPARTMENT: POLICE

#### **2019 - 2020 Goals and Objectives**

Continue to fund raise for a second City of Kaukauna K-9.

Provide Alice training to the Kaukauna Area School District along with the Heart of the Valley Chamber of Commerce.

Train with the Kaukauna Fire Department in Active Shooter scenarios.

Provide training to officers and staff in new positions within the department.

Continue to work with local and state agencies in investigating internet crimes against children

Update and develop social media accounts in order to relay information to the public

#### **Increase (Decrease) in 2020 Budget**

The Police budget increased \$104,754 or 3.29%

#### **Service Efforts:**

INDICATOR	AS OF 12/31/17	AS OF 12/31/18	AS OF 06/30/19
Calls for service	10,626	10,973	5453
Arrests	1,916	2024	1103
Municipal citations	424	380	211
Traffic citations	1,417	1344	564
Warning citations	2,273	2309	1486
Juvenile incidents	372	308	144
Accidents	329	369	226
Miles patrolled	215,108	226,484	102,437

# CITY OF KAUKAUNA

## 2020 BUDGET

FUND: 101  
DEPT: 52105

DIVISION: PUBLIC SAFETY  
DEPARTMENT: POLICE

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>PERSONNEL SERVICES</b>						
<i>Wages &amp; Salaries</i>						
5101	Regular Payroll	1,821,876	1,749,685	1,870,110	1,870,111	1,921,932
5107	Overtime Pay	60,000	49,306	52,000	65,000	52,000
5110	Shift Premium Pay	0	2	443	2	443
5113	Job Class Premium Pay	200	937	585	533	585
5116	Holiday Pay	93,218	93,920	95,548	93,218	95,548
5119	Longevity Pay	1,758	1,758	1,825	1,825	1,420
5125	Call Time	1,952	0	1,009	1,952	1,009
<i>Fringe Benefits</i>						
5151	Retirement Plan	223,872	226,792	209,849	211,041	234,473
5152	Residency	0	23,475	33,125	33,125	23,200
5154	Social Security	151,394	152,758	154,646	155,497	158,580
5157	Group Health Insurance	432,872	443,912	448,766	448,766	516,180
5160	Group Life Insurance	2,870	2,911	2,946	2,553	2,681
5163	Workers Compensation	46,357	29,912	44,985	44,787	57,795
<b>TOTAL PERSONNEL SERVICES</b>		2,836,369	2,775,368	2,915,837	2,928,410	3,065,846
<b>NON-PERSONNEL SERVICES</b>						
<i>Travel/Training</i>						
5205	Seminar Expense	8,000	7,715	8,000	9,000	12,000
5208	Travel - City Business	1,200	457	1,000	500	800
5211	Education & Memberships	1,000	320	1,000	500	1,000
<i>Purchased Services</i>						
5303	Communications	3,058	1,848	2,638	2,638	2,638
5312	Maintenance - Building	3,500	11,672	3,500	2,500	3,500
5315	Maintenance - Office Equipment	500	0	500	500	500
5316	Investigations	0	86	2,100	1,000	1,475
5318	Maintenance - Automotive	25,900	30,136	25,900	25,900	25,900
5321	Maintenance - Other Equipment	2,500	85	2,000	500	1,000
5325	Contractual Services	26,808	25,417	34,308	34,308	34,308
5328	Advertising	1,000	460	500	500	500
5334	Printing Expense	200	339	200	200	200
5340	Rent - Equipment	5,000	5,363	5,000	5,000	5,000
5391	Crime Prevention Program	1,000	1,022	1,000	500	500
5399	K9 Program	0	357	3,015	1,500	3,000

# CITY OF KAUKAUNA

## 2020 BUDGET

FUND: 101  
DEPT: 52105

DIVISION: PUBLIC SAFETY  
DEPARTMENT: POLICE

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>NON-PERSONNEL SERVICES (CONTINUED)</b>						
	<b>Supplies</b>					
5401	Office Supplies	3,000	2,148	3,000	2,000	2,000
5402	Desktop Printing Expense	1,800	1,832	1,800	1,800	1,800
5404	Clothing Expense	12,500	12,464	12,500	12,500	12,500
5407	Automotive Supplies	44,000	44,850	44,000	44,000	40,500
5410	General Supplies	1,000	546	1,000	1,000	1,000
5413	Chemical & Ordnance	12,390	13,686	15,740	15,740	13,740
5414	Evidence	4,125	3,754	4,120	3,500	4,675
5416	Custodial Supplies	500	456	500	500	500
5419	Medical & Lab Supplies	2,000	1,139	2,000	2,000	2,000
5431	Postage	50	0	50	50	50
5499	Miscellaneous	1,200	646	1,000	500	500
	<b>TOTAL NON-PERSONNEL SERVICES</b>	<b>162,231</b>	<b>166,797</b>	<b>176,371</b>	<b>168,636</b>	<b>171,586</b>
<b>OUTLAY</b>						
5807	Machinery, Tools & Instruments	10,570	13,701	12,395	12,395	8,189
5830	Automotive	6,000	5,165	75,358	81,362	39,094
	<b>TOTAL OUTLAY</b>	<b>16,570</b>	<b>18,867</b>	<b>87,753</b>	<b>93,757</b>	<b>47,283</b>
	<b>TOTAL POLICE</b>	<b>3,015,170</b>	<b>2,961,031</b>	<b>3,179,961</b>	<b>3,190,803</b>	<b>3,284,715</b>

# CITY OF KAUKAUNA

## 2020 BUDGET DIVISION: PUBLIC SAFETY DEPARTMENT: POLICE

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019	2020
	2019	2020				ESTIMATED ACTUAL	PROPOSED BUDGET
Chief	1.00	1.00			103,592	103,592	101,948
Assistant Chief	1.00	1.00			90,776	90,776	89,337
Investigator	1.00	1.00			81,297	81,297	81,808
Sergeant	1.00	1.00			71,475	71,475	73,386
Sergeant	1.00	1.00			70,120	70,120	73,579
Sergeant	1.00	1.00			70,312	70,312	72,055
Sergeant	1.00	1.00			70,252	70,252	71,375
Patrolman / Meg Officer	1.00	1.00			69,208	69,208	71,061
Patrolman / Detective	1.00	1.00			69,329	69,329	73,386
Patrolman / K-9	1.00	1.00			69,245	69,245	72,407
Patrolman / K-9	1.00	1.00			69,329	69,329	73,942
Patrolman	1.00	1.00			69,268	69,268	71,182
Patrolman	1.00	1.00			69,208	69,208	71,121
Patrolman	1.00	1.00			69,208	69,208	68,182
Patrolman	1.00	1.00			66,538	66,538	68,375
Patrolman	1.00	1.00			66,478	66,478	65,618
Patrolman	1.00	1.00			66,478	66,478	65,498
Patrolman	1.00	1.00			63,794	63,794	65,498
Patrolman	1.00	1.00			63,794	63,794	65,558
Patrolman	1.00	1.00			63,794	63,794	65,558
Patrolman	1.00	1.00			60,260	60,260	61,735
Patrolman	1.00	1.00			60,068	60,068	68,194
Patrolman	1.00	1.00			60,068	60,068	70,820
Police School Resource Officer	1.00	1.00			68,798	68,798	71,121
Police School Resource Officer	1.00	1.00			69,268	69,268	71,121
Police School Resource Officer	1.00	1.00			67,733	67,733	69,675
Admin Services Supervisor	1.00	1.00			56,533	56,533	53,215
Police Records Clerk II	0.73	0.73			26,791	26,791	28,186
Police Records Clerk II	0.63	0.63			23,121	23,121	24,325
Police Records Clerk I	0.50	0.50			17,625	17,625	18,135
Police Records Clerk I	0.50	0.50			16,858	16,858	17,736
Community Service Officer	0.50	0.50			12,392	12,392	12,754
<b>SUBTOTAL</b>	<b>29.86</b>	<b>29.86</b>			<b>1,973,010</b>	<b>1,973,010</b>	<b>2,027,891</b>
<b>Less: School share of PSLO</b>					<b>102,900</b>	<b>102,900</b>	<b>105,959</b>
<b>TOTAL</b>	<b>29.86</b>	<b>29.86</b>	<b>1,821,876</b>	<b>1,749,685</b>	<b>1,870,110</b>	<b>1,870,111</b>	<b>1,921,932</b>





## CITY OF KAUKAUNA

### 2020 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.

#### **2018 - 2019 Goals and Objectives**

Continue Crossing Guard program.

Continue Safety Town program.

Continue biannual meetings with Crossing Guards.

#### **2018 - 2019 Accomplishments**

#### **2019 - 2020 Goals and Objectives**

#### **Increase (Decrease) in 2020 Budget**

The School Patrol budget increased \$273 or 0.40%

#### **Service Efforts:**

INDICATOR	AS OF 12/31/17	AS OF 12/31/18	AS OF 06/30/19
# of intersections patrolled	7		
# of Safety Town graduates	73		

# CITY OF KAUKAUNA

## 2020 BUDGET

FUND: 101  
DEPT: 52110

DIVISION: PUBLIC SAFETY  
DEPARTMENT: SCHOOL PATROL

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>PERSONNEL SERVICES</b>						
<b>Wages &amp; Salaries</b>						
5101	Regular Payroll	59,378	52,068	61,161	61,161	62,670
<b>Fringe Benefits</b>						
5151	Retirement Plan	483	432	487	0	0
5154	Social Security	1,756	1,504	1,808	1,029	1,049
5160	Group Life Insurance	68	74	78	0	0
5163	Workers Compensation	2,345	1,380	2,281	2,275	2,369
<b>TOTAL PERSONNEL SERVICES</b>		64,030	55,458	65,815	64,465	66,088
<b>NON-PERSONNEL SERVICES</b>						
<b>Supplies</b>						
5404	Clothing Expense	1,375	1,375	1,375	1,375	1,375
5499	Miscellaneous	400	433	400	400	400
<b>TOTAL NON-PERSONNEL SERVICES</b>		1,775	1,808	1,775	1,775	1,775
<b>TOTAL SCHOOL PATROL</b>		65,805	57,266	67,590	66,240	67,863

# CITY OF KAUKAUNA

## 2020 BUDGET

DIVISION: PUBLIC SAFETY

DEPARTMENT: SCHOOL PATROL

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019	2020
	2019	2020				ESTIMATED ACTUAL	PROPOSED BUDGET
Crossing Guard	0.26	0.26			7,431	7,431	7,614
Crossing Guard	0.26	0.26			7,431	7,431	7,614
Crossing Guard	0.26	0.26			7,431	7,431	7,614
Crossing Guard	0.26	0.26			7,431	7,431	7,614
Crossing Guard	0.26	0.26			7,431	7,431	7,614
Crossing Guard	0.26	0.26			7,431	7,431	7,614
Crossing Guard	0.26	0.26			7,431	7,431	7,614
Crossing Guard - Sub.	0.08	0.08			2,286	2,286	2,343
Crossing Guard - Sub.	0.08	0.08			2,286	2,286	2,343
Crossing Guard - Sub.	0.08	0.08			2,286	2,286	2,343
Crossing Guard - Sub.	0.08	0.08			2,286	2,286	2,343
<b>TOTAL</b>	<b>2.14</b>	<b>2.14</b>	<b>59,378</b>	<b>52,068</b>	<b>61,161</b>	<b>61,161</b>	<b>62,670</b>



## **CITY OF KAUKAUNA**

### **2019 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 2019 Budget***

The Alcohol & Other Drug Awareness budget decreased \$2,300 or 41.56%

# CITY OF KAUKAUNA

## 2020 BUDGET

FUND: 101  
DEPT: 54980

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

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>NON-PERSONNEL SERVICES</b>						
<b>Purchased Services</b>						
<b>5499</b>	<b>Miscellaneous</b>	2,500	8,499	4,800	7,000	2,500
<b>TOTAL NON-PERSONNEL SERVICES</b>		2,500	8,499	4,800	7,000	2,500
<b>TOTAL ALCOHOL &amp; DRUG AWARENESS</b>		2,500	8,499	4,800	7,000	2,500

## **CITY OF KAUKAUNA**

### **2020 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 2020 Budget***

The Bridge Maintenance budget decreased (\$3,200) or (41.56%)

# CITY OF KAUKAUNA

## 2020 BUDGET

FUND: 101  
DEPT: 53306

DIVISION: TRANSPORTATION  
DEPARTMENT: BRIDGE MAINTENANCE

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>NON-PERSONNEL SERVICES</b>						
<b>Purchased Services</b>						
5309	Water, Sewer & Electric	800	797	700	700	1,500
5325	Contractual Services	7,000	8,446	7,000	1,000	3,000
<b>TOTAL NON-PERSONNEL SERVICES</b>		7,800	9,243	7,700	1,700	4,500
<b>TOTAL BRIDGE MAINTENANCE</b>		7,800	9,243	7,700	1,700	4,500



## **CITY OF KAUKAUNA**

### **2020 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 2020 Budget***

The Bus Subsidy budget remains the same as the 2020 budget.

# CITY OF KAUKAUNA

## 2020 BUDGET

FUND: 101  
DEPT: 53520

DIVISION: TRANSPORTATION  
DEPARTMENT: BUS SUBSIDY

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>NON-PERSONNEL SERVICES</b>						
<b>Purchased Services</b>						
<b>5325</b>	<b>Contractual Services</b>	30,000	35,802	30,000	29,111	30,000
<b>TOTAL NON-PERSONNEL SERVICES</b>		30,000	35,802	30,000	29,111	30,000
<b>TOTAL BUS SUBSIDIES</b>		30,000	35,802	30,000	29,111	30,000

**CITY OF KAUKAUNA**  
**2020 BUDGET**  
*DIVISION: TRANSPORTATION*  
*DEPARTMENT: ENGINEERING*

***MISSION STATEMENT***

**Develop and carryout the City's capital improvement program including the design, construction, inspection and management of streets, sewers, sidewalks and associated rehabilitation programs and all other City public works projects. Operate and manage the City's Sanitary Sewer Utility and Storm Water Utility. Perform survey work as required, conduct traffic studies, work with developers to review and inspect new construction and redevelopment sites, compile special assessments and maintain official maps and records.**

***2018 - 2019 Goals and Objectives***

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 when requested.

Work with the Heart of the Valley Metropolitan Sewerage District (HOVMSD) within the Capacity, Management, Operations, and Maintenance (CMOM) program to reduce the amount of inflow and infiltration that enters the sanitary sewer system. This work will include sewer rehabilitation projects, replacement of private sanitary sewer laterals, flow monitoring, and any other tasks deemed necessary for the HOVMSD and its consulting engineer.

Work with the Wisconsin Department of Natural Resources to meet regulations and improve storm water quality throughout the Municipal Separate Storm Sewer System (MS4).

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.

Work with Kaukauna Utilities to coordinate sanitary sewer main, water main, and lateral replacement projects.

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

Continue with the planning and development of Anderson Park and Haas Road Park.

