



2019 City of Menasha Operating Budget Capital Improvements Plan

**CITY OF MENASHA
2019 OPERATING BUDGET AND CAPITAL IMPROVEMENTS BUDGET**

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TO: Menasha Citizens and Members of the Common Council
FROM: Donald Merkes, Mayor
DATE: 19 October 2018

SUBJECT: 2019 Budget

It wasn't that long ago in 2009 that I was preparing my first City budget and first letter speaking of our values as a community. It was a different time - Menasha was at a low point. However, I had optimism that we would succeed and our community would work together to solve problems, bringing us back from the brink, and that our best days were yet to come.

Those last ten budgets have been difficult, yet they have laid a foundation for our future. Our debt levels are lower, our equalized values are higher, new construction is seen throughout the community, downtown is much more vibrant, and we continue to invest in our infrastructure. Menasha and cities across the state still have challenges, however. Changes in businesses personal property taxation laws have removed \$7 million in value this year alone. Dark store interpretations threaten to remove even more value from commercial and retail space, and shared revenues from state income taxes (which account for 25% of our budget) have decreased by 9% since 2009. These changes at the state level have placed even more of the burden of the tax levy on the residential homeowner.

Even with the challenges that we face in Menasha and across the state, I want you to know that I'm optimistic about our community's future. This budget includes the amounts necessary to keep Menasha on track, moving toward a vibrant future. We're investing money in our streets, buildings, parks, health, literacy, housing, and software to improve city operations and communication with the public.

Public Safety is an important part of quality of life in any community; over 40% of our operating budget is dedicated to Police and Fire. There are over 400 police departments in Wisconsin; in 2018 our police department became the 35th in the state to become accredited through the Wisconsin Law Enforcement Accreditation Group. To become accredited in this voluntary process, the department had to demonstrate compliance with 235 standards of best practices for law enforcement agencies. Hopefully, you will never need their assistance, but it provides a peace of mind that they are there if you do. We will be updating equipment, continuing training and professional development, and working on succession planning to ensure that help will always be there if you are in need.

Our Department of Public Works continues to innovate and provide enhanced collaborative services, restructuring with the parks department to better utilize all of our employees skillsets. Last year's reconstruction of Main Street and streets in The Ponds subdivision have created a whole new image and pride for those areas. Soon crews will be out collecting this year's leaves with equipment developed and fabricated in-house. In 2019 we will continue investing in our streets & sidewalks with nearly \$3.4 million in reconstruction projects throughout the community, which includes a state grant to reconstruct Broad Street. We plan to break ground on a badly needed Public Works Facility that we all can be proud of in the spring. This long overdue project has been in the works since 2002 and will ensure that our team will be ready to plow, pave, or pickup at a moment's notice.

Community Development continues to lead our community's vision for the next generation with a new director and numerous projects on deck. 2018 saw the construction of the second Community First Credit Union in as many years, acquisition of the George Banta Publishing Company plant, and Brin Theater for redevelopment (for \$1 each), and continued lot sales in Lake Park Villas. The department plans to unveil a program to improve housing, stability, and increase owner occupied homes in 2019 with funding from the closure of TIF 5. Careful management of these TIF districts has allowed us to be confident that all will close with positive balances by adding increments totaling over \$1.2 million to the City's revenue streams annually from 2019 to 2040 and lowering the tax burden for everyone.

Our Health Department has announced a partnership with Community Development and Menasha Utilities to help get the lead out of some of our historic homes. The new program will fund two-thirds of the cost of lead water lateral replacement in these homes over the next 10 years, and has received a grant to help inform the public and document which homes have lead laterals. In addition, the department continues its successful partnership with the YMCA to run the Menasha Senior Center, the only facility of its kind in the Fox Cities benefiting the health and wellness of our residents over 55.

Menasha's already popular recreation programs are up for a boost next year. The restructuring of the Parks and Public Works Departments adds a recreation supervisor to assist with year round programming and collaborate with the library and senior center as well as outside organizations. The parks department will also complete a key segment in our trail system through the conservancy from Kwik Trip to Province Terrace, which will connect the east and west sides of Menasha safely. Implementation of the Jefferson Park vision plan continues with shore wall repairs, parking expansion, and playground construction. We've received a grant to add to our urban forest, and will continue to implement our EAB plan with the discovery of the insect just south of our community.

Our award winning library was honored again in 2018 with Library Board Chairmen Jim Englebert being named Wisconsin library board member of the year. Our library continues to outshine libraries of communities even larger than us, continuing the vision of Elisha D. Smith to provide books to the community. We'll continue investing in the collection (both paper and electronic) as well as a new parking lot, and partner with Parks and Recreation with new programming.

This budget continues to embrace the values of Menasha residents, provide the services we expect, and offers strategic opportunities to improve our quality of life within a framework that supports both employees and residents. This budget reflects an increase in our tax levy of \$120,000 (or about \$12 for a \$100,000 home). However, with growth in our community's equalized value we have been able to accomplish this while reducing the equalized tax rate by 32 cents. This balances our need for growth and flexibility in the future while maintaining a level rate. As we look toward the future, the closure of TIF 5 should provide significant additional tax rate reductions in 2020.

The 2019 budget builds on the successes of previous years with a vision for the future of Menasha. Working with our dedicated team you can expect to see more of the positive energy and activity that drives our community forward.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Merkes', with a long horizontal line extending to the right.

Donald Merkes, Mayor

**CITY OF MENASHA
DIRECTORY OF OFFICIALS
2018 – 2019**

MAYOR
Donald Merkes

PRESIDENT OF THE COMMON COUNCIL
Stan Sevenich

COUNCIL MEMBERS
Aldermanic District #1: Rebecca Nichols
Aldermanic District #2: James Taylor
Aldermanic District #3: Stan Sevenich
Aldermanic District #4: Mark Langdon
Aldermanic District #5: Steve Krueger
Aldermanic District #6: Thomas Grade
Aldermanic District #7: Ted Grade
Aldermanic District #8: Randy Ropella

<u>CITY OFFICERS</u>	
City Attorney	Pamela Captain
City Clerk	Deborah Galeazzi
Administrative Services Director	John Jacobs
Public Works Director	Josh Radomski
Police Chief	Tim Styka
Fire Chief	Kevin Kloehn
Health Director	Nancy McKenney
Community Development Director	Sam Schroeder
Library Director	Vicki Lenz
Parks & Recreation Director	Brian Tungate
Deputy Director of Municipal Operations	Adam Alix

INTRODUCTION & SUMMARY

BUDGET COMPARISON (2019 Budget / 2018 Levy)

ATTACHMENT A

DATE: 10/19/2018 - estimate

PREPARED BY: COMPTROLLER/TREASURER

	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET	
<u>EXPENDITURES-GENERAL FUND (100)</u>					
GENERAL GOVERNMENT	\$ 1,435,723	\$ 1,425,600	\$ 1,532,220	\$ 1,570,610	2.51%
PUBLIC SAFETY	8,141,798	8,367,704	8,415,745	8,621,679	2.45%
HEALTH & HUMAN SERVICES	919,914	928,972	933,243	979,779	4.99%
PUBLIC WORKS	2,919,630	2,941,872	3,015,249	2,998,342	-0.56%
CULTURE, RECREATION & EDUCATION	3,020,636	3,076,672	3,221,510	3,227,640	0.19%
CONSERVATION & DEVELOPMENT	319,167	356,718	360,844	451,999	25.26%
OTHER FINANCING USES / MISCELLANEOUS	-	-	51,000	(39,543)	N/A
TOTAL	16,756,868	17,097,538	17,529,811	17,810,506	1.60%
<u>REVENUES-GENERAL FUND (100)</u>					
TAXES	\$ (872,320)	\$ (871,394)	\$ (894,002)	\$ (893,385)	
INTERGOVERNMENTAL REVENUE	(4,566,841)	(4,595,454)	(4,670,606)	(4,757,908)	
LICENSES AND PERMITS	(517,876)	(474,210)	(412,745)	(425,365)	
FINES, FORFEITS & PENALTY	(124,000)	(107,000)	(107,500)	(117,000)	
PUBLIC CHARGES FOR SERVICES	(468,725)	(467,007)	(477,025)	(512,495)	
INTERGOVERNMENTAL CHARGES	(1,416,031)	(1,513,318)	(1,504,742)	(1,549,504)	
MISCELLANEOUS REVENUES	(235,350)	(235,635)	(223,635)	(270,022)	
OTHER FINANCING SOURCES	(152,323)	(87,622)	(124,622)	(143,401)	
TOTAL	(8,353,466)	(8,351,640)	(8,414,877)	(8,669,080)	3.02%
APPLICATION OF FUND BALANCE	(155,000)	(155,000)	(290,573)	(205,323)	
TAX LEVY-GENERAL FUND	8,248,402	8,590,898	8,824,361	8,936,103	1.27%
<u>CAPITAL PROJECTS FUND (470)</u>					
EXPENDITURES-CITY	\$ 1,337,150	\$ -	\$ 3,128,748		
EXPENDITURES-DEVELOPMENT AGREEMENT	751,685		2,522,090		
OTHER FINANCING SOURCES	(2,088,835)	-	(5,650,838)		
TAX LEVY-CAPITAL PROJECTS FUND	-	-	-	-	
<u>DEBT SERVICE FUND (310)</u>					
EXPENDITURES	\$ 4,148,527	\$ 4,308,273	\$ 8,961,211	\$ 4,301,334	
TAXES	(660,367)	(663,388)	(668,424)	(659,622)	
SPECIAL ASSESSMENTS	(145,000)	(167,500)	(392,055)	(338,800)	
MISCELLANEOUS REVENUES	(7,600)	(10,000)	(19,500)	(18,000)	
OTHER FINANCING SOURCES	(2,015,038)	(2,169,048)	(6,892,135)	(2,234,912)	
APPLICATION OF FUND BALANCE	(350,000)	(350,000)	-	-	
TAX LEVY-DEBT SERVICE FUND	970,522	948,337	989,097	1,050,000	6.16%
<u>POST EMPLOYMENT SICK LEAVE RESERVE (260)</u>					
EXPENDITURES	\$ 60,000	\$ 60,000	\$ 60,000		
REVENUES	-	-	(28,500)		
APPLICATION OF FUND BALANCE	-	-	28,500		
TAX LEVY-POST EMPLOYMENT SICK LEAVE	60,000	60,000	60,000	-	-100.00%
<u>RECYCLING FUND (266)</u>					
EXPENDITURES	\$ 447,494	\$ 404,238	\$ 445,775	\$ 459,277	
INTERGOVERNMENTAL REVENUE	(55,545)	(66,860)	(71,000)	(71,000)	
PUBLIC CHARGES FOR SERVICES	(4,100)	(4,650)	(5,025)	(6,530)	
INTERGOVERNMENTAL CHARGES	(8,000)	(6,000)	(16,000)	(5,000)	
MISCELLANEOUS REVENUES	(16,000)	(7,500)	(12,500)	(10,000)	
APPLICATION OF FUND BALANCE	-	-	-	(39,736)	
TAX LEVY-RECYCLING FUND	363,849	319,228	341,250	327,011	-4.17%
TOTAL TAX LEVY-ALL FUNDS	\$ 9,642,773	\$ 9,918,463	\$ 10,214,708	\$ 10,313,114	0.96%
EQUALIZED TAX RATE - LEVY/TID OUT	\$ 10.3135	\$ 10.2686	\$ 10.1595	\$ 9.8373	-3.17%
EQUALIZED VALUATION - TID IN	\$ 1,010,047,700	\$ 1,051,001,800	\$ 1,117,040,500	\$ 1,177,560,800	5.42%
EQUALIZED VALUATION - TID OUT	\$ 934,965,600	\$ 965,899,500	\$ 1,005,433,600	\$ 1,048,370,100	
ASSESSED TAX RATE	\$ 10.3383	\$ 10.5701	\$ 10.8184	\$ 10.9446	1.17%
ASSESSED VALUATION - TID IN	\$ 1,008,794,700	\$ 1,021,514,200	\$ 1,054,407,500	\$ 1,054,967,700	0.05%

FUND 100

GENERAL FUND

**CITY OF MENASHA
EXPENDITURES SUMMARY
2019 OPERATING BUDGET - General Fund only**

<u>Budget Account</u>	<u>2017 Actual</u>	<u>2018 Estimate</u>	<u>2018 Amended Budget</u>	<u>2019 Proposed Budget</u>	<u>2019 Amount Budget Change</u>	<u>2019 % Budget Change</u>	<u>% of Total</u>
<u>EXPENDITURES</u>							
General Government	\$ 1,369,263	\$ 1,525,288	\$ 1,532,220	\$ 1,570,610	\$ 38,390	2.51%	8.82%
Public Safety	8,085,458	8,332,173	8,415,745	8,621,679	205,934	2.45%	48.41%
Public Works	2,935,733	3,111,116	3,015,249	2,998,342	(16,907)	-0.56%	16.83%
Health & Human Services	932,570	927,537	933,243	979,779	46,536	4.99%	5.50%
Culture, Recreation, & Education	3,059,328	3,158,473	3,221,510	3,227,640	6,130	0.19%	18.12%
Conservation & Development	356,209	386,234	360,844	451,999	91,155	25.26%	2.54%
Miscellaneous / Other	177,710	35,000	51,000	(39,543)	(90,543)	N/A	-0.22%
Contingency Reserve	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>N/A</u>	<u>0.00%</u>
TOTAL EXPENDITURES	<u>\$ 16,916,271</u>	<u>\$ 17,475,821</u>	<u>\$ 17,529,811</u>	<u>\$ 17,810,506</u>	<u>\$ 280,695</u>	<u>1.60%</u>	<u>100.00%</u>

**CITY OF MENASHA
2019 BUDGET SUMMARY
(General Fund)**

<u>Budget Account</u>	<u>2017 Actual</u>	<u>2018 Estimate</u>	<u>2018 Amended Budget</u>	<u>2019 Proposed Budget</u>	<u>2019 Amount Budget Change</u>	<u>2019 % Budget Change</u>
<u>GENERAL GOVERNMENT</u>						
<u>Common Council</u>						
Common Council	\$ 71,059	\$ 72,854	\$ 74,287	\$ 75,676	\$ 1,389	
	<u>\$ 71,059</u>	<u>\$ 72,854</u>	<u>\$ 74,287</u>	<u>\$ 75,676</u>	<u>\$ 1,389</u>	1.87%
<u>Mayor's Office</u>						
Mayor's Office	\$ 96,835	\$ 98,836	\$ 98,750	\$ 100,599	\$ 1,849	
	<u>\$ 96,835</u>	<u>\$ 98,836</u>	<u>\$ 98,750</u>	<u>\$ 100,599</u>	<u>\$ 1,849</u>	1.87%
<u>City Attorney</u>						
City Attorney	\$ 157,023	\$ 167,293	\$ 168,634	\$ 180,571	\$ 11,937	
	<u>\$ 157,023</u>	<u>\$ 167,293</u>	<u>\$ 168,634</u>	<u>\$ 180,571</u>	<u>\$ 11,937</u>	7.08%
<u>Property Insurance</u>						
Property Insurance	\$ -	\$ 74,500	\$ 74,500	\$ 81,950	\$ 7,450	
	<u>\$ -</u>	<u>\$ 74,500</u>	<u>\$ 74,500</u>	<u>\$ 81,950</u>	<u>\$ 7,450</u>	10.00%
<u>City Clerk</u>						
City Clerk	\$ 103,554	\$ 110,100	\$ 109,675	\$ 118,062	\$ 8,387	
Elections	51,171	82,465	81,425	67,217	\$ (14,208)	
	<u>\$ 154,725</u>	<u>\$ 192,565</u>	<u>\$ 191,100</u>	<u>\$ 185,279</u>	<u>\$ (5,821)</u>	-3.05%
<u>Neenah-Menasha Municipal Court</u>						
Municipal Court	\$ 3,320	\$ 3,400	\$ 3,500	\$ 3,500	\$ -	
	<u>\$ 3,320</u>	<u>\$ 3,400</u>	<u>\$ 3,500</u>	<u>\$ 3,500</u>	<u>\$ -</u>	0.00%
<u>Administrative Services</u>						
Finance/Comptroller/Treasurer	\$ 384,128	\$ 452,986	\$ 461,176	\$ 478,604	\$ 17,428	
Personnel/Human Resources	213,677	201,413	205,382	215,228	\$ 9,846	
Assessor	77,287	77,496	78,441	78,665	\$ 224	
	<u>\$ 675,092</u>	<u>\$ 731,895</u>	<u>\$ 744,999</u>	<u>\$ 772,497</u>	<u>\$ 27,498</u>	3.69%
<u>Other General Government</u>						
Illegal Taxes/Tax Refunds	\$ 10,543	\$ 17,545	\$ 3,000	\$ 6,000	\$ 3,000	
Uncollectible Debt	6,870	8,500	10,000	9,500	\$ (500)	
Room Taxes	2,733	173	2,100	0	\$ (2,100)	
Employees Safety Committee	21,567	28,784	29,098	28,694	\$ (404)	
	<u>\$ 41,713</u>	<u>\$ 55,002</u>	<u>\$ 44,198</u>	<u>\$ 44,194</u>	<u>\$ (4)</u>	-0.01%
<u>Municipal Building</u>						
Operations	\$ 169,496	\$ 128,943	\$ 132,252	\$ 126,344	\$ (5,908)	
	<u>\$ 169,496</u>	<u>\$ 128,943</u>	<u>\$ 132,252</u>	<u>\$ 126,344</u>	<u>\$ (5,908)</u>	-4.47%
<u>Total General Government</u>	<u>\$ 1,369,263</u>	<u>\$ 1,525,288</u>	<u>\$ 1,532,220</u>	<u>\$ 1,570,610</u>	<u>\$ 38,390</u>	<u>2.51%</u>
<u>PUBLIC SAFETY</u>						
<u>Menasha Police</u>						
Operations	\$ 4,444,607	\$ 4,623,126	\$ 4,686,614	\$ 4,808,864	\$ 122,250	
Crossing Guards	19,948	21,425	22,912	22,750	\$ (162)	
Community Service Officers	35,389	41,863	43,721	43,583	\$ (138)	
Auxiliary Police	7,655	10,889	15,126	15,251	\$ 125	
Jail/Prisoner Meal Charge	8,826	13,950	11,000	14,000	\$ 3,000	
Code Enforcement	76,495	75,122	79,667	75,875	\$ (3,792)	
	<u>\$ 4,592,920</u>	<u>\$ 4,786,375</u>	<u>\$ 4,859,040</u>	<u>\$ 4,980,323</u>	<u>\$ 121,283</u>	2.50%
<u>Neenah-Menasha Fire & Rescue</u>						
Operations	\$ 3,361,347	\$ 3,368,296	\$ 3,366,296	\$ 3,444,021	\$ 77,725	
	<u>\$ 3,361,347</u>	<u>\$ 3,368,296</u>	<u>\$ 3,366,296</u>	<u>\$ 3,444,021</u>	<u>\$ 77,725</u>	2.31%
<u>Emergency Government</u>						
Operations	\$ 706	\$ 665	\$ 900	\$ 975	\$ 75	
	<u>\$ 706</u>	<u>\$ 665</u>	<u>\$ 900</u>	<u>\$ 975</u>	<u>\$ 75</u>	8.33%
<u>Building Inspections</u>						
Building Inspections	\$ 108,110	\$ 152,066	\$ 165,902	\$ 172,208	\$ 6,306	
Sealer Weights & Measures	22,375	24,771	23,607	24,152	\$ 545	
	<u>\$ 130,485</u>	<u>\$ 176,837</u>	<u>\$ 189,509</u>	<u>\$ 196,360</u>	<u>\$ 6,851</u>	3.62%
<u>Total Public Safety</u>	<u>\$ 8,085,458</u>	<u>\$ 8,332,173</u>	<u>\$ 8,415,745</u>	<u>\$ 8,621,679</u>	<u>\$ 205,934</u>	<u>2.45%</u>

**CITY OF MENASHA
2019 BUDGET SUMMARY
(General Fund)**

<u>Budget Account</u>	<u>2017 Actual</u>	<u>2018 Estimate</u>	<u>2018 Amended Budget</u>	<u>2019 Proposed Budget</u>	<u>2019 Amount Budget Change</u>	<u>2019 % Budget Change</u>
<u>PUBLIC WORKS</u>						
<u>Operations</u>						
Engineering	\$ 201,445	\$ 218,900	\$ 263,524	\$ 173,423	\$ (90,101)	
Street Construction	627,166	730,536	677,846	729,774	\$ 51,928	
Street Excavation	65,615	89,926	-	-	\$ -	
Snow & Ice Removal	345,591	370,183	337,374	344,372	\$ 6,998	
Snow Hauling	1	-	-	-	\$ -	
Street Signs-Markings	183,142	217,947	231,630	214,889	\$ (16,741)	
Sidewalks & Crosswalks	140,698	122,459	171,005	140,533	\$ (30,472)	
Sidewalk Excavation	29,265	8,858	-	-	\$ -	
Street Lighting	190,089	185,500	171,748	166,856	\$ (4,892)	
Parking Lots	42,676	36,955	33,977	48,331	\$ 14,354	
Canal Maint.-Construction	842	1,015	850	1,020	\$ 170	
Refuse Collection/Disposal	614,519	613,858	867,777	915,325	\$ 47,548	
Refuse Commercial Overflow	256,772	261,128	-	-	\$ -	
Weed Cutting	42,619	41,843	46,254	44,686	\$ (1,568)	
	<u>\$ 2,740,440</u>	<u>\$ 2,899,108</u>	<u>\$ 2,801,985</u>	<u>\$ 2,779,209</u>	<u>\$ (22,776)</u>	<u>-0.81%</u>
<u>Other Public Works</u>						
Valley Transit Subsidy	\$ 184,093	\$ 200,808	\$ 202,064	\$ 207,933	\$ 5,869	
Dial-A-Ride Subsidy	11,200	11,200	11,200	11,200	\$ -	
	<u>\$ 195,293</u>	<u>\$ 212,008</u>	<u>\$ 213,264</u>	<u>\$ 219,133</u>	<u>\$ 5,869</u>	<u>2.75%</u>
<u>Total Public Works</u>	<u>\$ 2,935,733</u>	<u>\$ 3,111,116</u>	<u>\$ 3,015,249</u>	<u>\$ 2,998,342</u>	<u>\$ (16,907)</u>	<u>-0.56%</u>
<u>HEALTH & HUMAN SERVICES</u>						
<u>Health Department</u>						
Administration	\$ 498,766	\$ 495,413	\$ 518,545	\$ 539,043	\$ 20,498	
Environmental Health	67,305	75,392	76,193	84,569	\$ 8,376	
Health Screening/60 Plus	22,781	23,553	23,551	23,551	\$ -	
Prevention Program	4,105	11,754	5,255	6,236	\$ 981	
Radon Grant	1,305	700	700	-	\$ (700)	
School Health Aides	37,864	39,907	39,907	41,818	\$ 1,911	
Dental Program	83,234	49,627	47,550	48,975	\$ 1,425	
Communicable Diseases	-	4,951	-	3,300	\$ 3,300	
Lead-free Delivery Grant	-	2,830	-	7,168	\$ 7,168	
Lead Prevention Grant	3,310	3,811	3,310	2,962	\$ (348)	
Immunization Grant	7,330	7,914	7,914	8,409	\$ 495	
Maternal Child Health	12,292	13,914	13,974	14,347	\$ 373	
Dental Sealant Program	14,102	12,229	12,153	12,824	\$ 671	
Bio-Terrorism	38,340	40,017	36,164	36,164	\$ -	
Twenty-Four/Seven	2,086	2,721	3,074	3,328	\$ 254	
	<u>\$ 792,820</u>	<u>\$ 784,733</u>	<u>\$ 788,290</u>	<u>\$ 832,694</u>	<u>\$ 44,404</u>	<u>5.63%</u>
<u>Other Human Services</u>						
Senior Center	\$ 96,160	\$ 100,383	\$ 98,562	\$ 102,160	\$ 3,598	
Animal Impoundment	5,955	9,250	15,000	12,000	\$ (3,000)	
Resthaven Cemetery	37,635	33,171	31,391	32,925	\$ 1,534	
	<u>\$ 139,750</u>	<u>\$ 142,804</u>	<u>\$ 144,953</u>	<u>\$ 147,085</u>	<u>\$ 2,132</u>	<u>1.47%</u>
<u>Total Health & Human Services</u>	<u>\$ 932,570</u>	<u>\$ 927,537</u>	<u>\$ 933,243</u>	<u>\$ 979,779</u>	<u>\$ 46,536</u>	<u>4.99%</u>

**CITY OF MENASHA
2019 BUDGET SUMMARY
(General Fund)**

<u>Budget Account</u>	<u>2017 Actual</u>	<u>2018 Estimate</u>	<u>2018 Amended Budget</u>	<u>2019 Proposed Budget</u>	<u>2019 Amount Budget Change</u>	<u>2019 % Budget Change</u>
<u>CULTURE, RECREATION, & EDUCATION</u>						
<u>Public Library</u>						
Operations	\$ 1,490,682	\$ 1,552,543	\$ 1,572,171	\$ 1,647,365	\$ 75,194	
	<u>1,490,682</u>	<u>\$ 1,552,543</u>	<u>\$ 1,572,171</u>	<u>\$ 1,647,365</u>	<u>\$ 75,194</u>	<u>4.78%</u>
<u>Park & Recreation - Operations</u>						
Parks Department	\$ 938,379	\$ 972,645	\$ 1,010,814	\$ 900,755	\$ (110,059)	
Recreation Department	290,234	299,856	294,435	323,175	\$ 28,740	
Swimming Pool	229,814	218,455	225,295	238,061	\$ 12,766	
Heckrodt Wetland Reserve	75	-	-	-	\$ -	
	<u>1,458,502</u>	<u>\$ 1,490,956</u>	<u>\$ 1,530,544</u>	<u>\$ 1,461,991</u>	<u>\$ (68,553)</u>	<u>-4.48%</u>
<u>Other Park & Recreation</u>						
Civic Commemorations	\$ 31,463	\$ 31,578	\$ 30,000	\$ 30,000	\$ -	
Lift Bridges	78,681	83,396	88,795	88,284	\$ (511)	
	<u>110,144</u>	<u>\$ 114,974</u>	<u>\$ 118,795</u>	<u>\$ 118,284</u>	<u>\$ (511)</u>	<u>-0.43%</u>
<u>Total Culture, Recreation, & Education</u>	<u>\$ 3,059,328</u>	<u>\$ 3,158,473</u>	<u>\$ 3,221,510</u>	<u>\$ 3,227,640</u>	<u>\$ 6,130</u>	<u>0.19%</u>
<u>CONSERVATION AND DEVELOPMENT</u>						
<u>Community Development</u>						
Administration	\$ 267,475	\$ 230,549	\$ 275,346	\$ 278,686	\$ 3,340	
Urban Redevelopment	785	25,710	23,350	44,380	\$ 21,030	
	<u>\$ 268,260</u>	<u>\$ 256,259</u>	<u>\$ 298,696</u>	<u>\$ 323,066</u>	<u>\$ 24,370</u>	<u>8.16%</u>
<u>Forestry</u>						
Forestry	\$ 87,949	\$ 129,975	\$ 62,148	\$ 128,933	\$ 66,785	
	<u>\$ 87,949</u>	<u>\$ 129,975</u>	<u>\$ 62,148</u>	<u>\$ 128,933</u>	<u>\$ 66,785</u>	<u>107.46%</u>
<u>Total Conservation & Development</u>	<u>\$ 356,209</u>	<u>\$ 386,234</u>	<u>\$ 360,844</u>	<u>\$ 451,999</u>	<u>\$ 91,155</u>	<u>25.26%</u>
<u>MISCELLANEOUS / OTHER</u>						
<u>Miscellaneous</u>						
Accrued Wages & Fringes	\$ 174,555	\$ 35,000	\$ 35,000	\$ -	\$ (35,000)	
HRA Administration Fees	-	-	16,000	-	\$ (16,000)	
Health Insurance Premium Decrease	-	-	-	(39,543)	\$ (39,543)	
	<u>\$ 174,555</u>	<u>\$ 35,000</u>	<u>\$ 51,000</u>	<u>\$ (39,543)</u>	<u>\$ (90,543)</u>	<u>N/A</u>
<u>Other Financing Uses</u>						
Transfers to Other Funds	\$ 3,155	\$ -	\$ -	\$ -	\$ -	
	<u>\$ 3,155</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>N/A</u>
<u>Total Miscellaneous / Other</u>	<u>\$ 177,710</u>	<u>\$ 35,000</u>	<u>\$ 51,000</u>	<u>\$ (39,543)</u>	<u>\$ (90,543)</u>	<u>N/A</u>
<u>CONTINGENCY RESERVE</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>N/A</u>
<u>TOTAL GENERAL FUND BUDGET</u>	<u>\$16,916,271</u>	<u>\$17,475,821</u>	<u>\$17,529,811</u>	<u>\$ 17,810,506</u>	<u>\$ 280,695</u>	<u>1.60%</u>
2018 Original Budget =				\$ 17,529,811		
Budget Increase or (Decrease)				<u>\$ 280,695</u>		

REVENUES

**CITY OF MENASHA
REVENUE SUMMARY
2019 OPERATING BUDGET - General Fund only**

	2017 ACTUAL	2018 Y-T-D (thru 10/19/18)	2018 ESTIMATE	2018 AMENDED BUDGET	2019 PROPOSED BUDGET	2019 AMOUNT BUDGET CHANGE	2019 % BUDGET CHANGE	% OF TOTAL
ACCOUNT DESCRIPTION								
Property Taxes	8,591,176	8,828,196	8,828,196	8,824,361	8,936,103	111,742	1.27%	50.17%
Other Taxes	875,016	671,210	875,652	894,002	893,385	(617)	-0.07%	5.02%
Licenses & Permits	424,768	276,989	403,517	412,745	425,365	12,620	3.06%	2.39%
Intergovernmental Revenues	4,633,828	1,333,996	4,686,655	4,670,606	4,757,908	87,302	1.87%	26.71%
Public Charges for Services	487,326	407,058	457,788	477,025	512,495	35,470	7.44%	2.88%
Fines & Penalties	117,516	94,158	116,065	107,500	117,000	9,500	8.84%	0.66%
Miscellaneous Revenue	176,748	140,581	182,197	223,635	270,022	46,387	20.74%	1.52%
Intergov't Charges for Services	1,447,236	1,030,794	1,517,886	1,504,742	1,549,504	44,762	2.97%	8.70%
Other Financing Sources	129,544	124,622	124,622	124,622	143,401	18,779	15.07%	0.80%
Applied Fund Balances	0	0	4,798	290,573	205,323	(85,250)	-29.34%	1.15%
TOTAL REVENUES	16,883,158	12,907,604	17,197,376	17,529,811	17,810,506	280,695	1.60%	100.00%

CITY OF MENASHA
REVENUE DETAIL - as of 10/19/2018
2019 OPERATING BUDGET - General Fund only

<u>ACCOUNT DESCRIPTION</u>		<u>2017 ACTUAL</u>	<u>2018 Y-T-D (at 10/19/18)</u>	<u>2018 ESTIMATE</u>	<u>2018 AMENDED BUDGET</u>	<u>2019 PROPOSED BUDGET</u>	<u>2019 BUDGET CHANGE</u>
<u>TAXES:</u>							
<u>PROPERTY TAXES</u>							
Property Taxes-General Fund only	411-00	8,591,176	8,828,196	8,828,196	8,824,361	8,936,103	
TAXES		8,591,176	8,828,196	8,828,196	8,824,361	8,936,103	111,742
<u>OTHER TAXES:</u>							
<u>PAYMENTS IN LIEU OF TAXES</u>							
Taxes from Menasha Utilities-Water	413-00	685,684	520,136	693,515	706,002	707,385	
Taxes from Housing Authority	414-00	12,326	16,037	16,037	12,500	14,000	
PAYMENTS IN LIEU OF TAXES		698,010	536,173	709,552	718,502	721,385	2,883
<u>OTHER TAXES</u>							
Mobile Home Property Taxes	412-00	149,881	113,825	144,800	151,000	150,000	
Interest & Penalties on Taxes	415-00	27,125	21,212	21,300	24,500	22,000	
OTHER TAXES		177,006	135,037	166,100	175,500	172,000	(3,500)
OTHER TAXES		875,016	671,210	875,652	894,002	893,385	(617)
<u>LICENSES & PERMITS:</u>							
<u>LICENSES</u>							
Liquor & Malt Beverage	421-01	22,278	21,828	21,828	22,000	22,000	
Tavern Operators	421-02	19,285	5,285	7,000	7,100	18,000	
Cigarette	421-03	1,660	1,700	1,700	1,700	1,700	
Restaurant	421-04	20,036	20,833	20,833	20,000	20,790	
Amusement Devices	421-05	1,750	1,740	1,740	1,700	1,750	
Heating	421-07	1,830	1,740	1,740	1,850	1,800	
Cable TV	421-08	181,280	85,446	185,000	182,000	185,000	
Weights & Measures	421-09	25,466	26,955	26,955	25,000	27,000	
Retail Food	421-10	10,125	7,816	7,816	10,000	8,200	
Tattoo Parlor	421-11	585	571	571	585	600	
Sundry	421-12	650	450	500	650	600	
Dog	421-13	7,507	3,513	7,500	7,500	7,500	

CITY OF MENASHA
REVENUE DETAIL - as of 10/19/2018
2019 OPERATING BUDGET - General Fund only

<u>ACCOUNT DESCRIPTION</u>		<u>2017</u>	<u>2018</u>	<u>2018</u>	<u>2018</u>	<u>2019</u>	<u>2019</u>
		<u>ACTUAL</u>	<u>Y-T-D</u>	<u>ESTIMATE</u>	<u>AMENDED</u>	<u>PROPOSED</u>	<u>BUDGET</u>
			<u>(at 10/19/18)</u>		<u>BUDGET</u>	<u>BUDGET</u>	<u>CHANGE</u>
Cat	421-14	744	360	600	830	600	
Lodging	421-15	973	409	409	975	500	
<i>LICENSES</i>		<u>294,169</u>	<u>178,646</u>	<u>284,192</u>	<u>281,890</u>	<u>296,040</u>	<u>14,150</u>
<i>PERMITS</i>							
Building	422-01	53,449	33,229	41,950	55,000	0	
Building - Residential	422-01-01	0	0	0	0	18,700	
Building - Commercial	422-01-02	0	0	0	0	28,300	
Electrical	422-02	16,745	13,423	16,575	16,500	0	
Electrical - Residential	422-02-01	0	0	0	0	7,700	
Electrical - Commercial	422-02-02	0	0	0	0	11,300	
Plumbing	422-03	16,418	12,008	15,000	15,500	0	
Plumbing - Residential	422-03-01	0	0	0	0	7,000	
Plumbing - Commerical	422-03-02	0	0	0	0	10,000	
Street Excavation	422-04	4,850	3,225	4,500	4,500	4,500	
Heating	422-05	14,160	17,243	19,000	13,000	0	
Heating - Residential	422-05-01	0	0	0	0	7,600	
Heating - Commercial	422-05-02	0	0	0	0	11,400	
Mobile Home	422-06	0	1,212	1,212	1,400	0	
Zoning	422-07	4,455	2,675	3,600	4,700	4,500	
Recreational Fire	422-08	10,580	10,360	10,420	10,800	10,600	
Sign	422-09	4,125	1,100	2,700	4,300	3,000	
Temp. Restaurant	422-10	315	352	352	400	400	
Erosion Control	422-11	3,150	1,425	1,900	2,700	2,100	
Swimming Pool	422-12	1,977	1,816	1,816	1,680	1,900	
Street Use	422-13	25	0	25	25	25	
Outdoor Service	422-15	350	275	275	350	300	
<i>PERMITS</i>		<u>130,599</u>	<u>98,343</u>	<u>119,325</u>	<u>130,855</u>	<u>129,325</u>	<u>(1,530)</u>
<i>LICENSES & PERMITS</i>		<u>424,768</u>	<u>276,989</u>	<u>403,517</u>	<u>412,745</u>	<u>425,365</u>	<u>12,620</u>

CITY OF MENASHA
REVENUE DETAIL - as of 10/19/2018
2019 OPERATING BUDGET - General Fund only

<u>ACCOUNT DESCRIPTION</u>		<u>2017</u> <u>ACTUAL</u>	<u>2018</u> <u>Y-T-D</u> <u>(at 10/19/18)</u>	<u>2018</u> <u>ESTIMATE</u>	<u>2018</u> <u>AMENDED</u> <u>BUDGET</u>	<u>2019</u> <u>PROPOSED</u> <u>BUDGET</u>	<u>2019</u> <u>BUDGET</u> <u>CHANGE</u>
<u>INTERGOVERNMENTAL REVENUES:</u>							
<u>FEDERAL GRANTS</u>							
Law Enforcement	431-01	1,710	0	1,700	1,700	1,700	
FEDERAL GRANTS		1,710	0	1,700	1,700	1,700	0
<u>STATE GRANTS</u>							
State Shared Revenues	432-01	3,703,388	875,785	3,702,404	3,702,404	3,726,183	
Computer Exemption Aid	432-02	39,287	39,865	39,865	39,864	40,451	
Fire Insurance Tax	432-03	45,701	45,959	45,959	45,701	46,200	
Payment for Municipal Services	432-04	115,626	0	116,000	118,000	116,000	
Law Enforcement	432-05	34,680	22,759	27,000	25,000	25,000	
Highway Transportation Aids	432-08	484,823	278,774	557,546	549,850	542,115	
Connecting Highway Aids	432-09	62,151	31,246	62,492	70,188	62,450	
Other	432-13	130	132	132	130	135	
Public Health	432-14	120,591	20,755	107,816	92,028	103,337	
Senior Citizen	432-16	25,741	18,721	25,741	25,741	25,741	
Personal Property Exemption Aid	432-19	0	0	0	0	68,596	
STATE GRANTS		4,632,118	1,333,996	4,684,955	4,668,906	4,756,208	87,302
INTERGOVERNMENTAL REVENUES		4,633,828	1,333,996	4,686,655	4,670,606	4,757,908	87,302

CITY OF MENASHA
REVENUE DETAIL - as of 10/19/2018
2019 OPERATING BUDGET - General Fund only

<u>ACCOUNT DESCRIPTION</u>		<u>2017</u> <u>ACTUAL</u>	<u>2018</u> <u>Y-T-D</u> <u>(at 10/19/18)</u>	<u>2018</u> <u>ESTIMATE</u>	<u>2018</u> <u>AMENDED</u> <u>BUDGET</u>	<u>2019</u> <u>PROPOSED</u> <u>BUDGET</u>	<u>2019</u> <u>BUDGET</u> <u>CHANGE</u>
<u>PUBLIC CHARGES FOR SERVICES</u>							
<u>GENERAL GOV'T REVENUE</u>							
Clerk	441-01	6,035	6,429	6,200	6,000	6,200	
Treasurer	441-02	16,101	13,653	16,500	16,000	16,500	
Data Processing	441-03	1,100	600	850	1,100	1,000	
Room Taxes	441-43	3,553	273	400	2,500	400	
GENERAL GOV'T REVENUE		26,789	20,955	23,950	25,600	24,100	(1,500)
<u>PUBLIC SAFETY REVENUE</u>							
Law Enforcement	441-05	3,106	2,231	2,700	3,000	3,000	
Fire Protection	441-06	2,155	850	1,500	1,800	1,500	
PUBLIC SAFETY REVENUE		5,261	3,081	4,200	4,800	4,500	(300)
<u>PUBLIC WORKS REVENUE</u>							
Street - Miscellaneous	441-07	3,263	1,247	1,500	3,100	2,000	
Snow Removal Service	441-08	674	1,617	2,000	3,000	2,500	
Engineering	441-09	100	3	50	100	50	
Street Lighting	441-10	175	175	175	175	175	
Street Patching	441-11	16,162	4,765	5,500	16,500	16,500	
Parking Lot Stickers	441-12	1,696	812	1,100	1,500	1,500	
Garbage & Refuse	441-13	129,677	127,395	132,000	128,000	165,000	
Solid Waste Disposal	441-14	32,379	33,063	33,200	32,500	33,500	
Weed Cutting	441-16	4,527	1,964	3,000	5,000	3,000	
PUBLIC WORKS REVENUE		188,653	171,041	178,525	189,875	224,225	34,350
<u>HEALTH & HUMAN SERVICES</u>							
Cemetery	441-17	12,275	6,475	8,000	14,500	10,000	
Public Health	441-18	59,689	24,088	55,450	55,450	56,170	
Senior Center	441-27	1,575	1,598	1,700	1,200	1,600	
HEALTH & HUMAN SERVICES		73,539	32,161	65,150	71,150	67,770	(3,380)

CITY OF MENASHA
REVENUE DETAIL - as of 10/19/2018
2019 OPERATING BUDGET - General Fund only

<u>ACCOUNT DESCRIPTION</u>		<u>2017 ACTUAL</u>	<u>2018 Y-T-D (at 10/19/18)</u>	<u>2018 ESTIMATE</u>	<u>2018 AMENDED BUDGET</u>	<u>2019 PROPOSED BUDGET</u>	<u>2019 BUDGET CHANGE</u>
<u>PUBLIC LIBRARY</u>							
Library Fines	441-19	12,444	9,703	11,700	13,000	12,000	
Library Vending Services	441-20	8,171	6,858	7,345	7,700	7,700	
PUBLIC LIBRARY		20,615	16,561	19,045	20,700	19,700	(1,000)
<u>PARK & REC. REVENUE</u>							
Parks	441-23	21,347	18,507	20,000	21,300	21,000	
Pool	441-24	52,411	55,422	55,300	52,500	56,000	
Recreation	441-25	46,242	42,868	46,000	43,000	48,000	
Boat Launch	441-26	28,774	26,380	24,500	25,000	25,000	
Boat Slip Rental	441-28	1,611	429	429	1,600	1,000	
Pool Concession	441-30	13,896	12,689	12,689	14,000	13,500	
Special Events - Admin. Fees	441-41	8,188	6,964	8,000	7,500	7,700	
PARK & REC. REVENUE		172,469	163,259	166,918	164,900	172,200	7,300
<u>PUBLIC CHARGES FOR SERVICES</u>		487,326	407,058	457,788	477,025	512,495	35,470
<u>FINES & PENALTIES:</u>							
Damage Award - Parks	452-00	0	315	315	0	0	
Court Penalty & Costs	453-00	64,096	52,943	62,750	55,500	64,000	
Parking Violations	454-00	53,420	40,900	53,000	52,000	53,000	
FINES & PENALTIES		117,516	94,158	116,065	107,500	117,000	9,500
<u>MISCELLANEOUS:</u>							
<u>INVESTMENT INCOME</u>							
Interest on Investments	461-01	31,763	28,292	34,000	15,000	34,000	
INVESTMENT INCOME		31,763	28,292	34,000	15,000	34,000	19,000
<u>RENTAL REVENUE</u>							
Property Rentals	462-01	46,430	36,317	47,335	47,335	47,822	
RENTAL REVENUE		46,430	36,317	47,335	47,335	47,822	487

CITY OF MENASHA
REVENUE DETAIL - as of 10/19/2018
2019 OPERATING BUDGET - General Fund only

<u>ACCOUNT DESCRIPTION</u>		<u>2017 ACTUAL</u>	<u>2018 Y-T-D (at 10/19/18)</u>	<u>2018 ESTIMATE</u>	<u>2018 AMENDED BUDGET</u>	<u>2019 PROPOSED BUDGET</u>	<u>2019 BUDGET CHANGE</u>
<u>SALE OF CITY PROPERTY</u>							
Sale of Property - All Other	463-01	0	1,096	1,096	0	100,000	
Sale of Property - Law Enforcement	463-03	4,014	5,238	7,500	8,000	8,000	
Sale of Property - Refuse	463-04	292	133	133	300	200	
Sale of Property - Fire Department	463-07	0	0	0	75,000	0	
SALE OF CITY PROPERTY		<u>4,306</u>	<u>6,467</u>	<u>8,729</u>	<u>83,300</u>	<u>108,200</u>	<u>24,900</u>
<u>INSURANCE RECOVERIES</u>							
Other Equipment	464-01	3,835	333	333	0	0	
Law Enforcement Equipment	464-02	7,239	0	0	0	0	
Highway Equipment	464-03	8,169	19,117	20,000	8,000	9,000	
INSURANCE RECOVERIES		<u>19,243</u>	<u>19,450</u>	<u>20,333</u>	<u>8,000</u>	<u>9,000</u>	<u>1,000</u>
<u>DONATIONS & GIFTS</u>							
Donations & Gifts	465-00	12,000	16,000	16,000	15,000	16,000	
DONATIONS & GIFTS		<u>12,000</u>	<u>16,000</u>	<u>16,000</u>	<u>15,000</u>	<u>16,000</u>	<u>1,000</u>
<u>MISCELLANEOUS</u>							
Misc. General Revenue	466-00	63,006	34,055	55,800	55,000	55,000	
MISCELLANEOUS		<u>63,006</u>	<u>34,055</u>	<u>55,800</u>	<u>55,000</u>	<u>55,000</u>	<u>0</u>
MISCELLANEOUS		<u>176,748</u>	<u>140,581</u>	<u>182,197</u>	<u>223,635</u>	<u>270,022</u>	<u>46,387</u>

CITY OF MENASHA
REVENUE DETAIL - as of 10/19/2018
2019 OPERATING BUDGET - General Fund only

ACCOUNT DESCRIPTION		2017 ACTUAL	2018 Y-T-D (at 10/19/18)	2018 ESTIMATE	2018 AMENDED BUDGET	2019 PROPOSED BUDGET	2019 BUDGET CHANGE
<u>INTERGOV'T CHARGES FOR SERVICES</u>							
<u>Local Government:</u>							
<u>General Government</u>							
City Attorney	481-14	12,000	12,000	12,000	12,000	12,000	
Personnel	481-16	5,476	4,261	6,000	7,000	0	
<u>Public Safety</u>							
Law Enforcement	481-01	248,867	145,262	257,510	250,000	255,000	
Fire Department	481-02	73,990	69,178	69,178	58,000	28,800	
<u>Public Works</u>							
Mass Transit	481-03	137,320	54,536	159,549	159,549	164,326	
Street Miscellaneous	481-04	449	1,417	1,417	0	1,000	
Street Patching	481-05	42,925	72,189	71,000	42,000	50,000	
Garbage & Refuse	481-06	37,680	37,680	37,680	37,680	37,680	
Snow Removal/Plowing	481-18	0	976	1,200	0	1,200	
<u>Park & Recreation</u>							
Parks	481-17	49	0	0	0	0	
<u>Public Health</u>							
Public Health	481-07	270,897	150,000	280,000	306,127	300,000	
<u>Public Library</u>							
Library Tax	481-08	483,024	376,565	478,315	478,513	550,423	
<u>Community Development</u>							
Economic Development	481-10	16,728	16,741	16,741	16,728	16,741	
Local Government		1,329,405	940,805	1,390,590	1,367,597	1,417,170	49,573
<u>State Government</u>							
<u>Public Health</u>							
Public Health	482-01	39,057	28,180	43,900	48,350	44,000	

CITY OF MENASHA
REVENUE DETAIL - as of 10/19/2018
2019 OPERATING BUDGET - General Fund only

<u>ACCOUNT DESCRIPTION</u>		<u>2017 ACTUAL</u>	<u>2018 Y-T-D (at 10/19/18)</u>	<u>2018 ESTIMATE</u>	<u>2018 AMENDED BUDGET</u>	<u>2019 PROPOSED BUDGET</u>	<u>2019 BUDGET CHANGE</u>
Public Works							
Lift Bridges	482-02	78,774	61,809	83,396	88,795	88,334	
State Government		117,831	89,989	127,296	137,145	132,334	(4,811)
INTERGOV'T CHARGES FOR SERVICES		1,447,236	1,030,794	1,517,886	1,504,742	1,549,504	44,762
<u>OTHER FINANCING SOURCES</u>							
<u>FUND TRANSFERS</u>							
Transfer from Marina Fund	492-03	5,000	5,000	5,000	5,000	5,000	
Transfer from TIF #4 Fund	492-05	4,670	9,295	9,295	9,295	9,670	
Transfer from TIF #7 Fund	492-08	4,670	9,295	9,295	9,295	9,670	
Transfer from TIF #8 Fund	492-09	4,670	9,295	9,295	9,295	9,670	
Transfer from TIF #9 Fund	492-10	6,785	11,410	11,410	11,410	11,785	
Transfer from TIF #10 Fund	492-11	4,670	9,295	9,295	9,295	9,670	
Transfer from TIF #3 Fund	492-13	41,922	0	0	0	0	
Transfer from TIF #11 Fund	492-34	6,785	11,410	11,410	11,410	11,785	
Transfer from TIF #12 Fund	492.35	30,532	35,157	35,157	35,157	35,532	
Transfer from TIF #13 Fund	492-43	19,840	24,465	24,465	24,465	24,840	
Transfer from Other TIF's	492-47	0	0	0	0	15,779	
FUND TRANSFERS		129,544	124,622	124,622	124,622	143,401	18,779
OTHER FINANCING SOURCES		129,544	124,622	124,622	124,622	143,401	18,779
<u>APPLIED FUND BALANCES</u>							
<u>SPECIAL FINANCING</u>							
Applied General Fund Balance	499-00	0	0	0	250,783	200,000	
Applied Health Grant Carryforwards	499-01-02	0	0	4,798	39,790	5,323	
APPLIED FUND BALANCES		0	0	4,798	290,573	205,323	(85,250)
TOTAL REVENUES		16,883,158	12,907,604	17,197,376	17,529,811	17,810,506	280,695
							1.60%

GENERAL GOVERNMENT

<p align="center">CITY OF MENASHA 2019 OPERATIONS BUDGET</p>	FUND	BUDGET NAME	PREPARED BY
	General Fund	Common Council	Don Merkes
	FUNCTION	BUDGET NUMBER	DATE
	General Government	100-0405-513	10/18/2018

RESPONSIBILITIES

Cities are governed by a common council consisting of alderperson and the mayor. A common council serves as the legislative arm of city government. It decides policy matters. The common council enacts ordinances, resolutions and motions; approves and amends the annual budget; levies taxes; approves the paying of claims made against the city; grants licenses issued by the city; and enters into contracts on behalf of the city. The council also appoints or confirms the appointments of certain city officers.

SERVICES PROVIDED

2018 ACCOMPLISHMENTS

Common Council meetings are now closed captioned and available on Sunday evenings at 6PM on Spectrum Cable as well as the City's website

2019 OBJECTIVES

Coordinate development opportunities, parks plan, and policy changes

MAJOR CHANGES FROM 2018 BUDGET

Common Council Meetings are taped and closed captioned for the community

Costs to record and close caption are on average

\$225 to film and format for airing or placing on the website per meeting (27 meetings annually approx \$6,000)

\$150 to close caption meetings as per requirement to air on public access channel (27 meetings annually approx \$4,000)

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	ALDERMEN	8.00	8.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	<p align="center">TOTAL</p>	8.00	8.00
INTERGOV REVENUE	\$0.00	\$0.00			
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00			

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BUDGET WORKSHEET 2019

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2019

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Common Council						
100-0405-513.10-02	Salaries	41,864	41,820	33,821	41,821	41,821
100-0405-513.15-05	FICA	3,202	3,199	2,587	3,199	3,199
100-0405-513.15-08	Workers Comp	94	67	51	67	75
100-0405-513.21-08	Recording Fees	6,570	8,700	4,528	9,000	10,000
LEVEL	TEXT	TEXT AMT				
TOTB	RECORDING FEE BUDGET \$225 PER MEETING-27 MEETINGS	6,000				
	CC FEE BUDGET \$150 PER MEETING-27 MEETINGS	4,000				
		10,000				
100-0405-513.29-01	Printing	3,929	4,400	2,257	4,400	4,400
100-0405-513.29-02	Publishing	9,299	10,000	6,767	8,000	9,600
100-0405-513.29-07	Inhouse Info Tech Service	1,195	1,284	642	1,284	1,337
100-0405-513.30-10	Office	81	175	159	175	175
100-0405-513.30-18	Department	399	200	210	225	200
100-0405-513.32-01	Dues/Memberships/Licenses	3,971	3,942	4,122	4,123	4,369
100-0405-513.33-02	Registrations	205	250	215	215	250
100-0405-513.33-03	Lodging/Meals	0	250	345	345	250
100-0405-513.51-03	Property	250	0	0	0	0
*	Common Council	71,059	74,287	55,704	72,854	75,676
**	General Fund	71,059	74,287	55,704	72,854	75,676

**CITY OF MENASHA
2019 OPERATIONS BUDGET**

FUND	BUDGET NAME	PREPARED BY
General Fund	Office of the Mayor	Donald Merkes
FUNCTION	BUDGET NUMBER	DATE
General Government	100-0101-511	10/18/2018

RESPONSIBILITIES

The duties of the Mayor are prescribed in the Wisconsin State Statutes and Menasha Ordinance including presiding over meetings of the Common Council, serving on the Planning Commission, and serving on the Utility Commission. In addition, the Mayor's office coordinates operations of all city departments, develops and reviews the city budget, provides direction for the City's economic development and long range plans, participate in sale and purchase of property, interpret legislation, and communicating data regarding the community with elected officials including the members of the Common Council.

SERVICES PROVIDED

2018 ACCOMPLISHMENTS

1. Continued growth of City's equalized value to \$1.17 Billion, an increase of 5.5% and new construction of 1%.
2. Completion of loop the lake trestles, Hart Park upgrades, and maintained status as Tree City USA..
3. Completion of over \$1 Million in road reconstruction projects throughout the community.
4. Recruitment and hiring of Directors of Community Development, reorganization of Parks and Public Works superintendents

2019 OBJECTIVES

1. Develop programing that strengthens the City's housing stock and neighborhoods.
2. Continue financial planning efforts to reduce overall debt while continuing growth of the community and encouraging economic development.
3. Promote efforts to increase and improve waterfront access as it relates to the City's brand positon.
4. Ensure that the City's street, utility, and green infrastructure, as well as buildings, are maintained.
5. Develop strategies to cross promote, share services, and provide improved customer experience with MJSD and others

MAJOR CHANGES FROM 2018 BUDGET

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Administrative Assistant	0.20	0.20
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Farm Market Intern	0.05	0.05
INTERGOV REVENUE	\$0.00	\$0.00	Mayor	1.00	1.00
LICENSES & PERMITS	\$0.00	\$0.00	TOTAL	1.25	1.25
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Office of the Mayor						
100-0101-511.10-01	Wages	1,931	3,000	0	3,000	3,000
100-0101-511.10-02	Salaries	72,335	73,056	58,898	73,056	73,950
100-0101-511.10-03	Overtime/Doubletime	76	100	172	175	0
100-0101-511.15-01	Health	7,108	7,442	5,891	7,442	8,253
100-0101-511.15-02	Life	118	119	89	119	119
100-0101-511.15-03	Dental	558	558	442	558	558
100-0101-511.15-04	Retirement	4,924	4,895	3,957	4,895	4,844
100-0101-511.15-05	FICA	5,644	5,528	4,476	5,605	5,605
100-0101-511.15-07	Vision	65	65	51	65	65
100-0101-511.15-08	Workers Comp	167	117	88	117	133
100-0101-511.15-10	Banked Sick Leave	0	0	0	0	96
100-0101-511.22-01	Telephone	154	150	140	150	150
100-0101-511.29-01	Printing	0	200	0	200	200
100-0101-511.29-07	Inhouse Info Tech Service	3,043	3,220	1,610	3,220	3,126
100-0101-511.30-10	Office	124	50	41	50	50
100-0101-511.30-11	Postage	25	50	25	30	50
100-0101-511.30-16	Promotional	0	100	0	50	100
100-0101-511.33-01	Mileage	0	0	0	0	100
100-0101-511.33-02	Registrations	0	0	0	0	100
100-0101-511.33-03	Lodging/Meals	23	100	0	0	100
100-0101-511.34-01	Mileage	0	0	104	104	0
100-0101-511.51-03	Property	540	0	0	0	0
* Office of the Mayor		96,835	98,750	75,984	98,836	100,599
** General Fund		96,835	98,750	75,984	98,836	100,599

**CITY OF MENASHA
2019 OPERATIONS BUDGET**

FUND General Fund	BUDGET NAME City Attorney	PREPARED BY Pamela Captain
FUNCTION General Government	BUDGET NUMBER 100-0201-512	DATE 10/18/2018

RESPONSIBILITIES

Provide legal services to the City including ordinance prosecution, claims processing, review of documents, draft ordinances, legislation, contracts and policies, represent the City in legal matters, adviser to Common Council, Mayor, boards, committees, commissions and Department Heads. Analyze and interpret state and federal legislation to determine its impact on the City. In addition, act as parliamentarian, troubleshoot citizen complaints, act as liaison to other governmental agencies, public information officer. Purchase liability and property insurances. Act as CVMIC representative and Risk Manager. Supervise City Clerk.

SERVICES PROVIDED

2018 ACCOMPLISHMENTS

Police/Fire Union Contracts

2019 OBJECTIVES

Assist Community Development in updating forms/procedures for Housing Program; Update special assessment process and develop forms

MAJOR CHANGES FROM 2018 BUDGET

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Admin Asst-Deputy City C	0.20	0.20
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Attorney	0.92	0.92
INTERGOV REVENUE	\$0.00	\$0.00	HR Admin Asst-Payroll Cl	0.00	0.00
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	1.12	1.12

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
City Attorney						
100-0201-512.10-02	Salaries	110,515	113,869	92,106	113,869	118,437
100-0201-512.10-03	Overtime/Doubletime	76	400	172	300	400
100-0201-512.15-01	Health	12,686	13,197	10,448	13,197	14,647
100-0201-512.15-02	Life	464	596	431	596	616
100-0201-512.15-03	Dental	1,232	1,232	976	1,232	1,232
100-0201-512.15-04	Retirement	7,520	7,629	6,182	7,629	7,758
100-0201-512.15-05	FICA	8,355	8,520	6,897	8,520	8,863
100-0201-512.15-07	Vision	111	111	88	111	111
100-0201-512.15-08	Workers Comp	247	182	138	182	213
100-0201-512.15-10	Banked Sick Leave	0	0	0	0	1,181
100-0201-512.21-01	Legal	8,876	10,000	4,180	10,000	15,000
100-0201-512.21-07	Court Reporter	0	500	0	500	500
100-0201-512.22-01	Telephone	438	800	388	600	800
100-0201-512.29-01	Printing	41	691	0	300	200
100-0201-512.29-07	Inhouse Info Tech Service	3,030	3,207	1,604	3,207	3,113
100-0201-512.30-10	Office	176	300	41	150	300
100-0201-512.30-11	Postage	138	200	37	200	200
100-0201-512.30-15	Tools & Equipment	0	200	0	200	0
100-0201-512.30-18	Department	160	1,500	0	1,000	1,500
100-0201-512.32-01	Dues/Memberships/Licenses	879	750	484	750	750
100-0201-512.32-02	Periodicals/Subscriptions	0	1,500	959	1,500	1,500
100-0201-512.33-01	Mileage	28	200	10	200	200
100-0201-512.33-03	Lodging/Meals	78	50	0	50	50
100-0201-512.34-01	Mileage	230	500	143	500	500
100-0201-512.34-02	Registrations	684	1,500	295	1,500	1,500
100-0201-512.34-03	Lodging/Meals	451	900	86	900	900
100-0201-512.34-04	Other Expenses	8	100	5	100	100
100-0201-512.51-03	Property	600	0	0	0	0
* City Attorney		157,023	168,634	125,670	167,293	180,571
** General Fund		157,023	168,634	125,670	167,293	180,571

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BUDGET WORKSHEET 2019

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2019

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ACCOUNTING PERIOD 01/2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Property Insurance						
100-0208-512.51-03	Property	0	74,500	37,250	74,500	81,950
*	Property Insurance	0	74,500	37,250	74,500	81,950
**	General Fund	0	74,500	37,250	74,500	81,950

CITY OF MENASHA 2019 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	City Clerk	Deborah Galeazzi
	FUNCTION	BUDGET NUMBER	DATE
	General Government	100-0203-512	10/18/2018

RESPONSIBILITIES

Maintains custody of City seal; attests and signs official documents; prepare and file necessary reports pertaining to City business; files and indexes all council actions and administrates all City Clerk duties per State Statutes. Responsible for preparing and keeping Common Council and Committee minutes; update City ordinances in the Municipal Code; issuing and maintaining liquor licenses and other licenses; assist residents as needed.

SERVICES PROVIDED

2018 ACCOMPLISHMENTS

Implemented new procedures for conducting business in the Clerk's office.

2019 OBJECTIVES

Finding new and effective ways to conduct business in the clerk's office.

MAJOR CHANGES FROM 2018 BUDGET

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Administrative Asst	0.38	0.45
SPECIAL ASSESSMENTS	\$0.00	\$0.00	City Clerk	1.00	0.75
INTERGOV REVENUE	\$0.00	\$0.00			
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	1.38	1.20

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
City Clerk						
100-0203-512.10-02	Salaries	69,098	72,027	58,290	72,027	76,356
100-0203-512.10-03	Overtime/Doubletime	170	300	387	425	300
100-0203-512.15-01	Health	12,042	12,538	9,926	12,538	13,914
100-0203-512.15-02	Life	333	382	278	382	402
100-0203-512.15-03	Dental	1,138	1,138	901	1,138	1,138
100-0203-512.15-04	Retirement	4,710	4,826	3,931	4,826	5,001
100-0203-512.15-05	FICA	5,212	5,373	4,390	5,373	5,722
100-0203-512.15-07	Vision	106	106	84	106	106
100-0203-512.15-08	Workers Comp	156	115	88	115	137
100-0203-512.15-10	Banked Sick Leave	0	0	0	0	760
100-0203-512.21-08	Recording Fees	240	500	660	800	1,000
100-0203-512.22-01	Telephone	203	200	184	200	200
100-0203-512.29-01	Printing	47	1,321	0	1,321	1,000
100-0203-512.29-02	Publishing	846	1,000	626	1,000	1,000
100-0203-512.29-07	Inhouse Info Tech Service	6,776	7,199	3,600	7,199	6,976
100-0203-512.30-10	Office	274	300	66	300	300
100-0203-512.30-11	Postage	292	350	188	350	350
100-0203-512.30-15	Tools & Equipment	0	0	0	0	1,400
100-0203-512.30-18	Department	0	200	0	200	200
100-0203-512.32-01	Dues/Memberships/Licenses	130	150	130	150	150
100-0203-512.34-01	Mileage	0	50	36	50	50
100-0203-512.34-02	Registrations	667	800	602	800	800
100-0203-512.34-03	Lodging/Meals	594	800	624	800	800
100-0203-512.51-03	Property	520	0	0	0	0
* City Clerk		103,554	109,675	84,991	110,100	118,062
** General Fund		103,554	109,675	84,991	110,100	118,062

**CITY OF MENASHA
2019 OPERATIONS BUDGET**

FUND General Fund	BUDGET NAME Elections	PREPARED BY Deborah Galeazzi
FUNCTION General Government	BUDGET NUMBER 100-0204-512	DATE 10/18/2018

RESPONSIBILITIES

Responsible for all elections per State Statutes. Each election has numerous steps including ballot proofing, voting machine testing, absentee voting, polling place setup, election inspector training, maintain voting records.

SERVICES PROVIDED

2018 ACCOMPLISHMENTS

Conducted four elections. Training election inspections on the many changes in election laws.

2019 OBJECTIVES

Keeping current on changes in election laws and procedures. Run fair and efficient elections

MAJOR CHANGES FROM 2018 BUDGET

Two elections in 2019 compared to four in 2018.

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Administrative Assistant	0.00	0.15
SPECIAL ASSESSMENTS	\$0.00	\$0.00	City Clerk	0.00	0.25
INTERGOV REVENUE	\$0.00	\$0.00	Poll Workers	0.67	0.67
LICENSES & PERMITS	\$0.00	\$0.00	Street Personnel	0.18	0.18
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	0.85	1.25

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Elections						
100-0204-512.10-01	Wages	9,251	26,977	3,163	3,500	2,029
100-0204-512.10-02	Salaries	23,029	24,009	19,427	24,009	25,452
100-0204-512.10-03	Overtime/Doubletime	57	150	129	150	150
100-0204-512.10-08	Wages-Temp Help	0	0	15,475	23,477	14,300
100-0204-512.15-01	Health	4,138	4,859	3,489	4,859	5,395
100-0204-512.15-02	Life	111	127	92	127	137
100-0204-512.15-03	Dental	387	423	312	423	423
100-0204-512.15-04	Retirement	1,603	1,741	1,378	1,741	1,800
100-0204-512.15-05	FICA	1,774	3,850	1,566	3,850	2,056
100-0204-512.15-07	Vision	36	40	29	40	40
100-0204-512.15-08	Workers Comp	86	141	91	141	123
100-0204-512.15-10	Banked Sick Leave	0	0	0	0	253
100-0204-512.20-02	Vending/Catering	22	2,000	0	2,500	500
100-0204-512.24-01	Office Equipment	1,076	2,000	773	2,000	2,000
100-0204-512.24-04	Specialized Equipment	2,972	2,500	2,758	3,000	3,000
100-0204-512.29-01	Printing	431	2,000	499	2,000	1,000
100-0204-512.29-02	Publishing	251	700	192	700	500
100-0204-512.29-05	Vehicle/Equipment Rental	62	500	70	500	300
100-0204-512.29-06	Building Rental	600	1,500	1,200	1,500	1,000
100-0204-512.29-07	Inhouse Info Tech Service	3,825	4,108	2,054	4,108	3,959
100-0204-512.30-10	Office	324	500	225	500	500
100-0204-512.30-11	Postage	656	2,000	725	2,000	1,000
100-0204-512.30-18	Department	360	1,000	0	1,000	1,000
100-0204-512.34-01	Mileage	0	0	36	40	0
100-0204-512.34-02	Registrations	50	200	0	200	200
100-0204-512.34-03	Lodging/Meals	0	100	0	100	100
100-0204-512.51-03	Property	70	0	0	0	0
* Elections		51,171	81,425	53,683	82,465	67,217
** General Fund		51,171	81,425	53,683	82,465	67,217

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BUDGET WORKSHEET 2019

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2019

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Municipal Court						
100-0205-512.25-01	Other Municipal Entities	3,320	3,500	3,400	3,400	3,500
*	Municipal Court	3,320	3,500	3,400	3,400	3,500
**	General Fund	3,320	3,500	3,400	3,400	3,500

**CITY OF MENASHA
2019 OPERATIONS BUDGET**

FUND	BUDGET NAME	PREPARED BY
General Fund	Comptroller/Treasurer	John Jacobs
FUNCTION	BUDGET NUMBER	DATE
General Government	100-0401-513	10/18/2018

RESPONSIBILITIES

Carrying out the duties of the Comptroller and Treasurer for the City as enumerated in the Wisconsin State Statutes,
 Tax billing and records management,
 Administering the City's debt program,
 Monitoring cash flow,
 Creating and delivering financial reports to the Mayor, Common Council, State Agencies, and other interested parties,
 Completing all regulatory required financial reporting,
 Coordinating and Compiling the annual City budget, and
 Collection, disbursement, accounting, and investing of all City funds.

