

# Village of Hobart, WI

## 2010 Operating Budget



## TABLE OF CONTENTS

LETTER OF TRANSMITTAL	Pages 4-10
DIRECTORY OF VILLAGE OFFICIALS	Pages 11-13
HOBART COMMUNITY PROFILE	Pages 14-21
VILLAGE ORGANIZATIONAL CHART	Page 22
VILLAGE PERSONNEL	Pages 23

**SUMMARY OF ALL VILLAGE REVENUES AND EXPENDITURES Pages 25**

DESCRIPTION OF INDIVIDUAL REVENUES	Pages 26-31
2010 GENERAL FUND EXPENDITURE BREAKDOWN	Page 32

**SUMMARY OF EXPENDITURES: GENERAL GOVERNMENT Page 33**

DETAILED GENERAL GOVERNMENT PROGRAMS AND DEPARTMENTS: Page 34

Village Board	Pages 34-35	Economic Develop	Page 48-49
Administration	Pages 38	Elections	Pages 50-51
Clerk/Treasurer	Pages 39-43	Buildings	Page 52
Municipal Court	Pages 44-45	Accounting/Audit	Page 53
Property Assessment	Page 46		
Insurance	Page 47		

**SUMMARY OF EXPENDITURES: PUBLIC SAFETY Page 54**

DETAILED PUBLIC SAFETY PROGRAMS AND DEPARTMENTS: Page 55

Police Department	Pages 55-57	First Responders	Page 61
Fire Department	Pages 58-59	Animal Control	Page 62
Rescue Services	Page 60		

**SUMMARY OF EXPENDITURES: CONSERVATION AND PLANNING Page 63**

DETAILED PUBLIC SAFETY PROGRAMS AND DEPARTMENTS: Page 64

Dept of Building and Code Compliance	Pages 64-67
Parks /Promotions	Pages 68-69
Planning and Zoning	Page 70

**SUMMARY OF EXPENDITURES: PUBLIC WORKS Page 71**

DETAILED PUBLIC WORKS PROGRAMS AND DEPARTMENTS: Page 72

Public Works Dept	Pages 72-75
Refuse and Recycling	Page 76

Street Lighting

Page 77

**SUMMARY OF EXPENDITURES: LEGAL SERVICES** Page 78

VILLAGE DEBT SERVICE Page 79-81

CAPITAL IMPROVEMENTS Page 82-84

**WATER, SEWER AND STORMSEWER UTILITIES**

WATER UTILITY Pages 85-90

SEWER UTILITY Pages 91-93

STORM SEWER UTILITY Pages 94-95

**TAX INCREMENT DISTRICT #1** Pages 96-97

**GLOSSARY OF TERMS** Pages 98-107

**--APPENDICES--**

- A. 2010 Wages and Salary Allocation
- B. 2010 Wages and Salary Percentage Allocation
- C. Refuse and Recycling Cost Worksheet



## 2010 Operating Budget Letter of Transmittal

---

Village of Hobart, Office of the Village Administrator  
2990 S. Pine Tree Road Hobart, WI 54155  
(920) 869-3804 Fax (920) 869-2048  
andrew@hobart-wi.org

December 21, 2009

Dear Honorable President, Trustees and Citizenry of Hobart:

Our current year, 2009, has been a time of great forward movement in the Village of Hobart. The organization of the Village government seems to have adapted to the administrative change in 2009, and is poised for more personnel changes as designated in the 2010 Budget. The most exciting project, the *Centennial Centre at Hobart* has made tremendous strides in its infancy. This development, among other initiatives, has given Hobart a place in regional economic development. It is now, with the same alacrity, that we move our nimble local government into a new year, and a new financial blueprint.

It is with great pride and continued excitement that your administrative staff submits this 2010 Operating Budget. Local governments are faced with tough fiscal challenges to overcome. The Village of Hobart has weathered the economic times for one more year and has adopted a budget that has a **zero tax rate increase** for the Village portion of taxes. Please receive this letter as a summation of challenges and accomplishments of the 2010 Budget, along with simple narrative to allow the general public to easily understand our 2010 fiscal blueprint.

### INTRODUCTION

#### **Why we budget?**

Municipalities and other public entities in the state of Wisconsin must have a financial plan that is clear and transparent to the taxpayers that fund operating expenditures. State statutes guide the external process of budgeting and prescribe certain elements that must be included in the document. Statutes also guide other financial checks and balances that Village staff must perform in order to protect public dollars.

#### **What is the budget used for?**

The budget is a financial planning and policy document that clearly outlines the decisions that the policy makers (Village Board) made on behalf of the taxpayers for the coming fiscal year. The fiscal year in Hobart, and most municipalities, coincides with the calendar year. The budget is also an operational guideline for Village staff to follow to carry out the policies set forth by the Board.

Finally, and more recently, this budget outlines benchmarks upon which the Board, and the broader public, can judge how well Village employees are carrying out policies and duties. Goal setting and benchmarking are essential components to ensure that residents are getting the best array of services at the lowest cost. Performance measures allow the public to see

not only pages and pages of numbers, but also exactly what services residents are receiving for their expenditures. Progress will continue on identifying, tracking and communicating the performance of the Village from an organizational standpoint.

## THE 2010 BUDGET PROCESS

During this budget cycle, the Village has taken additional steps to improve the presentation of the budget to its residents. Continued emphasis was placed on a highly collaborative internal process between the Administrators and Department Directors to more accurately determine the financial needs of all Village departments and programs. The Village Board was again provided an Executive Draft of the entire budget document. After many hours spent at budget workshops, the Board worked through every single line item in the Village's general fund and utility budgets.

## Overview of State Shared Revenue and Levy Limits

In order to combat an enormous structural deficit, the state of Wisconsin has responded in two ways very detrimental to spending capability at the local level. The first is a reduction in state shared revenue. State-shared revenue comes in the form of (1) transportation aid to construct and maintain roads and transportation infrastructure; (2) state awards for personal computers aid; (3) rebate for fire protection services; and (4) a small rebate on property taxes. Grants come in a variety of forms and are often earmarked for specific purposes. **Unfortunately, Hobart's fy2010 state shared revenue decreased by roughly \$16,000 total for all items outlined above.**

The second measure the state imposed on local municipalities is a virtual "cap" on property tax levies to 3% over the previous year. Each biennial budget, the state legislature passes a new levy limit. For example, for 2007 and 2008 the levy limit was 3.86% and 2.0% respectively. However, for 2009-2010, local governments must meet a property tax levy increase of not more than 3% in 2009 (remember: taxes for 2010 are actually levied in 2009 and collected in 2010). This State Budget, however, allows unused levy capacity from 2009 to be used in 2010. This "carryover" is different than any statute local governments had to work under previous to 2009-2010. Although Hobart will not likely need the additional taxing capacity, it is comforting to know that we may carry this unused capacity into 2010.

It is important for residents to know, that this does not mean your tax bill cannot exceed 3% from 2009, but that the total general fund levy (excess funds required after revenues offset expenditures) of the Village cannot exceed a 3% increase. One can see that the challenge of continuing the same desired level of services from year to year is nearly impossible for local governments, especially when dealing with rising health care, fuel increases and cost of living allowance (COLA) that are already close to fulfilling the 3% allowance. Fortunately for Hobart, the state does give allowances for debt service payments and inflation, although the Village did not have to take advantage of these allowances for 2010.

## SUMMARY OF ADOPTED LEVY AND TAX RATE

### 2010 Tax Calculations

The 2010 Hobart operating budget has a levy of \$2,601,904.44. The "levy" is the amount of money needed to balance the budget after all revenues and expenditures are taken into account. The 2010 levy has increased \$33,421.00, or 1.30%, from 2009. The levy amount is then divided by the total assessed value of all properties within the Village based on the last

known property valuation (assessment). The following calculation is used when determining the “mill rate”; the amount levied divided by the assessed value. The mill rate is then used to compute the tax rate, the amount per thousand dollars of values that taxpayers pay into the Village only. This is the key figure shown on property tax bills each December.

### 2009 Tax Rate

\$2,468,642.70 Expenditures  
-\$1,516,557.07 Revenues  
\$ 952,085.63 (general fund tax levy)  
+ \$324,228.11 (water/ sewer tax levy)  
+ \$709,719.26 (debt service tax levy)  
+ \$582,450.00 (capital levy)  
Equals: \$2,568,483.00 (total amount to be levied)

\$2,568,483.00 (levy) = .004097 (mill rate) = \$4.10/\$1,000 of Property value (tax rate)  
\$626,904,300.00  
(assessed value)

### 2010 Tax Rate

\$2,466,038.44 Expenditures  
-\$1,368,820.52 Revenues  
\$ 1,096,217.92 (general fund tax levy)  
+ \$294,027.73 (water/ sewer tax levy)  
+ \$832,313.72 (debt service tax levy)  
+ \$379,345.07 (capital levy)  
Equals: \$2,601,904.44 (total amount to be levied)

\$2,601,904.44 (levy) = .0041011 (mill rate) = \$4.10/\$1,000 of Property value (tax rate)  
\$634,439,000  
(assessed value)

## 2010 AT A GLANCE

The following represents challenges the 2010 budget will be successful in overcoming. Most of these are recurring challenges for Wisconsin municipalities. The budget accommodates the following:

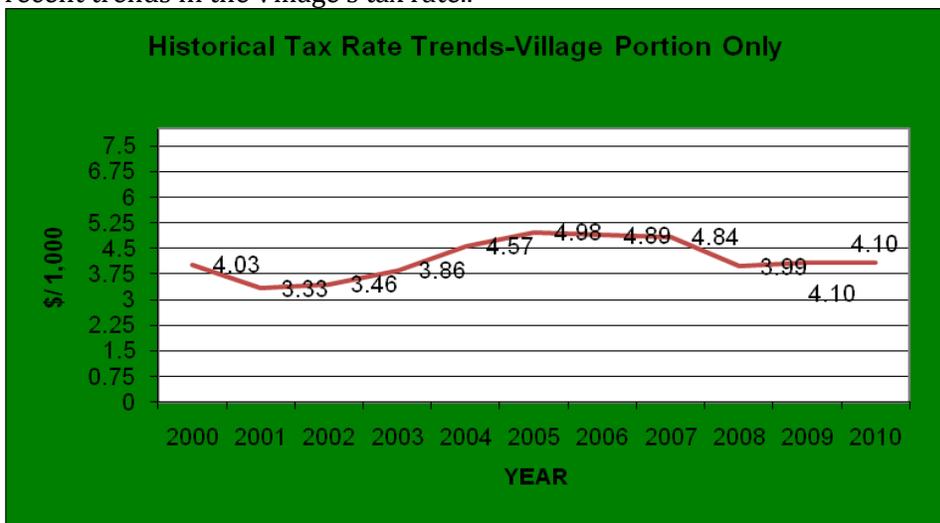
- Rising costs of health care;
- Unpredictable “returns” on recyclable materials;
- Increased debt service payments of approximately \$167,000.
- Increase of refuse “tipping fees” of about 33% as imposed in the state budget;
- Most drastically, a reduction in interest income on Village investments of about \$140,000.
- Increased cost of salt of approximately 30% from 2009 state bid.

The above components of the budget encompass the most challenging hurdles the Village is faced with funding.

The Village Board, however, did address critical organizational and personnel needs in the 2010 budget. Here is a brief outline of these changes:

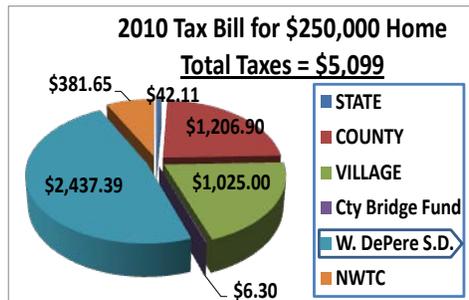
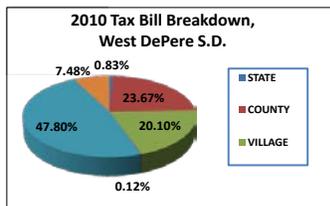
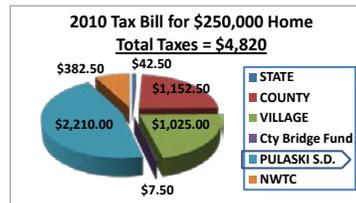
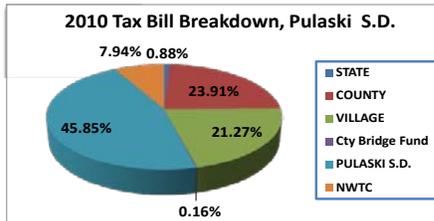
- Advanced Police Chief to full time status at 35 hours/week;
- Provided for replacement of the retiring Building Inspector/Zoning Administrator with the full time position of Director of Building and Code Compliance ( a net decrease in personnel costs for this position);
- Budgeted for a new Director of Public Works to provide managerial leadership and to seek efficiency in that department;
- Level of services, especially ALL critical services provided by the Village remained status quo.

All of the highlights above are accommodated with the same tax contribution from Hobart taxpayers as in 2009. In other words, the 2010 budget is presented to the public with a **zero increase in the tax rate** for the Village portion of the tax bill. The graph below identifies recent trends in the Village’s tax rate..



## Breakdown of the Property Tax Bill- Where Your Taxes Go

Another important consideration when examining a property tax bill is the allocation of one's tax payment. The Village receives only a small portion of the total tax bills. Other taxing jurisdictions include (1) West DePere School District; (2) Pulaski School District; (3) Northeast Wisconsin Technical College (NWTC); (4) the state of Wisconsin; and (5) Brown County. (**Please note** that the following graphs do not incorporate a state tax credit of \$1.65/\$1,000. The actual figures will be slightly smaller than what is shown.)