Successfully complete the following projects:

- 2019 Concrete Street Paving Project
- Sanitary Sewer and Water Main Relay Project with Kaukauna Utilities
- Sidewalk Rehabilitation Project
- CE Trail Extension with Outagamie County
- Fox River Boardwalk Trail with Village of Little Chute
- Alley Reconstruction Project
- Concrete Street Patching – Various Locations

**CITY OF KAUKAUNA**  
**2020 BUDGET**  
*DIVISION: TRANSPORTATION*  
*DEPARTMENT: ENGINEERING*

**2018 - 2019 Accomplishments**

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

Successfully completed the following projects:

- 2019 Concrete Street Paving Project
- Green Bay Road Area Sanitary Sewer and Water Main Relay Project with Kaukauna Utilities
- Sidewalk Rehabilitation Project
- Concrete Street Patching – Various Locations
- Grand Kakalin Overlook and Trail

Worked with the Heart of the Valley Metropolitan Sewerage District (HOVMSD) within the Capacity, Management, Operations, and Maintenance (CMOM) program to reduce the amount of inflow and infiltration that enters the sanitary sewer system. This work will include sewer rehabilitation projects, replacement of private sanitary sewer laterals, flow monitoring, and any other tasks deemed necessary for the HOVMSD and its consulting engineer.

Worked with the Wisconsin Department of Natural Resources to meet regulations and improve storm water quality throughout the Municipal Separate Storm Sewer System (MS4). Completed pond bank stabilization at Kelso Park Pond, developed plans for Catherine Street Pond, and worked with Outagamie County Land Conservation to begin the third major streambank restoration project along Konkapot Creek.

Worked with consultants to begin planning and engineering of multiple drainage and flood control projects including K4 basin, Ducharme/High Street Area, and Meadowview/Manchester Estates area.

Assisted other City departments and department heads when requested. Provided technical assistance, mapping and displays for multiple departments. Provided oversight for the construction of the library Interactive Learning Garden.

Worked 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.

Worked with Outagamie County on the development of construction design for the reconstruction of CTH CE and extension of the CE Trail from Hillcrest Drive to Haas Road.

Work with Kaukauna Utilities to coordinate sanitary sewer main, water main, and lateral replacement projects including Green Bay Road Area Utility Relay and planning for 5-year CIP and upcoming lead water service replacement projects.

Continued planning Phase 4 updates to the Street and Park Department with SEH Architects

Continued with the planning and development of Anderson Park and Haas Road Park. Completed installation of playground equipment at both parks. Completed grading of play areas at Anderson Park. Worked with planning department and developer to acquire additional park land for future development at Haas Road Park.

Worked with Common Council and Mayor's Office, and the State of Wisconsin to secure 80% project funding for the rehabilitation of the Veterans Memorial Lift Bridge.

**CITY OF KAUKAUNA**  
**2020 BUDGET**  
*DIVISION: TRANSPORTATION*  
*DEPARTMENT: ENGINEERING*

**2020 Goals and Objectives**

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 when requested.

Work with the Heart of the Valley Metropolitan Sewerage District (HOVMSD) within the Capacity, Management, Operations, and Maintenance (CMOM) program to reduce the amount of inflow and infiltration that enters the sanitary sewer system. This work will include sewer rehabilitation projects, replacement of private sanitary sewer laterals, flow monitoring, and any other tasks deemed necessary for the HOVMSD and its consulting engineer.

Work with the Wisconsin Department of Natural Resources to meet regulations and improve storm water quality throughout the Municipal Separate Storm Sewer System (MS4).

Work with consultants to continue planning, engineering, and construction of drainage and flood control projects.

Work with the Wisconsin Department of Transportation on the reconstruction of S.T.H. 96 (Plank Road and Green Bay Road) from Lawe Street northeast to the City limit line.

Work with the Outagamie County Highway Department on the repaving of CTH Z (10<sup>th</sup> Street and State Street), including storm sewer updates and the reconstruction of CTH CE and extension of the CE Trail from Hillcrest Drive to Haas Road.

Work with Kaukauna Utilities to coordinate sanitary sewer main, water main, and lateral replacement projects.

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

Continue with the planning and development of Haas Road Park.

Successfully complete the following projects:

- 2020 Concrete Street Paving Project
- Sanitary Sewer I & I projects, includes CIPP Lining, Bel Air Lift Station and Forcemain
- Veterans Memorial Lift Bridge Rehabilitation
- Catherine Street Pond
- CE Trail Extension with Outagamie County
- Fox River Boardwalk Trail with Village of Little Chute
- Power Canal Trail
- Alley Reconstruction Project
- Space Needs Phase 4 - Updates to the Street and Park Department
- Wisconsin Avenue Boat Dock/Seawall Installation
- 1000 Islands – Nelson Overlook Improvements
- STH 96 – Green Bay Road Reconstruction with WisDOT

***Increase (Decrease) in 2020 Budget***

The Engineering budget increased \$13,124 or 2.93%

# CITY OF KAUKAUNA

## 2020 BUDGET

FUND: 101  
DEPT: 53105

DIVISION: TRANSPORTATION  
DEPARTMENT: ENGINEERING

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>PERSONNEL SERVICES</b>						
<i>Wages &amp; Salaries</i>						
5101	Regular Payroll	286,139	299,152	290,715	287,699	300,730
5104	Temporary Payroll	7,000	5,750	7,000	9,000	9,415
5107	Overtime Pay	0	0	0	72	0
5119	Longevity Pay	1,380	1,210	1,416	1,416	1,073
<i>Fringe Benefits</i>						
5151	Retirement Plan	34,617	24,324	19,135	18,937	20,372
5152	Residency	0	7,772	11,041	11,041	11,360
5154	Social Security	22,097	22,831	22,450	22,249	23,224
5157	Group Health Insurance	64,554	59,300	64,967	63,788	65,137
5160	Group Life Insurance	531	523	523	718	754
5163	Workers Compensation	11,634	8,023	11,158	11,105	11,764
<b>TOTAL PERSONNEL SERVICES</b>		427,952	428,885	428,405	426,025	443,829
<b>NON-PERSONNEL SERVICES</b>						
<i>Travel/Training</i>						
5205	Seminar Expense	2,200	1,076	2,200	2,000	2,200
5208	Travel - City Business	1,750	1,597	1,850	1,750	1,850
5211	Education & Memberships	600	695	600	400	600
<i>Purchased Services</i>						
5303	Communications	1,050	1,100	1,200	1,200	1,200
5315	Maintenance - Office Equipment	1,300	222	1,300	1,800	1,300
5318	Maintenance - Automotive	400	0	400	435	400
5321	Maintenance - Other Equipment	200	0	200	200	200
5325	Contractual Services	3,500	6,913	3,500	4,000	3,500
5334	Printing Expense	200	45	150	263	200
5340	Rent - Equipment	1,450	1,381	1,500	1,400	1,500
<i>Supplies</i>						
5401	Office Supplies	1,200	571	1,200	700	900
5402	Desktop Printing Expense	200	227	350	300	300
5407	Automotive Supplies	1,000	1,181	1,000	1,000	1,000
5410	General Supplies	1,400	1,419	1,500	1,450	1,500
5499	Miscellaneous	0	0	0	0	0
<b>TOTAL NON-PERSONNEL SERVICES</b>		16,450	16,426	16,950	16,898	16,650
<b>OUTLAY</b>						
5807	Machinery, Tools & Instruments	750	1,754	2,000	0	0
<b>TOTAL OUTLAY</b>		750	1,754	2,000	0	0
<b>TOTAL ENGINEERING</b>		445,152	447,065	447,355	442,923	460,479

# CITY OF KAUKAUNA

## 2020 BUDGET

DIVISION: TRANSPORTATION

DEPARTMENT: ENGINEERING

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019	2020
	2019	2020				ESTIMATED ACTUAL	PROPOSED BUDGET
Director of Public Works	1.00	1.00			108,253	108,253	111,384
Senior Project Engineer	1.00	1.00			75,759	75,759	77,951
Project Engineer	1.00	1.00			69,307	66,291	72,917
Planning/Engineering Tech.	0.60	0.60			37,396	37,396	38,478
<b>TOTAL</b>	<b>3.60</b>	<b>3.60</b>	<b>286,139</b>	<b>299,152</b>	<b>290,715</b>	<b>287,699</b>	<b>300,730</b>





## **CITY OF KAUKAUNA**

### **2020 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 2020 Budget***

The Equipment Maintenance & Replacement budget increased \$3,025 or 3.91%

# CITY OF KAUKAUNA

## 2020 BUDGET

FUND: 101

DIVISION: TRANSPORTATION

DEPT: 53308

DEPARTMENT: EQUIPMENT MAINTENANCE & REPLACEMENT

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>PERSONNEL SERVICES</b>						
<i>Wages &amp; Salaries</i>						
5101	Regular Payroll	127,464	45,443	0	0	0
5107	Overtime Pay	2,200	1,149	0	0	0
5110	Shift Premium Pay	50	9	0	0	0
5113	Job Class Premium Pay	1,250	6,528	0	0	0
5119	Longevity Pay	0	0	0	0	0
5125	Call Time	300	0	0	0	0
<i>Fringe Benefits</i>						
5151	Retirement Plan	14,475	1,050	0	0	0
5152	Residency	0	238	0	0	0
5154	Social Security	10,042	4,336	0	0	0
5157	Group Health Insurance	40,433	4,098	0	0	0
5160	Group Life Insurance	237	14	0	0	0
5163	Workers Compensation	5,185	315	0	0	0
<b>TOTAL PERSONNEL SERVICES</b>		201,636	63,180	0	0	0
<b>NON-PERSONNEL SERVICES</b>						
<i>Purchased Services</i>						
5318	Maintenance - Automotive	62,000	53,802	62,000	70,000	65,000
5325	Contractual Services	375	452	400	425	425
<i>Supplies</i>						
5410	General Supplies	15,000	14,425	15,000	9,000	15,000
<b>TOTAL NON-PERSONNEL SERVICES</b>		77,375	68,679	77,400	79,425	80,425
<b>TOTAL EQUIP MAINTEN &amp; REPLACE</b>		279,011	131,859	77,400	79,425	80,425

## **CITY OF KAUKAUNA**

### **2020BUDGET**

*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 2020 Budget***

The Forestry budget increased \$800 or 8.51%

# CITY OF KAUKAUNA

## 2020 BUDGET

FUND: 101  
DEPT: 53310

DIVISION: TRANSPORTATION  
DEPARTMENT: FORESTRY

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>PERSONNEL SERVICES</b>						
<i>Wages &amp; Salaries</i>						
5101	Regular Payroll	66,503	38,938	0	0	0
5104	Temporary Payroll	4,000	1,684	0	0	0
5107	Overtime Pay	800	1,049	0	0	0
5110	Shift Premium Pay	25	0	0	0	0
5113	Job Class Premium Pay	300	882	0	0	0
5119	Longevity Pay	0	0	0	0	0
5125	Call Time	500	0	0	0	0
<i>Fringe Benefits</i>						
5151	Retirement Plan	7,528	1,539	0	0	0
5152	Residency	0	36	0	0	0
5154	Social Security	5,270	3,949	0	0	0
5157	Group Health Insurance	21,096	5,625	0	0	0
5160	Group Life Insurance	77	20	0	0	0
5163	Workers Compensation	2,849	351	0	0	0
<b>TOTAL PERSONNEL SERVICES</b>		108,948	54,075	0	0	0
<b>NON-PERSONNEL SERVICES</b>						
<i>Purchased Services</i>						
5322	Maintenance - Roads & Walks	0	883	0	468	500
5325	Contractual Services	2,500	1,653	2,500	2,500	2,500
<i>Supplies</i>						
5407	Automotive Supplies	3,500	5,988	3,700	3,000	3,500
5410	General Supplies	800	1,741	1,000	1,500	1,500
5425	Botanical & Agricultural	2,200	0	2,200	2,200	2,200
<b>TOTAL NON-PERSONNEL SERVICES</b>		9,000	10,264	9,400	9,668	10,200
<b>TOTAL FORESTRY</b>		117,948	64,340	9,400	9,668	10,200

# CITY OF KAUKAUNA

## **CITY OF KAUKAUNA**

### **2020BUDGET**

*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 2020 Budget***

The Snow & Ice Control budget increased \$10,025 or 11.38%

FUND: 101  
DEPT: 53304

**2020 BUDGET**  
DIVISION: TRANSPORTATION  
DEPARTMENT: SNOW & ICE CONTROL

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>PERSONNEL SERVICES</b>						
<i>Wages &amp; Salaries</i>						
5101	Regular Payroll	116,380	14,545	0	0	0
5104	Temporary Payroll	700	0	0	0	0
5107	Overtime Pay	50,000	37,555	0	0	0
5110	Shift Premium Pay	300	52	0	0	0
5113	Job Class Premium Pay	475	7,857	0	0	0
5125	Call Time	7,500	0	0	0	0
<i>Fringe Benefits</i>						
5151	Retirement Plan	12,013	2,783	0	0	0
5152	Residency	0	2,408	0	0	0
5154	Social Security	13,371	4,607	0	0	0
5157	Group Health Insurance	36,917	18,436	0	0	0
5160	Group Life Insurance	433	146	0	0	0
5163	Workers Compensation	6,927	1,503	0	0	0
<b>TOTAL PERSONNEL SERVICES</b>		245,016	89,892	0	0	0
<b>NON-PERSONNEL SERVICES</b>						
<i>Purchased Services</i>						
5318	Maintenance - Automotive	2,300	7,130	1,500	5,000	5,000
5322	Maintenance - Roads & Walks	43,000	67,702	46,500	55,000	48,000
5328	Advertising	600	666	625	650	650
<i>Supplies</i>						
5407	Automotive Supplies	24,000	18,001	24,500	30,000	28,500
5410	General Supplies	15,000	21,496	15,000	15,000	16,000
<b>TOTAL NON-PERSONNEL SERVICES</b>		84,900	114,996	88,125	105,650	98,150
<b>TOTAL SNOW &amp; ICE CONTROL</b>		329,916	204,888	88,125	105,650	98,150

# **CITY OF KAUKAUNA**

## **2020 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.

##### ***2018-2019 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 (#107) 2009 Kubota Tractor, Replace (#109) 2009 Kubota Mower, Replace (#125) 2009 John Deere Mower, Replace (#225) 2009 Peterbilt Garbage Truck add Mini End Loader (New Equipment).

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, Riverside, Horse shoe and Jonen Parks.

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

##### ***2018 - 2019 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 26th 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.

The Streets and Parks dept were challenged again in 2019 with a significant storm and damage throughout the city's streets and parks. Crews were tasked with many hours of overtime to accomplish the cleanup.

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.

# **CITY OF KAUKAUNA**

## **2020 BUDGET**

### **DIVISION: TRANSPORTATION**

### **DEPARTMENT: STREET DEPARTMENT ADMINISTRATION**

#### **2018 - 2019 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, 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.

Multiple landscape projects throughout the city.

Completion of Anderson Park, Construction of ball diamonds and continued maintenance in many areas and city parks.

Continue to adjust and perfect automated collection.

#### **2019 - 2020 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 2020 is Athletic Field Groomer (New Equipment), Ice Control Spreader for one ton in alleys (New Equipment), (#6) 2009 4x4 Chevy One Ton, (#224) 2009 Peterbuilt Garbage Truck.

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 Fassbender Park, Anderson Park and Haas Road Park while maintaining and upgrading all city parks and new downtown plazas.