SERVICES PROVIDED

2018 ACCOMPLISHMENTS

2017 Audit Fieldwork completed prior to May 15, 2018,
 Continued with the debt plan,
 Continued to refine the fixed asset process started in 2015,
 Completed the 2017 Department of Revenue Annual Financial Report accurately and timely,
 Completed the TIF status reports, presented TID status information in conjunction with the Community Development Department to the Common Council and filed the TID Annual Report with the DOR in August.

2019 OBJECTIVES

Complete the annual 2018 audit fieldwork prior to the DOR regulatory report being due on 5/15/2019, and release the 2018 annual audit report, in final form, by 8/15/19,
 Continuing monitoring debt and prepare the City to return to the bond market in the future,
 Continue to monitor the TIF's to make sure all are able to close in a neutral or positive position,
 Review/recommend updates to the City's fund balance policy,
 Complete all regulatory reporting accurately and timely, and

<p align="center">CITY OF MENASHA 2019 OPERATIONS BUDGET</p>	FUND	BUDGET NAME	PREPARED BY
	General Fund	Comptroller/Treasurer	John Jacobs
	FUNCTION	BUDGET NUMBER	DATE
	General Government	100-0401-513	10/18/2018
Account for and monitor all City funds.			

MAJOR CHANGES FROM 2018 BUDGET

None

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Administrative Services Di	1.00	1.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Finance Clerks	2.00	2.00
INTERGOV REVENUE	\$0.00	\$0.00	Finance Manager	1.00	1.00
LICENSES & PERMITS	\$0.00	\$0.00	TOTAL	4.00	4.00
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Comptroller/Treasurer						
100-0401-513.10-01	Wages	101,818	87,646	70,566	87,430	92,389
100-0401-513.10-02	Salaries	121,459	173,023	139,948	173,585	180,956
100-0401-513.10-03	Overtime/Doubletime	1,095	1,000	494	600	1,000
100-0401-513.15-01	Health	33,805	43,706	34,600	43,707	48,563
100-0401-513.15-02	Life	393	610	447	600	631
100-0401-513.15-03	Dental	2,856	3,322	2,630	3,322	3,322
100-0401-513.15-04	Retirement	12,941	17,465	14,138	17,550	17,904
100-0401-513.15-05	FICA	15,672	19,638	15,841	19,700	20,541
100-0401-513.15-07	Vision	286	352	278	352	352
100-0401-513.15-08	Workers Comp	417	417	316	393	492
100-0401-513.15-10	Banked Sick Leave	0	0	0	0	2,723
100-0401-513.21-03	Accounting/Financial	19,554	24,600	12,935	19,000	25,500
100-0401-513.22-01	Telephone	493	515	447	500	550
100-0401-513.29-01	Printing	3,373	3,500	538	3,000	3,500
100-0401-513.29-07	Inhouse Info Tech Service	61,614	72,507	36,254	72,507	69,706
100-0401-513.30-10	Office	881	1,000	405	800	1,000
100-0401-513.30-11	Postage	4,792	6,300	1,762	5,500	6,000
100-0401-513.30-19	Office Furnishings	0	2,500	2,256	2,660	500
100-0401-513.32-01	Dues/Memberships/Licenses	270	600	420	420	600

LEVEL	TEXT	TEXT AMT
TOTB	MUNICIPAL TREASURERS ASSOCIATION OF WI	110
	WI GOVT FINANCE OFFICERS ASSOCIATION	50
	GOVERNMENT FINANCE OFFICERS ASSOCIATION	250
	OTHER MEMBERSHIPS	190
		600

100-0401-513.32-02	Periodicals/Subscriptions	48	150	0	50	150
100-0401-513.33-01	Mileage	42	75	0	0	75
100-0401-513.33-03	Lodging/Meals	59	50	0	0	50
100-0401-513.34-01	Mileage	0	300	0	100	300
100-0401-513.34-02	Registrations	220	1,100	120	710	1,000
100-0401-513.34-03	Lodging/Meals	0	800	0	500	800
100-0401-513.51-03	Property	2,040	0	0	0	0

*	Comptroller/Treasurer	384,128	461,176	334,395	452,986	478,604
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**	General Fund	384,128	461,176	334,395	452,986	478,604
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**CITY OF MENASHA
2019 OPERATIONS BUDGET**

FUND	BUDGET NAME	PREPARED BY
General Fund	Personnel	Candi Huber
FUNCTION	BUDGET NUMBER	DATE
General Government	100-0202-512	10/18/2018

RESPONSIBILITIES

Work with all departments and employees on employment related matters,
Administer the Personnel Policy Handbook
Ensure compliance with State and Federal laws and regulations,
Lead in recruitment and hiring for the City,
Provide support and training opportunities for departments,
Responsible for completing bi-weekly payrolls and all accompanying recording and reporting, and
Administer employment benefits.

SERVICES PROVIDED

2018 ACCOMPLISHMENTS

Completed all regulatory reporting, including: ACA (new), EEOC, WRS, etc.
Led the recruitment process for all open positions, brought on-board 12 new hires,
Completed position analysis' when appropriate,
Continuing with audits on all payroll and benefits and making necessary changes.
Items in progress
Implementation of Onboard, through NeoGov, an electronic onboarding solution to go paperless (provided through CVMIC).
Continue with the Wellness Committee to promote healthy living, Creating a calendar of events through entire year.
Annual Anti-Harassment Training for all employees and city officials, coming in December.
Setting up the 2019 Open Enrollment Process, and
Working on updating policies and procedures and rewriting a new employee handbook that will be distributed to all employees in January 2019.

2019 OBJECTIVES

Work with department heads and employees on personnel matters,

CITY OF MENASHA 2019 OPERATIONS BUDGET	FUND General Fund	BUDGET NAME Personnel	PREPARED BY Candi Huber
	FUNCTION General Government	BUDGET NUMBER 100-0202-512	DATE 10/18/2018
Complete an HR audit with CVMIC to identify and address deficiencies, Implement the 2019 CVMIC work plan, including citywide training, Begin citywide performance evaluations (currently being conducted at the Police Department & Public Works Facility), Complete all payroll and required reporting accurately and timely, and Administer all benefits. Conduct a wage/salary study to ensure the appropriate wages coincide with the job duties, city-wide. Create and merge all positions on one pay scale instead of separate wage scales.			

MAJOR CHANGES FROM 2018 BUDGET

None

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	HR Admin Asst-Payroll Cl	1.00	1.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Human Resource Coordin	1.00	1.00
INTERGOV REVENUE	\$0.00	\$0.00	Human Resource Speciali	0.00	0.00
LICENSES & PERMITS	\$0.00	\$0.00	Personnel Director	0.00	0.00
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	2.00	2.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Personnel						
100-0202-512.10-02	Salaries	113,150	116,755	94,044	116,829	121,968
100-0202-512.10-03	Overtime/Doubletime	876	300	1,044	1,400	1,400
100-0202-512.15-01	Health	30,208	30,986	24,530	30,986	34,442
100-0202-512.15-02	Life	225	276	174	230	287
100-0202-512.15-03	Dental	2,477	2,477	1,960	2,477	2,477
100-0202-512.15-04	Retirement	7,754	7,823	6,371	7,921	7,989
100-0202-512.15-05	FICA	8,428	8,568	6,990	8,558	8,984
100-0202-512.15-07	Vision	252	252	200	252	252
100-0202-512.15-08	Workers Comp	256	187	143	186	220
100-0202-512.15-10	Banked Sick Leave	0	0	0	0	1,212
100-0202-512.21-01	Legal	0	3,000	0	0	1,500
100-0202-512.21-05	Medical	12,302	10,500	10,312	10,500	10,500
100-0202-512.21-06	Management	19,408	6,000	2,795	3,291	4,000
100-0202-512.22-01	Telephone	247	250	224	250	275
100-0202-512.29-01	Printing	433	300	84	285	300
100-0202-512.29-03	Advertising	714	1,000	0	0	1,000
100-0202-512.29-07	Inhouse Info Tech Service	6,225	6,578	3,289	6,578	6,392
100-0202-512.30-10	Office	555	500	284	500	500
100-0202-512.30-11	Postage	309	500	184	300	500
100-0202-512.30-16	Promotional	7,413	5,000	9,613	9,945	6,000
100-0202-512.30-18	Department	0	200	0	0	200
100-0202-512.30-19	Office Furnishings	0	0	0	0	500
100-0202-512.32-01	Dues/Memberships/Licenses	325	700	25	25	700
LEVEL	TEXT	TEXT AMT				
TOTB	INTERNATIONAL PUBLIC MANAGEMENT ASSOCIATION FOR					
	HUMAN RESOURCES MEMBERSHIP (FOR CERTIFICATION)	400				
	OTHER HR ORGANIZATION MEMBERSHIPS	300				
		700				
100-0202-512.32-02	Periodicals/Subscriptions	0	300	0	0	300
100-0202-512.33-01	Mileage	60	100	0	0	0
100-0202-512.34-01	Mileage	296	400	82	200	400
100-0202-512.34-02	Registrations	809	1,900	688	700	1,900
LEVEL	TEXT	TEXT AMT				
TOTB	INTERNATIONAL PUBLIC MANAGEMENT ASSOCIATION FOR					
	HUMAN RESOURCES (IPMA) SENIOR CERTIFIED					
	PROFESSIONAL PROGRAM FOR HR COORDINATOR;	900				
	OTHER HUMAN RESOURCES TRAINING/CONFERENCE					
	REGISTRATIONS	1,000				
		1,900				
100-0202-512.34-03	Lodging/Meals	285	500	37	0	1,000
100-0202-512.34-04	Other Expenses	10	30	0	0	30

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
100-0202-512.51-03	Property	660	0	0	0	0
*	Personnel	<u>213,677</u>	<u>205,382</u>	<u>163,073</u>	<u>201,413</u>	<u>215,228</u>
**	General Fund	<u>213,677</u>	<u>205,382</u>	<u>163,073</u>	<u>201,413</u>	<u>215,228</u>

**CITY OF MENASHA
2019 OPERATIONS BUDGET**

FUND General Fund	BUDGET NAME Assessor	PREPARED BY John Jacobs
FUNCTION General Government	BUDGET NUMBER 100-0402-513	DATE 10/18/2018

RESPONSIBILITIES

The City-appointed Assessor has the statutory duty to determine values and prepare, sign and defend the annual property assessment roll.

SERVICES PROVIDED

2018 ACCOMPLISHMENTS

Completed assessments as planned,
Completed all regulatory meetings, reports, and recordings, and
Assisted City staff, when requested, with special information requests.

2019 OBJECTIVES

Accurately assess properties in the City of Menasha,
Complete all required tasks per the assessment agreement, and
Work with city departments to coordinate reporting and recording.

MAJOR CHANGES FROM 2018 BUDGET

None

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>
TAXES	\$0.00	\$0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00
INTERGOV REVENUE	\$0.00	\$0.00
LICENSES & PERMITS	\$0.00	\$0.00
FINES & FORFEITS	\$0.00	\$0.00
PUBLIC CHARGES	\$0.00	\$0.00
MISCELLANEOUS	\$0.00	\$0.00
TOTAL	\$0.00	\$0.00

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BUDGET PREPARATION WORKSHEET
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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Assessor						
100-0402-513.10-07	Per Diem	300	500	275	275	500
100-0402-513.21-04	Computer	235	400	235	235	400
100-0402-513.21-07	Court Reporter	100	200	100	100	200
100-0402-513.21-09	Appraisal	60,736	61,000	50,616	60,745	61,000
100-0402-513.22-01	Telephone	100	110	91	110	120
100-0402-513.25-01	Other Municipal Entities	4,731	5,200	4,580	4,580	5,000
100-0402-513.29-01	Printing	0	250	0	0	250
100-0402-513.29-07	Inhouse Info Tech Service	9,023	9,281	4,641	9,281	9,095
100-0402-513.30-10	Office	43	0	0	0	0
100-0402-513.30-11	Postage	1,404	1,400	2,086	2,170	2,000
100-0402-513.34-02	Registrations	35	100	0	0	100
100-0402-513.51-03	Property	580	0	0	0	0
*	Assessor	77,287	78,441	62,624	77,496	78,665
**	General Fund	77,287	78,441	62,624	77,496	78,665

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BUDGET PREPARATION WORKSHEET
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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Illegal Tax/Tax Refund						
100-0406-513.73-01	Award & Claim Settlements	10,543	3,000	5,152	17,545	6,000
*	Illegal Tax/Tax Refund	10,543	3,000	5,152	17,545	6,000
**	General Fund	10,543	3,000	5,152	17,545	6,000

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Uncollectable Debt						
100-0414-513.26-01	Accounts Receivable	6,870	10,000	551	8,500	9,500
*	Uncollectable Debt	6,870	10,000	551	8,500	9,500
**	General Fund	6,870	10,000	551	8,500	9,500

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BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2019

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Room Tax						
100-0415-513.20-11	Room Tax	2,433	1,800	173	173	0
100-0415-513.21-01	Legal	300	300	0	0	0
*	Room Tax	<hr/> 2,733	<hr/> 2,100	<hr/> 173	<hr/> 173	<hr/> 0
**	General Fund	<hr/> 2,733	<hr/> 2,100	<hr/> 173	<hr/> 173	<hr/> 0

CITY OF MENASHA 2019 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Employeees Safety Co	Nancy McKenney Nancy McKenney
	FUNCTION	BUDGET NUMBER	DATE
	General Government	100-0901-515	10/19/2018

RESPONSIBILITIES

- Comply with state and federal safe work place regulations
- Educate employees on safe work policies, practices, and work environment
- Conduct monthly safety committee meetings for City Hall, Public Works Facility and Police

SERVICES PROVIDED
2018 ACCOMPLISHMENTS

- New employee and summer help safety training.
- Conducted monthly safety meetings
- Facility Safety walk through inspections
- Maintained electronic SDS information on City intranet
- Maintained certification as American Heart CPR/First Aid instructor
- Conducted respiratory fit tests and hearing screening for all affected employees.
- Maintained all training and PPE annual testing documentation.
- Developed procedures, offered personal protective equipment kits, and delivered training to City law enforcement and others on safety procedures to avoid drug related occupational hazards
- City of Menasha Safety Coordinator worked with Cities and Villages Mutual Insurance offering over 70 cities a webinar titled: Protecting Municipal Employees from Opioid (Fentanyl) Exposure.

2019 OBJECTIVES

- Review and revise City of Menasha Safety Manual.
- Insure all employees have read the Safety Manual.
- Attempt to reduce employee workplace injuries and provide interventions to minimize future injuries.
- Review and revise procedures, offered personal protective equipment kits, and delivered training to City law enforcement and others on safety procedures to avoid drug related occupational hazards.
- Provide recommendation on safety equipment purchases using CVMIC grant.

MAJOR CHANGES FROM 2018 BUDGET

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Registered Sanitarian	0.20	0.15
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Public Health Educatoer	0.00	0.05
INTERGOV REVENUE	\$0.00	\$0.00			
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	0.20	0.20

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BUDGET WORKSHEET 2019

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2019

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ACCOUNTING PERIOD 01/2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Employees Safety Comm						
100-0901-515.10-01	Wages	0	0	0	0	3,190
100-0901-515.10-02	Salaries	12,951	14,395	11,153	13,957	10,853
100-0901-515.10-03	Overtime/Doubletime	575	0	110	110	0
100-0901-515.15-01	Health	2,191	2,303	1,813	2,584	2,236
100-0901-515.15-02	Life	23	25	17	25	34
100-0901-515.15-03	Dental	247	248	195	277	205
100-0901-515.15-04	Retirement	920	964	755	943	920
100-0901-515.15-05	FICA	1,010	1,072	832	1,040	1,043
100-0901-515.15-07	Vision	22	22	17	22	19
100-0901-515.15-08	Workers Comp	590	453	354	453	532
100-0901-515.15-10	Banked Sick Leave	0	0	0	0	140
100-0901-515.21-05	Medical	1,628	1,628	1,335	1,385	1,628
100-0901-515.29-07	Inhouse Info Tech Service	612	688	344	688	594
100-0901-515.30-11	Postage	0	25	0	25	25
100-0901-515.30-18	Department	798	7,250	5,994	7,250	7,250
100-0901-515.34-04	Other Expenses	0	25	0	25	25
*	Employees Safety Comm	21,567	29,098	22,919	28,784	28,694
**	General Fund	21,567	29,098	22,919	28,784	28,694

CITY OF MENASHA 2019 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Municipal Buildings	Adam Alix
	FUNCTION	BUDGET NUMBER	DATE
	General Government	100-1001-514	10/18/2018

RESPONSIBILITIES

The funds in this account provide for the supplies, services, maintenance, repair and operation of both the old City Hall building and the new City Hall location.

SERVICES PROVIDED

2018 ACCOMPLISHMENTS

2019 OBJECTIVES

Provide minimal maintenance at the old City Hall building until its future is determined.

MAJOR CHANGES FROM 2018 BUDGET

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Depty Dir Municipal Opera	0.03	0.03
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Facilites Technician	0.35	0.27
INTERGOV REVENUE	\$0.00	\$0.00	Public Works Superintend	0.03	0.02
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	0.41	0.32

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Buildings Maintenance						
100-1001-514.10-01	Wages	42,864	18,073	17,396	18,575	15,651
100-1001-514.10-02	Salaries	4,393	4,472	3,833	4,350	4,103
100-1001-514.10-03	Overtime/Doubletime	2,285	250	418	450	350
100-1001-514.10-08	Wages-Temp Help	0	0	180	200	0
100-1001-514.15-01	Health	12,047	7,382	4,822	5,173	6,921
100-1001-514.15-02	Life	43	41	41	45	26
100-1001-514.15-03	Dental	808	471	345	371	396
100-1001-514.15-04	Retirement	3,035	1,545	1,388	1,495	1,317
100-1001-514.15-05	FICA	3,723	1,704	1,565	1,681	1,470
100-1001-514.15-07	Vision	85	43	35	38	37
100-1001-514.15-08	Workers Comp	2,212	734	652	700	762
100-1001-514.15-10	Banked Sick Leave	0	0	0	0	196
100-1001-514.19-03	Uniform/Clothing Allow	115	96	85	96	96
100-1001-514.20-01	Janitorial	8,231	500	209	500	500
100-1001-514.20-04	Mechanical Systems	2,094	1,050	1,047	1,047	1,050
100-1001-514.22-01	Telephone	2,086	3,000	1,121	1,500	2,000
100-1001-514.22-03	Electricity	13,480	8,500	4,716	7,050	7,000
100-1001-514.22-04	Heat	4,350	2,500	2,255	3,000	3,000
100-1001-514.22-05	Water/Sewer	5,557	3,250	3,540	4,800	4,800
100-1001-514.22-06	Storm Water	40	40	30	40	40
100-1001-514.24-01	Office Equipment	385	250	0	0	250
100-1001-514.24-03	Buildings	4,015	2,000	3,453	4,000	3,000
100-1001-514.24-04	Specialized Equipment	926	1,914	466	950	1,000
100-1001-514.29-05	Vehicle/Equipment Rental	10,003	6,000	7,003	8,500	6,000
100-1001-514.29-06	Building Rental	35,044	56,080	28,035	56,080	56,080
100-1001-514.29-07	Inhouse Info Tech Service	1,506	1,592	796	1,592	1,534
100-1001-514.30-10	Office	2,357	3,500	1,923	3,000	3,500
100-1001-514.30-11	Postage	237	300	0	300	300
100-1001-514.30-13	Housekeeping	1,687	250	284	450	450
100-1001-514.30-15	Tools & Equipment	1,985	750	1,211	1,500	1,000
100-1001-514.30-18	Department	1,510	300	303	350	350
100-1001-514.32-02	Periodicals/Subscriptions	213	215	213	215	215
100-1001-514.34-02	Registrations	460	300	0	300	300
100-1001-514.34-03	Lodging/Meals	190	150	0	150	150
100-1001-514.51-03	Property	1,530	0	0	0	0
100-1001-514.82-01	Buildings	0	5,000	445	445	2,500
*	Buildings Maintenance	169,496	132,252	87,810	128,943	126,344
**	General Fund	169,496	132,252	87,810	128,943	126,344

PUBLIC SAFETY

**CITY OF MENASHA
2019 OPERATIONS BUDGET**

FUND	BUDGET NAME	PREPARED BY
General Fund	Police Department	Tim Styka
FUNCTION	BUDGET NUMBER	DATE
Public Safety	100-0801-521	10/18/2018

RESPONSIBILITIES

The responsibilities of the police department are directed by our mission statement to be a "model of modern police services built upon a strong partnership with the community using respect, creativity and technology to find solutions and improve the quality of life and safety for all." At the core of our mission is a strong level of trust with the community which is based upon open communication and respect for those we serve.

SERVICES PROVIDED

2018 ACCOMPLISHMENTS

We officially received an accredited status for WILEAG accreditation in January.

Completed the building project and implemented a new evidence tracking software program.

Started management training for the command staff with one person attending in 2018.

Completed the rollout of parking enforcement program.

Worked with Winnebago County to roll out a new CAD and RMS system.

2019 OBJECTIVES

Provide the community efficient and effective police services using our core principals of LEED (Listening, Explain, Equity and Dignity).

Continue management training with sending two more members to training in 2019.

Research options for community notifications previously done through the "elert" system.

Implement a new employee scheduling system that will reduce staff time in maintaining the schedule and reducing the time to process payroll.

Improve the Special Events process to work with event holders to have safe and enjoyable events.

Provide the service of accepting in person credit card transactions for community members.

Implement a system and process for the online retrieval of crash reports.

MAJOR CHANGES FROM 2018 BUDGET

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Captain	1.00	1.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Chief	1.00	1.00
INTERGOV REVENUE	\$0.00	\$0.00	Lieutenants	6.00	6.00
LICENSES & PERMITS	\$0.00	\$0.00	Maintenance Superintendent	0.25	0.25
FINES & FORFEITS	\$0.00	\$0.00	Patrol Officers	23.00	23.00
PUBLIC CHARGES	\$0.00	\$0.00	Support Staff	6.50	6.50
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	37.75	37.75

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Police						
100-0801-521.10-01	Wages	324,431	368,490	232,061	291,528	332,716
100-0801-521.10-02	Salaries	2,158,703	2,206,021	1,761,479	2,207,101	2,254,743
100-0801-521.10-03	Overtime/Doubletime	178,953	196,200	215,562	275,830	196,200
100-0801-521.10-05	Differential	9,087	10,000	7,638	9,637	10,000
100-0801-521.10-06	Holiday	129,548	141,750	89,526	130,138	141,750
100-0801-521.10-08	Wages-Temp Help	0	0	9,611	18,861	35,691
100-0801-521.15-01	Health	453,693	490,842	369,227	467,541	533,459
100-0801-521.15-02	Life	1,877	2,382	1,379	1,966	2,382
100-0801-521.15-03	Dental	36,297	37,633	30,085	37,593	37,633
100-0801-521.15-04	Retirement	334,404	350,844	260,940	335,840	357,115
100-0801-521.15-05	FICA	206,191	224,333	171,584	213,217	227,289
100-0801-521.15-07	Vision	3,530	4,319	2,866	3,811	4,319
100-0801-521.15-08	Workers Comp	77,023	61,216	45,634	56,346	69,319
100-0801-521.15-10	Banked Sick Leave	0	0	0	0	24,498
100-0801-521.19-03	Uniform/Clothing Allow	14,298	27,700	21,266	24,345	25,000
100-0801-521.19-04	Uniform/Dry Clean Allow	8,700	18,300	4,330	9,500	9,500
100-0801-521.20-01	Janitorial	19,639	20,500	16,835	20,500	21,000
100-0801-521.20-04	Mechanical Systems	3,061	3,000	2,036	3,000	3,000
100-0801-521.20-06	Lawn Care	190	250	143	200	200
100-0801-521.21-05	Medical	4,102	4,000	2,746	3,500	4,000
100-0801-521.21-06	Management	11,300	12,500	8,308	12,500	12,500
100-0801-521.22-01	Telephone	15,100	21,500	15,107	21,000	21,500
100-0801-521.22-03	Electricity	17,149	19,000	13,391	18,500	19,000
100-0801-521.22-04	Heat	5,728	7,000	3,916	6,500	7,000
100-0801-521.22-05	Water/Sewer	4,228	4,200	3,309	4,500	4,500
100-0801-521.22-06	Storm Water	993	1,000	758	1,020	1,050
100-0801-521.24-01	Office Equipment	5,481	1,500	1,232	1,500	1,500
100-0801-521.24-02	Tools & Equipment	6,953	7,300	6,795	7,300	7,300
100-0801-521.24-03	Buildings	43,836	17,500	12,327	17,500	17,500
100-0801-521.24-04	Specialized Equipment	351	500	49	450	500
100-0801-521.24-05	Small Projects	371	500	84	450	500
100-0801-521.25-01	Other Municipal Entities	0	250	384	384	500
100-0801-521.29-01	Printing	3,598	2,200	1,261	2,200	2,200
100-0801-521.29-04	Vehicle Repair	44,325	56,600	43,785	54,725	59,200
100-0801-521.29-05	Vehicle/Equipment Rental	1,697	0	614	614	0
100-0801-521.29-07	Inhouse Info Tech Service	110,456	128,634	64,317	128,634	133,950
100-0801-521.30-10	Office	3,578	4,250	3,048	4,250	4,250
100-0801-521.30-11	Postage	2,009	2,200	1,634	2,200	2,200
100-0801-521.30-12	Computer	19,057	19,550	4,886	19,000	12,750
100-0801-521.30-13	Housekeeping	3,473	3,000	3,100	3,200	3,200
100-0801-521.30-15	Tools & Equipment	24,254	30,000	14,347	29,500	30,000
100-0801-521.30-18	Department	11,090	10,500	7,812	10,250	7,500
100-0801-521.32-01	Dues/Memberships/Licenses	3,195	4,600	3,573	4,600	4,600
100-0801-521.32-02	Periodicals/Subscriptions	961	400	53	250	400
100-0801-521.33-03	Lodging/Meals	163	350	58	195	350

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BUDGET PREPARATION WORKSHEET
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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
100-0801-521.34-02	Registrations	9,240	20,000	9,084	11,500	18,000
100-0801-521.34-03	Lodging/Meals	5,178	7,500	2,952	5,300	8,500
100-0801-521.34-04	Other Expenses	892	1,200	361	750	1,200
100-0801-521.38-01	Fuel	32,015	34,000	24,829	34,000	36,000
100-0801-521.51-03	Property	30,000	0	0	0	0
100-0801-521.80-03	Motorized Equipment	64,209	97,100	93,539	97,000	97,400
100-0801-521.80-05	Other Equipment	0	4,000	12,879	12,900	4,000
100-0801-521.82-01	Buildings	0	0	8,940	0	0
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
*	Police	4,444,607	4,686,614	3,611,680	4,623,126	4,808,864
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
**	General Fund	4,444,607	4,686,614	3,611,680	4,623,126	4,808,864

**CITY OF MENASHA
2019 OPERATIONS BUDGET**

FUND	BUDGET NAME	PREPARED BY
General Fund	Crossing Guard Patrol	Tim Styka
FUNCTION	BUDGET NUMBER	DATE
Public Safety	100-0802-521	10/18/2018

RESPONSIBILITIES

Crossing Guards are responsible for the safety of pedestrians as they go to and from school. They are positioned in areas near the schools which have a high volume of traffic or are at a location which large numbers of pedestrians cross which necessitate the need for an official to help with the street crossing process.

SERVICES PROVIDED

2018 ACCOMPLISHMENTS

Safely crossed hundreds of children and adults in the community on a daily basis.

Continued to work with staff to provide equipment and training to ensure recognized safe work practices.

The start of the 2018 school year we were able to fill all of the positions. We will attempt to maintain this going into 2019, however pay and interested people continue to be an issue.

2019 OBJECTIVES

In 2018 we continued to struggle to maintain regularly scheduled personnel at each location toward the end of the 2017-2018 school year. We will work on recruiting and training people to fill each location on a consistent basis.

MAJOR CHANGES FROM 2018 BUDGET

The budget is being maintained at the 2016 through 2018 levels.

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Crossing Guard	0.00	0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	TOTAL	0.00	0.00
INTERGOV REVENUE	\$0.00	\$0.00			
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00			

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Crossing Guard						
100-0802-521.10-01	Wages	17,463	19,750	0	0	0
100-0802-521.10-08	Wages-Temp Help	0	0	12,914	18,500	19,750
100-0802-521.15-05	FICA	1,336	1,511	988	1,450	1,450
100-0802-521.15-08	Workers Comp	579	701	304	600	600
100-0802-521.19-04	Uniform/Dry Clean Allow	0	100	0	75	100
100-0802-521.30-18	Department	0	500	16	450	500
100-0802-521.33-03	Lodging/Meals	210	350	0	350	350
100-0802-521.51-03	Property	360	0	0	0	0
*	Crossing Guard	19,948	22,912	14,222	21,425	22,750
**	General Fund	19,948	22,912	14,222	21,425	22,750

CITY OF MENASHA 2019 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Community Service Offi	Tim Styka
	FUNCTION	BUDGET NUMBER	DATE
	Public Safety	100-0803-521	10/18/2018

RESPONSIBILITIES

The Community Service Officer is responsible for animal complaints, traffic concern & hazards, traffic direction, park patrol, vehicle lockouts and parking enforcement. These are part-time positions held by people that are attending school for criminal justice/law enforcement.

SERVICES PROVIDED

2018 ACCOMPLISHMENTS

As of October 15th, CSOs have worked over 2600 hours this year. The program is an essential part of providing a high level of service to the community.

We continue to use the program to develop candidates for police officer positions. The program is serving as a valuable recruiting tool for full time police officer positions.

Updated the entire CSO training program.

2019 OBJECTIVES

Continue to recruit, train and develop personnel in the position.

Evaluate the programs offered and update/change programs as needed to meet the needs of the community.

Explore develop the program with FVTC to provide an internship opportunity for CSOs who are also students at the school.

MAJOR CHANGES FROM 2018 BUDGET

None

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	.	0.00	0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Community Service Office	0.00	0.00
INTERGOV REVENUE	\$0.00	\$0.00			
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	0.00	0.00

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Community Svc Officer						
100-0803-521.10-01	Wages	30,678	38,325	0	0	0
100-0803-521.10-08	Wages-Temp Help	0	0	28,108	36,780	38,325
100-0803-521.15-05	FICA	2,347	2,933	2,150	2,850	2,850
100-0803-521.15-08	Workers Comp	1,030	1,363	661	1,308	1,308
100-0803-521.19-03	Uniform/Clothing Allow	134	600	37	525	600
100-0803-521.29-04	Vehicle Repair	649	0	0	0	0
100-0803-521.30-15	Tools & Equipment	101	500	250	400	500
100-0803-521.51-03	Property	450	0	0	0	0
*	Community Svc Officer	35,389	43,721	31,206	41,863	43,583
**	General Fund	35,389	43,721	31,206	41,863	43,583

<p align="center">CITY OF MENASHA 2019 OPERATIONS BUDGET</p>	FUND	BUDGET NAME	PREPARED BY
	General Fund	Auxiliary Police	Tim Styka
	FUNCTION	BUDGET NUMBER	DATE
	Public Safety	100-0804-521	10/18/2018

RESPONSIBILITIES

This Auxiliary Police Unit helps supplement the mission of the Department by providing services to the community at events like the annual Easter Egg Hunt, high school football games, 4th of July, parades and many other events throughout the year.

SERVICES PROVIDED

2018 ACCOMPLISHMENTS

Auxiliary officers worked several special events, sporting events and parades throughout the year.

3 new members have joined the unit in 2018.

Officer Joel Nelson and Officer John Abrahamson have taken over the Unit as co-coordinators.

2019 OBJECTIVES

Recruitment in law enforcement is very challenging and the same is true for the Auxiliary Unit. In 2019 the new coordinators of the unit will be emphasizing recruitment as a major goal.

Ensure there are enough personnel to meet the needs of the events throughout the year.

Participate in community events and fundraisers for the group.

MAJOR CHANGES FROM 2018 BUDGET

None

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Auxiliary Police Officer	0.00	0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00			
INTERGOV REVENUE	\$0.00	\$0.00			
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	0.00	0.00

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ACCOUNTING PERIOD 01/2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Auxiliary Police						
100-0804-521.10-01	Wages	6,174	11,000	0	0	0
100-0804-521.10-08	Wages-Temp Help	0	0	3,301	7,780	11,000
100-0804-521.15-05	FICA	472	842	252	574	842
100-0804-521.15-08	Workers Comp	356	409	122	385	409
100-0804-521.24-04	Specialized Equipment	0	400	0	400	0
100-0804-521.30-15	Tools & Equipment	424	1,975	576	1,500	2,500
100-0804-521.33-02	Registrations	169	500	0	250	500
100-0804-521.51-03	Property	60	0	0	0	0
*	Auxiliary Police	7,655	15,126	4,251	10,889	15,251
**	General Fund	7,655	15,126	4,251	10,889	15,251

CITY OF MENASHA 2019 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Jail/Prisoner Meal Chg	Tim Styka
	FUNCTION	BUDGET NUMBER	DATE
	Public Safety	100-0805-521	10/18/2018

RESPONSIBILITIES

This is the account that pays for the jail housing costs for offenders who have warrants issued for their arrest from the Municipal Court. Generally these warrants are issued when a person does not pay their fine for violating a municipal ordinance.

SERVICES PROVIDED

2018 ACCOMPLISHMENTS

2019 OBJECTIVES

MAJOR CHANGES FROM 2018 BUDGET

There is a slight increase in this budget as the jail housing costs have increased.

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>
TAXES	\$0.00	\$0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00
INTERGOV REVENUE	\$0.00	\$0.00
LICENSES & PERMITS	\$0.00	\$0.00
FINES & FORFEITS	\$0.00	\$0.00
PUBLIC CHARGES	\$0.00	\$0.00
MISCELLANEOUS	\$0.00	\$0.00
TOTAL	\$0.00	\$0.00

PREPARED 10/22/18, 17:32:21
PROGRAM GM601L
BUDGET WORKSHEET 2019

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2019

PAGE 1
ACCOUNTING PERIOD 01/2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Jail/Prisoner Meal Charge						
100-0805-521.25-01	Other Municipal Entities	8,826	11,000	10,452	13,950	14,000
*	Jail/Prisoner Meal Charge	8,826	11,000	10,452	13,950	14,000
**	General Fund	8,826	11,000	10,452	13,950	14,000

CITY OF MENASHA 2019 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Code Enforcement	Tim Styka
	FUNCTION	BUDGET NUMBER	DATE
	Public Safety	100-0811-521	10/18/2018

RESPONSIBILITIES

The Code Enforcement Officer is responsible for the enforcement of City Code violations. The employee regularly inspects properties for violations that impact quality of life, health and property value issues. The employee will also assist in the duties of a CSO when one is unavailable.

SERVICES PROVIDED
2018 ACCOMPLISHMENTS

1,052 properties inspected between May-Oct of the Citywide Property Survey.

Working with other staff members reduced/streamlined paperwork with Property Survey.

Identified potential properties for future Rock the Block Programs.

Worked with Building Inspections and Zoning to cross train the various codes to provide a more efficient way to handle issues.

Investigated over 400 code violations with a 90% compliance rate.

2019 OBJECTIVES

Continue the next phase of the citywide property survey.

Assist residents with paint and restore program.

Further work to education both internal and external customers in code violations, plan review and zoning.

MAJOR CHANGES FROM 2018 BUDGET

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Code Enforcement Officer	1.00	1.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00			
INTERGOV REVENUE	\$0.00	\$0.00			
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	1.00	1.00

PREPARED 10/22/18, 17:32:32
PROGRAM GM601L
BUDGET WORKSHEET 2019

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2019

PAGE 1
ACCOUNTING PERIOD 01/2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Code Enforcement						
100-0811-521.10-01	Wages	49,973	51,819	41,641	52,985	52,985
100-0811-521.10-03	Overtime/Doubletime	216	0	0	0	0
100-0811-521.15-01	Health	11,935	12,996	4,910	6,878	6,878
100-0811-521.15-02	Life	333	425	280	419	419
100-0811-521.15-03	Dental	1,238	1,238	980	1,238	1,238
100-0811-521.15-04	Retirement	3,413	3,472	2,790	3,470	3,470
100-0811-521.15-05	FICA	3,785	3,876	3,148	4,015	4,015
100-0811-521.15-07	Vision	109	109	86	109	109
100-0811-521.15-08	Workers Comp	2,184	1,632	1,312	2,008	2,008
100-0811-521.15-10	Banked Sick Leave	0	0	0	0	528
100-0811-521.19-03	Uniform/Clothing Allow	0	0	55	100	200
100-0811-521.29-04	Vehicle Repair	1,033	1,500	0	1,400	1,500
100-0811-521.30-15	Tools & Equipment	247	1,000	0	975	1,000
100-0811-521.34-02	Registrations	500	500	425	425	425
100-0811-521.34-03	Lodging/Meals	1,079	1,100	344	1,100	1,100
100-0811-521.51-03	Property	450	0	0	0	0
* Code Enforcement		76,495	79,667	55,971	75,122	75,875
** General Fund		76,495	79,667	55,971	75,122	75,875

**CITY OF MENASHA
2019 OPERATING BUDGET REQUEST
PROGRAM COMMENTS**

Department/Office: Neenah-Menasha Fire Rescue	Budget: Fire Department Operations
Program: Public Safety	Submitted by: Kevin Kloehn

Mission Statement:

Neenah-Menasha Fire Rescue consists of committed professionals whose mission is to provide the highest standard of service through fire suppression, prevention, education, emergency medical response, technical rescue and community interaction to preserve the quality of life and property for all of those within the Cities of Neenah and Menasha.

Vision Statement:

Our vision at Neenah-Menasha Fire Rescue is to have a positive, motivated, educated department. We strive to meet the community demands. We will accomplish this with an organized and defined structure. We encourage change, use resources to the full extent and work closely with outside agencies.

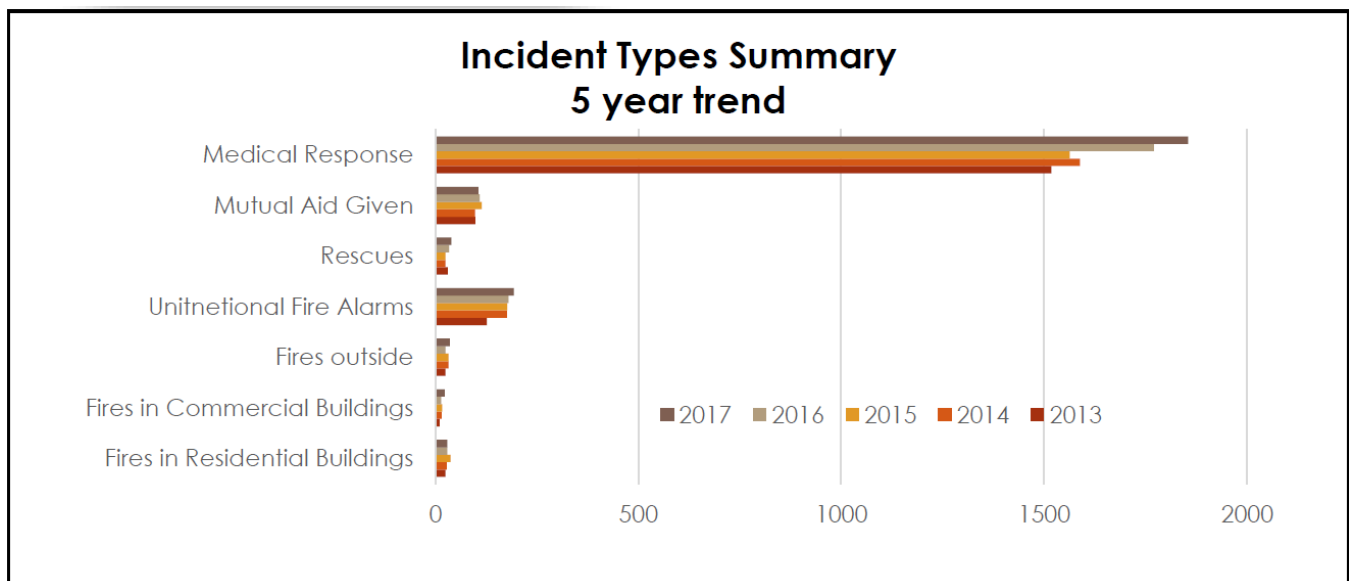
Our department activities can be broken down into three major divisions: Operations, Training and Prevention

Operations

Neenah – Menasha Fire Rescue maintains and operates out of four fire stations strategically placed in Neenah and Menasha to ensure an excellent response time to all areas of the cities. Each station is staffed with full-time lifesaving crews that consist of 1 Fire Officer, 1 Driver and 1 – 2 Firefighters per fire truck. Additionally our department operates a full service water rescue service, special operations (technical rescue) service and a light/medium duty crash rescue service.

Emergency response includes many different types of calls. Below is a summary of the incidents for the past five years.

- **Medical Responses** continue to increase throughout Neenah and Menasha. As our medical response becomes increasingly important, our training level has also increased.
- **Mutual Aid Given** is when we assist another community with providing our apparatus and personnel. We continue to participate in an Automatic (Mutual) Aid Agreement with the City of Appleton.
- **Rescues** are any call where we are requested to remove someone from harm. They include, but are not limited to water, ice, trench, high angle, confined space and crash rescue.
- **Unintentional Fire Alarms** are typically received from residential facilities. They are alarms where the alarm system functioned as designed but there was not a fire.
- **Fires outside** include both natural and intentionally started fires. Recreational burning (fire pits) as well as grass and other outside fires.
- **Fires in Commercial Buildings** are those calls where often an alarm system notifies us and there is actually a fire. Commercial property loss is much greater than residential property loss.
- **Fires in Residential Buildings** include single family, multi-family and assisted living facilities.



**CITY OF MENASHA
2019 OPERATING BUDGET REQUEST
PROGRAM COMMENTS**

Department/Office: Neenah-Menasha Fire Rescue	Budget: Fire Department Operations
Program: Public Safety	Submitted by: Kevin Kloehn

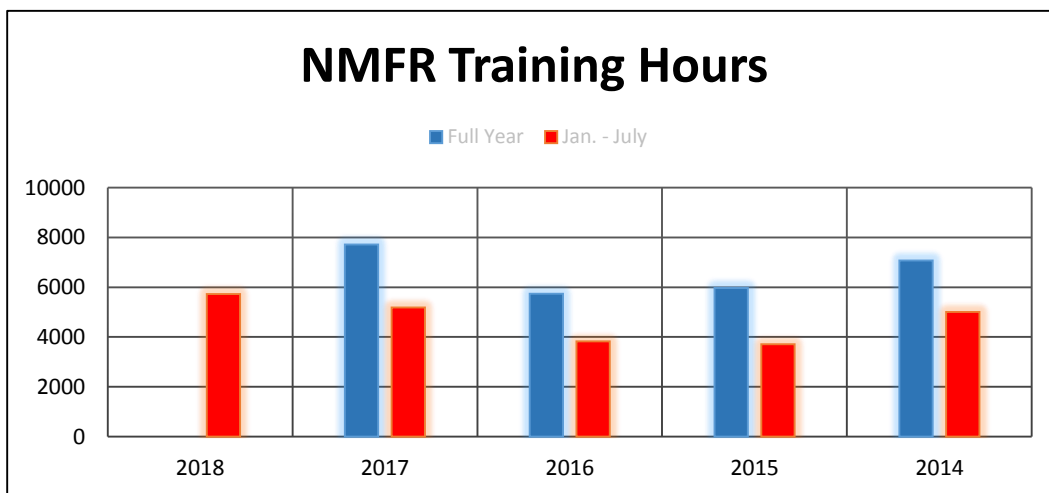
In addition to these services, we continue our automatic aid agreement with the City of Appleton. This agreement has proven beneficial for both cities. *D/C Voss*

Automatic Aid Call Review

Year	NMFR to Appleton	Appleton FD to Menasha
2017	86	128
2016	95	132
2015	106	107
2014	79	88
2013	87	101

Training

Training: By definition is “the action of teaching a person or animal a particular skill or type of behavior”. Fire and Rescue training is not practicing until you get it right, it is practicing until you can’t get it wrong. Since 2015, we have hired 11 new firefighters. Training “new” firefighters are only one portion of the department’s training needs. For every new entry level firefighter there are “new” Drivers, Inspectors, Captains and Shift Commanders. This demand for training all levels of our department will always be critical for a well-run department. Looking towards the future of training in our department, the next 5 to 7 years we will replace 20 firefighters. To prepare for the future we have transitioned from “lesson plans” to Job Performance Requirements (JPR’s). JPR’s spell out how each “task” is to be completed. This affords our members to all be trained to our required level, on all 3 shifts at all 4 stations, in a consistent manner. To highlight some of 2018’s training that has been completed to date; one month recruit class, forcible entry, Rapid Intervention Team “RIT” firefighter rescue, swift water rescue, automotive extrication along with school bus extrication, mental health awareness, and emergency medical service “EMS”. Many of these training evolutions have been with neighboring departments, either hosted by NMFR or Appleton, Fox Crossing and Town of Neenah Fire Department’s.



In 2017, NMFR staff averaged **113** hours of training. We are currently on pace of **150** hours of training per employee for 2018.

**CITY OF MENASHA
2019 OPERATING BUDGET REQUEST
PROGRAM COMMENTS**

Department/Office: Neenah-Menasha Fire Rescue	Budget: Fire Department Operations
Program: Public Safety	Submitted by: Kevin Kloehn

Training topics include, but are not limited to:

- Structural Fire Attack
- Wild Land Fire Attack
- Pump Operations – Water Movement
- High Rise – Aerial Operations
- Shore & Boat Based Open Water Rescue
- Shore & Boat Based Ice Rescue
- Emergency Medical Training
- SCUBA Dive Rescue – Open Water & Ice
- Active Shooter
- Vehicle extrication training
- Technical Rescue – Trench, Building Collapse, High Angle
- Mental Health – EAP, PTSD & Suicide Awareness

NMFR is fortunate to have many subject matter experts (SME) on the department and am grateful that they are able to assist me with training employees. As stated above, *“training is not practicing until you get it right, it is practicing until you can’t get it wrong”*. NMFR is on the pace to have nearly ten-thousand (10,000) hours of training in 2018. That sounds like an unimaginable amount of training, but when lives are at stake, our citizens and firefighters, deserve to be trained to the highest level possible. **A/C Peglow**

Fire Prevention, Fire Investigations, and Public Education

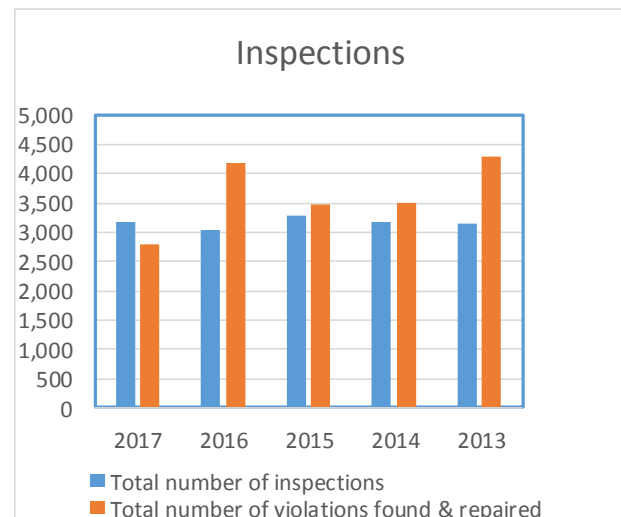
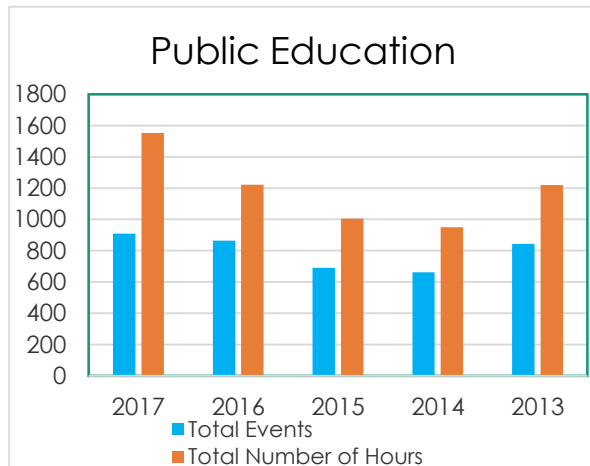
Neenah-Menasha Fire Rescue is very proud of our Fire Prevention Bureau, which includes all aspects of Fire Prevention, Fire Investigations, and Public Education. Fire prevention is not simply conducting fire inspections, it also includes detailed review of all new construction, remodeling of existing structures, refurbishing older facilities, as well as changes to any and all fire detection and suppression systems in all commercial properties and multi-family residential facilities. Over the past several years, both Neenah and Menasha have had several significant construction projects throughout the two communities. We have worked very closely with property owners, architects, engineers, developers, and building officials to ensure that all projects are completed with fire and life safety as our number one priority. Each year NMFR conducts in excess of 3,000 inspections to assist property and business owners with identifying potential fire and life safety concerns. NMFR is required, by Wisconsin State Statute, to perform fire inspections for all commercial businesses and multi-family (3 family or more) residential structures, within our jurisdiction, two times annually (with few exceptions). This is also a requirement to receive the 2% dues funding from the State of Wisconsin. In 2017, the City of Neenah’s 2% dues was \$85,756.27, and the City of Menasha was \$45,701.37.

The Fire Prevention Bureau also oversees all fire investigations. Wisconsin State statute 165.55 requires that every fire shall be investigated for cause, origin, and circumstances. NMFR conducts investigations of every fire that occurs within our jurisdiction. These investigations are conducted by the Shift Inspector/Investigator and/or the Assistant Chief/Fire Marshal depending on the size and complexity of the incident. Some of the smaller fires are investigated by the Company Officer themselves. If it is determined or suspected that a fire is incendiary or criminal in nature, law enforcement is contacted and a joint investigation is conducted. The size and complexity of the fire may require that NMFR request assistance from the Wisconsin Department of Criminal Investigations (DCI) to assist with in-depth evidence collection and sampling to be sent to the state crime lab for analysis.

We also continue to be very pro-active in our fire prevention/public safety educational programs, as well as, the juvenile fire setter intervention programs. Our Public Education Team, along with line personnel, provide public education programs and fire/life safety presentations and information to more than 10,000 children and adults annually. We continue to conduct fire safety programs at each and every public and private elementary school in the Neenah and Menasha schools districts during fire prevention month in October. NMFR has installed in excess of 391 smoke detectors in single family residential homes throughout the cities and Neenah and Menasha at no cost to the residents or NMFR, as all of the smoke detectors have been donated to NMFR’s smoke detector program. We provide educational presentations and information for elderly residential and health care facilities. We meet with and provide information for industrial, commercial, and residential facilities, to assist them with creating and maintaining proper fire and life safety emergency action plans. Public education and fire prevention are both difficult to gain a true perspective of the quantifiable numbers of fires prevented and/or lives saved due to the information shared and lessons learned during the presentations. However, we are very confident that maintaining the outstanding level of service that we provide, certainly makes a huge difference and is without a doubt saving lives and property within the communities of Neenah and Menasha. **A/C Green**

**CITY OF MENASHA
2019 OPERATING BUDGET REQUEST
PROGRAM COMMENTS**

Department/Office: Neenah-Menasha Fire Rescue	Budget: Fire Department Operations
Program: Public Safety	Submitted by: Kevin Kloehn



2018 Accomplishments:

- Administrative personnel completed LEAN certification at FVTC.
- Management Assistant participated in City of Neenah LEAN Project for expense reports.
- Hired a new Assistant Chief of Training.
- Hired and trained 3 new firefighters.
- Continuation of Auto-Aid with City of Appleton Fire Department.
- Received a \$9,000 grant from Capital Credit Union to replace Boat 35.
- Received a \$280,000 grant for Self-Contained Breathing Apparatus (SCBA).
- Put new SCBA system into service.
- Received a \$1,500 grant from Walmart – Neenah for our Public Education Program.
- Water Rescue Team benefit that raised \$1,500.
- EOC tabletop exercise with Cities of Neenah and Menasha.
- Created, and implemented, new Driver/Operator manual to be used by firefighters who want to move-up and/or be promoted to the position.
- NMFR LEAN project with Safety Committee for Cancer awareness.
- Ordered a new Engine 36 for Station 36 located on Manitowoc Road in the City of Menasha.
- Re-certification of our First Responder license.
- Participated in several community events such as the Doty Island Winter Gala, Community Fest, Hands only CPR Training and Corny Walk.
- Completed Emergency Operations “Awareness Class”
- Updated all Standard Operating Guidelines for new hires.
- Review and updated our 5-year Strategic Plan.

**CITY OF MENASHA
2019 OPERATING BUDGET REQUEST
PROGRAM COMMENTS**

Department/Office: Neenah-Menasha Fire Rescue	Budget: Fire Department Operations
Program: Public Safety	Submitted by: Kevin Kloehn

2018/2019 Goals:

- Meet the departments growing need for training all personnel.
- To have at least 6 training events with multi agencies involved (Neenah Police, Menasha Police, Gold Cross Ambulance, Appleton Fire Department, Town of Neenah Fire Department and Fox Crossing Fire Department).
- Improve our training records management.
- Continue to improve on communication with City Officials.
- Continue to improve on communication with all NMFR staff.
- Continue to explore opportunities with neighboring communities.
- Improve working relationship with all City Departments.
- Continuation of our Strategic Plan.
- Goal setting with Shift Commanders and Administration Staff.
- Continue to improve our Facebook presence.
- Create Guidebooks for all positions.
- Development of our new firefighters.
- Create Aldermanic District reporting for all Alderman
- Improve our Business and Industry ISO ratings.
- Switch out our Mobile Data Computers to iPads on our Apparatus.

**CITY OF MENASHA
2019 OPERATING BUDGET REQUEST
PROGRAM COMMENTS**

Department/Office: Neenah-Menasha Fire Rescue	Budget: Fire Department Operations
Program: Public Safety	Submitted by: Kevin Kloehn

Major Increases/Decreases in 2018 Operating Budget Request: Listed below are major increases/decrease \$1,000 and over. Increases/decreases less than \$1,000 are not listed below.

Salaries (0101): Decrease \$2,740 per the City of Neenah Finance Department. This may change based on labor agreement.

Overtime (0104): Increase of \$16,400. Water Rescue OT transferred to this line item so actual increase is noted. Funds are used for emergency calls, training of staff, staffing for community events and to maintain staffing levels. In 2019, there is the possibility of 1 retirement and we will need to backfill this positions until a firefighter is trained and can begin their line staff positions.

Health Insurance (0110): Decrease of \$4,440 per the City of Neenah Finance Department.

Fringes (0111): Decrease of \$63,980 per the City of Neenah Finance Department. This reflects roughly a \$60,000 reduction from 2018's budget due to a 1.1% decrease in the city's CVMIC worker's compensation rates for firefighters. However, may increase based on labor agreement.

Schools/Seminars/Training (0115): Increase of \$7,110. Funds are used for employee development, leadership development and maintaining required certifications. In the next 5-7 years, one-third of our department is eligible for retirement. Succession planning has begun to ensure experience and knowledge is passed down to new leadership.

Testing/Certification of Equipment (0116): Increase of \$4,000. Funds are used for required NFPA annual testing for Quint 32's ladder, ladders, pumps, hose, SCBA & mask testing, air quality testing for compressors, fire extinguishers, SCUBA, etc.

License Renewal (0118): Decrease of \$9,969. First responder training is bi-annual and completed in 2018.

Maintenance of Motor Vehicles (0213): Increase of \$7,500. Funds are used for preventive maintenance and repairs of all apparatus, staff vehicles, Boat 35, mule, etc.

Maintenance of Joint Buildings (0214): Increase of \$2,500. Funds are used for small repairs at all four fire stations. Funds are also used to repair/replace station maintenance equipment such as lawnmowers, snow blowers, sidewalk salt, etc. for all four stations.

Electricity (0222): Increase of \$2,400. Per Finance increase by 5%.

Natural Gas (0223): Increase of \$2,400. Per Finance increase by 5%.

Outside Services (0236): Decrease of \$3,373. Decrease is due to contracted Dark Fiber charges for Stations 31 being reduced.

Maintenance of Training Tower (0250): Increase of \$1,600. Funds are used to maintain training tower.

Neenah I/S Services (0255): Increase of \$11,311, per the City of Neenah IS Department.

Public Relations (0262): Increase of \$3,500. Additional funds are needed due to the increased requests we receive for public education events in both cities and to be able to continue to maintain our public education programs in the elementary schools at the level we do. This budget is also used for resources/supplies that we use during major community events in both Cities. As we continue to work on achieving our goal, set by both Cities Mayors to be more visible in the public, additional monies are needed to be able to continue this goal.

**CITY OF MENASHA
2019 OPERATING BUDGET REQUEST
PROGRAM COMMENTS**

Department/Office: Neenah-Menasha Fire Rescue	Budget: Fire Department Operations
Program: Public Safety	Submitted by: Kevin Kloehn

Major Increases/Decreases in 2018 Operating Budget Request: Listed below are major increases/decrease \$1,000 and over. Increases/decreases less than \$1,000 are not listed below.

Cleaning/Janitorial Supplies (0306): Increase of \$2,000 due to increases for supplies by various vendors.

Gasoline & Oil (0310): Increase of \$4,000. 10% increase per Neenah Finance. We also purchase bulk oil/transmission, hydraulic, DEF fluids, etc purchased to save money for maintenance that is performed in-house by staff.

Safety Supplies (0319): Increase of \$1,821. As call volumes increase, so will supply usage. We have made strides in getting equipment replaced through our partnership with gold cross ambulance. However, as we continue to provide and add advanced skills, items will need to be replaced due to usage or expiration. Funds are also used to safety items used by staff when performing maintenance on vehicles and the stations.

Personal Protective Equipment (0348): Increase of \$10,000. Funds are used for scheduled required replacement/repairs of all turn out gear, helmets, boots, gloves, shields, etc. Increase is due to pricing increases we have seen over the past few years. We also work into the schedule of having new firefighters have back-up gear.

Communication Equipment (8113): Decrease of \$4,000. We switched vendors for more reliable connectivity for air cards for the MDC's and their pricing was cheaper.

Household Purchases (8149): Increase of 3,000. This line item was requested by the Joint Finance & Personnel Committee several years ago to budget purchases, and repairs, that are needed in the future for various household items (refrigerators, stoves, chairs, washer, dryers, etc.) for all four fire stations. This was to prevent major increases/decreases in CIP budget. Increase is needed due to increased cost of replacing items.

**CITY OF MENASHA
2019 OPERATING BUDGET REQUEST
PROGRAM COMMENTS**

Department/Office: Neenah-Menasha Fire Rescue	Budget: Fire Department Operations
Program: Public Safety	Submitted by: Kevin Kloehn

Object Code No.	Description and Justification	Detail Amounts Within Object	Total of Object Code
	<u>CAPITAL OUTLAY</u>		
8108	<u>Office Furniture & Equipment</u> To replace old office/living furniture as necessary for the four stations. This remains the same as the 2017 budget. Total projected cost \$2,500.	\$2,500	\$2,500
8113	<u>Communication Equipment</u> Funds are used monthly cost of the air cards for the MDC's and purchase of radio headsets used in all vehicles. Decrease of \$4,000. Total projected cost is \$3,000.	\$3,000	\$3,000
8114	<u>Computer Software Outlay</u> Costs associated with the purchase of anticipated new and/or additional software licenses needed. Total project cost is \$1,000.	\$1,000	\$1,000
8115	<u>Computer Hardware Outlay</u> To replace computers in 2017 upon failure or based on Neenah IS's recommendation and to fund the sequel server change over for Firehouse records management system. This project pushed back to 2018. Total projected cost \$9,520.	\$9,520	\$9,520
8133	<u>All Other Equipment</u> These funds are used to replace major equipment relating such as nozzles, adaptors, hose, ladders, large equipment, Total projected cost \$20,000.	\$20,000	\$20,000
8149	<u>Household Purchases</u> This is requested by the Joint Finance & Personnel Committee to budget purchases, and repairs, that are needed in the future for various household items (refrigerators, stoves, chairs, washer, dryers, etc.) for all four fire stations. Increase is needed due to increased cost of replacing items. Total projected cost is \$9,000.	\$9,000	\$9,000



Memorandum

TO: NMFR Joint Finance & Personnel Committee Members

FROM: Chief Kevin Kloehn

DATE: October 18, 2018

RE: Proposed 2019 Budget

Attached you will find a proposed 2019 budget for our department. This budget reflects changes that were made by both Mayors.

Please note:

1. Wages and fringes are based upon the tentative bargaining agreement with Local 275.
2. Due to the new language for reimbursement with Special Operations training in the tentative bargaining agreement, we were able to reduce the overtime budget request for 2019.

If you have any questions, please feel free to call me at 886-6203.

Thank you

KK/te

NEENAH-MENASHA FIRE RESCUE

Department Head

Kevin Kloehn

Major Activities

Neenah-Menasha Fire rescue (NMFR) is committed to providing a quality of public service that ensures the safety and well-being of our communities. We are committed to protecting lives and property to help provide an exceptional quality of life for our citizens. NMFR responds to over 2,400 emergency calls for service annually. NMFR provides our citizens fire suppression, emergency medical services, special operations, and water/ice rescue. NMFR spends numerous hours training to prepare its firefighters and provide skills needed to deal with the many hazardous conditions that occur when responding to emergencies. Fire prevention activities include conducting over 3,200 inspections annually, fire investigations, tank inspections and plan reviews. NMFR's award winning public education programs reach over 12,000 people a year through open houses, safety fairs, parades, station tours, school visits and formal programs. The City's of Neenah and Menasha share department costs based upon a four-factor formula.

The estimated share of departmental costs for 2019 is City of Neenah - 59.53%/City of Menasha - 40.47%

Operating Budget Information/Number of Employees (Full Department)

	2017 Actual	2018 Approved	2019 Requested	% Increase	2019 Proposed	% Increase
Operating Budget	\$8,076,643	\$8,357,100	\$8,562,820	2.46%	\$8,487,820	1.56%
No. of Employees (FTE)	68.00	68.00	68.00	0.00%	68.00	0.00%

Mayor's Recommended Budget Adjustments

Increases (Decreases) to Expenditures Requested

Joint Fire/Rescue

Mayor's Comments:

City of Neenah 59.53% share of net total of \$75,000 of expenditure reductions and revenue increases as directed by the Mayor's of both cities. Expenditure reductions include overtime, training, utilities, public education and PPE. Specific details of the changes can be found below:

Overtime Wages - Operations	(\$30,000)
Overtime Fringes - Operations	(7,770)
Schools/Seminars/Training	(7,110)
Maintenance of Motor Vehicles	(5,000)
Electricity	(1,040)
Natural Gas	(1,350)
Water & Sewer	(1,290)
Public Relations	(1,500)
Personal Protective Equipment	(5,000)
Gas & Oil	(2,000)
Safety Supplies	(720)
Overtime Wages -Special Ops	(10,000)
Overtime Fringes -Special Ops	(2,220)
Total Expenditure (Decreases)	(\$75,000)

**Neenah-Menasha Fire Rescue
Cost Distribution Formula
As of 12/31/17**

Item No.	Formula Item	Total	Proportionate Share	25% Weighted Factor	Weighted Share Neenah	Weighted Share Menasha
1.	* Population-Neenah	25,976	59.55%	0.25	0.1489	
	* Population-Menasha	17,647	40.45%	0.25		0.1011
	Population as of 1/1/17	43,623	100.00%			
2.	* Equalized Value (w/TIF)-Neenah	2,095,284,800	64.42%	0.25	0.1611	
	* Equalized Value (w/TIF)-Menasha	1,157,040,500	35.58%	0.25		0.0889
	Equalized Value as of 1/1/17	3,252,325,300	100.00%			
3.	* Service Calls-Neenah	1,608	58.86%	0.25	0.1471	
	* Service Calls-Menasha	1,124	41.14%	0.25		0.1029
	Service Calls during 2017	2,732	100.00%			
4.	* Square Miles-Neenah	9.60	55.30%	0.25	0.1382	
	* Square Miles-Menasha	7.76	44.70%	0.25		0.1118
	Square Miles as of 12/31/17	17.36	100.00%			
Total Weighted Factors					0.5953	0.4047
Total Proposed Cost Distribution Formula - 2017 Factor for 2019 Budget					59.53%	40.47%
Previous Year Cost Distribution Formula					59.56%	40.44%
Increase (decrease) from previous year					-0.03%	0.03%

a Menasha - Equalized Value

Equalized Value	1,117,040,500
UW-Fox Valley	40,000,000
	1,157,040,500

b Menasha service calls include 86 automatic aid calls by NMFR into the City of Appleton. 12 mutual aid calls to other jurisdictions were split as follows: xx-Neenah/xx-Menasha. City of Appleton made 128 calls into the City of Menasha.

c Sq. Ft. of All Buildings has been removed as a factor effective the 2014 Factor for the 2016 Budget.

* Updated for 2017.