Residents served by West De Pere and Pulaski School Districts see different amounts because, just like individual government entities, school districts are autonomous taxing agents. The rates of the two districts differ based on the amount needed from taxpayers to balance revenues and expenditures. The graphs from 2010 show that only roughly 1/5 of the funds coming from taxes are used to operate the Village of Hobart. Although Village staff process the entire payments, Hobart, in turn, pays all other taxing entities based on the rates they set wholly independent of Village operations and decisions.

Many taxing jurisdictions, other than the Village, collect from your property taxes (see charts above and right). In fact, the Village portion of taxes is only 20-22% of your total tax contribution depending on whether you reside in the West DePere or Pulaski School Districts. School districts represent the greatest portion of your taxes, and this is true on an almost constant basis year after year.

Brown County also collects more tax dollars from you than does the Village of Hobart. This explains why it is extremely important that the Village not be charged for county service (i.e. police services, road plowing, etc.) when the Village already provides this service to its residents. This prevents double taxation of our residents.

## 2010 Refuse and Recycling Collection

As I previously mentioned, the Wisconsin State Legislature included a 33% increase in refuse “tipping fees” as an additional source of revenue for its 2009-2011 biennial budget. To the detriment of cities and villages, Brown County will be passing those increased fees onto us. The Village of Hobart is NOT increasing its charges to residents for 2010. Our charges should accommodate the increased fees unless the global market for recycling materials experiences a huge decline. The Village receives rebates, although unpredictable, on its monthly refuse/recycling charges based on the market for glass, metals, etc.

In early 2010, the Village will be analyzing and likely changing to a single-stream recyclable collection method. Single-stream is a fancy term for collecting comingled recyclables with an automated garbage cart. Costs exist, however, for the carts and the Village Board will make a determination as to how Hobart will account for this change. Implementation of single-stream will take place after the winter season, if the Board so chooses.

For 2010, trash and recycling charges to appear on the property tax bill will be as follows:

<i>Container Size</i>	<i>Trash/Mo.</i>	<i>Recycle/Mo.</i>	<i>Total Annual \$</i>
<i>95 Gal.</i>	<i>10.27</i>	<i>3.00</i>	<i>\$ 159.26</i>
<i>65 Gal.</i>	<i>10.10</i>	<i>3.00</i>	<i>\$ 157.18</i>
<i>32 Gal.</i>	<i>9.23</i>	<i>3.00</i>	<i>\$ 146.78</i>

## Organization of Budget Document

The orientation of the budget book should give residents an easy to read “snapshot” of the financial direction of the Village in 2010. The documents that follow contain summary pages of Village revenues and expenditures. These pages serve as the aggregate summary of individual programs and services listed later in the book. The individual department and program budgets are complete with a description of the service area, personnel associated with that program, and goals, objectives and benchmarks designed to let the residents know expected outcomes of budgeted inputs (expenditures). The budget presentation also contains pictures of most employees serving the Village. This is specifically designed not only to bring about a stronger sense of community, but also to demonstrate to the public that personal “customer service” is a part of our mission as public servants.

In the appendices of this document, the reader will find information about employee wages and salaries, job descriptions for all Village employees and other descriptive information designed to produce a transparent and accessible government for the citizenry of Hobart. Of additional help is a glossary of terms used in public sector accounting, some of which may be used in this document.

## Closing

The Village of Hobart has shown great progress in recent years. The Village Board is dedicated to creating a sustainable, progressive, yet fiscally conservative local government for

the constituents they serve. Likewise, the staff is also a group of professionals that are willing to change, to be innovative and to create efficiencies for their function or department. It is truly a pleasure to be a part of carrying out these efforts. Each year our goal is to strive for the betterment and future of Hobart.

Ever Forward,

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

# DIRECTORY OF VILLAGE OF HOBART OFFICIALS

2010

## VILLAGE BOARD



Richard R. Heidel  
Village President



David Dillenburg  
Village Trustee



Donna Severson  
Village Trustee



Deb Schumacher  
Village Trustee



Ed Kazik  
Village Trustee

# VILLAGE STAFF AND CONSULTANTS

---

## **Administration**

Andrew J. Vickers, Village Administrator

### **Clerk's Office**

Mary Smith, Clerk-Treasurer  
Cindy Kocken, Deputy Clerk-Treasurer  
Lorie Francar, Police Clerk/Deputy Court Clerk  
Melissa Teege, Municipal Court/Admin Clerk

### **Community Dev/Tribal Affairs**

Elaine D. Willman, Director

### **Police Department**

Randall Bani, Chief  
Daniel VanLanen, Officer  
Angel Vandenheuvel, Officer  
Israel Deutsch, Officer  
George Dillenberg, Officer  
Tim Agnew, Officer  
Chris Baribeau, Officer

### **Public Works**

Rick Kinney, Director  
Gary Smits, Street Laborer  
Robert Turner, Waterworks Operator  
Brian Tilque, Street Laborer

### **Buildings/Zoning & Code Compliance**

Allyn Dannhoff, Director

### **Village Engineer**

Robert E. Lee & Associates

### **Outside Consultants**

Rita Berndt, C.P.A., Accounting  
Tom Karmen, Schenck, Auditor  
Mike S. Hallmann, Lantern Associates, Financial Consultant  
Mike Denor, Fair Market Assessments, Assessor  
Elizabeth Kremer, Prosecuting Attorney  
Davis & Kuelthau, Outside Counsel

# VILLAGE COMMITTEES AND COMMISSIONS

<b>Planning &amp; Zoning Commission</b>	<b>Water/ Sewer Advisory Committee</b>	<b>Public Works Committee</b>
Rich Heidel	Steve Bach	Richard Happel
Ray Gardner	Paul Thormodsgard	Dennis Loy
Tom Dennee	Don Dahlstrom	Dave Baranczyk
Dave Dillenburg	David Smith	Keith Sowinski
David Johnson	Donna Severson	Jerry Lancelle
Bob Ross		Ed Kazik
Mark LeMere		

<b>Police &amp; Fire Commission</b>	<b>Site Review Committee</b>	<b>Park/Urban Forestry Committee</b>
Karen Dorau	Jim VanDenHeuvel	Lee Harmon
Tim Garvey	David Dillenburg	Gladys Humecki
Ron Jaeger	Mike Ambrosius	Rita Jerabek
Gary Pieschek	Merlin Zimmer	Ken Jerabek
John Shimek	Rick Nuetzel	Diane Tappa
	Dave Baranczyk	Chuck Tappa
	Tom Tengowski	Debbie Schumacher

<b>Board of Appeals</b>	<b>Quarry Committee</b>	<b>Finance Committee</b>
Richard Happel	Ron Hieronimczak	Donna Severson
Joan Mills	Mike Jourdan	Scott Heintz
David Bertler	David Johnson	John Bundra
John Rehn	Bill Asplund	Dwayne Whitfield
Chris Iglar	David Dillenburg	Ray Gardner

<b>Community Development Authority</b>	<b>Storm Water Advisory Committee</b>	<b>Ethics Committee</b>
Dave Landwehr	Barb Van Deurzen	Fran Junio
Jan Wos	Kim Schanock	Greg Jerlinga
Bart Schultz	Tom Miller	Jeff Johnson
Bob Ross	Michael Finney	Florence Banaszak
George Madl	Rick Kinney	Jim Goral
Dennis Reim	Gene Hojan	
Debbie Schumacher	Elaine Willman	
Ed Kazik		
Elaine Willman		

*Village of*

# **HOBART**

*A window to the past;  
a door to the future...*

## **INTRODUCTION**

If you find yourself steeped in rolling land of lush greenery and lovely homes surrounding spacious golf courses, you have discovered the Village of Hobart. Welcome! The Village includes 33 square miles of sheer beauty in its prestigious neighborhoods, rolling farms and growing business economy. Moving into 2010, we have just under 6,000 residents, and are growing at a faster rate than any municipality in Brown County, or for that matter, Brown County and the State of Wisconsin too.



## **COMMUNITY BACKGROUND**

Hobart's origins are rooted in the original Northwest Territory surrounding the Great Lakes. It is founded upon ancestral lands of the Menominee Indian tribe, and within the former reservation boundaries of the Oneida Tribe of Indians of Wisconsin. While a Treaty of 1838 created a temporary reservation for then migrating Oneida tribal members from New York, the former reservation land was entirely ceded to the State of Wisconsin upon its statehood. In the late 1800s a majority vote of Wisconsin Oneida tribal members elected to have the reservation entirely allotted to individual tribal members through the Dawes Act of 1887.

Tribal members discovered during the allotment era that having land required roads, so from 1892 until 1908 Oneida tribal members, with the assistance of the Bureau of Indian Affairs pleaded with Brown

and Outagamie County Supervisors to establish and incorporate towns, so that municipal tax could create funds for roads to the individually owned lands of the tribal members.

By the early 1900s numerous European settlers obtained land within the Town of Hobart, joining with Oneidas for the area's primary use of the land – farming.



Today, Hobart is an important part of the Green Bay regional community, and is located next to the Austin-Straubel Airport, and just minutes from rail and shipping resources along Lake Michigan.



## **COMMUNITY LIFE**

The fortunate residents of Hobart enjoy the conveniences of urban life in neighboring Green Bay, while also enjoying the quiet rural lifestyle of a peaceful and beautiful environment that is the Village of Hobart. There is a long-generational work ethic here, borne of farming, helping neighbors, celebrating family joys and community gatherings year after year. Hobart has a very stable population with third and fourth generations of family members choosing to make their homes here. In 2008 Hobart celebrated its centennial year with numerous community events.

Hobart receives an average of 29 inches of rain per year, and an average snowfall of 46 inches for winter

recreation and sporting activities. Spring hustles in during April, and many tourists flock to the lakes during our summer months. Fall brings spectacular tree color and Green Bay Packer football!



Hobart has a wondrous 40-acre area, the Four Seasons Park that is home to the honored values of the community. At Four Seasons Park are memorial areas to our Veterans and our law enforcement. Numerous community events honoring these two valued services to the community and country are held annually in Four Seasons Park, including the annual, and now internationally known Ryan Jerabek Memorial Run. In addition, Hobart has an impressive and long-standing volunteer fire department that hosts numerous community activities each year.



### VILLAGE ADMINISTRATION

A five-member elected Board of Trustees serves as the governing authority for the Village. Hobart is a council-manager form of municipal government wherein the council (Trustees) set and guide municipal policy and the Administrator implements and administers municipal policy. The Village Administrator oversees a full-service local government that includes Hobart-Lawrence Police Department, Public Works, a Municipal Court, Clerk's Office, Zoning and Utilities, and Department of Community Development and Tribal Affairs.

The governing body has achieved a full-service government that employs 17 personnel and still

keeps property taxes at a minimal and manageable rate. The police department increased to full-time service in 2008 and interacts with Brown County Sheriff and numerous other local law enforcement and public service agencies.

The Village of Hobart is very interactive with its residents. Hobart has more citizen committees providing input and recommendations to their elected officials than any other entity in Brown County, and perhaps the entire State. Apathy is not a problem in Hobart. Our residents care very much about their community and keep in close contact with elected officials and Village staff. And, they are some of the brightest people around.



### DEMOGRAPHICS

Since the 2000 Census Hobart has increased its population by 15.3% to an estimated population of just about 6,000 residents. This is twice the growth rate of the State. Hobart's residents represent the highest median family income (\$76,626) of all municipalities in Brown County coupled with one of the lowest property tax rates. About two-thirds of the Village consists of residential neighborhoods, limited commercial and industrial activity, and large areas of recreational land.

According to the Wisconsin Department of Administration, Hobart's population is expected to increase by nearly 222% by 2030 to a projected 12,600. In comparison, Wisconsin overall will likely see an increase of about 17% during the same time period.

Most homes are single-family on lots greater than 1.5 acres. We have one of the lowest poverty rates (4%) in Wisconsin. According to bestplaces.net the Village of Hobart's violent crime rate on a scale of 1 – 10 is a 2, and its property crime on the same scale, is a 3. Substantial credit goes to our valued police and fire personnel for their ongoing prevention and

safety programs, and commendable responsiveness to any resident's need.

The population in both Hobart and Brown County is younger than the state overall, indicating that there is a greater percentage of the population in their prime working years.

One out of three residents has a bachelor's degree or higher, and nearly 90% of our community are high school graduates. Speaking of schools, the Village of Hobart is served by two excellent school districts: Pulaski Community School District in the northern section of Hobart, and West De Pere School District in the southern section of Hobart.



### FINANCIAL OUTLOOK

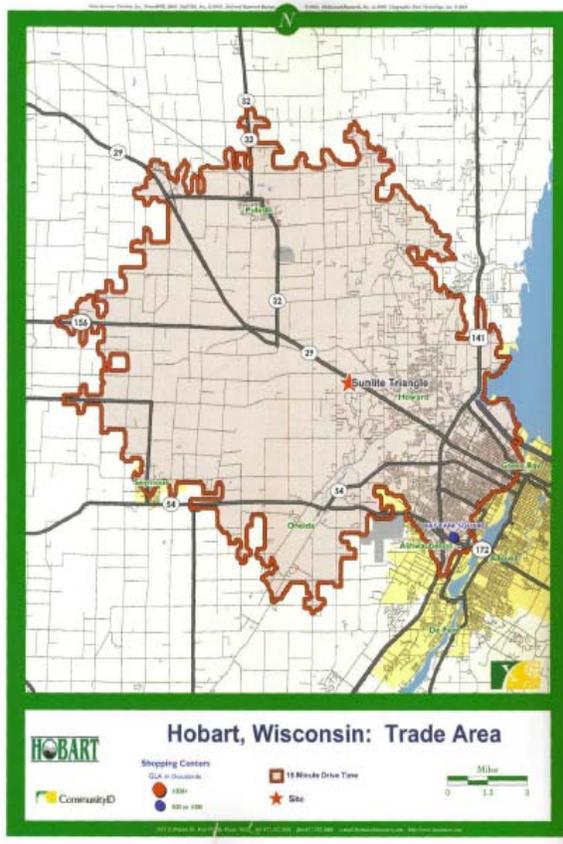
In June of 2009 the Village of Hobart's financial consultant informed the Board of Trustees that Hobart had received an upgraded bond rating from Standard and Poors. In 2008 the Village's rating was A+. That rating has been upgraded to AA-. The Standard and Poors Ratings Digest published June 23, 2009 reports about Hobart, "Financial operations have been solid, with the maintenance of a general fund balance we consider very strong." Hobart's elected officials, staff and financial consultants have been vigilant in fiscal management policies and practices.