# **CITY OF KAUKAUNA**

## **2020 BUDGET**

### **DIVISION: TRANSPORTATION**

#### **DEPARTMENT: STREET DEPARTMENT ADMINISTRATION**

##### ***2018 - 2019 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 2020 Budget***

The street department administration budget increased \$6,366 or 3.56%

# CITY OF KAUKAUNA

## 2020 BUDGET

FUND: 101  
DEPT: 53110

DIVISION: TRANSPORTATION  
DEPARTMENT: STREET DEPARTMENT ADMINISTRATION

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>PERSONNEL SERVICES</b>						
<i>Wages &amp; Salaries</i>						
5101	Regular Payroll	117,416	117,422	120,939	120,938	124,437
5119	Longevity Pay	625	625	660	660	660
<i>Fringe Benefits</i>						
5151	Retirement Plan	10,320	8,565	7,965	7,965	8,444
5152	Residency	0	1,759	2,484	2,483	2,555
5154	Social Security	9,030	8,631	9,302	9,302	9,570
5157	Group Health Insurance	29,399	29,414	29,582	29,582	31,715
5160	Group Life Insurance	283	364	378	428	449
5163	Workers Compensation	3,126	2,036	3,041	3,041	3,187
<b>TOTAL PERSONNEL SERVICES</b>		170,199	168,815	174,351	174,399	181,017
<b>NON-PERSONNEL SERVICES</b>						
<i>Travel/Training</i>						
5205	Seminar Expense	1,000	2,926	2,000	1,000	1,500
5211	Education & Memberships	50	0	300	0	0
<i>Purchased Service</i>						
5303	Communications	300	300	300	300	300
5325	Contractual Services	200	1,059	500	1,000	1,100
5328	Advertising	300	81	300	100	200
<i>Supplies</i>						
5401	Office Supplies	850	437	900	800	850
5402	Desktop Printing Expense	180	430	250	300	300
5410	General Supplies	150	30	150	150	150
<b>TOTAL NON-PERSONNEL SERVICES</b>		3,030	5,264	4,700	3,650	4,400
<b>TOTAL ST DEPT ADMINISTRATION</b>		173,229	174,079	179,051	178,049	185,417

**CITY OF KAUKAUNA**

**2020 BUDGET**

*DIVISION: TRANSPORTATION*

*DEPARTMENT: STREET DEPARTMENT ADMINISTRATION*

<i>TITLE OF POSITION</i>	<i>NUMBER OF FULL-TIME EQUIVALENTS</i>		<i>2018 BUDGET</i>	<i>2018 ACTUAL</i>	<i>2019 BUDGET</i>	<i>2019</i>	<i>2020</i>
	<i>2019</i>	<i>2020</i>				<i>ESTIMATED ACTUAL</i>	<i>PROPOSED BUDGET</i>
<b>Street Superintendent</b>	1.00	1.00			79,547	79,547	81,848
<b>Typist/Receptionist</b>	1.00	1.00			41,392	41,391	42,589
<b>TOTAL</b>	2.00	2.00	117,416	117,422	120,939	120,938	124,437



## **CITY OF KAUKAUNA**

### **2019 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 2019 Budget***

The Street Lighting budget decreased (\$17,000) or (7.2%)

# CITY OF KAUKAUNA

## 2020 BUDGET

FUND: 101  
DEPT: 53420

DIVISION: TRANSPORTATION  
DEPARTMENT: STREET LIGHTING

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>NON-PERSONNEL SERVICES</b>						
<b>Purchased Services</b>						
5309	Water, Sewer & Electric	235,000	247,715	235,000	215,000	218,000
5321	Maintenance - Other Equipment	1,500	7,857	1,200	1,800	1,200
<b>TOTAL NON-PERSONNEL SERVICES</b>		236,500	255,572	236,200	216,800	219,200
<b>TOTAL STREET LIGHTING</b>		236,500	255,572	236,200	216,800	219,200

## **CITY OF KAUKAUNA**

### **2020 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.

All Department of Public work laborer staff is being budgeted under this department

#### ***Increase (Decrease) in 2020 Budget***

The Street Maintenance budget increased \$105,263 or 5.21%

# CITY OF KAUKAUNA

## 2020 BUDGET

FUND: 101  
DEPT: 53301

DIVISION: TRANSPORTATION  
DEPARTMENT: STREET MAINTENANCE

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>PERSONNEL SERVICES</b>						
<i>Wages &amp; Salaries</i>						
5101	Regular Payroll	214,139	561,013	1,155,176	1,155,176	1,188,567
5104	Temporary Payroll	8,000	9,215	59,500	55,000	54,000
5107	Overtime Pay	4,000	27,130	65,900	120,000	85,000
5110	Shift Premium Pay	50	251	650	650	700
5113	Job Class Premium Pay	500	21,991	5,775	6,800	6,900
5119	Longevity Pay	6,285	4,845	5,250	5,250	5,465
5125	Call Time	250	0	8,975	0	0
<i>Fringe Benefits</i>						
5151	Retirement Plan	23,981	102,812	81,333	84,356	86,848
5152	Residency	0	35,638	40,905	40,905	35,252
5154	Social Security	17,346	45,187	95,855	99,320	99,210
5157	Group Health Insurance	63,287	357,545	316,420	373,670	384,928
5160	Group Life Insurance	196	2,810	2,742	3,080	3,234
5163	Workers Compensation	9,212	33,973	48,536	49,955	50,676
<b>TOTAL PERSONNEL SERVICES</b>		347,246	1,202,411	1,887,017	1,994,162	2,000,780
<b>NON-PERSONNEL SERVICES</b>						
<i>Purchased Services</i>						
5303	Communications	300	300	300	300	300
5312	Maintenance - Building	20,000	12,826	20,000	19,000	15,000
5318	Maintenance - Automotive	0	599	0	0	0
5322	Maintenance - Roads & Walks	72,000	60,663	75,000	70,000	72,000
5325	Contractual Services	12,500	12,887	13,500	13,000	13,500
<i>Supplies</i>						
5407	Automotive Supplies	12,500	12,780	12,500	11,500	12,000
5410	General Supplies	10,500	14,748	11,000	10,000	11,000
<b>TOTAL NON-PERSONNEL SERVICES</b>		127,800	114,803	132,300	123,800	123,800
<b>TOTAL STREET MAINTENANCE</b>		475,046	1,317,214	2,019,317	2,117,962	2,124,580



# CITY OF KAUKAUNA

## 2020 BUDGET

DIVISION: TRANSPORTATION

DEPARTMENT: STREET MAINTENANCE

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019	2020
	2019	2020				ESTIMATED ACTUAL	PROPOSED BUDGET
Street Foreman	1.00	1.00			72,152	72,152	74,239
Heavy Equipment Operator	5.50	5.50			324,997	324,997	334,427
Tandem Trucks	1.50	1.50			87,320	87,320	89,856
Small Truck Driver	2.00	2.00			113,044	113,044	116,328
Park Man	4.00	4.00			225,420	225,420	231,901
Laborer	6.00	6.00			332,243	332,243	341,816
<b>TOTAL</b>	<b>20.00</b>	<b>20.00</b>	<b>214,139</b>	<b>561,013</b>	<b>1,155,176</b>	<b>1,155,176</b>	<b>1,188,567</b>

*Kaukauna* ON THE FOX

## **CITY OF KAUKAUNA**

### **2020 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 2020 Budget***

The Street Signs & Markers budget increased \$1,800 or 8.63%

# CITY OF KAUKAUNA

## 2020 BUDGET

FUND: 101  
DEPT: 53303

DIVISION: TRANSPORTATION  
DEPARTMENT: STREET SIGNS & MARKERS

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>PERSONNEL SERVICES</b>						
<i>Wages &amp; Salaries</i>						
5101	Regular Payroll	47,107	25,891	0	0	0
5104	Temporary Payroll	5,700	3,543	0	0	0
5107	Overtime Pay	700	1,085	0	0	0
5110	Shift Premium Pay	50	20	0	0	0
5113	Job Class Premium Pay	600	417	0	0	0
5125	Call Time	200	0	0	0	0
<i>Fringe Benefits</i>						
5151	Retirement Plan	5,359	480	0	0	0
5152	Residency	0	18	0	0	0
5154	Social Security	3,805	2,026	0	0	0
5157	Group Health Insurance	14,943	1,312	0	0	0
5160	Group Life Insurance	62	14	0	0	0
5163	Workers Compensation	2,147	128	0	0	0
<b>TOTAL PERSONNEL SERVICES</b>		80,673	34,934	0	0	0
<b>NON-PERSONNEL SERVICES</b>						
<i>Purchased Services</i>						
5321	Maintenance - Other Equipment	800	1,364	1,250	1,250	1,250
5325	Contractual Services	4,500	3,060	4,200	3,500	3,500
<i>Supplies</i>						
5407	Automotive Supplies	1,400	2,019	1,400	1,300	1,400
5410	General Supplies	6,000	15,643	6,000	8,500	9,000
5413	Chemical & Ordnance	8,000	7,195	8,000	7,000	7,500
<b>TOTAL NON-PERSONNEL SERVICES</b>		20,700	29,280	20,850	21,550	22,650
<b>TOTAL STREET SIGNS &amp; MARKERS</b>		101,373	64,214	20,850	21,550	22,650

## **CITY OF KAUKAUNA**

### **2020 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 2020 Budget***

The Traffic Control budget increased \$2,800 or 17.61%

# CITY OF KAUKAUNA

## 2020 BUDGET

FUND: 101  
DEPT: 53305

DIVISION: TRANSPORTATION  
DEPARTMENT: TRAFFIC CONTROL

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>PERSONNEL SERVICES</b>						
<i>Wages &amp; Salaries</i>						
5101	Regular Payroll	2,771	306	0	0	0
5107	Overtime Pay	100	1,024	0	0	0
5125	Call Time	50	0	0	0	0
<i>Fringe Benefits</i>						
5151	Retirement Plan	319	0	0	0	0
5154	Social Security	223	97	0	0	0
5157	Group Health Insurance	879	0	0	0	0
5160	Group Life Insurance	2	0	0	0	0
5163	Workers Compensation	115	0	0	0	0
<b>TOTAL PERSONNEL SERVICES</b>		4,459	1,427	0	0	0
<b>NON-PERSONNEL SERVICES</b>						
<i>Purchased Services</i>						
5309	Water, Sewer & Electric	7,200	5,675	7,200	6,000	6,200
5325	Contractual Services	5,000	29,346	8,000	8,500	8,000
<i>Supplies</i>						
5410	General Supplies	700	6,566	700		
<b>TOTAL NON-PERSONNEL SERVICES</b>		12,900	41,586	15,900	14,500	14,200
<b>OUTLAY</b>						
5807	Machinery, Tools & Instruments	11,700	(15,126)	0	0	4,500
<b>TOTAL OUTLAY</b>		11,700	(15,126)	0	0	4,500
<b>TOTAL TRAFFIC CONTROL</b>		29,059	27,887	15,900	14,500	18,700

## **CITY OF KAUKAUNA**

### **2020 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 2020 Budget***

The Weed Control budget increased \$300 or 10.34%

# CITY OF KAUKAUNA

## 2020 BUDGET

FUND: 101  
DEPT: 53640

DIVISION: TRANSPORTATION  
DEPARTMENT: WEED CONTROL

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>PERSONNEL SERVICES</b>						
<i>Wages &amp; Salaries</i>						
5101	Regular Payroll	11,084	10,500	0	0	0
5104	Temporary Payroll	17,600	12,447	0	0	0
5113	Job Class Premium Pay	0	210	0	0	0
<i>Fringe Benefits</i>						
5151	Retirement Plan	1,237	0	0	0	0
5154	Social Security	1,103	915	0	0	0
5157	Group Health Insurance	3,516	0	0	0	0
5160	Group Life Insurance	28	0	0	0	0
5163	Workers Compensation	1,133	0	0	0	0
<b>TOTAL PERSONNEL SERVICES</b>		35,701	24,071	0	0	0
<b>NON-PERSONNEL SERVICES</b>						
<i>Purchased Services</i>						
5318	Maintenance - Automotive	500	2,425	1,500	1,500	1,500
5328	Advertising	250	414	300	696	600
<i>Supplies</i>						
5407	Automotive Supplies	600	1,173	800	300	800
5410	General Supplies	300	20	300	2,750	300
<b>TOTAL NON-PERSONNEL SERVICES</b>		1,650	4,033	2,900	5,246	3,200
<b>TOTAL WEED CONTROL</b>		37,351	28,104	2,900	5,246	3,200



## **CITY OF KAUKAUNA**

### **2020 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 2020 Budget***

The Refuse Collection budget increased \$10,100 or 12.14%

# CITY OF KAUKAUNA

## 2020 BUDGET

DIVISION: SANITATION

DEPARTMENT: REFUSE COLLECTION

FUND: 101  
DEPT: 53620

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>PERSONNEL SERVICES</b>						
<i>Wages &amp; Salaries</i>						
5101	Regular Payroll	216,135	158,426	0	0	0
5104	Temporary Payroll	8,800	6,801	0	0	0
5107	Overtime Pay	750	1,202	0	0	0
5110	Shift Premium Pay	0	26	0	0	0
5113	Job Class Premium Pay	350	12,646	0	0	0
5125	Call Time	50	0	0	0	0
<i>Fringe Benefits</i>						
5151	Retirement Plan	24,190	1,632	0	0	0
5152	Residency	0	261	0		0
5154	Social Security	16,746	12,635	0	0	0
5157	Group Health Insurance	68,561	9,749	0	0	0
5160	Group Life Insurance	728	98	0	0	0
5163	Workers Compensation	8,928	665	0	0	0
<b>TOTAL PERSONNEL SERVICES</b>		345,238	204,141	0	0	0
<b>NON-PERSONNEL SERVICES</b>						
<i>Purchased Services</i>						
5318	Maintenance - Automotive	50,000	55,299	50,000	65,000	60,000
5325	Contractual Services	400	0	400	0	0
5328	Advertising	1,000	0	0	0	0
<i>Supplies</i>						
5404	Clothing Expense	300	271	300	300	300
5407	Automotive Supplies	30,000	37,083	30,500	34,000	32,000
5410	General Supplies	2,000	437	2,000	800	1,000
<b>TOTAL NON-PERSONNEL SERVICES</b>		83,700	93,090	83,200	100,100	93,300
<b>TOTAL REFUSE COLLECTION</b>		428,938	297,231	83,200	100,100	93,300

## **CITY OF KAUKAUNA**

### **2020 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 2020 Budget***

The Refuse Disposal budget decreased \$14,052 or 7.47%

# CITY OF KAUKAUNA

## 2020 BUDGET

DIVISION: SANITATION

DEPARTMENT: REFUSE DISPOSAL

FUND: 101  
DEPT: 53630

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>NON-PERSONNEL SERVICES</b>						
<i>Purchased Services</i>						
5325	Contractual Services	110,000	262,817	173,052	173,052	169,000
5395	Recycling Costs	15,000	2,214	15,000	15,000	5,000
<b>TOTAL NON-PERSONNEL SERVICES</b>		125,000	265,031	188,052	188,052	174,000
<b>TOTAL REFUSE DISPOSAL</b>		125,000	265,031	188,052	188,052	174,000

## CITY OF KAUKAUNA

**2020 BUDGET**  
*DIVISION: LEISURE*  
*DEPARTMENT: ADULT PROGRAMS*

### **MISSION STATEMENT**

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

### **2018 - 2019 Goals and Objectives**

Add 1-2 new adult programs.

### **2018 - 2019 Accomplishments**

Added Adult Pickleball and added Basics of Photography

### **2019 - 2020 Goals and Objectives**

Add 1-2 new adult programs.