NEENAH MENASHA FIRE & RESCUE

Comparison of 2018 Budget & 2019 Budget

OPERATING BUDGET:

	2018 Adopted Budget	City of Menasha share	2018 Estimate	City of Menasha share	2019 Department Requested Budget	City of Menasha share	2019 Change in Budget from previous year	2019 Change in Menasha's share
Fire Operations - (2301)	\$ 8,309,640		\$ 8,264,190		\$ 8,278,740		\$ (30,900)	
Regional Special Operations Response Team - (2314)	\$ 12,280		\$ 5,350		\$ 13,210		\$ 930	
Joint Fire Commission - (2320)	\$ 4,500		\$ 3,000		\$ 4,500		\$ -	
Special Reserves & Escrows - (2326) "wage/fringe adjustments"	\$ 16,590		\$ -		\$ 191,370		\$ 174,780	
Water Rescue Services - (2479)	\$ 14,090		\$ 13,490		\$ -		\$ (14,090)	
SUBTOTAL	\$ 8,357,100	\$ 8,357,100	\$ 8,286,030	\$ 8,286,030	\$ 8,487,820	\$ 8,487,820	\$ 130,720	1.56%
Adjustment	\$ (50,236)		\$ -		\$ -		\$ 50,236	
TOTAL OPERATING BUDGET - Expenditures	\$ 8,306,864	\$ 8,306,864	\$ 8,286,030	\$ 8,286,030	\$ 8,487,820	\$ 8,487,820	\$ 180,956	2.18%
City of Menasha's share %	x	40.44%	x	40.44%	x	40.47%		
City of Menasha's share ONLY		\$ 3,359,296		\$ 3,350,871		\$ 3,435,021		\$ 75,725 2.25%
PLUS: Building Maintenance - Menasha share		\$ 7,000		\$ 9,000		\$ 9,000		\$ 2,000
TOTAL OPERATING BUDGET - Menasha share ONLY		\$ 3,366,296		\$ 3,359,871		\$ 3,444,021		\$ 77,725 2.31%

CAPITAL BUDGET:

Fire Operations - (2301)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Regional Special Operations Response Team - (2314)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Joint Fire Commission - (2320)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Special Reserves & Escrows - (2326) "wage/fringe adjustments"	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Water Rescue Services - (2479)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Self-Contained Breathing Apparatus Equipment	\$ 77,156	\$ 31,202	\$ 77,156	\$ 31,202	\$ -	\$ -	
Fire Equipment Replacement Program	\$ 25,000	\$ 10,110	\$ 25,000	\$ 10,110	\$ 25,000	\$ 10,118	
Fire Engine	\$ 590,000	\$ 238,596	\$ 590,000	\$ 238,596	\$ -	\$ -	
Station 36 Parking Lot Seal - 100% Menasha	\$ -	\$ -	\$ -	\$ -	\$ 6,500	\$ 6,500	
Station 36 Apparatus Bay Floor Sealing - 100% Menasha	\$ -	\$ -	\$ -	\$ -	\$ 13,500	\$ 13,500	
TOTAL CAPITAL BUDGET	\$ 692,156	\$ 279,908	\$ 692,156	\$ 279,908	\$ 45,000	\$ 30,118	\$ (249,790)

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 PROGRAM GM601L
 BUDGET WORKSHEET 2019

BUDGET PREPARATION WORKSHEET
 FOR FISCAL YEAR 2019

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 ACCOUNTING PERIOD 01/2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Fire						
100-0501-522.10-01	Wages	51	0	0	0	0
100-0501-522.15-01	Health	20	0	0	0	0
100-0501-522.15-03	Dental	1	0	0	0	0
100-0501-522.15-04	Retirement	272-	0	0	0	0
100-0501-522.15-05	FICA	4	0	0	0	0
100-0501-522.15-08	Workers Comp	2	0	0	0	0
100-0501-522.24-03	Buildings	9,087	7,000	9,375	9,000	9,000
100-0501-522.25-01	Other Municipal Entities	3,341,067	3,359,296	2,799,410	3,359,296	3,435,021
100-0501-522.30-15	Tools & Equipment	11,387	0	0	0	0
*	Fire	3,361,347	3,366,296	2,808,785	3,368,296	3,444,021
**	General Fund	3,361,347	3,366,296	2,808,785	3,368,296	3,444,021

**CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2019**

ACCOUNT #	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 BUDGET	2018 YTD (9 MONTHS)	2018 ESTIMATE	2019 DEPT REQUEST	2019 PROPOSED	BUDGET CHANGE
FIRE DEPARTMENT								
<u>FIRE OPERATIONS (2301-712)</u>								
0101	Salaries	5,101,473	5,257,460	3,659,122	5,222,350	5,281,530	5,281,530	
0104	Overtime Wages	143,507	140,000	53,716	140,000	160,000	130,000	
0105	Reimbursement / Overtime	(1,404)	0	0	0	0	0	
0106	FLSA Overtime Wages	52,510	47,000	34,621	47,000	47,000	47,000	
0110	Health Insurance	801,764	830,560	625,811	830,560	826,120	826,120	
0111	Fringes	1,321,090	1,354,900	926,673	1,346,160	1,283,730	1,276,960	
0115	Schools/Seminars/Training	13,881	16,000	8,528	10,000	23,110	16,000	
0116	Test/Certification for Eq	5,274	6,000	2,329	4,000	10,000	10,000	
0117	Clothing Allowance	32,462	32,000	33,007	33,010	32,000	32,000	
0118	License Renewal	64	10,070	5,575	5,580	100	100	
0123	Auto Allowance	0	0	0	0	0	0	
0128	Empl Recognition Awards	700	650	200	650	600	600	
	Personal Services	7,471,321	7,694,640	5,349,582	7,639,310	7,664,190	7,620,310	(74,330)
0202	Outside Printing	385	800	58	800	880	880	
0203	Postage	314	660	156	300	660	660	
0204	Conferences & Meetings	1,061	2,000	277	2,000	2,000	2,000	
0206	Advertising & Publication	0	200	175	180	200	200	
0207	Dues & Memberships	993	1,400	705	720	1,030	1,030	
0209	Maintenance of PPE/SCBA	2,131	3,000	2,300	2,700	3,170	3,170	
0210	Maint of Computer Hardwre	1,272	500	0	1,230	500	500	
0211	Maint of Other Equipment	1,537	3,500	1,343	3,000	3,600	3,600	
0213	Maint of Motor Vehicles	39,763	32,500	28,448	35,000	40,000	35,000	
0214	Maint of Buildings	3,779	4,500	1,018	4,500	7,000	6,000	
0215	Maint of Radio Equipment	6,163	6,140	6,522	6,530	6,500	6,500	
0216	Maint of Operating Equip	2,964	3,100	1,958	1,960	3,100	3,100	
0218	Maint of Software	8,968	12,000	6,341	12,000	12,000	12,000	
0221	Telephone	8,766	9,000	7,408	9,000	9,000	9,000	
0222	Electricity	48,154	48,000	31,935	48,000	50,400	49,360	
0223	Natural Gas	17,192	24,000	12,222	24,000	26,400	25,050	
0224	Water & Sewer	10,947	11,810	6,782	11,810	13,450	12,160	
0226	Storm Water	2,939	3,100	1,963	3,100	3,100	3,100	
0227	Cellular Telephone	4,162	4,320	2,999	4,320	4,560	4,560	
0232	Auditing Services	1,750	1,800	1,800	1,800	1,860	1,860	
0236	Outside Services	15,453	16,400	8,758	16,400	13,020	13,020	
0237	Pest Control	421	600	440	600	600	600	
0238	Professional Services	14,659	22,000	11,946	22,000	22,000	22,000	
0241	Tree Planting & Landscape	1,100	1,200	698	1,200	1,200	1,200	
0242	Permits	0	30	0	0	30	30	
0246	Liability Insurance	32,223	33,580	32,611	32,620	35,000	35,000	
0247	Auto/Physical Damage Ins	13,285	13,960	13,967	13,970	15,000	15,000	
0250	Maint of Training Tower	107	0	916	920	1,600	1,600	
0252	Rental of Equipment	312	350	207	350	320	320	
0254	Printer / Copies	2,903	2,970	2,168	2,970	3,250	3,250	
0255	Neenah City I/S Services	134,773	128,440	96,330	139,750	144,190	144,190	
0256	Neenah City Finance Ser.	23,300	23,800	17,850	23,800	24,400	24,400	
0257	Neenah City H/R Services	44,000	47,000	35,250	47,000	51,500	51,500	
0262	Public Relations/Services	5,520	5,500	4,167	7,000	9,000	7,500	
0293	Maint of Motor Veh/Fleet	0	100	0	0	100	100	
0294	Oil and Fluids/Fleet	0	100	0	0	100	100	
0296	Maint of Equipment/Fleet	0	100	0	0	100	100	
	Contractual Services	451,296	468,460	339,718	481,530	510,820	499,640	31,180

**CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2019**

ACCOUNT #	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 BUDGET	2018 YTD (9 MONTHS)	2018 ESTIMATE	2019 DEPT REQUEST	2019 PROPOSED	BUDGET CHANGE
<u>FIRE OPERATIONS (2301-712) cont.</u>								
0301	Office Supplies	1,907	2,000	1,093	2,000	2,060	2,060	
0306	Cleaning/Janitor Supplies	11,940	12,000	9,535	12,000	14,000	14,000	
0308	Books and Periodicals	337	500	10	50	500	500	
0310	Gasoline & Oil	23,745	25,000	18,926	25,000	29,000	27,000	
0319	Safety Supplies	6,036	5,400	3,320	6,500	7,220	6,500	
0320	Small Tools	1,125	1,000	190	1,000	1,030	1,030	
0325	Consumable supplies	1,684	2,000	487	1,800	2,060	2,060	
0326	Photography Supplies	117	500	186	200	500	500	
0333	All Other Supplies	1,277	3,000	1,973	3,000	3,600	3,600	
0343	Small Program Packages	0	0	0	0	0	0	
0344	Small Equipment	3,554	6,500	1,642	6,500	7,800	7,800	
0347	Small Computer Hardware	691	620	303	500	620	620	
0348	Per Protective Equipment	45,808	40,000	6,117	40,000	50,000	45,000	
0350	Training Supplies	446	2,000	956	2,000	2,500	2,500	
	Supplies & Materials	98,667	100,520	44,738	100,550	120,890	113,170	12,650
OPERATIONS								
		8,021,284	8,263,620	5,734,038	8,221,390	8,295,900	8,233,120	(30,500)
							Percent Budget Change	-0.37%
<u>CAPITAL OUTLAY (2301-712)</u>								
8108	Office Furniture & Equip	2,885	2,500	602	2,500	2,500	2,500	
8113	Communication Equipment	3,545	7,000	2,561	7,000	3,000	3,000	
8114	Computer Software Outlay	0	1,000	112	300	1,000	1,000	
8115	Computer Hardware Outlay	5,475	9,520	1,535	5,000	9,520	9,520	
8133	All Other Equipment	17,010	20,000	5,938	20,000	20,600	20,600	
8149	Household Purchases	4,846	6,000	7,625	8,000	9,000	9,000	
	Capital Outlay	33,761	46,020	18,373	42,800	45,620	45,620	(400)
	CAPITAL OUTLAY	33,761	46,020	18,373	42,800	45,620	45,620	(400)
FIRE OPERATIONS/CAPITAL OUTLAY								
		8,055,045	8,309,640	5,752,411	8,264,190	8,341,520	8,278,740	(30,900)
							Percent Budget Change	-0.37%
<hr/>								
<u>REG SPEC OPER RESP TEAM (2314-172)</u>								
0104	Overtime Wages	7,501	7,130	7,291	7,300	32,000	22,000	
0105	Reimbursement / Overtime	(4,320)	0	(7,133)	(7,140)	(21,060)	(21,060)	
0111	Fringes	1,936	1,650	1,687	1,690	7,090	4,870	
	Personal Services	5,117	8,780	1,845	1,850	18,030	5,810	(2,970)
0216	Maint of Operating Equip	0	500	0	500	900	900	
	Contractual Services	0	500	0	500	900	900	400
0320	Small Tools	0	500	49	500	500	500	
0348	Per Protective Equipment	324	1,500	964	1,500	5,000	5,000	
0350	Training Supplies	0	500	0	500	500	500	
	Supplies & Materials	324	2,500	1,013	2,500	6,000	6,000	3,500
8133	All Other Equipment	0	500	0	500	500	500	
	Capital Outlay	0	500	0	500	500	500	0
	REG SPEC OPER RESP TEAM	5,441	12,280	2,858	5,350	25,430	13,210	930
							Percent Budget Change	7.57%

**CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2019**

ACCOUNT #	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 BUDGET	2018 YTD (9 MONTHS)	2018 ESTIMATE	2019 DEPT REQUEST	2019 PROPOSED	BUDGET CHANGE
JOINT FIRE COMMISSION (2320-712)								
0203	Postage	0	500	0	0	500	500	
0206	Advertising & Publication	0	1,000	0	0	1,000	1,000	
0236	Outside Services	3,257	2,500	1,782	2,500	2,500	2,500	
0261	Misc Expenditures	298	500	87	500	500	500	
	Contractual Services	3,555	4,500	1,869	3,000	4,500	4,500	0
	JOINT FIRE COMMISSION	3,555	4,500	1,869	3,000	4,500	4,500	0
Percent Budget Change								0.00%
SPECIAL RESERVES & ESCROW (2326-712)								
0101	Salaries	0	0	0	0	114,320	114,320	
0110	Health Insurance	0	16,590	0	0	50,000	50,000	
0111	Fringes	0	0	0	0	27,050	27,050	
	SPECIAL RESERVES & ESCROW	0	16,590	0	0	191,370	191,370	174,780
WATER RESCUE SERVICES (2479-712)								
0104	Overtime Wages	4,740	3,600	198	3,600	0	0	
0105	Reimbursement / Overtime	(1,533)	0	0	0	0	0	
0111	Fringes	1,632	840	46	840	0	0	
0115	Schools/Seminars/Training	1,344	2,500	103	2,500	0	0	
0118	License Renewal	0	0	0	0	0	0	
	Personal Services	6,183	6,940	347	6,940	0	0	(6,940)
0207	Dues & Memberships	0	0	0	0	0	0	
0209	Maintenance of PPE/SCBA	1,170	1,000	659	1,000	0	0	
0215	Maint of Radio Equipment	60	500	0	100	0	0	
0216	Maint of Operating Equip	169	1,000	69	1,000	0	0	
0261	Misc Expenditures	0	0	0	0	0	0	
	Contractual Services	1,399	2,500	728	2,100	0	0	(2,500)
0333	All Other Supplies	31	500	0	300	0	0	
0344	Small Equipment	465	1,000	421	1,000	0	0	
0348	Per Protective Equipment	4,200	500	103	500	0	0	
	Supplies & Materials	4,696	2,000	524	1,800	0	0	(2,000)
8113	Communication Equipment	250	1,000	0	1,000	0	0	
8133	All Other Equipment	74	1,650	175	1,650	0	0	
	Capital Outlay	324	2,650	175	2,650	0	0	(2,650)
	WATER RESCUE SERVICES	12,602	14,090	1,774	13,490	0	0	(14,090)
Percent Budget Change								-100.00%
FIRE DEPARTMENT		8,076,643	8,357,100	5,758,912	8,286,030	8,562,820	8,487,820	130,720
Percent Budget Change								1.56%
REVENUES								
	Boat Launch Fee	1,125	2,400	0	2,400	2,400	2,400	
	Interest on Investments	17,065	14,000	18,992	24,000	28,000	28,000	
	P-Card Rebate	3,092	3,000	3,930	3,930	4,000	4,000	
	Sale of Equipment	625	2,000	0	2,000	2,000	2,000	
	Consumable Supplies	0	500	0	500	500	500	
	Revenues	21,907	21,900	22,922	32,830	36,900	36,900	15,000
Percent Budget Change								68.49%
NET FIRE DEPARTMENT		8,054,736	8,335,200	5,735,990	8,253,200	8,525,920	8,450,920	

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BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2019

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Emergency Government						
100-0502-522.22-01	Telephone	612	600	555	665	675
100-0502-522.24-01	Office Equipment	0	100	0	0	100
100-0502-522.30-10	Office	0	100	0	0	100
100-0502-522.30-18	Department	94	100	0	0	100
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
*	Emergency Government	706	900	555	665	975
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
**	General Fund	706	900	555	665	975

CITY OF MENASHA 2019 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Inspector	Sam Schroeder
	FUNCTION	BUDGET NUMBER	DATE
	General Government	100-0301-523	10/18/2018

RESPONSIBILITIES

The City residential building inspector/housing specialist is a dual position that combines functions of a residential building plan review and inspection services and the in-house operation of the communities housing programs. This position provides increased consistency and enhanced customer service. Commercial plan review and inspection will continue to be a contracted service. This position became a full-time city employee in 2017.

SERVICES PROVIDED

2018 ACCOMPLISHMENTS

- Re-instated the City's CDBG revolving loan Program
- Implemented full process for issuance of residential permits, including permit intake, review, issuance, inspection and occupancy.
- Renegotiated commercial building inspection contract
- Updated permit fees - effective 1/12019.

2019 OBJECTIVES

- Complete Housing Quality Standards Certification - to continue to fully service CDBG loans in-house
- Implement permit tracking software - Meritage.
- Implement and assist in the administration of a future Housing Program.
- Update the Housing Code and Building Code ordinances.

MAJOR CHANGES FROM 2018 BUDGET

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Building Inspector/Housin	1.00	1.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00			
INTERGOV REVENUE	\$0.00	\$0.00			
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	1.00	1.00

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BUDGET WORKSHEET 2019

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2019

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ACCOUNTING PERIOD 01/2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Inspector						
100-0301-523.10-02	Salaries	29,232	57,447	46,643	55,544	59,339
100-0301-523.15-01	Health	1,619	19,428	15,380	18,621	21,628
100-0301-523.15-02	Life	30	99	26	41	102
100-0301-523.15-03	Dental	722	1,238	980	1,189	1,238
100-0301-523.15-04	Retirement	1,989	3,849	3,125	3,727	3,887
100-0301-523.15-05	FICA	2,221	4,739	3,306	3,951	4,215
100-0301-523.15-07	Vision	84	143	114	138	143
100-0301-523.15-08	Workers Comp	1,348	1,951	1,469	1,755	2,249
100-0301-523.15-10	Banked Sick Leave	0	0	0	0	590
100-0301-523.19-03	Uniform/Clothing Allow	0	0	0	0	100
100-0301-523.21-06	Management	49,205	55,000	28,029	45,000	55,000
100-0301-523.22-01	Telephone	361	780	521	857	1,140
100-0301-523.29-01	Printing	829	500	0	500	500
100-0301-523.29-05	Vehicle/Equipment Rental	2,741	8,000	858	8,000	8,000
100-0301-523.29-07	Inhouse Info Tech Service	15,701	10,378	5,189	10,378	10,577
100-0301-523.30-18	Department	1,699	1,000	553	1,000	1,500
100-0301-523.32-01	Dues/Memberships/Licenses	270	300	275	315	450
100-0301-523.32-02	Periodicals/Subscriptions	0	50	0	50	50
100-0301-523.34-02	Registrations	59	1,000	607	1,000	1,500
* Inspector		108,110	165,902	107,075	152,066	172,208
** General Fund		108,110	165,902	107,075	152,066	172,208

CITY OF MENASHA 2019 OPERATIONS BUDGET	FUND General Fund	BUDGET NAME Sealer of Wgths & Meas	PREPARED BY Nancy McKenney Nancy McKenney
	FUNCTION Public Safety	BUDGET NUMBER 100-0902-524	DATE 10/19/2018

RESPONSIBILITIES

This program monitors the accuracy of gas pumps, scanners, different types of scales used in the business community, measuring and timing devices (such as laundromat clothes dryers), and other measuring devices used by various business establishments in Menasha.

SERVICES PROVIDED

2018 ACCOMPLISHMENTS

- An estimated 600 devices inspected and 17 complaints investigated for compliance with allowed tolerances per Wisconsin State Statutes.
- Enforced City of Menasha Ordinance and Wisconsin State Statutes in cases of non-compliance to applicable consumer protection laws.

2019 OBJECTIVES

- Inspect all devices present within the City of Menasha.
- Ensure compliance to applicable Weights and Measures laws.
- Conduct package checking to ensure customers are receiving quantities advertised.
- Ensure residents of the City of Menasha are receiving the goods and services they are purchasing in the quantities and rates offered.

MAJOR CHANGES FROM 2018 BUDGET

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Registered Sanitarian/Sea	0.20	0.15
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Public Health Educator	0.00	0.05
INTERGOV REVENUE	\$0.00	\$0.00			
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	0.20	0.20

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Sealer Weights & Measures						
100-0902-524.10-01	Wages	0	0	0	0	3,190
100-0902-524.10-02	Salaries	12,951	14,395	11,153	13,957	10,853
100-0902-524.10-03	Overtime/Doubletime	575	0	110	110	0
100-0902-524.15-01	Health	2,191	2,303	1,813	2,584	2,236
100-0902-524.15-02	Life	23	25	17	25	34
100-0902-524.15-03	Dental	247	248	195	277	205
100-0902-524.15-04	Retirement	920	964	755	943	920
100-0902-524.15-05	FICA	1,010	1,072	832	1,040	1,043
100-0902-524.15-07	Vision	22	22	17	22	19
100-0902-524.15-08	Workers Comp	590	453	354	453	532
100-0902-524.15-10	Banked Sick Leave	0	0	0	0	140
100-0902-524.24-04	Specialized Equipment	500	500	0	500	500
100-0902-524.29-05	Vehicle/Equipment Rental	1,753	1,600	2,103	2,900	2,500
100-0902-524.29-07	Inhouse Info Tech Service	1,463	1,632	816	1,632	1,516
100-0902-524.30-11	Postage	12	50	64	75	75
100-0902-524.30-18	Department	81	100	9	50	100
100-0902-524.32-01	Dues/Memberships/Licenses	0	30	0	0	0
100-0902-524.33-02	Registrations	0	150	0	140	150
100-0902-524.33-03	Lodging/Meals	7	38	0	38	114
100-0902-524.33-04	Other Expenses	0	25	0	25	25
100-0902-524.51-03	Property	30	0	0	0	0
* Sealer Weights & Measures		22,375	23,607	18,238	24,771	24,152
** General Fund		22,375	23,607	18,238	24,771	24,152

PUBLIC WORKS

**CITY OF MENASHA
2019 OPERATIONS BUDGET**

FUND	BUDGET NAME	PREPARED BY
General Fund	Engineering	Adam Alix Josh Radomski
FUNCTION	BUDGET NUMBER	DATE
Public Works	100-1002-541	10/17/2018

RESPONSIBILITIES

The Engineering Department is responsible for the management of public works improvement projects within the City, including streets, bridges, sewers, buildings, et. al. Staff duties include responsibility for planning, design work, surveying, drafting, mapping, construction administration, traffic analysis, grant procurement, utility coordination, record keeping and response to citizens' requests and questions.

SERVICES PROVIDED

2018 ACCOMPLISHMENTS

Provided design, surveying, staking and inspection for all Public Works construction projects which included the paving of Main Street, Ida Street, Alva Street, First Street and Phase I of the Ponds subdivision. Continued management of sanitary sewer industrial monitoring program. Administered storm water regulation program, including erosion and sediment control, illicit discharge and construction management. Provided in house traffic engineering services. Update 5-year Capital Improvement Program as it relates to future infrastructure needs.

2019 OBJECTIVES

Continue with sanitary sewer I/I removal program. Perform all tasks for implementing 2019 capital projects. Coordinate enhancement of Province Terrace Pond and rehabilitation of Lake Park Villas Pond.

MAJOR CHANGES FROM 2018 BUDGET

Move some Engineering wages into street construction and TIF accounts.

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Clerk Steno II	0.40	0.20
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Dir. Of Public Works	0.40	0.25
INTERGOV REVENUE	\$0.00	\$0.00	Engineering Supervisor-In	0.00	0.20
LICENSES & PERMITS	\$0.00	\$0.00	Engineering Aid III	0.75	0.35
FINES & FORFEITS	\$0.00	\$0.00	Engineering Supervisor	0.40	0.20
PUBLIC CHARGES	\$0.00	\$0.00	Part Time	0.00	0.00
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	1.95	1.20

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Engineering						
100-1002-541.10-01	Wages	93,766	112,167	66,884	87,250	58,904
100-1002-541.10-02	Salaries	11,250	37,639	30,273	37,600	24,644
100-1002-541.10-03	Overtime/Doubletime	3,062	2,500	1,785	2,500	2,500
100-1002-541.15-01	Health	21,818	34,334	17,848	22,935	17,291
100-1002-541.15-02	Life	341	472	266	342	277
100-1002-541.15-03	Dental	2,004	2,578	1,657	2,129	1,331
100-1002-541.15-04	Retirement	7,381	10,205	6,627	8,530	5,636
100-1002-541.15-05	FICA	7,995	11,251	7,227	9,302	6,286
100-1002-541.15-07	Vision	146	271	130	167	119
100-1002-541.15-08	Workers Comp	4,055	4,321	2,694	3,462	2,942
100-1002-541.15-10	Banked Sick Leave	0	0	0	0	832
100-1002-541.19-03	Uniform/Clothing Allow	86	225	54	225	225
100-1002-541.19-06	Relocation Allowance	1,055	0	0	0	0
100-1002-541.21-02	Engineering	7,268	2,750	0	1,000	2,750
100-1002-541.22-01	Telephone	1,935	2,100	1,746	2,110	3,100
100-1002-541.24-04	Specialized Equipment	0	200	0	200	0
100-1002-541.29-01	Printing	0	100	0	100	0
100-1002-541.29-05	Vehicle/Equipment Rental	17,523	19,000	13,107	18,200	19,000
100-1002-541.29-07	Inhouse Technology Svcs	15,786	17,026	8,513	17,026	16,751
100-1002-541.30-10	Office	358	400	406	500	500
100-1002-541.30-11	Postage	53	150	256	300	200
100-1002-541.30-15	Tools & Equipment	723	750	361	500	3,000
LEVEL	TEXT	TEXT AMT				
TOTB	75% OF LASER LEVEL	900				
	MISC. TOOLS AND EQUIP.	600				
	REPLACEMENT PC'S	1,500				
		3,000				
100-1002-541.30-18	Department	1,033	2,500	2,388	2,500	2,550
LEVEL	TEXT	TEXT AMT				
TOTB	75% OF ENGINEERING SUPPLIES E.G. SHIRTS, VESTS, GLOVES,STAKES, PAINT, TAPE, ETC.	2,550				
		2,550				
100-1002-541.32-01	Dues/Memberships/Licenses	284	285	82	285	285
100-1002-541.32-02	Periodicals/Subscriptions	0	0	32	32	0
100-1002-541.33-01	Mileage	21	0	0	0	0
100-1002-541.33-03	Lodging/Meals	673	0	0	0	0
100-1002-541.34-02	Registrations	1,050	2,000	1,351	1,405	4,000
100-1002-541.34-03	Lodging/Meals	19	300	0	300	300
100-1002-541.51-03	Property	1,760	0	0	0	0
*	Engineering	201,445	263,524	163,687	218,900	173,423

CITY OF MENASHA 2019 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Street Construction	Josh Radomski Adam Alix
	FUNCTION	BUDGET NUMBER	DATE
	Public Works	100-1003-541	10/18/2018

RESPONSIBILITIES

This budget accounts for the maintenance and reconstruction of streets and roads within the City. Preventive maintenance through timely pavement repair, crack filling, etc., is key for containment of future costs in this account. Prudent scheduling of needed street improvements is essential for controlling future budgets.

SERVICES PROVIDED

2018 ACCOMPLISHMENTS

Through public bid, the following streets were improved: Main Street, Ida Street, Alva Street, First Street and Phase I of the Ponds subdivision. City crews repaired Tayco Street at Garfield Avenue and between Second Street and Third Street.

2019 OBJECTIVES

Implement the street projects included in the Capital Improvement Program. Continue the preventive maintenance efforts with pavement crack sealing and chip seal operations.

MAJOR CHANGES FROM 2018 BUDGET

Our street pavement condition ratings have been decreasing due to underfunding in past years. It should be an objective to establish a sufficiently funded capital budget to maintain the present pavement condition rating. Engineering salaries have been reallocated to match fund usage.

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Dir. Of Public Works	0.00	0.15
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Depty Dir Municipal Opera	0.03	0.04
INTERGOV REVENUE	\$0.00	\$0.00	Public Works Superintend	0.10	0.08
LICENSES & PERMITS	\$0.00	\$0.00	Lead Person	0.40	0.50
FINES & FORFEITS	\$0.00	\$0.00	Light Equipment Operator	0.19	0.05
PUBLIC CHARGES	\$0.00	\$0.00	Truck Driver	1.65	0.26
MISCELLANEOUS	\$0.00	\$0.00	Common Laborer	0.06	1.45
TOTAL	\$0.00	\$0.00	Engineering Aids	0.00	0.60
			Public Works Admin Assis	0.00	0.20
			Summer Help	0.00	0.14
			Heavy Equipment Operat	0.19	0.00
			TOTAL	2.62	3.47

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund							
Street Construction							
100-1003-541.10-01		Wages	128,944	122,907	131,596	145,370	166,611
100-1003-541.10-02		Salaries	9,426	9,796	8,158	10,250	24,581
100-1003-541.10-03		Overtime/Doubletime	761	1,000	1,759	1,900	1,000
100-1003-541.10-08		Wages-Temp Help	0	0	2,643	2,292	3,000
100-1003-541.15-01		Health	31,633	36,782	26,602	29,240	34,950
100-1003-541.15-02		Life	266	249	282	321	367
100-1003-541.15-03		Dental	2,370	2,660	2,128	2,362	2,817
100-1003-541.15-04		Retirement	9,255	8,958	9,262	10,321	12,523
100-1003-541.15-05		FICA	10,345	9,922	10,418	11,538	14,422
100-1003-541.15-07		Vision	260	239	206	229	260
100-1003-541.15-08		Workers Comp	6,036	4,227	4,368	4,849	7,041
100-1003-541.15-10		Banked Sick Leave	0	0	0	0	1,906
100-1003-541.19-03		Uniform/Clothing Allow	642	696	248	696	678
100-1003-541.20-10		Pavement Maintenance	65,610	60,000	56,999	56,999	57,000
100-1003-541.21-02		Engineering	2,859	750	0	0	750
100-1003-541.24-05		Small Projects	0	0	0	0	20,000
100-1003-541.29-05		Vehicle/Equipment Rental	64,457	58,500	56,640	77,125	80,000
100-1003-541.29-07		Inhouse Technology Svcs	3,765	3,980	1,990	3,980	3,836
100-1003-541.30-15		Tools & Equipment	9,091	7,500	3,778	7,500	7,000
LEVEL	TEXT		TEXT	AMT			
TOTB	MISC. TOOLS			3,000			
	SAW BLADES			2,000			
	EQUIPMENT TRAILER			2,000			
				7,000			
100-1003-541.30-18		Department	51,536	90,000	65,512	85,000	75,000
LEVEL	TEXT		TEXT	AMT			
TOTB	CONCRETE, ASPHALT, STONE, ETC.			35,000			
	CRUSHER RENTAL			35,000			
	MISC. (TOPSOIL, ETC.)			5,000			
				75,000			
100-1003-541.34-02		Registrations	0	500	0	0	500
100-1003-541.51-03		Property	1,050	0	0	0	0
100-1003-541.82-02		Construction	228,860	259,180	259,620	280,564	215,532
LEVEL	TEXT		TEXT	AMT			
TOTB	MELISSA STREET - AIRPORT RD TO GROVE ST			62,070			
	GREENWOOD DR/CT - AIRPORT RD TO NORTH END			83,410			
	BROAD STREET - RACINE TO APPLETON			70,052			
				215,532			

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BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2019

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
*	Street Construction	627,166	677,846	642,209	730,536	729,774
**	General Fund	<hr/> 627,166	<hr/> 677,846	<hr/> 642,209	<hr/> 730,536	<hr/> 729,774

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Street Excavation						
100-1004-541.10-01	Wages	25,123	0	22,175	28,250	0
100-1004-541.10-03	Overtime/Doubletime	66	0	0	0	0
100-1004-541.15-01	Health	6,246	0	3,886	4,909	0
100-1004-541.15-02	Life	17	0	17	21	0
100-1004-541.15-03	Dental	427	0	260	328	0
100-1004-541.15-04	Retirement	1,722	0	1,491	1,899	0
100-1004-541.15-05	FICA	1,870	0	1,641	2,091	0
100-1004-541.15-07	Vision	46	0	29	37	0
100-1004-541.15-08	Workers Comp	1,069	0	699	891	0
100-1004-541.29-05	Vehicle/Equipment Rental	6,161	0	17,304	21,500	0
100-1004-541.30-18	Department	22,868	0	27,003	30,000	0
*	Street Excavation	65,615	0	74,505	89,926	0
**	General Fund	65,615	0	74,505	89,926	0

**CITY OF MENASHA
2019 OPERATIONS BUDGET**

FUND	BUDGET NAME	PREPARED BY
General Fund	Snow & Ice Removal	Thad Brown Adam Alix
FUNCTION	BUDGET NUMBER	DATE
Public Works	100-1006-541	10/18/2018

RESPONSIBILITIES

This account represents the total cost of snow removal and ice control on City streets and parking lots. Costs include labor, equipment operation and materials, such as salt and chips. The average seasonal snowfall for our area is 45 inches. Service responsibilities area to maintain streets and sidewalks in good traveling condition, according to established policy.

SERVICES PROVIDED

2018 ACCOMPLISHMENTS

The 2017 - 2018 season experienced approximately 50" of snow while using just slightly over 1,100 tons of salt.

2019 OBJECTIVES

Continue providing quality snow and ice control and removal service, including anti-icing operations which will prevent the formation of ice on streets when properly performed. Try to better utilize our inventory of road salt and continue to look at environmentally friendly alternatives to road salt.

MAJOR CHANGES FROM 2018 BUDGET

No significant changes.

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Common Laborer	0.10	0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Depty Dir Municipal Opera	0.01	0.01
INTERGOV REVENUE	\$0.00	\$0.00	Light Equipment Operator	1.05	0.30
LICENSES & PERMITS	\$0.00	\$0.00	Heavy Equipment Operat	0.00	0.70
FINES & FORFEITS	\$0.00	\$0.00	PW Superintendent	0.08	0.08
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	1.24	1.09

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Snow & Ice Removal						
100-1006-541.10-01	Wages	53,463	58,568	47,545	55,850	57,479
100-1006-541.10-02	Salaries	5,995	6,271	5,226	6,300	6,622
100-1006-541.10-03	Overtime/Doubletime	24,417	17,500	30,375	32,500	24,000
100-1006-541.15-01	Health	23,018	22,186	21,445	25,256	23,401
100-1006-541.15-02	Life	166	102	113	132	66
100-1006-541.15-03	Dental	1,716	1,414	1,456	1,715	1,340
100-1006-541.15-04	Retirement	5,735	5,517	5,588	6,361	5,771
100-1006-541.15-05	FICA	6,206	5,999	6,111	6,957	6,641
100-1006-541.15-07	Vision	190	164	161	189	155
100-1006-541.15-08	Workers Comp	3,385	2,864	2,531	2,881	2,429
100-1006-541.15-10	Banked Sick Leave	0	0	0	0	637
100-1006-541.19-03	Uniform/Clothing Allow	455	315	141	315	300
100-1006-541.29-05	Vehicle/Equipment Rental	129,176	117,894	116,888	138,544	125,000
100-1006-541.29-07	Inhouse Technology Svcs	3,806	4,088	2,044	4,088	4,001
100-1006-541.30-11	Postage	102	100	149	155	100
100-1006-541.30-15	Tools & Equipment	18,108	18,000	14,723	18,000	18,000
LEVEL	TEXT	TEXT AMT				
TOTB	PLOW BLADE INVENTORY	18,000				
		18,000				
	100-1006-541.30-18 Department	66,114	75,892	56,454	70,440	67,930
LEVEL	TEXT	TEXT AMT				
TOTB	1000 TONS SEASONAL FILL ROAD SALT @ 66.93	66,930				
	200 TONS - RESERVE - NOT INCLUDED IN BUDGET					
	ABRASIVES, MISC. SUPPLIES	1,000				
		67,930				
	100-1006-541.34-02 Registrations	0	500	0	500	500
	100-1006-541.51-03 Property	3,539	0	0	0	0
*	Snow & Ice Removal	345,591	337,374	310,950	370,183	344,372
**	General Fund	345,591	337,374	310,950	370,183	344,372

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BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2019

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Snow Hauling						
100-1007-541.15-08	Workers Comp	1	0	0	0	0
*	Snow Hauling	1	0	0	0	0
**	General Fund	1	0	0	0	0

**CITY OF MENASHA
2019 OPERATIONS BUDGET**

FUND	BUDGET NAME	PREPARED BY
General Fund	Street Signs/Markings	Adam Alix Thad Brown
FUNCTION	BUDGET NUMBER	DATE
Public Works	100-1008-541	10/18/2018

RESPONSIBILITIES

This account contains all costs for signing and marking of streets, traffic signal installation and maintenance, and electricity to operate traffic signals and the Sign Shop. Major expenditures include street paint and signs, repair of traffic signals, installation of new signals, and electricity.

SERVICES PROVIDED

2018 ACCOMPLISHMENTS

Utilize grinder to enhance life expectancy of paint on existing streets.

2019 OBJECTIVES

The budget includes funds for additional outsourcing of road markings completed by Calumet County.

MAJOR CHANGES FROM 2018 BUDGET

No significant changes.

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Depty Dir Municipal Opera	0.01	0.01
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Public Works Superintend	0.05	0.04
INTERGOV REVENUE	\$0.00	\$0.00	Summer Laborer	0.29	0.29
LICENSES & PERMITS	\$0.00	\$0.00	Traffic Tech	0.97	0.97
FINES & FORFEITS	\$0.00	\$0.00	Light Equipment Operator	0.25	0.30
PUBLIC CHARGES	\$0.00	\$0.00	Facilities Tech/Electrician	0.00	0.05
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	1.57	1.66

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Street Signs-Markings						
100-1008-541.10-01	Wages	73,311	67,956	77,545	86,370	75,739
100-1008-541.10-02	Salaries	3,951	4,323	3,435	4,300	4,048
100-1008-541.10-03	Overtime/Doubletime	681	1,500	1,203	1,500	1,500
100-1008-541.10-08	Wages-Temp Help	0	5,850	3,488	3,266	6,000
100-1008-541.15-01	Health	22,563	24,770	20,451	22,898	29,522
100-1008-541.15-02	Life	40	29	72	81	104
100-1008-541.15-03	Dental	1,482	1,579	1,263	1,414	1,690
100-1008-541.15-04	Retirement	4,962	4,930	4,573	5,128	5,324
100-1008-541.15-05	FICA	5,929	6,588	5,702	6,352	6,386
100-1008-541.15-07	Vision	164	183	145	162	194
100-1008-541.15-08	Workers Comp	3,414	2,615	2,236	2,491	3,296
100-1008-541.15-10	Banked Sick Leave	0	0	0	0	237
100-1008-541.19-03	Uniform/Clothing Allow	393	365	264	365	395
100-1008-541.20-10	Pavement Maintenance	3,769	20,000	0	0	15,000
LEVEL	TEXT	TEXT AMT				
TOTB	TRAFFIC LINE PAINTING	15,000				
		15,000				
100-1008-541.22-01	Telephone	95	140	76	95	120
100-1008-541.22-03	Electricity	8,949	9,500	6,416	9,257	9,500
100-1008-541.22-04	Heat	952	1,000	672	990	1,000
100-1008-541.22-05	Water/Sewer	1,249	610	1,041	1,385	1,200
100-1008-541.24-03	Buildings	208	500	766	900	500
100-1008-541.24-04	Specialized Equipment	6,605	10,000	7,255	8,750	9,500
LEVEL	TEXT	TEXT AMT				
TOTB	TRAFFIC SIGNAL ANNUAL MAINTENANCE	3,500				
	SEVENTH AND RACINE STREET DETECTION LOOP	3,000				
	MISC. TRAFFIC SIGNAL MAINTENANCE	3,000				
		9,500				
100-1008-541.29-05	Vehicle/Equipment Rental	17,532	19,000	14,980	21,000	19,000
100-1008-541.29-07	Inhouse Technology Svcs	3,645	3,192	1,596	3,192	3,134
100-1008-541.30-15	Tools & Equipment	5,530	9,000	5,296	8,300	6,500
LEVEL	TEXT	TEXT AMT				
TOTB	CONES/BARRELS/TALL CONES/GRINDER TEETH	6,500				
		6,500				
100-1008-541.30-18	Department	16,628	20,000	13,431	20,000	15,000
LEVEL	TEXT	TEXT AMT				
TOTB	PAINT, GLASS BEADS, TRAFFIC SIGNAL & SIGN MATERIAL	15,000				
		15,000				

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
100-1008-541.51-03	Property	1,090	0	0	0	0
100-1008-541.80-05	Other Equipment	0	18,000	9,751	9,751	0
*	Street Signs-Markings	183,142	231,630	181,657	217,947	214,889
**	General Fund	183,142	231,630	181,657	217,947	214,889

**CITY OF MENASHA
2019 OPERATIONS BUDGET**

FUND	BUDGET NAME	PREPARED BY
General Fund	Sidewalks & Crosswalks	Adam Alix Thad Brown
FUNCTION	BUDGET NUMBER	DATE
Public Works	100-1009-541	10/18/2018

RESPONSIBILITIES

This budget is responsible for replacing, repairing, and constructing sidewalk in the City.

SERVICES PROVIDED

2018 ACCOMPLISHMENTS

Continued to bring crosswalks on City rehabilitated/reconstructed streets up to ADA compliance. City crews replaced sidewalk on in the 6th Ward area in addition to other isolated locations.

2019 OBJECTIVES

Continue with bringing the City's crosswalks up to ADA compliance and continue with the City's sidewalk replacement program.

MAJOR CHANGES FROM 2018 BUDGET

No significant changes.

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Depty Dir Municipal Opera	0.01	0.01
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Heavy Equipment Operat	0.00	0.00
INTERGOV REVENUE	\$0.00	\$0.00	Light Equipment Operator	0.27	0.00
LICENSES & PERMITS	\$0.00	\$0.00	PW Superintendent	0.02	0.02
FINES & FORFEITS	\$0.00	\$0.00	Truck Driver	0.60	0.00
PUBLIC CHARGES	\$0.00	\$0.00	Lead Person	0.00	0.35
MISCELLANEOUS	\$0.00	\$0.00	Common Laborer	0.00	0.65
TOTAL	\$0.00	\$0.00	TOTAL	0.90	1.03

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Sidewalks and Crosswalks						
100-1009-541.10-01	Wages	46,516	56,617	34,883	38,875	53,200
100-1009-541.10-02	Salaries	5,223	1,942	1,617	2,025	2,239
100-1009-541.10-03	Overtime/Doubletime	347	200	42	50	200
100-1009-541.10-08	Wages-Temp Help	0	0	88	88	0
100-1009-541.15-01	Health	12,877	16,693	9,586	10,742	6,846
100-1009-541.15-02	Life	57	55	47	53	63
100-1009-541.15-03	Dental	1,027	1,088	684	766	568
100-1009-541.15-04	Retirement	3,519	3,937	2,459	2,755	3,644
100-1009-541.15-05	FICA	3,861	4,347	2,691	3,011	4,204
100-1009-541.15-07	Vision	108	126	75	84	56
100-1009-541.15-08	Workers Comp	2,233	1,854	1,152	1,289	2,109
100-1009-541.15-10	Banked Sick Leave	0	0	0	0	554
100-1009-541.19-03	Uniform/Clothing Allow	235	321	123	321	0
100-1009-541.21-06	Management	0	5,000	0	0	0
100-1009-541.29-05	Vehicle/Equipment Rental	34,157	33,500	14,839	29,770	33,500
100-1009-541.30-15	Tools & Equipment	3,768	3,000	2,097	3,000	3,000
LEVEL	TEXT	TEXT	AMT			
TOTB	CONCRETE TOOLS/FORMS		1,000			
	PORTION OF EQUIPMENT TRAILER		2,000			
			3,000			
100-1009-541.30-18	Department	20,300	15,000	21,025	16,725	20,000
LEVEL	TEXT	TEXT	AMT			
TOTB	CONCRETE, REBAR, ETC.		17,000			
	DETECTOR PLATES		3,000			
			20,000			
100-1009-541.51-03	Property	6,470	0	0	0	0
100-1009-541.82-02	Construction	0	27,325	11,053	12,905	10,350
LEVEL	TEXT	TEXT	AMT			
TOTB	BROAD ST - RACINE TO APPLETON		10,350			
			10,350			
*	Sidewalks and Crosswalks	140,698	171,005	102,461	122,459	140,533
**	General Fund	140,698	171,005	102,461	122,459	140,533

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Sidewalk Excavation						
100-1011-541.10-01	Wages	17,468	0	3,357	4,800	0
100-1011-541.15-01	Health	5,225	0	494	706	0
100-1011-541.15-02	Life	12	0	2	3	0
100-1011-541.15-03	Dental	348	0	41	59	0
100-1011-541.15-04	Retirement	1,195	0	226	323	0
100-1011-541.15-05	FICA	1,288	0	251	359	0
100-1011-541.15-07	Vision	38	0	4	6	0
100-1011-541.15-08	Workers Comp	785	0	106	152	0
100-1011-541.29-05	Vehicle/Equipment Rental	2,105	0	149	1,250	0
100-1011-541.30-18	Department	801	0	0	1,200	0
*	Sidewalk Excavation	29,265	0	4,630	8,858	0
**	General Fund	29,265	0	4,630	8,858	0

CITY OF MENASHA 2019 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Street Lighting	Josh Radomski Adam Alix
	FUNCTION	BUDGET NUMBER	DATE
	Public Works	100-1012-541	10/18/2018

RESPONSIBILITIES

Funds in this account are for the cost of electricity, maintenance and replacement of City-owned street lights.

SERVICES PROVIDED
2018 ACCOMPLISHMENTS

City crews installed LED fixtures on Main Street decorative poles.

2019 OBJECTIVES

Replace remainder of the downtown decorative street lights with energy efficient LED.

MAJOR CHANGES FROM 2018 BUDGET

No substantial changes.

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Facilities Technican / Elec	0.08	0.08
SPECIAL ASSESSMENTS	\$0.00	\$0.00			
INTERGOV REVENUE	\$0.00	\$0.00			
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	0.08	0.08

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Street Lighting						
100-1012-541.10-01	Wages	4,497	4,518	6,832	7,725	4,637
100-1012-541.10-03	Overtime/Doubletime	488	200	558	600	200
100-1012-541.15-01	Health	1,647	1,554	2,381	2,688	1,730
100-1012-541.15-02	Life	6	5	9	10	5
100-1012-541.15-03	Dental	106	99	154	160	99
100-1012-541.15-04	Retirement	341	388	498	354	317
100-1012-541.15-05	FICA	375	350	545	561	355
100-1012-541.15-07	Vision	9	9	14	16	9
100-1012-541.15-08	Workers Comp	205	151	227	256	184
100-1012-541.15-10	Banked Sick Leave	0	0	0	0	46
100-1012-541.19-03	Uniform/Clothing Allow	24	24	20	24	24
100-1012-541.22-03	Electricity	159,319	150,000	109,994	149,600	150,000
100-1012-541.24-02	Tools & Equipment	0	0	605	605	0
100-1012-541.24-04	Specialized Equipment	20,426	12,000	8,566	18,351	5,500
LEVEL	TEXT	TEXT AMT				
TOTB	REMAINDER OF DOWNTOWN DECORATIVE LED BULBS	5,500				
		5,500				
	100-1012-541.29-05 Vehicle/Equipment Rental	475	1,000	1,252	1,300	1,000
	100-1012-541.30-15 Tools & Equipment	519	250	0	250	250
	100-1012-541.30-18 Department	1,652	1,200	2,799	3,000	2,500
*	Street Lighting	190,089	171,748	134,454	185,500	166,856
**	General Fund	190,089	171,748	134,454	185,500	166,856

**CITY OF MENASHA
2019 OPERATIONS BUDGET**

FUND	BUDGET NAME	PREPARED BY
General Fund	Parking Lots & Meters	Adam Alix Thad Brown
FUNCTION	BUDGET NUMBER	DATE
Public Works	100-1013-541	10/18/2018

RESPONSIBILITIES

This budget is responsible for the maintenance of parking lots which includes snow removal, as well as providing supplies and printing for the monthly parking permits.

SERVICES PROVIDED

2018 ACCOMPLISHMENTS

Marina Place Parking Lot was inspected and with TT joints repaired.

2019 OBJECTIVES

Seal the Marina Place Parking Ramp's deck

MAJOR CHANGES FROM 2018 BUDGET

No significant changes.

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Light Equipment Operator	0.15	0.20
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Public Works Superintend	0.01	0.01
INTERGOV REVENUE	\$0.00	\$0.00			
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	0.16	0.21

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Parking Lots						
100-1013-541.10-01	Wages	13,184	8,235	6,738	8,775	11,268
100-1013-541.10-02	Salaries	639	671	560	700	804
100-1013-541.10-03	Overtime/Doubletime	893	1,000	1,985	2,050	1,000
100-1013-541.15-01	Health	4,196	3,108	2,416	3,137	4,542
100-1013-541.15-02	Life	19	10	9	13	1
100-1013-541.15-03	Dental	294	198	159	207	260
100-1013-541.15-04	Retirement	1,006	664	623	773	857
100-1013-541.15-05	FICA	1,086	705	680	844	958
100-1013-541.15-07	Vision	32	23	18	23	30
100-1013-541.15-08	Workers Comp	650	328	266	330	496
100-1013-541.15-10	Banked Sick Leave	0	0	0	0	120
100-1013-541.19-03	Uniform/Clothing Allow	48	45	9	45	60
100-1013-541.21-06	Management	3,030	3,500	3,528	3,528	9,500
LEVEL	TEXT	TEXT AMT				
TOTB	MARINA PLACE PARKING RAMP INSPECTION	2,000				
	MARINA PLACE PARKING RAMP DECK SEALER	1,000				
	CHUTE STREET LIGHTING UPGRADE	6,500				
		9,500				
100-1013-541.22-03	Electricity	440	425	370	550	425
100-1013-541.22-06	Storm Water	3,564	3,565	2,996	4,505	4,510
100-1013-541.29-05	Vehicle/Equipment Rental	10,283	9,000	9,225	10,725	11,000
100-1013-541.30-18	Department	3,302	2,500	1,258	750	2,500
100-1013-541.51-03	Property	10	0	0	0	0
*	Parking Lots	42,676	33,977	30,840	36,955	48,331
**	General Fund	42,676	33,977	30,840	36,955	48,331

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Canal Maint-Construction						
100-1014-543.22-05	Water/Sewer	0	0	106	165	170
100-1014-543.22-06	Storm Water	842	850	561	850	850
*	Canal Maint-Construction	842	850	667	1,015	1,020
**	General Fund	842	850	667	1,015	1,020

**CITY OF MENASHA
2019 OPERATIONS BUDGET**

FUND	BUDGET NAME	PREPARED BY
General Fund	Refuse Collect/Dispose	Adam Alix Thad Brown
FUNCTION	BUDGET NUMBER	DATE
Public Works	100-1016-543	10/18/2018

RESPONSIBILITIES

The Sanitation Department is responsible for the collection and disposal of all residential and some of the commercial refuse generated within the City.

SERVICES PROVIDED

2018 ACCOMPLISHMENTS

Nearly all commercial collections sites' dumpsters have been converted to be serviced with our front load refuse trucks.

2019 OBJECTIVES

Install GPS technology in our refuse trucks to help manage overflow collections and maximize efficiencies.

MAJOR CHANGES FROM 2018 BUDGET

The Winnebago County tipping fee has increased by \$4.00/ton and volume is projected to increase slightly with the continued growth out East.

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Common Laborer	1.54	2.80
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Depty Dir Municipal Opera	0.06	0.06
INTERGOV REVENUE	\$0.00	\$0.00	PW Superintendent	0.10	0.07
LICENSES & PERMITS	\$0.00	\$0.00	PWF Adminstrative Assist	0.20	0.20
FINES & FORFEITS	\$0.00	\$0.00	Sanitation Workers	2.00	1.00
PUBLIC CHARGES	\$0.00	\$0.00	Summer Laborer	0.29	0.29
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	4.19	4.42

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Refuse Collect-Dispose						
100-1016-543.10-01	Wages	131,848	194,196	98,283	120,800	201,172
100-1016-543.10-02	Salaries	18,688	19,422	16,207	20,330	19,786
100-1016-543.10-03	Overtime/Doubletime	725	500	406	600	500
100-1016-543.10-08	Wages-Temp Help	0	5,850	32	35	5,775
100-1016-543.15-01	Health	28,533	37,638	24,012	29,599	37,909
100-1016-543.15-02	Life	423	463	267	329	531
100-1016-543.15-03	Dental	2,896	4,136	2,506	3,089	3,881
100-1016-543.15-04	Retirement	9,552	14,346	7,720	9,523	14,473
100-1016-543.15-05	FICA	10,480	16,315	8,471	10,449	16,909
100-1016-543.15-07	Vision	274	445	242	298	377
100-1016-543.15-08	Workers Comp	5,767	6,793	3,404	4,199	8,274
100-1016-543.15-10	Banked Sick Leave	0	0	0	0	2,202
100-1016-543.19-03	Uniform/Clothing Allow	1,059	1,080	459	1,080	1,080
100-1016-543.22-01	Telephone	0	1,000	0	0	1,000
LEVEL	TEXT	TEXT AMT				
TOTB	GPS SERVICE	1,000				
		1,000				
100-1016-543.25-01	Other Municipal Entities	193,421	240,300	150,292	198,750	268,300
LEVEL	TEXT	TEXT AMT				
TOTB	6000 TONS @ \$44.00 PER TON	264,000				
	WDNR LICENSE	4,300				
		268,300				
100-1016-543.29-01	Printing	408	2,100	0	0	1,000
100-1016-543.29-05	Vehicle/Equipment Rental	191,878	305,000	135,539	204,725	315,000
100-1016-543.29-07	Inhouse Info Tech Service	2,259	2,388	1,194	2,388	2,301
100-1016-543.30-10	Office	0	0	0	10	0
100-1016-543.30-11	Postage	18	0	1	0	0
100-1016-543.30-15	Tools & Equipment	7,660	12,700	5,328	5,500	12,700
LEVEL	TEXT	TEXT AMT				
TOTB	REFUSE CARTS/CART PARTS	6,700				
	RENTAL DUMPSTERS	1,000				
	2/3 COST OF GPS HARDWARE	5,000				
		12,700				
100-1016-543.30-18	Department	980	2,500	933	1,500	1,500
100-1016-543.32-01	Dues/Memberships/Licenses	0	605	654	654	655
100-1016-543.51-03	Property	7,650	0	0	0	0
*	Refuse Collect-Dispose	614,519	867,777	455,950	613,858	915,325

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Commercial Overflow						
100-1017-543.10-01	Wages	80,208	0	65,102	80,725	0
100-1017-543.10-03	Overtime/Doubletime	384	0	149	250	0
100-1017-543.10-08	Wages-Temp Help	0	0	2,606	2,606	0
100-1017-543.15-01	Health	15,400	0	11,983	13,779	0
100-1017-543.15-02	Life	178	0	167	207	0
100-1017-543.15-03	Dental	1,605	0	1,299	1,489	0
100-1017-543.15-04	Retirement	5,314	0	4,390	5,116	0
100-1017-543.15-05	FICA	5,969	0	5,055	5,869	0
100-1017-543.15-07	Vision	165	0	125	143	0
100-1017-543.15-08	Workers Comp	3,527	0	2,131	2,471	0
100-1017-543.20-09	Sanitation	183	0	0	0	0
100-1017-543.25-01	Other Municipal Entities	41,599	0	30,412	42,945	0
100-1017-543.29-05	Vehicle/Equipment Rental	102,231	0	71,445	105,528	0
100-1017-543.30-18	Department	9	0	0	0	0
*	Commercial Overflow	256,772	0	194,864	261,128	0
**	General Fund	256,772	0	194,864	261,128	0

**CITY OF MENASHA
2019 OPERATIONS BUDGET**

FUND General Fund	BUDGET NAME Weed Control	PREPARED BY Adam Alix Thad Brown
FUNCTION Public Works	BUDGET NUMBER 100-1018-543	DATE 10/18/2018

RESPONSIBILITIES

This budget is responsible for the cutting and control of weeds on both public and noncompliant private property within the City.

SERVICES PROVIDED

2018 ACCOMPLISHMENTS

2019 OBJECTIVES

MAJOR CHANGES FROM 2018 BUDGET

No significant changes.

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Light Equipment Operator	0.22	0.22
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Public Works Superintend	0.01	0.01
INTERGOV REVENUE	\$0.00	\$0.00	Summer Help	0.22	0.22
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	0.45	0.45

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Weed Cutting						
100-1018-543.10-01	Wages	16,770	12,077	13,178	14,750	12,395
100-1018-543.10-02	Salaries	799	839	699	875	1,005
100-1018-543.10-03	Overtime/Doubletime	149	0	95	100	0
100-1018-543.10-08	Wages-Temp Help	0	4,388	1,756	1,760	4,389
100-1018-543.15-01	Health	3,682	4,517	3,967	4,467	5,028
100-1018-543.15-02	Life	37	74	28	32	43
100-1018-543.15-03	Dental	347	576	262	295	288
100-1018-543.15-04	Retirement	997	2,019	941	1,057	878
100-1018-543.15-05	FICA	1,306	2,538	1,156	1,283	1,304
100-1018-543.15-07	Vision	36	66	29	33	33
100-1018-543.15-08	Workers Comp	654	1,419	492	546	674
100-1018-543.15-10	Banked Sick Leave	0	0	0	0	133
100-1018-543.19-03	Uniform/Clothing Allow	70	66	68	70	66
100-1018-543.29-05	Vehicle/Equipment Rental	17,613	17,000	12,075	15,925	17,000
100-1018-543.30-11	Postage	0	25	0	0	0
100-1018-543.30-15	Tools & Equipment	0	400	400	400	1,200
LEVEL	TEXT	TEXT AMT				
TOTB	WEED EATER/BACK PACK SPRAYER/ATV SPRAYER	1,200				
		1,200				
	100-1018-543.30-18 Department	129	250	0	250	250
	100-1018-543.51-03 Property	30	0	0	0	0
*	Weed Cutting	42,619	46,254	35,146	41,843	44,686
**	General Fund	42,619	46,254	35,146	41,843	44,686

**CITY OF MENASHA
2019 OPERATIONS BUDGET**

FUND	BUDGET NAME	PREPARED BY
General Fund	Valley Transit Subsidy	Sam Schroeder
FUNCTION	BUDGET NUMBER	DATE
Public Works	100-0302-542	10/18/2018

RESPONSIBILITIES

Valley Transit provides safe, customer-focused public transportation options that connect our communities to enhance the quality of life.

SERVICES PROVIDED

2018 ACCOMPLISHMENTS

Ridership

Following national transit ridership trends, Valley Transit ridership is slightly down 2% in the first six months of 2018. When gas prices are lower, as they have been in 2018, transit ridership tends to dip.

Legislative Issues

Valley Transit faces funding challenges every year and has been able to find solutions to keep the system operating without service cuts or major increases in costs to the local funding partners. Staff continues to look for a stable source of local funding to offset swings in funding at the State and federal level.

Federal Funding

During 2015, congress passed the FAST Act (fixing America's surface transportation) to improve the nation's surface transportation infrastructure. Although the FAST Act has provided more stable funding for Valley Transit, new legislation has increased the amount of administration time needed to meet our obligations to the FTA.

Intelligent transit Systems

A new intelligent transit system (ITS) was purchased from DoubleMap. The new ITS system provides a multiplicity of benefits including the following: mobile bus tracking application, bus tracking via our public website, automatic voice announcement system, automatic passenger counting system, pre-trip and post-trip e-forms, and various administrative systems.

Successful Grant Application

A grant was procured from the Federal Transit Administration for \$1,140,000. This grant allowed Valley Transit to purchase three new busses. The busses were purchased in 2018 and busses will be shipped to Valley Transit upon completion throughout 2019 and 2020.

New Fleet

Four New Flyer busses were donated to Valley Transit from Go Transit. The New Flyer busses will replace the oldest busses in Valley Transit's fleet, the Orion Transit busses.

Audit

Valley Transit received no findings in the 2017 audit conducted in 2018.

2019 OBJECTIVES

Valley Transit's Strategic Plan was completed in 2015. The plan included recommendations for near-term, three, five and ten years. A near-term action plan and schedule has been developed and is being implemented. The focus of the near-term plan is to make sure the existing services function as efficiently and effectively as possible before adding additional services. Improving on time performance will continue to be a major focus in 2019, as will monitor subcontractor performances to deal with performance issues. The asset management plan will continue to be fine-tuned for vehicles, facilities and equipment and will identify funding requirements for vehicle and equipment replacements and to maintain facilities in a state of good repair.

Valley Transit will continue to focus on strengthening the partnership with advocacy groups in the Fox Cities and increasing communication with Valley Transit stakeholders. Staff will continue to refine and improve the communication tools used to give potential riders information on how to use the system.

CITY OF MENASHA 2019 OPERATIONS BUDGET	FUND General Fund	BUDGET NAME Valley Transit Subsidy	PREPARED BY Sam Schroeder
	FUNCTION Public Works	BUDGET NUMBER 100-0302-542	DATE 10/18/2018
<p>Implementation of a bus tracking application for smart phones to provide real-time bus schedules to passengers will be completed in 2018. As part of the effort to increase ridership, Valley Transit will be working on partnerships with area businesses to increase ridership by employees.</p> <p>Valley Transit will continue to develop the Transit Development Plan, a process that was started in 2017. In 2019, the plan will be reviewed to determine feasibility of recommendations with an implementation plan to follow.</p>			

MAJOR CHANGES FROM 2018 BUDGET

FUNDING SOURCES	2018 FUNDING	2019 FUNDING
TAXES	\$0.00	\$0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00
INTERGOV REVENUE	\$0.00	\$0.00
LICENSES & PERMITS	\$0.00	\$0.00
FINES & FORFEITS	\$0.00	\$0.00
PUBLIC CHARGES	\$0.00	\$0.00
MISCELLANEOUS	\$0.00	\$0.00
TOTAL	\$0.00	\$0.00

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PROGRAM GM601L
BUDGET WORKSHEET 2019

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2019

PAGE 1
ACCOUNTING PERIOD 01/2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Valley Transit Subsidy						
100-0302-542.25-01	Other Municipal Entities	184,093	202,064	150,606	200,808	207,933
*	Valley Transit Subsidy	184,093	202,064	150,606	200,808	207,933
**	General Fund	184,093	202,064	150,606	200,808	207,933

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PROGRAM GM601L
BUDGET WORKSHEET 2019

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2019

PAGE 1
ACCOUNTING PERIOD 01/2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Dial A Ride Subsidy						
100-0303-542.25-01	Other Municipal Entities	11,200	11,200	11,200	11,200	11,200
*	Dial A Ride Subsidy	11,200	11,200	11,200	11,200	11,200
**	General Fund	11,200	11,200	11,200	11,200	11,200

HEALTH & HUMAN SERVICES

CITY OF MENASHA 2019 OPERATIONS BUDGET	FUND General Fund	BUDGET NAME Health Department	PREPARED BY Nancy McKenney Nancy McKenney
	FUNCTION Health and Human Servi	BUDGET NUMBER 100-0903-531	DATE 10/19/2018

RESPONSIBILITIES

Responsibilities:

- **Communicable Disease Control** includes follow-up on reportable communicable diseases. The Menasha Health Department also provides monthly immunization clinics (state-provided vaccines for children) and annual influenza vaccine clinics to prevent communicable diseases.
- **Public Health Nursing Services** are available to all ages upon request of the individual, family member, Menasha Police Department, county agencies, and medical providers on a wide range of health concerns. Services include telephone contacts, office visits, or home visits, and are an opportunity to assess, consult, monitor, and link individuals and families to community agencies and resources. Examples include: 1) visits to older adults to assess concerns and monitor health conditions in-home that are not covered by any insurance and are usually short term, such as medication set-up and instruction; 2) prenatal care coordination to promote healthy birth outcomes; 3) mother, infant, and child health visits at the request of the medical provider or parents for a wide variety of concerns such as safe sleep, feeding tips and monitoring infant and child weights. Working with individuals and families promotes healthy growth and development, prevents accidental injury, unnecessary hospitalizations, child and adult neglect and abuse.
- **School Health Services:** The Menasha Health Department has a strong working relationship with the Menasha Joint School District and provides all of the school health services. These services include: 1) student health screenings such as vision, hearing, and dental; 2) developing individual health plans for students with medical needs (e.g. allergies, diabetes, asthma, attention deficit hyperactivity disorder, feeding tubes and medications needing to be given at school); 3) individual health conferences with students and staff (the adolescent student who is pregnant or the staff person who has been asked to have a medical condition monitored by the school nurse); 4) monitoring illnesses in the school setting to determine if there is a disease occurring in the community such as influenza; 5) referring parents to appropriate resources in the community; 6) providing classroom education on infection control, communicable diseases such as sexually transmitted diseases, growth and development, and 6) staff education on emergency medications, procedures, and the bloodborne pathogen standard as required by law.
- The Menasha Health Department maintains a **Medical Alert Equipment List** of homes with life-saving medical equipment for Menasha Utilities. The public health director maintains the list for Menasha Utilities so that they know who would be at risk if there was no power to that resident's home. The residents with life-saving medical equipment can plan for service interruptions. As medical information is exchanged, health information and privacy are protected.
- Completion of a **community health needs assessment**, developing a **community health improvement plan**, and implementation of that plan.
- A **Volunteer Registry** is maintained for all City emergency situations.
- Participation in **Safe Child Passenger Seat Checks** on a bi-monthly basis and by appointment when requested. This also includes finding car seats for residents who are required to have one and don't have the funds to purchase one.
- **CPR and First Aid** instruction for City of Menasha and Menasha Joint School District employees biannually.
- Convene **Board of Health and Medical Advisory Board** meetings.

SERVICES PROVIDED

The Menasha Health Department is designated as a Level III Health Department (the highest) by the Wisconsin Department of Health Services. Services are mandated under Wisconsin Chapter 250; 251; 252; 253, 254.

2018 ACCOMPLISHMENTS

Accomplishments

- Staff maintained Certified CPR/First Aid Instructor status.

CITY OF MENASHA 2019 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Health Department	Nancy McKenney Nancy McKenney
	FUNCTION	BUDGET NUMBER	DATE
	Health and Human Servi	100-0903-531	10/19/2018
<ul style="list-style-type: none"> • Revised Health Department Mission, Vision and Values and Goals. • Maintained a Facebook page. • Completed required communicable disease follow-up <ul style="list-style-type: none"> • 180 cases January 1, 2016 – December 31, 201 • 169 cases from January 2017 – September 2018 • Managed latent tuberculosis cases by directly observing weekly medication administration. • Participated in Wisconsin Division of Public Health-facilitated sexually transmitted disease work group • Completed maternal and child health home visits. • Offered monthly vaccine clinics at the Menasha Health Department. <ul style="list-style-type: none"> • 403 vaccinations were provided at the Menasha Health Department in 2017 • Offered annual influenza vaccine clinic at Menasha City Center. <ul style="list-style-type: none"> • 356 influenza vaccinations were provided at the 2018, a 25% increase from 2017. • 27 volunteers were trained on influenza vaccination clinic protocol • Offered annual influenza vaccine clinic outreach to local businesses <ul style="list-style-type: none"> • 164 people participated in their workplace onsite influenza vaccine clinic in 2017. • Completed Medicaid billing for vaccine administration and other services • Worked with public and private schools, parents and guardians to assure pre-kindergarten through 12th grade were current on vaccines: <ul style="list-style-type: none"> • 99.8 percent of children in Menasha public and private schools were up to date on vaccinations during the 2017-2018 school year. • During the 2017-2018 School year, the Menasha Health Department completed annual health screenings for children in Menasha's public and private schools.. <ul style="list-style-type: none"> • 1,750 children had their vision screened. • 1104 children had their hearing screened. • 1656 children received an oral health screening. • There were 1,378 student encounters with a school health nurse in the 2017-2018 school year. • Coordinated with the Lion's Club to offer state-of-the-art vision screening to children in Menasha's public and private schools during the 2017-18 school year. • Completed community health assessment and reporting with Fox Valley Community Health Improvement Coalition (health systems and adjacent local health departments). • Certified 174 City and Menasha Joint School District employees in CPR and First Aid • Provided car fittings were provided to families during bi-monthly car seat checks, community events and by appointment at the health department. 			