Even in difficult economic times, Hobart is fiscally sound. The Village's financial consultant stated, "It is phenomenal that in a distressed and uncertain national economy the Village would receive an upgrade at a time when bond and investment ratings are very conservative and constrained. This will make all future municipal bonds and notes more attractive to investors and will lower future interest rates for the Village on new debt."

### MARKETING

In 2008-2009 the Village commissioned a formal retail and consumer marketing analysis to determine

the appropriate population base served by the Centennial Centre at Hobart, and to customize retail recruitment to blend with current consumer purchases for long-term business sustainability. The map on this page represents a population base of greater than 60,000 consumers who live within a 15-minute drive-time of the Village's new commercial development project.



Hobart has completed a full commercial/retail marketing analysis with the assistance of Buxton, LLC, a national marketing firm located in Dallas, Texas. The marketing project included community "listening" sessions that, combined with actual regional consumer data, identified and prepared marketing packages for ten preferred retail entities.

Hobart staff is now implementing the outreach components to recruit and attract desired and sustainable businesses to a major mixed-use development project described on the page that follows.



## ECONOMIC DEVELOPMENT

With the assistance of Hobart's Community Development Authority, plans are moving forward to develop an Area Economic Development Plan for the southern area of the Village. Our northern area remains predominantly residential except for 3% of the land being developed into a new multi-use development along our northern boundary.

Our northern boundary is State Highway 29, the main route between Minneapolis and Green Bay. To facilitate economic development and long-term planning, Hobart has fully launched:



During Hobart's centennial year of 2008, Hobart launched a major economic development project located on its northern boundary, State Highway 29. Hobart purchased 350 acres of clean farm land and has identified a 603-acre area that now has a Planned Development District zoning ordinance guiding the future of this area. This mixed use commercial land use development was named, *Centennial Centre at Hobart*, to honor its launch in our centennial year, to honor the founders and settlers of this community, and to ensure the economic sustainability of Hobart's next 100 years.



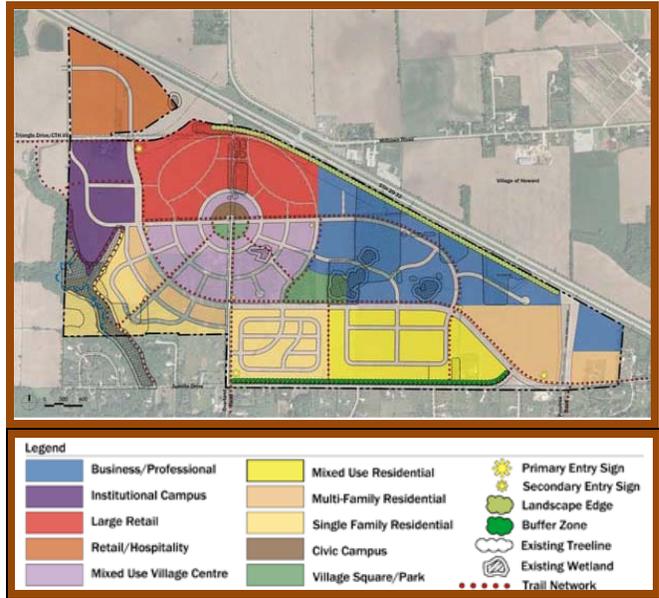
The Village moved forward with pre-planning tasks on a parallel path, including a concept plan, Master Plan, archaeological surveys, wetland delineations, financing tools to establish a Tax Increment District (TID) during the last half of 2008. Throughout 2009, land appraisals and acquisition for transportation corridors connecting with State 29 were accomplished, and plats were recorded to commence development sales.

In August 2009 the Village contracted for installation of over a mile of sewer to be brought to the project site, and a quarter-mile of water line brought to the site. By the end of 2009, the Village had sold over 80 acres to a developer committed to provide 256 multi-family residential units, and 145 single family homes.

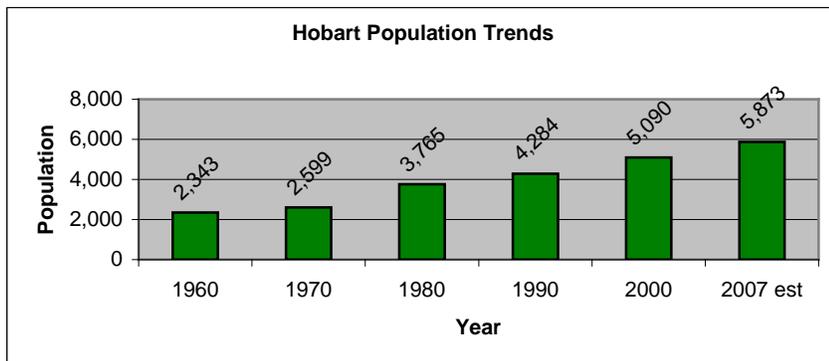
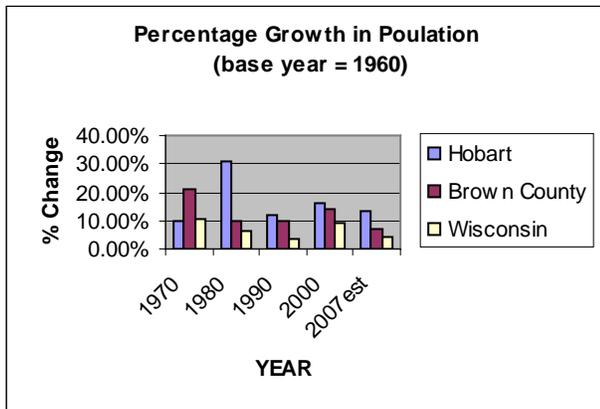
The Village also contracted with a developer for the first large commercial building. Both of these projects are under construction with occupancy scheduled for March 2010 for the commercial building and first sections of multi-family and single family homes. In addition, the Village contracted for building the first one-third mile of Centennial Boulevard, a major arterial through Centennial Centre area.

All of the above-described activity was accomplished within a 14-month period of time, an amazing accomplishment for a municipal government. Credit goes to the Village Board of Trustees and staff who have timely and courageously moved one piece forward after another, with a firm commitment to be known as a willing municipal to interested investors, developers, and new businesses. We know time is money in this economically difficult time, and we are proud to be able to report the creation of 50 jobs, with hundreds more coming, at this very beginning phase of *Centennial's* development.

The very best features of *Centennial Centre of Hobart* will include the construction of a Village Square, giving Hobart residents its first sense of a “downtown” – or a heart for its community. The area will include substantial consumer resources including retail, restaurants, professional office spaces, light manufacturing, educational and medical facilities, many pathways, lovely tree-lined boulevards and beautifully landscaped green space and recreational spaces.



## POPULATION TRENDS



## HOUSING

The median home value in Hobart, WI, is \$247,800. The median age of Hobart, WI, real estate is 20 years.

Housing	Hobart	U.S.
Median Home Age	20	27
Median Home Cost	\$247,800	\$217,200
Home Ownership	87.87%	64.07%
Homes Rented	9.93%	21.45%
Vacant Housing	2.35%	14.48%

## GOVERNMENT

A council-manager form of government serves Hobart consistent with the statutory duties and obligations of a home-rule village in the state of Wisconsin. The Village has the right to uphold the general welfare and safety of all residents and must, because of its population have its own police force. A council-manager format allows for an administrator to carry out the duties and policies set forth by the Village Board of Trustees (legislative body). This government format differs from cities that are often, but not always, governed by a full-time mayor, who serves as the executive and serves in the legislative body of the government.

Our Village is served by a Village President and four (4) Trustees elected at large, and not according to districts or wards. The Trustees serve 2 year, overlapping terms. This ensures that the entire electorate votes all Trustees to office. In fact, the structure of constituents is a distinguishing characteristic between cities and villages because cities must be divided into wards or districts and, structurally, the elected officials are only responsible for those residing in that district. Villages have the option of breaking into wards or remaining “at large.”

Towns, on the other hand, are not “municipalities” like cities, villages and counties. Towns do not have home-rule authority and do not have to provide police and fire services. Further, towns have less control over regulating land use through zoning. Most towns in Wisconsin still receive many of their critical services through the county or through private contracts.

## SCHOOLS DISTRICTS AND EDUCATION PROFILE

Two school districts, the West DePere and Pulaski School Districts, serve Hobart’s youth. In most cases, HWY 54 (Mason St.) serves as the north/south boundary between Pulaski School District (north) and West DePere School Districts (south). Post-secondary education is conveniently available at nearby Northeast Wisconsin Technical College, the University of Wisconsin-Green Bay and St. Norbert College.

### The Pulaski School District

Hillcrest Elementary School  
2194 Hillcrest Road  
Hobart, WI 54155  
(920) 499-2153

Lannoye Elementary School  
2007 County Road U  
Green Bay, WI  
(920) 865-6400

Pulaski Community Middle School  
911 St. Augustine Street  
Pulaski, WI  
(920) 822-6500

Pulaski High School  
1040 St. Augustine Street  
Pulaski, WI  
(920) 822-6700

Visit the Pulaski School District Web Site at <http://www.pulaski.k12.wi.us> for further information.

### The West DePere School District

Westwood K-4  
1155 Westwood Street  
DePere, WI 54115  
(920) 337-1087

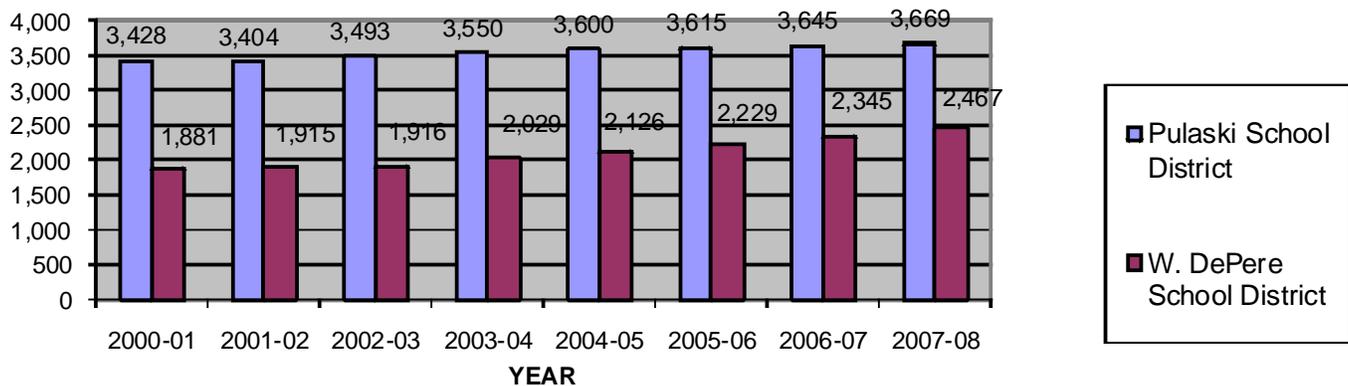
West DePere High School  
665 Grant Street  
DePere, WI 54115  
(920) 338-5200  
<http://www.wdpsd.com>

West DePere Middle School  
1177 S. 9th. Street  
DePere, WI 54115  
(920) 337-1099

The West DePere School District Offices  
930 Oak Street  
DePere, WI 54115  
(920) 337-1393

Hemlock Creek Elementary  
1900 Williams Grant Drive  
DePere, WI 54155  
(920)-425-1900

**Enrollment by District - # of Students**



Source: Wisconsin Department of Public Instruction

## Education Cont'd:

Education (2007 statistics)	Hobart, WI	United States
School Expend.	\$6,205	\$6,058
Pupil/Teacher Ratio	18	15.9
Students per Librarian	600	907
Students per Counselor	470	546
2 yr College Grad.	7.48%	8.22%
4 yr College Grad.	18.69%	15.16%
Graduate Degrees	9.54%	7.16%
High School Grads.	88.54%	79.62%

(Source: [www.census.gov](http://www.census.gov))

## Economic Profile

### Unemployment

The unemployment rate in Hobart, WI, is 4.60%, with job growth of -0.11% (2006-2007). Future job growth over the next ten years is predicted to be 15.86%. Firm figures of unemployment specific to the Village have not been identified since the economic downturn of 2008-2009.

### Taxes

Hobart sales tax rate is consistent with the state sales tax at 5.50%. Income tax is 6.93%. The 2010 Village tax rate portion is \$4.10/\$1,000 of assessed property value.

### Income and Salaries

The income per capita is \$33,200, which includes all adults and children. The median household income is \$79,235.