### **Increase (Decrease) in 2020 Budget**

The Adult Sports budget increased \$46,438 or 47.84%

### **Service Efforts:**

INDICATOR	2017	2018	2019
Number of teams	45	44	38
Number of annual participants	675	660	570
Adult Open Gym	13	10	10*
Fitness/Health Classes	22	20	18*
Photography	-	-	22
PAC Trips	55	33	148*
Pickleball	-	12	39*

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

# CITY OF KAUKAUNA

## 2020 BUDGET

DIVISION: LEISURE

DEPARTMENT: ADULT PROGRAMS

FUND: 101  
DEPT: 55320

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>PERSONNEL SERVICES</b>						
<i>Wages &amp; Salaries</i>						
5101	Regular Payroll	36,842	42,992	38,327	38,327	39,436
5104	Temporary Payroll	20,958	17,834	21,591	21,591	26,324
5107	Overtime Pay	0	640	0	0	0
5119	Longevity Pay	127	380	140	140	460
<i>Fringe Benefits</i>						
5151	Retirement Plan	3,933	6,267	2,520	7,540	8,017
5152	Residency	0	2,968	1,529	4,587	4,677
5154	Social Security	3,132	3,457	3,256	3,256	3,434
5157	Group Health Insurance	14,091	31,905	14,436	21,656	45,545
5160	Group Life Insurance	62	142	96	194	204
5163	Workers Compensation	1,806	1,957	1,767	1,762	2,003
<b>TOTAL PERSONNEL SERVICES</b>		80,951	108,542	83,662	99,053	130,100
<b>NON-PERSONNEL SERVICES</b>						
<i>Purchased Services</i>						
5303	Communications	160	300	300	300	300
5325	Contractual Services	2,600	532	2,600	2,600	2,600
5328	Advertising	2,650	0	2,650	2,650	2,650
<i>Supplies</i>						
5401	Office Supplies	500	38	500	500	500
5407	Automotive Supplies	400	111	400	400	400
5422	Data Processing Supplies	1,200	0	1,200	1,200	1,200
5428	Recreation	4,500	8,476	4,500	4,500	4,500
5431	Postage	1,200	615	1,200	1,200	1,200
<b>TOTAL NON-PERSONNEL SERVICES</b>		13,210	10,072	13,350	13,350	13,350
<b>TOTAL ADULT PROGRAM</b>		94,161	118,614	97,012	112,403	143,450

# CITY OF KAUKAUNA

## 2020 BUDGET

DIVISION: LEISURE

DEPARTMENT: ADULT PROGRAMS

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019	2020
	2019	2020				ESTIMATED ACTUAL	PROPOSED BUDGET
<b>Recreation Director</b>	0.33	0.33			25,251	25,250	25,981
<b>Office Assistant</b>	0.33	0.33			13,076	13,077	13,455
<b>TOTAL</b>	0.67	0.67	36,842	42,992	38,327	38,327	39,436





## CITY OF KAUKAUNA

### 2020 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 2020 Budget***

The Athletic Fields budget increased \$2,600 or 4.68%

#### ***Performance Measures:***

INDICATOR	2016	2017	2018
# of fields to prepare	17	17	17
# of times fields prepared	625	630	635

# CITY OF KAUKAUNA

## 2020 BUDGET

DIVISION: LEISURE

DEPARTMENT: ATHLETIC FIELDS

FUND: 101  
DEPT: 55415

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>PERSONNEL SERVICES</b>						
<i>Wages &amp; Salaries</i>						
5101	Regular Payroll	69,274	30,975	0	0	0
5104	Temporary Payroll	1,500	466	0	0	0
5107	Overtime Pay	250	138	0	0	0
5113	Job Class Premium Pay	100	0	0	0	0
<i>Fringe Benefits</i>						
5151	Retirement Plan	7,752	0	0	0	0
5154	Social Security	5,326	2,280	0	0	0
5157	Group Health Insurance	21,975	319	0	0	0
5160	Group Life Insurance	61	4	0	0	0
5163	Workers Compensation	2,809	22	0	0	0
<b>TOTAL PERSONNEL SERVICES</b>		109,047	34,202	0	0	0
<b>NON-PERSONNEL SERVICES</b>						
<i>Purchased Services</i>						
5309	Water, Sewer & Electric	20,000	30,934	21,000	23,000	23,000
5312	Maintenance - Building	4,000	71	3,000	8,250	4,000
5321	Maintenance - Other Equipment	500	145	450	385	450
5322	Maintenance - Roads & Walks	3,000	0	2,500	1,000	2,000
5325	Contractual Services	1,500	517	1,500	1,200	1,500
<i>Supplies</i>						
5407	Automotive Supplies	2,000	2,712	1,900	1,500	2,000
5410	General Supplies	7,200	8,839	7,200	7,000	7,200
5425	Botanical & Agricultural	10,000	5,985	10,000	10,500	10,000
<b>TOTAL NON-PERSONNEL SERVICES</b>		48,200	49,204	47,550	52,835	50,150
<b>OUTLAY</b>						
5801	Land & Buildings	8,000	0	8,000	8,000	8,000
<b>TOTAL OUTLAY</b>		8,000	0	8,000	8,000	8,000
<b>TOTAL ATHLETIC FIELD</b>		165,247	83,405	55,550	60,835	58,150

# CITY OF KAUKAUNA

## 2020 BUDGET

DIVISION: LEISURE

FUND: 101  
DEPT: 55115

DEPARTMENT: CARNEGIE BUILDING *(Under the RDA)*

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>PERSONNEL SERVICES</b>						
<i>Wages &amp; Salaries</i>						
5101	Regular Payroll	11,084	8,156	0	0	0
5104	Temporary Payroll	100	106	0	0	0
<i>Fringe Benefits</i>						
5151	Retirement Plan	1,237	163	0	0	0
5154	Social Security	849	620	0	0	0
5157	Group Health Insurance	3,516	265	0	0	0
5160	Group Life Insurance	60	11	0	0	0
5163	Workers Compensation	442	47	0	0	0
<b>TOTAL PERSONNEL SERVICES</b>		17,288	9,369	0	0	0
<b>NON-PERSONNEL SERVICES</b>						
<i>Purchased Services</i>						
5306	Heating Fuels	2,700	2,817	2,700	3,100	0
5309	Water, Sewer & Electric	7,000	8,957	8,200	7,000	0
5312	Maintenance - Building	1,700	1,283	1,700	1,500	0
5325	Contractual Services	3,100	2,805	3,100	0	0
5413	Chemical & Ordnance	250	0	250	0	0
<b>TOTAL NON-PERSONNEL SERVICES</b>		14,750	15,863	15,950	11,600	0
<b>TOTAL CARNEGIE BUILDING</b>		32,038	25,232	15,950	11,600	0

*Kaukauna* ON THE FOX

## **CITY OF KAUKAUNA**

### **2020 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 2020 Budget***

The Civic Promotions budget increased \$2,000 or 20.0%

# CITY OF KAUKAUNA

## 2020 BUDGET

DIVISION: LEISURE

DEPARTMENT: CIVIC PROMOTIONS

FUND: 101  
DEPT: 55190

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>NON-PERSONNEL SERVICES</b>						
	<i>Supplies</i>					
<b>5499</b>	<b>Miscellaneous</b>	25,000	11,852	10,000	5,000	12,000
	<b>TOTAL NON-PERSONNEL SERVICES</b>	25,000	11,852	10,000	5,000	12,000
	<b>TOTAL CIVIC PROMOTIONS</b>	25,000	11,852	10,000	5,000	12,000
<i>Christmas Decorations &amp; Parade</i>						
<i>Various Civic Promotions</i>						
						0

## CITY OF KAUKAUNA

### 2020 BUDGET

DIVISION: LEISURE

DEPARTMENT: COMMUNITY CENTER

#### MISSION STATEMENT

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

#### 2018 – 2019 Goals and Objectives

Add 1-2 new programs

#### 2018 - 2019 Accomplishments

Added Eat Right For Life and Autoimmune Illness Seminars.

#### 2019 - 2020 Goals and Objectives

Add 1-2 new programs

#### Increase (Decrease) in 2020 Budget

The Community Center budget increased \$500 or 16.13%

#### Service Efforts:

INDICATOR	2017	2018	2019*
# of Community Room bookings	-	-	48*
# of 3 <sup>rd</sup> Street Conference Rm bookings	-	-	24
# of Council Chamber bookings	350	173	88
# of Hydro View Room bookings	109	106	70
XYZ Group Participants	506	487	353*
Strong Bones/Bodies	156	194	196*
Stepping On	18	-	-
Stretching & Endurance	42	42	16

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

# CITY OF KAUKAUNA

## 2020 BUDGET

DIVISION: LEISURE

DEPARTMENT: COMMUNITY CENTER

FUND: 101  
DEPT: 55405

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
	<b>NON-PERSONNEL SERVICES</b>					
	<i>Purchased Services</i>					
5325	Contractual Services	1,200	821	1,200	1,200	1,200
	<i>Supplies</i>					
5428	Recreation	1,900	2,336	1,900	1,900	2,400
	<b>TOTAL NON-PERSONNEL SERVICES</b>	3,100	3,157	3,100	3,100	3,600
	<b>TOTAL COMMUNITY CENTER</b>	3,100	3,157	3,100	3,100	3,600



## CITY OF KAUKAUNA

### 2020 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.

#### 2018 - 2019 Goals and Objectives

Transition to new facility.  
Add new classes/workshops.

#### 2018 - 2019 Accomplishments

Added Tap Dance Workshop  
Added Superhero Workshop  
Added Princess Ballerina Workshop  
Added additional DiscoverDance and DiscoverTots classes  
Added additional Competition groups  
Replaced one Instructor  
Added two Instructors

#### 2019 - 2020 Goals and Objectives

Add new classes/workshops  
Add additional instructors

#### Increase (Decrease) in 2019 Budget

The Dance Classes budget increased \$9,741 or 13.50%

#### Service Efforts:

INDICATOR	2017	2018	2019
Dance Lessons	272	318	352
Beginner Dance Lessons	115	93	150
Summer	135	147	92
Tot Classes	82	85	15*
Workshops	44	29	6*
Competition Dance	34	55	73*

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

# CITY OF KAUKAUNA

## 2020 BUDGET

DIVISION: LEISURE

DEPARTMENT: DANCE CLASSES

FUND: 101  
DEPT: 55310

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>PERSONNEL SERVICES</b>						
<b>Wages &amp; Salaries</b>						
5104	Temporary Payroll	31,483	30,670	32,401	32,401	41,640
5107	Overtime Pay	1,200	234	1,250	0	1,250
<b>Fringe Benefits</b>						
5151	Retirement Plan	80	19	82	0	84
5154	Social Security	548	469	565	470	699
5163	Workers Compensation	1,245	789	1,210	1,205	1,576
<b>TOTAL PERSONNEL SERVICES</b>		<b>34,556</b>	<b>32,181</b>	<b>35,508</b>	<b>34,076</b>	<b>45,249</b>
<b>NON-PERSONNEL SERVICES</b>						
<b>Travel/Training</b>						
5205	Seminar Expense	1,000	300	1,000	1,000	1,000
5208	Travel - City Business	500	18	500	500	500
<b>Purchased Services</b>						
5325	Contractual Services	6,325	3,570	6,325	6,325	6,325
5328	Advertising	2,450	2,114	2,450	2,450	2,450
5334	Printing Expense	1,000	869	1,000	1,000	1,000
<b>Supplies</b>						
5404	Clothing Expense	21,000	23,086	21,000	21,000	21,000
5422	Data Processing Supplies	1,200	0	1,200	1,200	1,200
5428	Recreation	2,000	11,456	2,000	2,000	2,000
5431	Postage	1,200	1,820	1,200	1,200	1,200
<b>TOTAL NON-PERSONNEL SERVICES</b>		<b>36,675</b>	<b>43,234</b>	<b>36,675</b>	<b>36,675</b>	<b>36,675</b>
<b>TOTAL DANCE CLASSES</b>		<b>71,231</b>	<b>75,416</b>	<b>72,183</b>	<b>70,751</b>	<b>81,924</b>

## **CITY OF KAUKAUNA**

### **2020 BUDGET**

*DIVISION: LEISURE*

*DEPARTMENT: LIBRARY*

### **MISSION STATEMENT**

*Enhance People's Lives and Open Doors for Curious Minds.*

### **2018 - 2019 Goals and Objectives**

Revise Library Table of Organization to increase staff efficiency

Develop training video

Continue to monitor changing patron trends by offering relevant programming for all ages

Develop five-year plan

Seek staffing necessary for providing excellent service.

Construct Interactive Learning Garden

Reimburse all loans for such purposes

Clarify building maintenance costs with landlord

Increase membership of Friends Association

Continue outreach to schools and homeschoolers

Arrange for planning retreat with Library Board

### **2018 - 2019 Accomplishments**

Opened the interactive learning garden

Hired a new Library Director and Assistant Director

Site selected for a WEDA award in Public Private Partnership

Filming site for Travel Channel program

Held a costume swap, coat drive, and school supply drive

Participated in Imagine Fox Cities

Worked with JET students from KHS

Hosted community blood drives

Staff supported a local family for Thanksgiving through the county

Started a community clothes rack

Continued to stock our Little Free Pantry with food as well as produce from our hydroponic garden

Held Food for Fines several times

Held Free Legal Clinics

Adopted State Records Retention Policy for Libraries

Partnered with KASD to offer space to teacher for Change of Placement Students

AARP tax assistance site

Summer Feeding Program site, feeding 939 children in 2019

Received a grant to circulate ten ukuleles to the public

Gave out 1,115 free books to students in our Summer Reading Program

Provided field trips to the library for 1,546 students in Kaukauna

Provided technology literacy outreach at Roundhouse Manor and St. Paul's Home

Participated in the Fox Cities Book Festival and Fox Cities Reads

Offered free meeting space for groups and organizations

Offered standardized common core field trips to students and teachers

Completed ten year staffing plan

Offered test proctoring

# CITY OF KAUKAUNA

## 2020 BUDGET

*DIVISION: LEISURE*

*DEPARTMENT: LIBRARY*

### **2019 - 2020 Goals and Objectives**

Begin strategic plan, which will incorporate plans for the library to meet the minimum state standards established by DPI

Review the DPI Inclusive Services Assessment and Guide for Wisconsin Public Libraries and include in strategic plan when necessary or make internal changes

Continue to fundraise for the Interactive Learning Garden

Redesign website

Explore going fine free

Clarify building maintenance costs with landlord

Offer electronic registration for programming

Train staff and patrons on new ILS

Finish and approve the Safety & Security Policies and Procedures

### **Increase (Decrease) in 2020 Budget**

The Library budget increased \$888 or .089%.

### **Service Efforts:**

The Kaukauna Public Library offers educational and entertainment materials, programs, and services to enhance the lives of members of our community. Here is what they have to say about us:

"I've saved a lot of money by borrowing DVDs and books for FREE!! The library is a great resource for more than just books too."

"The library is a welcome refuge filled with rows upon rows of wonderful books."

"The library helps me to connect with my teens. The programs, educational literature, and the staff are always helpful. We love our library !!!"

"I am a resident at the Villa in St. Paul's Elder Care. James has been assisting me in using my smart phone, computer, tablet and printer. I have very little technology ability. But with James instruction I can use all in varying levels of ability...The best part of working with James is that he's give me the ability to communicate with my family."

"Recently back to the Fox Valley region to prepare for my medical licensing exam. The staff was welcoming from first walking into the building to helping me attain a library card. The location of the building is immediately next to the river and with the absolutely gorgeous interior, provides an environment to study that is a rare find within the Fox Valley region. Highly recommend this library and hope to be back in a few years to once again prepare for my final licensing exam inside of this environment. Can't say enough positive things."

"#trashtag challenge accepted! We had fun cleaning up along the CE trail thanks to the always fun Summer Reading Program! They were so excited to find some "treasures" too! Thank you for all your programs and especially this one today!"