2019 OBJECTIVES

- Orient the new public health educator.
- Partner with health systems and adjacent health departments to complete a community health assessment
- Explore public health grant opportunities.
- Develop the Health Department Face Book and web presence to enhance public communication.
- Maintain services to the community with current staffing levels.
- Complete community health assessments and reports with adjacent health systems and health departments.

CITY OF MENASHA 2019 OPERATIONS BUDGET	FUND General Fund	BUDGET NAME Health Department	PREPARED BY Nancy McKenney Nancy McKenney
	FUNCTION Health and Human Servi	BUDGET NUMBER 100-0903-531	DATE 10/19/2018

MAJOR CHANGES FROM 2018 BUDGET

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Dental Hygienist	0.32	0.34
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Deputy Health Officer	0.20	0.00
INTERGOV REVENUE	\$0.00	\$0.00	Hispanic Interpreter	0.08	0.05
LICENSES & PERMITS	\$0.00	\$0.00	Housekeeping	0.00	0.00
FINES & FORFEITS	\$0.00	\$0.00	PH Director	1.00	1.00
PUBLIC CHARGES	\$0.00	\$0.00	PHN I	2.55	3.00
MISCELLANEOUS	\$0.00	\$0.00	PHN II	0.00	0.00
TOTAL	\$0.00	\$0.00	Public Health Aide	1.00	1.00
			Vision/Hearing Screener (0.11	0.11
			TOTAL	5.26	5.50

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Health Department						
100-0903-531.10-01	Wages	105,305	119,028	92,565	117,654	125,298
100-0903-531.10-02	Salaries	198,504	204,592	162,021	198,621	211,132
100-0903-531.10-03	Overtime/Doubletime	1,186	1,346	1,078	1,346	1,376
100-0903-531.10-08	Wages-Temp Help	0	0	598	1,000	4,193
100-0903-531.15-01	Health	51,640	54,648	37,786	47,204	54,192
100-0903-531.15-02	Life	1,233	1,324	941	1,220	1,387
100-0903-531.15-03	Dental	3,953	3,922	3,079	3,854	3,966
100-0903-531.15-04	Retirement	19,846	20,347	16,527	20,607	21,320
100-0903-531.15-05	FICA	22,758	23,824	18,844	23,639	25,072
100-0903-531.15-07	Vision	398	414	302	379	390
100-0903-531.15-08	Workers Comp	11,560	10,236	6,869	8,625	11,365
100-0903-531.15-10	Banked Sick Leave	0	0	0	0	3,353
100-0903-531.20-01	Janitorial	3,284	0	0	0	0
100-0903-531.21-05	Medical	1,800	2,100	1,750	2,100	2,100
100-0903-531.22-01	Telephone	749	675	680	826	875
100-0903-531.22-03	Electricity	1,103	0	0	0	0
100-0903-531.22-04	Heat	224	0	0	0	0
100-0903-531.22-05	Water/Sewer	490	0	0	0	0
100-0903-531.24-01	Office Equipment	0	0	0	0	125
100-0903-531.24-03	Buildings	58	0	155	175	125
100-0903-531.24-04	Specialized Equipment	302	1,000	575	575	1,000
100-0903-531.29-01	Printing	74	200	0	200	200
100-0903-531.29-05	Vehicle/Equipment Rental	5,757	5,500	4,418	6,500	7,000
100-0903-531.29-06	Building Rental	26,057	14,020	7,009	14,020	14,020
100-0903-531.29-07	Inhouse Info Tech Service	27,845	31,317	15,659	31,317	31,069
100-0903-531.30-10	Office	318	300	73	300	300
100-0903-531.30-11	Postage	971	1,250	624	1,212	1,000
100-0903-531.30-13	Housekeeping	839	125	103	125	125
100-0903-531.30-15	Tools & Equipment	57	6,000	0	1,250	2,300
100-0903-531.30-18	Department	7,786	8,500	7,554	9,188	10,033
100-0903-531.32-01	Dues/Memberships/Licenses	1,218	1,300	1,211	1,300	1,300
100-0903-531.33-01	Mileage	908	1,500	623	800	1,000
100-0903-531.33-02	Registrations	320	500	20	380	360
100-0903-531.33-03	Lodging/Meals	0	152	0	0	152
100-0903-531.34-01	Mileage	89	300	0	0	300
100-0903-531.34-02	Registrations	894	3,600	986	986	2,090
100-0903-531.34-03	Lodging/Meals	129	500	0	0	500
100-0903-531.34-04	Other Expenses	11	25	2	10	25
100-0903-531.51-03	Property	1,100	0	0	0	0
* Health Department		498,766	518,545	382,052	495,413	539,043
** General Fund		498,766	518,545	382,052	495,413	539,043

**CITY OF MENASHA
2019 OPERATIONS BUDGET**

FUND	BUDGET NAME	PREPARED BY
General Fund	Environmental Health	Nancy McKenney Nancy McKenney
FUNCTION	BUDGET NUMBER	DATE
Health and Human Servi	100-0904-531	10/19/2018

RESPONSIBILITIES

- Agent of the state for all inspection and licensing of retail food and all recreational licensing in the city.
- Agent of the state for inspection and licensing of mobile home parks
- Licensing, inspection, and education on safe food handling for temporary food booths.
- Asbestos inspections per contractual agreement with the DNR
- Inspection/follow-up on potential state and local health code violations received by citizen/other complaint.
- Follow-up on environmental health hazards.
- Assists with follow-up on animal bites (rabies control).

SERVICES PROVIDED

2018 ACCOMPLISHMENTS

- Collaborated with Utilities on Lead Safe Menasha program for Menasha families, including a data base with the age of homes, water service type (lead, galvanized, copper), water filters, technical assistance and assessment.
- Maintained agent contract and all records related to licenses and inspections conducted.
- Took enforcement action against violations of human health hazard laws.
- Maintained Wisconsin Certifications as Asbestos Supervisor, Asbestos Inspector and Lead Risk Assessor.
- Investigated all complaints related to human health hazards received from City residents.
- In CY 2017 419 inspections and human health hazard investigations were conducted.

2019 OBJECTIVES

- Manage Environmental Health Consortia with the City of De Pere.
- Maintain Lead Safe Menasha Program as a resource to families in Menasha.
- Apply for an FDA Program Standards grant
- Maintain Wisconsin Department of Agriculture Trade and Consumer Protection agent contract
- Maintain Wisconsin Department of Administration Manufactured Home Park contract
- Maintain Wisconsin Department of Natural Resources Asbestos Compliance Contract
- Maintain State environmental certifications in asbestos and lead.
- Maintain standardization in the Wisconsin Food Code.
- Investigate all human health hazard complaints.

MAJOR CHANGES FROM 2018 BUDGET

Maintain contractual relationship with the City of De Pere (Environmental Health Consortia).
Public Health Educator will provide program support.

CITY OF MENASHA 2019 OPERATIONS BUDGET			FUND	BUDGET NAME	PREPARED BY
			General Fund	Environmental Health	Nancy McKenney Nancy McKenney
			FUNCTION	BUDGET NUMBER	DATE
			Health and Human Servi	100-0904-531	10/19/2018
<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	1 person	0.00	0.70
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Public Health Educator	0.10	0.00
INTERGOV REVENUE	\$0.00	\$0.00	Registered Sanitarian	0.60	0.00
LICENSES & PERMITS	\$0.00	\$0.00	TOTAL	0.70	0.70
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Environmental Health						
100-0904-531.10-01	Wages	1,426	6,182	2,980	4,402	0
100-0904-531.10-02	Salaries	38,851	43,185	33,461	41,852	53,141
100-0904-531.10-03	Overtime/Doubletime	1,861	0	485	486	0
100-0904-531.15-01	Health	6,740	7,605	5,765	7,987	9,098
100-0904-531.15-02	Life	68	80	53	72	157
100-0904-531.15-03	Dental	754	795	608	814	879
100-0904-531.15-04	Retirement	2,768	2,893	2,474	3,094	3,481
100-0904-531.15-05	FICA	3,141	3,647	2,731	3,498	3,926
100-0904-531.15-07	Vision	65	65	55	76	77
100-0904-531.15-08	Workers Comp	1,843	1,555	1,162	1,482	2,014
100-0904-531.15-10	Banked Sick Leave	0	0	0	0	529
100-0904-531.22-01	Telephone	693	650	402	600	625
100-0904-531.29-05	Vehicle/Equipment Rental	5,800	5,800	5,565	7,000	7,000
100-0904-531.29-07	Inhouse Info Tech Service	1,224	1,376	688	1,376	1,188
100-0904-531.30-10	Office	0	10	0	10	10
100-0904-531.30-11	Postage	157	200	144	200	200
100-0904-531.30-15	Tools & Equipment	114	175	280	300	175
100-0904-531.30-18	Department	30	360	171	250	250
100-0904-531.32-01	Dues/Memberships/Licenses	350	475	475	475	475
100-0904-531.33-01	Mileage	40	50	397	400	290
100-0904-531.33-02	Registrations	20	150	150	150	150
100-0904-531.33-03	Lodging/Meals	9	150	0	94	100
100-0904-531.33-04	Other Expenses	0	20	9	20	20
100-0904-531.34-01	Mileage	0	0	0	20	0
100-0904-531.34-02	Registrations	1,253	600	125	550	600
100-0904-531.34-03	Lodging/Meals	8	150	0	164	164
100-0904-531.34-04	Other Expenses	0	20	0	20	20
100-0904-531.51-03	Property	90	0	0	0	0
*	Environmental Health	67,305	76,193	58,180	75,392	84,569
**	General Fund	67,305	76,193	58,180	75,392	84,569

CITY OF MENASHA 2019 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Health Screen/60+	Nancy McKenney Nancy McKenney
	FUNCTION	BUDGET NUMBER	DATE
	Health and Human Servi	100-0905-531	10/19/2018

RESPONSIBILITIES

This is a grant funded program designed to:

- Coordinate all health screenings, health education, and health monitoring of older adult population
- Collaborate with the Menasha Senior Center to assess, plan, implement, and evaluate the Health Screening/60+ program.

SERVICES PROVIDED

2018 ACCOMPLISHMENTS

- Maintained regular Wellness Room hours at the Senior Center to offer preventive services including: health education, blood pressure, and other health screening.
- Coordinated with medical systems to offer health and wellness clinics.
- Offered bi-monthly foot clinics, including a foot exam, foot care and education.
- Coordinated with a certified massage therapist to offer chair massages at the Senior Center.
- Coordinated Walking Club, a 12 week program designed to promote health eating and exercise.
- Coordinated with the Memory Café to offer to programs to Menasha residents.
- Increased screenings offered including: Dental, Vascular Health, Skin Cancer
- In CY 2017 1288 people over 55 years of age received 1,190 health services

2019 OBJECTIVES

The Menasha Health Department will:

- Integrate the seven dimensions of wellness into the new public health nurse orientation and Health Screening – 60 Plus program plans (emotional, intellectual/cognitive, physical, professional/vocational, social, spiritual, and environmental).
- Maintain regular wellness room hours at the Senior Center with a public health nurse.
- Maintain collaboration with medical systems to offer health and wellness clinics.
- Maintain collaboration with local healthcare providers to offer skin cancer assessments; oral health screening and education; foot care clinics; chair massages, influenza vaccines.
- Incorporate hearing screening.
- Coordinate Lunch and Learns and Walking Club, a 12 week program designed to promote health eating and exercise.
- Maintain collaboration with the Memory Café to offer to programs to Menasha residents.
- Train Senior Center Nurse in "Living Well with Diabetes" and Tai Chi to offer programs that improves balance, health and wellness.
- Apply for the Winnebago County grant funding to operate the Health Screening - 60 Plus program

MAJOR CHANGES FROM 2018 BUDGET

CITY OF MENASHA 2019 OPERATIONS BUDGET			FUND	BUDGET NAME	PREPARED BY
			General Fund	Health Screen/60+	Nancy McKenney Nancy McKenney
			FUNCTION	BUDGET NUMBER	DATE
			Health and Human Servi	100-0905-531	10/19/2018
<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	PHN	0.00	0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Screening Coordinator	0.28	0.30
INTERGOV REVENUE	\$0.00	\$0.00	TOTAL	0.28	0.30
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Health Screening/60 Plus						
100-0905-531.10-01	Wages	17,448	17,158	14,066	17,504	17,984
100-0905-531.10-02	Salaries	0	0	1,045	1,046	0
100-0905-531.15-01	Health	21	0	0	0	0
100-0905-531.15-02	Life	0	0	1	1	0
100-0905-531.15-03	Dental	2	0	0	0	0
100-0905-531.15-04	Retirement	13	0	70	71	0
100-0905-531.15-05	FICA	1,334	1,313	1,149	1,398	1,376
100-0905-531.15-08	Workers Comp	768	540	476	692	682
100-0905-531.15-10	Banked Sick Leave	0	0	0	0	180
100-0905-531.21-05	Medical	1,800	1,980	1,115	1,115	1,980
100-0905-531.24-04	Specialized Equipment	0	60	0	0	60
100-0905-531.30-11	Postage	5	20	0	0	20
100-0905-531.30-18	Department	913	2,095	49	1,501	884
100-0905-531.32-01	Dues/Memberships/Licenses	75	75	0	75	75
100-0905-531.33-01	Mileage	222	150	72	150	150
100-0905-531.33-03	Lodging/Meals	0	0	22	0	0
100-0905-531.34-02	Registrations	90	160	0	0	160
100-0905-531.51-03	Property	90	0	0	0	0
*	Health Screening/60 Plus	22,781	23,551	18,065	23,553	23,551
**	General Fund	22,781	23,551	18,065	23,553	23,551

CITY OF MENASHA 2019 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Prevention Program	Nancy McKenney Nancy McKenney
	FUNCTION	BUDGET NUMBER	DATE
	Health and Human Servi	100-0906-531	10/19/2018

RESPONSIBILITIES

This is a grant funded program targeting prevention of chronic disease, through promoting physical activity and nutrition and community health planning.

SERVICES PROVIDED

2018 ACCOMPLISHMENTS

- The Menasha Community Health Needs Assessment has been completed in cooperation with adjacent health departments and health systems.
- Facilitated the 4th Annual Corny Community Walk with over 250 participants (a 26% increase from 2017) in cooperation with Menasha business sponsors, Menasha Park and Recreation, Neenah-Menasha Fire and Rescue, and the Menasha Police Department.
- Participated in Weight of the Fox Valley to make a collective impact on physical activity and good nutrition.

2019 OBJECTIVES

- Plan and implement a community health plan in cooperation with health systems and adjacent county and city health departments (required by State Statute).
- Facilitate the 5th Annual Corny Community Walk to promote physical activity and nutrition.
- Participate in the Weight of the Fox Valley to promote increased physical activity and good nutrition.
- Promote Menasha walking trails and parks as an accessible resource to increase physical activity.

MAJOR CHANGES FROM 2018 BUDGET

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Public Health Educator	0.05	0.05
SPECIAL ASSESSMENTS	\$0.00	\$0.00	TOTAL	0.05	0.05
INTERGOV REVENUE	\$0.00	\$0.00			
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Prevention Program						
100-0906-531.10-01	Wages	2,677	2,649	2,603	3,542	2,900
100-0906-531.10-02	Salaries	0	0	22	894	0
100-0906-531.10-03	Overtime/Doubletime	0	0	309	309	0
100-0906-531.15-01	Health	326	298	331	522	344
100-0906-531.15-02	Life	1	2	4	9	2
100-0906-531.15-03	Dental	26	22	25	51	23
100-0906-531.15-04	Retirement	84	0	190	285	190
100-0906-531.15-05	FICA	189	185	206	291	220
100-0906-531.15-07	Vision	2	0	3	5	3
100-0906-531.15-08	Workers Comp	118	83	237	289	110
100-0906-531.15-10	Banked Sick Leave	0	0	0	0	29
100-0906-531.20-05	Entertainment	400	400	400	400	400
100-0906-531.30-18	Department	268	1,566	972	1,889	1,965
100-0906-531.33-01	Mileage	14	50	0	0	50
100-0906-531.33-03	Lodging/Meals	0	0	0	468	0
100-0906-531.34-02	Registrations	0	0	0	1,200	0
100-0906-531.34-03	Lodging/Meals	0	0	50	1,600	0
* Prevention Program		4,105	5,255	5,352	11,754	6,236
** General Fund		4,105	5,255	5,352	11,754	6,236

**CITY OF MENASHA
2019 OPERATIONS BUDGET**

FUND	BUDGET NAME	PREPARED BY
General Fund	Radon Grant	Nancy McKenney Nancy McKenney
FUNCTION	BUDGET NUMBER	DATE
Health and Human Servi	100-0907-531	10/19/2018

RESPONSIBILITIES

This grant funded program provide residents, realtors and homebuilders with outreach to facilitate reduction of residential exposures to indoor radon.

SERVICES PROVIDED

2018 ACCOMPLISHMENTS

- Translate website materials into Spanish to provide accessible information to all residents.
- Promote Radon awareness via social media outlets.

2019 OBJECTIVES

The Radon grant is not available in 2018-19.

MAJOR CHANGES FROM 2018 BUDGET

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	PHN	0.02	0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00			
INTERGOV REVENUE	\$0.00	\$0.00			
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	0.02	0.00

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Radon Grant						
100-0907-531.10-01	Wages	1,058	0	63	366	0
100-0907-531.15-01	Health	111	0	0	0	0
100-0907-531.15-03	Dental	11	0	0	0	0
100-0907-531.15-05	FICA	78	0	5	23	0
100-0907-531.15-07	Vision	1	0	0	0	0
100-0907-531.15-08	Workers Comp	46	0	0	15	0
100-0907-531.30-18	Department	0	700	0	296	0
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
*	Radon Grant	1,305	700	68	700	0
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
**	General Fund	1,305	700	68	700	0

CITY OF MENASHA 2019 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	School Health Aides	Nancy McKenney Nancy McKenney
	FUNCTION	BUDGET NUMBER	DATE
	Health and Human Servi	100-0908-531	10/19/2018

RESPONSIBILITIES

School health aides work in the schools during the lunch hour distributing medications and providing other health related services to students.

SERVICES PROVIDED

2018 ACCOMPLISHMENTS

- Provided annual training for all school health aides.

2019 OBJECTIVES

- Continue school health aide services.
- Maintain school health aide annual training.

MAJOR CHANGES FROM 2018 BUDGET

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	School Health Aide (4)	0.00	0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	School Health Aide (5)	1.38	1.38
INTERGOV REVENUE	\$0.00	\$0.00			
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	1.38	1.38

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
School Health Aides						
100-0908-531.10-01	Wages	31,425	35,904	0	0	0
100-0908-531.10-08	Wages-Temp Help	0	0	25,193	35,904	36,919
100-0908-531.15-05	FICA	2,404	2,747	1,927	2,747	2,938
100-0908-531.15-08	Workers Comp	1,368	1,131	794	1,131	1,836
100-0908-531.15-09	Unemployment Comp	2,556	0	0	0	0
100-0908-531.30-18	Department	51	50	0	50	50
100-0908-531.34-02	Registrations	60	75	0	75	75
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
*	School Health Aides	37,864	39,907	27,914	39,907	41,818
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
**	General Fund	37,864	39,907	27,914	39,907	41,818

CITY OF MENASHA 2019 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Dental Program	Nancy McKenney Nancy McKenney
	FUNCTION	BUDGET NUMBER	DATE
	Health and Human Servi	100-0909-531	10/19/2018

RESPONSIBILITIES

This is a grant funded program that, along with the Dental Sealant Program, prevents tooth decay, the most common chronic disease in children. This program serves preschool and school-aged children in the Menasha School District. Services include oral health education, dental screenings and topical fluoride, parent follow up and referral for treatment and emergency conditions.

SERVICES PROVIDED

2018 ACCOMPLISHMENTS

2017-2018 School Year Accomplishments

- Dental Screenings
 - 1904 children had oral screenings
 - 1426 Preschool and Elementary
 - 219 Middle school
 - 259 High school
 - 196 (10%) were referred to a dental provider
- Dental Health Education
 - 1,752 children in 89 classrooms participated in dental health/nutrition education
 - Children received individual oral hygiene instructions when necessary
- School/Community Outreach - Party in the Park
 - 100 families participated
- Fluoride Varnish Program
 - With parental permission, 1384 fluoride varnishes are provided to students in the Menasha Schools, Head Start program, Menasha Parks and Recreation "Tiny Tots" program, Salvation Army Children's Learning Center, and UW-Fox Valley Children's Center.
- Maintained a dental consultation and referral network with Menasha private dental practices, Tri-County Community Dental Clinic, and Partnership Community Health Center
- Implemented the Oral Health for Children and Youth with Special Health Care Needs Program
- Contract directly with the United Way of the Fox Cities

2019 OBJECTIVES

During the School Year the Menasha Health Department will:

- Offer screening, topical fluoride varnish application, referral, oral health education, school and community outreach to children and families in the Menasha Joint School District.
- Strengthen the dental consultation and referral network.
- Evaluate the cost effectiveness of this prevention program
- Apply for continued program funding.
- Record and evaluate data to guide continuous quality improvement
- Implement results based accountability.

CITY OF MENASHA 2019 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY		
	General Fund	Dental Program	Nancy McKenney Nancy McKenney		
	FUNCTION	BUDGET NUMBER	DATE		
	Health and Human Servi	100-0909-531	10/19/2018		
MAJOR CHANGES FROM 2018 BUDGET					
FUNDING SOURCES	2018 FUNDING	2019 FUNDING	POSITION TITLE	2018 # OF FTE'S	2019 # OF FTE'S
TAXES	\$0.00	\$0.00	Dental Assistant	0.03	0.14
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Dental Hygenist	0.29	0.48
INTERGOV REVENUE	\$0.00	\$0.00	Public Health Educator	0.00	0.06
LICENSES & PERMITS	\$0.00	\$0.00	TOTAL	0.32	0.68
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00			

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Dental Program						
100-0909-531.10-01	Wages	60,505	34,159	24,535	34,159	32,356
100-0909-531.10-03	Overtime/Doubletime	0	0	1	0	0
100-0909-531.10-08	Wages-Temp Help	0	0	0	0	3,707
100-0909-531.15-01	Health	3,496	3,374	2,598	3,374	3,783
100-0909-531.15-02	Life	67	50	26	50	92
100-0909-531.15-03	Dental	219	253	196	253	256
100-0909-531.15-04	Retirement	1,670	1,809	1,597	1,809	2,119
100-0909-531.15-05	FICA	2,463	2,569	1,861	2,569	2,748
100-0909-531.15-07	Vision	24	26	24	26	30
100-0909-531.15-08	Workers Comp	1,337	1,076	773	1,076	1,311
100-0909-531.15-10	Banked Sick Leave	0	0	0	0	323
100-0909-531.21-05	Medical	0	0	2,030	2,030	0
100-0909-531.21-06	Management	2,625	0	47	47	0
100-0909-531.30-18	Department	10,815	4,154	589	4,041	2,095
100-0909-531.33-01	Mileage	13	80	118	118	80
100-0909-531.33-02	Registrations	0	0	75	75	75
*	Dental Program	83,234	47,550	34,470	49,627	48,975
**	General Fund	83,234	47,550	34,470	49,627	48,975

**CITY OF MENASHA
2019 OPERATIONS BUDGET**

FUND General Fund	BUDGET NAME Communicable Disease	PREPARED BY Nancy McKenney Nancy McKenney
FUNCTION Health and Human Servi	BUDGET NUMBER 100-0910-531	DATE 10/19/2018

RESPONSIBILITIES

This program assists MHD in disease surveillance, contact tracing, staff development and training, improving communication among health care professionals, public education and outreach, and other infection control measures as required under Wisconsin Statutes.

SERVICES PROVIDED

2018 ACCOMPLISHMENTS

- Conducted communicable disease follow up
- Contact tracing
- Developed public communication and social media outreach

2019 OBJECTIVES

- Conduct communicable disease activities
- Develop social media and other forms of communicable disease prevention messages

MAJOR CHANGES FROM 2018 BUDGET

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Public Health Educator	0.01	0.04
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Public Health Nurse	0.03	0.00
INTERGOV REVENUE	\$0.00	\$0.00			
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	0.04	0.04

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Communicable Diseases						
100-0910-531.10-01	Wages	0	0	925	1,442	2,320
100-0910-531.10-02	Salaries	0	0	0	1,943	0
100-0910-531.15-01	Health	0	0	112	184	275
100-0910-531.15-02	Life	0	0	1	10	2
100-0910-531.15-03	Dental	0	0	8	52	19
100-0910-531.15-04	Retirement	0	0	62	228	152
100-0910-531.15-05	FICA	0	0	70	225	176
100-0910-531.15-07	Vision	0	0	1	7	2
100-0910-531.15-08	Workers Comp	0	0	29	129	88
100-0910-531.15-10	Banked Sick Leave	0	0	0	0	23
100-0910-531.30-18	Department	0	0	0	731	243
*	Communicable Diseases	0	0	1,208	4,951	3,300
**	General Fund	0	0	1,208	4,951	3,300

CITY OF MENASHA 2019 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Lead Free Delivery Gran	Nancy McKenney Nancy McKenney
	FUNCTION	BUDGET NUMBER	DATE
	Health and Human Servi	100-0911-531	10/18/2018

RESPONSIBILITIES

The goal of Lead Free by Delivery is to shift from secondary and tertiary prevention to primary prevention of lead exposure, promoting the reduction or elimination of lead sources in children's environments before they are exposed. The project will pilot an upstream lead poisoning prevention program with healthcare providers who see clients during healthcare visits; enhance a database so families can identify homes with potential lead risks; and offer technical assistance and water filters at cost to families whose environments may pose lead hazards.

SERVICES PROVIDED

This grant supports making the Home Lead Risks database searchable by the general public. The Home Lead Risks database contains lead risk information for Menasha housing including: the age of the home, known renovation dates of the home, the city water service type, and the private water lateral type. Residents may call with questions or to request lead hazard technical assistance. Water filters and replacement filters are available at the health department (at cost) to any resident with lead or galvanized pipes, as a risk reduction strategy. Water filters and replacement filters can be purchased by residents at the same cost as the MHD purchased them, allowing for sustainability.

2018 ACCOMPLISHMENTS

The Lead Free by Delivery grant was successfully awarded by the Wisconsin Department of Health Services, Division of Public Health to the City of Menasha in 2018.

2019 OBJECTIVES

Goal: To reduce the number of lead-poisoned children under age six years by reducing or eliminating sources of lead in children's environments before they are exposed.

Objectives:

- The Menasha Lead Hazards database publically available.
- Women who are pregnant or contemplating pregnancy will receive Lead Free by Delivery education through their healthcare providers.
- Residents with lead or galvanized water service lines will obtain a water filter to remove lead in drinking water through the Menasha Health Department.

MAJOR CHANGES FROM 2018 BUDGET

New Grant

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	PHN	0.02	0.02
SPECIAL ASSESSMENTS	\$0.00	\$0.00	TOTAL	0.02	0.02
INTERGOV REVENUE	\$0.00	\$0.00			
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00			

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Lead-free Delivery Grant						
100-0911-531.10-01	Wages	0	0	0	0	2,900
100-0911-531.15-01	Health	0	0	0	0	344
100-0911-531.15-02	Life	0	0	0	0	2
100-0911-531.15-03	Dental	0	0	0	0	23
100-0911-531.15-04	Retirement	0	0	0	0	190
100-0911-531.15-05	FICA	0	0	0	0	220
100-0911-531.15-07	Vision	0	0	0	0	3
100-0911-531.15-08	Workers Comp	0	0	0	0	110
100-0911-531.15-10	Banked Sick Leave	0	0	0	0	29
100-0911-531.21-05	Medical	0	0	0	1,600	0
100-0911-531.30-18	Department	0	0	0	1,230	3,347
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*	Lead-free Delivery Grant	0	0	0	2,830	7,168
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**	General Fund	0	0	0	2,830	7,168

**CITY OF MENASHA
2019 OPERATIONS BUDGET**

FUND	BUDGET NAME	PREPARED BY
General Fund	Lead Prevention Grant	Nancy McKenney Nancy McKenney
FUNCTION	BUDGET NUMBER	DATE
Health and Human Servi	100-0913-531	10/19/2018

RESPONSIBILITIES

This is a grant funded program to provide case management services to families with a possible lead poisoned child.

SERVICES PROVIDED

2018 ACCOMPLISHMENTS

- Reviewed all reports sent from the State Laboratory of Hygiene
- Provided information and offered technical assistance to families whose child's blood lead level was between 5mcg – 10 mcg
- Provided home visits and lead hazard investigations as indicated.

2019 OBJECTIVES

- Attend the statewide Childhood Lead Poisoning Conference as offered.
- Provide case management services to families with a possible lead poisoned child in accordance with federal and state guidance.

MAJOR CHANGES FROM 2018 BUDGET

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	PHN	0.03	0.04
SPECIAL ASSESSMENTS	\$0.00	\$0.00	TOTAL	0.03	0.04
INTERGOV REVENUE	\$0.00	\$0.00			
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00			

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Lead Prevention Grant						
100-0913-531.10-01	Wages	2,786	2,780	2,508	3,258	2,460
100-0913-531.15-02	Life	1	3	2	3	2
100-0913-531.15-04	Retirement	189	186	168	219	161
100-0913-531.15-05	FICA	213	213	179	215	176
100-0913-531.15-08	Workers Comp	121	88	79	116	93
100-0913-531.15-10	Banked Sick Leave	0	0	0	0	25
100-0913-531.30-18	Department	0	0	0	0	45
100-0913-531.34-02	Registrations	0	40	0	0	0
*	Lead Prevention Grant	3,310	3,310	2,936	3,811	2,962
**	General Fund	3,310	3,310	2,936	3,811	2,962

**CITY OF MENASHA
2019 OPERATIONS BUDGET**

FUND	BUDGET NAME	PREPARED BY
General Fund	Immunization Grant	Nancy McKenney Nancy McKenney
FUNCTION	BUDGET NUMBER	DATE
Health and Human Servi	100-0914-531	10/19/2018

RESPONSIBILITIES

This is a grant funded program to assure infants 24 months of age are up to date on recommended vaccines.

SERVICES PROVIDED

2018 ACCOMPLISHMENTS

- Notified families of recommended vaccination for infants 24 months of age.
- Offered monthly vaccine clinics to families.
- Completed an Adult T-dap grant to improve immunization rates in adults
- By December 31, 2017, over 80% of children residing in the Menasha Health Department jurisdiction who turn 24 months of age completed recommended vaccines.

2019 OBJECTIVES

- Notified families of recommended vaccination for infants 24 months of age.
- Offered monthly vaccine clinics to families.
- Meet or exceed 2018 benchmark of children residing in Menasha Health Department jurisdiction who turn 24 months of age and complete recommended vaccines.

MAJOR CHANGES FROM 2018 BUDGET

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	PHN Hrly	0.04	0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	PHN Salary	0.05	0.11
INTERGOV REVENUE	\$0.00	\$0.00	Public Health Aide	0.01	0.00
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	0.10	0.11

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BUDGET PREPARATION WORKSHEET
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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Immunization Grant						
100-0914-531.10-01	Wages	4,681	6,056	3,604	6,056	6,347
100-0914-531.10-02	Salaries	143	0	0	0	0
100-0914-531.15-01	Health	24	0	0	0	0
100-0914-531.15-03	Dental	3	0	0	0	0
100-0914-531.15-04	Retirement	10	0	0	0	0
100-0914-531.15-05	FICA	369	463	276	412	486
100-0914-531.15-08	Workers Comp	217	191	114	191	241
100-0914-531.15-10	Banked Sick Leave	0	0	0	0	63
100-0914-531.24-04	Specialized Equipment	368	0	0	0	0
100-0914-531.30-18	Department	1,515	1,124	262	1,139	994
100-0914-531.34-01	Mileage	0	80	47	80	80
100-0914-531.34-02	Registrations	0	0	20	20	160
100-0914-531.34-03	Lodging/Meals	0	0	16	16	38
*	Immunization Grant	7,330	7,914	4,339	7,914	8,409
**	General Fund	7,330	7,914	4,339	7,914	8,409

**CITY OF MENASHA
2019 OPERATIONS BUDGET**

FUND	BUDGET NAME	PREPARED BY
General Fund	Maternal Child Health	Nancy McKenney Nancy McKenney
FUNCTION	BUDGET NUMBER	DATE
Health and Human Servi	100-0915-531	10/19/2018

RESPONSIBILITIES

This is a grant funded program to provide community based services for early childhood in partnership with other local agencies that work specifically with early childhood populations such as daycares.

SERVICES PROVIDED

2018 ACCOMPLISHMENTS

- Worked with the Wisconsin Breast Feeding Coalitions, the Fox Valley Early Childhood Coalition, and Weight of the Fox Valley to support maternal and child health in the community, region and state.
- Assisted childcare centers and workplaces to complete steps to become a breast feeding friendly worksite.
- Provided resources and training to support childcare sites in becoming breast feeding friendly.

2019 OBJECTIVES

- Work with coalitions and partners to support maternal and child health in the community, region and state.
- Assist child care centers and workplaces to become breast feeding friendly worksites.
- Provide resources and staff training to support current and additional childcare sites to become breast feeding friendly.

MAJOR CHANGES FROM 2018 BUDGET

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	PHN (Salary)	0.00	0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Public Health Educator	0.18	0.18
INTERGOV REVENUE	\$0.00	\$0.00			
LICENSES & PERMITS	\$0.00	\$0.00	TOTAL	0.18	0.18
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00			

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Maternal Child Health						
100-0915-531.10-01	Wages	6,943	10,156	5,092	7,830	10,440
100-0915-531.10-03	Overtime/Doubletime	0	0	1	1	0
100-0915-531.15-01	Health	757	1,141	530	902	1,238
100-0915-531.15-02	Life	1	9	2	4	7
100-0915-531.15-03	Dental	60	86	40	68	84
100-0915-531.15-04	Retirement	103	0	341	551	684
100-0915-531.15-05	FICA	493	709	388	625	791
100-0915-531.15-07	Vision	2	0	5	9	10
100-0915-531.15-08	Workers Comp	292	320	160	258	396
100-0915-531.15-10	Banked Sick Leave	0	0	0	0	104
100-0915-531.30-18	Department	3,500	1,290	0	3,497	114
100-0915-531.32-01	Dues/Memberships/Licenses	0	0	0	0	130
100-0915-531.33-01	Mileage	4	100	60	169	186
100-0915-531.34-02	Registrations	55	125	0	0	125
100-0915-531.34-03	Lodging/Meals	82	38	0	0	38
*	Maternal Child Health	12,292	13,974	6,619	13,914	14,347
**	General Fund	12,292	13,974	6,619	13,914	14,347

**CITY OF MENASHA
2019 OPERATIONS BUDGET**

FUND	BUDGET NAME	PREPARED BY
General Fund	Dental Sealant Program	Nancy McKenney Nancy McKenney
FUNCTION	BUDGET NUMBER	DATE
Health and Human Servi	100-0916-531	10/19/2018

RESPONSIBILITIES

This is a grant funded program that, along with the Dental Program, prevents tooth decay, the most common chronic disease in children. This program serves preschool and school-aged children in the Menasha School District. Services include: dental screening, dental sealants, and topical fluoride application, parent follow up and refer for restorative treatment and emergency conditions.

SERVICES PROVIDED

2018 ACCOMPLISHMENTS

2017-18 Accomplishments

- Successfully competed and was awarded a Wisconsin Seal a Smile grant .
- Distributed parental permission, all children in grades 2, 3, 5, 6, 7 and 8 the Menasha School District:
- Dental screening (significant increase in participation from the previous year)
 - Screened 209 children for tooth decay and to determine the need for sealants
 - Screened 209 children for inflammation, abscesses and any other oral manifestations of disease
 - Completed 453 dental sealant applications on 125 children
- 209 children received Individual oral hygiene instructions
- 209 children received fluoride varnish applications
- Maintained a dental referral network of private practice dentists; Tri County Community Dental Clinic and Partnership Community Health Center.
- Partnered with Menasha Joint School District to put all consent forms online.

2019 OBJECTIVES

- Promote the Menasha Seal a Smile program to improve participation.
- Continue to offer dental screenings, sealants and fluoride treatments by parental permission in grades 2,3,6,7 and 8 in the Menasha School District.
- Continue to provide individual oral hygiene instructions.
- Maintain and strengthen dental consultation and referral network.
- Apply for annual funding.
- Record and evaluate data for continuous quality improvement.

MAJOR CHANGES FROM 2018 BUDGET

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Dental Assistant	0.06	0.06
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Dental Hygienist	0.13	0.13
INTERGOV REVENUE	\$0.00	\$0.00	TOTAL	0.19	0.19
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00			

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Dental Sealant Program						
100-0916-531.10-01	Wages	10,386	9,019	6,793	9,019	7,664
100-0916-531.10-08	Wages-Temp Help	0	0	0	0	1,743
100-0916-531.15-01	Health	1,085	806	617	894	894
100-0916-531.15-02	Life	8	13	7	9	24
100-0916-531.15-03	Dental	91	60	46	62	60
100-0916-531.15-04	Retirement	447	490	386	501	502
100-0916-531.15-05	FICA	773	685	516	694	721
100-0916-531.15-07	Vision	11	7	5	7	7
100-0916-531.15-08	Workers Comp	465	284	214	288	377
100-0916-531.15-10	Banked Sick Leave	0	0	0	0	76
100-0916-531.30-18	Department	559	599	304	599	600
100-0916-531.32-01	Dues/Memberships/Licenses	125	0	0	0	0
100-0916-531.33-01	Mileage	61	20	0	20	20
100-0916-531.34-01	Mileage	0	70	0	54	54
100-0916-531.34-03	Lodging/Meals	91	100	82	82	82
*	Dental Sealant Program	14,102	12,153	8,970	12,229	12,824
**	General Fund	14,102	12,153	8,970	12,229	12,824

CITY OF MENASHA 2019 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Bio-Terrorism	Nancy McKenney Nancy McKenney
	FUNCTION	BUDGET NUMBER	DATE
	Health and Human Servi	100-0918-531	10/19/2018

RESPONSIBILITIES

This is a grant-funded program to maintain emergency preparedness.

SERVICES PROVIDED
2018 ACCOMPLISHMENTS

- Managed the Annual City of Menasha Influenza Vaccine Clinic, which is also an emergency preparedness exercise at the City Center at 100 Main Street.
 - 350 vaccinations in 2018 (
 - volunteers were trained on influenza vaccination clinic protocol
- Maintained public health emergency preparedness training
- Participated as members and on the Board of Directors in the Region 6 Fox Valley Area healthcare emergency readiness coalition regions (HERC).
- Participated in Northeast Wisconsin Public Health Emergency Preparedness coalition to coordinate emergency preparedness efforts.
- Health department staff participated in a regional emergency readiness exercise (Operation Dark Sky).
- Environmental health staff is trained as a member of the HERC "Go Team."
- Responded as requested to public health emergencies.

2019 OBJECTIVES

- Continue to manage the City of Menasha Influenza Vaccine Clinic as an emergency preparedness and response exercise.
- Maintain coordination and conduct public health emergency preparedness activities in cooperation with local emergency management, emergency medical services, and other emergency responders.
- Continue to participate in the Region 6 Fox Valley Area Health Care Coalition.
- Continue to participate in the Northeast Wisconsin Public Health Emergency Preparedness Coalition.
- Respond as requested to public health emergencies.

MAJOR CHANGES FROM 2018 BUDGET

FUNDING SOURCES	2018 FUNDING	2019 FUNDING	POSITION TITLE	2018 # OF FTE'S	2019 # OF FTE'S
TAXES	\$0.00	\$0.00	Dental Hygienist	0.07	0.05
SPECIAL ASSESSMENTS	\$0.00	\$0.00	PHN hrly	0.00	0.00
INTERGOV REVENUE	\$0.00	\$0.00	Public Health Educator	0.15	0.30
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	0.22	0.35

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Bio-Terrorism						
100-0918-531.10-01	Wages	13,911	18,709	13,038	17,358	20,347
100-0918-531.10-02	Salaries	0	0	1,239	1,240	0
100-0918-531.10-03	Overtime/Doubletime	0	0	501	501	0
100-0918-531.15-01	Health	1,716	2,096	1,605	2,123	2,407
100-0918-531.15-02	Life	14	20	11	20	22
100-0918-531.15-03	Dental	127	157	126	165	163
100-0918-531.15-04	Retirement	458	188	943	1,233	1,333
100-0918-531.15-05	FICA	1,141	1,323	1,118	1,323	1,542
100-0918-531.15-07	Vision	8	3	15	21	19
100-0918-531.15-08	Workers Comp	601	589	456	591	771
100-0918-531.15-10	Banked Sick Leave	0	0	0	0	203
100-0918-531.19-06	Relocation Allowance	0	0	1,503	1,503	0
100-0918-531.21-06	Management	6,000	6,000	5,000	6,000	6,000
100-0918-531.24-04	Specialized Equipment	957	0	0	0	0
100-0918-531.30-11	Postage	0	0	13	13	0
100-0918-531.30-18	Department	11,681	6,779	5,024	5,024	382
100-0918-531.33-01	Mileage	123	50	127	127	100
100-0918-531.33-02	Registrations	0	250	100	100	250
100-0918-531.33-04	Other Expenses	0	0	23	24	25
100-0918-531.34-02	Registrations	1,250	0	2,625	2,625	2,600
100-0918-531.34-03	Lodging/Meals	353	0	25	26	0
*	Bio-Terrorism	38,340	36,164	33,492	40,017	36,164
**	General Fund	38,340	36,164	33,492	40,017	36,164

CITY OF MENASHA 2019 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Twenty-Four/Seven Cov	Nancy McKenney Nancy McKenney
	FUNCTION	BUDGET NUMBER	DATE
	Health and Human Servi	100-0919-531	10/19/2018

RESPONSIBILITIES

This program is grant funded and provides staff with telephone and specialized equipment (e.g. I-pad) to facilitate business communication.

SERVICES PROVIDED

2018 ACCOMPLISHMENTS

Provided staff with cell phones to facilitate business communication.

2019 OBJECTIVES

Provide Bioterrorism staff with upgraded telephones to facilitate business communication.

MAJOR CHANGES FROM 2018 BUDGET

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>
TAXES	\$0.00	\$0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00
INTERGOV REVENUE	\$0.00	\$0.00
LICENSES & PERMITS	\$0.00	\$0.00
FINES & FORFEITS	\$0.00	\$0.00
PUBLIC CHARGES	\$0.00	\$0.00
MISCELLANEOUS	\$0.00	\$0.00
TOTAL	\$0.00	\$0.00

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Twenty-Four/Seven						
100-0919-531.22-01	Telephone	2,086	3,074	1,814	2,721	3,328
*	Twenty-Four/Seven	2,086	3,074	1,814	2,721	3,328
***	General Fund	2,086	3,074	1,814	2,721	3,328

CITY OF MENASHA 2019 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Senior Center	Nancy McKenney Nancy McKenney
	FUNCTION	BUDGET NUMBER	DATE
	Health and Human Servi	100-0920-531	10/19/2018

RESPONSIBILITIES

The Menasha Senior Center is fully accredited by the National Institute of Senior Centers. It is operated by the Neenah-Menasha YMCA under a collaborative agreement with the City of Menasha. The Senior Center is supported in part, by a grant from Winnebago County. Responsibilities include:

- Maintaining Menasha's state of the art Senior Center, where anyone 55 years and older, may engage in social, educational, and recreational activities.
- Offering Senior Center participants opportunities to pursue improved health, stronger economic security, enhanced well-being, and increased societal participation.
- Facilitating counseling services, information on available health, housing, financial, and other personal services.
- Promoting the Menasha Senior Center to individuals 55 years and older to increase awareness and participation in activities and services offered at the Senior Center.
- Convening the City of Menasha, Committee on Aging.

SERVICES PROVIDED

2018 ACCOMPLISHMENTS

- Revised the Menasha Senior Center mission, vision and goals to include the eight dimensions of wellness.
- Convened monthly Committee on Aging meetings.
- Oriented two Committee on Aging members.
- In FY 2017, there were 20,084 visits to the Senior Center, by 8,572 people.

2019 OBJECTIVES

- Continue collaborative partnership with the Neenah-Menasha YMCA, as operations agent for the Menasha Senior Center.
- Maintain Winnebago County Senior Center grant to support Senior Center operations.
- Seek additional funding opportunities to support Senior Center operations and programs.
- Integrate the eight dimensions of wellness into program planning.
- Implement continuous quality improvement into program evaluation.

MAJOR CHANGES FROM 2018 BUDGET

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Activity Coordinator	0.00	0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Supervisor	0.00	0.00
INTERGOV REVENUE	\$0.00	\$0.00			
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	0.00	0.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Senior Center						
100-0920-531.10-01	Wages	0	0	818	818	0
100-0920-531.10-03	Overtime/Doubletime	0	0	10	10	0
100-0920-531.15-01	Health	0	0	110	110	0
100-0920-531.15-02	Life	0	0	7	7	0
100-0920-531.15-03	Dental	0	0	15	15	0
100-0920-531.15-04	Retirement	0	0	56	56	0
100-0920-531.15-05	FICA	0	0	63	63	0
100-0920-531.15-07	Vision	0	0	1	1	0
100-0920-531.15-08	Workers Comp	0	0	26	26	0
100-0920-531.21-06	Management	91,643	91,693	68,770	91,693	93,527
100-0920-531.22-01	Telephone	0	0	73	0	0
100-0920-531.22-04	Heat	0	0	20	0	0
100-0920-531.24-03	Buildings	2,694	6,000	3,458	6,000	7,500
100-0920-531.29-05	Vehicle/Equipment Rental	121	50	612	755	500
100-0920-531.29-07	Inhouse Info Tech Service	589	619	310	619	433
100-0920-531.30-13	Housekeeping	153	200	169	200	200
100-0920-531.30-15	Tools & Equipment	0	0	0	5	0
100-0920-531.30-18	Department	0	0	5	5	0
100-0920-531.51-03	Property	960	0	0	0	0
* Senior Center		96,160	98,562	74,523	100,383	102,160
** General Fund		96,160	98,562	74,523	100,383	102,160

CITY OF MENASHA 2019 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Animal Impoundment	Tim Styka
	FUNCTION	BUDGET NUMBER	DATE
	Health and Human Servi	100-0806-532	10/18/2018

RESPONSIBILITIES

This budget provides for the funding paid to Fox Valley Humane Society for caring for stay animals located within the City.

SERVICES PROVIDED

2018 ACCOMPLISHMENTS

2019 OBJECTIVES

MAJOR CHANGES FROM 2018 BUDGET

We continue to decrease the budget requests in this area. The changes made to the program in 2016 have saved the City thousands of dollars in animal costs over the past few years.

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>
TAXES	\$0.00	\$0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00
INTERGOV REVENUE	\$0.00	\$0.00
LICENSES & PERMITS	\$0.00	\$0.00
FINES & FORFEITS	\$0.00	\$0.00
PUBLIC CHARGES	\$0.00	\$0.00
MISCELLANEOUS	\$0.00	\$0.00
TOTAL	\$0.00	\$0.00

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Animal Impoundment						
100-0806-532.25-01	Other Municipal Entities	5,955	15,000	4,566	9,250	12,000
*	Animal Impoundment	5,955	15,000	4,566	9,250	12,000
**	General Fund	5,955	15,000	4,566	9,250	12,000

CITY OF MENASHA 2019 OPERATIONS BUDGET			FUND	BUDGET NAME	PREPARED BY
			General Fund	Resthaven Cemetery	Brian Tungate
			FUNCTION	BUDGET NUMBER	DATE
			Health and Human Servi	100-0701-533	10/12/2018
<u>RESPONSIBILITIES</u>					
Ensure that the city's two cemetery sites are properly administrated and maintained.					
<u>SERVICES PROVIDED</u>					
<u>2018 ACCOMPLISHMENTS</u>					
• Repaired a long section of turf next to the roadway					
<u>2019 OBJECTIVES</u>					
• Maintain the grounds in excellent condition					
<u>MAJOR CHANGES FROM 2018 BUDGET</u>					
<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Park Laborer	0.20	0.20
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Summer Laborer	0.03	0.07
INTERGOV REVENUE	\$0.00	\$0.00			
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	0.23	0.27

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Resthaven Cemetery						
100-0701-533.10-01	Wages	13,255	10,618	6,762	8,500	10,896
100-0701-533.10-03	Overtime/Doubletime	256	200	473	500	200
100-0701-533.10-08	Wages-Temp Help	0	1,755	1,382	1,400	1,575
100-0701-533.15-01	Health	2,868	3,886	2,119	2,825	4,326
100-0701-533.15-02	Life	11	11	13	25	11
100-0701-533.15-03	Dental	251	248	167	212	248
100-0701-533.15-04	Retirement	745	724	496	650	714
100-0701-533.15-05	FICA	1,002	907	634	766	889
100-0701-533.15-07	Vision	37	29	18	22	29
100-0701-533.15-08	Workers Comp	565	430	266	320	473
100-0701-533.15-10	Banked Sick Leave	0	0	0	0	108
100-0701-533.19-03	Uniform/Clothing Allow	0	0	60	72	60
100-0701-533.22-03	Electricity	338	400	106	396	400
100-0701-533.22-06	Storm Water	1,208	1,300	0	1,300	1,300
100-0701-533.24-03	Buildings	161	200	14	200	200
100-0701-533.29-05	Vehicle/Equipment Rental	13,818	7,000	4,955	10,500	7,000
100-0701-533.29-07	Inhouse Info Tech Service	2,150	2,333	1,167	2,333	2,346
100-0701-533.30-15	Tools & Equipment	0	150	0	150	150
100-0701-533.30-18	Department	890	1,200	2,591	3,000	2,000
100-0701-533.51-03	Property	80	0	0	0	0
* Resthaven Cemetery		37,635	31,391	21,223	33,171	32,925
** General Fund		37,635	31,391	21,223	33,171	32,925

CULTURE & RECREATION

**CITY OF MENASHA
2019 OPERATIONS BUDGET**

FUND	BUDGET NAME	PREPARED BY
General Fund	Public Library	Vicki Lenz
FUNCTION	BUDGET NUMBER	DATE
Culture and Recreation	100-0601-551	10/18/2018

RESPONSIBILITIES

The Elisha D. Smith Public Library enhances the quality of life in our community with exceptional customer service, a vibrant collection, innovative technology, and ready responsiveness to the people served.

SERVICES PROVIDED

The library:

- Helps families prepare their children for school,
- Supports school curriculum,
- Provides access to information, popular materials, & trusted digital resources for lifelong learning,
- Bridges the technology divide,
- Creates a place for community members to gather,
- Promotes cultural awareness, and
- Preserves local history.

2018 ACCOMPLISHMENTS

The library graduated more than 20 children in the 1,000 Books before Kindergarten program, and over 5,000 people attended children's programs so far this year. We just started a toddler play time, twice each week. And we held regular bilingual story times. We held summer and winter reading programs for everyone, of any age. And we are on track to check out almost 400,000 items to library patrons this year, which is tied for the highest per capita circulation rate among libraries in the Fox Cities. More of the library's light fixtures have been changed to LED, a study room is scheduled to be added to the reference area, and the security cameras are being updated. Friends of the library held two very successful book sales; John Hotynski was named 2018 Library Volunteer of the Year. The library hosted writing workshops and started a new fiction book club, as well as a summer teen book club. We co-sponsored and hosted Walk in Our Shoes, a Latino experience workshop. And we held regular events: self-enrichment classes, study nights for high school students right before final exams, blood drives, memory cafés, legal assistance clinics, and genealogy workshops. The library hosted 13 Fox Cities Book Festival events with an attendance over 500. The library has begun a new five-year strategic plan. Library Board Chairman James Englebert was named the 2018 Wisconsin Library Association Trustee of the Year.

2019 OBJECTIVES

Library Trustees and Library Staff will begin 2019 by putting the finishing touches on a new five-year strategic plan. They will also complete a marketing plan to improve the library's connection with our community's Latino residents, with our low income community members, and with influential community members.

MAJOR CHANGES FROM 2018 BUDGET

The library's 2019 budget includes increasing full-time staff hours by a half hour each week to align with the city's personnel policy. It also includes a substantial increase to the library's materials budget in order to purchase more digital and physical materials for children and adults. The Board of Trustees created a more substantial line item for promotion and marketing, recognizing the library's need for marketing new services. Other significant increases include funds for new office chairs and capital requests for a rebuild of an A/C compressor, resurfacing the parking lot, and rewiring the library for a new phone system.

CITY OF MENASHA 2019 OPERATIONS BUDGET			FUND General Fund	BUDGET NAME Public Library	PREPARED BY Vicki Lenz
			FUNCTION Culture and Recreation	BUDGET NUMBER 100-0601-551	DATE 10/18/2018

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Administrative Assistant	1.00	1.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Assistant Librarian	1.50	1.50
INTERGOV REVENUE	\$0.00	\$0.00	Building Deputy Director	0.03	0.03
LICENSES & PERMITS	\$0.00	\$0.00	Building Superintendent	0.03	0.03
FINES & FORFEITS	\$0.00	\$0.00	Custodian	1.06	1.06
PUBLIC CHARGES	\$0.00	\$0.00	Director	1.00	1.00
MISCELLANEOUS	\$0.00	\$0.00	Librarian	3.00	3.00
			Library Assistant	4.20	3.75
			Library Clerk	2.00	2.00
			Library Page	0.75	0.55
			Supervisor	3.00	3.00
TOTAL	\$0.00	\$0.00	TOTAL	17.57	16.92

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Public Library						
100-0601-551.10-01	Wages	507,596	566,915	427,097	543,560	574,832
100-0601-551.10-02	Salaries	293,125	300,363	261,382	302,008	306,029
100-0601-551.10-03	Overtime/Doubletime	7,195	5,500	4,269	5,000	7,995
100-0601-551.10-08	Wages-Temp Help	0	0	180	200	0
100-0601-551.15-01	Health	126,051	128,922	94,626	125,000	127,334
100-0601-551.15-02	Life	1,997	2,045	1,588	2,000	2,048
100-0601-551.15-03	Dental	11,700	11,729	8,989	11,279	10,506
100-0601-551.15-04	Retirement	51,682	52,539	43,234	52,539	52,527
100-0601-551.15-05	FICA	60,008	64,321	50,099	64,321	66,473
100-0601-551.15-07	Vision	1,120	1,120	857	1,120	992
100-0601-551.15-08	Workers Comp	3,936	2,960	2,282	2,960	3,244
100-0601-551.15-09	Unemployment Comp	0	301	0	301	301
100-0601-551.15-10	Banked Sick Leave	0	0	0	0	7,929
100-0601-551.19-03	Uniform/Clothing Allow	86	100	68	100	100
100-0601-551.20-01	Janitorial	18,492	18,500	14,283	18,500	19,625
100-0601-551.20-05	Entertainment	3,040	3,000	3,015	3,015	3,500
100-0601-551.21-03	Accounting/Financial	615	570	570	570	580
100-0601-551.21-06	Management	434	470	91	470	400
100-0601-551.22-01	Telephone	291	170	677	525	350
100-0601-551.22-03	Electricity	44,824	44,000	32,067	42,000	44,000
100-0601-551.22-04	Heat	13,725	15,000	8,357	14,422	15,000
100-0601-551.22-05	Water/Sewer	6,910	7,500	6,147	7,200	7,500
100-0601-551.22-06	Storm Water	1,643	1,750	1,233	2,000	1,700
100-0601-551.22-07	Fiber Optic	0	0	0	0	760
100-0601-551.24-01	Office Equipment	1,080	0	5,120	5,120	6,500
100-0601-551.24-03	Buildings	23,688	19,800	15,014	19,800	20,850
100-0601-551.24-04	Specialized Equipment	7,064	7,500	8,041	8,100	7,500
100-0601-551.25-01	Other Municipal Entities	80,333	82,000	83,607	86,000	86,100
100-0601-551.29-02	Publishing	0	2,000	0	1,000	500
100-0601-551.29-05	Vehicle/Equipment Rental	1,961	4,500	347	2,078	3,000
100-0601-551.29-07	Inhouse Info Tech Service	7,172	7,703	4,459	7,703	7,423
100-0601-551.30-10	Office	7,516	7,000	2,641	7,000	10,804
100-0601-551.30-11	Postage	3,143	2,500	2,205	2,500	3,200
100-0601-551.30-13	Housekeeping	8,270	8,900	6,148	9,000	8,900
100-0601-551.30-14	Library Materials	165,331	175,000	113,573	175,000	195,000
100-0601-551.30-15	Tools & Equipment	700	500	35	500	500
100-0601-551.30-16	Promotional	4,951	3,243	3,334	4,148	7,500
100-0601-551.30-18	Department	14,146	14,500	12,499	14,500	15,000
100-0601-551.30-19	Office Furnishings	88	400	119	196	8,500
100-0601-551.32-01	Dues/Memberships/Licenses	978	950	1,210	1,210	1,000
100-0601-551.33-01	Mileage	745	400	377	400	750
100-0601-551.33-02	Registrations	396	500	75	75	500
100-0601-551.33-03	Lodging/Meals	855	500	176	176	900
100-0601-551.33-04	Other Expenses	46	0	667	667	100
100-0601-551.34-01	Mileage	245	200	190	650	650

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BUDGET PREPARATION WORKSHEET
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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
100-0601-551.34-02	Registrations	1,095	500	700	900	1,100
100-0601-551.34-03	Lodging/Meals	759	300	385	900	800
100-0601-551.34-04	Other Expenses	150	0	0	0	150
100-0601-551.51-03	Property	5,500	5,500	2,915	5,830	6,413
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
*	Public Library	1,490,682	1,572,171	1,224,948	1,552,543	1,647,365
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
**	General Fund	1,490,682	1,572,171	1,224,948	1,552,543	1,647,365

**CITY OF MENASHA
2019 OPERATIONS BUDGET**

FUND	BUDGET NAME	PREPARED BY
General Fund	Parks Department	Brian Tungate
FUNCTION	BUDGET NUMBER	DATE
Culture and Recreation	100-0703-553	10/12/2018

RESPONSIBILITIES

Plan and manage the City's network of parks, trails, and open spaces.

SERVICES PROVIDED

2018 ACCOMPLISHMENTS

- Opened the Loop the Little Lake Trail system (including 100 Fox Street)
- Renovated tennis courts at Barker Farm Park
- Renovated basketball courts at Koslo and Shepard Parks
- Transitioned from Park Superintendent to DPW/Park Superintendent position
- Renovated the Hart Park shelter
- Installed new play equipment at Koslo Park
- Remodeled the Jefferson Park restrooms
- Started repair to the Jefferson Park shorewall
- Installed a picnic shelter in Shepard Park
- Repaved spectator area at Koslo Park ball diamond
- Started 2019-2023 Outdoor Recreation Plan
- Improved maintenance at parks by assigning seasonal laborers to a mowing crew

2019 OBJECTIVES

- Reconstruct the main parking lot near the Jefferson Park pavilion (per Vision Plan)
- Install large play equipment system (lighthouse/nautical theme) at Jefferson Park (Vision Plan)
- Continue repair to Jefferson Park shorewall
- Sealcoat trail in Jefferson Park
- Regrade Shepard Park and add a walkway to connect park amenities
- Replace the roofs on Smith Park pavilion and gazebo
- Renovate the Smith Park pavilion restrooms
- Color and stripe three pickleball courts in Smith Park
- Stain the Smith Park pavilion ceiling
- Add ADA walkway and playground edging at Hart Park play equipment
- Rehabilitate the Tayco Street fountain
- Add poured-in-place surface to Clovis Grove playground
- Add an ADA bleacher at Koslo Park
- Complete update to 2019-2023 Outdoor Recreation Plan

MAJOR CHANGES FROM 2018 BUDGET

CITY OF MENASHA 2019 OPERATIONS BUDGET			FUND	BUDGET NAME	PREPARED BY
			General Fund	Parks Department	Brian Tungate
			FUNCTION	BUDGET NUMBER	DATE
			Culture and Recreation	100-0703-553	10/12/2018
<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Admin. Asst. (Garage)	0.20	0.20
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Arborist	0.40	0.25
INTERGOV REVENUE	\$0.00	\$0.00	Deputy Dir. Of Muni Oper	0.10	0.10
LICENSES & PERMITS	\$0.00	\$0.00	DPW Laborer	0.15	0.15
FINES & FORFEITS	\$0.00	\$0.00	Facility Tech/Electrician	0.15	0.15
PUBLIC CHARGES	\$0.00	\$0.00	Park Laborers (5)	3.60	3.68
MISCELLANEOUS	\$0.00	\$0.00	DPW/Park Superintenden	0.91	0.08
			Seasonal Laborers (2)	1.15	1.15
			Summer Laborers (6)	1.73	1.26
			Park Lead	0.00	0.75
			Facility/Pool Tech	0.70	0.00
TOTAL	\$0.00	\$0.00	TOTAL	9.09	7.77

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Parks Department						
100-0703-553.10-01	Wages	310,416	314,446	235,294	281,391	266,433
100-0703-553.10-02	Salaries	79,447	81,256	71,156	74,725	23,584
100-0703-553.10-03	Overtime/Doubletime	16,025	14,000	19,633	20,850	17,500
100-0703-553.10-08	Wages-Temp Help	0	31,140	39,852	42,445	62,015
100-0703-553.15-01	Health	98,446	118,477	82,201	93,761	104,591
100-0703-553.15-02	Life	1,315	1,662	887	1,085	591
100-0703-553.15-03	Dental	7,856	8,937	5,994	6,853	6,773
100-0703-553.15-04	Retirement	25,012	26,284	19,762	22,632	20,383
100-0703-553.15-05	FICA	30,405	32,720	24,841	28,356	26,125
100-0703-553.15-07	Vision	773	862	628	718	716
100-0703-553.15-08	Workers Comp	16,995	14,444	9,934	11,306	13,023
100-0703-553.15-09	Unemployment Comp	5,605	10,000	4,602	6,100	10,000
100-0703-553.15-10	Banked Sick Leave	0	0	0	0	2,884
100-0703-553.19-03	Uniform/Clothing Allow	1,719	2,100	1,060	2,100	1,560
100-0703-553.20-06	Lawn Care	1,477	1,500	874	900	1,000
100-0703-553.20-07	Pest Control	60	150	580	625	600
100-0703-553.20-09	Sanitation	4,289	5,000	4,166	4,780	5,000
100-0703-553.21-02	Engineering	6,000	6,000	4,697	5,400	6,000
100-0703-553.22-01	Telephone	2,903	2,700	1,938	2,600	2,700
100-0703-553.22-03	Electricity	34,562	34,500	24,759	34,600	35,000
LEVEL	TEXT	TEXT AMT				
TOTB	LIGHT LEASE-KOSLO/JEFFERSON					
	100-0703-553.22-04 Heat	3,647	6,000	1,874	3,500	4,000
	100-0703-553.22-05 Water/Sewer	17,090	18,000	19,228	20,000	18,000
	100-0703-553.22-06 Storm Water	18,605	18,500	14,454	18,600	18,600
	100-0703-553.24-02 Tools & Equipment	8,372	6,500	14,254	14,225	6,500
	100-0703-553.24-03 Buildings	30,349	27,000	24,207	28,000	27,500
LEVEL	TEXT	TEXT AMT				
TOTB	HART PARK BASKETBALL COURT LED LIGHTING UPGRADE	1,500				
	MEMORIAL BUILDING LED UPGRADE	3,500				
	ELECTRICAL/PLUMBING/CARPENTRY,ETC. REPAIRS & MAINT	22,500				
		27,500				
	100-0703-553.24-04 Specialized Equipment	1,696	500	4,695	5,000	1,500
	100-0703-553.24-05 Small Projects	10,167	8,500	4,249	6,000	8,500
	100-0703-553.29-01 Printing	2,230	3,000	3,407	3,500	3,500
	100-0703-553.29-05 Vehicle/Equipment Rental	139,904	137,000	89,378	140,000	140,000
	100-0703-553.29-07 Inhouse Info Tech Service	6,316	6,056	3,028	6,056	5,847
	100-0703-553.30-10 Office	271	500	71	250	500
	100-0703-553.30-11 Postage	184	200	1	200	200
	100-0703-553.30-13 Housekeeping	3,047	2,600	1,008	2,600	2,600
	100-0703-553.30-15 Tools & Equipment	8,968	9,000	2,677	9,000	9,000
LEVEL	TEXT	TEXT AMT				

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BUDGET PREPARATION WORKSHEET
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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
TOTB	2 PUSH MOWERS, BLACK PACK SPRAYER,HANDHELD BLOWERS 2 STRING TRIMMERS, SHOP TOOL BOX		9,000 9,000			
100-0703-553.30-18	Department	36,270	39,000	45,004	48,000	44,000
LEVEL	TEXT	TEXT	AMT			
TOTB	FLOWERS, MULCH, SOIL, LUMBER,CONCRETE, ETC.		45,000 45,000			
100-0703-553.32-01	Dues/Memberships/Licenses	270	280	60	180	280
100-0703-553.34-02	Registrations	1,258	750	445	750	750
100-0703-553.34-03	Lodging/Meals	685	750	164	350	500
100-0703-553.38-01	Fuel	1,845	2,500	1,233	2,500	2,500
100-0703-553.51-03	Property	3,900	0	0	0	0
100-0703-553.82-02	Construction	0	18,000	17,312	22,707	0
*	Parks Department	938,379	1,010,814	799,607	972,645	900,755
**	General Fund	938,379	1,010,814	799,607	972,645	900,755

CITY OF MENASHA 2019 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Recreation Department	Brian Tungate
	FUNCTION	BUDGET NUMBER	DATE
	Culture and Recreation	100-0702-552	10/12/2018

RESPONSIBILITIES

Plan and manage recreation programs for the community.