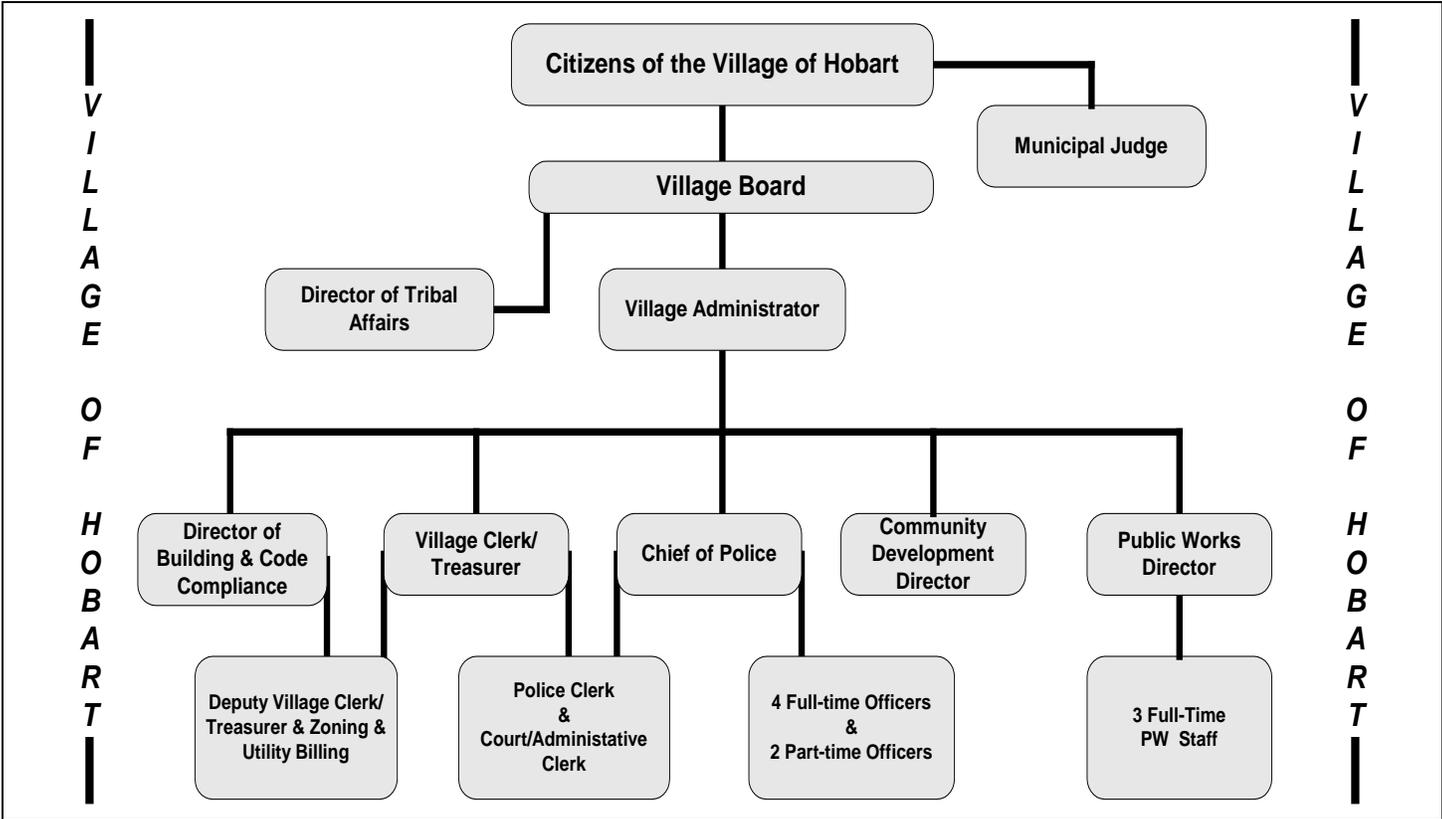
### Largest Taxpayers (2007)

1. Oneida Tribe of Indians of Wisconsin
2. Hobart Logistics
3. Polo Point, LLC
4. Thornberry Creek Golf Course, LLC
5. Thomas J. Juza Custom Homes
6. Van Rite Properties
7. O'Neal, Ralph and Julie
8. Technical Associates Group
9. Marlow, Jeffery and Deborah
10. Harrison, Richard and Denise

### Largest Employers within the Village (2007)

<u>Employer</u>	<u># Employees</u>
1. Bayland Buildings/BayCo Properties	125
2. Thornberry Creek Country Club	51
3. High View Custom Fabrication	50
4. Robert E. Lee & Associates	49
5. Dean Pickle and Specialty Products	46

# VILLAGE OF HOBART, WI ORGANIZATIONAL CHART



## VILLAGE PERSONNEL

The majority of Village personnel (excluding the Village Board) are full time 40 hour/week employees; however, certain functions do not require a 40 hour workweek to perform necessary duties. Examples of these would be the Municipal Court Clerk (32 hrs), the Police Chief (35 hrs) and, additionally, the Village utilizes two (2) part time police officers to cover vacations, municipal court bailiff duties or other time throughout the year where full time officers are unavailable. The part time officers afford the Village 24/7/365, full-service coverage.

Personnel are paid on a wage or a salary basis depending on their job title/duties. Generally, the Village Board, administrator and department directors are paid salary and all other members of the Village team are paid on an hourly basis. Salaries and wages are also “spread” across various functional areas. The reader can find this line-item detail and total compensation of personnel in the details of the departments or in Appendices A & B of this document.

A total of six (6) employees are represented by a labor union, Teamsters 662. All other staff are “exempt” employees, not subject to the Union representation or otherwise choose not to be included in the bargaining group.

The Village Board has made minimizing the cost of personnel and fringe benefits a priority. Each employee works within a team and often performs work in/for other departments. We have a small, yet still effective workforce in comparison to other municipalities the size of Hobart.

# 2010 OPERATING BUDGET

## FINANCIAL INFORMATION

## SUMMARY OF 2010 BUDGET

REVENUE	2007 ACTUAL	2008 ACTUAL	2009 BUDGET	2010 BUDGET	% Change
Taxes (non-Property)	\$ 115,800.63	\$ 105,916.00	\$ 107,000.00	\$ 108,000.00	0.93%
State Shared Revenue	120,757.37	120,694.41	125,155.41	104,927.16	-16.16%
Federal/State Grants	362,270.43	305,066.79	303,075.95	281,995.07	-6.96%
Licenses/Permits	111,624.13	98,595.00	125,220.00	122,355.00	-2.29%
Law and Ordinance Violations	33,410.85	35,000.00	55,000.00	57,500.00	4.55%
Public Charges for Services	285,538.28	265,111.82	390,062.14	399,834.43	2.51%
Other Reimbursements/Interest	476,435.45	350,859.28	411,043.57	295,208.86	-28.18%
<b>TOTAL REVENUE</b>	<b>\$ 1,505,837.14</b>	<b>\$ 1,281,243.30</b>	<b>\$ 1,516,557.07</b>	<b>\$ 1,369,820.52</b>	<b>-9.68%</b>
<b>EXPENSES</b>					
General Government	\$ 797,050.32	\$ 1,154,907.90	\$ 896,790.40	\$ 837,480.03	-6.61%
Public Safety	640,142.84	722,645.74	821,147.38	868,067.63	5.71%
Public Works	434,308.58	463,835.60	678,164.41	698,200.12	2.95%
Conservation and Develop	92,566.94	120,163.98	71,932.50	62,290.66	-13.40%
<b>TOTAL EXPENSES</b>	<b>\$ 1,964,068.68</b>	<b>\$ 2,461,553.22</b>	<b>\$ 2,468,034.69</b>	<b>\$ 2,466,038.44</b>	<b>-0.08%</b>
<b>Revenue Less Expenses</b>	<b>\$ (458,231.54)</b>	<b>\$ (1,180,309.92)</b>	<b>\$ (951,477.62)</b>	<b>\$ (1,096,217.92)</b>	<b>15.21%</b>
<b>Estimated GF Expenses</b>	<b>\$ 1,964,068.68</b>	<b>\$ 2,461,553.22</b>	<b>\$ 2,468,034.69</b>	<b>\$ 2,466,038.44</b>	<b>-0.08%</b>
<b>Estimated GF Revenues</b>	<b>\$ (1,505,837.14)</b>	<b>\$ (1,281,243.30)</b>	<b>\$ (1,516,557.07)</b>	<b>\$ (1,369,820.52)</b>	<b>-9.68%</b>
<b>General Fund Tax Levy</b>	<b>\$ 618,747.97</b>	<b>\$ 876,379.82</b>	<b>\$ 952,085.63</b>	<b>\$ 1,096,217.92</b>	<b>15.14%</b>
<b>Sewer/water Future</b>					
<b>Capaity</b>	<b>\$ 324,228.11</b>	<b>\$ 324,228.11</b>	<b>\$ 324,228.11</b>	<b>\$ 294,027.73</b>	<b>-9.31%</b>
<b>Debt Service Tax Levy</b>	<b>\$ 909,288.43</b>	<b>\$ 923,941.00</b>	<b>\$ 709,719.26</b>	<b>\$ 832,313.72</b>	<b>17.27%</b>
<b>Capital Improvement Tax</b>	<b>\$ 564,590.00</b>	<b>\$ 340,342.67</b>	<b>\$ 582,450.00</b>	<b>\$ 379,345.07</b>	<b>-34.87%</b>
<b>TOTAL TAX LEVY</b>	<b>\$ 2,416,854.51</b>	<b>\$ 2,464,891.60</b>	<b>\$ 2,568,483.00</b>	<b>\$ 2,601,904.44</b>	<b>1.30%</b>

**SUMMARY OF VILLAGE REVENUES**

<b>TAXES</b>	<b>2007 ACTUAL</b>	<b>2008 ACTUAL</b>	<b>2009 BUDGET</b>	<b>2009 EST.</b>	<b>2010 BUDGET</b>	<b>% Change</b>
General Property Taxes	\$ 618,747.97	\$ 876,379.82	\$ 952,085.63	\$ 952,085.63	\$1,096,217.92	0.00%
Managed Forest Crop	49.19	15.00	-	51.56	-	0.00%
Use Value Penalty	1,212.05	-	-	1,490.53	1,500.00	0.00%
Interest on Taxes	6,199.17	-	-	-	-	0.00%
Pmt in Lieu of Taxes	1,459.48	1,500.00	-	-	-	0.00%
Pilot Payment	106,880.74	104,401.00	107,000.00	106,483.20	106,500.00	-0.47%
<b>Total Taxes</b>	<b>\$ 115,800.63</b>	<b>\$ 105,916.00</b>	<b>\$ 107,000.00</b>	<b>\$ 108,025.29</b>	<b>\$ 108,000.00</b>	<b>0.93%</b>
<b>STATE SHARED REVENUES</b>						
State Shared Revenues	\$ 98,917.96	\$ 98,917.00	\$ 98,917.00	\$ 98,917.00	\$ 84,080.00	-15.00%
2% Fire Dues (Ins)	19,277.41	19,277.41	19,277.41	18,647.16	18,647.16	-3.27%
Exempt Computer Aid	2,562.00	2,500.00	6,961.00	1,977.00	2,200.00	-68.40%
<b>Total Shared Revenues</b>	<b>\$ 120,757.37</b>	<b>\$ 120,694.41</b>	<b>\$ 125,155.41</b>	<b>\$ 119,541.16</b>	<b>\$ 104,927.16</b>	<b>-16.16%</b>
<b>FEDERAL/STATE GRANTS</b>						
Police Grant	\$ -	\$ -	\$ 20,000.00	\$ 42,000.00	\$ 10,050.00	-49.75%
Fire Dept Equip Grant	8,645.72	-	-	-	-	0.00%
State Transportation Aids	280,471.16	280,154.79	253,125.95	253,125.22	239,445.07	-5.40%
DNR Recycling Grant	27,680.26	24,912.00	29,950.00	30,238.22	30,500.00	1.84%
Gypsy Moth Grant Funds	718.44	-	-	2,169.97	2,000.00	0.00%
County Culvert Reimburse	20,743.00	-	-	-	-	0.00%
<b>Total State Grants</b>	<b>\$ 362,270.43</b>	<b>\$ 305,066.79</b>	<b>\$ 303,075.95</b>	<b>\$ 327,533.41</b>	<b>\$ 281,995.07</b>	<b>-6.96%</b>
<b>LICENSES AND PERMITS</b>						
Licenses and Permits	\$ (75.00)	\$ 110.00	\$ 110.00	\$ 170.00	\$ 150.00	36.36%
Liquor Licenses	2,420.00	2,400.00	2,400.00	2,660.00	2,060.00	-14.17%
Legal Ads for Liquor Lic.	60.00	60.00	60.00	80.00	80.00	33.33%
Cigarette Licenses	150.00	150.00	100.00	150.00	150.00	50.00%
Franchise Fee / Cable TV	26,423.80	26,500.00	40,000.00	35,208.48	35,000.00	-12.50%
Operators & Background	1,055.00	1,000.00	700.00	1,000.00	1,000.00	42.86%
Dog License & Cty Refund	1,046.62	1,800.00	1,800.00	1,900.00	1,900.00	5.56%
Building Permits	28,991.40	20,000.00	25,000.00	23,500.00	28,200.00	12.80%
State Seals Collected	375.00	450.00	250.00	245.00	1,000.00	300.00%
Admin Fee for Permits	3,150.00	3,000.00	2,500.00	1,800.00	2,500.00	0.00%
Erosion Control Fees	2,350.00	2,500.00	1,800.00	800.00	1,800.00	0.00%
Land Use Permits	2,900.00	300.00	300.00	2,690.00	2,000.00	566.67%
Zoning/Cond Use/Variance	3,800.00	2,200.00	2,000.00	800.00	1,200.00	-40.00%
CSM & Plat Fees	1,500.00	1,500.00	1,500.00	600.00	1,000.00	-33.33%
Site Review Permits	635.00	450.00	750.00	200.00	750.00	0.00%
Park Fee/Bldg Permits	3,000.00	4,000.00	4,000.00	800.00	2,000.00	-50.00%
Park/Developer Fees	5,296.61	6,000.00	5,000.00	6,000.00	6,000.00	20.00%
Park Rental/Shelter Area	3,425.00	4,000.00	3,500.00	3,500.00	3,500.00	0.00%
Quarry/Other Permits	4,105.00	2,475.00	3,350.00	3,965.00	3,965.00	18.36%
Dog License Late Fees	127.00	127.00	100.00	90.00	100.00	0.00%
Rent- Land & Tower	25,388.70	19,573.00	30,000.00	25,000.00	28,000.00	-6.67%
<b>Total Licenses/Permits</b>	<b>\$ 111,624.13</b>	<b>\$ 98,595.00</b>	<b>\$ 125,220.00</b>	<b>\$ 111,158.48</b>	<b>\$ 122,355.00</b>	<b>-2.29%</b>