"love this library...staff always friendly. historic building...my parents always liked Kaukauna library too."

"The Bright babies story time is such an amazing resource to the moms & babies in our community! My little one

loved it. Thank you!"

"I couldn't be more grateful for the opportunity to resolve specific issues and also get a feel for the big picture for more effective use of my computer. It is very empowering. James is beyond patient, very knowledgeable and wonderfully insightful."

"I will never not love books. They have been with me through good times and bad in all ages and stages of my life. They have made me both laugh and cry hysterically. They have given me fictitious friends when I didn't have any out here in the real world. They have given me comfort in times of grief. They have given me wisdom in times of unknowing. They have given me encouragement when I needed it. I have felt connections with the pages of the books I read deep down in my soul, and I am infatuated by the smell of bookstores and old, worn book pages - it smells like comfort; like home. I will never not love books. The library was one of my favorite places as a kid. My grandma and I would walk down the street to the library and I'd fill my basket with movies and books. I was reading by kindergarten. Reading is one of my true loves in life and I fully support libraries and literacy education in the school systems. They're wonderful places."

"I have had a library card for 70 years with seldom a month going by without a library visit. The library has given me knowledge, joy, escape, and children who love to read."

"When we were first moving to the area, getting new library cards was high on our list. It's one of the first ways we could say "we belong here in this community."

"The library is my peaceful place. My kids never want to leave!"

"My boys think the library is the coolest place to be."

"The kids programs are wonderful!"

"He spent hours with us (way beyond the call of duty) trying to help us learn how to use computers or cell phones properly. I am very grateful to him for assisting in joining the 21<sup>st</sup> century technologically."

	2017	2018	% +/-	2019 (YTD)	Explanation
<b>Door Count</b>	<b>112,589</b>	<b>114,840</b>	<b>2.00%</b>	<b>83,766</b>	
<b>Circulation</b>	164,551	151,578	-7.88%	112,189	Trend in all OWLS libraries
Overdrive	13,563	18,670	37.65%	12,612	
Teacher Packs	101	76	-24.75%	29	Working on marketing
<b>Loan Rate</b>	<b>26,510</b>	<b>27,042</b>	<b>2.01%</b>	<b>18,982</b>	
<b>Borrowing Rate</b>	<b>44,673</b>	<b>42,238</b>	<b>-5.45%</b>	<b>30,781</b>	This is actually an improvement
<b>Program Attendance</b>	<b>19,596</b>	<b>18,229</b>	<b>-6.98%</b>	<b>14,178</b>	Focus area on increasing adult programs
Juvenile	18,275	16,778	-8.19%	12,887	
Adult	1,321	1,451	9.84%	1,291	
<b>Library Space Usage</b>	<b>1,752</b>	<b>1,812</b>	<b>3.42%</b>	<b>1,406</b>	
Study Rooms	1,057	1,035	-2.08%	638	
Meeting Rooms	695	777	11.80%	768	
<b>Computers Use</b>	<b>6,800</b>	<b>7,017</b>	<b>3.19%</b>	<b>4,681</b>	
<b>Wi-Fi Usage</b>	<b>12,452</b>	<b>12,706</b>	<b>2.04%</b>	<b>9,507</b>	
<b>Virtual Access</b>	<b>67,870</b>	<b>50,534</b>	<b>-25.54%</b>	<b>40,107</b>	People are using social media more
<b>Card holders</b>	<b>12,570</b>	<b>13,183</b>	<b>4.88%</b>	<b>13,775</b>	
<b>Volunteer Hours</b>	<b>1,550</b>	<b>1,553</b>	<b>0.19%</b>	<b>1,292</b>	
<b>Total Materials</b>	<b>53,887</b>	<b>56,405</b>	<b>4.67%</b>	<b>58,234</b>	

# CITY OF KAUKAUNA

## 2020 BUDGET

DIVISION: LEISURE

DEPARTMENT: LIBRARY

FUND: 101  
DEPT: 55110

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>PERSONNEL SERVICES</b>						
<b>Wages &amp; Salaries</b>						
5101	Regular Payroll	397,544	396,148	417,665	402,654	422,785
5151	Retirement Plan	26,402	20,520	18,425	18,425	18,826
5152	Residency	0	6,048	8,887	8,887	3,335
5154	Social Security	23,068	22,009	23,497	23,497	23,422
5157	Group Health Insurance	51,683	53,390	73,691	73,691	65,168
5160	Group Life Insurance	990	1,045	1,162	455	477
5163	Workers Compensation	636	412	626	604	803
<b>TOTAL PERSONNEL SERVICES</b>		<b>500,323</b>	<b>499,571</b>	<b>543,953</b>	<b>528,213</b>	<b>534,816</b>
<b>NON-PERSONNEL SERVICES</b>						
<b>Travel/Training</b>						
5208	Travel - City Business	250	0	250	111	250
5211	Education & Memberships	500	208	500	478	370
<b>Purchased Services</b>						
5303	Communications	300	300	300	300	300
5306	Heating Fuels	5,000	7,231	7,000	5,942	7,500
5309	Water, Sewer & Electric	10,000	15,519	10,000	12,091	15,000
5312	Maintenance - Building	122,201	109,668	114,546	109,668	120,000
5313	Lease - Building	133,140	133,140	133,140	133,140	133,140
5325	Contractual Services	67,150	65,176	65,000	61,758	65,000
5328	Advertising	150	1,612	150	150	150
5331	General Insurance	8,600	8,600	8,600	8,600	8,600
<b>Supplies</b>						
5401	Office Supplies	6,200	7,828	6,000	6,050	5,000
5402	Desktop Printing Expense	4,600	3,955	4,000	4,024	804
5422	Data Processing Supplies	5,000	6,508	4,000	4,092	4,000
5431	Postage	600	1,338	300	544	450
5438	Lost & Paid to Others	0	61	0	15	0
5439	Lost & Paid Purchased	0	(341)	0	150	0
5441	Library Material	60,000	62,289	50,300	50,438	50,300
5442	Service Contracts	43,688	45,889	45,003	41,529	48,050
5444	Library Programs	3,500	3,898	2,000	2,050	2,000
5499	Miscellaneous	300	1,777	300	730	500
<b>TOTAL NON-PERSONNEL SERVICES</b>		<b>471,179</b>	<b>474,656</b>	<b>451,389</b>	<b>441,860</b>	<b>461,414</b>
<b>TOTAL LIBRARY</b>		<b>971,502</b>	<b>974,227</b>	<b>995,342</b>	<b>970,072</b>	<b>996,230</b>

# CITY OF KAUKAUNA

## 2020 BUDGET

DIVISION: LEISURE  
DEPARTMENT: LIBRARY

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019	2020
	2019	2020				ESTIMATED ACTUAL	PROPOSED BUDGET
Library Director	1.00	1.00			94,862	88,736	91,303
Asst Library Director	1.00	1.00			77,759	69,606	74,878
Technology Coordinator	1.00	1.00			51,277	51,277	52,760
Library Associate	1.00	1.00			38,719	38,719	40,735
Library Associate	0.53	0.53			18,682	18,682	19,223
Library Associate	0.53	0.53			17,476	17,476	18,386
Library Associate	0.53	0.53			17,092	17,091	18,386
Library Associate	0.53	0.53			17,092	17,091	18,386
Library Associate	0.53	0.53			17,092	17,091	17,981
Library Associate	0.53	0.53			17,092	17,091	17,981
Library Associate	0.53	0.53			17,092	17,091	17,981
Library Associate	0.53	0.53			16,715	16,715	17,586
Library Associate	0.53	0.53			16,715	15,988	17,199
<b>TOTAL</b>	<b>8.77</b>	<b>8.77</b>	<b>397,544</b>	<b>396,122</b>	<b>417,665</b>	<b>402,654</b>	<b>422,785</b>



## CITY OF KAUKAUNA

### 2020 BUDGET

DIVISION: LEISURE

DEPARTMENT: SWIMMING POOL

#### MISSION STATEMENT

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

#### 2018 - 2019 Goals and Objectives

- Replace water heater on male side of bathhouse.
- Replace backboard with CJ Aquatics Speed Board
- Add Lane Line Storage Reel
- Add AED Training System
- Create Pool Master Plan
- Replace Pool Maintenance Manager
- Increase Staff Training/Inservices

#### 2018 - 2019 Accomplishments

- Replace backboard with CJ Aquatics Speed Board
- Add Lane Line Storage Reel
- Add AED Training System

#### 2019 - 2020 Goals and Objectives

- Replace water heater on male side of bathhouse.
- Create Pool Master Plan
- Replace Pool Maintenance Manager
- Increase Staff Training/Inservices

#### Increase (Decrease) in 2020 Budget

The Swimming Pool budget decreased (\$14,025) or 3.90%

#### Service Efforts:

INDICATOR	2017	2018	2019
Days of operation	81	81	81
Daily attendance	40,581	39,990	39,823
Avg. daily attendance	501	494	492
Swimming lesson participants	1,736	1,740	1,699
Water aerobic participants	15	32	27
Individual passes issued	744	677	622
Pool rentals	53 hours	59 hours	46
Discover SCUBA/Snorkeling	16	12	11

# CITY OF KAUKAUNA

## 2020 BUDGET

DIVISION: LEISURE

DEPARTMENT: SWIMMING POOL

FUND: 101  
DEPT: 55410

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>PERSONNEL SERVICES</b>						
<b>Wages &amp; Salaries</b>						
5101	Regular Payroll	42,384	37,436	38,327	38,327	39,436
5104	Temporary Payroll	169,940	143,763	174,937	174,937	178,988
5119	Longevity Pay	127	0	140	0	0
<b>Fringe Benefits</b>						
5151	Retirement Plan	4,305	1,976	2,520	700	800
5152	Residency	0	113	1,529	0	0
5154	Social Security	5,716	5,278	5,479	5,469	5,612
5157	Group Health Insurance	14,076	5,192	14,436	0	0
5160	Group Life Insurance	68	23	49	0	0
5163	Workers Compensation	7,909	3,934	7,487	7,467	7,773
<b>TOTAL PERSONNEL SERVICES</b>		244,525	197,722	244,904	226,900	232,609
<b>NON-PERSONNEL SERVICES</b>						
<b>Travel/Training</b>						
5205	Seminar Expense	1,000	1,632	1,000	1,000	2,000
5208	Travel - City Business	100	0	100	100	100
<b>Purchased Services</b>						
5303	Communications	160	299	180	180	180
5306	Heating Fuels	10,000	9,170	10,000	10,000	8,000
5309	Water, Sewer & Electric	15,000	17,702	15,000	15,000	15,000
5312	Maintenance - Building	20,000	22,554	20,000	20,000	20,000
5318	Maintenance - Automotive	1,500	201	1,500	1,500	1,500
5325	Contractual Services	23,085	19,945	23,085	23,085	21,085
5328	Advertising	2,550	2,564	2,550	2,550	2,550
<b>Supplies</b>						
5401	Office Supplies	2,000	695	2,000	2,000	2,000
5404	Clothing Expense	3,500	1,441	3,500	3,500	3,500
5407	Automotive Supplies	800	2,175	800	800	800
5410	General Supplies	3,500	5,370	3,500	3,500	3,500
5413	Chemical & Ordnance	4,125	1,505	4,125	4,125	4,125
5422	Data Processing Supplies	1,200	856	1,200	1,200	1,200
5425	Botanical & Agricultural	2,350	2,891	2,350	2,350	2,350
5428	Recreation	1,000	6,375	1,000	1,000	1,000
5431	Postage	1,200	1,200	1,200	1,200	1,200
5440	Concession Product	18,000	20,595	18,000	18,000	18,000
<b>TOTAL NON-PERSONNEL SERVICES</b>		111,070	117,169	111,090	111,090	108,090
<b>OUTLAY</b>						
5804	Office Equipment	2,000	2,000	3,930	3,930	5,200
<b>TOTAL OUTLAY</b>		2,000	2,000	3,930	3,930	5,200
<b>TOTAL SWIMMING POOL</b>		357,595	316,890	359,924	341,920	345,899

# CITY OF KAUKAUNA

## 2020 BUDGET

DIVISION: LEISURE

DEPARTMENT: SWIMMING POOL

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019	2020
	2019	2020				ESTIMATED ACTUAL	PROPOSED BUDGET
<b>Recreation Director</b>	0.33	0.33			25,251	25,250	25,981
<b>Office Assistant</b>	0.33	0.33			13,076	13,077	13,455
<b>TOTAL</b>	0.67	0.67	42,384	37,436	38,327	38,327	39,436



## **CITY OF KAUKAUNA**

### **2020 BUDGET**

*DIVISION: LEISURE*

*DEPARTMENT: YOUTH PROGRAMS*

#### ***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.

#### ***2018 - 2019 Goals and Objectives***

Add 1-2 new classes and baseball program.

#### ***2018 - 2019 Accomplishments***

Added Youth Enrichment League

Added Hunter's Safety

Added Elephant and Piggie Meet & Greet

Added SCRAPS Scrapbooking Class

Added Zumba ids & Zumba Kids Jr

#### ***2019 - 2020 Goals and Objectives***

#### ***Increase (Decrease) in 2020 Budget***

The Youth Sports budget is requested to decrease by \$47,435 or -22.80%.