SERVICES PROVIDED
2018 ACCOMPLISHMENTS

- Assisted in the Loop the Little Lake grand opening in June
- Increased participation in the Grunski Runski
- Added a fall youth baseball program, adult pickleball and two kids' holiday themed one-day classes
- Switched to RecDesk, an improved online registration and point of sale software provider

2019 OBJECTIVES

- Transition and implement a new half-time Recreation Supervisor position
- Add some new fall/winter programming
- Increase collaboration with the Library and Senior Center

MAJOR CHANGES FROM 2018 BUDGET

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Director	1.00	1.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Park/Rec Admin. Asst.	1.00	1.00
INTERGOV REVENUE	\$0.00	\$0.00	Seasonal/PT Workers	2.03	2.26
LICENSES & PERMITS	\$0.00	\$0.00	Recreation Supervisor	0.00	0.50
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	4.03	4.76

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Recreation Department						
100-0702-552.10-01	Wages	97,926	43,046	34,631	43,046	59,560
100-0702-552.10-02	Salaries	83,456	84,386	68,123	84,386	86,607
100-0702-552.10-03	Overtime/Doubletime	87	75	88	100	75
100-0702-552.10-08	Wages-Temp Help	0	54,950	53,383	55,900	56,750
100-0702-552.15-01	Health	38,410	38,855	30,760	38,855	43,256
100-0702-552.15-02	Life	520	670	400	670	747
100-0702-552.15-03	Dental	2,477	2,477	1,960	2,477	2,477
100-0702-552.15-04	Retirement	9,174	8,538	7,175	8,538	8,567
100-0702-552.15-05	FICA	13,361	13,410	11,423	14,029	15,529
100-0702-552.15-07	Vision	287	287	227	287	287
100-0702-552.15-08	Workers Comp	6,246	5,468	3,876	4,650	6,098
100-0702-552.15-09	Unemployment Comp	0	400	90	90	0
100-0702-552.15-10	Banked Sick Leave	0	0	0	0	1,301
100-0702-552.20-03	Temp Staffing	960	1,900	1,095	1,000	1,900
100-0702-552.20-05	Entertainment	2,206	2,700	2,721	2,725	2,700
100-0702-552.22-01	Telephone	1,220	1,400	951	1,300	1,400
100-0702-552.29-01	Printing	6,259	6,700	5,824	9,900	6,700
100-0702-552.29-03	Advertising	645	550	955	1,000	600
100-0702-552.29-05	Vehicle/Equipment Rental	0	500	62	500	500
100-0702-552.29-07	Inhouse Info Tech Service	11,297	12,823	6,412	12,823	12,521
100-0702-552.30-10	Office	1,170	1,100	854	1,100	1,100
100-0702-552.30-11	Postage	3,395	4,000	3,996	5,600	4,000
100-0702-552.30-18	Department	8,317	8,000	8,784	8,826	8,300
100-0702-552.32-01	Dues/Memberships/Licenses	1,006	1,200	488	1,100	1,200
100-0702-552.34-02	Registrations	598	700	654	654	700
100-0702-552.34-03	Lodging/Meals	147	300	167	300	300
100-0702-552.51-03	Property	1,070	0	0	0	0
*	Recreation Department	290,234	294,435	245,099	299,856	323,175
**	General Fund	290,234	294,435	245,099	299,856	323,175

CITY OF MENASHA 2019 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Swimming Pool	Brian Tungate
	FUNCTION	BUDGET NUMBER	DATE
	Culture and Recreation	100-0704-552	10/12/2018

RESPONSIBILITIES

Operate an outdoor aquatic facility for residents to enjoy.

SERVICES PROVIDED
2018 ACCOMPLISHMENTS

- Served over 17,000 pool patrons through open swim and lesson programs
- Repaired roll-up door and large umbrella
- Implemented additional staff safety training
- Successfully transitioned pool operation duties after two key retirements

2019 OBJECTIVES

- Re-paint inside bathhouse and repair ceiling
- Acclimate new half-time Recreation Supervisor to the facility
- Assign pool chemistry and operation to different crew members

MAJOR CHANGES FROM 2018 BUDGET

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Fac./Pool Tech	0.15	0.20
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Seasonal Part-Time Staff	4.03	4.03
INTERGOV REVENUE	\$0.00	\$0.00			
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	4.18	4.23

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Swimming Pool						
100-0704-552.10-01	Wages	85,587	8,812	10,969	11,925	17,399
100-0704-552.10-03	Overtime/Doubletime	977	1,000	1,017	1,025	1,000
100-0704-552.10-08	Wages-Temp Help	0	82,719	73,371	73,371	74,849
100-0704-552.15-01	Health	2,439	1,949	2,586	2,803	4,326
100-0704-552.15-02	Life	82	62	33	36	3
100-0704-552.15-03	Dental	235	186	198	215	248
100-0704-552.15-04	Retirement	1,378	657	1,138	1,232	644
100-0704-552.15-05	FICA	6,610	7,066	6,381	6,454	7,133
100-0704-552.15-07	Vision	21	16	19	21	29
100-0704-552.15-08	Workers Comp	3,763	4,380	2,603	2,633	3,534
100-0704-552.15-10	Banked Sick Leave	0	0	0	0	98
100-0704-552.19-03	Uniform/Clothing Allow	45	50	0	0	60
100-0704-552.20-01	Janitorial	3,682	3,800	3,371	3,800	3,800
100-0704-552.20-04	Mechanical Systems	3,400	3,200	982	1,500	3,200
100-0704-552.20-07	Pest Control	0	150	185	280	300
100-0704-552.22-01	Telephone	216	225	196	240	300
100-0704-552.22-03	Electricity	12,598	12,000	9,210	10,675	11,500
100-0704-552.22-04	Heat	7,922	8,000	4,956	6,000	7,900
100-0704-552.22-05	Water/Sewer	35,082	29,000	26,597	28,500	30,000
100-0704-552.22-07	Fiber Optic	0	0	0	0	5,400
100-0704-552.24-02	Tools & Equipment	33	0	0	0	0
100-0704-552.24-03	Buildings	5,995	7,000	4,336	5,500	7,000
100-0704-552.24-04	Specialized Equipment	6,911	7,000	13,814	13,900	7,000
100-0704-552.24-05	Small Projects	5,340	3,800	6,404	6,404	3,800
100-0704-552.29-01	Printing	43	150	51	51	100
100-0704-552.29-05	Vehicle/Equipment Rental	3,211	2,000	997	2,000	2,000
100-0704-552.29-07	Inhouse Info Tech Service	4,769	5,123	2,562	5,123	4,938
100-0704-552.30-10	Office	2,163	2,300	2,150	2,150	2,300
100-0704-552.30-13	Housekeeping	837	1,600	13	1,000	1,500
100-0704-552.30-15	Tools & Equipment	612	2,000	1,761	1,800	6,500
LEVEL	TEXT	TEXT AMT				
TOTB	UMBRELLA REPLACEMENT	4,500				
	OTHER EQUIPMENT	2,000				
		6,500				
100-0704-552.30-17	Concessions	8,764	8,500	7,282	7,735	8,500
100-0704-552.30-18	Department	24,297	21,000	20,976	21,500	21,500
100-0704-552.32-01	Dues/Memberships/Licenses	607	1,100	314	314	750
100-0704-552.34-02	Registrations	515	450	268	268	450
100-0704-552.51-03	Property	1,680	0	0	0	0
*	Swimming Pool	229,814	225,295	204,740	218,455	238,061

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Heckrodt Wetland Reserve						
100-0705-553.51-03	Property	75	0	0	0	0
*	Heckrodt Wetland Reserve	75	0	0	0	0
**	General Fund	75	0	0	0	0

**CITY OF MENASHA
2019 OPERATIONS BUDGET**

FUND	BUDGET NAME	PREPARED BY
General Fund	Civic Commemorations	Don Merkes
FUNCTION	BUDGET NUMBER	DATE
Culture and Recreation	100-0408-552	10/18/2018

RESPONSIBILITIES

SERVICES PROVIDED

Funding for CommunityFest Fireworks, Memorial Day Parade, and Labor Day Parade
Maintain downtown banners and holiday decorations

2018 ACCOMPLISHMENTS

Purchased additional pennant banners to complete Main Street lighting with addition of light poles after reconstruction

Coordination of Festival Foods Fireworks, final year of three year contract

2019 OBJECTIVES

Renew contract with Festival Foods for 2019 fireworks

MAJOR CHANGES FROM 2018 BUDGET

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>
TAXES	\$0.00	\$0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00
INTERGOV REVENUE	\$0.00	\$0.00
LICENSES & PERMITS	\$0.00	\$0.00
FINES & FORFEITS	\$0.00	\$0.00
PUBLIC CHARGES	\$0.00	\$0.00
MISCELLANEOUS	\$0.00	\$0.00
TOTAL	\$0.00	\$0.00

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BUDGET WORKSHEET 2019

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2019

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Civic Commemorations						
100-0408-552.21-06	Management	30,277	29,000	29,850	29,850	29,000
LEVEL	TEXT	TEXT	AMT			
TOTB	FIREWORKS, MEMORIAL DAY PARADE, LABOR DAY PARADE		29,000			
			29,000			
100-0408-552.30-16	Promotional	1,176	1,000	1,728	1,728	1,000
LEVEL	TEXT	TEXT	AMT			
TOTB	BANNERS, DOWNTOWN DECORATIONS, ETC		1,000			
			1,000			
100-0408-552.51-03	Property	10	0	0	0	0
*	Civic Commemorations	31,463	30,000	31,578	31,578	30,000
**	General Fund	31,463	30,000	31,578	31,578	30,000

CITY OF MENASHA 2019 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Lift Bridges	Adam Alix Thad Brown
	FUNCTION	BUDGET NUMBER	DATE
	Culture and Recreation	100-1019-552	10/18/2018

RESPONSIBILITIES

This account includes the cost of materials, labor, equipment and utilities to operate the lift bridges at Racine Street and Tayco Street. The State of Wisconsin reimburses the City for these costs.

SERVICES PROVIDED
2018 ACCOMPLISHMENTS
2019 OBJECTIVES
MAJOR CHANGES FROM 2018 BUDGET

No significant changes.

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Bridge Tenders	1.13	1.38
SPECIAL ASSESSMENTS	\$0.00	\$0.00	PW Superintendent	0.06	0.06
INTERGOV REVENUE	\$0.00	\$0.00			
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	1.19	1.44

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Lift Bridges						
100-1019-552.10-01	Wages	33,554	39,850	0	0	0
100-1019-552.10-02	Salaries	3,577	3,758	3,132	5,990	4,503
100-1019-552.10-03	Overtime/Doubletime	12,973	11,000	11,672	12,000	10,331
100-1019-552.10-08	Wages-Temp Help	0	0	36,606	37,800	42,086
100-1019-552.15-01	Health	1,075	1,088	862	1,008	1,211
100-1019-552.15-02	Life	4	4	2	6	5
100-1019-552.15-03	Dental	69	69	55	69	69
100-1019-552.15-04	Retirement	244	989	210	230	972
100-1019-552.15-05	FICA	3,818	4,159	3,919	4,156	4,875
100-1019-552.15-07	Vision	8	8	7	8	8
100-1019-552.15-08	Workers Comp	792	1,053	565	600	1,118
100-1019-552.15-09	Unemployment Comp	7,968	12,500	0	8,000	8,500
100-1019-552.15-10	Banked Sick Leave	0	0	0	0	45
100-1019-552.19-03	Uniform/Clothing Allow	17	0	8	17	17
100-1019-552.20-07	Pest Control	699	700	735	735	750
100-1019-552.21-06	Management	0	125	0	0	0
100-1019-552.22-01	Telephone	54	100	52	60	60
100-1019-552.22-03	Electricity	9,067	10,500	7,162	9,600	10,500
100-1019-552.22-05	Water/Sewer	782	800	916	1,150	1,200
100-1019-552.24-04	Specialized Equipment	1,710	0	0	0	0
100-1019-552.29-05	Vehicle/Equipment Rental	163	250	0	250	250
100-1019-552.29-07	Inhouse Info Tech Service	1,506	1,592	796	1,592	1,534
100-1019-552.30-13	Housekeeping	71	150	17	100	150
100-1019-552.30-18	Department	10	100	19	25	100
100-1019-552.51-03	Property	520	0	0	0	0
* Lift Bridges		78,681	88,795	66,735	83,396	88,284
** General Fund		78,681	88,795	66,735	83,396	88,284

CONSERVATION & DEVELOPMENT & MISC.

**CITY OF MENASHA
2019 OPERATIONS BUDGET**

FUND	BUDGET NAME	PREPARED BY
General Fund	Community Developmen	Sam Schroeder
FUNCTION	BUDGET NUMBER	DATE
Conservation and Devel	100-0304-562	10/18/2018

RESPONSIBILITIES

The Community Development Department is responsible for the maintenance and enhancement of the overall character of the community by managing progression of the property tax base and ensuring orderly growth, promoting high quality development and redevelopment, and maintaining and improving existing neighborhood character and quality.

This is accomplished through implementation of the adopted brand positioning statement, various planning documents, the City of Menasha Year 2030 Comprehensive Plan, general land use planning, zoning administration, building code administration, redevelopment coordination, growth management, bike and pedestrian planning and implementation, economic development, business retention and recruitment, administration of housing and business loan programs, grants administration, historic preservation, TIF development and administration, and land records management.

The department serves in an advisory and coordinating capacity for public works projects, local and regional development policy, Plan Commission, Housing Authority, Board of Appeals, Landmarks Commission, Redevelopment Authority, TIF Joint Review Boards, and other planning and development organizations.

SERVICES PROVIDED

2018 ACCOMPLISHMENTS

Community & Economic Development:

- Managed vacancy of the Community Development Director and Planner position and facilitated these transitions.
- Managed the City's Housing Program, administered by Community Housing Coordinators.
- Facilitated Habitat for Humanity's Rock the Block residential rehab program.
- Managed the Building Inspector functions carried out by SAFEbuilt Inspection Services as well as negotiated and entered a new contract for services.
- Continued to incorporate Code Enforcement Specialist into the Community Development Department.
- Facilitated the creation of a Property Survey Program - engaged in proactive window surveys throughout the community
- Coordination and management of all Tax Increment Districts (TID #s 3-13) including the closure of TID #3, possible early closure of TIF #5 and creation of a Housing Program.
- Facilitated Land Purchase Agreements with builders in Lake Park Villas.
- Facilitated preparation of development agreements with Woodland Development, LLC, and Vans Realty and Construction.
- Represented the city/RDA on the Lake Park Villas Phase II Homeowners' Association and created the Second Restated Covenants.
- Prepared site improvement agreements and financial guarantees for development sites.
- Administered development agreements with the Ponds of Menasha, Cypress Homes, PJC Group LLC, Gilbert Development Company, LLC, Woodland Dev. LLC, Van's Realty, and Multi-Storage LLC.
- Executed the closure of 867 Valley Rd to be placed back on the tax roll for 2019.
- Executed and managed a Land Purchase Agreement between RR Donnelley and the city/RDA.
- Marketed city and RDA owned properties.
- Sold and worked to develop vacant property of 87 Racine Street.
- Assisted building owners/brokers with prospects for business location.
- Facilitated the development or redevelopment of numerous projects throughout the city including new business development and redevelopment, existing business relocation and expansion.
- Represented the City with various outside agencies and boards such as the Fox Cities Regional Partnership, Fox Cities Convention and Visitors Bureau, Fox Cities Economic Development Professionals Group, WI Lakes Council, Fox WI Heritage Parkway, Neighborhood Partners Network of the Fox Valley, Menasha Business Group, NE Chapter American Planning Association, etc.
- Coordinated with Wisdom on the USH 441 reconstruction project and the coordinated with WisDOT and Calumet County on planning the reconstruction of the CTH LP.
- Completion of the 2018 Downtown Vision Plan
- Began initial Water Street corridor planning including lock site visioning report, Valley Marine lease and Trail development from Water Street to Lock site.
- Processed building alterations and façade improvement grant/loan applications related to projects in the City's Historic Districts.
- Coordinated planning and design development for the Province Terrace Trail.
- Continue to work with Parks Department to purchase and naturalize the Lawson Canal.
- Continued planning efforts for future trail extensions and expansions.
- Updated department website pages for implementation of new city website.

**CITY OF MENASHA
2019 OPERATIONS BUDGET**

FUND	BUDGET NAME	PREPARED BY
General Fund	Community Developmen	Sam Schroeder
FUNCTION	BUDGET NUMBER	DATE
Conservation and Devel	100-0304-562	10/18/2018

Grant Writing and Administration:

- Administered and completed a Site Assessment Grant (SAG) grant to fund exploration of site conditions and building demolition for property at 867 Valley Road.

Zoning, Land Records, and Socioeconomic Data:

- Zoning Administration, including sign regulations, zone changes, project/site plan review, special use permits, variance requests, and zoning enforcement.
- Creation of maps and data sets for various city departments and outside agencies upon request.
- Assigned and re-assigned addresses for numerous lots throughout the city.
- Coordinated land records information with Associated Appraisal, the City's assessment contractor.

Stormwater Coordination:

- Assisted the Engineering Division with property information as related to the calculation of stormwater fees.
- In coordination with the Engineering Division, administration of Erosion Control and Stormwater Management ordinances through site plan and project review, and long term maintenance agreements.
- Participated in regional stormwater planning and management.
- Prepared stormwater maintenance agreements and financial guarantees for development sites.
- Participated in NEWSC-Council (Northeast WI Stormwater Coalition).

2019 OBJECTIVES

- Work to improve the city's quality of life and tax base by continuing to focus on projects and initiatives that spur development and redevelopment, including the conservation and rehabilitation of housing stock.
- Continue implementation of branding/marketing efforts to implement the adopted brand statement as well as integrating the brand statement into policy goals and objectives.
- Develop and improve standard operating procedures for functions of the department to provide clear and concise direction to citizens and the development community.
- Maintain and improve a customer friendly environment for all citizens, appraisers, real estate professionals, businesses, developers, lenders, and contractors.
- Update and advance projects that help implement the goals, objectives, and policies of the City of Menasha Year 2030 Comprehensive Plan.
- Develop specific area development and redevelopment plans reflecting the vision of the Menasha community that include well defined goals, objectives and implementation strategies.
- Kick start the creation and implementation of a new Menasha Housing Program created by the early closure of TIF #5
- Continue to implement the 2018 Downtown Vision Plan
- Work with neighboring communities to build future relationships to allow for all communities to fairly provide and receive the best possible services and growth.
- Provide staff support and guidance to a Plan Commission, Landmarks Commission, Board of Appeals, Redevelopment Authority, Housing Authority, TIF Joint Review Boards (Winnebago & Calumet County) and Common Council.
- Complete a Water Street Corridor Study to analyze future redevelopment
- Redevelopment of Gilbert/RR Donnelley Site.
- Redevelopment of the Brin Building site.
- Update Municipal Code as it relates to land uses.

MAJOR CHANGES FROM 2018 BUDGET

CITY OF MENASHA 2019 OPERATIONS BUDGET			FUND	BUDGET NAME	PREPARED BY
			General Fund	Community Developmen	Sam Schroeder
			FUNCTION	BUDGET NUMBER	DATE
			Conservation and Devel	100-0304-562	10/18/2018
<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Building Inspector/Housin	1.00	1.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Comm. Dev. Coordinator	1.00	1.00
INTERGOV REVENUE	\$0.00	\$0.00	Community Dev. Director	0.65	0.65
LICENSES & PERMITS	\$0.00	\$0.00	Intern	0.23	0.23
FINES & FORFEITS	\$0.00	\$0.00	Principal Planner	0.59	0.59
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	3.47	3.47

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Community Development						
100-0304-562.10-01	Wages	52,640	54,824	44,475	52,675	56,266
100-0304-562.10-02	Salaries	88,213	85,527	51,743	63,985	82,118
100-0304-562.10-03	Overtime/Doubletime	145	0	279	300	400
100-0304-562.10-08	Wages-Temp Help	0	4,500	0	0	4,500
100-0304-562.15-01	Health	29,810	34,921	27,264	33,177	39,744
100-0304-562.15-02	Life	163	215	83	139	155
100-0304-562.15-03	Dental	1,993	2,271	1,760	2,164	2,318
100-0304-562.15-04	Retirement	9,260	9,739	6,466	7,859	9,064
100-0304-562.15-05	FICA	10,453	11,102	6,847	8,314	9,903
100-0304-562.15-07	Vision	186	263	204	253	269
100-0304-562.15-08	Workers Comp	675	375	151	176	249
100-0304-562.15-10	Banked Sick Leave	0	0	0	0	1,377
100-0304-562.21-02	Engineering	25,000	20,000	0	20,000	20,000
LEVEL	TEXT	TEXT AMT				
TOTB	2019 HOTEL STUDY	20,000				
		20,000				
100-0304-562.21-06	Management	9,381	10,000	5,150	10,000	10,000
LEVEL	TEXT	TEXT AMT				
TOTB	HABITAT ROCK THE BLOCK	5,000				
	CSMS, EASEMENTS AND PROFESSIONAL SERVICES	5,000				
		10,000				
100-0304-562.21-08	Recording Fees	0	120	0	0	120
100-0304-562.21-09	Appraisal	1,450	3,000	0	2,275	3,000
100-0304-562.21-10	Marketing	21,362	15,000	7,708	12,000	15,000
LEVEL	TEXT	TEXT AMT				
TOTB	MARKET & PROMOTION-FC REGIONAL PARTNERSHIP	3,000				
	HISTORIC PRES./EDUCATION/MARKETING	1,000				
	MARKETING OPPORTUNITIES & CITY PROMOTION EFFORTS	11,000				
		15,000				
100-0304-562.22-01	Telephone	532	960	783	1,142	1,440
100-0304-562.22-03	Electricity	230	300	156	222	300
100-0304-562.29-01	Printing	0	200	0	200	200
100-0304-562.29-07	Inhouse Info Tech Service	10,254	10,579	5,290	10,579	10,313
100-0304-562.30-10	Office	942	1,500	710	1,400	1,500
100-0304-562.30-11	Postage	947	1,000	618	800	1,000
100-0304-562.30-15	Tools & Equipment	1,470	300	0	0	500
100-0304-562.30-18	Department	138	600	22	500	600
100-0304-562.32-01	Dues/Memberships/Licenses	550	1,900	554	554	1,900
100-0304-562.33-01	Mileage	213	1,800	332	700	1,800

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BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2019

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
100-0304-562.33-02	Registrations	508	1,800	50	285	600
100-0304-562.33-03	Lodging/Meals	370	1,800	0	600	1,800
100-0304-562.33-04	Other Expenses	0	100	0	0	100
100-0304-562.34-01	Mileage	0	150	0	0	150
100-0304-562.34-02	Registrations	0	500	0	250	2,000
100-0304-562.51-03	Property	590	0	0	0	0
<hr/>						
*	Community Development	267,475	275,346	160,645	230,549	278,686
<hr/>						
**	General Fund	267,475	275,346	160,645	230,549	278,686

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BUDGET WORKSHEET 2019

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2019

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ACCOUNT NUMBER		ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund							
Urban Redevelopment							
100-0305-562.22-03		Electricity	241	250	181	230	250
100-0305-562.22-05		Water/Sewer	187	200	113	155	200
100-0305-562.22-06		Storm Water	357	400	210	325	400
100-0305-562.70-01		Acquisition/Rehab/Conv	0	22,500	6,827	25,000	43,530
LEVEL	TEXT		TEXT	AMT			
TOTB	CARRY REMAIN FUNDS TO 2019' CONT. PAINT&RESTORE						
	FUND LEAD LATERAL REPLACEMENT GRANT			43,530			
				43,530			
*	Urban Redevelopment		785	23,350	7,331	25,710	44,380
**	General Fund		785	23,350	7,331	25,710	44,380

**CITY OF MENASHA
2019 OPERATIONS BUDGET**

FUND	BUDGET NAME	PREPARED BY
General Fund	Forestry	Brian Tungate
FUNCTION	BUDGET NUMBER	DATE
Conservation and Devel	100-0706-561	10/12/2018

RESPONSIBILITIES

Manage the City's urban forest.

SERVICES PROVIDED

2018 ACCOMPLISHMENTS

- Recognized by National Arbor Day Foundation as a Tree City, USA for the 35th consecutive year
- Terrace tree planting program conducted in Districts 3 & 4
- Removed all ash trees in poor condition
- Removed approximately 67 tree stumps
- Planted close to 100 terrace and park trees

2019 OBJECTIVES

- Pursue annual Tree City, USA designation
- Emerald Ash Borer management plan - continue removing fair condition (176) ash trees. Consider chemically treating some ash trees if proven to be cost effective.
- Continue residential terrace tree planting program in Districts 1 & 2, and focus on areas that lack terrace trees.
- Continue park replacement tree planting in anticipation of eventual loss of all ash trees
- Continue collaborations with UW-Fox Valley and Menasha Utilities
- Accept a \$3,000 Baylake Region Planning Commission grant for planting in the Clovis Grove neighborhood.
- Continue goal of planting approximately 100 terrace and park trees per year.

Note that .30 of Arborist position is in Stormwater-Forestry (625-0706-561.10-01)

MAJOR CHANGES FROM 2018 BUDGET

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Arborist	0.40	0.45
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Park Lead	0.10	0.10
INTERGOV REVENUE	\$0.00	\$0.00	Park Laborer(new)	0.00	0.50
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	0.50	1.05

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund							
Forestry							
100-0706-561.10-01	Wages		34,320	24,704	45,010	53,200	49,706
100-0706-561.10-03	Overtime/Doubletime		621	150	553	600	300
100-0706-561.10-08	Wages-Temp Help		0	0	1,295	1,300	0
100-0706-561.15-01	Health		9,234	8,742	12,812	15,408	18,531
100-0706-561.15-02	Life		28	50	57	75	46
100-0706-561.15-03	Dental		655	557	890	1,062	1,146
100-0706-561.15-04	Retirement		2,108	1,665	3,076	3,630	3,256
100-0706-561.15-05	FICA		2,568	1,784	3,419	4,016	3,658
100-0706-561.15-07	Vision		68	65	96	115	129
100-0706-561.15-08	Workers Comp		1,548	785	1,415	1,716	1,884
100-0706-561.15-10	Banked Sick Leave		0	0	0	0	493
100-0706-561.19-03	Uniform/Clothing Allow		130	135	79	135	315
100-0706-561.20-06	Lawn Care		4,875	3,200	1,000	1,000	1,000
100-0706-561.29-05	Vehicle/Equipment Rental		25,996	15,000	35,732	42,500	40,000
100-0706-561.29-07	Inhouse Info Tech Service		2,384	2,561	1,281	2,561	2,469
100-0706-561.30-15	Tools & Equipment		0	0	24	24	2,100
LEVEL	TEXT		TEXT	AMT			
TOTB	CHAIN SHARPENER			600			
	LOADER MAN BASKET			1,500			
				2,100			
100-0706-561.30-18	Department		2,216	1,000	1,282	1,300	2,500
100-0706-561.32-01	Dues/Memberships/Licenses		0	200	45	45	100
100-0706-561.34-02	Registrations		930	1,250	230	1,000	1,000
100-0706-561.34-03	Lodging/Meals		258	300	288	288	300
100-0706-561.51-03	Property		10	0	0	0	0
*	Forestry		87,949	62,148	108,584	129,975	128,933
**	General Fund		87,949	62,148	108,584	129,975	128,933

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
General Fund						
Misc Other						
100-1199-519.10-01	Wages	174,555	35,000	0	35,000	0
100-1199-519.15-01	Health	0	16,000	0	0	39,543-
LEVEL	TEXT	TEXT AMT				
TOTB	GOAL TO REDUCE 2019 HEALTH INSURANCE PREMIUM RENEWAL FROM A 12% INCREASE TO AN 8% INCREASE. AT THE TIME OF PRINTING THE 2019 BUDGET BOOK, CITY STAFF WAS STILL WORKING ON NEGOTIATING THE 2019 HEALTH INSURANCE RENEWAL. GOAL IS TO REDUCE THE CITY-WIDE HEALTH INSURANCE COST FOR 2019 BY \$50,000.					
	GENERAL FUND REDUCTION = \$39,543		39,543-			
	ALL OTHER FUND REDUCTIONS = \$10,457		39,543-			
*	Misc Other	174,555	51,000	0	35,000	39,543-
**	General Fund	174,555	51,000	0	35,000	39,543-

SPECIAL REVENUE FUNDS

FUND 203

**FAÇADE
IMPROVEMENT**

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
Facade Improvement						
203-0000-461.01-00	On Investments	664	592	592	592	517
203-0000-466.00-00	Misc General Revenue	1,802	1,874	1,874	1,874	1,949
*	Facade Improvement	<u>2,466</u>	<u>2,466</u>	<u>2,466</u>	<u>2,466</u>	<u>2,466</u>
**	Facade Improvement	<u>2,466</u>	<u>2,466</u>	<u>2,466</u>	<u>2,466</u>	<u>2,466</u>

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
	Facade Improvement					
	Housing Rehab Program					
203-0306-562.70-01	Acquisition/Rehab/Conv	2,500	0	0	0	0
*	Housing Rehab Program	2,500	0	0	0	0
	Facade Improvement Progr					
203-0307-562.70-01	Acquisition/Rehab/Conv	0	10,000	6,801	10,000	10,000
*	Facade Improvement Progr	0	10,000	6,801	10,000	10,000
**	Facade Improvement	2,500	10,000	6,801	10,000	10,000

FUND 207

MARINA

CITY OF MENASHA 2019 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	Marina Fund	Marina Operations	Brian Tungate
	FUNCTION	BUDGET NUMBER	DATE
	Culture and Recreation	207-0707-552	10/12/2018

RESPONSIBILITIES

Administer this non-levy, contracted facility

SERVICES PROVIDED

2018 ACCOMPLISHMENTS

- Harbormaster Schabach continued to operate a successful marina
- Replaced several electric pedestals
- Replaced restroom doors and made improvements to the restroom/shower building

2019 OBJECTIVES

- Continue replacing electric pedestals
- Increase seasonal revenues
- Replace marina fencing with funding from TIF #4
- Investigate options for state mandated fuel dispenser containment
- Replace west Main Street steps and upgrade the public seating space/plaza east of the shower building

MAJOR CHANGES FROM 2018 BUDGET

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Facility Tech.	0.15	0.04
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Park Laborer	0.05	0.25
INTERGOV REVENUE	\$0.00	\$0.00	Summer Laborers	0.08	0.00
LICENSES & PERMITS	\$0.00	\$0.00	TOTAL	0.28	0.29
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00			

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
Marina						
207-0000-441.35-00	Annual Slip Rentals	97,249	96,500	93,109	95,200	98,500
207-0000-441.36-00	Transient Slip Rentals	1,759	2,000	1,310	1,710	1,800
207-0000-441.37-00	Marina Concession	1,545	1,500	1,205	1,500	1,500
207-0000-441.38-00	Gasoline Sales	81,991	81,000	84,152	91,500	91,000
207-0000-466.00-00	Misc General Revenue	700	0	0	0	0
*	Marina	<u>183,244</u>	<u>181,000</u>	<u>179,776</u>	<u>189,910</u>	<u>192,800</u>
**	Marina	<u>183,244</u>	<u>181,000</u>	<u>179,776</u>	<u>189,910</u>	<u>192,800</u>

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
Marina						
Trans to General Fund						
207-0412-591.25-02	Other Municipal Funds	5,000	5,000	5,000	5,000	5,000
*	Trans to General Fund	5,000	5,000	5,000	5,000	5,000
Marina Operations						
207-0707-552.10-01	Wages	8,479	12,190	20,839	23,775	17,550
207-0707-552.10-03	Overtime/Doubletime	112	200	455	455	200
207-0707-552.10-08	Wages-Temp Help	0	1,755	231	231	2,614
207-0707-552.15-01	Health	1,871	3,231	5,310	6,058	7,554
207-0707-552.15-02	Life	46	72	63	71	14
207-0707-552.15-03	Dental	185	310	397	454	435
207-0707-552.15-04	Retirement	574	964	1,266	1,440	1,222
207-0707-552.15-05	FICA	652	1,059	1,466	1,666	1,475
207-0707-552.15-07	Vision	17	23	41	47	47
207-0707-552.15-08	Workers Comp	366	566	592	673	764
207-0707-552.15-10	Banked Sick Leave	0	0	0	0	175
207-0707-552.19-03	Uniform/Clothing Allow	45	0	8	60	72
207-0707-552.21-06	Management	53,387	54,000	36,750	54,000	54,750
207-0707-552.22-03	Electricity	10,479	9,300	7,291	10,335	10,500
207-0707-552.22-04	Heat	443	650	272	450	500
207-0707-552.22-05	Water/Sewer	4,128	4,000	3,970	4,335	4,600
207-0707-552.22-06	Storm Water	772	800	515	775	800
207-0707-552.22-07	Fiber Optic	0	0	0	0	700
207-0707-552.24-02	Tools & Equipment	10,323	3,000	11,387	12,000	3,000
207-0707-552.24-03	Buildings	4,714	5,000	8,457	9,000	6,500
LEVEL	TEXT	TEXT AMT				
TOTB	TOILETS/FLUSH VALVES	1,000				
	PARTITIONS	3,000				
	HARBOR HOUSE WINDOWS	1,500				
	MISCELLANEOUS	1,000				
		6,500				
207-0707-552.29-01	Printing	204	200	0	200	1,000
207-0707-552.29-05	Vehicle/Equipment Rental	2,058	2,000	2,960	3,500	3,500
207-0707-552.29-07	Inhouse Info Tech Service	1,204	1,293	647	1,293	1,246
207-0707-552.30-11	Postage	0	250	117	230	250
207-0707-552.30-13	Housekeeping	389	500	0	500	500
207-0707-552.30-15	Tools & Equipment	0	9,000	0	0	12,000
LEVEL	TEXT	TEXT AMT				
TOTB	DOCK MOUNTED AERATORS	2,000				
	ELECTRIC PEDESTALS	10,000				
		12,000				

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
207-0707-552.30-18	Department	5,148	5,800	3,462	3,700	3,800
207-0707-552.32-01	Dues/Memberships/Licenses	416	500	416	416	450
207-0707-552.38-01	Fuel	74,070	75,000	82,519	87,025	87,000
207-0707-552.51-03	Property	130	138	69	138	152
*	Marina Operations	180,212	191,801	189,500	222,827	223,370
**	Marina	185,212	196,801	194,500	227,827	228,370

FUND 208

TIF PROJECT #3

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
TIF Project 3						
208-0000-416.00-00	Tax Increment-City Purp	29,732	25,587	25,437	25,437	0
208-0000-432.02-00	Computers	16,671	16,671	16,916	16,916	0
208-0000-492.17-00	General Fund	3,155	0	0	0	0
*	TIF Project 3	49,558	42,258	42,353	42,353	0
**	TIF Project 3	49,558	42,258	42,353	42,353	0

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
TIF Project 3						
Comptroller/Treasurer						
208-0401-513.21-03	Accounting/Financial	3,100	0	0	0	0
208-0401-513.25-01	Other Municipal Entities	150	150	0	150	0
*	Comptroller/Treasurer	<u>3,250</u>	<u>150</u>	<u>0</u>	<u>150</u>	<u>0</u>
Debt Issuance Expenditure						
208-0407-513.21-03	Accounting/Financial	0	3,150	0	0	0
*	Debt Issuance Expenditure	<u>0</u>	<u>3,150</u>	<u>0</u>	<u>0</u>	<u>0</u>
Trans to General Fund						
208-0412-591.25-02	Other Municipal Funds	41,922	0	0	0	0
*	Trans to General Fund	<u>41,922</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
**	TIF Project 3	<u>45,172</u>	<u>3,300</u>	<u>0</u>	<u>150</u>	<u>0</u>

FUND 209

PARK DEVELOPMENT

CITY OF MENASHA 2019 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	Park Develop Fund	Park Development Fund	Brian Tungate
	FUNCTION	BUDGET NUMBER	DATE
	Culture and Recreation	209-0703-553	10/12/2018

RESPONSIBILITIES

A non-levy fund established with fees collected from residential development. Funds are to be used for parks and recreation land acquisition and development.

SERVICES PROVIDED

2018 ACCOMPLISHMENTS

2019 OBJECTIVES

- Engineering work at old Banta and canal properties as needed
- Pursue grant opportunities for both sites
- Acquire blighted Lawson Canal parcel. Pursue investigating sediment within the canal.

MAJOR CHANGES FROM 2018 BUDGET

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>
TAXES	\$0.00	\$0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00
INTERGOV REVENUE	\$0.00	\$0.00
LICENSES & PERMITS	\$0.00	\$0.00
FINES & FORFEITS	\$0.00	\$0.00
PUBLIC CHARGES	\$0.00	\$0.00
MISCELLANEOUS	\$0.00	\$0.00
TOTAL	\$0.00	\$0.00

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
Park Development						
209-0000-441.23-00	Park	22,550	19,500	8,800	10,450	11,000
209-0000-461.01-00	On Investments	838	490	371	1,500	1,600
*	Park Development	<u>23,388</u>	<u>19,990</u>	<u>9,171</u>	<u>11,950</u>	<u>12,600</u>
**	Park Development	<u>23,388</u>	<u>19,990</u>	<u>9,171</u>	<u>11,950</u>	<u>12,600</u>

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
Park Development						
Parks Department						
209-0703-553.21-02	Engineering	4,995	26,000	0	5,000	25,000
LEVEL	TEXT	TEXT	AMT			
TOTB	LAWSON CANAL RESTORATION		25,000			
			25,000			
209-0703-553.80-02	Land Purchase	0	10,000	0	0	10,000
LEVEL	TEXT	TEXT	AMT			
TOTB	LAWSON CANAL RESTORATION		10,000			
			10,000			
209-0703-553.82-02	Construction	0	0	5,060	7,700	5,000
LEVEL	TEXT	TEXT	AMT			
TOTB	LAWSON CANAL RESTORATION		5,000			
			5,000			
*	Parks Department	4,995	36,000	5,060	12,700	40,000
**	Park Development	4,995	36,000	5,060	12,700	40,000

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FUND 210

**FARM FRESH
MARKET**

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
Farm Fresh Market						
210-0000-441.44-00	Farm Fresh Market	1,253	2,100	1,456	1,500	2,000
210-0000-465.00-00	Donations & Gifts	200	400	2,600	2,600	2,500
*	Farm Fresh Market	<hr/> 1,453	<hr/> 2,500	<hr/> 4,056	<hr/> 4,100	<hr/> 4,500
**	Farm Fresh Market	<hr/> 1,453	<hr/> 2,500	<hr/> 4,056	<hr/> 4,100	<hr/> 4,500

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
Farm Fresh Market						
Farm Fresh Market						
210-0103-511.10-01	Wages	0	7,000	0	0	2,864
210-0103-511.10-08	Wages-Temp Help	0	0	2,086	0	0
210-0103-511.15-05	FICA	0	536	160	0	219
210-0103-511.15-08	Workers Comp	0	17	3	0	5
210-0103-511.20-05	Entertainment	375	500	270	500	500
210-0103-511.29-03	Advertising	0	1,500	2,560	3,000	1,500
210-0103-511.30-11	Postage	0	250	0	250	250
210-0103-511.30-16	Promotional	2,301	7,000	0	7,000	7,000
210-0103-511.30-18	Department	165	500	10	500	500
* Farm Fresh Market		2,841	17,303	5,089	11,250	12,838
** Farm Fresh Market		2,841	17,303	5,089	11,250	12,838

FUND 260

**POST EMPLOYMENT
SICK LEAVE RESERVE**

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
Post Employment Sick						
260-0000-411.00-00	General Property Taxes	60,000	60,000	60,000	60,000	0
260-0000-466.00-00	Misc General Revenue	452	28,500	0	28,500	25,000
*	Post Employment Sick	<hr/> 60,452	<hr/> 88,500	<hr/> 60,000	<hr/> 88,500	<hr/> 25,000
**	Post Employment Sick	<hr/> 60,452	<hr/> 88,500	<hr/> 60,000	<hr/> 88,500	<hr/> 25,000

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
	Post Employment Sick					
	Comptroller/Treasurer					
260-0401-513.15-01	Health	4,794	0	0	0	0
*	Comptroller/Treasurer	4,794	0	0	0	0
	Public Library					
260-0601-551.15-01	Health	0	20,000	0	5,300	0
*	Public Library	0	20,000	0	5,300	0
	Parks Department					
260-0703-553.15-01	Health	0	20,000	0	6,300	0
*	Parks Department	0	20,000	0	6,300	0
	Police					
260-0801-521.15-01	Health	75,647	20,000	0	24,300	0
*	Police	75,647	20,000	0	24,300	0
**	Post Employment Sick	80,441	60,000	0	35,900	0

FUND 263

**CDBG REVOLVING
LOAN**

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
CDBG Revolving Loan						
263-0000-461.01-00	On Investments	886	0	602	2,400	2,500
263-0000-466.00-00	Misc General Revenue	75,368	20,000	110,946	115,000	50,000
*	CDBG Revolving Loan	<hr/> 76,254	<hr/> 20,000	<hr/> 111,548	<hr/> 117,400	<hr/> 52,500
***	CDBG Revolving Loan	<hr/> 76,254	<hr/> 20,000	<hr/> 111,548	<hr/> 117,400	<hr/> 52,500

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
CDBG Revolving Loan						
Housing Rehab Program						
263-0306-562.34-02	Registrations	0	0	1,099	1,100	1,100
263-0306-562.70-01	Acquisition/Rehab/Conv	22,822	50,000	1,705	50,000	75,000
*	Housing Rehab Program	22,822	50,000	2,804	51,100	76,100
**	CDBG Revolving Loan	22,822	50,000	2,804	51,100	76,100

FUND 266

RECYCLING

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
Recycling						
266-0000-411.00-00	General Property Taxes	319,228	341,250	341,250	341,250	327,011
266-0000-432.11-00	Recycling	70,063	71,000	70,100	70,100	71,000
266-0000-441.14-00	Solid Waste Disposal	876	725	465	500	500
266-0000-441.15-00	Recycling	5,205	4,300	2,805	3,210	6,030
266-0000-463.05-00	Recyclable Materials	13,275	12,500	7,921	9,500	10,000
266-0000-466.00-00	Misc General Revenue	420	0	0	0	0
266-0000-481.12-00	Recycling	15,807	16,000	28,969	28,954	5,000
266-0000-481.13-00	Solid Waste Disposal	24	0	0	0	0
*	Recycling	424,898	445,775	451,510	453,514	419,541
**	Recycling	424,898	445,775	451,510	453,514	419,541

CITY OF MENASHA 2019 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	Recycling Fund	Recycling, Solid Waste	Adam Alix Thad Brown
	FUNCTION	BUDGET NUMBER	DATE
	Public Works	266-1027-543	10/18/2018
<u>RESPONSIBILITIES</u>			
This budget reflects costs associated with the collection and processing of all residential recycling goods; including recyclables dropped off at PWF recycling facility.			
<u>SERVICES PROVIDED</u>			
<u>2018 ACCOMPLISHMENTS</u>			
<u>2019 OBJECTIVES</u>			
Utilize GPS technology to maximize efficiencies in our routing.			
<u>MAJOR CHANGES FROM 2018 BUDGET</u>			
No significant changes.			
<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u> <u>2018 # OF FTE'S</u> <u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Common Laborer 0.20 0.10
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Depty Dir Municipal Opera 0.04 0.04
INTERGOV REVENUE	\$0.00	\$0.00	PW Superintendent 0.03 0.03
LICENSES & PERMITS	\$0.00	\$0.00	PWF Administrative Assis 0.20 0.20
FINES & FORFEITS	\$0.00	\$0.00	Sanitation Worker 1.00 1.00
PUBLIC CHARGES	\$0.00	\$0.00	
MISCELLANEOUS	\$0.00	\$0.00	
TOTAL	\$0.00	\$0.00	TOTAL 1.47 1.37

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
Recycling						
Recycling-Solid Waste						
266-1027-543.10-01	Wages	53,008	65,515	42,986	55,886	61,787
266-1027-543.10-02	Salaries	12,383	12,854	10,736	13,428	14,504
266-1027-543.10-03	Overtime/Doubletime	192	300	408	496	300
266-1027-543.10-08	Wages-Temp Help	0	0	102	102	0
266-1027-543.15-01	Health	12,274	19,248	12,997	16,769	19,923
266-1027-543.15-02	Life	183	364	200	257	360
266-1027-543.15-03	Dental	1,455	1,819	1,231	1,588	1,695
266-1027-543.15-04	Retirement	4,486	5,271	3,642	4,697	5,017
266-1027-543.15-05	FICA	4,896	5,648	3,949	5,091	5,516
266-1027-543.15-07	Vision	144	162	115	148	151
266-1027-543.15-08	Workers Comp	2,520	2,249	1,500	1,934	2,584
266-1027-543.15-10	Banked Sick Leave	0	0	0	0	758
266-1027-543.19-03	Uniform/Clothing Allow	372	360	354	360	330
266-1027-543.21-06	Management	11,545	4,500	2,584	3,000	4,500
266-1027-543.22-01	Telephone	0	500	0	0	500
266-1027-543.25-01	Other Municipal Entities	7,645	8,075	6,823	7,750	15,095
LEVEL	TEXT	TEXT AMT				
TOTB	1400 TONS OF SINGLE STREAM @ \$10.00/TON	14,000				
	5.75 TONS OF TIRE DISPOSAL @ \$190/TON	1,095				
		15,095				
266-1027-543.25-03	Other Govment-Electronics	747	700	690	950	1,000
266-1027-543.29-01	Printing	6,899	6,500	4,900	9,300	7,000
266-1027-543.29-05	Vehicle/Equipment Rental	84,858	93,750	73,683	110,455	110,500
266-1027-543.29-07	Inhouse Info Tech Service	4,518	4,776	2,388	4,776	4,603
266-1027-543.30-11	Postage	127	3,000	160	3,000	3,000
266-1027-543.30-15	Tools & Equipment	0	24,680	21,036	21,036	6,500
LEVEL	TEXT	TEXT AMT				
TOTB	1/3 COST OF GPS HARDWARE	2,500				
	CARTS	4,000				
		6,500				
266-1027-543.30-18	Department	1,033	1,500	629	1,000	1,500
266-1027-543.51-03	Property	300	318	159	318	350
*	Recycling-Solid Waste	209,585	262,089	191,272	262,341	267,473
**	Recycling	209,585	262,089	191,272	262,341	267,473

CITY OF MENASHA 2019 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	Recycling Fund	Recycling, Yard Waste	Adam Alix Thad Brown
	FUNCTION	BUDGET NUMBER	DATE
	Public Works	266-1028-543	10/18/2018

RESPONSIBILITIES

This budget reflects costs associated with the collection and processing of all City yard waste. A portion of yard waste activities is charged to the Storm Water Utility.

SERVICES PROVIDED
2018 ACCOMPLISHMENTS

Continued to improve the City owned dump site located along side the former Badger Highways site for composting activities.

2019 OBJECTIVES

Continue to look to other opportunities to reduce volume of yard wastes the City handles and processes.

MAJOR CHANGES FROM 2018 BUDGET

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Common Laborer	0.22	0.40
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Depty Dir Municipal Opera	0.02	0.02
INTERGOV REVENUE	\$0.00	\$0.00	Heavy Equipment Operat	0.36	0.00
LICENSES & PERMITS	\$0.00	\$0.00	Light Equipment Operator	0.18	0.40
FINES & FORFEITS	\$0.00	\$0.00	PW Superintendent	0.05	0.05
PUBLIC CHARGES	\$0.00	\$0.00	PWF Administrative Assis	0.09	0.09
MISCELLANEOUS	\$0.00	\$0.00	Summer Laborer	0.13	0.13
			Truck Driver	0.04	0.04
			Yard Attendent	0.09	0.09
TOTAL	\$0.00	\$0.00	TOTAL	1.18	1.22

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
Recycling						
Recycling-Yard Waste						
266-1028-543.10-01	Wages	40,157	43,270	41,757	41,436	41,883
266-1028-543.10-02	Salaries	8,209	12,862	10,747	8,634	14,690
266-1028-543.10-03	Overtime/Doubletime	613	1,980	541	735	1,100
266-1028-543.10-08	Wages-Temp Help	0	4,628	3,455	1,101	3,707
266-1028-543.15-01	Health	12,294	14,713	12,772	15,885	21,314
266-1028-543.15-02	Life	85	150	67	97	50
266-1028-543.15-03	Dental	1,037	1,204	1,031	1,250	1,321
266-1028-543.15-04	Retirement	3,161	3,574	3,209	3,940	3,706
266-1028-543.15-05	FICA	3,635	4,639	3,831	4,637	4,430
266-1028-543.15-07	Vision	105	121	105	128	146
266-1028-543.15-08	Workers Comp	1,992	1,845	1,420	1,730	1,966
266-1028-543.15-10	Banked Sick Leave	0	0	0	0	562
266-1028-543.19-03	Uniform/Clothing Allow	256	227	163	227	238
266-1028-543.21-06	Management	3,597	4,400	0	3,300	3,740
266-1028-543.22-06	Storm Water	510	510	869	510	510
266-1028-543.29-05	Vehicle/Equipment Rental	68,393	64,416	65,699	61,600	66,440
266-1028-543.30-11	Postage	45	70	149	66	70
266-1028-543.30-15	Tools & Equipment	0	1,100	0	1,100	1,400
LEVEL	TEXT	TEXT AMT				
TOTB	SHARE OF CHAIN SAW		700			
	HAND TOOLS & RAKES		700			
			1,400			
266-1028-543.30-18	Department	639	880	297	450	880
266-1028-543.51-03	Property	243	285	143	285	314
*	Recycling-Yard Waste	144,971	160,874	146,255	147,111	168,467
**	Recycling	144,971	160,874	146,255	147,111	168,467

CITY OF MENASHA 2019 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY		
	Recycling Fund	Recycling, Appliances	Adam Alix Thad Brown		
	FUNCTION	BUDGET NUMBER	DATE		
	Public Works	266-1029-543	10/18/2018		
<u>RESPONSIBILITIES</u>					
This budget provides for the collection and processing of all waste appliances in the City.					
<u>SERVICES PROVIDED</u>					
<u>2018 ACCOMPLISHMENTS</u>					
<u>2019 OBJECTIVES</u>					
Continue current service level.					
<u>MAJOR CHANGES FROM 2018 BUDGET</u>					
No significant changes.					
<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Common Laborer	0.10	0.10
SPECIAL ASSESSMENTS	\$0.00	\$0.00	PW Superintendent	0.01	0.01
INTERGOV REVENUE	\$0.00	\$0.00	Summer Laborer	0.07	0.07
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	0.18	0.18

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
Recycling						
Recycling-Appliances						
266-1029-543.10-01	Wages	6,138	5,309	5,395	6,384	5,448
266-1029-543.10-02	Salaries	511	537	448	555	643
266-1029-543.10-03	Overtime/Doubletime	121	0	102	35	0
266-1029-543.10-08	Wages-Temp Help	0	1,463	46	178	1,386
266-1029-543.15-01	Health	1,381	2,098	1,928	1,431	2,336
266-1029-543.15-02	Life	14	5	10	13	6
266-1029-543.15-03	Dental	127	134	188	121	134
266-1029-543.15-04	Retirement	456	392	398	476	399
266-1029-543.15-05	FICA	504	523	435	525	537
266-1029-543.15-07	Vision	13	15	18	12	15
266-1029-543.15-08	Workers Comp	295	253	187	223	283
266-1029-543.15-10	Banked Sick Leave	0	0	0	0	61
266-1029-543.19-03	Uniform/Clothing Allow	32	30	8	30	30
266-1029-543.25-01	Other Municipal Entities	4,420	4,500	1,867	3,867	4,500
LEVEL	TEXT	TEXT AMT				
TOTB	FREON BASED APPLIANCE DISPOSAL FEES	4,500				
		4,500				
266-1029-543.29-01	Printing	109	0	0	0	0
266-1029-543.29-05	Vehicle/Equipment Rental	8,120	7,500	4,154	5,960	7,500
266-1029-543.51-03	Property	50	53	27	53	59
*	Recycling-Appliances	22,291	22,812	15,211	19,863	23,337
**	Recycling	22,291	22,812	15,211	19,863	23,337

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FUND 821

**LIBRARY
ENDOWMENT**

PREPARED 10/22/18, 18:15:58
PROGRAM GM601L
BUDGET WORKSHEET 2019

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2019

PAGE 1
ACCOUNTING PERIOD 01/2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
Library Endowment						
821-0000-461.01-00	On Investments	44,664	10,000	0	30,000	30,000
821-0000-465.00-00	Donations & Gifts	30,862	30,000	0	30,000	30,000
*	Library Endowment	<hr/> 75,526	<hr/> 40,000	<hr/> 0	<hr/> 60,000	<hr/> 60,000
**	Library Endowment	<hr/> 75,526	<hr/> 40,000	<hr/> 0	<hr/> 60,000	<hr/> 60,000

PREPARED 10/22/18, 18:16:09
PROGRAM GM601L
BUDGET WORKSHEET 2019

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2019

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ACCOUNTING PERIOD 01/2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
Library Endowment						
Public Library						
821-0601-551.30-16	Promotional	49,273	0	0	45,000	45,000
*	Public Library	49,273	0	0	45,000	45,000
<hr/>						
**	Library Endowment	49,273	0	0	45,000	45,000

FUND 822

**HATTIE MINER
SCHOLARSHIP**

PREPARED 10/22/18, 18:16:25
PROGRAM GM601L
BUDGET WORKSHEET 2019

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2019

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ACCOUNTING PERIOD 01/2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
Hattie Miner Scholarship						
822-0000-461.01-00	On Investments	173	120	67	300	325
*	Hattie Miner Scholarship	173	120	67	300	325
**	Hattie Miner Scholarship	173	120	67	300	325

PREPARED 10/22/18, 18:16:34
PROGRAM GM601L
BUDGET WORKSHEET 2019

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2019

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ACCOUNTING PERIOD 01/2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
Hattie Miner Scholarship						
Hattie Miner Scholarship						
822-0413-554.30-16	Promotional	2,000	3,000	1,250	2,000	2,500
*	Hattie Miner Scholarship	2,000	3,000	1,250	2,000	2,500
**	Hattie Miner Scholarship	2,000	3,000	1,250	2,000	2,500

FUND 824

**PUBLIC SAFETY
DONATIONS**

PREPARED 10/22/18, 18:16:49
PROGRAM GM601L
BUDGET WORKSHEET 2019

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2019

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ACCOUNTING PERIOD 01/2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
Public Safety						
824-0000-465.01-00 K9		6,778	3,500	5,189	6,500	3,500
824-0000-465.03-00 Honor Guard		750	750	0	250	500
*	Public Safety	<hr/> 7,528	<hr/> 4,250	<hr/> 5,189	<hr/> 6,750	<hr/> 4,000
**	Public Safety	<hr/> 7,528	<hr/> 4,250	<hr/> 5,189	<hr/> 6,750	<hr/> 4,000

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
Public Safety						
K9						
824-0807-521.21-05	Medical	778	750	147	450	750
824-0807-521.21-06	Management	1,700	2,000	0	10,000	2,000
824-0807-521.30-15	Tools & Equipment	1,468	1,250	1,149	1,750	1,500
824-0807-521.30-18	Department	0	250	0	0	250
* K9		3,946	4,250	1,296	12,200	4,500
Honor Guard						
824-0809-521.19-03	Uniform/Clothing Allow	338	250	0	0	250
824-0809-521.30-15	Tools & Equipment	302	250	85	250	250
* Honor Guard		640	500	85	250	500
Explorer Post 9106						
824-0810-521.21-06	Management	70	250	0	0	0
824-0810-521.30-18	Department	0	750	0	0	0
824-0810-521.32-01	Dues/Memberships/Licenses	0	500	0	0	0
* Explorer Post 9106		70	1,500	0	0	0
** Public Safety		4,656	6,250	1,381	12,450	5,000

FUND 825

**SENIOR CENTER
LEGACY**

PREPARED 10/22/18, 18:17:36
PROGRAM GM601L
BUDGET WORKSHEET 2019

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2019

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ACCOUNTING PERIOD 01/2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
Senior Center Legacy Fund						
825-0000-465.00-00	Donations & Gifts	0	0	63	63	0
*	Senior Center Legacy Fund	0	0	63	63	0
<hr/>						
**	Senior Center Legacy Fund	0	0	63	63	0

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FUND 826

**PARK & REC
DONATIONS**

PREPARED 10/22/18, 18:18:26
PROGRAM GM601L
BUDGET WORKSHEET 2019

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2019

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ACCOUNTING PERIOD 01/2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
Park & Rec Donation						
826-0000-465.00-00	Donations & Gifts	19,388	10,000	13,394	15,000	15,000
*	Park & Rec Donation	19,388	10,000	13,394	15,000	15,000
**	Park & Rec Donation	19,388	10,000	13,394	15,000	15,000

PREPARED 10/22/18, 18:40:14
PROGRAM GM601L
BUDGET WORKSHEET 2019

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2019

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ACCOUNTING PERIOD 01/2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
Park & Rec Donation						
Recreation Department						
826-0702-552.20-05	Entertainment	525	0	969	969	500
826-0702-552.29-03	Advertising	500	600	201	201	500
826-0702-552.30-18	Department	8,569	6,000	6,344	6,700	6,000
*	Recreation Department	9,594	6,600	7,514	7,870	7,000
Parks Department						
826-0703-553.30-18	Department	4,061	4,000	0	0	5,000
826-0703-553.82-02	Construction	2,635	20,000	16,750	16,750	5,000
*	Parks Department	6,696	24,000	16,750	16,750	10,000
Forestry						
826-0706-561.30-18	Department	1,201	1,000	1,288	1,288	6,500
*	Forestry	1,201	1,000	1,288	1,288	6,500
**	Park & Rec Donation	17,491	31,600	25,552	25,908	23,500

ENTERPRISE FUNDS

FUND 601

SEWAGE UTILITY

PREPARED 10/22/18, 18:23:02
PROGRAM GM601L
BUDGET WORKSHEET 2019

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2019

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ACCOUNTING PERIOD 01/2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
Sewage Fund						
601-0000-441.31-00	Sewage-Utility Customer	1,625,034	1,800,000	1,143,063	1,711,163	1,800,000
601-0000-441.32-00	Sewage-Commercial User	111,511	106,000	65,751	90,319	100,000
601-0000-441.33-00	Sewage-Industrial User	210,591	220,000	133,945	172,892	190,000
601-0000-461.01-00	On Investments	12,798	7,600	6,123	15,000	17,000
601-0000-463.01-00	Other Property	777	0	0	0	0
601-0000-466.00-00	Misc General Revenue	79,986	0	26,065	26,065	0
601-0000-481.11-00	Sewage/Utility	134,812	130,000	124,337	169,973	170,000
*	Sewage Fund	2,175,509	2,263,600	1,499,284	2,185,412	2,277,000
**	Sewage Fund	2,175,509	2,263,600	1,499,284	2,185,412	2,277,000

**CITY OF MENASHA
2019 OPERATIONS BUDGET**

FUND	BUDGET NAME	PREPARED BY
Sewage Fund	San Sewer Maint/Const	Adam Alix Corey Gordon
FUNCTION	BUDGET NUMBER	DATE
Public Works	601-1020-543	10/18/2018

RESPONSIBILITIES

This budget provides for the design, construction, reconstruction, maintenance, and repair of the sanitary sewer system. It includes such work as reconstruction of existing mains, cleaning and flushing of sewer mains, inspection and repair of lift stations, maintenance to the system, engineering design, field surveys and compliance monitoring of industries.

SERVICES PROVIDED

2018 ACCOMPLISHMENTS

Televised sewer mains and portions of interceptor to access pipe conditions prior to construction. Complete Sewer System Evaluation Survey (SSES) for Phase 4b of the City.

2019 OBJECTIVES

Continue concentrated I/I removal projects and Sewer System Evaluation Survey (SSES) in Phase 5a area of the City (Doty Island). Continue industrial monitoring program to ensure equitable charges for all City sewer users. Explore sanitary lateral improvement program in conjunction with street improvement projects.