Cigarette Licenses	150.00	150.00	100.00	150.00	150.00	50.00%
Franchise Fee / Cable TV	26,423.80	26,500.00	40,000.00	35,208.48	35,000.00	-12.50%
Operators & Background	1,055.00	1,000.00	700.00	1,000.00	1,000.00	42.86%
Dog License & Cty Refund	1,046.62	1,800.00	1,800.00	1,900.00	1,900.00	5.56%
Building Permits	28,991.40	20,000.00	25,000.00	23,500.00	28,200.00	12.80%
State Seals Collected	375.00	450.00	250.00	245.00	1,000.00	300.00%
Admin Fee for Permits	3,150.00	3,000.00	2,500.00	1,800.00	2,500.00	0.00%
Erosion Control Fees	2,350.00	2,500.00	1,800.00	800.00	1,800.00	0.00%
Land Use Permits	2,900.00	300.00	300.00	2,690.00	2,000.00	566.67%
Zoning/Cond Use/Variance	3,800.00	2,200.00	2,000.00	800.00	1,200.00	-40.00%
CSM & Plat Fees	1,500.00	1,500.00	1,500.00	600.00	1,000.00	-33.33%
Site Review Permits	635.00	450.00	750.00	200.00	750.00	0.00%
Park Fee/Bldg Permits	3,000.00	4,000.00	4,000.00	800.00	2,000.00	-50.00%
Park/Developer Fees	5,296.61	6,000.00	5,000.00	6,000.00	6,000.00	20.00%
Park Rental/Shelter Area	3,425.00	4,000.00	3,500.00	3,500.00	3,500.00	0.00%
Quarry/Other Permits	4,105.00	2,475.00	3,350.00	3,965.00	3,965.00	18.36%
Dog License Late Fees	127.00	127.00	100.00	90.00	100.00	0.00%
Rent- Land & Tower	25,388.70	19,573.00	30,000.00	25,000.00	28,000.00	-6.67%
<b>Total Licenses/Permits</b>	<b>\$ 111,624.13</b>	<b>\$ 98,595.00</b>	<b>\$ 125,220.00</b>	<b>\$ 111,158.48</b>	<b>\$ 122,355.00</b>	<b>-2.29%</b>
<b>LAW AND ORDINANCE</b>						
<b>VIOLATIONS</b>	<b>2007 ACTUAL</b>	<b>2008 ACTUAL</b>	<b>2009 BUDGET</b>	<b>2009 EST.</b>	<b>2010 BUDGET</b>	<b>% Change</b>
Court Penalties/Costs	\$ 33,410.85	\$ 35,000.00	\$ 55,000.00	\$ 55,850.00	\$ 57,500.00	4.55%
<b>Total Law/Ordinance</b>	<b>\$ 33,410.85</b>	<b>\$ 35,000.00</b>	<b>\$ 55,000.00</b>	<b>\$ 55,850.00</b>	<b>\$ 57,500.00</b>	<b>4.55%</b>
<b>PUBLIC CHARGES FOR SERV</b>						
Gypsy Moth Reimburs	\$ -	\$ -	\$ -	\$ -	\$ -	
Public Charges	3,310.00	3,000.00	3,500.00	\$ 3,500.00	\$ 3,500.00	0.00%
Garbage/Recycling Collecti	198,737.69	203,787.00	329,493.06	\$ 317,530.56	\$ 329,493.00	0.00%
Garbage Bags/Bins	1,696.45	1,200.00	1,200.00	\$ 700.00	\$ 700.00	-41.67%

### Description of Individual Revenues:

#### General Property Taxes:

Property taxes are paid into the Village based on the value of an individual property owner. In 2009 tax payment to the Village-only portion equals \$4.10/\$1,000 in property value. Tax bills are sent to taxpayers in the first two weeks of December of each year.

#### Payment in Lieu of Taxes:

These are revenues derived from the use of municipal property for things such as farming, or other payments to the Village instead of traditional property taxes. Often developers or other government pay an agreed amount versus an ad valorem (per value) tax. Another example is Village-owned land leased for cell phone towers.

#### State Shared Revenues:

These are stipends the state of Wisconsin gives local governments as a "rebate" on the state income and sales tax paid into them. State contributions are wholly

contingent on the strength of the economy and state budget, thus, cannot be relied upon each year as a steady revenue source.

**Fire Dues Insurance:**

State contributions are given to Hobart to help offset costs of fire protection and firefighting services.

**Exempt Computer Aid:**

Computers used for business and commerce cannot be computed as part of personal property taxes for Hobart residents. The state of Wisconsin gives a nominal stipend to aid the municipality in overcoming this lost revenue.

**Police Grants:**

Grants are received from federal and state agencies to help protect public safety. Some examples of grants include those for drunk driving, seatbelts or those to help combat underage alcohol consumption. In 2009, Hobart will receive a speed enforcement grant and is likely to receive a second grant to enforce state liquor laws.

**State Transportation Aids:**

Funds are given to local municipalities for the purpose of operation, maintenance and construction of major road and infrastructure improvement. Again, these funds are wholly contingent on the economy and state budget. The awards are for amount of lane miles the Village maintains and the source of funds is a percentage of the state's gasoline tax. Hobart experienced over a \$27,000 reduction from 2008 and may realize even greater cuts to this program in the next three years.

**DNR Recycling Grant:**

Grants are also given to municipalities from the Wisconsin Department of Natural Resources (DNR) to help offset the costs of performing or contracting for a recycling program. Hobart contracts with Brown County Port and Solid Waste for the disposal of recyclables. We have a hauler, Wittenberg Disposal, which transports our recyclables to County facilities for processing.

**Licenses and Permits:**

Revenues derived from permits, other than building permits, and licenses constitute license and permit revenue. Individuals come to the Village for a license/permit and pay a small fee. For example, permits for outdoor burning are \$10.00.

**Liquor Licenses, Legal Advertisements for Liquor Licenses:**

Hobart receives revenues from the issuance of liquor licenses for those establishments that serve beer, wine or liquor. Most municipalities in Wisconsin control the number of liquor license either with quotas assigned to an "area" or per capita.

**Cigarette Licenses:**

Businesses wishing to sell cigarettes at their establishments must also obtain a cigarette license for \$50.00 annually.

**Franchise Fee/Cable TV:**

Time Warner refunds a certain percentage of their profits on accounts within the Village.

**Operators and Background Checks:**

The Village receives revenues from fees for criminal background checks for individuals applying for bartenders' licenses. All those wishing to serve alcohol, or operate an establishment that serves alcohol, must go through this as a part of the annual renewal for the liquor license.

**Dog Licenses and County Refund:**

Hobart receives revenues from annual dog licenses that residents must get for their pets. The cost is \$10.00 if the animal is not spayed/neutered and \$5.00 if it is. Residents must renew their licenses prior to March 31 to avoid a \$5.00 late fee.

**Building Permits:**

Fees are collected from homebuilders, homeowners, general contractors or individual residents for the cost of reviewing, processing, issuing permits and for inspecting new construction, rezoning, remodeling, etc. New building permit fees and charges for inspection services are in place for 2009 moving forward. Please visit the Village website for the revised fee schedule.

**State Seals Collected:**

The Village collects fees for new construction projects to verify they are up to all regulatory building codes. The state requires the Village to use these seals to qualify a building as safe and in compliance with all applicable codes and regulations.

**Administration Fee for Permits:**

Some permits, building site review, etc. require extensive time from the Village Building Inspector/Zoning Administrator and other Village staff. When extensive attention to individual projects is required, the Village assesses a builder or resident a fee for actual staff time expended.

**Erosion Control Fees:**

Erosion control fees are specific to the Village's storm water management. When constructing new buildings, additions, etc. The Building Inspector/Zoning Administrator must approve proper storm water management practices. Erosion control, however, also extends beyond new construction sites and can apply to any circumstance where erosion regulation is required.

**Land Use/Zoning/Conditional Use/Variiances:**

Hobart accounts for revenues derived from specific requests for changes to the Zoning Code that affect only one or a few number of parcels within the Village. The

Planning and Zoning Committee recommends changes to the Board for ultimate approval.

**CSM/Plat/Site Review Fees:**

Revenues derived from the planning and approval process for subdivision of land and building projects within the Village are accounted in this category. The plans have many required details that must proceed through the Planning and Zoning Commission, Community Development Authority and ultimately the Village Board for final approval.

**Park Fee:**

Park fees are a subset of fees derived from the division of land within Hobart. A developer must pay the Village a park fee to offset the operation and maintenance costs of Four Seasons and Pine Tree Park.

**Developer Fees:**

A land developer must submit to the Village a payment equal to 1/35 of the fair market value of the land that is being developed/subdivided.

**Park Rental/Shelter Area:**

Rental revenues are from rental of the park shelters and facilities for private parties and occasions.

**Quarry Permits:**

Anyone wanting to operate a quarry in the Village limits must pay a fee. This will help offset the wear and tear on the transportation (roads) systems to and from the quarry.

**Land and Tower Rental:**

Land and tower rental revenues are payments made to the Village for rental of municipal lands for cellular phone towers or other private/corporate infrastructure requiring Village-owned property.

**Court Penalties/Costs:**

Revenues from Municipal Court are fines and forfeitures for violations of a Hobart municipal ordinance. The Police Department issues citations and the person receiving it has the opportunity to appear before the Hobart-Lawrence Municipal Judge.

**Public Charges:**

Public Charges revenue occur when real estate brokers, banks and other financiers request information and a determination, via a letter from Village staff, that a piece of property does not have any outstanding charges, liens or delinquencies.

**Garbage Collection/Bags/Bins:**

Revenues collected from residents for refuse and recycling service. These appear as

charges separate from property taxes and are thus, also accounted for in this revenue category.

**Lighting:**

The lighting category is a “pass through” for utility charges the Village incurs for decorative streetlights on behalf of certain neighborhoods. The Village receives the utility bill, but is then reimbursed by the residents that actually benefit from the lighting.

**Lawrence Reimbursement for Police Department and School Liaison:**

Hobart receives payment from the Town of Lawrence for their share of Police Department Costs. The share is 2/3 Hobart 1/3 Lawrence for personnel and administration costs and 50/50 for capital items including vehicles, radios, computers and other fixed assets.

**Fire Call on Roads:**

Fire calls on roads are revenues from “charge backs” to the state when our volunteer fire department supports a fire call on state or county roads. The theory behind this being that Hobart residents should not pay for a service performed for non-residents.

**Interest:**

Interest pertains to interest earnings yielded from the investment of Village funds. The state sets strict guidelines and limits the risk the Village can assume when investing the public’s money.

## **EXPLANATION OF GENERAL FUND (GF) EXPENDITURES**

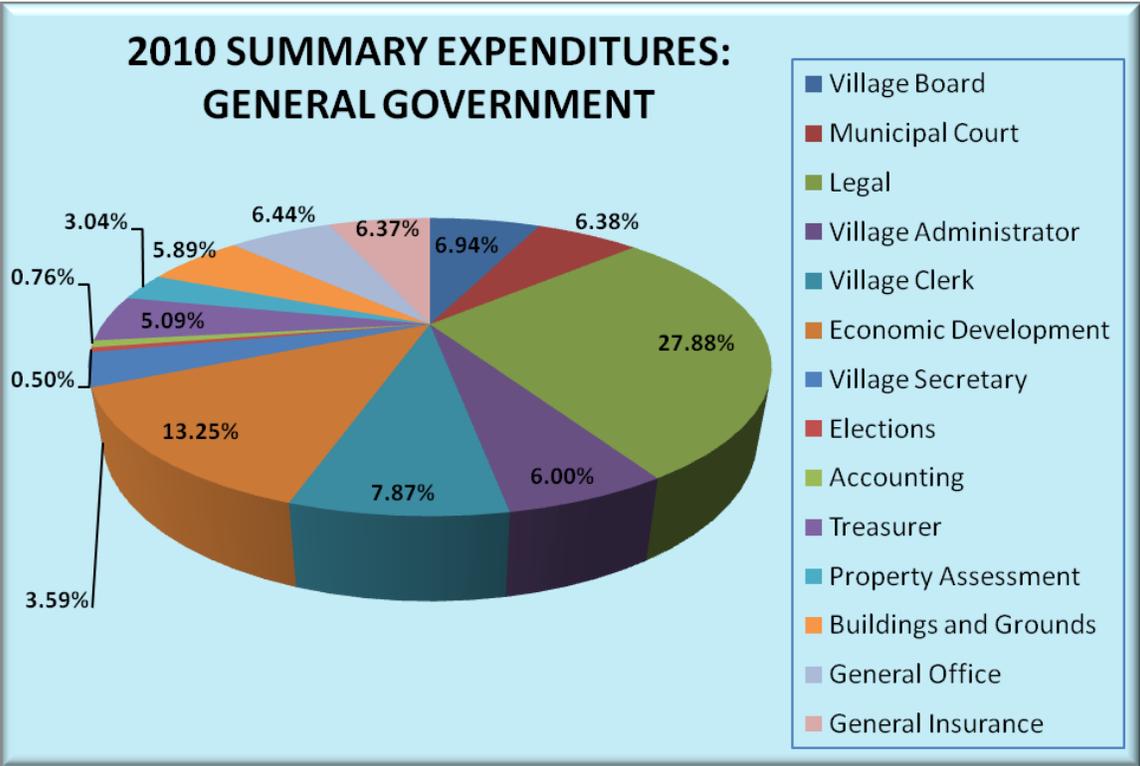
The key general fund expenditure categories are General Government, Public Safety, Public Works, Legal Fees and Conservation & Develop. Hobart's breakdown is proportional for the 2010 budget.