# CITY OF KAUKAUNA

## 2020 BUDGET DIVISION: LEISURE DEPARTMENT: YOUTH Programs

### Service Efforts:

INDICATOR	2017	2018	2019*
Gymnastics participants	335	319	289
Summer sports participants	395	313	177
Boys volleyball league	43	44	44
Flag football participants	60	64	68
Football FUNdamentals participants	64	61	51
Wrestling participants	135	123	116*
Winter basketball participants	140	124	100*
Kidz Academy participants	79	109	79
Girls Softball participants	89	83	91
Safety Town participants	73	59	60
Disc Golf Instruction	42	39	11
Volleyball Instruction	29	28	18*
Junior Golf League	56	53	53
Pee Wee Golf	23	22	26
Golf Instruction	9	17	23
KidStage	88	83	26*
Martial Arts	18	19	27
Archery Instruction	101	97	72
Rifle Instruction	29	20	33
Kayaking Instruction	1	-	-
Lil Mad Kat Art Classes	57	26	11*
Confident Kids Workshop	-	22	-
Vision Class	-	5	-
Tree Climbing	-	11	17
Beginning Sport Clays	-	6	17
Kids Fun Runs	-	39	16
Explore Bowhunting	-	6	-
Mother's Day Balloon Bouquet	-	6	-
Cake Decorating	-	9	-
Youth Enrichment League	-	-	9
Hunter's Safety	-	-	15
Elephant and Piggie Meet & Greet	-	-	31
SCRAPS Class	-	-	4
Zumba Kids/Zumba Kids Jr	-	-	34

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

# CITY OF KAUKAUNA

## 2020 BUDGET

DIVISION: LEISURE

FUND: 101  
DEPT: 55305

DEPARTMENT: YOUTH PROGRAMS

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>PERSONNEL SERVICES</b>						
<b>Wages &amp; Salaries</b>						
5101	Regular Payroll	36,842	38,710	38,327	38,327	39,436
5104	Temporary Payroll	64,907	37,014	66,310	66,310	59,318
5119	Longevity Pay	127	0	140	0	0
<b>Fringe Benefits</b>						
5151	Retirement Plan	3,933	1,259	2,520	0	0
5152	Residency	0	113	1,529	0	0
5154	Social Security	3,769	3,194	3,904	3,894	3,877
5157	Group Health Insurance	14,076	5,193	14,436	0	0
5160	Group Life Insurance	61	23	49	0	0
5163	Workers Compensation	3,542	1,143	3,912	3,426	3,803
<b>TOTAL PERSONNEL SERVICES</b>		127,257	86,649	131,127	111,957	106,434
<b>NON-PERSONNEL SERVICES</b>						
<b>Travel/Training</b>						
5205	Seminar Expense	600	747	600	600	600
5211	Education & Memberships	150	160	150	150	200
<b>Purchased Services</b>						
5303	Communications	160	0	0	0	160
5318	Maintenance - Automotive	350	0	350	350	350
5325	Contractual Services	8,650	14,800	8,650	8,650	8,650
5328	Advertising	3,400	3,551	3,400	3,400	3,400
5386	Youth Baseball	19,252	0	19,252	19,252	0
5389	Girls Softball	12,000	4,471	12,000	12,000	12,000
5390	Youth Wrestling	7,000	3,804	7,000	7,000	7,000
<b>Supplies</b>						
5401	Office Supplies	1,000	400	1,000	1,000	1,000
5404	Clothing Expense	8,500	5,758	8,500	8,500	8,500
5407	Automotive Supplies	500	111	500	500	500
5422	Data Processing Supplies	1,200	2,093	1,200	1,200	1,200
5428	Recreation	9,450	6,436	9,450	9,450	9,450
5431	Postage	1,200	1,409	1,200	1,200	1,200
<b>TOTAL NON-PERSONNEL SERVICES</b>		73,412	43,741	73,252	73,252	54,210
<b>OUTLAY</b>						
5804	Office Equipment	14,040	0	3,700	3,700	0
<b>TOTAL OUTLAY</b>		14,040	0	3,700	3,700	0
<b>TOTAL YOUTH PROGRAMS</b>		214,709	130,390	208,079	188,909	160,644

# CITY OF KAUKAUNA

## 2020 BUDGET

DIVISION: LEISURE

DEPARTMENT: YOUTH PROGRAM

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019	2020
	2019	2020				ESTIMATED ACTUAL	PROPOSED BUDGET
<b>Recreation Director</b>	0.33	0.33			25,251	25,250	25,981
<b>Office Assistant</b>	0.33	0.33			13,076	13,077	13,455
<b>TOTAL</b>	0.67	0.67	36,842	38,710	38,327	38,327	39,436



## **CITY OF KAUKAUNA**

### **2020 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 2020 Budget***

The Parks budget increased \$3,650 or 3.45%

#### ***Service Efforts:***

# CITY OF KAUKAUNA

## 2020 BUDGET

DIVISION: PARKS

DEPARTMENT: PARKS

FUND: 101  
DEPT: 55200

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>PERSONNEL SERVICES</b>						
<i>Wages &amp; Salaries</i>						
5101	Regular Payroll	210,592	179,477	0	0	0
5104	Temporary Payroll	17,000	13,872	0	0	0
5107	Overtime Pay	8,000	16,281	0	0	0
5110	Shift Premium Pay	50	57	0	0	0
5113	Job Class Premium Pay	2,000	6,676	0	0	0
5125	Call Time	350	0	0	0	0
<i>Fringe Benefits</i>						
5151	Retirement Plan	24,191	2,271	0	0	0
5152	Residency	0	199	0	0	0
5154	Social Security	17,152	15,373	0	0	0
5157	Group Health Insurance	66,803	8,686	0	0	0
5160	Group Life Insurance	518	72	0	0	0
5163	Workers Compensation	9,401	684	0	0	0
<b>TOTAL PERSONNEL SERVICES</b>		356,057	243,647	0	0	0
<b>NON-PERSONNEL SERVICES</b>						
<i>Purchased Services</i>						
5309	Water, Sewer & Electric	31,000	39,105	35,000	35,000	35,000
5312	Maintenance - Building	6,000	2,106	4,000	2,500	3,000
5318	Maintenance - Automotive	0	42	50	0	0
5321	Maintenance - Other Equipment	25,000	27,694	25,000	34,000	29,000
5322	Maintenance - Roads & Walks	3,000	2,535	3,000	3,000	3,000
5325	Contractual Services	11,000	20,679	13,000	14,000	15,000
<i>Supplies</i>						
5407	Automotive Supplies	5,200	6,590	5,500	5,000	5,000
5410	General Supplies	4,500	2,607	4,500	6,500	5,000
5416	Custodial Supplies	0	295	0	0	0
5425	Botanical & Agricultural	5,500	5,784	5,500	8,500	6,500
5437	Plumbing Supplies	2,000	1,183	1,800	1,200	1,500
5450	Dog Park Supplies	1,500	2,243	1,500	1,400	1,500
5460	Disk Golf Course Supplies	1,500	0	1,500	500	1,500
<b>TOTAL NON-PERSONNEL SERVICES</b>		96,200	110,863	100,350	111,600	106,000
<b>OUTLAY</b>						
5807	Machinery, Tools & Instruments	5,211	5,534	2,000	897	0
5833	Park Equipment	3,200	0	3,300	3,500	3,300
<b>TOTAL OUTLAY</b>		8,411	5,534	5,300	4,397	3,300
<b>TOTAL PARKS</b>		460,668	360,045	105,650	115,997	109,300

# CITY OF KAUKAUNA

## 2020 BUDGET

FUND: 101  
DEPT: 52900

DIVISION: EMERGENCY GOVERNMENT  
DEPARTMENT: CIVIL DEFENSE

(EXPENSES NOW UNDER THE FIRE DEPARTMENT)

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>PERSONNEL SERVICES</b>						
<b>Wages &amp; Salaries</b>						
5101	Regular Payroll	2,500	2,518	2,500	934	0
<b>Fringe Benefits</b>						
5151	Retirement Plan	528	0	0	0	0
5163	Workers Compensation	99	0	0	0	0
<b>TOTAL PERSONNEL SERVICES</b>		3,127	2,518	2,500	934	0
<b>NON-PERSONNEL SERVICES</b>						
<b>Supplies</b>						
5407	Automotive Supplies	100	0	100	0	0
5410	General Supplies	900	0	900	0	0
<b>TOTAL NON-PERSONNEL SERVICES</b>		1,000	0	1,000	0	0
<b>TOTAL CIVIL DEFENSE</b>		4,127	2,518	3,500	934	0

*Kaukauna* ON THE FOX

## **CITY OF KAUKAUNA**

### **2020 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 2020 Budget***

The Retiree Health Insurance budget increased \$80,642 or 47.76%

# CITY OF KAUKAUNA

## 2020 BUDGET

DIVISION: OTHER

FUND: 101  
DEPT: 59475

DEPARTMENT: HEALTH INSURANCE

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
	<b>PERSONNEL SERVICES</b>					
	<b>Fringe Benefits</b>					
<b>5157</b>	<b>Group Health Insurance</b>	219,283	230,216	168,833	225,900	249,475
	<b>TOTAL PERSONNEL SERVICES</b>	219,283	230,216	168,833	225,900	249,475
	<b>TOTAL HEALTH INSURANCE</b>	219,283	230,216	168,833	225,900	249,475

## **CITY OF KAUKAUNA**

### **2020 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 2020 Budget***

The Property & Liability Insurance budget will remain flat for the 2020 Budget

# CITY OF KAUKAUNA

## 2020 BUDGET

DIVISION: OTHER

FUND: 101  
DEPT: 59375

DEPARTMENT: PROPERTY & LIABILITY INSURANCE

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>NON-PERSONNEL SERVICES</b>						
<b>Purchased Services</b>						
<b>5331</b>	<b>General Insurance</b>	115,785	134,859	115,651	115,651	115,700
<b>TOTAL NON-PERSONNEL SERVICES</b>		115,785	134,859	115,651	115,651	115,700
<b>TOTAL LIABILITY &amp; PROPERTY INS.</b>		115,785	134,859	115,651	115,651	115,700



*Kaukauna* ON THE FOX

**CITY OF KAUKAUNA**  
**2020 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. Since its inception, the storm water utility is starting to mature with growing infrastructure and capital assets. The city is continuously monitoring the financial metrics such as operating expense, depreciation, and debt coverage ratio all while meeting the state and federal regulations.

The Storm water Utility is primarily funded by user fees in the form of an Equivalent Runoff Unit (ERU) Rate. 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. The ERU rate budgeted to remain the same at \$90/ERU/year for the 2020 budget.

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 \$7.50/month.

In 2019, City Finance changed the way debt is being managed within this utility fund. Rather than having a few smaller bond issues, the city began borrowing 3 years of project costs at one time. This will save on issuance costs and to help better manage the debt coverage ratio. With the larger borrowing, it makes it easier to manage the annual bond payments and monitor the ERU rate to ensure the rate is adequate to the expenses of the Utility fund.

## CITY OF KAUKAUNA

### 2020 BUDGET

#### STORM WATER UTILITY FUND (601)

#### PROJECTED CASH BALANCE AS OF DECEMBER 31, 2019

DESCRIPTION		BALANCE
<b>BALANCE AS OF JANUARY 1, 2019</b>		
Cash And Receivable Balance Net of Current Liabilities		1,066,958
<b>PROJECTED CHANGE IN CASH BALANCE FOR 2019</b>		
Revenues & Other Financing Sources	1,250,000	
Expenses Net of Depreciation	(425,972)	
Debt Service - Principal and Interest	<u>(742,661)</u>	81,367
<b>PROJECTED CASH BALANCE AS OF DECEMBER 31 2019</b>		
Projected Cash Balance Net of Current Liabilities		<u>1,148,325</u>

# CITY OF KAUKAUNA

## 2020 BUDGET

### STORM WATER UTILITY (601)

#### BUDGETED REVENUE & EXPENDITURE SUMMARY

DESCRIPTION	2019				
	2018 BUDGET	2018 ACTUAL	2019 BUDGET	ESTIMATED ACTUAL	2020 BUDGET
<b>REVENUE</b>					
Storm Water Utility Fees*	397,803	1,110,000	1,200,000	1,250,000	1,300,000
Permit Fees	4,306	11,000	11,000	7,550	11,000
<b>TOTAL REVENUE</b>	<b>402,109</b>	<b>1,121,000</b>	<b>1,211,000</b>	<b>1,257,550</b>	<b>1,311,000</b>
<b>EXPENSES</b>					
<b>PERSONNEL SERVICES</b>					
Street Cleaning	169,856	173,197	179,793	152,957	181,349
Storm Sewer Maintenance	128,561	120,230	145,522	168,460	167,867
KU Meter Reading / Billing Charges	12,000	12,000	12,350	12,250	13,000
Administrative Costs	92,009	92,009	92,305	92,305	97,186
Depreciation	86,574	173,147	152,963	173,147	127,776
<b>TOTAL OPERATING EXPENSES</b>	<b>132,073</b>	<b>570,582</b>	<b>607,274</b>	<b>599,119</b>	<b>587,178</b>
<b>NONOPERATING (REVENUES) EXPENSES</b>					
State Storm Water Grant	55,016	0	0		0
Interest & Fiscal Charges - Trans to Debt Fund	52,835	115,584	112,876	112,876	172,037
Capital Improvements	0	0	0	0	0
<b>TOTAL NONOPERATING EXPENSES (REVENUES)</b>	<b>107,851</b>	<b>105,671</b>	<b>112,876</b>	<b>112,876</b>	<b>172,037</b>
<b>DEBT PAYMENT - PRINCIPAL ONLY</b>					
Principal - Transfer to Debt Service Fund	219,815	439,631	629,786	629,786	581,565
<b>TOTAL PAYMENT - PRINCIPAL ONLY</b>	<b>219,815</b>	<b>439,631</b>	<b>629,786</b>	<b>629,786</b>	<b>581,565</b>
<b>EXCESS (DEFICIT) REVENUES OVER EXPENDITURES</b>	<b>(57,631)</b>	<b>(694)</b>	<b>(138,935)</b>	<b>(84,230)</b>	<b>(29,779)</b>

# CITY OF KAUKAUNA

## 2020 BUDGET

FUND: 601  
DEPT: 53441

STORM WATER UTILITY  
DEPARTMENT: STORM SEWER MAINTENANCE

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>PERSONNEL SERVICES</b>						
<i>Wages &amp; Salaries</i>						
5101	Regular Payroll	55,419	43,053	57,399	57,399	59,065
5107	Overtime Payments	800	1,163	800	2,372	1,000
5110	Shift Premium Pay	10	4	10	20	15
5113	Job Class Premium Pay	25	198	25	0	25
5119	Longevity Pay	0	300	310	310	360
5125	Call Time	500	0	500	0	250
<i>Fringe Benefits</i>						
5151	Retirement Plan	6,272	581	3,867	3,937	4,098
5152	Residency	0	123	3,543	3,606	3,643
5154	Social Security	4,342	3,120	4,517	4,598	4,645
5157	Group Health Insurance	17,580	2,662	21,656	21,656	23,171
5160	Group Life Insurance	121	13	193	190	200
5163	Workers Compensation	2,242	160	2,202	2,236	2,295
<b>TOTAL PERSONNEL SERVICES</b>		87,311	51,376	95,022	96,324	98,767
<b>NON-PERSONNEL SERVICES</b>						
<i>Purchased Services</i>						
5309	Water, Sewer & Electric	23,000	28,319	23,000	28,058	29,000
5318	Maintenance - Automotive	0	62	0	0	0
5321	Maintenance - Other Equip	750	493	700	350	700
5322	Maintenance - Roads & Walks	6,500	9,632	8,000	1,500	4,500
5325	Contractual Services	8,000	26,031	16,000	40,000	32,000
<i>Supplies</i>						
5407	Automotive Supplies	3,000	4,318	2,800	2,228	2,900
5410	General Supplies	0	0	0	0	0
<b>TOTAL NON-PERSONNEL SERVICES</b>		41,250	68,854	50,500	72,136	69,100
<b>TOTAL STORM SEWER MAINTENANCE</b>		128,561	120,230	145,522	168,460	167,867

**CITY OF KAUKAUNA**

**2020 BUDGET**

STORM WATER UTILITY

DEPARTMENT: STORM SEWER MAINTENANCE

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2018	2018	2019	2019	2020
	2019	2020	BUDGET	ACTUAL	BUDGET	ESTIMATED ACTUAL	PROPOSED BUDGET
<b>Sewer Crew</b>	1.00	1.00			57,399	57,399	59,065
<b>TOTAL</b>	1.00	1.00	55,419		57,399	57,399	59,065

# CITY OF KAUKAUNA

## 2020 BUDGET

STORM WATER UTILITY

DEPARTMENT: STREET CLEANING

FUND: 601  
DEPT: 53302

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>PERSONNEL SERVICES</b>						
<i>Wages &amp; Salaries</i>						
5101	Regular Payroll	85,900	87,689	88,197	60,000	90,757
5107	Overtime Payments	4,000	7,329	3,000	1,500	3,000
5110	Shift Premium Pay	150	125	150	150	150
5113	Job Class Premium Pay	25	2,493	25	15	25
5119	Longevity pay	0	600	600	0	608
5125	Call Time	50	0	50	0	50
<i>Fringe Benefits</i>						
5151	Retirement Plan	9,867	16,937	6,027	4,508	6,385
5152	Residency	0	1,150	3,545	4,200	3,648
5154	Social Security	6,895	7,258	7,040	4,200	7,236
5157	Group Health Insurance	27,249	6,729	32,484	24,239	23,171
5160	Group Life Insurance	160	67	243	168	243
5163	Workers Compensation	3,560	597	3,432	2,400	3,576
<b>TOTAL PERSONNEL SERVICES</b>		137,856	130,974	144,793	101,379	138,849
<b>NON-PERSONNEL SERVICES</b>						
<i>Purchased Services</i>						
5318	Maintenance - Automotive	18,000	19,621	20,000	32,892	22,000
<i>Supplies</i>						
5407	Automotive Supplies	8,500	17,882	11,000	11,685	15,000
5410	General Supplies	5,500	4,721	4,000	7,000	5,500
<b>TOTAL NON-PERSONNEL SERVICES</b>		32,000	42,223	35,000	51,577	42,500
<b>TOTAL STREET CLEANING</b>		169,856	173,197	179,793	152,957	181,349