MAJOR CHANGES FROM 2018 BUDGET

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Assistant Sewer Equipme	0.50	0.45
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Depty Dir Municipal Opera	0.03	0.03
INTERGOV REVENUE	\$0.00	\$0.00	PW Superintendent	0.05	0.05
LICENSES & PERMITS	\$0.00	\$0.00	Sewer Equipment Operat	0.50	0.45
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
			TOTAL	1.08	0.98
TOTAL	\$0.00	\$0.00			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
Sewage Fund						
Comptroller/Treasurer						
601-0401-513.21-03	Accounting/Financial	1,300	1,300	1,300	1,300	1,300
601-0401-513.25-02	Other Municipal Funds	224,299	225,000	170,848	229,000	230,000
*	Comptroller/Treasurer	225,599	226,300	172,148	230,300	231,300
Debt Service-Interest						
601-0410-571.61-02	Interest	71,484	66,643	34,780	66,642	60,737
*	Debt Service-Interest	71,484	66,643	34,780	66,642	60,737
Uncollectable Debt						
601-0414-513.26-01	Accounts Receivable	98,651-	0	409	409	0
*	Uncollectable Debt	98,651-	0	409	409	0
Engineering						
601-1002-541.10-01	Wages	61,623	73,901	43,773	55,215	77,532
601-1002-541.10-02	Salaries	7,031	23,524	18,920	23,440	24,644
601-1002-541.10-03	Overtime/Doubletime	1,986	1,250	1,175	1,350	1,250
601-1002-541.15-01	Health	14,274	22,260	11,543	14,188	21,063
601-1002-541.15-02	Life	216	299	168	216	361
601-1002-541.15-03	Dental	1,295	1,664	1,061	1,309	1,664
601-1002-541.15-04	Retirement	4,823	6,611	4,277	5,359	6,775
601-1002-541.15-05	FICA	5,220	7,282	4,664	5,841	7,560
601-1002-541.15-07	Vision	96	176	84	104	140
601-1002-541.15-08	Workers Comp	2,670	2,806	1,747	2,186	3,521
601-1002-541.15-10	Banked Sick Leave	0	0	0	0	1,017
601-1002-541.19-03	Uniform/Clothing Allow	56	18	36	55	55
601-1002-541.19-06	Relocation Allowance	290	0	0	0	0
601-1002-541.29-05	Vehicle/Equipment Rental	8,163	9,000	3,604	8,450	9,000
*	Engineering	107,743	148,791	91,052	117,713	154,582
San Sewer Maint/Const						
601-1020-543.10-01	Wages	46,349	54,357	37,693	45,750	49,626
601-1020-543.10-02	Salaries	5,086	5,275	4,392	5,515	6,100
601-1020-543.10-03	Overtime/Doubletime	1,834	2,000	1,733	2,000	2,000
601-1020-543.10-08	Wages-Temp Help	0	0	328	330	0
601-1020-543.15-01	Health	12,434	16,950	9,925	11,772	17,121
601-1020-543.15-02	Life	59	64	35	45	61
601-1020-543.15-03	Dental	1,056	1,331	741	873	1,207

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
601-1020-543.15-04	Retirement	3,607	4,129	2,950	3,587	3,781
601-1020-543.15-05	FICA	3,962	4,484	3,267	3,941	4,213
601-1020-543.15-07	Vision	102	119	77	91	124
601-1020-543.15-08	Workers Comp	2,292	1,972	1,372	1,665	2,188
601-1020-543.15-10	Banked Sick Leave	0	0	0	0	554
601-1020-543.19-03	Uniform/Clothing Allow	322	300	292	300	300
601-1020-543.21-02	Engineering	30,287	46,300	32,576	32,000	52,300
LEVEL	TEXT	TEXT	AMT			
TOTB	TELEVISED INSPECTIONS		20,000			
	INDUSTRIAL SEWER MONITORING		30,000			
	DIGGER'S HOTLINE		2,300			
			52,300			
601-1020-543.22-01	Telephone	3,829	1,800	3,186	3,840	3,500
601-1020-543.22-03	Electricity	3,452	3,000	2,190	3,200	3,400
601-1020-543.24-04	Specialized Equipment	716	5,000	27-	2,000	5,000
LEVEL	TEXT	TEXT	AMT			
TOTB	LIFT STATION REPAIRS		5,000			
			5,000			
601-1020-543.24-05	Small Projects	22,483	65,000	13,639	13,639	65,000
LEVEL	TEXT	TEXT	AMT			
TOTB	MISC. MANHOLE, SEWER REPAIRS CONTINGENCY		65,000			
			65,000			
601-1020-543.29-02	Publishing	0	0	13	15	0
601-1020-543.29-05	Vehicle/Equipment Rental	42,611	60,000	46,725	60,000	70,000
601-1020-543.29-07	Inhouse Info Tech Service	2,635	2,786	1,393	2,786	2,685
601-1020-543.30-11	Postage	0	0	558	600	0
601-1020-543.30-15	Tools & Equipment	5,298	4,700	2,845	12,750	8,500
LEVEL	TEXT	TEXT	AMT			
TOTB	SEWER JET HEADS		3,000			
	MISCELLANEOUS		500			
	DEWATERING STATION		5,000			
			8,500			
601-1020-543.30-18	Department	4,207	11,000	4,968	8,000	11,000
LEVEL	TEXT	TEXT	AMT			
TOTB	CASTINGS, PIPE, STONE, ETC		7,500			
	GAS MONITOR SENSORS/CYLINDERS		1,500			
	LIFT STATION SUPPLIES/PARTS		2,000			
			11,000			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
601-1020-543.34-02	Registrations	0	250	99	250	250
601-1020-543.51-03	Property	2,840	3,010	1,505	3,010	3,311
601-1020-543.54-00	Depreciation	134,929	0	0	0	0
601-1020-543.80-05	Other Equipment	0	27,000	11,623	11,623	10,000
LEVEL	TEXT	TEXT	AMT			
TOTB	SMART COVERS		10,000			
			10,000			
601-1020-543.82-02	Construction	0	550,800	71,540	95,000	140,000
LEVEL	TEXT	TEXT	AMT			
TOTB	I/I HOME GRANT REPAIR PROGRAM		50,000			
	LATERAL REPAIR/REHAB/RECONSTRUCTION		90,000			
			140,000			
*	San Sewer Maint/Const	330,390	871,627	255,638	324,582	462,221
	Sewer Treatment Plant					
601-1021-543.21-01	Legal	11,606	11,500	7,467	11,500	11,500
601-1021-543.25-01	Other Municipal Entities	1,024,786	977,500	858,678	977,500	1,034,182
*	Sewer Treatment Plant	1,036,392	989,000	866,145	989,000	1,045,682
**	Sewage Fund	1,672,957	2,302,361	1,420,172	1,728,646	1,954,522

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FUND 625

**STORMWATER
UTILITY**

PREPARED 10/22/18, 18:23:24
PROGRAM GM601L
BUDGET WORKSHEET 2019

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2019

PAGE 1
ACCOUNTING PERIOD 01/2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
Storm Water Utility						
625-0000-422.11-00	Erosion Control	1,574	1,000	2,132	2,332	2,000
625-0000-422.16-00	Post Construction Review	1,789	500	3,066	3,266	2,000
625-0000-432.13-00	Other	11,845	0	0	0	0
625-0000-441.09-00	Engineering	4,750	10,000	0	2,500	5,000
625-0000-441.39-00	Storm Water-Utility Cust	1,512,712	1,800,000	1,032,267	1,555,000	1,650,000
625-0000-461.01-00	On Investments	7,257	3,000	3,460	8,000	8,200
625-0000-466.00-00	Misc General Revenue	2,370	0	0	0	3,000
*	Storm Water Utility	<u>1,542,297</u>	<u>1,814,500</u>	<u>1,040,925</u>	<u>1,571,098</u>	<u>1,670,200</u>
**	Storm Water Utility	<u>1,542,297</u>	<u>1,814,500</u>	<u>1,040,925</u>	<u>1,571,098</u>	<u>1,670,200</u>

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
Storm Water Utility						
City Attorney						
625-0201-512.10-02	Salaries	8,901	9,130	7,396	9,130	9,464
625-0201-512.15-01	Health	1,000	1,040	823	1,040	1,154
625-0201-512.15-02	Life	40	51	37	51	53
625-0201-512.15-03	Dental	99	99	78	99	99
625-0201-512.15-04	Retirement	605	612	496	612	620
625-0201-512.15-05	FICA	673	683	553	683	708
625-0201-512.15-07	Vision	9	9	7	9	9
625-0201-512.15-08	Workers Comp	20	15	11	15	17
625-0201-512.15-10	Banked Sick Leave	0	0	0	0	94
* City Attorney		11,347	11,639	9,401	11,639	12,218
Community Development						
625-0304-562.10-02	Salaries	26,639	27,276	15,055	18,651	24,313
625-0304-562.15-01	Health	3,752	5,593	3,332	4,069	4,895
625-0304-562.15-02	Life	22	32	5	10	17
625-0304-562.15-03	Dental	262	367	222	275	297
625-0304-562.15-04	Retirement	1,719	1,827	1,009	1,260	1,593
625-0304-562.15-05	FICA	2,021	2,080	1,080	1,351	1,772
625-0304-562.15-07	Vision	17	43	26	35	35
625-0304-562.15-08	Workers Comp	142	44	23	32	44
625-0304-562.15-10	Banked Sick Leave	0	0	0	0	242
625-0304-562.22-03	Electricity	99	150	78	112	150
* Community Development		34,673	37,412	20,830	25,795	33,358
Comptroller/Treasurer						
625-0401-513.10-01	Wages	2,611	2,247	1,809	2,369	2,369
625-0401-513.10-02	Salaries	3,114	4,436	3,588	4,640	4,640
625-0401-513.10-03	Overtime/Doubletime	28	0	13	15	0
625-0401-513.15-01	Health	867	1,121	887	1,245	1,245
625-0401-513.15-02	Life	10	16	11	16	16
625-0401-513.15-03	Dental	73	85	67	85	85
625-0401-513.15-04	Retirement	332	448	363	459	459
625-0401-513.15-05	FICA	402	504	407	527	527
625-0401-513.15-07	Vision	7	9	7	9	9
625-0401-513.15-08	Workers Comp	11	11	8	13	13
625-0401-513.15-10	Banked Sick Leave	0	0	0	0	70
625-0401-513.21-03	Accounting/Financial	1,350	1,350	1,350	1,350	1,350
625-0401-513.25-01	Other Municipal Entities	23,274	24,000	17,143	23,000	24,000
* Comptroller/Treasurer		32,079	34,227	25,653	33,728	34,783

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
Information Systems						
625-0403-513.10-02	Salaries	1,471	1,497	1,207	2,035	2,620
625-0403-513.15-01	Health	313	325	257	402	533
625-0403-513.15-02	Life	2	5	2	5	6
625-0403-513.15-03	Dental	31	31	25	37	43
625-0403-513.15-04	Retirement	100	100	81	136	172
625-0403-513.15-05	FICA	107	107	86	156	192
625-0403-513.15-07	Vision	3	3	2	4	4
625-0403-513.15-08	Workers Comp	3	2	2	3	5
625-0403-513.15-10	Banked Sick Leave	0	0	0	0	26
*	Information Systems	2,030	2,070	1,662	2,778	3,601
Debt Service-Interest						
625-0410-571.61-02	Interest	5,972	14,200	6,838	6,838	6,838
*	Debt Service-Interest	5,972	14,200	6,838	6,838	6,838
Uncollectable Debt						
625-0414-513.26-01	Accounts Receivable	0	0	239	239	0
*	Uncollectable Debt	0	0	239	239	0
Forestry						
625-0706-561.10-01	Wages	15,206	16,469	11,442	14,450	25,772
625-0706-561.10-03	Overtime/Doubletime	32	250	1	25	250
625-0706-561.10-08	Wages-Temp Help	0	0	1,444	1,444	750
625-0706-561.15-01	Health	2,788	5,828	3,878	4,864	7,520
625-0706-561.15-02	Life	10	29	32	42	16
625-0706-561.15-03	Dental	189	372	263	330	557
625-0706-561.15-04	Retirement	480	1,120	817	1,035	1,688
625-0706-561.15-05	FICA	1,136	1,195	934	1,153	1,932
625-0706-561.15-07	Vision	21	43	29	35	59
625-0706-561.15-08	Workers Comp	672	531	444	550	1,005
625-0706-561.15-10	Banked Sick Leave	0	0	0	0	256
625-0706-561.19-03	Uniform/Clothing Allow	88	90	56	90	90
625-0706-561.20-06	Lawn Care	2,675	4,500	1,679	1,679	2,500
625-0706-561.29-05	Vehicle/Equipment Rental	4,529	4,000	4,985	5,200	6,000
625-0706-561.30-18	Department	13,226	5,000	6,977	6,977	8,000
LEVEL	TEXT	TEXT AMT				
TOTB	BAYLAKES GRANT	3,000				
		3,000				

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
* Forestry		41,052	39,427	32,981	37,874	56,395
Engineering						
625-1002-541.10-01	Wages	66,447	79,974	47,030	61,162	80,998
625-1002-541.10-02	Salaries	7,031	23,524	18,919	23,436	24,644
625-1002-541.10-03	Overtime/Doubletime	2,101	1,500	1,270	1,500	1,500
625-1002-541.15-01	Health	15,293	23,541	12,205	15,656	22,144
625-1002-541.15-02	Life	220	305	170	218	365
625-1002-541.15-03	Dental	1,364	1,749	1,105	1,417	1,726
625-1002-541.15-04	Retirement	5,159	7,035	4,501	5,765	6,920
625-1002-541.15-05	FICA	5,577	7,737	4,904	6,281	7,704
625-1002-541.15-07	Vision	104	185	90	115	147
625-1002-541.15-08	Workers Comp	2,886	3,008	1,853	2,373	3,605
625-1002-541.15-10	Banked Sick Leave	0	0	0	0	1,052
625-1002-541.19-03	Uniform/Clothing Allow	60	75	40	75	75
625-1002-541.19-06	Relocation Allowance	290	0	0	0	0
625-1002-541.21-02	Engineering	8,779	4,500	0	4,500	4,500
625-1002-541.22-01	Telephone	448	600	379	600	600
625-1002-541.29-01	Printing	0	50	0	0	0
625-1002-541.29-05	Vehicle/Equipment Rental	8,149	9,000	7,822	9,000	9,000
625-1002-541.29-07	Inhouse Technology Svcs	5,262	5,675	2,838	5,675	5,706
625-1002-541.30-10	Office	79	125	121	150	150
625-1002-541.30-11	Postage	0	25	0	25	0
625-1002-541.30-15	Tools & Equipment	0	350	0	350	1,150
LEVEL	TEXT	TEXT AMT				
TOTB	25% LASER LEVEL		300			
	MISC. TOOLS AND EQUIP.		350			
	REPLACEMENT PC'S		500			
			1,150			
625-1002-541.30-18	Department	358	900	221	500	750
625-1002-541.34-02	Registrations	0	250	54	125	1,500
625-1002-541.51-03	Property	585	620	310	620	682
* Engineering		130,192	170,728	103,832	139,543	174,918
Street Construction						
625-1003-541.10-01	Wages	49,690	54,415	26,492	30,900	61,410
625-1003-541.10-02	Salaries	5,223	1,942	1,617	2,030	2,239
625-1003-541.10-03	Overtime/Doubletime	253	200	32	50	200
625-1003-541.15-01	Health	16,216	20,156	7,921	9,280	24,169
625-1003-541.15-02	Life	60	30	26	28	31

**CITY OF MENASHA
2019 OPERATIONS BUDGET**

FUND Storm Water Utility	BUDGET NAME Street Clean/Flush	PREPARED BY Adam Alix Thad Brown
FUNCTION Public Works	BUDGET NUMBER 625-1005-541	DATE 10/18/2018

RESPONSIBILITIES

This account includes the cost of materials, labor, and equipment to sweep and clean City streets on a regular basis through the Spring, Summer, and Fall. Residential streets are to be swept once per month, main City routes more frequently, and the sweeper is available upon request or as necessary for emergencies.

SERVICES PROVIDED

2018 ACCOMPLISHMENTS

2019 OBJECTIVES

Continue current service level.

MAJOR CHANGES FROM 2018 BUDGET

No substantial changes.

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Deputy Director of Munici	0.01	0.01
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Light Equipment Operator	0.41	0.45
INTERGOV REVENUE	\$0.00	\$0.00	PW Superintendent	0.03	0.03
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	0.45	0.49

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
625-1003-541.15-03	Dental	1,222	1,285	553	648	1,384
625-1003-541.15-04	Retirement	3,761	3,783	1,885	2,209	4,182
625-1003-541.15-05	FICA	4,091	4,072	2,039	2,390	4,577
625-1003-541.15-07	Vision	129	149	61	71	160
625-1003-541.15-08	Workers Comp	2,378	1,780	880	1,031	2,420
625-1003-541.15-10	Banked Sick Leave	0	0	0	0	632
625-1003-541.19-03	Uniform/Clothing Allow	303	303	133	303	327
625-1003-541.29-05	Vehicle/Equipment Rental	34,144	37,336	10,603	15,585	39,750
625-1003-541.30-15	Tools & Equipment	1,988	4,000	0	4,000	4,000
LEVEL	TEXT	TEXT AMT				
TOTB	1/3 TRAILER	2,000				
	CURB FORMS AND PINS	2,000				
		4,000				
625-1003-541.30-18	Department	26,876	15,000	12,824	15,000	15,000
LEVEL	TEXT	TEXT AMT				
TOTB	CURB & GUTTER CONCRETE AND SUPPLIES	15,000				
		15,000				
625-1003-541.82-02	Construction	0	192,865	0	183,439	285,855
LEVEL	TEXT	TEXT AMT				
TOTB	PONDS SUBDIVISION - PHASE 2 & 3	62,920				
	PROVINCE TERRACE & LINK, JENNIE, MIDWAY XING	83,996				
	FREDERICK STREET - WEST END TO TAYCO	7,245				
	DE PERE ST - NINTH TO APPLETON RD	68,586				
	GREENWOOD DRIVE/CT - AIRPORT TO NORTH END	18,400				
	LAWNDALE CT - WEST END TO LAWNDALE DR	2,587				
	LAWNDALE DR - EUGENE ST TO GREENWOOD DR	8,913				
	GROVE ST - AIRPORT RD TO WOODLAND DR	7,748				
	MELISSA STREET - AIRPORT RD TO GROVE ST	8,855				
	WILLOW LANE - NICOLET TO KEYES	14,317				
	BROAD STREET - RACINE TO APPLETON	2,288				
		285,855				
*	Street Construction	146,334	337,316	65,066	266,964	446,336
	Street Cleaning					
625-1005-541.10-01	Wages	24,263	24,704	19,939	23,225	25,353
625-1005-541.10-02	Salaries	2,582	2,676	2,227	2,800	3,092
625-1005-541.10-03	Overtime/Doubletime	21	0	81	90	0
625-1005-541.15-01	Health	9,569	9,481	6,204	7,284	10,554
625-1005-541.15-02	Life	37	5	28	33	6

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
625-1005-541.15-03	Dental	619	604	397	466	604
625-1005-541.15-04	Retirement	1,837	1,834	1,498	1,756	1,863
625-1005-541.15-05	FICA	1,941	1,931	1,614	1,892	2,019
625-1005-541.15-07	Vision	72	70	46	54	70
625-1005-541.15-08	Workers Comp	1,185	862	695	815	1,078
625-1005-541.15-10	Banked Sick Leave	0	0	0	0	283
625-1005-541.19-03	Uniform/Clothing Allow	134	135	138	138	135
625-1005-541.25-01	Other Municipal Entities	4,419	8,000	0	6,500	7,920
LEVEL	TEXT	TEXT AMT				
TOTB	LANDFILL TIPPING FEE, 180 TONS @ \$44/TON	7,920				
		7,920				
625-1005-541.29-05	Vehicle/Equipment Rental	79,072	82,850	72,465	91,750	90,000
625-1005-541.29-07	Inhouse Technology Svcs	1,883	1,990	995	1,990	1,918
625-1005-541.30-15	Tools & Equipment	5,393	0	0	0	0
625-1005-541.30-18	Department	2,426	3,000	1,700	2,700	3,000
LEVEL	TEXT	TEXT AMT				
TOTB	SWEEPER GUTTER BROOMS, ETC	3,000				
		3,000				
625-1005-541.51-03	Property	350	371	186	371	408
625-1005-541.80-05	Other Equipment	0	5,500	0	0	0
*	Street Cleaning	135,803	144,013	108,213	141,864	148,303
	Snow & Ice Removal					
625-1006-541.10-01	Wages	12,274	29,096	13,216	14,965	16,902
625-1006-541.10-02	Salaries	4,308	4,413	3,670	4,625	4,935
625-1006-541.10-03	Overtime/Doubletime	562	2,500	1,104	1,200	1,500
625-1006-541.15-01	Health	5,167	11,462	4,740	5,499	7,786
625-1006-541.15-02	Life	33	103	45	52	69
625-1006-541.15-03	Dental	343	731	309	358	446
625-1006-541.15-04	Retirement	1,169	2,413	1,211	1,399	1,430
625-1006-541.15-05	FICA	1,256	2,602	1,319	1,524	1,579
625-1006-541.15-07	Vision	40	85	35	41	52
625-1006-541.15-08	Workers Comp	644	1,056	541	625	828
625-1006-541.15-10	Banked Sick Leave	0	0	0	0	217
625-1006-541.19-03	Uniform/Clothing Allow	177	159	162	159	90
625-1006-541.29-05	Vehicle/Equipment Rental	5,560	58,000	25,592	25,600	16,000
625-1006-541.51-03	Property	1,151	1,220	610	1,220	1,342
*	Snow & Ice Removal	32,684	113,840	52,554	57,267	53,176

**CITY OF MENASHA
2019 OPERATIONS BUDGET**

FUND	BUDGET NAME	PREPARED BY
Storm Water Utility	Storm Sewers/Drains M	Adam Alix Josh Radomski
FUNCTION	BUDGET NUMBER	DATE
Public Works	625-1010-541	10/18/2018

RESPONSIBILITIES

The Storm Sewer Account reflects costs involved in the design, planning, maintenance and construction of storm sewer systems throughout the City. Funds are used to remedy drainage/flooding problems, install sewers prior to street reconstruction, and construct storm sewers and storm water management facilities in conjunction with new development or regulatory compliance.

SERVICES PROVIDED

2018 ACCOMPLISHMENTS

Accomplished established goals in City's WPEDS permit. Continued TMDL Storm Water Management Plan.

2019 OBJECTIVES

Continue to develop list of potential sites for future storm water management facility in compliance with NR216 and Lower Fox River Total Maximum Daily Load (TMDL) requirements.

MAJOR CHANGES FROM 2018 BUDGET

No significant changes.

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Assistant Sewer Equipme	0.50	0.50
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Depty Dir Municipal Opera	0.04	0.04
INTERGOV REVENUE	\$0.00	\$0.00	PW Superintendent	0.07	0.07
LICENSES & PERMITS	\$0.00	\$0.00	Sewer Equipment Operat	0.50	0.50
FINES & FORFEITS	\$0.00	\$0.00	Truck Driver	0.25	0.00
PUBLIC CHARGES	\$0.00	\$0.00	Light Equipment Operator	0.00	0.18
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	1.36	1.29

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
Storm Sewers & Drains						
625-1010-541.10-01	Wages	47,061	65,648	38,860	49,650	65,281
625-1010-541.10-02	Salaries	7,182	7,433	6,187	7,765	8,554
625-1010-541.10-03	Overtime/Doubletime	168	500	510	550	500
625-1010-541.10-08	Wages-Temp Help	0	0	724	724	10,406
625-1010-541.15-01	Health	14,731	22,390	10,436	13,301	23,385
625-1010-541.15-02	Life	49	80	46	59	106
625-1010-541.15-03	Dental	1,126	1,678	815	1,039	1,591
625-1010-541.15-04	Retirement	3,695	4,930	3,066	3,888	4,836
625-1010-541.15-05	FICA	4,025	5,388	3,418	4,320	6,483
625-1010-541.15-07	Vision	116	160	84	107	167
625-1010-541.15-08	Workers Comp	2,384	2,325	1,436	1,815	3,212
625-1010-541.15-10	Banked Sick Leave	0	0	0	0	734
625-1010-541.19-03	Uniform/Clothing Allow	396	375	294	375	354
625-1010-541.21-02	Engineering	3,437	19,850	5,248	7,750	39,850
LEVEL	TEXT	TEXT AMT				
TOTB	DIGGERS HOTLINE	2,350				
	SEWER TELEVISIONING/CLEANING	7,500				
	LAKE PARK VILLA POND REHAB	10,000				
	PROVINCE TERRACE POND EXPANSION	20,000				
		39,850				
625-1010-541.21-04	Computer	595	1,200	1,307	1,307	0
625-1010-541.21-06	Management	2,971	5,000	2,717	4,500	5,000
LEVEL	TEXT	TEXT AMT				
TOTB	STORMWATER POND O&M	5,000				
		5,000				
625-1010-541.24-04	Specialized Equipment	110	0	0	0	0
625-1010-541.24-05	Small Projects	9,500	20,000	0	0	20,000
625-1010-541.25-01	Other Municipal Entities	3,000	3,000	3,000	3,000	3,000
LEVEL	TEXT	TEXT AMT				
TOTB	WDNR ANNUAL STORMWATER PERMIT	3,000				
		3,000				
625-1010-541.29-05	Vehicle/Equipment Rental	44,215	65,000	63,676	69,175	71,000
625-1010-541.29-07	Inhouse Technology Svcs	1,883	1,990	995	1,990	1,918
625-1010-541.30-11	Postage	0	0	1	1	0
625-1010-541.30-15	Tools & Equipment	1,570	5,000	1,025	5,000	2,500
LEVEL	TEXT	TEXT AMT				
TOTB	CONCRETE SAW	1,500				
	MISCELLANEOUS TOOLS	1,000				
		2,500				

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
625-1010-541.30-18	Department	22,149	35,000	7,944	15,000	35,000
LEVEL	TEXT	TEXT AMT				
TOTB	CASTINGS AND SUPPLIES		20,000			
	CONCRETE MORTAR & STONE		6,000			
	PRECAST BASINS & RISER RINGS		5,500			
	PIPE AND ACCESSORIES		3,500			
			35,000			
625-1010-541.32-01	Dues/Memberships/Licenses	1,650	1,650	1,650	1,650	1,650
LEVEL	TEXT	TEXT AMT				
TOTB	NEWSC MEMBERSHIP		1,650			
			1,650			
625-1010-541.34-02	Registrations	0	500	0	500	0
625-1010-541.51-03	Property	150	159	80	159	175
625-1010-541.54-00	Depreciation	125,082	0	0	0	0
625-1010-541.82-02	Construction	0	249,445	0	0	455,000
LEVEL	TEXT	TEXT AMT				
TOTB	BROAD STREET PIPEBURST PROJECT		35,000			
	STORM INLETS/MANHOLES/PIPE REPAIRS		30,000			
	REAR LOT DRAINAGE GRANT PROGRAM		10,000			
	PROVINCE TERRACE POND EXPANSION		200,000			
	LAKE PARK VILLA POND REHABILITATION		80,000			
	MIDWAY DETENTION POND		100,000			
			455,000			
* Storm Sewers & Drains		297,245	518,701	153,519	193,625	760,702
Parking Lots						
625-1013-541.10-01	Wages	1,463	3,294	1,576	2,200	3,380
625-1013-541.15-01	Health	399	1,166	509	711	1,298
625-1013-541.15-02	Life	0	0	3	4	0
625-1013-541.15-03	Dental	26	74	33	46	74
625-1013-541.15-04	Retirement	100	221	106	148	221
625-1013-541.15-05	FICA	107	232	114	159	247
625-1013-541.15-07	Vision	3	9	4	6	9
625-1013-541.15-08	Workers Comp	62	104	62	87	128
625-1013-541.15-10	Banked Sick Leave	0	0	0	0	34
625-1013-541.19-03	Uniform/Clothing Allow	18	18	3	18	18
625-1013-541.29-05	Vehicle/Equipment Rental	2,269	10,000	8,280	8,500	6,000

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
*	Parking Lots	4,447	15,118	10,690	11,879	11,409
	Recycling-Yard Waste					
625-1028-543.10-01	Wages	51,109	49,494	13,028	52,736	52,988
625-1028-543.10-02	Salaries	10,448	6,550	5,455	10,989	7,567
625-1028-543.10-03	Overtime/Doubletime	781	2,520	0	935	1,400
625-1028-543.10-08	Wages-Temp Help	0	5,890	0	1,401	4,718
625-1028-543.15-01	Health	15,647	15,986	2,774	20,217	23,747
625-1028-543.15-02	Life	109	160	18	123	29
625-1028-543.15-03	Dental	1,320	1,230	179	1,591	1,360
625-1028-543.15-04	Retirement	4,023	3,924	817	5,015	3,966
625-1028-543.15-05	FICA	4,626	4,763	923	5,902	4,799
625-1028-543.15-07	Vision	134	128	21	163	157
625-1028-543.15-08	Workers Comp	2,535	2,159	377	2,202	2,474
625-1028-543.15-10	Banked Sick Leave	0	0	0	0	602
625-1028-543.19-03	Uniform/Clothing Allow	325	289	210	289	302
625-1028-543.21-06	Management	4,578	5,600	0	4,200	4,760
625-1028-543.22-06	Storm Water	649	650	0	649	650
625-1028-543.29-05	Vehicle/Equipment Rental	87,046	81,984	0	78,400	84,560
625-1028-543.30-11	Postage	57	90	0	83	90
625-1028-543.30-15	Tools & Equipment	0	1,400	0	1,400	1,400
625-1028-543.30-18	Department	1,654	1,120	0	1,105	1,120
625-1028-543.51-03	Property	310	301	151	301	331
*	Recycling-Yard Waste	185,351	184,238	23,953	187,701	197,020
**	Storm Water Utility	1,059,209	1,622,929	615,431	1,117,734	1,939,057

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INTERNAL SERVICE FUNDS

FUND 731

**PUBLIC WORKS
FACILITY**

CITY OF MENASHA 2019 OPERATIONS BUDGET	FUND City Garage Fund	BUDGET NAME City Garage	PREPARED BY Adam Alix Thad Brown
	FUNCTION Public Works	BUDGET NUMBER 731-1022-541	DATE 10/18/2018

RESPONSIBILITIES
Budgeted funds in this account represent costs associated with the management, operation, maintenance, and repair of the Public Works Facility complex, as well as expenses for parts, tires, fuel, internal service and outside repairs for all City owned motorized equipment as well as the Menasha Utilities' and Menasha Joint School Districts' motorized equipment.

SERVICES PROVIDED

2018 ACCOMPLISHMENTS
Utilization of the new Cummins diagnostic software saved the need to outsource emission repairs on several of our newer Tier 4 engines.

2019 OBJECTIVES
Fabricate another automated leaf collection vehicle.

MAJOR CHANGES FROM 2018 BUDGET
No significant changes.

FUNDING SOURCES	2018 FUNDING	2019 FUNDING	POSITION TITLE	2018 # OF FTE'S	2019 # OF FTE'S
TAXES	\$0.00	\$0.00	City Mechanic I	0.00	0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	City Mechanic II	2.00	2.00
INTERGOV REVENUE	\$0.00	\$0.00	City Mechanic III	1.00	1.00
LICENSES & PERMITS	\$0.00	\$0.00	Depty Dir Municipal Opera	0.45	0.45
FINES & FORFEITS	\$0.00	\$0.00	Lead Person	0.30	0.00
PUBLIC CHARGES	\$0.00	\$0.00	PW Administrative Assist	0.20	0.20
MISCELLANEOUS	\$0.00	\$0.00	PW Superintendent	0.25	0.18
			Heavy Equipment Operat	0.00	0.30
			Truck Driver	0.00	0.45
TOTAL	\$0.00	\$0.00	TOTAL	4.20	4.58

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
Public Works Facility						
731-0000-462.02-00	Street Machine	941,907	985,000	718,195	1,050,000	1,060,000
731-0000-463.01-00	Other Property	2,815	2,600	3,934	3,934	4,000
731-0000-466.00-00	Misc General Revenue	420	0	0	0	0
*	Public Works Facility	945,142	987,600	722,129	1,053,934	1,064,000
**	Public Works Facility	945,142	987,600	722,129	1,053,934	1,064,000

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
Public Works Facility						
Public Works Facility						
731-1022-541.10-01	Wages	220,431	215,432	173,311	215,750	231,151
731-1022-541.10-02	Salaries	50,798	59,125	49,209	61,360	60,735
731-1022-541.10-03	Overtime/Doubletime	5,440	3,500	2,096	3,150	3,500
731-1022-541.10-08	Wages-Temp Help	0	0	133	133	0
731-1022-541.15-01	Health	78,118	84,067	54,854	68,311	78,577
731-1022-541.15-02	Life	525	441	450	561	816
731-1022-541.15-03	Dental	5,115	5,635	3,684	4,588	4,898
731-1022-541.15-04	Retirement	16,759	18,630	15,091	18,829	19,347
731-1022-541.15-05	FICA	21,103	20,338	16,562	20,662	21,743
731-1022-541.15-07	Vision	563	633	416	518	545
731-1022-541.15-08	Workers Comp	11,718	8,579	6,840	8,533	10,877
731-1022-541.15-10	Banked Sick Leave	0	0	0	0	2,904
731-1022-541.19-03	Uniform/Clothing Allow	977	945	55	945	945
731-1022-541.19-05	Tool Allowance	900	900	600	900	900
731-1022-541.20-01	Janitorial	17,932	17,900	16,674	20,000	20,000
LEVEL	TEXT	TEXT AMT				
TOTB	COVERALLS, RAGS, MATS & RESTROOM SUPPLIES	11,000				
	CONTRACTED CLEANING	9,000				
		20,000				
731-1022-541.20-04	Mechanical Systems	3,111	3,200	3,110	3,200	3,200
731-1022-541.20-07	Pest Control	825	860	640	860	0
731-1022-541.20-08	Storage Services	1,839	2,000	1,814	2,000	2,000
731-1022-541.21-06	Management	3,535	5,800	125	3,785	3,800
LEVEL	TEXT	TEXT AMT				
TOTB	OIL FILTER DISPOSAL FEES	600				
	MISCELLANEOUS SERVICES	1,500				
	INVENTORY FEE FOR FUEL	500				
	FIRE EXTINGUISHER INSPECTION FEE	1,200				
		3,800				
731-1022-541.22-01	Telephone	2,407	2,300	2,190	2,425	2,500
731-1022-541.22-03	Electricity	14,606	16,500	11,018	14,750	15,500
731-1022-541.22-04	Heat	13,285	22,000	12,417	17,500	20,000
731-1022-541.22-05	Water/Sewer	8,095	8,500	7,876	9,500	9,500
731-1022-541.22-06	Storm Water	14,286	14,300	10,714	14,286	14,300
731-1022-541.22-07	Fiber Optic	0	0	0	0	7,150
731-1022-541.24-01	Office Equipment	0	450	0	250	250
731-1022-541.24-02	Tools & Equipment	2,276	3,000	512	3,000	3,000
731-1022-541.24-03	Buildings	9,288	8,500	8,090	9,500	8,500
731-1022-541.24-04	Specialized Equipment	2,451	2,500	2,058	2,500	2,500
731-1022-541.24-05	Small Projects	2,638	0	0	0	0
731-1022-541.24-06	Fuel Station	8,403	5,300	4,711	5,200	5,300

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
LEVEL	TEXT	TEXT AMT				
TOTB	TANK TIGHTNESS TESTING		800			
	FUEL PUMP REPAIRS		1,000			
	AIMS FUELING SYSTEM MODULES/RINGS		3,500			
			5,300			
731-1022-541.29-01	Printing	978	350	0	0	0
731-1022-541.29-04	Vehicle Repair	25,458	27,000	12,528	17,500	25,000
731-1022-541.29-05	Vehicle/Equipment Rental	40,325	35,000	24,351	39,360	40,000
731-1022-541.29-07	Inhouse Technology Svcs	6,958	8,286	4,143	8,286	5,835
731-1022-541.30-10	Office	1,418	1,000	846	1,000	1,000
731-1022-541.30-11	Postage	115	100	110	125	125
731-1022-541.30-13	Housekeeping	2,125	2,000	844	2,000	2,000
731-1022-541.30-15	Tools & Equipment	14,893	18,300	17,431	18,300	6,750
LEVEL	TEXT	TEXT AMT				
TOTB	WELDING HELMETS		1,500			
	CORDLESS COMBO TOOL KIT		1,600			
	CORDLESS IMPACT TOOL KIT		750			
	MISC TOOLS		1,100			
	REPLACEMENT PC'S		1,400			
			6,350			
731-1022-541.30-18	Department	29,397	35,000	24,847	31,000	34,000
731-1022-541.32-01	Dues/Memberships/Licenses	349	350	75	350	350
731-1022-541.33-03	Lodging/Meals	0	300	0	300	300
731-1022-541.34-02	Registrations	860	2,000	220	450	2,000
LEVEL	TEXT	TEXT AMT				
TOTB	UW WISCONSIN PUBLIC WORKS TRAINING		2,000			
			2,000			
731-1022-541.38-01	Fuel	116,432	149,475	100,150	150,400	161,300
LEVEL	TEXT	TEXT AMT				
TOTB	DIESEL 47000 GALS @ 2.90/GAL		136,300			
	NO LEAD 10000 GALS @ 2.50/GAL		25,000			
			161,300			
731-1022-541.38-02	Tires	45,539	45,000	39,523	45,000	45,000
731-1022-541.38-03	Parts	132,322	135,000	130,427	152,000	106,000
731-1022-541.38-04	Parts-Outside Repairs	0	0	0	0	29,000
731-1022-541.51-03	Property	17,320	18,359	9,180	18,359	20,195
731-1022-541.80-05	Other Equipment	0	14,000	0	0	0
*	Public Works Facility	951,913	1,022,855	769,925	997,426	1,033,293

FUND 733

**PROPERTY &
LIABILITY INSURANCE**

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
Property and Liab Ins						
733-0000-466.00-00	Misc General Revenue	124,642	128,152	53,271	128,152	137,196
*	Property and Liab Ins	124,642	128,152	53,271	128,152	137,196
**	Property and Liab Ins	124,642	128,152	53,271	128,152	137,196

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
Property and Liab Ins						
Property and Liab Ins						
733-0206-512.21-01	Legal	3,990	0	798	798	0
733-0206-512.51-03	Property	32,591	32,725	35,275	35,275	39,995
733-0206-512.51-04	Liability	55,808	57,204	57,204	57,204	58,142
733-0206-512.51-05	Vehicle	18,675	20,197	20,709	20,709	22,602
733-0206-512.51-06	Computer Equipment	4,342	5,015	4,342	5,015	4,872
733-0206-512.51-07	Boiler	2,024	2,024	1,026	1,026	1,067
733-0206-512.51-08	Crime	703	703	693	693	707
733-0206-512.51-09	Public Liability	1,733	1,733	1,666	1,666	1,833
733-0206-512.51-10	Employment Practice Liab	7,877	9,059	6,848	6,848	7,053
733-0206-512.51-11	Underground Storage Tanks	1,980	5,350	4,640	4,640	5,618
733-0206-512.51-12	Volunteer	190	307	141	141	145
733-0206-512.51-13	Pollution Legal Liability	0	1,300	1,902	1,902	1,997
733-0206-512.73-01	Award & Claim Settlements	20,316	25,000	10,142	20,000	25,000
*	Property and Liab Ins	150,229	160,617	145,386	155,917	169,031
**	Property and Liab Ins	150,229	160,617	145,386	155,917	169,031

FUND 735

**SELF-FUNDED
DENTAL INSURANCE**

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
Self-Funded Dental Ins						
735-0000-466.00-00	Misc General Revenue	129,369	136,000	104,207	129,500	132,000
*	Self-Funded Dental Ins	129,369	136,000	104,207	129,500	132,000
**	Self-Funded Dental Ins	129,369	136,000	104,207	129,500	132,000

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
	Self-Funded Dental Ins					
	Self-Funded Dental					
	735-0207-512.15-03 Dental	111,770	115,000	27,390	114,000	115,000
	735-0207-512.21-06 Management	7,161	7,500	1,909	7,500	7,500
*	Self-Funded Dental	118,931	122,500	29,299	121,500	122,500
**	Self-Funded Dental Ins	118,931	122,500	29,299	121,500	122,500

FUND 741

STREET EQUIPMENT

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
Street Equipment						
741-0000-441.38-00	Gasoline Sales	9,945	7,800	5,072	8,000	8,000
741-0000-461.01-00	On Investments	302	225	127	505	525
741-0000-462.02-00	Street Machine	479,254	490,000	380,613	570,912	575,000
741-0000-463.01-00	Other Property	0	0	3,917	4,500	4,500
741-0000-463.06-00	Highway Property	3,736	0	0	0	0
* Street Equipment		493,237	498,025	389,729	583,917	588,025
** Street Equipment		493,237	498,025	389,729	583,917	588,025

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
Street Equipment						
Street Machinery						
741-1023-541.54-01	Buildings	18,309	0	0	0	0
741-1023-541.54-02	Motorized Equipment	370,814	0	0	0	0
741-1023-541.80-03	Motorized Equipment	0	568,000	0	568,000	534,000
LEVEL	TEXT	TEXT AMT				
TOTB	#0041 BACKHOE/MINI-EXCAVATOR - 1993	95,000				
	#1001 SOLID WASTE TRUCK - 2003	220,000				
	#2001 PICK UP TRUCK - 2004	35,000				
	#3008 PICK UP TRUCK - 2002	38,000				
	#9106 UTILITY CART - 1993	18,000				
	#9113 WIDE AREA MOWER	50,000				
	PORTABLE TRUCK LIFT SYSTEM	38,000				
	SKID MOUNTED LEAF COLLECTION UNIT W/ HYD ARM	40,000				
		534,000				
*	Street Machinery	389,123	568,000	0	568,000	534,000
**	Street Equipment	389,123	568,000	0	568,000	534,000

FUND 743

**INFORMATION
TECHNOLOGY**

**CITY OF MENASHA
2019 OPERATIONS BUDGET**

FUND	BUDGET NAME	PREPARED BY
General Fund	IT Department	John Jacobs Patrick James
FUNCTION	BUDGET NUMBER	DATE
General Government	743-0403-513	10/18/2018

RESPONSIBILITIES

Administrating and monitoring current Information Technology resources for the City; including all data, e-mail, the e-mail archiver, storage area network, databases, PCs, laptops, servers, switches, routers, the firewall, Network security, virtual private networking devices, displays, printers, printer toner, fax machines, copiers, I-Pads, phone system, phones, cell phones, smart phones, wireless access points, wireless modems, cellular modems, cabling, camera systems, cameras, digital video recording, user profiles, server policies, access rights, back-ups, training of Microsoft Office Suite, maintenance contracts, the City's website, and PC's,

Works with departments to recommend, determine, and provide the most efficient use of the technology available that will enhance their workflow,

Handles all IT Support needs throughout the City Buildings and for City staff,

Completes long-term planning in regard to infrastructure and technology, and maintains some 'in-house' applications that have been created and are being used.

SERVICES PROVIDED

2018 ACCOMPLISHMENTS

Completed deployment of a core Network Switch, increased network storage disk space and corresponding backup storage disk space.

Major changes to our cellphone usage. Provider change and new plan options have resulted in cost savings that have allowed for no increase in expenditure for cell phone yet improving the efficiency of the employees who need them. Police department has the most gained from this change with more usage, better equipment, for less money overall per device.

Replacing twelve (12) PC's in 2018,
Repurposed 18 PCs to give them a trickle down effect of newer physical hardware when new was not needed or possible.
Restructured FTE VS outside services to be more efficient and responsive to the issues and proactivity.
Adding the Marina onto our fiber network to replace the ubiquiti point to point solution we had previously.

Project management/planning for:

- Intranet website
- Citywide parcel management solution
- Phone system replacement
- Departmental software requests research for functionality for both our hardware and network compatibility.

Keeping IT support tickets as current as possible,

Maintaining all servers, PC's, and other IT equipment prudently and responsibly,

2019 OBJECTIVES

Implementation of a citywide parcel management system to assist with (1) customer service, (2) code enforcement, (3) permitting, (4) zoning, (5) asset management, and (6) property & facility management. (carryover from 2018 due to three critical department head retirements and staff time availability.

Assess document imaging needs with the Health Department on first setup, with other departments joining the program in the future. (carry over from 2018)

Implementation of Replacement Switches, email archiver (larger capacity) and replacement of 2 physical servers.

CITY OF MENASHA 2019 OPERATIONS BUDGET	FUND General Fund	BUDGET NAME IT Department	PREPARED BY John Jacobs Patrick James
	FUNCTION General Government	BUDGET NUMBER 743-0403-513	DATE 10/18/2018
Monitor and stay current with the ongoing maintenance schedule, and Maintain systems and assist end users with IT support needs.			

MAJOR CHANGES FROM 2018 BUDGET

Restructuring of FTE vs outside services.

<u>FUNDING SOURCES</u>	<u>2018 FUNDING</u>	<u>2019 FUNDING</u>	<u>POSITION TITLE</u>	<u>2018 # OF FTE'S</u>	<u>2019 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Intern	0.50	0.50
SPECIAL ASSESSMENTS	\$0.00	\$0.00	IT Supervisor	1.00	1.00
INTERGOV REVENUE	\$0.00	\$0.00	Network Technician	0.50	1.00
LICENSES & PERMITS	\$0.00	\$0.00	TOTAL	2.00	2.50
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00			

PREPARED 10/22/18, 18:40:48
PROGRAM GM601L
BUDGET WORKSHEET 2019

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2019

PAGE 1
ACCOUNTING PERIOD 01/2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
Information Technology						
743-0000-466.00-00	Misc General Revenue	353,578	389,860	195,537	332,610	385,890
*	Information Technology	353,578	389,860	195,537	332,610	385,890
**	Information Technology	353,578	389,860	195,537	332,610	385,890

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
Information Technology						
Information Systems						
743-0403-513.10-01	Wages	5,925	14,676	0	0	0
743-0403-513.10-02	Salaries	57,402	58,377	59,080	79,361	102,185
743-0403-513.10-08	Wages-Temp Help	0	0	1,496	1,500	14,999
743-0403-513.15-01	Health	12,189	12,772	12,357	15,694	20,770
743-0403-513.15-02	Life	95	185	111	184	237
743-0403-513.15-03	Dental	1,207	1,207	1,131	1,434	1,661
743-0403-513.15-04	Retirement	3,903	3,911	3,958	5,318	6,693
743-0403-513.15-05	FICA	4,612	6,283	4,393	6,071	8,637
743-0403-513.15-07	Vision	106	106	105	167	159
743-0403-513.15-08	Workers Comp	145	117	91	124	211
743-0403-513.15-10	Banked Sick Leave	0	0	0	0	1,017
743-0403-513.21-04	Computer	59,853	105,538	29,759	51,000	43,563
743-0403-513.22-01	Telephone	543	1,000	592	800	1,000
743-0403-513.22-07	Fiber Optic	0	0	0	0	6,000
743-0403-513.24-04	Specialized Equipment	98,086	130,410	80,370	130,410	141,067
743-0403-513.29-01	Printing	20,633	20,500	11,169	15,000	20,500
743-0403-513.29-05	Vehicle/Equipment Rental	0	100	0	0	100
743-0403-513.30-10	Office	59	350	53	350	350
743-0403-513.30-11	Postage	0	50	0	0	50
743-0403-513.30-12	Computer	0	100	80	80	100
743-0403-513.30-15	Tools & Equipment	16,696	30,850	625	23,000	26,875
743-0403-513.30-18	Department	120	0	0	0	0
743-0403-513.30-19	Office Furnishings	0	0	0	0	300
743-0403-513.32-01	Dues/Memberships/Licenses	50	50	50	50	50
743-0403-513.33-01	Mileage	221	400	59	400	800
743-0403-513.34-02	Registrations	125	500	125	125	800
743-0403-513.34-03	Lodging/Meals	184	500	0	164	750
743-0403-513.34-04	Other Expenses	0	500	0	0	500
743-0403-513.51-03	Property	1,300	1,378	689	1,378	1,516
*	Information Systems	283,454	389,860	206,293	332,610	400,890
**	Information Technology	283,454	389,860	206,293	332,610	400,890

CITY OF MENASHA
IT Budget Comparison 2015 - 2016 - 2017 - 2018 - 2019

	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Change from 2018-2019</u>	<u>%-Change</u>
IT Budget- Global	\$415,727	\$388,312	\$388,540	\$389,860	\$400,890	\$11,030	2.83%
IT Budget with Department IT Added	\$463,536	\$418,422	\$439,116	\$417,710	\$443,250	\$25,540	6.11%
<u>Departments</u>							
Police	\$157,641	\$147,446	\$144,008	\$148,184	\$146,700	(\$1,484)	-1.00%
Public Works	\$72,644	\$66,163	\$80,140	\$66,861	\$73,806	\$6,945	10.39%
Community Development	\$21,697	\$16,957	\$30,772	\$21,257	\$21,390	\$133	0.63%
Parks	\$36,770	\$36,518	\$34,401	\$30,689	\$35,967	\$5,278	17.20%
Health	\$44,570	\$36,163	\$36,419	\$35,012	\$36,667	\$1,655	4.73%
Finance	\$76,160	\$68,430	\$67,706	\$72,507	\$69,706	(\$2,801)	-3.86%
Assessor	\$11,756	\$10,124	\$9,915	\$9,281	\$9,095	(\$186)	-2.00%
Clerk	\$13,182	\$11,994	\$11,649	\$11,307	\$12,335	\$1,028	9.09%
Attorney	\$3,637	\$3,378	\$4,080	\$3,207	\$3,113	(\$94)	-2.93%
Senior Center	\$688	\$650	\$647	\$620	\$433	(\$187)	-30.16%
Personnel	\$8,924	\$6,921	\$6,841	\$6,578	\$6,392	(\$186)	-2.83%
Library	\$9,937	\$8,917	\$7,881	\$7,703	\$8,183	\$480	6.23%
Mayor	\$3,649	\$3,391	\$3,344	\$3,220	\$3,126	(\$94)	-2.92%
Council	\$2,281	\$1,370	\$1,313	\$1,284	\$1,337	\$53	4.13%
Apply Fund Balance	\$0	\$0	\$0	\$0	\$15,000	\$15,000	N/A
TOTAL	\$463,536	\$418,422	\$439,116	\$417,710	\$443,250	\$25,540	6.11%
check	\$0	\$0	\$0	\$0	\$0	\$0	

Technology Budget 2019

		Global	Dept Specific
743-0403-513-1002 - Salaries			
Inc. Deferred Comp	Salaries	\$102,185	
		\$102,185	
743-0403-513-1008 - Temp Wages			
	Wages	\$14,999	
		\$14,999	
743-0403-513-1501 - Health			
	Health	\$20,770	
		\$20,770	
743-0403-513-1502 - Life Insurance			
	Life Insurance	\$237	
		\$237	
743-0406-513-1503 - Dental			
	Dental	\$1,661	
		\$1,661	
743-0403-513-1504 - Retirement			
	Retirement	\$6,693	
		\$6,693	
743-0403-513-1505 - FICA			
	FICA	\$8,637	
		\$8,637	
743-0403-513-1507 - Vision			
	Vision	\$159	
		\$159	
743-0403-513-1508 - Workers Comp			
	Workers Comp	\$211	
		\$211	
743-0403-513-1510 - Banked sick Leave			
	Banked Sick Leave	\$1,017	
		\$1,017	
Total of Accounts 1001 through 1510		\$156,569	

<u>743-0403-513-2104 - IT Professional Services (Global)</u>			
	Cable Projects/Specialized Assistance/Security	\$2,500	
	Website - Annual Hosting	\$4,550	
	Wiscnet Internet member fee	\$1,500	
	Wiscnet Internet Access 1G	\$3,000	
	Spectrum Internet Backup 10 MB	\$2,013	
	Outside services	\$30,000	
		\$43,563	

<u>743-0403-513-2201 - Telephone (Global)</u>			
	Telephone	\$1,000	
		\$1,000	

<u>743-0403-513-2207 - Fiber (Global)</u>			
	Telephone	\$6,000	
		\$6,000	

743-0403-513-2404 - Repair/Maint of Software & Hardware

Police			
241	MorphoTrak Live ID Maintenance	\$155	
	LiveScan Finger Printer Maintenance	\$1,000	
	AccessData PC Forensic Maintenance	\$2,200	
	Cop Logic - DORS Maintenance	\$1,200	
	RSA Maintenance	\$800	
	Arbitrator 360 Squad Video Maintenance	\$2,160	
	NetMotion Cellular Connectivity Maintenance	\$2,300	
	Law Records Management System Maintenance	\$7,500	
	T2 Parking System Maintenance	\$7,250	
	T2 Online Fees	\$1,200	
	Scheduling Software	\$2,500	
	VieView Body Cam Maintenance	\$7,200	
	BEAST - Evidence Room Software Maintenance	\$675	\$36,140 Police

Engineering			
	CarteGraph Maintenance	\$1,500	
	AutoDesk Maintenance	\$4,800	
	Plotter Maintenance	\$1,200	\$7,500 Eng

City Garage			
	Syn-Tech FuelMaster Maintenance	\$550	
	Cummings Diagnostic	\$700	
	Weather Sentry Subscription	\$1,700	
	TrafficTech Maintenance	\$1,600	
	Fleetsoft Maintenance	\$1,900	\$6,450 PWF

Com Dev			
	Adobe Pro Software	\$375	
	ARC GIS Maintenance	\$2,000	
	Building Inspection Software Maintenance	\$5,500	\$7,875 Com Dev

Parks and Rec				
	Anticipated Rec Desk Usage	\$3,000		
	ARCPad Maintenance	\$275		
	Pontem Cemetery App. Maintenance	\$1,100	\$4,375	Parks
Health				
	Adobe Pro Software	\$375		
	WinWam Sanitarian Application Maintenance	\$625	\$1,000	Health
Finance				
	City of Neenah Tax Services	\$14,530		
	Plan-It (CIP Budget)	\$1,400		
	HTE Training	\$1,000		
	Sungard NaviLine Maintenance/Training	\$33,672	\$50,602	Finance
Assessor				
	MarketDrive Maintenance	\$4,000	\$4,000	Assessor
Global				
242	Adobe Acrobat Pro/Acronis/Misc.	\$750		
	BOSS Maintenance	\$1,600		
	Access Point Maintenance	\$200		
	Barracuda Spam/Web Filter Energizer/ Repl Agreements	\$2,800		
	Back-Up Software and Core Switch Maintenance	\$630		
	Domain Name Renewal	\$400		
	E-Mail Archiver Maint.	\$1,900		
	E-Set - Antivirus	\$1,125		
	Guardian Tracking	\$3,600		
	Microsoft Licensing	\$2,600		
	Microsoft Server Licensing	\$3,520		
	SSL Certificate Commail	\$200		
	Unitel Phone System	\$800		
	Vmware licensing for Virtualizing 10 PCs	\$2,000		
	Virtual Server Maintenance	\$1,000		
		<u>\$23,125</u>	\$117,942	\$141,067 Total in IT Budget
<u>743-0403-513-29-01 - Printing</u>				
	Printing Services for Entire City - Printers and Copiers	\$20,500		
		<u>\$20,500</u>		
<u>743-0403-513-2905 - Vehicle/Equipment Rental</u>				
	Vehicle/Equipment Rental	\$100		
		<u>\$100</u>		
<u>743-0403-513-3010 - Office Supplies</u>				
	Office Supplies	\$350		
		<u>\$350</u>		
<u>743-0403-513-3011 - Postage</u>				
	Postage	\$50		
		<u>\$50</u>		

<u>743-0403-513-3012 - Computer Recycle</u>		
Computer Recycle	\$100	
	\$100	
<u>743-0403-513-30-15 - Supplies/Tools + Equipment/Infrastructure (Global)</u>		
Police Server Room Switch	\$3,100	
PWF Switch	\$2,025	
MCC Switch	\$3,075	
(1) Replacement VM Servers	\$8,425	
PC	\$850	
Email Archiver	\$4,400	
Emergency Replacement	\$5,000	
	\$26,875	
<u>743-0403-513-3019 - Office Furniture</u>		
Replacement Chair	\$300	
	\$300	
<u>743-0403-513-3201 - Membership Dues</u>		
GIPAW Dues	\$50	
	\$50	
<u>743-0403-513-3301 - Mileage</u>		
Mileage	\$800	
	\$800	
<u>743-0403-513-3402 - Registrations</u>		
Registrations	\$800	
	\$800	
<u>743-0403-513-3403 - Lodging/Meals</u>		
Lodging/Meals	\$750	
	\$750	
<u>743-0403-513-3404 - Other Expenses</u>		
Other Expenses	\$500	
	\$500	
<u>743-0403-513-5103 - Liability</u>		
Liability	\$1,516	
	\$1,516	

Total for 2019 IT Budget		\$282,948		
	Applied Fund Balance	(\$15,000)		
	Less Printing	(\$20,500)		
	Total Global	\$247,448		
			<u>Printing</u>	
			<u>2019</u>	<u>2018</u>
Assessor	2.000%	\$4,949	\$146	\$146
City Attorney	1.000%	\$2,474	\$639	\$639
Clerk	4.000%	\$9,898	\$1,037	\$1,037
Common Council	0.500%	\$1,237	\$100	\$0
Community Development	4.750%	\$11,754	\$1,261	\$1,261
Finance	7.325%	\$18,126	\$978	\$978
Health	12.000%	\$29,693	\$3,673	\$3,603
HR	2.000%	\$4,949	\$1,443	\$1,443
Library	3.000%	\$7,423	\$0	\$0
Mayor	1.000%	\$2,474	\$652	\$652
Park and Rec	9.500%	\$23,510	\$1,481	\$1,481
Police	37.250%	\$92,172	\$5,638	\$5,638
Public Works	15.500%	\$38,356	\$3,452	\$3,452
Senior Center	0.175%	\$433	\$0	\$170
	100.00%	\$247,448	\$20,500	\$20,500
	Dept Specific Items in IT Budget	\$117,942		
	Applied Fund Balance	\$15,000		
	Printing	\$20,500		
	TOTAL IT Budget 2019	\$400,890		

2019 Technology Service Cost for Police Department

			<u>IT Budget</u>	<u>Dept Budget</u>	
245	Repair/Maint of Software & Hardware				
	Police	MorphoTrak Live ID Maintenance	\$155		
	Police	LiveScan Finger Printer Maintenance	\$1,000		
	Police	AccessData PC Forensic Maintenance	\$2,200		
	Police	Cop Logic - DORS Maintenance	\$1,200		
	Police	RSA Maintenance	\$800		
	Police	Arbitrator 360 Squad Video Maintenance	\$2,160		
	Police	NetMotion Cellular Connectivity Maintenance	\$2,300		
	Police	T2 Parking System	\$7,250		
	Police	T2 Online Fees	\$1,200		
	Police	Scheduling Software	\$2,500		
	Police	BEAST - Evidence Room Software Maintenance	\$675		
	Police	VieView Body Cam Maintenance	\$7,200		
	Police	Law Records Management System Maintenance	\$7,500		
			\$36,140		
	Supplies - Tools and Equipment				
	Police	3 Replacement ToughBook for Squad		\$10,800	
	Police	2 Pentax Thermal Printers for Squads		\$500	
	Police	PC Replacements (1)		\$700	
	Police	Replacement Monitors		\$750	
				\$12,750	
	Printing				
	Police	Printing Services	\$5,638		
	In-house Technology Services				
	Police	Technology Services	\$92,172		
		2019 Total Technology Cost for Police	\$133,950	\$12,750	\$146,700

2019 Technology Costs for Public Works

		IT Budget	Dept Budget
Repair/Maint of Software & Hardware			
Engineering	CarteGraph Maintenance	\$1,500	
Engineering	AutoDesk Maintenance	\$4,800	
Engineering	Plotter Maintenance	\$1,200	
City Garage	Syn-Tech FuelMaster Maint.	\$550	
City Garage	Cummins Diagnostic Maintenance	\$700	
City Garage	Weather Sentry Subscription	\$1,700	
City Garage	TrafficTech Maintenance	\$1,600	
City Garage	Fleetsoft Maintenance	\$1,900	
		\$13,950	
Supplies - Tools and Equipment			
City Garage	(2) Replacements PCs		\$1,400
Engineering	(2) Replacements PCs		\$2,000
Refuse/Recycling	GPS Hardware		\$7,500
			\$10,900
Fiber Optic Services			
City Garage	Fiber Optic Services		\$7,150
			\$7,150
Printing			
Public Works	Printing Services	\$3,452	
Inhouse Technology Services			
Public Works	Storm Sewers/Drains Maint	\$1,918	5.00%
Public Works	Municipal Buildings	\$1,534	4.00%
Public Works	Lift Bridges	\$1,534	4.00%
Public Works	San Sewer Maint/Const	\$2,685	7.00%
Public Works	Recycling, Solid waste	\$4,603	12.00%
Public Works	Street Clean/ Flush	\$1,918	5.00%
Public Works	Refuse Collect / Dispose	\$2,301	6.00%
Public Works	Street Signs / Markings	\$1,534	4.00%
Public Works	Removal of Snow and Ice	\$2,301	6.00%
Public Works	Engineering / Public Works	\$11,506	30.00%
Public Works	City Garage	\$2,685	7.00%
Public Works	Repr of Streets / Alleys	\$3,837	10.00%
		\$38,356	100%
2019 Total Technology Cost for Public Works		\$55,758	\$18,050
			\$73,808

2019 Technology Costs for Com Dev

		<u>IT Budget</u>	<u>Dept Budget</u>	
Repair/Maint of Software & Hardware				
Building Inspection	Adobe Pro Software	\$375		
Building Inspection	Building Inspection Software	\$5,500		
Com Dev	ARCVIEW Maintenance	\$2,000		
		<u>\$7,875</u>		
Supplies - Tools and Equipment				
Com Dev	Replacements PC		\$500	
Building and Plumbing Inspection			\$0	
			<u>\$500</u>	
Printing				
Com Dev	Printing services	\$1,261		
		<u>\$1,261</u>		
Inhouse Technology Services				
Com Dev	Technology Services	\$7,052	60.00%	
Building and Plumbing Inspection	Technology Services	\$4,702	40.00%	
		<u>\$11,754</u>	100%	
2019 Total Technology Cost for Com Dev		\$20,890	\$500	\$21,390

2019 Technology Costs for Parks and Rec

		<u>IT Budget</u>	<u>Dept Budget</u>
Repair/Maint of Software & Hardware			
Parks and Rec	Anticipated Rec Desk Usage	\$3,000	
Parks and Rec	ARCPad Maintenance	\$275	
Resthaven	Pontem Cemetery App. Maintenance	\$1,100	
		<u>\$4,375</u>	
Supplies - Tools and Equipment			
Marina	Security Cameras for Marina		\$500
			<u>\$500</u>
Fiber Optic Services			
Swimming Pool	Fiber Optic Services		\$5,400
Marina	Fiber Optic Services		\$700
			<u>\$6,100</u>
Printing			
Parks and Rec	Printing Services	\$1,481	
		<u>\$1,481</u>	
Inhouse Technology Services			
Swimming Pool	Technology Services	\$4,938	21.00%
Forestry	Technology Services	\$2,469	10.50%
Resthaven Cemetery	Technology Services	\$1,246	5.30%
Recreation Department	Technology Services	\$8,040	34.20%
Parks Department	Technology Services	\$5,572	23.70%
Marina Operations	Technology Services	\$1,246	5.30%
		<u>\$23,511</u>	100%

2019 Total Technology Cost for Parks and Rec	\$29,367	\$6,600	\$35,967
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2019 Technology Costs for Health

		<u>IT Budget</u>	<u>Dept Budget</u>
Repair/Maint of Software & Hardware			
Health	Adobe Pro Software	\$375	
Health-Sealer of Weights & Measures	WinWam Sanitarian Maint.	\$625	
		<u>\$1,000</u>	
Supplies - Tools and Equipment			
Health	(2) Replacements PCs		\$1,400
Health	Replacements laptop		\$900
Printing			
Health	Printing Services	\$3,673	
		<u>\$3,673</u>	
Inhouse Technology Services			
Health	Employee Safety Committee	\$594	2.00%
Health	Environmental Health	\$1,188	4.00%
Health	Health Department	\$27,021	91.00%
Health	Sealer of Weights and Measures	\$891	3.00%
		<u>\$29,694</u>	100%
2019 Total Technology Cost for Health		\$34,367	\$2,300 \$36,667

2019 Technology Costs for Finance

		<u>IT Budget</u>	<u>Dept Budget</u>
Repair/Maint of Software & Hardware			
Finance	Plan-It (CIP Budget)	\$1,400	
Finance	City of Neenah Tax Services	\$14,530	
Finance	Sungard NavilLine Maint./Training	\$34,672	
		<u>\$50,602</u>	
Tools and Equipment			
Printing			
Finance	Printing Services	\$978	
		<u>\$978</u>	
Inhouse Technology Services			
Finance	Technology Services	\$18,126	
		<u>\$18,126</u>	
2019 Total Technology Cost for Finance		\$69,706	\$0 \$69,706

2019 Technology Costs for Assessor

		<u>IT Budget</u>	<u>Dept. Budget</u>	
Repair/Maint of Software & Hardware				
Assessor	MarketDrive Maintenance	\$4,000		
		\$4,000		
Tools and Equipment				
Printing				
Assessor	Printing Services	\$146		
		\$146		
Inhouse Technology Services				
Assessor	Technology Services	\$4,949		
		\$4,949		
2019 Total Technology Cost for Assessor		\$9,095	\$0	\$9,095

2019 Technology Costs for City Clerk

		<u>IT Budget</u>	<u>Dept Budget</u>	
Printing				
City Clerk	Printing Services	\$1,037		
		\$1,037		
Tools and Equipment				
City Clerk	(2) Replacements PCs		\$1,400	
Inhouse Technology Services				
City Clerk	Technology Services	\$5,939	60.00%	
Elections	Technology Services	\$3,959	40.00%	
		\$9,898	100%	
2019 Total Technology Cost for City Clerk		\$10,935	\$1,400	\$12,335

2019 Technology Costs for City Attorney

		<u>IT Budget</u>	<u>Dept. Budget</u>	
Printing Attorney	Printing Services	\$639		
		<u>\$639</u>		
Tools and Equipment				
Inhouse Technology Services Attorney	Technology Services	\$2,474		
		<u>\$2,474</u>		
2019 Total Technology Cost for Attorney		\$3,113	\$0	\$3,113

2019 Technology Costs for Human Resources

		<u>IT Budget</u>	<u>Dept. Budget</u>	
Printing				
Human Resources	Printing Services	\$1,443		
		\$1,443		
Tools and Equipment				
Inhouse Technology Services				
Human Resources	Technology Services	\$4,949		
		\$4,949		
2019 Total Technology Cost for Human Resources		\$6,392	\$0	\$6,392

2019 Technology Costs for Library

Account - 2907 - Inhouse Technology Services		<u>IT Budget</u>	<u>Dept. Budget</u>	
Printing	Printing			
Library				\$0
Fiber Optic Services	Fiber Optic Services			
Library			<u>\$760</u>	
			\$760	
Library	Technology Services	<u>\$7,423</u>		
		\$7,423		
2019 Total Technology Cost for Library		\$7,423	\$760	\$8,183

[illegible]

2019 Technology Costs for Senior Center

		<u>IT Budget</u>	<u>Dept. Budget</u>	
Printing				
Senior Center	Printing Services	\$0		
		<u>\$0</u>		
Inhouse Technology Services				
Senior Center	Technology Services	\$433		
		<u>\$433</u>		
2019 Total Technology Cost for Senior Center		\$433	\$0	\$433

2019 Technology Costs for Common Council

		<u>IT Budget</u>	<u>Dept. Budget</u>	
Printing Common Council	Printing Services	<u>\$100</u>		
		\$100		
Inhouse Technology Services Common Council	Technology Services	<u>\$1,237</u>		
		\$1,237		
2019 Total Technology Cost for Common Council		\$1,337	\$0	\$1,337

DEBT SERVICE FUNDS

FUND 310

DEBT SERVICE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
Debt Service						
310-0000-411.00-00	General Property Taxes	948,337	989,097	989,097	989,097	1,050,000
310-0000-413.00-00	Tax from Municipal Util	677,617	668,424	538,907	646,688	659,622
310-0000-461.01-00	On Investments	5,200	14,500	6,446	11,400	12,000
310-0000-461.02-00	On Special Assessments	4,226	5,000	8,230	8,300	6,000
310-0000-461.03-00	On RDA Note	388,540	388,540	0	388,540	388,540
310-0000-471.00-00	Street Construction	208,048	287,055	169,184	200,000	230,000
310-0000-472.00-00	Sanitary Sewer	4,434	3,000	739	739	800
310-0000-473.00-00	Curb & Gutter	50,285	60,000	55,891	65,000	65,000
310-0000-474.00-00	Sidewalk	8,020	8,000	9,109	9,109	7,800
310-0000-475.00-00	Storm Sewer	9,354	7,000	5,042	5,042	5,000
310-0000-476.00-00	City Water	3,828	1,500	638	638	700
310-0000-477.00-00	Engineering	16,777	25,000	18,691	25,000	29,000
310-0000-478.00-00	Street Lighting	675	500	113	113	500
310-0000-491.00-00	Bond/Note Proceeds	10,212,046	4,728,876	0	0	0
310-0000-492.01-00	Sewage Fund	0	0	0	0	600,000
310-0000-492.05-00	TIF #4 Fund	146,471	0	0	0	0
310-0000-492.06-00	TIF #5 Fund	276,719	164,785	164,785	164,785	164,785
310-0000-492.07-00	TIF #6 Fund	325,451	328,571	328,571	328,571	217,107
310-0000-492.08-00	TIF #7 Fund	189,605	101,023	101,023	101,023	101,087
310-0000-492.09-00	TIF #8 Fund	99,413	61,336	61,336	61,336	61,167
310-0000-492.10-00	TIF #9 Fund	470,111	477,380	477,380	477,380	477,485
310-0000-492.30-00	Menasha Utility	0	208,744	0	208,744	208,744
310-0000-492.34-00	TIF #11 Fund	59,562	58,435	58,435	58,435	58,435
310-0000-492.43-00	TIF #13 Fund	0	43,545	43,545	43,545	43,545
310-0000-492.46-00	Capital Improvements Fund	0	330,900	0	335,834	0
*	Debt Service	14,104,719	8,961,211	3,037,162	4,129,319	4,387,317
**	Debt Service	14,104,719	8,961,211	3,037,162	4,129,319	4,387,317

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
Debt Service						
Debt Service-Principal						
310-0409-571.61-01	Principal	13,263,643	7,878,082	4,083,681	4,083,681	3,275,275
*	Debt Service-Principal	13,263,643	7,878,082	4,083,681	4,083,681	3,275,275
Debt Service-Interest						
310-0410-571.61-02	Interest	1,049,909	1,083,129	985,917	985,917	1,026,059
*	Debt Service-Interest	1,049,909	1,083,129	985,917	985,917	1,026,059
**	Debt Service	14,313,552	8,961,211	5,069,598	5,069,598	4,301,334

**CITY OF MENASHA
2019 DEBT SERVICE FUND PAYMENTS**

General Obligation Notes (State Trust Fund) - City Purposes:

		Principal	Interest	Total
2017	Capital Improvements - Refinance 2012 Notes	2.50% \$ 31,314.23	\$ 2,422.92	\$ 33,737.15
2012	Capital Improvements - Library (Refinance 2003 Notes)	3.00% \$ 152,283.98	\$ 19,111.71	\$ 171,395.69
2012	Capital Improvements - 2012 Road Projects	3.00% \$ 40,443.23	\$ 5,075.64	\$ 45,518.87
2017	Capital Improvements - Lake Park Villas - Refinance 2006	3.00% \$ 73,037.65	\$ 34,266.36	\$ 107,304.01
2017	Capital Improvements - Lake Park Villas - Refinance 2001	2.50% \$ 561,627.48	\$ 28,431.41	\$ 590,058.89
2017	Capital Improvements - Lake Park Villas - Refinance 2002	3.00% \$ 163,074.67	\$ 20,465.95	\$ 183,540.62
2017	Capital Improvements - 2014 CIP	3.00% \$ 106,990.80	\$ 20,759.88	\$ 127,750.68
2017	Capital Improvements - 2015 CIP	3.00% \$ 92,226.17	\$ 21,198.08	\$ 113,424.25
2016	Capital Improvements - 2016 CIP	3.00% \$ 138,968.62	\$ 37,068.14	\$ 176,036.76
2017	Capital Improvements - 2016 CIP (Developer projects)	3.00% \$ 43,115.26	\$ 31,505.77	\$ 74,621.03
2018	Capital Improvements - 2017 & 2018 CIP	4.50% \$ -	\$ -	\$ -
<i>(no payment due until March 2020)</i>				

Subtotal - City Purposes	\$ 1,403,082.09	\$ 220,305.86	\$ 1,623,387.95
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General Obligation Notes (State Trust Fund) - Steam Plant:

2015	Refinance Steam Plant Debt	3.75% \$ 668,676.07	\$ 331,348.99	\$ 1,000,025.06
2017	Refinance Steam Plant Debt	3.50% \$ 24,690.35	\$ 93,089.16	\$ 117,779.51
2016	Refinance WPPI Loan	2.50% \$ 118,662.45	\$ 9,123.60	\$ 127,786.05
Subtotal - Steam Plant		\$ 812,028.87	\$ 433,561.75	\$ 1,245,590.62

USDA Loan - Public Works Facility:

2019	USDA Loan - New Public Works Facility	4.00% \$ -	\$ 100,000.00	\$ 100,000.00
Subtotal - USDA Loan		\$ -	\$ 100,000.00	\$ 100,000.00

Subtotal - City Tax Levy Debt	\$2,215,110.96	\$ 753,867.61	\$2,968,978.57
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General Obligation Notes (State Trust Fund) - TIF Districts:

2017	Capital Improvements (TIF #5)	2.50% \$ 153,019.76	\$ 11,765.23	\$ 164,784.99
Total TIF #5		\$ 153,019.76	\$ 11,765.23	\$ 164,784.99
2017	Capital Improvements (TIF #6) - Refinance 2012 Notes	2.50% \$ 104,834.58	\$ 8,045.15	\$ 112,879.73
2012	Capital Improvements (TIF #6) - Refinance 2003 Notes	3.00% \$ 92,605.12	\$ 11,621.99	\$ 104,227.11
Total TIF #6		\$ 197,439.70	\$ 19,667.14	\$ 217,106.84
2017	Capital Improvements (TIF #7) - Refinance 2008 Notes	3.00% \$ 79,750.86	\$ 21,335.79	\$ 101,086.65
Total TIF #7		\$ 79,750.86	\$ 21,335.79	\$ 101,086.65
2017	Capital Improvements (TIF #8) - Refinance 2008 Notes	3.00% \$ 48,420.16	\$ 12,747.09	\$ 61,167.25
Total TIF #8		\$ 48,420.16	\$ 12,747.09	\$ 61,167.25
2012	Capital Improvements (TIF #9) - Refinance 2008 Notes	3.00% \$ 156,653.47	\$ 41,890.49	\$ 198,543.96
2015	Capital Improvements (TIF #9) - Refinance 2008 Notes	3.25% \$ 230,239.61	\$ 48,701.61	\$ 278,941.22
Total TIF #9		\$ 386,893.08	\$ 90,592.10	\$ 477,485.18
2017	Capital Improvements (TIF #11) - Developer Incentives	3.50% \$ 34,883.80	\$ 23,551.53	\$ 58,435.33
Total TIF #11		\$ 34,883.80	\$ 23,551.53	\$ 58,435.33
2016	Capital Improvements (TIF #13)	3.00% \$ 34,375.66	\$ 9,169.27	\$ 43,544.93
Total TIF #13		\$ 34,375.66	\$ 9,169.27	\$ 43,544.93
Subtotal - TIF Districts		\$ 934,783.02	\$ 188,828.15	\$ 1,123,611.17

General Obligation Notes (State Trust Fund) - Water Utility:

2012	Refinance Water Utility Loan	4.00% \$ 125,381.42	\$ 83,362.81	\$ 208,744.23
Subtotal - Water Utility		\$ 125,381.42	\$ 83,362.81	\$ 208,744.23

GRAND TOTAL - Debt Service Fund Expenditures	\$3,275,275.40	\$1,026,058.57	\$4,301,333.97
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CAPITAL PROJECTS FUNDS (CIP)

FUND 456

TIF PROJECT #4

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
TIF Project 4						
456-0000-416.00-00	Tax Increment-City Purp	59,280	69,677	69,250	69,250	79,192
456-0000-432.02-00	Computers	1,763	1,763	1,789	1,789	1,700
456-0000-461.01-00	On Investments	114	102	38	145	150
*	TIF Project 4	61,157	71,542	71,077	71,184	81,042
**	TIF Project 4	61,157	71,542	71,077	71,184	81,042

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
TIF Project 4						
Comptroller/Treasurer						
456-0401-513.25-01	Other Municipal Entities	150	150	0	150	150
*	Comptroller/Treasurer	150	150	0	150	150
Transfer to Debt Service						
456-0411-591.25-02	Other Municipal Funds	146,471	0	0	0	0
*	Transfer to Debt Service	146,471	0	0	0	0
Trans to General Fund						
456-0412-591.25-02	Other Municipal Funds	4,670	9,295	9,295	9,295	9,295
*	Trans to General Fund	4,670	9,295	9,295	9,295	9,295
Marina Operations						
456-0707-552.82-02	Construction	0	0	0	0	50,000
LEVEL	TEXT	TEXT	AMT			
TOTB	MARINA FENCE REPLACEMENT		50,000			
			50,000			
*	Marina Operations	0	0	0	0	50,000
Street Construction						
456-1003-541.82-02	Construction	0	405,605	0	0	0
*	Street Construction	0	405,605	0	0	0
Sidewalks and Crosswalks						
456-1009-541.82-02	Construction	0	128,550	0	0	0
*	Sidewalks and Crosswalks	0	128,550	0	0	0
Street Lighting						
456-1012-541.82-02	Construction	0	134,465	0	0	0
*	Street Lighting	0	134,465	0	0	0

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
**	TIF Project 4	151,291	678,065	9,295	9,445	59,445

FUND 457

TIF PROJECT #5

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
TIF Project 5						
457-0000-416.00-00	Tax Increment-City Purp	314,746	310,668	308,848	308,848	297,369
457-0000-432.02-00	Computers	546,567	546,567	554,602	554,602	550,000
457-0000-461.01-00	On Investments	10,174	4,900	3,215	12,215	12,000
457-0000-466.00-00	Misc General Revenue	4	0	0	0	0
*	TIF Project 5	871,491	862,135	866,665	875,665	859,369
**	TIF Project 5	871,491	862,135	866,665	875,665	859,369

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
TIF Project 5						
Comptroller/Treasurer						
457-0401-513.25-01	Other Municipal Entities	150	150	0	150	150
*	Comptroller/Treasurer	150	150	0	150	150
Transfer to Debt Service						
457-0411-591.25-02	Other Municipal Funds	276,719	164,785	164,785	164,785	164,785
*	Transfer to Debt Service	276,719	164,785	164,785	164,785	164,785
Trans to TIF 7						
457-0475-591.25-02	Other Municipal Funds	170,000	99,759	0	0	0
*	Trans to TIF 7	170,000	99,759	0	0	0
Trans to TIF 8						
457-0479-591.25-02	Other Municipal Funds	502,649	407,223	0	0	0
*	Trans to TIF 8	502,649	407,223	0	0	0
**	TIF Project 5	949,518	671,917	164,785	164,935	164,935

FUND 470

**CAPITAL
IMPROVEMENTS**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
Capital Improvements						
470-0000-432.10-00	Engineering	0	0	0	0	811,563
LEVEL	TEXT	TEXT AMT				
TOTB	BROAD STREET PROJECT (STATE GRANT)	811,563				
		811,563				
470-0000-432.12-00	Park Development	203,949	0	0	0	0
470-0000-432.13-00	Other	150,000	0	0	0	0
470-0000-463.02-00	Land	87,500	0	87,500	87,500	0
470-0000-465.00-00	Donations & Gifts	159,020	0	343,700	343,700	511,000
LEVEL	TEXT	TEXT AMT				
TOTB	JEFFERSON PARK PLAYGROUND	510,000				
	SMITH PARK TENNIS/PICKLEBALL CONVERSION	1,000				
		511,000				
470-0000-466.00-00	Misc General Revenue	50,706	0	30,314	30,314	0
470-0000-491.00-00	Bond/Note Proceeds	1,562,225	0	0	0	12,298,752
LEVEL	TEXT	TEXT AMT				
TOTB	GENERAL OBLIGATION DEBT ISSUE	1,558,752				
	USDA LOAN	10,740,000				
		12,298,752				
470-0000-492.38-00	2008 Capital Projects	0	0	0	0	25,000
LEVEL	TEXT	TEXT AMT				
TOTB	TRANSFER FROM INFO SYSTEMS FUND (FUND 743)	25,000				
		25,000				
*	Capital Improvements	2,213,400	0	461,514	461,514	13,646,315
**	Capital Improvements	2,213,400	0	461,514	461,514	13,646,315

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
Capital Improvements						
City Clerk						
470-0203-512.30-15	Tools & Equipment	0	0	0	0	10,000
LEVEL	TEXT	TEXT	AMT			
TOTB	VOTING MACHINE		10,000			
			10,000			
<hr/>						
*	City Clerk	0	0	0	0	10,000
 Community Development						
470-0304-562.80-02	Land Purchase	10,765	0	3,141	3,141	0
470-0304-562.82-01	Buildings	51,531	0	32,585	32,585	0
470-0304-562.82-02	Construction	86,986	0	11,804	11,804	0
<hr/>						
*	Community Development	149,282	0	47,530	47,530	0
 Information Systems						
470-0403-513.80-05	Other Equipment	0	0	0	0	100,000
LEVEL	TEXT	TEXT	AMT			
TOTB	PHONE SYSTEM UPGRADE		75,000			
	GIS INTEGRATED PARCEL MANAGEMENT SYSTEM		25,000			
			100,000			
<hr/>						
*	Information Systems	0	0	0	0	100,000
 Common Council						
470-0405-513.80-05	Other Equipment	0	0	0	0	20,000
LEVEL	TEXT	TEXT	AMT			
TOTB	UPGRADE CAMERA SYSTEM FOR COUNCIL CHAMBERS		20,000			
			20,000			
<hr/>						
*	Common Council	0	0	0	0	20,000
 Transfer to Debt Service						
470-0411-591.25-02	Other Municipal Funds	0	0	335,834	0	0
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*	Transfer to Debt Service	0	0	335,834	0	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
Fire						
470-0501-522.30-15	Tools & Equipment	1,385	41,312	15,865	41,312	10,118
LEVEL	TEXT	TEXT AMT				
TOTB	FIRE EQUIP REPLACEMENT-THERMAL IMAGING CAMERAS, RADIO, HAZMAT MONITORS, AED UNITS, ETC	10,118				
		10,118				
470-0501-522.80-03	Motorized Equipment	14,714	238,596	218,008	238,596	0
470-0501-522.82-01	Buildings	0	0	0	0	20,000
LEVEL	TEXT	TEXT AMT				
TOTB	PARKING LOT SEAL - STATION 36	6,500				
	APPARATUS BAY FLOOR SEALING - STATION 36	13,500				
		20,000				
<hr/>						
*	Fire	16,099	279,908	233,873	279,908	30,118
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Public Library						
470-0601-551.24-05	Small Projects	5,169	0	0	0	0
470-0601-551.80-05	Other Equipment	0	0	0	0	27,000
LEVEL	TEXT	TEXT AMT				
TOTB	ALTERNATE COMPRESSOR	27,000				
		27,000				
470-0601-551.82-01	Buildings	14,218	39,000	18,644	39,000	48,000
LEVEL	TEXT	TEXT AMT				
TOTB	PARKING LOT REPLACEMENT	33,000				
	RE-WIRING FOR NEW PHONE SYSTEM	15,000				
		48,000				
<hr/>						
*	Public Library	19,387	39,000	18,644	39,000	75,000
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Resthaven Cemetery						
470-0701-533.82-02	Construction	46,218	0	0	0	0
<hr/>						
*	Resthaven Cemetery	46,218	0	0	0	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
Parks Department						
470-0703-553.80-05	Other Equipment	6,593	94,000	87,475	94,000	0
470-0703-553.82-01	Buildings	47,864	44,000	40,683	44,000	50,500
LEVEL	TEXT	TEXT	AMT			
TOTB	SMITH PARK ROOFS		30,000			
	SMITH PARK RESTROOMS		11,000			
	SMITH PARK CEILING		9,500			
			50,500			
470-0703-553.82-02	Construction	561,454	137,000	1,291,472	1,475,000	899,500
LEVEL	TEXT	TEXT	AMT			
TOTB	JEFFERSON PARK PARKING LOT		250,000			
	JEFFERSON PARK PLAYGROUND		610,000			
	TAYCO FOUNTAIN		8,500			
	HART PARK WALKWAY		12,000			
	SMITH PICKLEBALL CONVERSION		19,000			
			899,500			
*	Parks Department	615,911	275,000	1,419,630	1,613,000	950,000
Police						
470-0801-521.80-01	Computer Equipment	17,955	0	30,201	30,201	0
470-0801-521.82-01	Buildings	230,909	0	26,862	26,862	30,000
LEVEL	TEXT	TEXT	AMT			
TOTB	PARKING LOT REPLACEMENT		30,000			
			30,000			
*	Police	248,864	0	57,063	57,063	30,000
Buildings Maintenance						
470-1001-514.82-01	Buildings	406,290	0	710	710	0
*	Buildings Maintenance	406,290	0	710	710	0
Engineering						
470-1002-541.21-02	Engineering	0	0	7,040	28,000	0
470-1002-541.80-02	Land Purchase	0	0	29,445	35,000	0
*	Engineering	0	0	36,485	63,000	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
Street Construction						
470-1003-541.10-01	Wages	0	0	397	397	0
470-1003-541.15-01	Health	0	0	45	45	0
470-1003-541.15-03	Dental	0	0	3	3	0
470-1003-541.15-04	Retirement	0	0	27	7	0
470-1003-541.15-05	FICA	0	0	30	30	0
470-1003-541.15-08	Workers Comp	0	0	13	13	0
470-1003-541.24-05	Small Projects	95,795	0	0	0	0
470-1003-541.82-02	Construction	478,477	3,223,915	521,090	730,000	2,628,228
LEVEL	TEXT	TEXT AMT				
TOTB	FREDERICK STREET - WEST END TO TAYCO	61,097				
	DE PERE ST - NINTH TO APPLETON	217,137				
	WILLOW LANE - NICOLET TO KEYES	111,711				
	LAWNDALE CT - WEST END TO LAWNDALE DR	10,408				
	LAWNDALE DR - EUGENE ST TO GREENWOOD DR	55,608				
	GROVE STREET - AIRPORT RD TO WOODLAND DR	117,814				
	BROAD STREET - TAYCO TO RACINE (\$811,563-GRANT)	1,014,453				
	GOSLING WAY EAST	715,000				
	GRASSY MEADOWS LANE	325,000				
		2,628,228				
*	Street Construction	574,272	3,223,915	521,605	730,495	2,628,228
Sidewalks and Crosswalks						
470-1009-541.30-18	Department	0	0	0	0	5,000
LEVEL	TEXT	TEXT AMT				
TOTB	DETECTABLE WARNING PLATES	5,000				
		5,000				
470-1009-541.82-02	Construction	29,016	128,550	173,629	175,000	102,969
LEVEL	TEXT	TEXT AMT				
TOTB	MARINA STAIRS	7,500				
	FREDERICK STREET - WEST END TO TAYCO ST	4,358				
	DE PERE STREET - NINTH TO APPLETON	13,052				
	SIDEWALK REPLACEMENT PROGRAM	30,000				
	WILLOW LANE - NICOLET TO KEYES	48,059				
		102,969				
*	Sidewalks and Crosswalks	29,016	128,550	173,629	175,000	107,969

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
	Street Lighting					
470-1012-541.24-04	Specialized Equipment	56,590	0	0	0	0
470-1012-541.82-02	Construction	0	134,465	72,310	73,000	0
*	Street Lighting	56,590	134,465	72,310	73,000	0
	Public Works Facility					
470-1022-541.82-01	Buildings	0	1,550,000	24,200	266,000	10,740,000
LEVEL	TEXT	TEXT AMT				
TOTB	NEW PUBLIC WORKS FACILITY	10,740,000				
		10,740,000				
*	Public Works Facility	0	1,550,000	24,200	266,000	10,740,000
**	Capital Improvements	2,161,929	5,630,838	2,941,513	3,344,706	14,691,315

FUND 471

TIF PROJECT #6

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
TIF Project 6						
471-0000-416.00-00	Tax Increment-City Purp	410,883	436,479	433,922	433,922	442,761
471-0000-432.02-00	Computers	2,558	2,558	2,596	2,596	2,400
471-0000-461.01-00	On Investments	1,906	1,735	1,144	4,295	4,300
*	TIF Project 6	<hr/> 415,347	<hr/> 440,772	<hr/> 437,662	<hr/> 440,813	<hr/> 449,461
**	TIF Project 6	<hr/> 415,347	<hr/> 440,772	<hr/> 437,662	<hr/> 440,813	<hr/> 449,461

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
TIF Project 6						
Community Development						
471-0304-562.15-08	Workers Comp	1	0	0	0	0
471-0304-562.21-10	Marketing	0	3,000	0	0	0
*	Community Development	<u>1</u>	<u>3,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
Comptroller/Treasurer						
471-0401-513.25-01	Other Municipal Entities	150	150	0	150	150
*	Comptroller/Treasurer	<u>150</u>	<u>150</u>	<u>0</u>	<u>150</u>	<u>150</u>
Transfer to Debt Service						
471-0411-591.25-02	Other Municipal Funds	325,451	328,571	328,571	328,571	217,107
*	Transfer to Debt Service	<u>325,451</u>	<u>328,571</u>	<u>328,571</u>	<u>328,571</u>	<u>217,107</u>
**	TIF Project 6	<u>325,602</u>	<u>331,721</u>	<u>328,571</u>	<u>328,721</u>	<u>217,257</u>

FUND 481

TIF PROJECT #7

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
TIF Project 7						
481-0000-416.00-00	Tax Increment-City Purp	102,160	105,474	104,857	104,857	107,746
481-0000-462.01-00	Property	4,000	0	4,000	4,000	4,000
481-0000-492.06-00	TIF #5 Fund	170,000	99,759	0	0	0
*	TIF Project 7	<hr/> 276,160	<hr/> 205,233	<hr/> 108,857	<hr/> 108,857	<hr/> 111,746
**	TIF Project 7	<hr/> 276,160	<hr/> 205,233	<hr/> 108,857	<hr/> 108,857	<hr/> 111,746

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
TIF Project 7						
Comptroller/Treasurer						
481-0401-513.25-01	Other Municipal Entities	150	150	0	150	150
*	Comptroller/Treasurer	150	150	0	150	150
Transfer to Debt Service						
481-0411-591.25-02	Other Municipal Funds	189,605	101,023	101,023	101,023	101,087
*	Transfer to Debt Service	189,605	101,023	101,023	101,023	101,087
Trans to General Fund						
481-0412-591.25-02	Other Municipal Funds	4,670	9,295	9,295	9,295	0
*	Trans to General Fund	4,670	9,295	9,295	9,295	0
Parks Department						
481-0703-553.24-05	Small Projects	0	4,000	12,057	12,100	0
481-0703-553.82-02	Construction	0	0	0	0	6,500
LEVEL	TEXT	TEXT AMT				
TOTB	MILL ST/RIVERWALK ELECTRICAL PANEL UPGRADE	6,500				
		6,500				
*	Parks Department	0	4,000	12,057	12,100	6,500
Parking Lots						
481-1013-541.21-06	Management	0	0	0	11,000	0
*	Parking Lots	0	0	0	11,000	0
**	TIF Project 7	194,425	114,468	122,375	133,568	107,737

FUND 484

TIF PROJECT #8

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
TIF Project 8						
484-0000-416.00-00	Tax Increment-City Purp	36,503	38,391	38,166	38,166	39,975
484-0000-461.01-00	On Investments	0	0	51	215	220
484-0000-463.02-00	Land	0	0	69,790	69,790	0
484-0000-492.06-00	TIF #5 Fund	502,649	407,223	0	0	0
*	TIF Project 8	539,152	445,614	108,007	108,171	40,195
**	TIF Project 8	539,152	445,614	108,007	108,171	40,195

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
TIF Project 8						
Comptroller/Treasurer						
484-0401-513.25-01	Other Municipal Entities	150	150	0	150	150
*	Comptroller/Treasurer	150	150	0	150	150
Transfer to Debt Service						
484-0411-591.25-02	Other Municipal Funds	99,413	61,336	61,336	61,336	61,167
*	Transfer to Debt Service	99,413	61,336	61,336	61,336	61,167
Trans to General Fund						
484-0412-591.25-02	Other Municipal Funds	4,670	9,295	9,295	9,295	9,295
*	Trans to General Fund	4,670	9,295	9,295	9,295	9,295
**	TIF Project 8	104,233	70,781	70,631	70,781	70,612

FUND 485

TIF PROJECT #9

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
TIF Project 9						
485-0000-416.00-00	Tax Increment-City Purp	640,430	975,176	964,791	964,791	990,337
485-0000-432.02-00	Computers	1,082	1,082	1,098	1,098	1,000
485-0000-461.01-00	On Investments	5,845	5,440	3,544	14,343	14,500
485-0000-491.00-00	Bond/Note Proceeds	0	0	0	0	2,438,457
LEVEL	TEXT	TEXT AMT				
TOTB	PROVINCE TERRACE BOARDWALK TRAIL	1,194,500				
	NATURE'S WAY TRAIL EXTENSION	400,000				
	PROVINCE TERRACE, PROVINCE LINK, JENNIE, ETC.	843,957				
		2,438,457				
*	TIF Project 9	647,357	981,698	969,433	980,232	3,444,294
**	TIF Project 9	647,357	981,698	969,433	980,232	3,444,294

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
TIF Project 9						
Community Development						
485-0304-562.10-02	Salaries	15,339	15,724	8,837	10,938	14,143
485-0304-562.15-01	Health	1,999	2,951	1,989	2,438	2,988
485-0304-562.15-02	Life	13	20	3	8	10
485-0304-562.15-03	Dental	141	195	131	176	180
485-0304-562.15-04	Retirement	988	1,054	592	737	926
485-0304-562.15-05	FICA	1,165	1,199	631	796	1,025
485-0304-562.15-07	Vision	9	23	15	19	21
485-0304-562.15-08	Workers Comp	90	25	13	18	25
485-0304-562.15-10	Banked Sick Leave	0	0	0	0	141
485-0304-562.21-02	Engineering	0	10,000	1,828	5,000	10,000
485-0304-562.21-08	Recording Fees	0	90	0	0	90
485-0304-562.21-10	Marketing	3,000	6,000	6,000	6,000	6,000
LEVEL	TEXT	TEXT AMT				
TOTB	MARKET&PROMOTION-FC REGIONAL PARTNERSHIP					
	485-0304-562.22-06 Storm Water	762	800	572	701	800
	485-0304-562.80-02 Land Purchase	105,160	600,000	0	0	600,000
LEVEL	TEXT	TEXT AMT				
TOTB	PROVINCE TERRACE DEVELOPMENT EXTENSION	600,000				
		600,000				
	485-0304-562.82-02 Construction	0	125,000	0	0	125,000
LEVEL	TEXT	TEXT AMT				
TOTB	PROVINCE TERRACE DEVELOPMENT EXTENSION-DEMOLITION	90,000				
	PROVINCE TERRACE DEVELOPMENT EXTENSION-SAN SEWERS	35,000				
		125,000				
* Community Development		128,666	763,081	20,611	26,831	761,349
Comptroller/Treasurer						
485-0401-513.25-01	Other Municipal Entities	150	150	0	150	150
* Comptroller/Treasurer		150	150	0	150	150
Transfer to Debt Service						
485-0411-591.25-02	Other Municipal Funds	470,111	477,380	477,380	477,380	477,485
* Transfer to Debt Service		470,111	477,380	477,380	477,380	477,485

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
Trans to General Fund						
485-0412-591.25-02	Other Municipal Funds	6,785	11,410	11,410	11,410	0
*	Trans to General Fund	6,785	11,410	11,410	11,410	0
Parks Department						
485-0703-553.21-02	Engineering	1,216	20,000	0	12,000	65,000
LEVEL	TEXT	TEXT	AMT			
TOTB	TRAIL ENGINEERING		65,000			
			65,000			
485-0703-553.82-02 Construction						
		0	0	0	0	1,529,500
LEVEL	TEXT	TEXT	AMT			
TOTB	PROVINCE TERRACE TRAIL - CONSTRUCTION		887,500			
	PROVINCE TERRACE TRAIL - LIGHTING		242,000			
	NATURE'S WAY TRAIL EXTENSION		400,000			
			1,529,500			
*	Parks Department	1,216	20,000	0	12,000	1,594,500
Engineering						
485-1002-541.10-01	Wages	12,325	14,780	8,755	11,250	18,628
485-1002-541.10-02	Salaries	1,406	4,705	3,784	4,690	4,929
485-1002-541.10-03	Overtime/Doubletime	397	0	235	235	0
485-1002-541.15-01	Health	2,855	4,452	2,309	2,896	4,853
485-1002-541.15-02	Life	43	60	34	41	90
485-1002-541.15-03	Dental	259	333	212	267	395
485-1002-541.15-04	Retirement	965	1,306	855	1,082	1,543
485-1002-541.15-05	FICA	1,044	1,437	932	1,180	1,725
485-1002-541.15-07	Vision	19	35	17	22	28
485-1002-541.15-08	Workers Comp	534	549	349	442	813
485-1002-541.15-10	Banked Sick Leave	0	0	0	0	234
485-1002-541.19-03	Uniform/Clothing Allow	11	0	8	10	15
485-1002-541.19-06	Relocation Allowance	58	0	0	0	0
*	Engineering	19,916	27,657	17,490	22,115	33,253
Street Construction						
485-1003-541.82-02	Construction	142,005	34,975	0	0	713,577
LEVEL	TEXT	TEXT	AMT			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
TOTB	PROVINCE TERRACE & LINK, JENNIE AND MIDWAY XING	713,577	713,577			
*	Street Construction	142,005	34,975	0	0	713,577
	Sidewalks and Crosswalks					
485-1009-541.10-01	Wages	0	10,017	1,690	2,900	8,751
485-1009-541.15-01	Health	0	3,930	387	659	2,178
485-1009-541.15-02	Life	0	17	1	2	8
485-1009-541.15-03	Dental	0	112	41	71	211
485-1009-541.15-04	Retirement	0	664	107	185	573
485-1009-541.15-05	FICA	0	767	114	196	621
485-1009-541.15-07	Vision	0	28	4	6	18
485-1009-541.15-08	Workers Comp	11-	282	50	86	332
485-1009-541.15-10	Banked Sick Leave	0	0	0	0	87
485-1009-541.19-03	Uniform/Clothing Allow	0	51	0	51	51
485-1009-541.29-05	Vehicle/Equipment Rental	0	1,800	0	900	1,800
485-1009-541.30-18	Department	0	0	0	0	4,000
LEVEL	TEXT	TEXT AMT				
TOTB	DETECTABLE WARNING PLATES		4,000			
			4,000			
	485-1009-541.82-02 Construction	84,968	0	0	0	110,380
LEVEL	TEXT	TEXT AMT				
TOTB	PROVINCE TERRACE&LINK, JENNIE, MIDWAY XING		110,380			
			110,380			
*	Sidewalks and Crosswalks	84,957	17,668	2,394	5,056	129,010
	Street Lighting					
485-1012-541.82-02	Construction	0	0	0	0	20,000
LEVEL	TEXT	TEXT AMT				
TOTB	PROVINCE TERRACE LIGHTING		20,000			
			20,000			
*	Street Lighting	0	0	0	0	20,000

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
**	TIF Project 9	853,806	1,352,321	529,285	554,942	3,729,324

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FUND 487

TIF PROJECT #10

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
TIF Project 10						
487-0000-416.00-00	Tax Increment-City Purp	75,603	62,742	62,375	62,375	51,220
487-0000-432.02-00	Computers	11,390	11,390	11,558	11,558	11,000
487-0000-461.01-00	On Investments	632	415	360	1,125	1,200
487-0000-491.00-00	Bond/Note Proceeds	0	0	0	0	421,500
LEVEL	TEXT	TEXT AMT				
TOTB	TAYCO CORRIDOR REDEVELOPMENT	100,000				
	DOWNTOWN LIGHT REPLACEMENT	50,000				
	DOWNTOWN MENASHA SIGNS	21,500				
	BRIN BUILDING	250,000				
		421,500				
*	TIF Project 10	87,625	74,547	74,293	75,058	484,920
**	TIF Project 10	87,625	74,547	74,293	75,058	484,920

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
TIF Project 10						
Community Development						
487-0304-562.21-10	Marketing	2,750	0	3,000	3,000	24,500
LEVEL	TEXT	TEXT AMT				
TOTB	DOWNTOWN HIGHWAY SIGNAGE	21,500				
	MARKET&PROMOTION-FC REGIONAL PARTNERSHIP	3,000				
		24,500				
487-0304-562.82-02	Construction	0	5,500	1,650	5,500	0
*	Community Development	2,750	5,500	4,650	8,500	24,500
Urban Redevelopment						
487-0305-562.21-02	Engineering	5,000	20,000	0	0	0
487-0305-562.70-01	Acquisition/Rehab/Conv	0	28,000	0	0	100,000
LEVEL	TEXT	TEXT AMT				
TOTB	TAYCO ST CORRIDOR REVITALIZATION EFFORTS	100,000				
		100,000				
487-0305-562.82-02	Construction	0	0	0	250,000	0
LEVEL	TEXT	TEXT AMT				
YE18	BRIN BUILDING DEMOLITION	250,000				
		250,000				
*	Urban Redevelopment	5,000	48,000	0	250,000	100,000
Comptroller/Treasurer						
487-0401-513.25-01	Other Municipal Entities	150	150	0	150	150
*	Comptroller/Treasurer	150	150	0	150	150
Trans to General Fund						
487-0412-591.25-02	Other Municipal Funds	4,670	9,295	9,295	9,295	9,295
*	Trans to General Fund	4,670	9,295	9,295	9,295	9,295
Street Lighting						
487-1012-541.30-18	Department	0	0	0	0	50,000
LEVEL	TEXT	TEXT AMT				

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
TOTB	DOWNTOWN STREET LIGHT REPLACEMENT		50,000 50,000			
*	Street Lighting	0	0	0	0	50,000
**	TIF Project 10	12,570	62,945	13,945	267,945	183,945

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
		12,570	62,945	13,945	267,945	183,945

FUND 489

TIF PROJECT #11

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
TIF Project 11						
489-0000-416.00-00	Tax Increment-City Purp	64,441	77,000	76,549	76,549	78,077
489-0000-432.02-00	Computers	354	354	360	360	300
*	TIF Project 11	<hr/> 64,795	<hr/> 77,354	<hr/> 76,909	<hr/> 76,909	<hr/> 78,377
**	TIF Project 11	<hr/> 64,795	<hr/> 77,354	<hr/> 76,909	<hr/> 76,909	<hr/> 78,377

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
TIF Project 11						
Urban Redevelopment						
489-0305-562.21-02	Engineering	0	3,000	0	0	3,000
489-0305-562.73-01	Award & Claim Settlements	0	18,000	17,587	17,587	18,000
*	Urban Redevelopment	0	21,000	17,587	17,587	21,000
Comptroller/Treasurer						
489-0401-513.25-01	Other Municipal Entities	150	150	0	150	150
*	Comptroller/Treasurer	150	150	0	150	150
Transfer to Debt Service						
489-0411-591.25-02	Other Municipal Funds	59,562	58,435	58,435	58,435	58,435
*	Transfer to Debt Service	59,562	58,435	58,435	58,435	58,435
Trans to General Fund						
489-0412-591.25-02	Other Municipal Funds	6,785	11,410	11,410	11,410	11,410
*	Trans to General Fund	6,785	11,410	11,410	11,410	11,410
Parks Department						
489-0703-562.21-02	Engineering	18,903	9,000	0	0	8,000
LEVEL	TEXT	TEXT AMT				
TOTB	LAWSON CANAL	8,000				
		8,000				
*	Parks Department	18,903	9,000	0	0	8,000
**	TIF Project 11	85,400	99,995	87,432	87,582	98,995

FUND 492

TIF PROJECT #12

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
TIF Project 12						
492-0000-416.00-00	Tax Increment-City Purp	404,288	596,558	590,205	590,205	920,218
492-0000-432.02-00	Computers	360	360	365	365	350
492-0000-491.00-00	Bond/Note Proceeds	0	0	0	0	431,419
LEVEL	TEXT	TEXT AMT				
TOTB	PONDS SUBDIVISION - PHASE 2 & 3	217,074				
	COMMUNITY WAY - PHASE 2	214,345				
		431,419				
*	TIF Project 12	<u>404,648</u>	<u>596,918</u>	<u>590,570</u>	<u>590,570</u>	<u>1,351,987</u>
**	TIF Project 12	<u>404,648</u>	<u>596,918</u>	<u>590,570</u>	<u>590,570</u>	<u>1,351,987</u>

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
TIF Project 12						
Community Development						
492-0304-562.10-02	Salaries	11,105	11,421	6,737	8,298	10,528
492-0304-562.15-01	Health	1,120	1,592	1,585	1,961	2,507
492-0304-562.15-02	Life	11	17	2	5	8
492-0304-562.15-03	Dental	81	108	103	132	147
492-0304-562.15-04	Retirement	711	765	452	562	690
492-0304-562.15-05	FICA	845	869	477	601	752
492-0304-562.15-07	Vision	4	13	12	17	17
492-0304-562.15-08	Workers Comp	83	18	10	15	19
492-0304-562.15-10	Banked Sick Leave	0	0	0	0	105
492-0304-562.21-06	Management	0	4,000	0	0	5,000
492-0304-562.21-10	Marketing	3,000	6,000	6,000	6,000	6,000
LEVEL	TEXT	TEXT AMT				
TOTB	MARKET&PROMOTION-FC REGIONAL PARTNERSHIP					
	492-0304-562.21-11 Development Assistance	270,000	270,000	0	270,000	270,000
	492-0304-562.80-05 Other Equipment	0	40,000	0	0	0
*	Community Development	286,960	334,803	15,378	287,591	295,773
Urban Redevelopment						
492-0305-562.21-11	Development Assistance	95,085	325,000	408,025	408,025	540,000
LEVEL	TEXT	TEXT AMT				
TOTB	THE PONDS OF MENASHA DEVELOPMENT INCENTIVE					
*	Urban Redevelopment	95,085	325,000	408,025	408,025	540,000
Comptroller/Treasurer						
492-0401-513.25-01	Other Municipal Entities	150	150	0	150	150
*	Comptroller/Treasurer	150	150	0	150	150
Trans to General Fund						
492-0412-591.25-02	Other Municipal Funds	30,532	35,157	35,157	35,157	35,157
*	Trans to General Fund	30,532	35,157	35,157	35,157	35,157
Engineering						
492-1002-541.10-01	Wages	12,325	14,780	8,755	11,250	25,337
492-1002-541.10-02	Salaries	1,406	4,705	3,784	4,690	4,929
492-1002-541.10-03	Overtime/Doubletime	397	0	235	250	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
492-1002-541.15-01	Health	2,855	4,452	2,309	2,896	5,541
492-1002-541.15-02	Life	43	60	34	41	118
492-1002-541.15-03	Dental	259	333	212	267	480
492-1002-541.15-04	Retirement	965	1,306	855	1,082	1,982
492-1002-541.15-05	FICA	1,044	1,437	932	1,180	2,235
492-1002-541.15-07	Vision	19	35	17	22	36
492-1002-541.15-08	Workers Comp	534	549	349	442	1,067
492-1002-541.15-10	Banked Sick Leave	0	0	0	0	301
492-1002-541.19-03	Uniform/Clothing Allow	11	0	8	10	15
492-1002-541.19-06	Relocation Allowance	58	0	0	0	0
* Engineering		19,916	27,657	17,490	22,130	42,041
Street Construction						
492-1003-541.10-01	Wages	0	0	3,084	3,100	4,376
492-1003-541.15-01	Health	0	0	917	920	1,089
492-1003-541.15-02	Life	0	0	7	8	3
492-1003-541.15-03	Dental	0	0	71	72	105
492-1003-541.15-04	Retirement	0	0	208	210	287
492-1003-541.15-05	FICA	0	0	224	225	311
492-1003-541.15-07	Vision	0	0	8	8	9
492-1003-541.15-08	Workers Comp	0	0	132	132	166
492-1003-541.15-10	Banked Sick Leave	0	0	0	0	43
492-1003-541.21-02	Engineering	0	0	0	0	118
492-1003-541.29-05	Vehicle/Equipment Rental	0	0	8,197	8,200	1,800
492-1003-541.30-18	Department	0	0	0	0	12,000
LEVEL	TEXT	TEXT AMT				
TOTB	TREES	12,000				
		12,000				
492-1003-541.82-02	Construction	13,210	378,690	25,535	25,535	352,915
LEVEL	TEXT	TEXT AMT				
TOTB	COMMUNITY WAY	189,345				
		163,570				
		352,915				
* Street Construction		13,210	378,690	38,383	38,410	373,222
Sidewalks and Crosswalks						
492-1009-541.10-01	Wages	0	10,017	345	500	4,376
492-1009-541.10-08	Wages-Temp Help	0	0	74	74	0
492-1009-541.15-01	Health	0	3,012	0	0	1,089

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
492-1009-541.15-02	Life	0	17	0	0	4
492-1009-541.15-03	Dental	0	112	0	0	105
492-1009-541.15-04	Retirement	0	664	23	34	287
492-1009-541.15-05	FICA	0	767	32	46	311
492-1009-541.15-07	Vision	0	28	0	0	9
492-1009-541.15-08	Workers Comp	0	282	13	19	166
492-1009-541.15-10	Banked Sick Leave	0	0	0	0	43
492-1009-541.29-05	Vehicle/Equipment Rental	0	1,800	0	200	1,800
492-1009-541.30-18	Department	0	0	0	0	650
LEVEL	TEXT	TEXT AMT				
TOTB	DETECTABLE WARNING PLATES		650			
			650			
492-1009-541.82-02	Construction	20,634	118,140	77,464	118,140	53,504
LEVEL	TEXT	TEXT AMT				
TOTB	PONDS SUBDIVISION PHASE 2 & 3		53,504			
			53,504			
*	Sidewalks and Crosswalks	20,634	134,839	77,951	119,013	62,344
	Street Lighting					
492-1012-541.82-02	Construction	0	0	0	0	25,000
LEVEL	TEXT	TEXT AMT				
TOTB	COMMUNITY WAY LIGHTING		25,000			
			25,000			
*	Street Lighting	0	0	0	0	25,000
**	TIF Project 12	466,487	1,236,296	592,384	910,476	1,373,687

FUND 493

TIF PROJECT #13

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PROGRAM GM601L
BUDGET WORKSHEET 2019

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2019

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ACCOUNTING PERIOD 01/2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
TIF Project 13						
493-0000-416.00-00	Tax Increment-City Purp	7,808	321,614	319,731	319,731	451,777
493-0000-432.02-00	Computers	1,174	1,174	1,192	1,192	1,100
*	TIF Project 13	<hr/> 8,982	<hr/> 322,788	<hr/> 320,923	<hr/> 320,923	<hr/> 452,877
***	TIF Project 13	<hr/> 8,982	<hr/> 322,788	<hr/> 320,923	<hr/> 320,923	<hr/> 452,877

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PROGRAM GM601L
BUDGET WORKSHEET 2019

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2019

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ACCOUNTING PERIOD 01/2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
TIF Project 13						
Community Development						
493-0304-562.21-11	Development Assistance	1-	305,520	303,744	303,745	305,000
LEVEL	TEXT	TEXT AMT				
TOTB	MENASHA DOWNTOWN DEVELOPMENT INCENTIVE					
*	Community Development	1-	305,520	303,744	303,745	305,000
Comptroller/Treasurer						
493-0401-513.25-01	Other Municipal Entities	150	150	0	150	150
*	Comptroller/Treasurer	150	150	0	150	150
Transfer to Debt Service						
493-0411-591.25-02	Other Municipal Funds	0	0	43,545	43,545	43,545
*	Transfer to Debt Service	0	0	43,545	43,545	43,545
Trans to General Fund						
493-0412-591.25-02	Other Municipal Funds	19,840	24,465	24,465	24,465	24,465
*	Trans to General Fund	19,840	24,465	24,465	24,465	24,465
Parking Lots						
493-1013-541.24-05	Small Projects	9,730	0	0	0	0
*	Parking Lots	9,730	0	0	0	0
**	TIF Project 13	29,719	330,135	371,754	371,905	373,160

**OTHER FUNDS/
COMPONENT UNITS**

FUND 501

**REDEVELOPMENT
AUTHORITY**

PREPARED 10/22/18, 19:27:51
PROGRAM GM601L
BUDGET WORKSHEET 2019

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2019

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ACCOUNTING PERIOD 01/2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
Redevelopment Authority						
501-0000-466.00-00	Misc General Revenue	4,400	0	2,200	2,200	0
501-0000-481.10-00	Economic Development	270,000	270,000	0	270,000	270,000
*	Redevelopment Authority	<hr/> 274,400	<hr/> 270,000	<hr/> 2,200	<hr/> 272,200	<hr/> 270,000
**	Redevelopment Authority	<hr/> 274,400	<hr/> 270,000	<hr/> 2,200	<hr/> 272,200	<hr/> 270,000

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ADJUSTED BUDGET	2018 YEAR TO DATE ACTUAL	2018 YEAR END PROJECTION	2019 DEPARTMENT REQUEST
Redevelopment Authority						
Community Development						
501-0304-562.21-01	Legal	3,474	5,000	0	0	5,000
501-0304-562.21-02	Engineering	0	0	0	0	40,000
LEVEL	TEXT	TEXT AMT				
TOTB	CONT. INVESTIGATION & PLANNING EFFORTS - BANTA					
501-0304-562.21-08	Recording Fees	448	3,000	0	0	3,000
501-0304-562.21-10	Marketing	167	2,500	0	0	2,500
501-0304-562.21-11	Development Assistance	3,192	42,000	0	0	42,000
501-0304-562.22-03	Electricity	0	250	9,104	11,854	16,200
501-0304-562.22-05	Water/Sewer	0	0	4,335	6,857	9,600
501-0304-562.22-06	Storm Water	4,140	14,000	7,350	10,793	13,764
501-0304-562.30-11	Postage	48	0	0	0	0
501-0304-562.32-01	Dues/Memberships/Licenses	35,000	34,000	24,824	34,000	32,148
501-0304-562.74-01	Sale of Land	3,393	25,000	20,071	20,071	25,000
501-0304-562.82-01	Buildings	0	70,000	37,339	50,000	0
*	Community Development	49,862	195,750	103,023	133,575	189,212
Debt Service-Principal						
501-0409-571.61-01	Principal	0	183,612	0	183,612	193,711
*	Debt Service-Principal	0	183,612	0	183,612	193,711
Debt Service-Interest						
501-0410-571.61-02	Interest	214,500	204,928	0	204,928	194,829
*	Debt Service-Interest	214,500	204,928	0	204,928	194,829
**	Redevelopment Authority	264,362	584,290	103,023	522,115	577,752

**OTHER
INFORMATION/
APPENDIX**

City of Menasha, Wisconsin
Capital Improvements Plan
2019 thru 2023

DEPARTMENT SUMMARY

Department	2019	2020	2021	2022	2023	Total
Administration	30,000	30,000				60,000
Equipment Replacement	534,000	630,000	625,000	520,000	565,000	2,874,000
Fire Department	30,118	133,968	95,949	273,173	42,494	575,702
Health Department	5,000					5,000
Information Systems	100,000					100,000
Parks & Recreation Department	960,000	297,500	883,750	1,417,000	3,865,000	7,423,250
Police Department	135,900	338,300	163,300	114,000	38,000	789,500
Public Library	81,000	97,000	40,000	37,500	100,000	355,500
Public Works Department	14,258,018	2,489,165	2,082,749	2,046,050	2,839,760	23,715,742
TIF District - Future	300,000				650,000	950,000
TIF District #04	50,000					50,000
TIF District #07	6,500					6,500
TIF District #09	3,247,453					3,247,453
TIF District #10	421,500	1,062,550	50,000	50,000	50,000	1,634,050
TIF District #11	48,000	1,425,000	300,000			1,773,000
TIF District #12	494,339					494,339
TOTAL	20,701,828	6,503,483	4,240,748	4,457,723	8,150,254	

City of Menasha, Wisconsin

Capital Improvements Plan

2019 thru 2023

PROJECTS BY DEPARTMENT

Department	Project #	Priority	2019	2020	2021	2022	2023	Total
Administration								
Voting Machine	ADM-2019-001	3	10,000					10,000
Upgrade Camera System - Council Chambers	ADM-2019-002	3	20,000					20,000
Electronic Poll Books	ADM-2020-002	3		30,000				30,000
Administration Total			30,000	30,000				60,000
Equipment Replacement								
Replace #41 Backhoe/Mini-Excavator (1993)	E-2019-001	3	95,000					95,000
Replace #9113 Mower (2001)	E-2019-002	3	50,000					50,000
Replace #2001 Pickup Truck (2004)	E-2019-003	3	35,000					35,000
Replace #3008 Pickup Truck (2002)	E-2019-004	3	38,000					38,000
Replace #1001 Solid Waste Truck (2003)	E-2019-005	3	220,000					220,000
Replace #9106 Utility Cart (1993)	E-2019-007	3	18,000					18,000
Portable Truck Lift System	E-2019-008	3	38,000					38,000
Leaf truck with ODB Leaf Suction Unit	E-2019-009	2	40,000					40,000
Replace #24 Mechanical Sweeper (2002)	E-2020-001	3		205,000				205,000
Replace #71 Pickup Truck (2004)	E-2020-002	3		30,000				30,000
Replace #2 Pickup Truck (2005)	E-2020-003	3		30,000				30,000
Replace #9109 Ball Diamond Groomer (1998)	E-2020-004	3		15,000				15,000
Replace #1004 Solid Waste Truck (2006)	E-2020-005	3		275,000				275,000
Replace #9 Utility Truck (2003)	E-2020-006	3		75,000				75,000
Replace #1003 Solid Waste Truck (2004)	E-2021-001	3			220,000			220,000
Replace #2008 Pickup Truck (2005)	E-2021-002	3			30,000			30,000
Replace #2003 Pickup Truck (2005)	E-2021-003	3			30,000			30,000
Replace #2013 Pickup Truck (2006)	E-2021-004	3			30,000			30,000
Replace #9027 Leaf Machine (2001)	E-2021-005	3			100,000			100,000
Replace #0045 Fork Lift (2011)	E-2021-006	3			40,000			40,000
Replace #3058 Tractor (1997)	E-2021-007	3			70,000			70,000
Replace #2015 Pickup Truck (2008)	E-2021-008	3			35,000			35,000
Replace #11 LowBed Dump Truck (2006)	E-2021-009	3			70,000			70,000
Replace #3004 LowBed Dump Truck (2005)	E-2022-001	3				70,000		70,000
Replace #3007 Pickup Truck (2006)	E-2022-002	3				35,000		35,000
Replace #2014 Passenger Vehicle (2011)	E-2022-003	3				25,000		25,000
Replace #9037 Snow Throw Equipment (1992)	E-2022-004	3				75,000		75,000
Replace #3 LowBed Dump Truck (2008)	E-2022-005	3				70,000		70,000
Replace #26 Dump Truck (2002)	E-2022-006	3				180,000		180,000
Replace #9070 Leaf Machine (1995)	E-2022-007	3				30,000		30,000
Replace #0005 Bucket Truck (2001)	E-2022-008	3				15,000		15,000
Replace #2004 Passenger Vehicle (2009)	E-2022-009	3				20,000		20,000
Replace #3003 Pickup Truck (2011)	E-2023-001	3					35,000	35,000
Replace #1002 Solid Waste Truck (2012)	E-2023-002	3					300,000	300,000
Replace #2011 Pickup Truck (2012)	E-2023-003	3					35,000	35,000
Replace #12 End Loader (2003)	E-2023-004	3					195,000	195,000
Equipment Replacement Total			534,000	630,000	625,000	520,000	565,000	2,874,000

Department	Project #	Priority	2019	2020	2021	2022	2023	Total
Fire Department								
Fire Equipment Replacement Program	F-2019-001	1	10,118	10,118	10,118	10,118	10,118	50,590
Station 36 Parking Lot Seal	F-2019-002	3	6,500					6,500
Station 36 Apparatus Bay Floor Sealing	F-2019-004	3	13,500					13,500
Replace Fire Squad #32	F-2020-002	1		30,352				30,352
Station 35 Shower Remodel	F-2020-003	3		50,000				50,000
PPF-LED Troffer Upgrade-NM side	F-2020-004	3		8,500				8,500
Build New Confined Space Training Prop	F-2020-005	3		8,498				8,498
Station 35 Apparatus Bay Floor Sealing	F-2020-006	3		26,500				26,500
(2) Fire Inspectors' Vehicles	F-2021-002	3			32,376			32,376
PPF-NMFD Side HVAC Digital Control Upgrade	F-2021-003	4			30,000			30,000
Fire Station #31 - Roadway Extension	F-2021-004	1			23,455			23,455
Fire Engine	F-2022-002	3				263,055		263,055
Fire Command Vehicle	F-2023-002	3					32,376	32,376
Fire Department Total			30,118	133,968	95,949	273,173	42,494	575,702
Health Department								
Senior Center Door/LockSet Replacement	H-2019-001	4	5,000					5,000
Health Department Total			5,000					5,000
Information Systems								
GIS Integrated Parcel Management System	IT-2019-001	3	25,000					25,000
Upgrade City-wide Phone System	IT-2019-002	2	75,000					75,000
Information Systems Total			100,000					100,000
Parks & Recreation Department								
Electric Pedestal Replacement	MAR-2019-004	3	10,000	10,000				20,000
Marina Perimeter Lighting Upgrade	MAR-2020-001	3		8,000				8,000
Marina Fuel Dispenser Containment	MAR-2020-020	2		48,000				48,000
Jefferson Park Parking Lot	PR-2019-001	2	250,000					250,000
Smith Park Pavilion/Gazebo Roof Replacement	PR-2019-003	3	30,000					30,000
Smith Park Restroom Rehabilitation	PR-2019-005	3	11,000					11,000
Smith Park Tennis/Pickleball Conversion	PR-2019-006	3	19,000					19,000
Hart Park Walkway and Playground Edging	PR-2019-007	3	12,000					12,000
Smith Park Pavilion- Stain the Ceiling	PR-2019-008	3	9,500					9,500
Tayco Street Fountain Rehab	PR-2019-009	2	8,500					8,500
Jefferson Park Community Playground	PR-2019-015	2	610,000					610,000
Shepard Park Play Equipment	PR-2020-002	3		85,000				85,000
Smith Park Tennis Court Rehabilitation	PR-2020-011	2		49,000				49,000
Memorial Building Roof Replacement	PR-2020-013	3		25,000				25,000
Jefferson Park Half Court Basketball	PR-2020-016	3		17,000				17,000
Barker Farm Park Basketball Court Renovation	PR-2020-017	2		19,000				19,000
Shepard Park Grading and Walkway	PR-2020-057	3		36,500				36,500
Kolso Park Playground Surfacing	PR-2021-018	3			40,000			40,000
Jefferson Park Softball/Launch Restroom	PR-2021-019	3			245,000			245,000
Clinton Center Renovation	PR-2021-021	3			30,000			30,000
Hidden Pond Park Trail	PR-2021-022	3			25,000			25,000
Ninth St. Boat Launch Parking Lot	PR-2021-023	3			175,000			175,000
Memorial Building Brick Repair	PR-2021-024	3			20,000			20,000
Jefferson Pavilion Flat Roof Repair	PR-2021-032	3			25,000			25,000
Jefferson Park Entrance Plaza & Trail	PR-2021-033	2			210,000			210,000
Pleasants Park Play Equipment	PR-2021-049	3			90,000			90,000
Jefferson Park LED Lighting Upgrade	PR-2021-050	2			17,750			17,750

Department	Project #	Priority	2019	2020	2021	2022	2023	Total
Friendship Trail LED Lighting Upgrade	PR-2021-052	3			6,000			6,000
Scanlan Park Play Equipment	PR-2022-012	3				35,000		35,000
Hidden Pond Park Shelter	PR-2022-025	2				195,000		195,000
Jefferson East Diamond Renovation- Phase 1	PR-2022-026	2				150,000		150,000
Jefferson East Diamond Lighting Upgrade- Phase 2	PR-2022-027	2				150,000		150,000
Koslo Park Parking Lot Repaving	PR-2022-028	3				40,000		40,000
Riverwalk -West End Repairs	PR-2022-029	3				25,000		25,000
Jefferson Park Amphitheater	PR-2022-034	3				750,000		750,000
Hidden Pond Park Playground Surfacing	PR-2022-048	3				50,000		50,000
Trestle Trail LED Lighting Upgrade	PR-2022-051	3				22,000		22,000
Koslo Park Baseball Outfield Renovation	PR-2023-031	3					100,000	100,000
Settling Basin Trail Development	PR-2023-030	3					200,000	200,000
Jefferson Park Swimming Pool - Phase 1	PR-2023-039	1					3,055,000	3,055,000
Hidden Pond Park Shelter	PR-2023-052	3					160,000	160,000
Appleton Water Plant- to Conservancy	PR-2025-046	2					350,000	350,000
Parks & Recreation Department Total			960,000	297,500	883,750	1,417,000	3,865,000	7,423,250

Police Department								
Police Fleet Replacement	POL-2019-001	2	97,400	88,300	163,300	114,000	38,000	501,000
PPF Second Street Parking Lot Concrete Replacement	PPF-2019-001	3	30,000					30,000
PPF LED Troffer Upgrade-PD side	PPF-2019-002	3	8,500					8,500
Public Protection Facility Roof	PPF-2020-001	3		220,000				220,000
PPF -PD Side HVAC Digital Control Upgrade	PPF-2020-002	4		30,000				30,000
Police Department Total			135,900	338,300	163,300	114,000	38,000	789,500

Public Library								
Parking Lot Surface Replacement	L-2019-001	2	33,000					33,000
Alternate Compressor (Library)	L-2019-004	2	27,000					27,000
Office Chairs (Library)	L-2019-007	3	6,000					6,000
Re-wiring for New Phone System	L-2019-008	2	15,000					15,000
LED Interior Conversion (Library)	L-2020-002	3		5,000				5,000
Company E Room Audio/Video Upgrade	L-2020-003	4				17,500		17,500
Meeting Room Tables & Chairs (Library)	L-2020-004	3		15,000				15,000
Shelving Units (Library)	L-2020-005	3				20,000		20,000
Replace (2) Self-Checkout Machines	L-2020-006	3		30,000				30,000
Entrance Sign (Public Library)	L-2020-007	3		7,000				7,000
Carpet Replacement (North of Concourse Area)	L-2021-002	3		40,000				40,000
Carpet Replacement (South of Concourse Area)	L-2022-001	3			40,000			40,000
Boiler Replacement (Library)	L-2023-001	5					100,000	100,000
Public Library Total			81,000	97,000	40,000	37,500	100,000	355,500

Public Works Department								
Main Street LED Bulbs	LIT-2019-001	1	5,500					5,500
Chute Street Parking Lot Lighting Upgrade	LIT-2019-002	2	6,500					6,500
Chute Street Parking Lot Reconstruction	PLO-2020-001	2					227,735	227,735
Garfield Ave. - Railroad St. to Washington St.	SAN-2022-001	2				1,000,000		1,000,000
Sidewalk Replacement Program	SID-2019-001	2	30,000	30,000	30,000	30,000	30,000	150,000
Storm Sewer Connection to Midway Pond	STO-2019-001	1	100,000					100,000
Province Terrace Pond Expansion	STO-2019-002	2	220,000					220,000
Lake Park Villa Pond Rehabilitation	STO-2019-003	2	90,000					90,000
Storm Sewer Through Miron Property	STO-2020-001	1		200,000				200,000
Ninth Street Pond	STO-2021-001	1		175,000	297,134			472,134
New Public Works Facility (455 Baldwin St.)	STR-2019-000	2	10,740,000					10,740,000
Broad Street - Tayco to Racine (1795') (WISDOT)	STR-2019-001	1	1,014,453					1,014,453

Department	Project #	Priority	2019	2020	2021	2022	2023	Total
Broad Street - Racine to Appleton	STR-2019-002	1	82,690					82,690
Willow Lane - Nicolet to Keyes	STR-2019-003	1	174,087					174,087
Melissa St. - Airport Rd to Grove St.	STR-2019-004	1	70,925					70,925
Grove Street - Airport Rd. to Woodland Dr.	STR-2019-005	1	125,562					125,562
Lawndale Dr. - Eugene St. to Greenwood Dr.	STR-2019-006	1	64,521					64,521
Lawndale Ct. - West End to Lawndale Dr.	STR-2019-007	1	12,995					12,995
Greenwood Drive/Ct. - Airport Rd to North End	STR-2019-008	1	101,810					101,810
De Pere St. - Ninth to Appleton Rd.	STR-2019-009	1	298,775					298,775
Frederick Street - West End to Tayco St.	STR-2019-010	1	72,700					72,700
Marina Stairs	STR-2019-014	3	7,500					7,500
Manitowoc St - Broad St. to Third St.	STR-2020-001	2		202,010				202,010
Abbey Ave	STR-2020-002	2		257,000				257,000
Barlow St. - Water St. to Broad St.	STR-2020-004	2		22,770				22,770
Eighth St. - Milwaukee St. to Appleton Rd.	STR-2020-005	2		111,030				111,030
State St. - Sixth St. to Ninth St.	STR-2020-006	2		87,300				87,300
Seventh St. - Racine St. to Appleton Rd.	STR-2020-007	2		83,510				83,510
Ninth St. - Appleton Rd. to Melissa St.	STR-2020-008	2		108,345				108,345
Racine St. Bridge Amenities	STR-2021-002	3			100,000			100,000
Lisbon St. - Tayco to Pacific	STR-2021-003	2			56,495			56,495
Nicolet Boulevard - Washington to East End	STR-2021-004	2			325,050			325,050
Lake Park Villas Streets	STR-2021-005	2			535,510			535,510
Valley Road	STR-2021-006	1			325,000			325,000
Airport Rd - Racine St. to Mayer St.	STR-2022-001	1				202,010		202,010
Harding Street - Appleton to London	STR-2022-002	2				153,603		153,603
Marquette St - London to Manitowoc	STR-2022-003	2				144,065		144,065
Milwaukee St. - Eighth St. to Ninth St.	STR-2022-004	2				115,463		115,463
Milwaukee St. - Third St. to Eighth St.	STR-2022-005	2				400,909		400,909
Garfield Ave. - Railroad St. to Washington St.	STR-2023-001	2					496,425	496,425
Racine St. - Third to Ninth St. (DOT)	STR-2023-002	2					2,085,600	2,085,600
Grassy Meadows Lane	SUB-2019-001	3	325,000					325,000
Gosling Way East	SUB-2019-002	3	715,000					715,000
Lake Park Heights Subdivision	SUB-2020-001	3		1,212,200				1,212,200
North Woodland Hills - North	SUB-2021-001	3			413,560			413,560
Public Works Department Total			14,258,018	2,489,165	2,082,749	2,046,050	2,839,760	23,715,742
TIF District - Future								
Banta Property	CD-2019-002	3	300,000				650,000	950,000
TIF District - Future Total			300,000				650,000	950,000
TIF District #04								
Marina Fence Replacement	PRTF4-19-056	3	50,000					50,000
TIF District #04 Total			50,000					50,000
TIF District #07								
Mill Street/Riverwalk Electrical Panel Upgrade	LIT-2019-003	4	6,500					6,500
TIF District #07 Total			6,500					6,500
TIF District #09								
Province Terrace Development Extension	CD-2019-001	2	725,000					725,000
Province Terrace Boardwalk Trail	PRTF9-19-010	2	1,194,500					1,194,500
Nature's Way Trail Extension	PRTF9-19-057	2	400,000					400,000
Province Terrace, Province Link, Jennie	STR-2019-012	1	927,953					927,953

Department	Project #	Priority	2019	2020	2021	2022	2023	Total
TIF District #09 Total			3,247,453					3,247,453
TIF District #10								
Tayco Corridor Redevelopment	CD-2019-003	3	100,000					100,000
Downtown Light Replacement	LIT-2019-004	1	50,000	50,000	50,000	50,000	50,000	250,000
Water Street - Barlow to Tayco	STR-2020-003	2		1,012,550				1,012,550
Downtown Menasha Signs	TIF10-2019-1	2	21,500					21,500
Brin Building	TIF10-2019-2	2	250,000					250,000
TIF District #10 Total			421,500	1,062,550	50,000	50,000	50,000	1,634,050
TIF District #11								
Lawson Canal Restoration	PR2020-014	2	48,000	1,425,000				1,473,000
Gilbert Trail Extension	PR2021-020	3			300,000			300,000
TIF District #11 Total			48,000	1,425,000	300,000			1,773,000
TIF District #12								
Ponds Subdivision - Phase 2&3	STR-2019-011	1	279,994					279,994
Community Way - Phase 2	STR-2019-013	2	214,345					214,345
TIF District #12 Total			494,339					494,339
GRAND TOTAL			20,701,828	6,503,483	4,240,748	4,457,723	8,150,254	

City of Menasha, Wisconsin
Capital Improvements Plan
2019 thru 2023

FUNDING SOURCE SUMMARY

Source	2019	2020	2021	2022	2023	Total
Donations	511,000	682,000	45,000		225,000	1,463,000
General Fund	354,782	395,310	469,300	411,668	338,000	1,969,060
General Obligation Debt	1,558,752	1,173,423	2,040,754	2,465,055	4,616,654	11,854,638
General Obligation Debt - Developer	1,040,000	1,212,200	413,560			2,665,760
Grants - Federal		200,000				200,000
Grants - State	811,563	1,000,000	150,000		100,000	2,061,563
Information Technology Fund	25,000					25,000
Intergovernmental Reimbursements				11,000		11,000
Marina Fund	10,000	66,000				76,000
Park Development Fund	40,000					40,000
Sewage Utility Fund				1,000,000		1,000,000
Sewer Fund		110,000				110,000
State Aid					1,605,600	1,605,600
Stormwater Utility Fund	695,855	422,000	297,134			1,414,989
Street Equipment Replacement Fund	534,000	630,000	625,000	520,000	565,000	2,874,000
TIF (future) - General Obligation Debt	300,000				650,000	950,000
TIF District #04 Fund	50,000					50,000
TIF District #07 Fund	6,500					6,500
TIF District #09 - General Obligation Debt	2,438,457					2,438,457
TIF District #09 Fund	725,000					725,000
TIF District #10 - General Obligation Debt	421,500	562,550	50,000	50,000	50,000	1,134,050
TIF District #11 Fund	8,000	50,000	150,000			208,000
TIF District #12 - General Obligation Debt	431,419					431,419
USDA Loan	10,740,000					10,740,000
GRAND TOTAL	20,701,828	6,503,483	4,240,748	4,457,723	8,150,254	

City of Menasha, Wisconsin

Capital Improvements Plan

2019 thru 2023

PROJECTS BY FUNDING SOURCE

Source	Project #	Priority	2019	2020	2021	2022	2023	Total
Donations								
Entrance Sign (Public Library)	L-2020-007	3		7,000				7,000
Smith Park Tennis/Pickleball Conversion	PR-2019-006	3	1,000					1,000
Jefferson Park Community Playground	PR-2019-015	2	510,000					510,000
Lawson Canal Restoration	PR2020-014	2		675,000				675,000
Pleasants Park Play Equipment	PR-2021-049	3			45,000			45,000
Koslo Park Baseball Outfield Renovation	PR-2023-031	3					50,000	50,000
Appleton Water Plant- to Conservancy	PR-2025-046	2					175,000	175,000
Donations Total			511,000	682,000	45,000		225,000	1,463,000
General Fund								
Senior Center Door/LockSet Replacement	H-2019-001	4	5,000					5,000
Office Chairs (Library)	L-2019-007	3	6,000					6,000
LED Interior Conversion (Library)	L-2020-002	3		5,000				5,000
Main Street LED Bulbs	LIT-2019-001	1	5,500					5,500
Chute Street Parking Lot Lighting Upgrade	LIT-2019-002	2	6,500					6,500
Police Fleet Replacement	POL-2019-001	2	97,400	88,300	163,300	114,000	38,000	501,000
PPF LED Troffer Upgrade-PD side	PPF-2019-002	3	8,500					8,500
Friendship Trail LED Lighting Upgrade	PR-2021-052	3			6,000			6,000
Broad Street - Racine to Appleton	STR-2019-002	1	80,402					80,402
Melissa St. - Airport Rd to Grove St.	STR-2019-004	1	62,070					62,070
Greenwood Drive/Ct. - Airport Rd to North End	STR-2019-008	1	83,410					83,410
Manitowoc St - Broad St. to Third St.	STR-2020-001	2		202,010				202,010
Abbey Ave	STR-2020-002	2		100,000				100,000
Valley Road	STR-2021-006	1			300,000			300,000
Harding Street - Appleton to London	STR-2022-002	2				153,603		153,603
Marquette St - London to Manitowoc	STR-2022-003	2				144,065		144,065
Garfield Ave. - Railroad St. to Washington St.	STR-2023-001	2					300,000	300,000
General Fund Total			354,782	395,310	469,300	411,668	338,000	1,969,060
General Obligation Debt								
Voting Machine	ADM-2019-001	3	10,000					10,000
Upgrade Camera System - Council Chambers	ADM-2019-002	3	20,000					20,000
Electronic Poll Books	ADM-2020-002	3		30,000				30,000
Fire Equipment Replacement Program	F-2019-001	1	10,118	10,118	10,118	10,118	10,118	50,590
Station 36 Parking Lot Seal	F-2019-002	3	6,500					6,500
Station 36 Apparatus Bay Floor Sealing	F-2019-004	3	13,500					13,500
Replace Fire Squad #32	F-2020-002	1		30,352				30,352
Station 35 Shower Remodel	F-2020-003	3		50,000				50,000
PPF-LED Troffer Upgrade-NM side	F-2020-004	3		8,500				8,500
Build New Confined Space Training Prop	F-2020-005	3		8,498				8,498
Station 35 Apparatus Bay Floor Sealing	F-2020-006	3		26,500				26,500

Source	Project #	Priority	2019	2020	2021	2022	2023	Total
(2) Fire Inspectors' Vehicles	F-2021-002	3			32,376			32,376
PPF-NMFD Side HVAC Digital Control Upgrade	F-2021-003	4			30,000			30,000
Fire Station #31 - Roadway Extension	F-2021-004	1			23,455			23,455
Fire Engine	F-2022-002	3				263,055		263,055
Fire Command Vehicle	F-2023-002	3					32,376	32,376
Upgrade City-wide Phone System	IT-2019-002	2	75,000					75,000
Parking Lot Surface Replacement	L-2019-001	2	33,000					33,000
Alternate Compressor (Library)	L-2019-004	2	27,000					27,000
Re-wiring for New Phone System	L-2019-008	2	15,000					15,000
Company E Room Audio/Video Upgrade	L-2020-003	4				17,500		17,500
Meeting Room Tables & Chairs (Library)	L-2020-004	3		15,000				15,000
Shelving Units (Library)	L-2020-005	3				20,000		20,000
Replace (2) Self-Checkout Machines	L-2020-006	3		30,000				30,000
Carpet Replacement (North of Concourse Area)	L-2021-002	3		40,000				40,000
Carpet Replacement (South of Concourse Area)	L-2022-001	3			40,000			40,000
Boiler Replacement (Library)	L-2023-001	5					100,000	100,000
Chute Street Parking Lot Reconstruction	PLO-2020-001	2					227,735	227,735
PPF Second Street Parking Lot Concrete Replacement	PPF-2019-001	3	30,000					30,000
Public Protection Facility Roof	PPF-2020-001	3		220,000				220,000
PPF -PD Side HVAC Digital Control Upgrade	PPF-2020-002	4		30,000				30,000
Jefferson Park Parking Lot	PR-2019-001	2	250,000					250,000
Smith Park Pavilion/Gazebo Roof Replacement	PR-2019-003	3	30,000					30,000
Smith Park Restroom Rehabilitation	PR-2019-005	3	11,000					11,000
Smith Park Tennis/Pickleball Conversion	PR-2019-006	3	18,000					18,000
Hart Park Walkway and Playground Edging	PR-2019-007	3	12,000					12,000
Smith Park Pavilion- Stain the Ceiling	PR-2019-008	3	9,500					9,500
Tayco Street Fountain Rehab	PR-2019-009	2	8,500					8,500
Jefferson Park Community Playground	PR-2019-015	2	100,000					100,000
Shepard Park Play Equipment	PR-2020-002	3		85,000				85,000
Smith Park Tennis Court Rehabilitation	PR-2020-011	2		49,000				49,000
Memorial Building Roof Replacement	PR-2020-013	3		25,000				25,000
Jefferson Park Half Court Basketball	PR-2020-016	3		17,000				17,000
Barker Farm Park Basketball Court Renovation	PR-2020-017	2		19,000				19,000
Shepard Park Grading and Walkway	PR-2020-057	3		36,500				36,500
Kolso Park Playground Surfacing	PR-2021-018	3			40,000			40,000
Jefferson Park Softball/Launch Restroom	PR-2021-019	3			245,000			245,000
Clinton Center Renovation	PR-2021-021	3			30,000			30,000
Hidden Pond Park Trail	PR-2021-022	3			25,000			25,000
Ninth St. Boat Launch Parking Lot	PR-2021-023	3			175,000			175,000
Memorial Building Brick Repair	PR-2021-024	3			20,000			20,000
Jefferson Pavilion Flat Roof Repair	PR-2021-032	3			25,000			25,000
Jefferson Park Entrance Plaza & Trail	PR-2021-033	2			210,000			210,000
Pleasants Park Play Equipment	PR-2021-049	3			45,000			45,000
Jefferson Park LED Lighting Upgrade	PR-2021-050	2			17,750			17,750
Scanlan Park Play Equipment	PR-2022-012	3				35,000		35,000
Hidden Pond Park Shelter	PR-2022-025	2				195,000		195,000
Jefferson East Diamond Renovation- Phase 1	PR-2022-026	2				150,000		150,000
Jefferson East Diamond Lighting Upgrade- Phase 2	PR-2022-027	2				150,000		150,000
Koslo Park Parking Lot Repaving	PR-2022-028	3				40,000		40,000
Riverwalk -West End Repairs	PR-2022-029	3				25,000		25,000
Jefferson Park Amphitheater	PR-2022-034	3				750,000		750,000
Hidden Pond Park Playground Surfacing	PR-2022-048	3				50,000		50,000
Trestle Trail LED Lighting Upgrade	PR-2022-051	3				11,000		11,000
Koslo Park Baseball Outfield Renovation	PR-2023-031	3					50,000	50,000
Settling Basin Trail Development	PR-2023-030	3					100,000	100,000