To fully understand the layout of this budget presentation, it is important for the resident to know that governments have different "funds." The General Fund is the largest and represents five (5) spending areas (see above). In each spending area exists key departments and programs that further break down the larger expenditure categories. You will see the detail of programs and departments as you progress through this document.

Expenditures in the capital budget and debt service budgets are considered general fund expenditures, but are not shown here because unlike the categories above, capital and debt service have their own "levy" that, in addition to the general fund categories, are added together to determine your total tax levy. Details for these budgets are included in this presentation, but are not included in the breakdown of the general fund (graph below).

Water, Sewer, Storm Water and the TID funds are "enterprise" accounts, meaning they operate with revenues not associated with the general levy. For example, households are charged separately for sewer and water by paying rates for that usage. Enterprise accounts can be found near the end of this budget presentation. Hobart does levy for a small portion of funds for future capacity of the water/sewer utilities as you can see on page 22, SUMMARY OF 2010 Budget.

<b>SUMMARY OF VILLAGE EXPENDITURES: GENERAL GOVERNMENT</b>					
	<b>2007 ACTUAL</b>	<b>2008 ACTUAL</b>	<b>2009 BUDGET</b>	<b>2010 BUDGET</b>	<b>% Change</b>
Village Board	\$ 51,987.64	\$ 55,117.92	\$ 60,831.99	\$ 58,114.35	-4.47%
Municipal Court	42,581.37	50,461.52	54,179.86	53,395.92	-1.45%
Legal	292,974.00	609,230.23	312,000.00	233,500.00	-25.16%
Village Administrator	91,885.24	62,741.66	56,263.31	50,270.63	-10.65%
Village Clerk	65,442.48	69,077.10	66,088.46	65,925.11	-0.25%
Economic Development	16,391.57	53,853.01	90,145.68	110,940.45	23.07%
Village Secretary	22,700.44	19,719.40	20,123.95	30,075.52	49.45%
Elections	4,239.77	7,308.74	5,037.70	4,173.36	-17.16%
Accounting	3,600.00	6,315.00	6,115.00	6,330.00	3.52%
Treasurer	33,758.47	46,469.65	43,102.38	42,619.60	-1.12%
Property Assessment	24,998.75	25,541.92	25,900.00	25,500.00	-1.54%
Buildings and Grounds	45,144.19	53,335.28	50,347.08	49,344.25	-1.99%
General Office	46,524.63	48,232.64	45,850.00	53,950.00	17.67%
General Insurance	41,541.00	47,503.83	60,805.00	53,340.83	-12.28%
<b>Total Expenses</b>	<b>\$797,050.32</b>	<b>\$ 1,154,907.90</b>	<b>\$ 896,790.40</b>	<b>\$ 837,480.03</b>	<b>-6.61%</b>



# Detailed General Government Programs and Departments

## VILLAGE BOARD OF TRUSTEES

### **DESCRIPTION:**

The Village Board is responsible for all legislative actions and policy-making for all Hobart residents. The Board is empowered with the authority to enact ordinances, or laws, to create fees and charges for Village services, and to adopt all regulations to protect the general health and welfare of residents. The state of Wisconsin grants the Village such powers under “home-rule authority” whereby the state vests in the Village the right to make its own laws and govern its residents as deemed appropriate as long as those laws do not contradict or diminish state-enacted laws.

Four Village Trustees and one Village President make up the legislative branch of our local government. The Board members are elected to two year, overlapping terms “at-large” meaning they represent the entire Village and not districts, which is a main distinction between a city and a village. The Board meets at the Village Office the first three Tuesdays of each month at 6 pm. Each Trustee also serves on at least one of the major citizen committees within the Village.

VILLAGE BOARD OF TRUSTEES						
	2007 ACTUAL	2008 ACTUAL	2009 BUDGET	2009 EST.	2010 BUDGET	% Change
Salaries	\$ 44,642.32	\$ 44,156.63	\$ 48,566.64	\$ 48,566.64	\$ 47,900.00	-1.37%
Payroll Taxes	3,285.09	3,308.45	3,715.35	3,715.35	3,664.35	-1.37%
Association Dues	4,042.23	3,208.54	3,000.00	3,250.00	3,000.00	0.00%
General Supplies	-	140.50	150.00	150.00	150.00	0.00%
Education and Travel Expenses	18.00	2,825.34	5,000.00	3,500.00	3,000.00	-40.00%
Mileage/Meal	-	1,478.46	250.00	250.00	400.00	60.00%
<b>Total Expenses</b>	<b>\$ 51,987.64</b>	<b>\$ 55,117.92</b>	<b>\$ 60,681.99</b>	<b>\$ 59,431.99</b>	<b>\$ 58,114.35</b>	<b>-4.23%</b>

## 2009 ACCOMPLISHMENTS

- ✓ Successful negotiation of approximately \$45M in Development in *Centennial Centre at Hobart* to take place over the next 8 years;
- ✓ Creation of Tax Increment District #1 to promote economic development;
- ✓ Successfully resisted any land-into-trust (and off the tax rolls) for 2009;
- ✓ Creation and approval of planned development district (PDD) #1;
- ✓ Completed successful transition of Asst. Administrator to Administrator;
- ✓ Upheld local government regulatory authority whenever/wherever challenged;
- ✓ Performed all necessary tasks in order to ensure accurate 2010 Census count;
- ✓ Completed 2010 Budget with no increase in Village taxes.

<b>VILLAGE BOARD OF TRUSTEES</b>	
<b>2010 STRATEGIC GOALS</b>	
<b>Preserve, protect and promote the U.S. Constitutional and civil rights of Hobart residents and taxpayers</b>	<b>Provide policy directives and supportive resources to staff for purpose of increasing economic development activities throughout the Village of Hobart</b>
<b>Implement policies and strategies that secure and ensure the authority of local government decision-making on matters affecting Hobart parcels and residents</b>	<b>Continue seeking innovative methods for improving efficiency of Village services while keeping tax rates among the lowest in the region</b>
<b>Continue actions to safeguard and expand the Village's property tax base</b>	<b>Inform, educate and engage Village residents about issues, processes and objectives of the Village of Hobart for purpose of continuously improving the quality of life and community identity of Hobart</b>

## DEPARTMENT: VILLAGE ADMINISTRATION

### **DESCRIPTION:**

In July 2009, Andrew Vickers was appointed to the position of Village Administrator, allowing Elaine Willman to refocus her efforts on Community Development and Tribal Affairs initiatives. This planned change has been a benefit for the organization, especially with the increased workload brought about by the *Centennial Centre at Hobart*. Andrew holds a Master's Degree in Public Administration from UW-Milwaukee and has served the communities of Milton, Bayside and Wauwatosa before his appointment in Hobart.



From an organization and management perspective, communities are not unlike private companies in that policies, procedures and protocols are important elements in supporting efficiency and customer service. 2009 can be considered as a progressive year in developing fundamental managerial components. Some of these components relate to improved communications with the public, greater transparency and distribution of financial data and improving the overall professionalism in conducting the business of government.

The Administrator serves as the chief executive officer of the Village carrying out the executive management function of the government. Mr. Vickers answers directly to the Village Board. He is responsible for the overall provision of services, budgeting, personnel management, economic development and intergovernmental relations. It is the Administrator's function to implement the laws and policies set forth by the Trustees.

Village Administration is committed to transparent and accountable local government. Demonstration of increased transparency can be found in more frequent publications about Hobart in the *Hobart-Ashwaubenon Press* and more frequent dissemination of news through the Village newsletter, *Hobart Happenings*, as developed by the Village staff.

### **SERVICES PROVIDED:**

Summarizing the work of the Administrator is a difficult task, however a brief overview of duties include, but are not limited to:

- Manage daily operations of the Village; such as, personnel, finance, budget performance monitoring and preparation of the annual Village budget,
- Oversight and review of planning and zoning, streets, sewer, water, police, municipal court, fire suppression, rescue service, first responders, affairs

concerning other governments, tribal relations, and economic development matters;

- Review, update and process Village ordinances, contracts, policies, and pertinent federal and state policies and statutes;
- Seek funding sources, including grants, to help supplement property tax revenues;
- Provide public information for Village residents about the operations of the Village;
- Facilitate communication between citizens and village government to assure that complaints and recommendations receive prompt attention and resolution by the responsible official;
- Network, coordinate and interact with adjacent, local governments as well as the state and federal government on matters directly affecting the Village;
- Promote the welfare, public safety, economic development and growth of the Village of Hobart through public and private sector interactions;

VILLAGE ADMINISTRATOR						
	2007 ACTUAL	2008 ACTUAL	2009 BUDGET	2009 EST.	2010 BUDGET	% Change
Salary	\$ 69,778.12	\$ 48,628.10	\$ 42,750.00	\$ 42,750.00	\$ 39,000.00	-8.77%
Payroll Taxes/WRS	12,224.66	8,693.43	7,716.38	7,716.38	7,273.50	-5.74%
Health Ins	7,219.41	2,685.67	1,923.90	1,975.00	1,054.83	-45.17%
Dental Ins	346.57	159.42	118.05	117.16	63.72	-46.02%
Inc Cont/Life Ins.	648.42	575.81	439.98	396.56	78.58	-82.14%
Assoc Dues	1,391.98	112.50	665.00	665.00	600.00	-9.77%
Education & Supplies	276.08	1,594.71	1,400.00	1,250.00	1,400.00	0.00%
Travel/Mileage/ Meal	-	292.02	1,250.00	1,000.00	800.00	-36.00%
<b>TOTAL</b>	<b>\$ 91,885.24</b>	<b>\$ 62,741.66</b>	<b>\$ 56,263.31</b>	<b>\$ 55,870.10</b>	<b>\$ 50,270.63</b>	<b>-10.65%</b>

### 2009 ACCOMPLISHMENTS

- ✓ Aided the Board in the successful negotiation of approximately \$45M in Development in *Centennial Centre at Hobart* to take place over the next 8 years;
- ✓ Creation of Tax Increment District #1 to promote economic development;
- ✓ Improved Village website and quarterly newsletter;
- ✓ Replacement of Municipal Court Clerk and Building Inspector/Zoning Administrator;
- ✓ Creation and approval of planned development district (PDD) #1;
- ✓ Review and implementation of fire service fee ordinance;
- ✓ Top-to-bottom review of Dept. of Public Works;
- ✓ Completed successful transition of Asst. Administrator to Administrator;
- ✓ Remained on budget for all major expenditure categories;
- ✓ Continued improvement on professionalism of all internal/external documents;
- ✓ Completed 2010 Budget and met Village Board fiscal expectations;
- ✓ Fostered a solid, trusting relationship with the Village Board;

- ✓ Began global review of personnel policy manual and enforcement of existing policies.

ADMINISTRATION		
AREA OF EMPHASIS	2010 STRATEGIC GOALS	OBJECTIVES
<b>Economic Development</b> <i>Centennial Centre at Hobart</i>	<b>Map out and assign purchase value to remaining Village-owned acreage in TID #1</b>	<ul style="list-style-type: none"> <li>• Perform market assessment of surrounding mixed-use developments;</li> <li>• Ensure the health of the general fund, TID #1 fund and any enterprise funds through land prices/transactions.</li> </ul>
	<b>Create an economic incentive “policy” as/if approved by the Village Board</b>	<ul style="list-style-type: none"> <li>• Review TIF policies of other communities;</li> <li>• Identify types of projects/uses where TIF incentive should be used;</li> <li>• Assess TIF incentive “structure” for future negotiation.</li> </ul>
	<b>Improve communication processes during Development Negotiations</b>	<ul style="list-style-type: none"> <li>• Early communication on negotiating parameters;</li> <li>• More frequent communication during ongoing negotiations.</li> </ul>
<b>Department of Public Works</b>	<b>Effectively hire, train, define and transition positions of Director of Public Works and Field/Utilities Superintendent</b>	<ul style="list-style-type: none"> <li>• Recruit and Train new DPW prior to 2010;</li> <li>• Define roles and duties for each position;</li> <li>• Define work plan for new DPW.</li> </ul>
<b>Performance Measurement and data collection</b>	<b>Devise and Implement a Village-Wide Performance Measurement and Benchmarking System</b>	<ul style="list-style-type: none"> <li>• Communicate with the Board as to what measures and benchmarks it desires to use;</li> <li>• Establish baseline data and templates for tracking statistics and benchmarks;</li> <li>• Assign appropriate staff for upkeep of performance stats and records.</li> </ul>
<b>Financial Management</b>	<b>Perform audit of financial management needs, current personnel dedicated to village finances and cost-effective approaches moving forward.</b>	<ul style="list-style-type: none"> <li>• Review TID #1 needs with Board and devise RFP for TID financial services, if directed;</li> <li>• Examine and properly match finance needs with the skill sets of employees responsible for them;</li> <li>• Perform a three-year forecast of the budget and make recommendations for lessening levy impacts moving forward.</li> </ul>

## DEPARTMENT: CLERK-TREASURER

### **DESCRIPTION:**

Mary Smith has been the Village Clerk since 1983. For the first 2 years of her tenure she worked out of her home. As Hobart grew, its government needed to expand facilities. In 1998, Mary became Clerk/Treasurer, sharing in some of the financial management and personnel/payroll functions. Mary serves as the Department Director for the Clerk's Office and has a Deputy Clerk/Treasurer- Cindy Kocken, and the help of Melissa Teege and Lorie Francar for all customer service and clerical needs. Cindy has served as our Deputy Clerk/Treasurer since 1997. All of the Clerk's staff covers a portion of the workloads of the other making your government's response to questions and concerns as efficient as possible.