# CITY OF KAUKAUNA

## 2020 BUDGET

### STORM WATER UTILITY

#### DEPARTMENT: STREET CLEANING

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019	2020
	2019	2020				ESTIMATED ACTUAL	PROPOSED BUDGET
Heavy Equipment Operator	1.00	1.00			59,090	59,090	60,805
Tandem Trucks	0.50	0.50			29,107	29,107	29,952
<b>TOTAL</b>	1.50	1.50	85,900		88,197	88,197	90,757



# CITY OF KAUKAUNA

## 2020 BUDGET

FUND: 601  
DEPT: 53609

STORM WATER UTILITY  
DEPARTMENT: SEWER USER BILLING COST

OBJECT CODE	DESCRIPTION	2019				
		2018 BUDGET	2018 ACTUAL	2019 BUDGET	ESTIMATED ACTUAL	2020 BUDGET
NON-PERSONNEL SERVICES						
Purchased Services						
5325	Contractual Services	12,000	12,000	12,250	12,250	13,000
TOTAL NON-PERSONNEL SERVICES		12,000	12,000	12,250	12,250	13,000
TOTAL SEWER USER BILLING COST		12,000	12,000	12,250	12,250	13,000

## CITY OF KAUKAUNA

### 2020 BUDGET

#### STORM WATER UTILITY SUMMARY OF DEBT SERVICE COSTS

	12/31/2019 BALANCE	12/31/2020 BALANCE	PRINCIPAL MATURITIES	INTEREST	TOTAL PRINCIPAL AND INTEREST
2015B G.O. Notes	1,112,000	976,000	136,000	30,640.00	166,640
2013B G.O Note	141,194	18,369	122,825	960.53	123,786
2012 G.O. Notes	164,009	117,149	46,860	3,983.10	50,843
2011 G.O. Notes	365,100	194,720	170,380	10,953.00	181,333
2016C Revenue Bond	1,125,000	1,019,500	105,500	30,500	136,000
2019 BANS	3,800,000	3,800,000	0	95,000	95,000
Totals	6,707,302	6,125,737	581,565	172,037	753,602

# CITY OF KAUKAUNA

## 2020 BUDGET

### STORM WATER UTILITY

#### CAPITAL PROJECTS FIVE YEAR PLAN - AMOUNT TO BE BORROWED

PROJECT	2020	2021	2022	2023	2024
<b>EQUIPMENT:</b>					
<b>STORM SEWER IMPROVEMENTS:</b>					
Ducharme Street/Armstrong Lane/High Street	\$290,000				
Sarah Street / Doty Street Area (Phase 2 of 2)	\$240,000				
CTH Z (10th Street/State Street) Street Storm Sewer	\$185,000				
Erosion Control / Remediation - Shoreline/Outfalls/Streambank	\$35,000				
Public Works Garage SWWP Site Improvements	\$250,000				
STH 96 Storm Sewer	\$15,000				
K4 Detention Storage	\$50,000				
River Street Storm Sewer	\$30,000				
Replace Back up Generator - Tower Drive		\$300,000			
Erosion Control / Remediation - Shoreline/Outfalls/Streambank		\$35,000			
Pool Road and Parking Lot		\$60,000			
Travis Ln/Joshua St Underground Storm Storage		\$350,000			
Culvert Replacement - Asphalt Reconstruct		\$30,000			
Increase Outfall to Glenview Ravine		\$602,000			
Quinney / Metoxen Storm Sewer			\$350,000		
Schultheis/Oak Street Storm Sewer			\$50,000		
Mini Storm Sewer - East 19th Street			\$100,000		
Glenview Ravine Outfall			\$650,000		
Erosion Control / Remediation - Shoreline/Outfalls/Streambank			\$35,000		
Quinney/Metoxen Street Area Phase 2				\$350,000	
Parallel 36" Storm in Linda Ct and Thelen Ave				\$600,000	
Erosion Control / Remediation - Shoreline/Outfalls/Streambank				\$35,000	
Badger Road Pond				\$350,000	
Riverview Stormwater Detention					\$1,400,000
Glenview Avenue Storm Sewer					\$350,000
Washington, Florence, Plank					\$200,000
<b>TOTAL</b>	<b>1,095,000</b>	<b>1,377,000</b>	<b>1,185,000</b>	<b>1,335,000</b>	<b>1,950,000</b>

**CITY OF KAUKAUNA**  
**2020 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 2020 budget.

In 2019, City Finance changed the way debt is being managed within this utility fund. Rather than having a few smaller bond issues, the city began borrowing 3 years of projects at one time to save on issuance costs and to help better manage the debt coverage ratio. With the larger borrowing, it makes it easier to manage the annual bond payments and monitor the user fee rate to ensure the rate is adequate to the expenses of the Utility fund.

## CITY OF KAUKAUNA

### 2020 BUDGET

#### SANITARY SEWER UTILITY FUND (602)

#### PROJECTED CASH BALANCE AS OF DECEMBER 31, 2019

DESCRIPTION		BALANCE
<b>BALANCE AS OF JANUARY 1, 2019</b>		
Cash And Receivable Balance Net of Current Liabilities		3,424,172
<b>PROJECTED CHANGE IN CASH BALANCE FOR 2019</b>		
Revenues & Other Financing Sources	3,410,100	
Expenses Net of Depreciation	(2,491,512)	
Debt Service - Principal and Interest	(410,945)	
<b>PROJECTED CASH BALANCE AS OF DECEMBER 31 2019</b>		
Projected Cash Balance Net of Current Liabilities		3,931,814

# CITY OF KAUKAUNA

## 2020 BUDGET SANITARY SEWER UTILITY FUND (602) BUDGETED REVENUE & EXPENDITURE SUMMARY

DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>REVENUE</b>					
Sanitary Sewer Utility Fees	1,441,737	3,482,318	3,500,000	3,407,400	3,450,000
Interest Income	1,422	3,987	2,500	2,700	2,500
<b>TOTAL REVENUE</b>	<b>1,443,159</b>	<b>3,486,305</b>	<b>3,502,500</b>	<b>3,410,100</b>	<b>3,452,500</b>
<b>EXPENSES</b>					
<i>OPERATING EXPENSES</i>					
Sanitary Sewer Maintenance	217,927	132,253	204,984	203,025	204,984
HOVMSD Sewerage Treatment Costs	1,700,000	1,883,629	1,700,000	1,950,800	1,800,000
KU Meter Reading / Billing Charges	234,650	213,491	234,650	226,785	247,000
Administrative Costs	58,364	92,192	110,902	110,902	116,844
Depreciation	133,603	283,110	286,417	286,417	307,440
<b>TOTAL OPERATING EXPENSES</b>	<b>2,344,543</b>	<b>2,604,676</b>	<b>2,542,905</b>	<b>2,777,929</b>	<b>2,676,268</b>
<i>NONOPERATING (REVENUES) EXPENSES</i>					
Capital Improvements	0	0	0	0	0
Interest & Fiscal Charges - Trans to Debt Fund	77,877	158,051	180,190	158,051	224,690
<b>TOTAL NONOPERATING REVENUES (EXPENSES)</b>	<b>77,877</b>	<b>158,051</b>	<b>180,190</b>	<b>158,051</b>	<b>224,690</b>
<b>DEBT PAYMENT - PRINCIPAL ONLY</b>					
Principal Only	284,498	568,996	492,954	568,996	390,815
<b>TOTAL PAYMENT - PRINCIPAL ONLY</b>	<b>284,498</b>	<b>568,996</b>	<b>492,954</b>	<b>568,996</b>	<b>390,815</b>
<b>EXCESS (DEFICIT) REVENUES OVER EXPENDITURES</b>	<b>(1,263,760)</b>	<b>49,726</b>	<b>286,451</b>	<b>(94,876)</b>	<b>160,728</b>

# CITY OF KAUKAUNA

## 2020 BUDGET

FUND: 602  
DEPT: 53608

SANITARY SEWER UTILITY  
DEPARTMENT: SANITARY SEWER MAINTENANCE

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>PERSONNEL SERVICES</b>						
<b>Wages &amp; Salaries</b>						
5101	Regular Payroll	77,587	45,155	86,944	86,944	89,467
5107	Overtime Payments	1,200	2,079	1,400	1,500	1,400
5110	Shift Premium Pay	10	10	10	15	10
5113	Job Class Premium Pay	1,800	1,268	1,500	1,300	1,500
5119	Longevity Pay	0	660	660	660	668
5125	Call Time	700	0	500	300	500
<b>Fringe Benefits</b>						
5151	Retirement Plan	8,336	11,169	5,961	5,942	6,314
5152	Residency	0	1,273	5,461	5,443	5,613
5154	Social Security	6,219	3,567	6,963	6,940	7,156
5157	Group Health Insurance	24,612	6,044	32,484	21,656	23,171
5160	Group Life Insurance	437	114	449	410	449
5163	Workers Compensation	3,211	617	3,395	3,865	3,536
<b>TOTAL PERSONNEL SERVICES</b>		124,112	71,956	145,727	134,975	139,784
<b>NON-PERSONNEL SERVICES</b>						
<b>Purchased Services</b>						
5309	Water, Sewer & Electric	17,000	17,335	16,000	17,250	17,000
5318	Maintenance - Automotive	1,500	5,151	1,500	900	1,500
5321	Maintenance - Other Equip	6,800	7,382	6,500	6,500	6,500
5322	Maintenance - Roads & Walks	14,000	4,557	13,500	10,000	12,000
5325	Contractual Services	25,000	20,894	25,000	24,000	24,000
<b>Supplies</b>						
5407	Automotive Supplies	3,200	3,024	3,200	3,100	3,200
5410	General Supplies	1,000	1,953	1,000	800	1,000
<b>TOTAL NON-PERSONNEL SERVICES</b>		68,500	60,297	66,700	62,550	65,200
<b>OUTLAY</b>						
5807	Machinery, Tools & Instrumnts	0	0	5,500	5,500	0
<b>TOTAL OUTLAY</b>		0	0	5,500	5,500	0
<b>TOTAL SANITARY SEWER MAINT</b>		192,612	132,253	217,927	203,025	204,984

**CITY OF KAUKAUNA**

**2020 BUDGET**

*SANITARY SEWER SERVICE UTILITY*

*DEPARTMENT: SANITARY SEWER MAINTENANCE*

<i>TITLE OF POSITION</i>	<i>NUMBER OF FULL-TIME EQUIVALENTS</i>		<i>2018 BUDGET</i>	<i>2018 ACTUAL</i>	<i>2019 BUDGET</i>	<i>2019</i>	<i>2020</i>
	<i>2019</i>	<i>2020</i>				<i>ESTIMATED ACTUAL</i>	<i>PROPOSED BUDGET</i>
<b>Sewer Crew</b>	1.00	1.00			57,399	57,399	59,065
<b>Heavy Equipment Operator</b>	0.50	0.50			29,545	29,545	30,402
<b>TOTAL</b>	1.50	1.50	77,587		86,944	86,944	89,467



# CITY OF KAUKAUNA

## 2020 BUDGET

**FUND: 602**  
**DEPT: 53610**

**SANITARY SEWER UTILITY**  
**DEPARTMENT: HOVMSD-SEWERAGE TREATMENT**

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>NON-PERSONNEL SERVICES</b>						
<b>Purchased Services</b>						
<b>5309</b>	<b>Water, Sewer &amp; Electric</b>	1,620,000	1,883,629	1,700,000	1,950,800	1,800,000
<b>TOTAL NON-PERSONNEL SERVICES</b>		1,620,000	1,883,629	1,700,000	1,950,800	1,800,000
<b>TOTAL HOV SEWERAGE TREATMENT</b>		1,620,000	1,883,629	1,700,000	1,950,800	1,800,000

# CITY OF KAUKAUNA

## 2020 BUDGET

FUND: 602  
DEPT: 53609

SANITARY SEWER UTILITY  
DEPARTMENT: SEWER USER BILLING COST

OBJECT CODE	DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>NON-PERSONNEL SERVICES</b>						
<b>Purchased Services</b>						
<b>5325</b>	<b>Contractual Services</b>	116,728	225,741	234,650	239,035	247,000
<b>TOTAL NON-PERSONNEL SERVICES</b>		116,728	225,741	234,650	239,035	247,000
<b>TOTAL SEWER USER BILLING COST</b>		116,728	225,741	234,650	239,035	247,000

# CITY OF KAUKAUNA

## 2020 BUDGET

### SANITARY SEWER UTILITY SUMMARY OF DEBT SERVICE COSTS

<i>DEBT ISSUE</i>	<i>12/31/2019 BALANCE</i>	<i>12/31/2020 BALANCE</i>	<i>PRINCIPAL MATURITIES</i>	<i>INTEREST</i>	<i>TOTAL PRINCIPAL AND INTEREST</i>
2013B G.O Note	51,271	5,626	45,645	769	46,414
2011 G.O. Note	64,648	34,478	30,170	1,940	32,110
2013 Revenue Bond	1,275,000	1,150,000	125,000	53,531	178,531
2015 Revenue Bond	950,000	875,000	75,000	33,375	108,375
2016 Revenue Bond	1,075,000	1,000,000	75,000	29,250	104,250
2018 Revenue Bond	1,165,000	1,125,000	40,000	42,075	82,075
2019 BANS	2,550,000	2,550,000	0	63,750	63,750
Totals	7,130,919	6,740,104	390,815	224,690	615,505

# CITY OF KAUKAUNA

## 2020 BUDGET

### SANITARY SEWER UTILITY

#### CAPITAL PROJECTS FIVE YEAR PLAN - AMOUNT TO BE BORROWED

PROJECT	2020	2021	2022	2023	2024
<b>EQUIPMENT:</b>					
<b>SANITARY SEWER IMPROVEMENTS:</b>					
River Street Sanitary Sewer	\$100,000				
Bel Air Court Lift Station Work / Force Main Replacement	\$150,000				
STH 96 Sanitary Adjustments	\$10,000				
CIPP (Wisconsin Avenue, John St / Ducharme St/Dodge St)	\$500,000				
Manhole Lining	\$25,000				
Replace Back Up Generator (Augustine St)		\$300,000			
Grignon Park Sewer Interceptor		\$350,000			
Kenneth Avenue Area (Phase 1 of 2 8th & 9th Street)		\$700,000			
Manhole Lining		\$25,000			
Lawe Street - CTH J Relay			\$275,000		
Kenneth Avenue Area (Phase 2 of 2, 7th St to Park St)			\$900,000		
Dodge Street Lift Station Rehabilitation			\$350,000		
Reaume Avenue Area (4th, 5th, Hendricks)				\$850,000	
Thilmany Interceptor				\$90,000	
Manhole Lining/Repair				\$25,000	
Kenneth-Sullivan Phase 1 of 2 (10th to 13th)					\$600,000
Manhole Lining/Repair					\$25,000
<b>TOTAL</b>	<b>785,000</b>	<b>1,375,000</b>	<b>1,525,000</b>	<b>965,000</b>	<b>625,000</b>



**RESOLUTION NO. 2019-5216**

**RESOLUTION DESIGNATING APPROPRIATIONS AND LEVYING A TAX  
FOR THE 2020 BUDGET OF THE CITY OF KAUKAUNA**

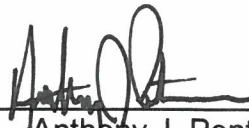
BE IT HEREBY RESOLVED, by the City Council of the City of Kaukauna, Wisconsin, that there hereby be appropriated out of the receipts of the City of Kaukauna for the year 2019, including monies received from the general property tax levy, as described in attached budget schedules for General Fund, 1000 Islands Environmental Center, Debt Service Fund, Park Development Fund, Special Assessment / Debt Stabilization Fund, Sanitary Sewer Utility Fund and Storm Water 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 2019, collected in 2020, upon all taxable property within the City of Kaukauna as returned by the Assessor in the year 2019, 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 \$5,419,661.
2. There is levied upon the taxable property of the City of Kaukauna for the 1000 Islands Environmental Center, the sum of \$163,550.
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 \$3,676,496.
4. There is levied upon the taxable property of the City of Kaukauna for Grignon Mansion, the sum of \$18,000.