Source	Project #	Priority	2019	2020	2021	2022	2023	Total
Jefferson Park Swimming Pool - Phase 1	PR-2023-039	1					3,055,000	3,055,000
Hidden Pond Park Shelter	PR-2023-052	3					160,000	160,000
Appleton Water Plant- to Conservancy	PR-2025-046	2					175,000	175,000
Sidewalk Replacement Program	SID-2019-001	2	30,000	30,000	30,000	30,000	30,000	150,000
Broad Street - Tayco to Racine (1795') (WISDOT)	STR-2019-001	1	202,890					202,890
Willow Lane - Nicolet to Keyes	STR-2019-003	1	159,770					159,770
Grove Street - Airport Rd. to Woodland Dr.	STR-2019-005	1	117,814					117,814
Lawndale Dr. - Eugene St. to Greenwood Dr.	STR-2019-006	1	55,608					55,608
Lawndale Ct. - West End to Lawndale Dr.	STR-2019-007	1	10,408					10,408
De Pere St. - Ninth to Appleton Rd.	STR-2019-009	1	230,189					230,189
Frederick Street - West End to Tayco St.	STR-2019-010	1	65,455					65,455
Marina Stairs	STR-2019-014	3	7,500					7,500
Barlow St. - Water St. to Broad St.	STR-2020-004	2		22,770				22,770
Eighth St. - Milwaukee St. to Appleton Rd.	STR-2020-005	2		111,030				111,030
State St. - Sixth St. to Ninth St.	STR-2020-006	2		87,300				87,300
Seventh St. - Racine St. to Appleton Rd.	STR-2020-007	2		83,510				83,510
Ninth St. - Appleton Rd. to Melissa St.	STR-2020-008	2		108,345				108,345
Racine St. Bridge Amenities	STR-2021-002	3			100,000			100,000
Lisbon St. - Tayco to Pacific	STR-2021-003	2			56,495			56,495
Nicolet Boulevard - Washington to East End	STR-2021-004	2			325,050			325,050
Lake Park Villas Streets	STR-2021-005	2			535,510			535,510
Valley Road	STR-2021-006	1			25,000			25,000
Airport Rd - Racine St. to Mayer St.	STR-2022-001	1				202,010		202,010
Milwaukee St. - Eighth St. to Ninth St.	STR-2022-004	2				115,463		115,463
Milwaukee St. - Third St. to Eighth St.	STR-2022-005	2				400,909		400,909
Garfield Ave. - Railroad St. to Washington St.	STR-2023-001	2					196,425	196,425
Racine St. - Third to Ninth St. (DOT)	STR-2023-002	2					480,000	480,000
General Obligation Debt Total			1,558,752	1,173,423	2,040,754	2,465,055	4,616,654	11,854,638

General Obligation Debt - Developer

Grassy Meadows Lane	SUB-2019-001	3	325,000					325,000
Gosling Way East	SUB-2019-002	3	715,000					715,000
Lake Park Heights Subdivision	SUB-2020-001	3		1,212,200				1,212,200
North Woodland Hills - North	SUB-2021-001	3			413,560			413,560

General Obligation Debt - Developer Total

1,040,000	1,212,200	413,560	2,665,760
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Grants - Federal

Lawson Canal Restoration	PR2020-014	2		200,000				200,000
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Grants - Federal Total

200,000	200,000
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Grants - State

Lawson Canal Restoration	PR2020-014	2		500,000				500,000
Gilbert Trail Extension	PR2021-020	3			150,000			150,000
Settling Basin Trail Development	PR-2023-030	3					100,000	100,000
Broad Street - Tayco to Racine (1795') (WISDOT)	STR-2019-001	1	811,563					811,563
Water Street - Barlow to Tayco	STR-2020-003	2		500,000				500,000

Grants - State Total

811,563	1,000,000	150,000	100,000	2,061,563
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Information Technology Fund

Source	Project #	Priority	2019	2020	2021	2022	2023	Total
GIS Integrated Parcel Management System	IT-2019-001	3	25,000					25,000
Information Technology Fund Total			25,000					25,000
Intergovernmental Reimbursements								
Trestle Trail LED Lighting Upgrade	PR-2022-051	3				11,000		11,000
Intergovernmental Reimbursements Total						11,000		11,000
Marina Fund								
Electric Pedestal Replacement	MAR-2019-004	3	10,000	10,000				20,000
Marina Perimeter Lighting Upgrade	MAR-2020-001	3		8,000				8,000
Marina Fuel Dispenser Containment	MAR-2020-020	2		48,000				48,000
Marina Fund Total			10,000	66,000				76,000
Park Development Fund								
Lawson Canal Restoration	PR2020-014	2	40,000					40,000
Park Development Fund Total			40,000					40,000
Sewage Utility Fund								
Garfield Ave. - Railroad St. to Washington St.	SAN-2022-001	2				1,000,000		1,000,000
Sewage Utility Fund Total						1,000,000		1,000,000
Sewer Fund								
Abbey Ave	STR-2020-002	2		110,000				110,000
Sewer Fund Total				110,000				110,000
State Aid								
Racine St. - Third to Ninth St. (DOT)	STR-2023-002	2					1,605,600	1,605,600
State Aid Total							1,605,600	1,605,600
Stormwater Utility Fund								
Storm Sewer Connection to Midway Pond	STO-2019-001	1	100,000					100,000
Province Terrace Pond Expansion	STO-2019-002	2	220,000					220,000
Lake Park Villa Pond Rehabilitation	STO-2019-003	2	90,000					90,000
Storm Sewer Through Miron Property	STO-2020-001	1		200,000				200,000
Ninth Street Pond	STO-2021-001	1		175,000	297,134			472,134
Broad Street - Racine to Appleton	STR-2019-002	1	2,288					2,288
Willow Lane - Nicolet to Keyes	STR-2019-003	1	14,317					14,317
Melissa St. - Airport Rd to Grove St.	STR-2019-004	1	8,855					8,855
Grove Street - Airport Rd. to Woodland Dr.	STR-2019-005	1	7,748					7,748
Lawndale Dr. - Eugene St. to Greenwood Dr.	STR-2019-006	1	8,913					8,913
Lawndale Ct. - West End to Lawndale Dr.	STR-2019-007	1	2,587					2,587
Greenwood Drive/Ct. - Airport Rd to North End	STR-2019-008	1	18,400					18,400
De Pere St. - Ninth to Appleton Rd.	STR-2019-009	1	68,586					68,586
Frederick Street - West End to Tayco St.	STR-2019-010	1	7,245					7,245

Source	Project #	Priority	2019	2020	2021	2022	2023	Total
Ponds Subdivision - Phase 2&3	STR-2019-011	1	62,920					62,920
Province Terrace, Province Link, Jennie	STR-2019-012	1	83,996					83,996
Abbey Ave	STR-2020-002	2		47,000				47,000
Stormwater Utility Fund Total			695,855	422,000	297,134			1,414,989

Street Equipment Replacement Fund

Replace #41 Backhoe/Mini-Excavator (1993)	E-2019-001	3	95,000					95,000
Replace #9113 Mower (2001)	E-2019-002	3	50,000					50,000
Replace #2001 Pickup Truck (2004)	E-2019-003	3	35,000					35,000
Replace #3008 Pickup Truck (2002)	E-2019-004	3	38,000					38,000
Replace #1001 Solid Waste Truck (2003)	E-2019-005	3	220,000					220,000
Replace #9106 Utility Cart (1993)	E-2019-007	3	18,000					18,000
Portable Truck Lift System	E-2019-008	3	38,000					38,000
Leaf truck with ODB Leaf Suction Unit	E-2019-009	2	40,000					40,000
Replace #24 Mechanical Sweeper (2002)	E-2020-001	3		205,000				205,000
Replace #71 Pickup Truck (2004)	E-2020-002	3		30,000				30,000
Replace #2 Pickup Truck (2005)	E-2020-003	3		30,000				30,000
Replace #9109 Ball Diamond Groomer (1998)	E-2020-004	3		15,000				15,000
Replace #1004 Solid Waste Truck (2006)	E-2020-005	3		275,000				275,000
Replace #9 Utility Truck (2003)	E-2020-006	3		75,000				75,000
Replace #1003 Solid Waste Truck (2004)	E-2021-001	3			220,000			220,000
Replace #2008 Pickup Truck (2005)	E-2021-002	3			30,000			30,000
Replace #2003 Pickup Truck (2005)	E-2021-003	3			30,000			30,000
Replace #2013 Pickup Truck (2006)	E-2021-004	3			30,000			30,000
Replace #9027 Leaf Machine (2001)	E-2021-005	3			100,000			100,000
Replace #0045 Fork Lift (2011)	E-2021-006	3			40,000			40,000
Replace #3058 Tractor (1997)	E-2021-007	3			70,000			70,000
Replace #2015 Pickup Truck (2008)	E-2021-008	3			35,000			35,000
Replace #11 LowBed Dump Truck (2006)	E-2021-009	3			70,000			70,000
Replace #3004 LowBed Dump Truck (2005)	E-2022-001	3				70,000		70,000
Replace #3007 Pickup Truck (2006)	E-2022-002	3				35,000		35,000
Replace #2014 Passenger Vehicle (2011)	E-2022-003	3				25,000		25,000
Replace #9037 Snow Throw Equipment (1992)	E-2022-004	3				75,000		75,000
Replace #3 LowBed Dump Truck (2008)	E-2022-005	3				70,000		70,000
Replace #26 Dump Truck (2002)	E-2022-006	3				180,000		180,000
Replace #9070 Leaf Machine (1995)	E-2022-007	3				30,000		30,000
Replace #0005 Bucket Truck (2001)	E-2022-008	3				15,000		15,000
Replace #2004 Passenger Vehicle (2009)	E-2022-009	3				20,000		20,000
Replace #3003 Pickup Truck (2011)	E-2023-001	3					35,000	35,000
Replace #1002 Solid Waste Truck (2012)	E-2023-002	3					300,000	300,000
Replace #2011 Pickup Truck (2012)	E-2023-003	3					35,000	35,000
Replace #12 End Loader (2003)	E-2023-004	3					195,000	195,000
Street Equipment Replacement Fund Total			534,000	630,000	625,000	520,000	565,000	2,874,000

TIF (future) - General Obligation Deb

Banta Property	CD-2019-002	3	300,000				650,000	950,000
TIF (future) - General Obligation Debt Total			300,000				650,000	950,000

TIF District #04 Fund

Source	Project #	Priority	2019	2020	2021	2022	2023	Total
Marina Fence Replacement	PRTF4-19-056	3	50,000					50,000
TIF District #04 Fund Total			50,000					50,000
TIF District #07 Fund								
Mill Street/Riverwalk Electrical Panel Upgrade	LIT-2019-003	4	6,500					6,500
TIF District #07 Fund Total			6,500					6,500
TIF District #09 - General Obligation								
Province Terrace Boardwalk Trail	PRTF9-19-010	2	1,194,500					1,194,500
Nature's Way Trail Extension	PRTF9-19-057	2	400,000					400,000
Province Terrace, Province Link, Jennie	STR-2019-012	1	843,957					843,957
TIF District #09 - General Obligation Debt Total			2,438,457					2,438,457
TIF District #09 Fund								
Province Terrace Development Extension	CD-2019-001	2	725,000					725,000
TIF District #09 Fund Total			725,000					725,000
TIF District #10 - General Obligation								
Tayco Corridor Redevelopment	CD-2019-003	3	100,000					100,000
Downtown Light Replacement	LIT-2019-004	1	50,000	50,000	50,000	50,000	50,000	250,000
Water Street - Barlow to Tayco	STR-2020-003	2		512,550				512,550
Downtown Menasha Signs	TIF10-2019-1	2	21,500					21,500
Brin Building	TIF10-2019-2	2	250,000					250,000
TIF District #10 - General Obligation Debt Total			421,500	562,550	50,000	50,000	50,000	1,134,050
TIF District #11 Fund								
Lawson Canal Restoration	PR2020-014	2	8,000	50,000				58,000
Gilbert Trail Extension	PR2021-020	3			150,000			150,000
TIF District #11 Fund Total			8,000	50,000	150,000			208,000
TIF District #12 - General Obligation								
Ponds Subdivision - Phase 2&3	STR-2019-011	1	217,074					217,074
Community Way - Phase 2	STR-2019-013	2	214,345					214,345
TIF District #12 - General Obligation Debt Total			431,419					431,419
USDA Loan								
New Public Works Facility (455 Baldwin St.)	STR-2019-000	2	10,740,000					10,740,000
USDA Loan Total			10,740,000					10,740,000
GRAND TOTAL			20,701,828	6,503,483	4,240,748	4,457,723	8,150,254	

City of Menasha, Wisconsin
Capital Improvements Plan
2019 thru 2023

PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	Priority	2019	2020	2021	2022	2023	Total
Administration								
Voting Machine	ADM-2019-001	3	10,000					10,000
<i>General Obligation Debt</i>			10,000					10,000
Upgrade Camera System - Council Chambers	ADM-2019-002	3	20,000					20,000
<i>General Obligation Debt</i>			20,000					20,000
Electronic Poll Books	ADM-2020-002	3		30,000				30,000
<i>General Obligation Debt</i>				30,000				30,000
Administration Total			30,000	30,000				60,000
Equipment Replacement								
Replace #41 Backhoe/Mini-Excavator (1993)	E-2019-001	3	95,000					95,000
<i>Street Equipment Replacement Fund</i>			95,000					95,000
Replace #9113 Mower (2001)	E-2019-002	3	50,000					50,000
<i>Street Equipment Replacement Fund</i>			50,000					50,000
Replace #2001 Pickup Truck (2004)	E-2019-003	3	35,000					35,000
<i>Street Equipment Replacement Fund</i>			35,000					35,000
Replace #3008 Pickup Truck (2002)	E-2019-004	3	38,000					38,000
<i>Street Equipment Replacement Fund</i>			38,000					38,000
Replace #1001 Solid Waste Truck (2003)	E-2019-005	3	220,000					220,000
<i>Street Equipment Replacement Fund</i>			220,000					220,000
Replace #9106 Utility Cart (1993)	E-2019-007	3	18,000					18,000
<i>Street Equipment Replacement Fund</i>			18,000					18,000
Portable Truck Lift System	E-2019-008	3	38,000					38,000
<i>Street Equipment Replacement Fund</i>			38,000					38,000
Leaf truck with ODB Leaf Suction Unit	E-2019-009	2	40,000					40,000
<i>Street Equipment Replacement Fund</i>			40,000					40,000
Replace #24 Mechanical Sweeper (2002)	E-2020-001	3		205,000				205,000
<i>Street Equipment Replacement Fund</i>				205,000				205,000
Replace #71 Pickup Truck (2004)	E-2020-002	3		30,000				30,000
<i>Street Equipment Replacement Fund</i>				30,000				30,000
Replace #2 Pickup Truck (2005)	E-2020-003	3		30,000				30,000
<i>Street Equipment Replacement Fund</i>				30,000				30,000
Replace #9109 Ball Diamond Groomer (1998)	E-2020-004	3		15,000				15,000
<i>Street Equipment Replacement Fund</i>				15,000				15,000
Replace #1004 Solid Waste Truck (2006)	E-2020-005	3		275,000				275,000
<i>Street Equipment Replacement Fund</i>				275,000				275,000
Replace #9 Utility Truck (2003)	E-2020-006	3		75,000				75,000
<i>Street Equipment Replacement Fund</i>				75,000				75,000
Replace #1003 Solid Waste Truck (2004)	E-2021-001	3			220,000			220,000
<i>Street Equipment Replacement Fund</i>					220,000			220,000
Replace #2008 Pickup Truck (2005)	E-2021-002	3			30,000			30,000
<i>Street Equipment Replacement Fund</i>					30,000			30,000
Replace #2003 Pickup Truck (2005)	E-2021-003	3			30,000			30,000
<i>Street Equipment Replacement Fund</i>					30,000			30,000

Department	Project #	Priority	2019	2020	2021	2022	2023	Total
Replace #2013 Pickup Truck (2006) <i>Street Equipment Replacement Fund</i>	E-2021-004	3			30,000 <i>30,000</i>			30,000 <i>30,000</i>
Replace #9027 Leaf Machine (2001) <i>Street Equipment Replacement Fund</i>	E-2021-005	3			100,000 <i>100,000</i>			100,000 <i>100,000</i>
Replace #0045 Fork Lift (2011) <i>Street Equipment Replacement Fund</i>	E-2021-006	3			40,000 <i>40,000</i>			40,000 <i>40,000</i>
Replace #3058 Tractor (1997) <i>Street Equipment Replacement Fund</i>	E-2021-007	3			70,000 <i>70,000</i>			70,000 <i>70,000</i>
Replace #2015 Pickup Truck (2008) <i>Street Equipment Replacement Fund</i>	E-2021-008	3			35,000 <i>35,000</i>			35,000 <i>35,000</i>
Replace #11 LowBed Dump Truck (2006) <i>Street Equipment Replacement Fund</i>	E-2021-009	3			70,000 <i>70,000</i>			70,000 <i>70,000</i>
Replace #3004 LowBed Dump Truck (2005) <i>Street Equipment Replacement Fund</i>	E-2022-001	3				70,000 <i>70,000</i>		70,000 <i>70,000</i>
Replace #3007 Pickup Truck (2006) <i>Street Equipment Replacement Fund</i>	E-2022-002	3				35,000 <i>35,000</i>		35,000 <i>35,000</i>
Replace #2014 Passenger Vehicle (2011) <i>Street Equipment Replacement Fund</i>	E-2022-003	3				25,000 <i>25,000</i>		25,000 <i>25,000</i>
Replace #9037 Snow Throw Equipment (1992) <i>Street Equipment Replacement Fund</i>	E-2022-004	3				75,000 <i>75,000</i>		75,000 <i>75,000</i>
Replace #3 LowBed Dump Truck (2008) <i>Street Equipment Replacement Fund</i>	E-2022-005	3				70,000 <i>70,000</i>		70,000 <i>70,000</i>
Replace #26 Dump Truck (2002) <i>Street Equipment Replacement Fund</i>	E-2022-006	3				180,000 <i>180,000</i>		180,000 <i>180,000</i>
Replace #9070 Leaf Machine (1995) <i>Street Equipment Replacement Fund</i>	E-2022-007	3				30,000 <i>30,000</i>		30,000 <i>30,000</i>
Replace #0005 Bucket Truck (2001) <i>Street Equipment Replacement Fund</i>	E-2022-008	3				15,000 <i>15,000</i>		15,000 <i>15,000</i>
Replace #2004 Passenger Vehicle (2009) <i>Street Equipment Replacement Fund</i>	E-2022-009	3				20,000 <i>20,000</i>		20,000 <i>20,000</i>
Replace #3003 Pickup Truck (2011) <i>Street Equipment Replacement Fund</i>	E-2023-001	3					35,000 <i>35,000</i>	35,000 <i>35,000</i>
Replace #1002 Solid Waste Truck (2012) <i>Street Equipment Replacement Fund</i>	E-2023-002	3					300,000 <i>300,000</i>	300,000 <i>300,000</i>
Replace #2011 Pickup Truck (2012) <i>Street Equipment Replacement Fund</i>	E-2023-003	3					35,000 <i>35,000</i>	35,000 <i>35,000</i>
Replace #12 End Loader (2003) <i>Street Equipment Replacement Fund</i>	E-2023-004	3					195,000 <i>195,000</i>	195,000 <i>195,000</i>
Equipment Replacement Total			534,000	630,000	625,000	520,000	565,000	2,874,000

Fire Department

Fire Equipment Replacement Program <i>General Obligation Debt</i>	F-2019-001	1	10,118 <i>10,118</i>	10,118 <i>10,118</i>	10,118 <i>10,118</i>	10,118 <i>10,118</i>	10,118 <i>10,118</i>	50,590 <i>50,590</i>
Station 36 Parking Lot Seal <i>General Obligation Debt</i>	F-2019-002	3	6,500 <i>6,500</i>					6,500 <i>6,500</i>
Station 36 Apparatus Bay Floor Sealing <i>General Obligation Debt</i>	F-2019-004	3	13,500 <i>13,500</i>					13,500 <i>13,500</i>
Replace Fire Squad #32 <i>General Obligation Debt</i>	F-2020-002	1		30,352 <i>30,352</i>				30,352 <i>30,352</i>
Station 35 Shower Remodel <i>General Obligation Debt</i>	F-2020-003	3		50,000 <i>50,000</i>				50,000 <i>50,000</i>
PPF-LED Troffer Upgrade-NM side <i>General Obligation Debt</i>	F-2020-004	3		8,500 <i>8,500</i>				8,500 <i>8,500</i>

Department	Project #	Priority	2019	2020	2021	2022	2023	Total
Build New Confined Space Training Prop <i>General Obligation Debt</i>	F-2020-005	3		8,498 8,498				8,498 8,498
Station 35 Apparatus Bay Floor Sealing <i>General Obligation Debt</i>	F-2020-006	3		26,500 26,500				26,500 26,500
(2) Fire Inspectors' Vehicles <i>General Obligation Debt</i>	F-2021-002	3			32,376 32,376			32,376 32,376
PPF-NMFD Side HVAC Digital Control Upgrade <i>General Obligation Debt</i>	F-2021-003	4			30,000 30,000			30,000 30,000
Fire Station #31 - Roadway Extension <i>General Obligation Debt</i>	F-2021-004	1			23,455 23,455			23,455 23,455
Fire Engine <i>General Obligation Debt</i>	F-2022-002	3				263,055 263,055		263,055 263,055
Fire Command Vehicle <i>General Obligation Debt</i>	F-2023-002	3					32,376 32,376	32,376 32,376
Fire Department Total			30,118	133,968	95,949	273,173	42,494	575,702
Health Department								
Senior Center Door/LockSet Replacement <i>General Fund</i>	H-2019-001	4	5,000 5,000					5,000 5,000
Health Department Total			5,000					5,000
Information Systems								
GIS Integrated Parcel Management System <i>Information Technology Fund</i>	IT-2019-001	3	25,000 25,000					25,000 25,000
Upgrade City-wide Phone System <i>General Obligation Debt</i>	IT-2019-002	2	75,000 75,000					75,000 75,000
Information Systems Total			100,000					100,000
Parks & Recreation Department								
Electric Pedestal Replacement <i>Marina Fund</i>	MAR-2019-004	3	10,000 10,000	10,000 10,000				20,000 20,000
Marina Perimeter Lighting Upgrade <i>Marina Fund</i>	MAR-2020-001	3		8,000 8,000				8,000 8,000
Marina Fuel Dispenser Containment <i>Marina Fund</i>	MAR-2020-020	2		48,000 48,000				48,000 48,000
Jefferson Park Parking Lot <i>General Obligation Debt</i>	PR-2019-001	2	250,000 250,000					250,000 250,000
Smith Park Pavilion/Gazebo Roof Replacement <i>General Obligation Debt</i>	PR-2019-003	3	30,000 30,000					30,000 30,000
Smith Park Restroom Rehabilitation <i>General Obligation Debt</i>	PR-2019-005	3	11,000 11,000					11,000 11,000
Smith Park Tennis/Pickleball Conversion <i>Donations</i> <i>General Obligation Debt</i>	PR-2019-006	3	19,000 1,000 18,000					19,000 1,000 18,000
Hart Park Walkway and Playground Edging <i>General Obligation Debt</i>	PR-2019-007	3	12,000 12,000					12,000 12,000
Smith Park Pavilion- Stain the Ceiling <i>General Obligation Debt</i>	PR-2019-008	3	9,500 9,500					9,500 9,500
Tayco Street Fountain Rehab <i>General Obligation Debt</i>	PR-2019-009	2	8,500 8,500					8,500 8,500
Jefferson Park Community Playground <i>Donations</i>	PR-2019-015	2	610,000 510,000					610,000 510,000

Department	Project #	Priority	2019	2020	2021	2022	2023	Total
<i>General Obligation Debt</i>			100,000					100,000
Shepard Park Play Equipment	PR-2020-002	3		85,000				85,000
<i>General Obligation Debt</i>				85,000				85,000
Smith Park Tennis Court Rehabilitation	PR-2020-011	2		49,000				49,000
<i>General Obligation Debt</i>				49,000				49,000
Memorial Building Roof Replacement	PR-2020-013	3		25,000				25,000
<i>General Obligation Debt</i>				25,000				25,000
Jefferson Park Half Court Basketball	PR-2020-016	3		17,000				17,000
<i>General Obligation Debt</i>				17,000				17,000
Barker Farm Park Basketball Court Renovation	PR-2020-017	2		19,000				19,000
<i>General Obligation Debt</i>				19,000				19,000
Shepard Park Grading and Walkway	PR-2020-057	3		36,500				36,500
<i>General Obligation Debt</i>				36,500				36,500
Kolso Park Playground Surfacing	PR-2021-018	3			40,000			40,000
<i>General Obligation Debt</i>					40,000			40,000
Jefferson Park Softball/Launch Restroom	PR-2021-019	3			245,000			245,000
<i>General Obligation Debt</i>					245,000			245,000
Clinton Center Renovation	PR-2021-021	3			30,000			30,000
<i>General Obligation Debt</i>					30,000			30,000
Hidden Pond Park Trail	PR-2021-022	3			25,000			25,000
<i>General Obligation Debt</i>					25,000			25,000
Ninth St. Boat Launch Parking Lot	PR-2021-023	3			175,000			175,000
<i>General Obligation Debt</i>					175,000			175,000
Memorial Building Brick Repair	PR-2021-024	3			20,000			20,000
<i>General Obligation Debt</i>					20,000			20,000
Jefferson Pavilion Flat Roof Repair	PR-2021-032	3			25,000			25,000
<i>General Obligation Debt</i>					25,000			25,000
Jefferson Park Entrance Plaza & Trail	PR-2021-033	2			210,000			210,000
<i>General Obligation Debt</i>					210,000			210,000
Pleasants Park Play Equipment	PR-2021-049	3			90,000			90,000
<i>Donations</i>					45,000			45,000
<i>General Obligation Debt</i>					45,000			45,000
Jefferson Park LED Lighting Upgrade	PR-2021-050	2			17,750			17,750
<i>General Obligation Debt</i>					17,750			17,750
Friendship Trail LED Lighting Upgrade	PR-2021-052	3			6,000			6,000
<i>General Fund</i>					6,000			6,000
Scanlan Park Play Equipment	PR-2022-012	3				35,000		35,000
<i>General Obligation Debt</i>						35,000		35,000
Hidden Pond Park Shelter	PR-2022-025	2				195,000		195,000
<i>General Obligation Debt</i>						195,000		195,000
Jefferson East Diamond Renovation- Phase 1	PR-2022-026	2				150,000		150,000
<i>General Obligation Debt</i>						150,000		150,000
Jefferson East Diamond Lighting Upgrade- Phase 2	PR-2022-027	2				150,000		150,000
<i>General Obligation Debt</i>						150,000		150,000
Koslo Park Parking Lot Repaving	PR-2022-028	3				40,000		40,000
<i>General Obligation Debt</i>						40,000		40,000
Riverwalk -West End Repairs	PR-2022-029	3				25,000		25,000
<i>General Obligation Debt</i>						25,000		25,000
Jefferson Park Amphitheater	PR-2022-034	3				750,000		750,000
<i>General Obligation Debt</i>						750,000		750,000
Hidden Pond Park Playground Surfacing	PR-2022-048	3				50,000		50,000
<i>General Obligation Debt</i>						50,000		50,000
Trestle Trail LED Lighting Upgrade	PR-2022-051	3				22,000		22,000
<i>General Obligation Debt</i>						11,000		11,000
<i>Intergovernmental Reimbursements</i>						11,000		11,000

Department	Project #	Priority	2019	2020	2021	2022	2023	Total
Koslo Park Baseball Outfield Renovation	PR-2023=031	3					100,000	100,000
<i>Donations</i>							50,000	50,000
<i>General Obligation Debt</i>							50,000	50,000
Settling Basin Trail Development	PR-2023-030	3					200,000	200,000
<i>General Obligation Debt</i>							100,000	100,000
<i>Grants - State</i>							100,000	100,000
Jefferson Park Swimming Pool - Phase 1	PR-2023-039	1					3,055,000	3,055,000
<i>General Obligation Debt</i>							3,055,000	3,055,000
Hidden Pond Park Shelter	PR-2023-052	3					160,000	160,000
<i>General Obligation Debt</i>							160,000	160,000
Appleton Water Plant- to Conservancy	PR-2025-046	2					350,000	350,000
<i>Donations</i>							175,000	175,000
<i>General Obligation Debt</i>							175,000	175,000
Parks & Recreation Department Total			960,000	297,500	883,750	1,417,000	3,865,000	7,423,250

Police Department

Police Fleet Replacement	POL-2019-001	2	97,400	88,300	163,300	114,000	38,000	501,000
<i>General Fund</i>			97,400	88,300	163,300	114,000	38,000	501,000
PPF Second Street Parking Lot Concrete Replacement	PPF-2019-001	3	30,000					30,000
<i>General Obligation Debt</i>			30,000					30,000
PPF LED Troffer Upgrade-PD side	PPF-2019-002	3	8,500					8,500
<i>General Fund</i>			8,500					8,500
Public Protection Facility Roof	PPF-2020-001	3		220,000				220,000
<i>General Obligation Debt</i>				220,000				220,000
PPF -PD Side HVAC Digital Control Upgrade	PPF-2020-002	4		30,000				30,000
<i>General Obligation Debt</i>				30,000				30,000
Police Department Total			135,900	338,300	163,300	114,000	38,000	789,500

Public Library

Parking Lot Surface Replacement	L-2019-001	2	33,000					33,000
<i>General Obligation Debt</i>			33,000					33,000
Alternate Compressor (Library)	L-2019-004	2	27,000					27,000
<i>General Obligation Debt</i>			27,000					27,000
Office Chairs (Library)	L-2019-007	3	6,000					6,000
<i>General Fund</i>			6,000					6,000
Re-wiring for New Phone System	L-2019-008	2	15,000					15,000
<i>General Obligation Debt</i>			15,000					15,000
LED Interior Conversion (Library)	L-2020-002	3		5,000				5,000
<i>General Fund</i>				5,000				5,000
Company E Room Audio/Video Upgrade	L-2020-003	4				17,500		17,500
<i>General Obligation Debt</i>						17,500		17,500
Meeting Room Tables & Chairs (Library)	L-2020-004	3		15,000				15,000
<i>General Obligation Debt</i>				15,000				15,000
Shelving Units (Library)	L-2020-005	3				20,000		20,000
<i>General Obligation Debt</i>						20,000		20,000
Replace (2) Self-Checkout Machines	L-2020-006	3		30,000				30,000
<i>General Obligation Debt</i>				30,000				30,000
Entrance Sign (Public Library)	L-2020-007	3		7,000				7,000
<i>Donations</i>				7,000				7,000
Carpet Replacement (North of Concourse Area)	L-2021-002	3		40,000				40,000
<i>General Obligation Debt</i>				40,000				40,000
Carpet Replacement (South of Concourse Area)	L-2022-001	3			40,000			40,000
<i>General Obligation Debt</i>					40,000			40,000

Department	Project #	Priority	2019	2020	2021	2022	2023	Total
Boiler Replacement (Library) <i>General Obligation Debt</i>	L-2023-001	5					100,000 100,000	100,000 100,000
Public Library Total			81,000	97,000	40,000	37,500	100,000	355,500
Public Works Department								
Main Street LED Bulbs <i>General Fund</i>	LIT-2019-001	1	5,500 5,500					5,500 5,500
Chute Street Parking Lot Lighting Upgrade <i>General Fund</i>	LIT-2019-002	2	6,500 6,500					6,500 6,500
Chute Street Parking Lot Reconstruction <i>General Obligation Debt</i>	PLO-2020-001	2					227,735 227,735	227,735 227,735
Garfield Ave. - Railroad St. to Washington St. <i>Sewage Utility Fund</i>	SAN-2022-001	2				1,000,000 1,000,000		1,000,000 1,000,000
Sidewalk Replacement Program <i>General Obligation Debt</i>	SID-2019-001	2	30,000 30,000	30,000 30,000	30,000 30,000	30,000 30,000	30,000 30,000	150,000 150,000
Storm Sewer Connection to Midway Pond <i>Stormwater Utility Fund</i>	STO-2019-001	1	100,000 100,000					100,000 100,000
Province Terrace Pond Expansion <i>Stormwater Utility Fund</i>	STO-2019-002	2	220,000 220,000					220,000 220,000
Lake Park Villa Pond Rehabilitation <i>Stormwater Utility Fund</i>	STO-2019-003	2	90,000 90,000					90,000 90,000
Storm Sewer Through Miron Property <i>Stormwater Utility Fund</i>	STO-2020-001	1		200,000 200,000				200,000 200,000
Ninth Street Pond <i>Stormwater Utility Fund</i>	STO-2021-001	1		175,000 175,000	297,134 297,134			472,134 472,134
New Public Works Facility (455 Baldwin St.) <i>USDA Loan</i>	STR-2019-000	2	10,740,000 10,740,000					10,740,000 10,740,000
Broad Street - Tayco to Racine (1795') (WISDOT) <i>General Obligation Debt</i> <i>Grants - State</i>	STR-2019-001	1	1,014,453 202,890 811,563					1,014,453 202,890 811,563
Broad Street - Racine to Appleton <i>General Fund</i> <i>Stormwater Utility Fund</i>	STR-2019-002	1	82,690 80,402 2,288					82,690 80,402 2,288
Willow Lane - Nicolet to Keyes <i>General Obligation Debt</i> <i>Stormwater Utility Fund</i>	STR-2019-003	1	174,087 159,770 14,317					174,087 159,770 14,317
Melissa St. - Airport Rd to Grove St. <i>General Fund</i> <i>Stormwater Utility Fund</i>	STR-2019-004	1	70,925 62,070 8,855					70,925 62,070 8,855
Grove Street - Airport Rd. to Woodland Dr. <i>General Obligation Debt</i> <i>Stormwater Utility Fund</i>	STR-2019-005	1	125,562 117,814 7,748					125,562 117,814 7,748
Lawndale Dr. - Eugene St. to Greenwood Dr. <i>General Obligation Debt</i> <i>Stormwater Utility Fund</i>	STR-2019-006	1	64,521 55,608 8,913					64,521 55,608 8,913
Lawndale Ct. - West End to Lawndale Dr. <i>General Obligation Debt</i> <i>Stormwater Utility Fund</i>	STR-2019-007	1	12,995 10,408 2,587					12,995 10,408 2,587
Greenwood Drive/Ct. - Airport Rd to North End <i>General Fund</i> <i>Stormwater Utility Fund</i>	STR-2019-008	1	101,810 83,410 18,400					101,810 83,410 18,400
De Pere St. - Ninth to Appleton Rd. <i>General Obligation Debt</i> <i>Stormwater Utility Fund</i>	STR-2019-009	1	298,775 230,189 68,586					298,775 230,189 68,586

Department	Project #	Priority	2019	2020	2021	2022	2023	Total
Frederick Street - West End to Tayco St. <i>General Obligation Debt</i> <i>Stormwater Utility Fund</i>	STR-2019-010	1	72,700 65,455 7,245					72,700 65,455 7,245
Marina Stairs <i>General Obligation Debt</i>	STR-2019-014	3	7,500 7,500					7,500 7,500
Manitowoc St - Broad St. to Third St. <i>General Fund</i>	STR-2020-001	2		202,010 202,010				202,010 202,010
Abbey Ave <i>General Fund</i> <i>Sewer Fund</i> <i>Stormwater Utility Fund</i>	STR-2020-002	2		257,000 100,000 110,000 47,000				257,000 100,000 110,000 47,000
Barlow St. - Water St. to Broad St. <i>General Obligation Debt</i>	STR-2020-004	2		22,770 22,770				22,770 22,770
Eighth St. - Milwaukee St. to Appleton Rd. <i>General Obligation Debt</i>	STR-2020-005	2		111,030 111,030				111,030 111,030
State St. - Sixth St. to Ninth St. <i>General Obligation Debt</i>	STR-2020-006	2		87,300 87,300				87,300 87,300
Seventh St. - Racine St. to Appleton Rd. <i>General Obligation Debt</i>	STR-2020-007	2		83,510 83,510				83,510 83,510
Ninth St. - Appleton Rd. to Melissa St. <i>General Obligation Debt</i>	STR-2020-008	2		108,345 108,345				108,345 108,345
Racine St. Bridge Amenities <i>General Obligation Debt</i>	STR-2021-002	3			100,000 100,000			100,000 100,000
Lisbon St. - Tayco to Pacific <i>General Obligation Debt</i>	STR-2021-003	2			56,495 56,495			56,495 56,495
Nicolet Boulevard - Washington to East End <i>General Obligation Debt</i>	STR-2021-004	2			325,050 325,050			325,050 325,050
Lake Park Villas Streets <i>General Obligation Debt</i>	STR-2021-005	2			535,510 535,510			535,510 535,510
Valley Road <i>General Fund</i> <i>General Obligation Debt</i>	STR-2021-006	1			325,000 300,000 25,000			325,000 300,000 25,000
Airport Rd - Racine St. to Mayer St. <i>General Obligation Debt</i>	STR-2022-001	1				202,010 202,010		202,010 202,010
Harding Street - Appleton to London <i>General Fund</i>	STR-2022-002	2				153,603 153,603		153,603 153,603
Marquette St - London to Manitowoc <i>General Fund</i>	STR-2022-003	2				144,065 144,065		144,065 144,065
Milwaukee St. - Eighth St. to Ninth St. <i>General Obligation Debt</i>	STR-2022-004	2				115,463 115,463		115,463 115,463
Milwaukee St. - Third St. to Eighth St. <i>General Obligation Debt</i>	STR-2022-005	2				400,909 400,909		400,909 400,909
Garfield Ave. - Railroad St. to Washington St. <i>General Fund</i> <i>General Obligation Debt</i>	STR-2023-001	2					496,425 300,000 196,425	496,425 300,000 196,425
Racine St. - Third to Ninth St. (DOT) <i>General Obligation Debt</i> <i>State Aid</i>	STR-2023-002	2					2,085,600 480,000 1,605,600	2,085,600 480,000 1,605,600
Grassy Meadows Lane <i>General Obligation Debt - Developer</i>	SUB-2019-001	3	325,000 325,000					325,000 325,000
Gosling Way East <i>General Obligation Debt - Developer</i>	SUB-2019-002	3	715,000 715,000					715,000 715,000
Lake Park Heights Subdivision <i>General Obligation Debt - Developer</i>	SUB-2020-001	3		1,212,200 1,212,200				1,212,200 1,212,200
North Woodland Hills - North	SUB-2021-001	3			413,560			413,560

Department	Project #	Priority	2019	2020	2021	2022	2023	Total
General Obligation Debt - Developer					413,560			413,560
Public Works Department Total			14,258,018	2,489,165	2,082,749	2,046,050	2,839,760	23,715,742
TIF District - Future								
Banta Property	CD-2019-002	3	300,000				650,000	950,000
TIF (future) - General Obligation Debt			300,000				650,000	950,000
TIF District - Future Total			300,000				650,000	950,000
TIF District #04								
Marina Fence Replacement	PRTF4-19-056	3	50,000					50,000
TIF District #04 Fund			50,000					50,000
TIF District #04 Total			50,000					50,000
TIF District #07								
Mill Street/Riverwalk Electrical Panel Upgrade	LIT-2019-003	4	6,500					6,500
TIF District #07 Fund			6,500					6,500
TIF District #07 Total			6,500					6,500
TIF District #09								
Province Terrace Development Extension	CD-2019-001	2	725,000					725,000
TIF District #09 Fund			725,000					725,000
Province Terrace Boardwalk Trail	PRTF9-19-010	2	1,194,500					1,194,500
TIF District #09 - General Obligation Debt			1,194,500					1,194,500
Nature's Way Trail Extension	PRTF9-19-057	2	400,000					400,000
TIF District #09 - General Obligation Debt			400,000					400,000
Province Terrace, Province Link, Jennie	STR-2019-012	1	927,953					927,953
Stormwater Utility Fund			83,996					83,996
TIF District #09 - General Obligation Debt			843,957					843,957
TIF District #09 Total			3,247,453					3,247,453
TIF District #10								
Tayco Corridor Redevelopment	CD-2019-003	3	100,000					100,000
TIF District #10 - General Obligation Debt			100,000					100,000
Downtown Light Replacement	LIT-2019-004	1	50,000	50,000	50,000	50,000	50,000	250,000
TIF District #10 - General Obligation Debt			50,000	50,000	50,000	50,000	50,000	250,000
Water Street - Barlow to Tayco	STR-2020-003	2		1,012,550				1,012,550
Grants - State				500,000				500,000
TIF District #10 - General Obligation Debt				512,550				512,550
Downtown Menasha Signs	TIF10-2019-1	2	21,500					21,500
TIF District #10 - General Obligation Debt			21,500					21,500
Brin Building	TIF10-2019-2	2	250,000					250,000
TIF District #10 - General Obligation Debt			250,000					250,000
TIF District #10 Total			421,500	1,062,550	50,000	50,000	50,000	1,634,050
TIF District #11								
Lawson Canal Restoration	PR2020-014	2	48,000	1,425,000				1,473,000
Donations				675,000				675,000
Grants - Federal				200,000				200,000
Grants - State				500,000				500,000
Park Development Fund			40,000					40,000

Department	Project #	Priority	2019	2020	2021	2022	2023	Total
<i>TIF District #11 Fund</i>			8,000	50,000				58,000
Gilbert Trail Extension	PR2021-020	3			300,000			300,000
<i>Grants - State</i>					150,000			150,000
<i>TIF District #11 Fund</i>					150,000			150,000
TIF District #11 Total			48,000	1,425,000	300,000			1,773,000
TIF District #12								
Ponds Subdivision - Phase 2&3	STR-2019-011	1	279,994					279,994
<i>Stormwater Utility Fund</i>			62,920					62,920
<i>TIF District #12 - General Obligation Debt</i>			217,074					217,074
Community Way - Phase 2	STR-2019-013	2	214,345					214,345
<i>TIF District #12 - General Obligation Debt</i>			214,345					214,345
TIF District #12 Total			494,339					494,339
GRAND TOTAL			20,701,828	6,503,483	4,240,748	4,457,723	8,150,254	

City of Menasha, Wisconsin
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PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	Priority	2019	2020	2021	2022	2023	Total
Administration								
Voting Machine	ADM-2019-001	3	10,000					10,000
Upgrade Camera System - Council Chambers	ADM-2019-002	3	20,000					20,000
Electronic Poll Books	ADM-2020-002	3		30,000				30,000
Administration Total			30,000	30,000				60,000
<i>General Obligation Debt</i>			30,000	30,000				60,000
<i>Administration Total</i>			30,000	30,000				60,000
Grand Total			30,000	30,000				60,000

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PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	Priority	2019	2020	2021	2022	2023	Total
Equipment Replacement								
Replace #41 Backhoe/Mini-Excavator (1993)	E-2019-001	3	95,000					95,000
Replace #9113 Mower (2001)	E-2019-002	3	50,000					50,000
Replace #2001 Pickup Truck (2004)	E-2019-003	3	35,000					35,000
Replace #3008 Pickup Truck (2002)	E-2019-004	3	38,000					38,000
Replace #1001 Solid Waste Truck (2003)	E-2019-005	3	220,000					220,000
Replace #9106 Utility Cart (1993)	E-2019-007	3	18,000					18,000
Portable Truck Lift System	E-2019-008	3	38,000					38,000
Leaf truck with ODB Leaf Suction Unit	E-2019-009	2	40,000					40,000
Replace #24 Mechanical Sweeper (2002)	E-2020-001	3		205,000				205,000
Replace #71 Pickup Truck (2004)	E-2020-002	3		30,000				30,000
Replace #2 Pickup Truck (2005)	E-2020-003	3		30,000				30,000
Replace #9109 Ball Diamond Groomer (1998)	E-2020-004	3		15,000				15,000
Replace #1004 Solid Waste Truck (2006)	E-2020-005	3		275,000				275,000
Replace #9 Utility Truck (2003)	E-2020-006	3		75,000				75,000
Replace #1003 Solid Waste Truck (2004)	E-2021-001	3			220,000			220,000
Replace #2008 Pickup Truck (2005)	E-2021-002	3			30,000			30,000
Replace #2003 Pickup Truck (2005)	E-2021-003	3			30,000			30,000
Replace #2013 Pickup Truck (2006)	E-2021-004	3			30,000			30,000
Replace #9027 Leaf Machine (2001)	E-2021-005	3			100,000			100,000
Replace #0045 Fork Lift (2011)	E-2021-006	3			40,000			40,000
Replace #3058 Tractor (1997)	E-2021-007	3			70,000			70,000
Replace #2015 Pickup Truck (2008)	E-2021-008	3			35,000			35,000
Replace #11 LowBed Dump Truck (2006)	E-2021-009	3			70,000			70,000
Replace #3004 LowBed Dump Truck (2005)	E-2022-001	3				70,000		70,000
Replace #3007 Pickup Truck (2006)	E-2022-002	3				35,000		35,000
Replace #2014 Passenger Vehicle (2011)	E-2022-003	3				25,000		25,000
Replace #9037 Snow Throw Equipment (1992)	E-2022-004	3				75,000		75,000
Replace #3 LowBed Dump Truck (2008)	E-2022-005	3				70,000		70,000
Replace #26 Dump Truck (2002)	E-2022-006	3				180,000		180,000
Replace #9070 Leaf Machine (1995)	E-2022-007	3				30,000		30,000
Replace #0005 Bucket Truck (2001)	E-2022-008	3				15,000		15,000
Replace #2004 Passenger Vehicle (2009)	E-2022-009	3				20,000		20,000
Replace #3003 Pickup Truck (2011)	E-2023-001	3					35,000	35,000
Replace #1002 Solid Waste Truck (2012)	E-2023-002	3					300,000	300,000
Replace #2011 Pickup Truck (2012)	E-2023-003	3					35,000	35,000
Replace #12 End Loader (2003)	E-2023-004	3					195,000	195,000
Equipment Replacement Total			534,000	630,000	625,000	520,000	565,000	2,874,000

Street Equipment Replacement Fund

534,000	630,000	625,000	520,000	565,000	2,874,000
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Department	Project #	Priority	2019	2020	2021	2022	2023	Total
<i>Equipment Replacement Total</i>			534,000	630,000	625,000	520,000	565,000	2,874,000
Grand Total			534,000	630,000	625,000	520,000	565,000	2,874,000

City of Menasha, Wisconsin
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PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	Priority	2019	2020	2021	2022	2023	Total
Fire Department								
Fire Equipment Replacement Program	F-2019-001	1	10,118	10,118	10,118	10,118	10,118	50,590
Station 36 Parking Lot Seal	F-2019-002	3	6,500					6,500
Station 36 Apparatus Bay Floor Sealing	F-2019-004	3	13,500					13,500
Replace Fire Squad #32	F-2020-002	1		30,352				30,352
Station 35 Shower Remodel	F-2020-003	3		50,000				50,000
PPF-LED Troffer Upgrade-NM side	F-2020-004	3		8,500				8,500
Build New Confined Space Training Prop	F-2020-005	3		8,498				8,498
Station 35 Apparatus Bay Floor Sealing	F-2020-006	3		26,500				26,500
(2) Fire Inspectors' Vehicles	F-2021-002	3			32,376			32,376
PPF-NMFD Side HVAC Digital Control Upgrade	F-2021-003	4			30,000			30,000
Fire Station #31 - Roadway Extension	F-2021-004	1			23,455			23,455
Fire Engine	F-2022-002	3				263,055		263,055
Fire Command Vehicle	F-2023-002	3					32,376	32,376
Fire Department Total			30,118	133,968	95,949	273,173	42,494	575,702
General Obligation Debt			30,118	133,968	95,949	273,173	42,494	575,702
Fire Department Total			30,118	133,968	95,949	273,173	42,494	575,702
Grand Total			30,118	133,968	95,949	273,173	42,494	575,702

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PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	Priority	2019	2020	2021	2022	2023	Total
Health Department								
Senior Center Door/LockSet Replacement	H-2019-001	4	5,000					5,000
Health Department Total			5,000					5,000
<i>General Fund</i>			5,000					5,000
<i>Health Department Total</i>			5,000					5,000
Grand Total			5,000					5,000

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PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	Priority	2019	2020	2021	2022	2023	Total
Information Systems								
GIS Integrated Parcel Management System	IT-2019-001	3	25,000					25,000
Upgrade City-wide Phone System	IT-2019-002	2	75,000					75,000
Information Systems Total			100,000					100,000
<i>General Obligation Debt</i>			75,000					75,000
<i>Information Technology Fund</i>			25,000					25,000
<i>Information Systems Total</i>			100,000					100,000
Grand Total			100,000					100,000

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PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	Priority	2019	2020	2021	2022	2023	Total
Parks & Recreation Department								
Electric Pedestal Replacement	MAR-2019-004	3	10,000	10,000				20,000
Marina Perimeter Lighting Upgrade	MAR-2020-001	3		8,000				8,000
Marina Fuel Dispenser Containment	MAR-2020-020	2		48,000				48,000
Jefferson Park Parking Lot	PR-2019-001	2	250,000					250,000
Smith Park Pavilion/Gazebo Roof Replacement	PR-2019-003	3	30,000					30,000
Smith Park Restroom Rehabilitation	PR-2019-005	3	11,000					11,000
Smith Park Tennis/Pickleball Conversion	PR-2019-006	3	19,000					19,000
Hart Park Walkway and Playground Edging	PR-2019-007	3	12,000					12,000
Smith Park Pavilion- Stain the Ceiling	PR-2019-008	3	9,500					9,500
Tayco Street Fountain Rehab	PR-2019-009	2	8,500					8,500
Jefferson Park Community Playground	PR-2019-015	2	610,000					610,000
Shepard Park Play Equipment	PR-2020-002	3		85,000				85,000
Smith Park Tennis Court Rehabilitation	PR-2020-011	2		49,000				49,000
Memorial Building Roof Replacement	PR-2020-013	3		25,000				25,000
Jefferson Park Half Court Basketball	PR-2020-016	3		17,000				17,000
Barker Farm Park Basketball Court Renovation	PR-2020-017	2		19,000				19,000
Shepard Park Grading and Walkway	PR-2020-057	3		36,500				36,500
Kolso Park Playground Surfacing	PR-2021-018	3			40,000			40,000
Jefferson Park Softball/Launch Restroom	PR-2021-019	3			245,000			245,000
Clinton Center Renovation	PR-2021-021	3			30,000			30,000
Hidden Pond Park Trail	PR-2021-022	3			25,000			25,000
Ninth St. Boat Launch Parking Lot	PR-2021-023	3			175,000			175,000
Memorial Building Brick Repair	PR-2021-024	3			20,000			20,000
Jefferson Pavilion Flat Roof Repair	PR-2021-032	3			25,000			25,000
Jefferson Park Entrance Plaza & Trail	PR-2021-033	2			210,000			210,000
Pleasants Park Play Equipment	PR-2021-049	3			90,000			90,000
Jefferson Park LED Lighting Upgrade	PR-2021-050	2			17,750			17,750
Friendship Trail LED Lighting Upgrade	PR-2021-052	3			6,000			6,000
Scanlan Park Play Equipment	PR-2022-012	3				35,000		35,000
Hidden Pond Park Shelter	PR-2022-025	2				195,000		195,000
Jefferson East Diamond Renovation- Phase 1	PR-2022-026	2				150,000		150,000
Jefferson East Diamond Lighting Upgrade- Phase 2	PR-2022-027	2				150,000		150,000
Koslo Park Parking Lot Repaving	PR-2022-028	3				40,000		40,000
Riverwalk -West End Repairs	PR-2022-029	3				25,000		25,000
Jefferson Park Amphitheater	PR-2022-034	3				750,000		750,000
Hidden Pond Park Playground Surfacing	PR-2022-048	3				50,000		50,000
Trestle Trail LED Lighting Upgrade	PR-2022-051	3				22,000		22,000
Koslo Park Baseball Outfield Renovation	PR-2023-031	3					100,000	100,000
Settling Basin Trail Development	PR-2023-030	3					200,000	200,000

Department	Project #	Priority	2019	2020	2021	2022	2023	Total
Jefferson Park Swimming Pool - Phase 1	PR-2023-039	1					3,055,000	3,055,000
Hidden Pond Park Shelter	PR-2023-052	3					160,000	160,000
Appleton Water Plant- to Conservancy	PR-2025-046	2					350,000	350,000
Parks & Recreation Department Total			960,000	297,500	883,750	1,417,000	3,865,000	7,423,250
<i>Donations</i>			511,000		45,000		225,000	781,000
<i>General Fund</i>					6,000			6,000
<i>General Obligation Debt</i>			439,000	231,500	832,750	1,406,000	3,540,000	6,449,250
<i>Grants - State</i>							100,000	100,000
<i>Intergovernmental Reimbursements</i>						11,000		11,000
<i>Marina Fund</i>			10,000	66,000				76,000
Parks & Recreation Department Total			960,000	297,500	883,750	1,417,000	3,865,000	7,423,250
Grand Total			960,000	297,500	883,750	1,417,000	3,865,000	7,423,250

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PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	Priority	2019	2020	2021	2022	2023	Total
Police Department								
Police Fleet Replacement	POL-2019-001	2	97,400	88,300	163,300	114,000	38,000	501,000
PPF Second Street Parking Lot Concrete Replacement	PPF-2019-001	3	30,000					30,000
PPF LED Troffer Upgrade-PD side	PPF-2019-002	3	8,500					8,500
Public Protection Facility Roof	PPF-2020-001	3		220,000				220,000
PPF -PD Side HVAC Digital Control Upgrade	PPF-2020-002	4		30,000				30,000
Police Department Total			135,900	338,300	163,300	114,000	38,000	789,500
<i>General Fund</i>			105,900	88,300	163,300	114,000	38,000	509,500
<i>General Obligation Debt</i>			30,000	250,000				280,000
Police Department Total			135,900	338,300	163,300	114,000	38,000	789,500
Grand Total			135,900	338,300	163,300	114,000	38,000	789,500

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PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	Priority	2019	2020	2021	2022	2023	Total
Public Library								
Parking Lot Surface Replacement	L-2019-001	2	33,000					33,000
Alternate Compressor (Library)	L-2019-004	2	27,000					27,000
Office Chairs (Library)	L-2019-007	3	6,000					6,000
Re-wiring for New Phone System	L-2019-008	2	15,000					15,000
LED Interior Conversion (Library)	L-2020-002	3		5,000				5,000
Company E Room Audio/Video Upgrade	L-2020-003	4				17,500		17,500
Meeting Room Tables & Chairs (Library)	L-2020-004	3		15,000				15,000
Shelving Units (Library)	L-2020-005	3				20,000		20,000
Replace (2) Self-Checkout Machines	L-2020-006	3		30,000				30,000
Entrance Sign (Public Library)	L-2020-007	3		7,000				7,000
Carpet Replacement (North of Concourse Area)	L-2021-002	3		40,000				40,000
Carpet Replacement (South of Concourse Area)	L-2022-001	3			40,000			40,000
Boiler Replacement (Library)	L-2023-001	5					100,000	100,000
Public Library Total			81,000	97,000	40,000	37,500	100,000	355,500
<i>Donations</i>				7,000				7,000
<i>General Fund</i>			6,000	5,000				11,000
<i>General Obligation Debt</i>			75,000	85,000	40,000	37,500	100,000	337,500
Public Library Total			81,000	97,000	40,000	37,500	100,000	355,500
Grand Total			81,000	97,000	40,000	37,500	100,000	355,500

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PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	Priority	2019	2020	2021	2022	2023	Total
Public Works Department								
Main Street LED Bulbs	LIT-2019-001	1	5,500					5,500
Chute Street Parking Lot Lighting Upgrade	LIT-2019-002	2	6,500					6,500
Chute Street Parking Lot Reconstruction	PLO-2020-001	2					227,735	227,735
Garfield Ave. - Railroad St. to Washington St.	SAN-2022-001	2				1,000,000		1,000,000
Sidewalk Replacement Program	SID-2019-001	2	30,000	30,000	30,000	30,000	30,000	150,000
Storm Sewer Connection to Midway Pond	STO-2019-001	1	100,000					100,000
Province Terrace Pond Expansion	STO-2019-002	2	220,000					220,000
Lake Park Villa Pond Rehabilitation	STO-2019-003	2	90,000					90,000
Storm Sewer Through Miron Property	STO-2020-001	1		200,000				200,000
Ninth Street Pond	STO-2021-001	1		175,000	297,134			472,134
New Public Works Facility (455 Baldwin St.)	STR-2019-000	2	10,740,000					10,740,000
Broad Street - Tayco to Racine (1795') (WISDOT)	STR-2019-001	1	1,014,453					1,014,453
Broad Street - Racine to Appleton	STR-2019-002	1	82,690					82,690
Willow Lane - Nicolet to Keyes	STR-2019-003	1	174,087					174,087
Melissa St. - Airport Rd to Grove St.	STR-2019-004	1	70,925					70,925
Grove Street - Airport Rd. to Woodland Dr.	STR-2019-005	1	125,562					125,562
Lawndale Dr. - Eugene St. to Greenwood Dr.	STR-2019-006	1	64,521					64,521
Lawndale Ct. - West End to Lawndale Dr.	STR-2019-007	1	12,995					12,995
Greenwood Drive/Ct. - Airport Rd to North End	STR-2019-008	1	101,810					101,810
De Pere St. - Ninth to Appleton Rd.	STR-2019-009	1	298,775					298,775
Frederick Street - West End to Tayco St.	STR-2019-010	1	72,700					72,700
Marina Stairs	STR-2019-014	3	7,500					7,500
Manitowoc St - Broad St. to Third St.	STR-2020-001	2		202,010				202,010
Abbey Ave	STR-2020-002	2		257,000				257,000
Barlow St. - Water St. to Broad St.	STR-2020-004	2		22,770				22,770
Eighth St. - Milwaukee St. to Appleton Rd.	STR-2020-005	2		111,030				111,030
State St. - Sixth St. to Ninth St.	STR-2020-006	2		87,300				87,300
Seventh St. - Racine St. to Appleton Rd.	STR-2020-007	2		83,510				83,510
Ninth St. - Appleton Rd. to Melissa St.	STR-2020-008	2		108,345				108,345
Racine St. Bridge Amenities	STR-2021-002	3			100,000			100,000
Lisbon St. - Tayco to Pacific	STR-2021-003	2			56,495			56,495
Nicolet Boulevard - Washington to East End	STR-2021-004	2			325,050			325,050
Lake Park Villas Streets	STR-2021-005	2			535,510			535,510
Valley Road	STR-2021-006	1			325,000			325,000
Airport Rd - Racine St. to Mayer St.	STR-2022-001	1				202,010		202,010
Harding Street - Appleton to London	STR-2022-002	2				153,603		153,603
Marquette St - London to Manitowoc	STR-2022-003	2				144,065		144,065
Milwaukee St. - Eighth St. to Ninth St.	STR-2022-004	2				115,463		115,463
Milwaukee St. - Third St. to Eighth St.	STR-2022-005	2				400,909		400,909

Department	Project #	Priority	2019	2020	2021	2022	2023	Total
Garfield Ave. - Railroad St. to Washington St.	STR-2023-001	2					496,425	496,425
Racine St. - Third to Ninth St. (DOT)	STR-2023-002	2					2,085,600	2,085,600
Grassy Meadows Lane	SUB-2019-001	3	325,000					325,000
Gosling Way East	SUB-2019-002	3	715,000					715,000
Lake Park Heights Subdivision	SUB-2020-001	3		1,212,200				1,212,200
North Woodland Hills - North	SUB-2021-001	3			413,560			413,560
Public Works Department Total			14,258,018	2,489,165	2,082,749	2,046,050	2,839,760	23,715,742
<i>General Fund</i>			237,882	302,010	300,000	297,668	300,000	1,437,560
<i>General Obligation Debt</i>			879,634	442,955	1,072,055	748,382	934,160	4,077,186
<i>General Obligation Debt - Developer</i>			1,040,000	1,212,200	413,560			2,665,760
<i>Grants - State</i>			811,563					811,563
<i>Sewage Utility Fund</i>						1,000,000		1,000,000
<i>Sewer Fund</i>				110,000				110,000
<i>State Aid</i>							1,605,600	1,605,600
<i>Stormwater Utility Fund</i>			548,939	422,000	297,134			1,268,073
<i>USDA Loan</i>			10,740,000					10,740,000
Public Works Department Total			14,258,018	2,489,165	2,082,749	2,046,050	2,839,760	23,715,742
Grand Total			14,258,018	2,489,165	2,082,749	2,046,050	2,839,760	23,715,742

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PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	Priority	2019	2020	2021	2022	2023	Total
TIF District - Future								
Banta Property	CD-2019-002	3	300,000				650,000	950,000
TIF District - Future Total			300,000				650,000	950,000
<i>TIF (future) - General Obligation Debt</i>			300,000				650,000	950,000
<i>TIF District - Future Total</i>			300,000				650,000	950,000
Grand Total			300,000				650,000	950,000

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Department	Project #	Priority	2019	2020	2021	2022	2023	Total
TIF District #04								
Marina Fence Replacement	PRTF4-19-056	3	50,000					50,000
TIF District #04 Total			50,000					50,000
<i>TIF District #04 Fund</i>			50,000					50,000
<i>TIF District #04 Total</i>			50,000					50,000
Grand Total			50,000					50,000

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PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	Priority	2019	2020	2021	2022	2023	Total
TIF District #07								
Mill Street/Riverwalk Electrical Panel Upgrade	LIT-2019-003	4	6,500					6,500
TIF District #07 Total			6,500					6,500
<i>TIF District #07 Fund</i>			6,500					6,500
<i>TIF District #07 Total</i>			6,500					6,500
Grand Total			6,500					6,500

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PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	Priority	2019	2020	2021	2022	2023	Total
TIF District #09								
Province Terrace Development Extension	CD-2019-001	2	725,000					725,000
Province Terrace Boardwalk Trail	PRTF9-19-010	2	1,194,500					1,194,500
Nature's Way Trail Extension	PRTF9-19-057	2	400,000					400,000
Province Terrace, Province Link, Jennie	STR-2019-012	1	927,953					927,953
TIF District #09 Total			3,247,453					3,247,453
<i>Stormwater Utility Fund</i>			83,996					83,996
<i>TIF District #09 - General Obligation Debt</i>			2,438,457					2,438,457
<i>TIF District #09 Fund</i>			725,000					725,000
TIF District #09 Total			3,247,453					3,247,453
Grand Total			3,247,453					3,247,453

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PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	Priority	2019	2020	2021	2022	2023	Total
TIF District #10								
Tayco Corridor Redevelopment	CD-2019-003	3	100,000					100,000
Downtown Light Replacement	LIT-2019-004	1	50,000	50,000	50,000	50,000	50,000	250,000
Water Street - Barlow to Tayco	STR-2020-003	2		1,012,550				1,012,550
Downtown Menasha Signs	TIF10-2019-1	2	21,500					21,500
Brin Building	TIF10-2019-2	2	250,000					250,000
TIF District #10 Total			421,500	1,062,550	50,000	50,000	50,000	1,634,050
<i>Grants - State</i>				500,000				500,000
<i>TIF District #10 - General Obligation Debt</i>			421,500	562,550	50,000	50,000	50,000	1,134,050
TIF District #10 Total			421,500	1,062,550	50,000	50,000	50,000	1,634,050
Grand Total			421,500	1,062,550	50,000	50,000	50,000	1,634,050

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PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	Priority	2019	2020	2021	2022	2023	Total
TIF District #11								
Lawson Canal Restoration	PR2020-014	2	48,000	1,425,000				1,473,000
Gilbert Trail Extension	PR2021-020	3			300,000			300,000
TIF District #11 Total			48,000	1,425,000	300,000			1,773,000
<i>Donations</i>				675,000				675,000
<i>Grants - Federal</i>				200,000				200,000
<i>Grants - State</i>				500,000	150,000			650,000
<i>Park Development Fund</i>				40,000				40,000
<i>TIF District #11 Fund</i>				8,000	50,000	150,000		208,000
TIF District #11 Total			48,000	1,425,000	300,000			1,773,000
Grand Total			48,000	1,425,000	300,000			1,773,000

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PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	Priority	2019	2020	2021	2022	2023	Total
TIF District #12								
Ponds Subdivision - Phase 2&3	STR-2019-011	1	279,994					279,994
Community Way - Phase 2	STR-2019-013	2	214,345					214,345
TIF District #12 Total			494,339					494,339
<i>Stormwater Utility Fund</i>			62,920					62,920
<i>TIF District #12 - General Obligation Debt</i>			431,419					431,419
<i>TIF District #12 Total</i>			494,339					494,339
Grand Total			494,339					494,339

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