Rounding out the Treasurer's Department is Rita Berndt, a Finance Consultant that works on an hourly basis with the Village. Rita is a certified public accountant (C.P.A.) and is involved with all functions of municipal accounting. Rita aids the Village with the operating budget, specifically with debt service and insurance, and also performs accounts payable and receivable, bank reconciliations and a host of other requirements to prepare for the annual audit. Rita's accounting experience is a valuable asset.

### **SERVICES PROVIDED:**

Some of the services provided by this department include, but are not limited to:

- Perform all election duties as Election Administrator as required by Wisconsin Statutes; keep and maintain all election records and all property used in conjunction with holding of elections;
- Provide assistance to the Village Board in meeting management;  
assemble  
information



Cindy Kocken, Deputy  
Clerk/Treasurer



Mary Smith, Clerk/Treasurer

- packets, prepare agendas, publish and post all public agendas and public notices, and record actions/motions made at public meetings and appropriately codify these actions;
- Serve as custodian of official Village records and public documents; perform certification and recording for the Village as required on legal documents, seals and attests by signature to ordinances, resolutions and

contracts, easements, deeds, bonds or other documents requiring Village certification and keep a record of all Licenses, Commissions, and Permits granted by the Village Board;

- Attend all applicable public meetings and accurately record the proceedings, prepare minutes, and record, index and file the proceedings for the public record;
- Assist with new voter registration, absentee ballots and recordation of votes;
- Officially record and serve as clerk for the Planning and Zoning



Rita Berndt, Finance Consultant

Commission. Assist in recording and serving as clerk for all Board and Committee meetings as necessary due to scheduling conflicts, vacations or for other reasons promoting the smooth operation of the Village;

- Perform, in coordination with the Finance Director/Consultant, accounting functions related to the water fund, sanitary sewer fund, and special projects funds for accounts

payable, accounts receivable, general ledger, and such other functions as necessary for providing timely, detailed accounting information for Village management. Jointly shares responsibility with Clerk-Treasurer for all special assessment accounting;

- Maintain a records database for water/sewer customers in regards to billing, adding new customers
- Assist and cooperate with the annual audit by furnishing background information for the annual Wisconsin Public Service Commission report, and financial information for the sanitary sewer fund, water fund, and special project funds;
- Back up important information kept on networked computers on a daily basis, and rotate back up tapes on a quarterly basis;
- Make recommendations regarding personnel and organization of the water and sanitary sewer department to the Village Administrator and Public Works Committee;
- Report any outstanding charges on Letters of No Specials;
- Generate all required annual reports for the DNR or PSC and quarterly water reports for the Village of Ashwaubenon;
- Performing steps to make bank deposits including writing receipts, applying account numbers to checks or invoices and actually making the bank deposit.

VILLAGE CLERK DEPARTMENT						
	2007 ACTUAL	2008 ACTUAL	2009 BUDGET	2009 EST	2010 BUDGET	% Change
Clerk Salary	\$ 40,975.20	\$ 40,128.93	\$ 36,400.00	\$ 36,400.00	\$ 36,400.00	0.00%
Payroll Taxes/WRS	\$ 7,052.28	\$ 7,015.41	\$ 6,570.20	\$ 6,570.20	\$ 6,788.60	3.32%
Health Ins	7,155.65	8,648.36	8,362.26	7,593.97	7,817.04	-6.52%
Dental Ins	211.58	258.12	246.20	262.96	262.00	6.42%
Inc LTD/ADD/Life	271.23	452.84	473.68	473.58	555.74	17.32%
Clerk Education	112.00	187.75	450.00	325.00	800.00	77.78%
Travel/Mileage/Meal	116.40	266.93	440.00	450.00	500.00	13.64%
Payroll Taxes/WRS	1,022.44	1,405.32	1,508.14	1,508.14	1,538.50	2.01%
Health Ins	1,418.72	2,162.53	2,379.72	1,831.10	2,085.14	-12.38%
LTD/ADD/Life	71.15	45.28	37.85	127.61	51.02	34.80%
Travel/Mileage/Meal	-	8.59	200.00	200.00	400.00	100.00%
<b>TOTAL</b>	<b>\$ 65,410.48</b>	<b>\$ 69,077.10</b>	<b>\$ 66,013.46</b>	<b>\$ 64,674.03</b>	<b>\$ 65,925.11</b>	<b>-0.13%</b>

VILLAGE TREASURER						
	2007 ACTUAL	2008 ACTUAL	2009 BUDGET	2009 EST.	2010 BUDGET	% Change
Treasurer Salary	\$ 10,243.68	\$ 10,032.36	\$ 10,400.00	\$ 10,400.00	\$ 10,400.00	0.00%
Payroll Taxes/WRS	\$ 1,736.07	\$ 1,754.64	\$ 1,877.20	\$ 1,939.60	\$ 1,939.60	3.32%
Health Ins	1789.03	2162.21	2389.22	2150	2233.44	-6.52%
Dental Ins	53.01	64.56	70.34	70.34	74.86	6.43%
LTD/ADD Life Ins	67.43	113.32	135.34	135.34	158.78	17.32%
Supplies	1,193.84	2,533.83	2,700.00	2,410.00	2,700.00	0.00%
Outside Services	15,756.26	26,686.79	22,275.00	22,275.00	22,000.00	-1.23%
Deputy Treas Salary	2,058.73	2,026.76	2,088.84	2,088.84	2,062.33	-1.27%
Payroll Taxes/WRS	347.47	353.57	377.04	377.04	384.62	2.01%
Health Ins	468.22	540.71	594.93	594.93	521.28	-12.38%
Dental Ins	25.18	27.60	30.01	32.00	31.93	6.40%
LTD/ADD Life Ins	19.55	11.30	9.46	35.00	12.76	34.88%
<b>TOTAL</b>	<b>\$ 33,758.47</b>	<b>\$ 46,332.65</b>	<b>\$ 43,062.38</b>	<b>\$ 42,608.09</b>	<b>\$ 42,619.60</b>	<b>-1.03%</b>

## 2009 ACCOMPLISHMENTS

- ✓ Mary Smith and Cindy Kocken completed the State Voter Registration System (SVRS) updates and process training for reporting for 2009
- ✓ Undertook further cross training with FundWare payroll with Deputy Clerk, Cindy Kocken.
- ✓ Attended the WIS line training for elections updates.
- ✓ Attended the WCMA Conference and earned continuing education hours for certifications.
- ✓ Maintained membership in the Green bay Purchasing Consortium for paper purchases.
- ✓ Submitted updates for the new Webpage.
- ✓ Maintained server and computer connections with aid of Technology Architects.
- ✓ Undertook Water Rate preliminary workup
- ✓ Completed necessary well operation permits for 2009
- ✓ Reviewed and recalculated storm water fees for tax bills.
- ✓ Reported special assessments and charges for the 2010 tax bills
- ✓ Completed updates on the Felon listing and Death Listing for State Voter Registration System (SVRS).
- ✓ Continue work on the duplicates in the SVRS system statewide. Continue matching voters that have moved from another municipality either to or from Hobart.
- ✓ Mary Smith attended Zoning Board of Appeals training updates.
- ✓ Cindy Kocken and Mary Smith attended regional clerks meetings to stay current on pending legislation and election matters.

<b>DEPARTMENT OF CLERK-TREASURY</b>	
<b>2010 STRATEGIC GOALS</b>	<b>OBJECTIVES</b>
<b>Cross Train all staff to obtain basic understanding of all job functions within the Department</b>	<ul style="list-style-type: none"> <li>• Update manuals for each position with step-by-step directions for basic functions of the position;</li> <li>• Continue Cross Training in departments.</li> </ul>
<b>Attend all relevant training opportunities and stay current on continuing education credits</b>	<ul style="list-style-type: none"> <li>• Clerk and Deputy Clerk will attend the WMCA and Wisline ETN sessions;</li> <li>• Seek other local training and seminars to enhance office functions;</li> <li>• Attend WTA sessions to meet continuing education credits.</li> </ul>
<b>Continue to look for ways to increase service without adding cost to Village residents</b>	<ul style="list-style-type: none"> <li>• Add to and maintain information placed onto the new website to keep public informed;</li> <li>• Place materials / forms on the website to allow residents to fill them out and send them to the office electronically when possible.</li> </ul>
<b>Increase efficiency of recordkeeping systems</b>	<ul style="list-style-type: none"> <li>• Revise methods for recording employee time off and leave accruals; update records at each payroll;</li> <li>• Examine alternatives from moving away from paper to electronic copies of all records, wherever feasible;</li> <li>• Devise and implement methods for maintaining an up-to-date Municipal Codebook.</li> </ul>

## DEPARTMENT: MUNICIPAL COURT

### **DESCRIPTION:**

The Hobart-Lawrence Municipal court is a joint venture between the Town of Lawrence and the Village of Hobart, much like the Police Department. Court is held the first Thursday of each month in the Boardroom at the Village Office. Judge Ron VanLanen, who was re-elected to a 2- year term in 2008, serves our Municipal Court. The volume of court proceedings will be expected to increase in 2009 due to the additional part-time officers and the continuation of 24/7 police coverage instituted in October 2008.

Two full-time personnel, a Municipal Court Clerk and a Police Clerk/Municipal Court Clerk process all of the citations and prepare the caseloads for Judge VanLanen. Aside from taking care of all of the court's needs, Melissa Teege and Lori Francar also perform a variety of police department functions, customer service and clerical duties at the Village Office. Melissa Teege has served as Municipal Court Clerk since 2009 and Lori Francar has been in her position since 1999.



Court/Administrative Clerk Melissa Teege



Police Clerk Lorie Francar

### **2009 ACCOMPLISHMENTS**

- ✓ Received Traffic Grants totaling \$24,000.00;
- ✓ Increased court revenue with grants and 24/7 policing;
- ✓ Revised court/ bailiff security;
- ✓ Implemented Tax Refund Intercept program (TRIP);
- ✓ Trained and Transitioned new Municipal Court/Administrative Clerk

<b>MUNICIPAL COURT</b>						
	<b>2007 ACTUAL</b>	<b>2008 ACTUAL</b>	<b>2009 BUDGET</b>	<b>2009 EST.</b>	<b>2010 BUDGET</b>	<b>% Change</b>
Judge Salary	\$ 5,400.00	\$ 5,400.00	\$ 6,200.00	\$ 6,200.00	\$ 6,200.00	<b>0.00%</b>
Payroll Taxes	336.60	367.20	474.30	474.30	474.30	<b>0.00%</b>
Publication/Membership	340.00	80.00	750.00	250.00	750.00	<b>0.00%</b>
Supplies/Software	3,080.72	3,511.99	4,500.00	4,500.00	4,500.00	<b>0.00%</b>
Education/Travel	850.00	550.00	1,350.00	650.00	1,000.00	<b>-25.93%</b>
Jail Detention Fees	440.00	1,840.00	4,000.00	2,200.00	3,200.00	<b>-20.00%</b>
Mileage/Travel/Room	47.35	811.88	600.00	525.00	600.00	<b>0.00%</b>
Clerks Education	233.00	497.00	500.00	500.00	500.00	<b>0.00%</b>
Municipal Attorney	9,621.11	14,326.22	13,250.00	12,500.00	13,250.00	<b>0.00%</b>
Court Clerk Wages	15,817.77	16,857.26	17,264.32	17,264.32	17,343.87	<b>0.46%</b>
Payroll Taxes/WRS	2,783.60	2,982.59	3,116.21	3,133.47	3,234.63	<b>3.80%</b>
Court Clerk Health Ins	1,824.08	1,783.20	1,951.78	1,989.68	2,109.66	<b>8.09%</b>
Court Clerk Dental Ins	90.71	109.92	119.76	125.99	127.45	<b>6.42%</b>
Court Clerk LTD/ADD/Life	165.46	61.68	103.49	276.73	106.01	<b>2.44%</b>
<b>TOTAL</b>	<b>\$ 41,030.40</b>	<b>\$ 49,178.94</b>	<b>\$ 54,179.86</b>	<b>\$ 50,589.49</b>	<b>\$ 53,395.92</b>	<b>-1.45%</b>

## PROGRAM: PROPERTY ASSESSMENT

**Description:**

The Village contracts with Mike Denor of Fair Market Assessments for the valuation of all properties. Mr. Denor has served as our assessment consultant since 1994. Mike also serves the Village in “revaluation” years where all properties in Hobart must be re-assessed to determine a new total value for tax purposes. It is common for municipalities to perform a complete revaluation every 5-7 years depending on market conditions. Mike’s experience and knowledge of properties in Hobart is a valuable asset.

PROPERTY ASSESSMENT						
	2007	2008	2009		2010	
	ACTUAL	ACTUAL	BUDGET	2009 EST	BUDGET	% Change
Assessor SupplyExp	\$ 98.75	\$ 91.08	\$ 400.00	\$ -	\$ -	-100.0%
Assessor Fees&Mtgs	24,900.00	25,450.84	25,500.00	25,500.00	25,500.00	0.0%
	<b>\$ 24,998.75</b>	<b>\$ 25,541.92</b>	<b>\$25,900.00</b>	<b>\$ 25,500.00</b>	<b>\$ 25,500.00</b>	<b>-1.5%</b>

## PROGRAM: NON-PERSONNEL INSURANCE

### Description:

Aside from the “Health Care Reimbursement” line item, the Insurance program described here is **not** dental and health benefits for Village employees. It is the insurance the Village must carry on public property, buildings, automobiles and equipment, worker’s compensation and on bonds. The insurance the Village carries on property, buildings and automobiles is not unlike the type of insurance an individual would carry on their home or automobile.