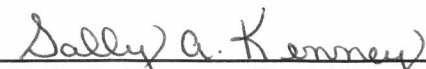
Introduced and adopted this the 19th day of November, 2019

APPROVED: \_\_\_\_\_



Anthony J. Penterman, Mayor

ATTEST: \_\_\_\_\_



Sally A. Kenney, Clerk/Treasurer



## APPENDIX A

### CHART OF ACCOUNTS - EXPENDITURE CLASSIFICATION

OBJECT CODE	DESCRIPTION	DEFINITION
<b>PERSONAL SERVICES</b>		
	<u><b>Wage &amp; Salaries:</b></u>	
5101	<b>Regular Payroll -</b>	Salaries and wages paid to regular authorized employees whether full-time or part-time.
5104	<b>Temporary Payroll -</b>	Salaries and wages paid to temporary or seasonal employees.
5107	<b>Overtime Payments -</b>	Payments made to full-time or part-time employees for overtime services.
5110	<b>Shift Premium Pay -</b>	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	<b>Job Class Premium Pay -</b>	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	<b>Holiday Pay -</b>	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	<b>Longevity Pay -</b>	Wages paid to employees based on years of service.
5122	<b>FLSA Pay -</b>	Wages paid to employees above contractual requirements to conform with FLSA regulations.
5125	<b>Call Time Pay -</b>	Wages paid to employees per Union Contract for call time.
	<u><b>Fringe Benefits:</b></u>	
5151	<b>Retirement Pay -</b>	Employee and employer contributions to Wisconsin Retirement System net of any employee's contribution where applicable.
5152	<b>Residency -</b>	Employer's contribution to a 401(a) Supplemental Retirement Plan made on behalf of City employees who live within City corporate limits.
5154	<b>Social Security -</b>	Employer's social security and medicare only contributions made on behalf of City employees.
5157	<b>Group Health Insurance -</b>	Employee's health insurance premium net of employee's contribution where applicable.



## APPENDIX A

### CHART OF ACCOUNTS - EXPENDITURE CLASSIFICATION

OBJECT CODE	DESCRIPTION	DEFINITION
<b>PERSONAL SERVICES</b>		
	<u><b>Fringe Benefits:</b></u>	
5163	<b>Workers Compensation -</b>	Employer's worker's compensation insurance premiums paid on behalf of City employees.
5166	<b>Unemployment Insurance -</b>	Reimbursement to the State of Wisconsin for unemployment compensation paid on behalf of unemployed City workers.
<b>NON-PERSONAL SERVICES</b>		
	<u><b>Travel/Training:</b></u>	
5202	<b>Car Allowance -</b>	Authorized car allowances to City employees.
5205	<b>Seminar Expenses -</b>	Conferences and seminars, including registration, tuition, book fees, meals, lodging and travel to and from.
5208	<b>Travel - City Business -</b>	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	<b>Education &amp; Memberships -</b>	Books, magazines, directories, reports and other publications, membership in professional organizations.
5215	<b>Expense Allowance -</b>	Allowance to compensate for City business related expenses.
	<u><b>Purchased Services</b></u>	
5303	<b>Communications -</b>	Telephone, telegraph, teletype, cable and messenger service communication consoles.
5306	<b>Heating Fuels -</b>	Natural gas, fuel oil, kerosene.
5309	<b>Water, Sewer &amp; Electric -</b>	Electric, water and sanitary sewer service.
5312	<b>Maintenance - Buildings -</b>	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	<b>Maintenance - Office Equip. -</b>	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
<b>NON-PERSONAL SERVICES</b>		
	<b><u>Purchased Services:</u></b>	
<b>5318</b>	<b>Maintenance - Automotive -</b>	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.
<b>5321</b>	<b>Maintenance - All Other Equip. -</b>	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.
<b>5322</b>	<b>Maintenance - Roads &amp; Walks -</b>	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.
<b>5325</b>	<b>Contractual Services -</b>	All contracted services including testing fees, collection service, legal, appraisal, referees, drama teachers, physical exams, Board of Prisoners expense.
<b>5328</b>	<b>Advertising -</b>	Legal advertising and other public advertising. Also ads in professional journals, etc.
<b>5331</b>	<b>General Insurance -</b>	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.
<b>5334</b>	<b>Printing Expense</b>	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.
<b>5337</b>	<b>Rent - General -</b>	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.
<b>5340</b>	<b>Rent - Equipment -</b>	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
<b>NON-PERSONAL SERVICES</b>		
<b><u>Purchased Services:</u></b>		
5379	<b>Interest Expense -</b>	Interest expense incurred as a result of short or long-term debt instruments.
5382	<b>Bad Debt Expense -</b>	Recognition of uncollectible accounts received such as personal property taxes, ambulance fees and miscellaneous bills.
5385	<b>Wellness Program -</b>	Cost related to the operation of a wellness program.
5388	<b>Officer Friendly Program -</b>	Costs related to the maintenance of the program.
5391	<b>Crime Prevention Program -</b>	Costs related to the maintenance of the program.
5394	<b>Crime Abatement Program -</b>	Costs related to the maintenance of the program.
5395	<b>Recycling Program -</b>	Costs related to the maintenance of the program.
5397	<b>Fire Safety Education -</b>	Costs related to the maintenance of the program.
<b><u>Supplies:</u></b>		
5401	<b>Office Supplies -</b>	All supplies necessary for use in operating office drafting supplies, paper, pencils, photostat supplies, ink, etc.
5404	<b>Clothing Expense -</b>	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	<b>Automotive Supplies -</b>	Gasoline, lubricating oil, grease, antifreeze, fuel taxes, etc.
5410	<b>General Supplies -</b>	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
<b>NON-PERSONAL SERVICES</b>		
	<b><u>Supplies:</u></b>	
<b>5413</b>	<b>Chemicals and Ordnance -</b>	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.
<b>5416</b>	<b>Custodial Supplies -</b>	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.
<b>5419</b>	<b>Medical &amp; Laboratory Supplies -</b>	All medications, bandages, medicines, prescriptions, suture materials, vaccines, as well as medical, surgical or nursing services.
<b>5422</b>	<b>Data Processing Supplies -</b>	Paper, ribbons, continuous feed forms.
<b>5425</b>	<b>Botanical and Agricultural -</b>	Seeds, bulbs, plants, trees, fertilizers, insecticides for use on plants and trees, flower pots, etc.
<b>5428</b>	<b>Recreation -</b>	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.
<b>5431</b>	<b>Postage -</b>	All postage, stamps and post office charges for the mailing of letters, packages and parcels.
<b>5434</b>	<b>Photographic Supplies -</b>	Film, flash bulbs, and minor photographic equipment.
<b>5437</b>	<b>Plumbing Supplies -</b>	Fixtures, fittings, pipe, valves, etc.
<b>5440</b>	<b>Concession Product -</b>	Products purchased for resale at municipal concession stands.
<b>5443</b>	<b>Aggregate Supplies -</b>	Road gravel, crushed stone, sand, cold mix, concrete, etc.
<b>5450</b>	<b>Dog Park Supplies</b>	Supplies purchased for Dog Park.
<b>5460</b>	<b>Disk Golf Course Supplies</b>	Supplies purchased for Disk Golf Course.
<b>5499</b>	<b>Miscellaneous -</b>	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
<b>OUTLAY</b>		
<b>5801</b>	<b>Land &amp; Buildings -</b>	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.
<b>5804</b>	<b>Office Equipment -</b>	Purchase of office furniture and equipment.
<b>5807</b>	<b>Machinery, Tools &amp; Instruments -</b>	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.
<b>5830</b>	<b>Automotive -</b>	Purchase of automobiles, trucks, motorcycles, fire apparatus, construction equipment, sweepers, graders, roller, lawn care equipment, etc.; and accessories thereto.
<b>5833</b>	<b>Park Equipment -</b>	Includes benches, tables, pool equipment, drinking fountains, etc.
<b>5837</b>	<b>Infrastructure -</b>	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)
<b>EXPENSE TRANSFERS</b>		
<b>5899</b>	<b>Expense Transfers -</b>	Costs which are incurred by one department are allocated to other departments.



## APPENDIX B

### DEMOGRAPHIC PROFILE

#### POPULATION

<b>1980</b>	<b>11,310*</b>
<b>1990</b>	<b>11,982*</b>
<b>2000</b>	<b>12,983*</b>
<b>2010</b>	<b>15,462*</b>
2011	15,519
2012	15,627
2013	15,725
2014	15,765
2015	15,799
2016	15,848
2017	15,926
2018	16,049
2019	16,278

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

#### POPULATION CHARACTERISTICS

	<u><b>1990</b></u>	<u><b>2000</b></u>	<u><b>2010</b></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

<b>1990</b>	<b>4,454*</b>
<b>2000</b>	<b>5,138*</b>
<b>2010</b>	<b>6,596*</b>
2011	6,678
2012	6,720
2013	6,748
2014	6,791
2015	6,817
2016	6,839
2017	6,924
2018	6,996
2019	7,055

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

#### AREA OF THE CITY

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
2018	4,898 acres
2019	4,935 acres

#### MILES OF STREET

2010	75.64
2011	75.91
2012	75.91
2013	75.91
2014	75.91
2015	75.91
2016	76.57
2017	77.13
2018	77.74
2019	78.04

#### LARGEST TAXPAYERS

##### NAME

##### ASSESSED VALUE (\$)

Expera	19,463,900
Albany International	18,875,000
Liebovich Steel	14,118,500
Lamplighter	13,764,100
Team Industries	12,220,500
Bassett Mechanical	7,783,400
Gustmans	5,083,300
Kwik Trip	4,685,600
Truck Country	4,521,200
Stephen Classon (Trail Park)	4,010,500



# CITY OF KAUKAUNA

## 2020 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 year-round educational programs for schools, scouts, summer camps and day care centers. A year-round schedule of public programs including Bird House Building, Crayfish Critter Hunt, Winter Moonlight Hike and many more programs are offered for children, adults and families. New in 2018 was the addition of day camps for children during the summer months and a preschool program offered in winter and summer. Annual special events include Eagle Days Along the Fox, Pancake & Porkie Breakfast and Spring Art Fair.

The Center building and trail system is also available for the general public to visit.

#### **Performance Measures:**

INDICATOR	AS OF 12/31/17	AS OF 12/31/18	AS OF 6/30/19
School groups	7,143	7,290	3,278
Scouts	186	230	121
Other groups	2,380	2,818	835
General public	21,202*	6,816**	2,720**

\* Second half of 2017 total was generated from scheduled programs and building rentals only. Former methods of estimating general visitors to the nature center were found to be inaccurate and eliminated in the performance measures. First half of 2017 total was generated in the old method.

\*\*Starting in 2018, general public numbers are generated from scheduled programs and building rentals only. Former methods of estimating general visitors to the nature center were found to be inaccurate and eliminated from the performance measures.

## APPENDIX C

### 2020 BUDGET ENVIRONMENTAL CENTER BUDGET DETAIL

DESCRIPTION	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ESTIMATED ACTUAL	2020 BUDGET
<b>REVENUES</b>					
Property Taxes	156,076	156,076	156,538	156,538	163,550
Kaukauna School District Aids	15,000	15,000	15,000	15,000	15,000
Outagamie County Aids	10,000	10,000	10,000	10,000	10,000
Interest Income	15,000	5,585	5,000	5,000	5,000
Center User Fees	14,000	16,942	14,000	14,000	15,000
Donations & Contributions	12,000	8,719	18,500	18,500	22,000
<b>TOTAL REVENUES</b>	<b>222,076</b>	<b>212,322</b>	<b>219,038</b>	<b>219,038</b>	<b>230,550</b>
<b>EXPENDITURES</b>					
Travel Expense	300	0	300	300	300
Professional Training and Certification	1,000	276	3,000	3,000	3,000
Expendable Supplies	2,500	2,498	2,500	2,500	2,500
Animal and Bird Care	1,100	1,419	1,100	1,500	1,500
Programs	2,600	2,645	2,600	2,600	2,600
Conservancy Zone Maintenance	5,000	2,832	8,500	7,500	7,500
Telephone	300	1,335	800	3,400	800
Gas	4,000	1,945	2,500	2,500	2,500
Electric and Water	11,000	11,888	11,000	11,000	11,000
Building Maintenance	6,500	15,889	8,500	8,500	7,500
Truck Operations and Maintenance	500	320	500	500	500
Ground and Conservation Maintenance	9,000	7,454	0	0	0
Contractual Services	8,000	8,211	9,000	8,000	8,000
Office Supplies	3,000	3,932	2,000	2,000	1,500
Postage	100	10	100	50	100
Miscellaneous	2,600	2,123	4,000	4,000	4,000
 Regular Payroll	 110,726	 114,249	 135,023	 135,023	 142,184
Temporary Payroll	6,020	5,498	6,020	4,000	5,740
Longevity	600	240	240	240	290
Retirement Plan	14,139	7,293	4,287	7,325	7,913
Residency	0	4,109	6,710	6,710	7,034
Social Security	8,604	6,831	6,015	8,891	9,330
Health Insurance	21,518	9,433	0	0	0
Group Life Insurance	136	95	137	230	280
Workers Compensation	2,833	2,264	4,206	5,228	4,479
 Restricted/Other	 0	 14,556	 0	 7,000	 0
<b>TOTAL EXPENDITURES</b>	<b>222,076</b>	<b>227,345</b>	<b>219,038</b>	<b>231,997</b>	<b>230,550</b>

**CITY OF KAUKAUNA**  
**2020 BUDGET**  
*DEPARTMENT: Environmental Center*

TITLE OF POSITION	NUMBER OF FULL-TIME EQUIVALENTS		2018 ACTUAL	2019 BUDGET	2019	2020
					ESTIMATED ACTUAL	PROPOSED BUDGET
Director/Naturalist - 14	1.00	1.00		65,444	65,444	67,337
Assistant Naturalist - 8	0.50	0.50		23,193	23,193	24,949
Administrative Assistant - 8	0.50	0.50		23,193	23,193	24,949
Site Manager - 8	0.50	0.50		23,193	23,193	24,949
TOTAL	2.50	2.50	114,249	135,023	135,023	142,184

*Kaukauna* ON THE FOX

## 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 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.