The “Health Care Reimbursement” expenditure is a program the Village implemented to effectively “buy-down” health insurance premiums. The program keeps insurance costs down because the Village does not fully maximize the insurance provider in any given year. In effect, the insurance company has less exposure, and thus, costs do not rise dramatically if the Village experiences high claims data in a one-year period.

<b>LIABILITY, PROFESSIONAL and PROPERTY INSURANCE</b>						
	<b>2007</b>	<b>2008</b>	<b>2009</b>		<b>2010</b>	
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>2009 EST.</b>	<b>BUDGET</b>	<b>% Change</b>
Health Care Reimbursement	\$ -	\$ 11,489.40	\$ 12,500.00	\$ 14,620.00	\$ 6,250.00	<b>-50.00%</b>
Auto Phys Damage Ins	7,539.00	8,213.92	8,300.00	9,548.21	9,548.21	<b>15.04%</b>
Ins-Workers' Comp	14,890.00	15,008.73	23,655.00	24,112.00	20,573.62	<b>-13.03%</b>
Ins-Gen Liability	8,475.00	4,828.00	7,000.00	7,922.00	7,922.00	<b>13.17%</b>
Property Insurance	4,304.00	3,520.78	4,600.00	4,602.00	4,432.00	<b>-3.65%</b>
Auto Liability	5,983.00	4,393.00	4,400.00	4,265.00	4,265.00	<b>-3.07%</b>
Ins-Treasurer's Bonds	100.00	-	100.00	-	100.00	<b>0.00%</b>
Public Official Liability Ins	250.00	50.00	250.00	250.00	250.00	<b>0.00%</b>
<b>TOTAL</b>	<b>\$ 41,541.00</b>	<b>\$ 47,503.83</b>	<b>\$ 60,805.00</b>	<b>\$ 65,319.21</b>	<b>\$ 53,340.83</b>	<b>-12.28%</b>

## DEPARTMENT: COMMUNITY & ECONOMIC DEVELOPMENT

### **DESCRIPTION:**

Community Development is a fundamental tool for guiding a community's identity, quality of life, and ongoing economic sustainability. This department has the primary accountability for planning and developing *Centennial Centre at Hobart*, and other areas of Hobart that promote economic vitality in a manner compatible with a quiet, and quality rural lifestyle.

Despite a slowed national and regional economy, Hobart has accomplished considerable progress in advancing the construction of a major mixed-use development area adjacent to State Highway 29, *Centennial Centre at Hobart*. 2009 brought completion to the following *Centennial* tasks: Centennial Master Plan, Tax Increment District, Planned Development Zoning Ordinance, Archaeological Survey, logo-branding and marketing materials, construction of sewer and water to the project site, completion of significant land sales, and commercial and residential developers agreements.



**Elaine D. Willman, Director  
of Community Development**

The Village also partnered with Wisconsin Department of Transportation (WisDOT) to submit on September 15<sup>th</sup>, a partnership funding request with WisDOT for \$37.6 million to install planned upgrades along State 29/32 and to expedite the major boulevard roads through *Centennial Centre at Hobart*. These ARRA-TIGER (American Resource Recovery Act-Transportation Infrastructure Generating Economic Recovery) awards will be announced Feb. 17, 2010.

We are very proud of this major undertaking for the Village. For more information on this project, I invite you to peruse the following link that provides projected job creations and other specifics about this project: [www.hobartwitigergrant.com](http://www.hobartwitigergrant.com)

In addition to development in the northern Hobart, the Community Development Authority (CDA) will be working with staff throughout 2010 to inventory parcels appropriate for development in southern Hobart. The CDA has committed to creating an Economic Development Area Plan for southern Hobart in 2010. These projects combined with 2010 U.S. Census activities and ongoing monitoring of tribal affairs will keep the Community Development in high gear throughout the year.

<b>ECONOMIC DEVELOPMENT</b>						
	<b>2007</b>	<b>2008</b>	<b>2009</b>		<b>2010</b>	
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>2009 EST.</b>	<b>BUDGET</b>	<b>% Change</b>
Salary	\$ 11,539.20	\$ 40,227.33	\$ 41,310.33	\$ 29,680.00	\$ 52,500.00	<b>27.09%</b>
Payroll Taxes/WRS	2,098.54	6,697.28	8,299.39	5,535.32	9,791.25	<b>17.98%</b>
Health Ins	607.62	1,343.03	2,119.08	2,385.24	3,013.80	<b>42.22%</b>
Dental Ins	39.24	87.43	130.03	150.04	182.07	<b>40.02%</b>
LTD/ADD	-	346.16	550.44	507.66	953.33	<b>73.19%</b>
Marketing/Supplies	2,106.97	4,860.79	37,736.41	37,779.82	13,000.00	<b>-65.55%</b>
Planning/Engineering	-	-	-	-	31,500.00	<b>-</b>
<b>TOTAL</b>	<b>\$ 16,391.57</b>	<b>\$ 53,853.01</b>	<b>\$ 90,145.68</b>	<b>\$76,038.08</b>	<b>\$110,940.45</b>	<b>23.07%</b>

<b>DEPARTMENT OF COMMUNITY DEVELOPMENT/TRIBAL AFFAIRS</b>	
<b>2010 STRATEGIC GOALS</b>	<b>OBJECTIVES</b>
<b>Sustain and strengthen local government management, planning and authority.</b>	<ul style="list-style-type: none"> <li>• Continue implementation and utilization of the Village's policy on coordination;</li> <li>• Network with other local governments implementing coordination for best practices, strategies and policy development;</li> <li>• Provide continuous public education and information resources on the Village of Hobart are coordinating policy.</li> </ul>
<b>Implement Continued Outreach to Increase Commercial, Light Manufacturing and Retail Economic Development throughout the Village</b>	<ul style="list-style-type: none"> <li>• Network with regional and national developers and retailers through contacts made with Buxton and other consultants;</li> <li>• Distribute Centennial Centre at Hobart marketing, economic development and site data materials to national retailers and economic development entities;</li> <li>• Continue participation in regional economic development groups;</li> <li>• Participate in regional economic development conferences and cost-effective exhibit opportunities that further market Centennial Centre at Hobart;</li> <li>• Provide staff resource and assistance to the Community Development Authority for economic development opportunities in the southern Hobart area.</li> </ul>
<b>Protect and Strengthen Municipal Authority of the Village of Hobart When/As Challenged by other Governments; Preserve, Protect and Maintain all Parcels Currently in the Municipal Tax Base</b>	<ul style="list-style-type: none"> <li>• Remain open to dialogue and improved relations with Brown County and neighboring governments;</li> <li>• Continue factual documentation of historical, legislative and judicial activities affirming governance authority of the Village of Hobart;</li> <li>• Ensure that the Village of Hobart receives an equitable and accurate census count;</li> <li>• Encourage property owners to voluntarily place restrictive covenants on their land, particularly with new construction projects and land subdivisions.</li> </ul>

## PROGRAM: ELECTIONS

### **Description:**

2010 Elections for the Village of Hobart will take place at the Woodland Worship Center, 760 Airport Drive, Hobart, WI. The village moved to the site following difficulty with safe parking after the 2004 Presidential Election. Many residents have commented on the spaciousness of the parking and the ease of voting for all subsequent elections. Our polling place always opens at 7:00 am and closes at 8:00 pm. on election days.

### **2010 Election Dates:**

Primary- not applicable

Spring Election April 6, 2010

As of January 1, 2006, all municipalities in Wisconsin require voter registration prior to a person being allowed to vote. The federal "Help American Vote Act of 2002" (HAVA) requires any person registering to vote to:

- Supply his or her Wisconsin Department of Transportation - issued driver's license number. If the elector has not been issued a Wisconsin driver's license, he/she must provide the last 4 digits of their Social Security Number OR their Wisconsin state ID card number.
- If the elector does not have a current, valid Wisconsin driver's license, Wisconsin state ID card, or Social Security Number, the applicant may indicate this by filling in the appropriate circle on the registration form.

There are three ways to register to vote in Wisconsin.

1. **BY MAIL:** Download the Application for Voter Registration (EB131), complete the form and mail it into the municipal clerk's office. The application must be postmarked no later than the 20th day (3rd Wednesday) before the election.
2. **IN PERSON:** Register in the municipal clerk's office up to 5:00 PM or the close of business whichever is later on the day before the election. Note: After the BY MAIL deadline, an elector registering in person in the clerk's office is required to present acceptable proof of residence as outlined below.
3. **AT THE POLLING PLACE ON ELECTION DAY:** If you wish to register to vote at your polling place, you must bring proof that you have lived at your present location for at least 10 days preceding the election.

For purposes of voter registration, acceptable forms of proof of residence must include:

1. A current and complete name, including both the given and family name; and
2. A current and complete residential address, including a numbered street address, if any, and the name of a municipality.

<b>2010 Elections</b>						
	<b>2007</b>	<b>2008</b>	<b>2009</b>		<b>2010</b>	
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>2009 EST.</b>	<b>BUDGET</b>	<b>% Change</b>
Salary(Pollworkers)	\$ 1,051.38	\$ 2,581.59	\$ 1,800.00	\$ 833.17	\$ 1,508.00	<b>-16.22%</b>
Payroll Taxes	\$ 48.72	\$ 197.48	\$ 137.70	\$ 63.70	\$ 115.36	<b>-16.22%</b>
Print/Publications	1,455.78	2,617.92	1,500.00	916.56	1,000.00	<b>-33.33%</b>
Supplies/Education/Meal	1,683.89	1,911.75	1,600.00	1,687.11	1,550.00	<b>-3.13%</b>
<b>TOTAL</b>	<b>\$ 4,239.77</b>	<b>\$ 7,308.74</b>	<b>\$ 5,037.70</b>	<b>\$ 3,500.54</b>	<b>\$4,173.36</b>	<b>-17.16%</b>

## PROGRAM: BUILDINGS & GROUNDS

### Description:

General Building Expense is described as the general operation and maintenance of all Village buildings. Expenditures in this program include some personnel costs proportionate to the amount of time, and some materials, spent on building upkeep. Additionally, utilities such as gas and electric are also line items in this program. Similar to households, the Village must pay to power its buildings. The cost of fuel and utilities are expected to increase for the 2009 budget and are reflected below according to estimated increases.



Administration will undertake intensive auditing and policy initiatives to curb the costs of building operations. In the early part of 2009, the “Focus on Energy” group conducted an audit of our buildings and offered suggestions for improvement of our energy efficiency for the long-term. Public buildings include the Village Hall Office, two fire stations, park shelters, the public works building and well houses (water).

GENERAL BUILDINGS AND GROUNDS						
	2007	2008	2009		2010	
	ACTUAL	ACTUAL	BUDGET	2009 EST.	BUDGET	% Change
Salary	\$ 15,938.63	\$ 19,413.50	\$ 15,350.00	\$ 15,975.00	\$ 16,500.00	7.49%
Payroll Taxes/ PEBSCO	1,273.20	1,697.82	1,297.08	1,349.89	1,394.25	7.49%
Supplies/Expenses	6,177.44	3,046.54	4,200.00	4,050.00	4,200.00	0.00%
Bldg Maintenance	5,179.91	4,080.72	6,250.00	8,200.00	4,250.00	-32.00%
Utilities	15,118.48	23,003.11	21,500.00	17,900.00	17,500.00	-18.60%
Gypsy Moth Spraying	\$ 1,456.53	\$ 2,093.59	\$ 1,750.00	\$ 4,329.54	\$ 5,500.00	214.29%
<b>TOTAL</b>	<b>\$45,144.19</b>	<b>\$ 53,335.28</b>	<b>\$50,347.08</b>	<b>\$ 51,804.43</b>	<b>\$ 49,344.25</b>	<b>-1.99%</b>

## FINANCIAL AUDIT SERVICES

**Description:**

Each year, municipalities in Wisconsin must perform, or have an outside consultant perform, an audit of all Village funds. Hobart utilizes the services of Tom Karmen, partner at Schenck Business Solutions. Audits are usually conducted in January of each year, after previous years accounts are all closed out.

VILLAGE AUDIT						
	2007	2008	2009		2010	
	ACTUAL	ACTUAL	BUDGET	2009 EST.	BUDGET	% Change
Annual Audit	\$ 3,600.00	\$ 6,315.00	\$ 6,115.00	\$ 6,115.00	\$ 6,330.00	3.5%
<b>TOTAL</b>	<b>\$3,600.00</b>	<b>\$ 6,315.00</b>	<b>\$ 6,115.00</b>	<b>\$ 6,115.00</b>	<b>\$ 6,330.00</b>	<b>3.5%</b>

\* Note: This section applies to only the auditing service performed on the General Fund. All of the utilities and HWY 29/Proposed Tax Increment District funds also have funds allocated for auditing services.

**Summary Public Safety Programs and Departments**

<b>SUMMARY OF VILLAGE EXPENDITURES: PUBLIC SAFETY</b>					
	<b>2007 ACTUAL</b>	<b>2008 ACTUAL</b>	<b>2009 BUDGET</b>	<b>2010 BUDGET</b>	<b>% Change</b>
Police Department	\$ 298,051.23	\$ 391,335.13	\$ 476,217.16	\$ 507,839.57	6.64%
Animal Control	1,823.60	3,154.00	3,226.85	3,220.73	-0.19%
Fire Protection	298,795.96	285,046.46	293,575.60	307,852.66	4.86%
Rescue Service	39,044.76	40,020.96	41,127.77	42,154.67	2.50%
First Responders	2,427.29	3,089.19	7,000.00	7,000.00	0.00%
<b>Total Expenses</b>	<b>\$ 640,142.84</b>	<b>\$ 722,645.74</b>	<b>\$ 821,147.38</b>	<b>\$ 868,067.63</b>	<b>5.71%</b>

## Detailed Public Safety Programs and Departments

### HOBART-LAWRENCE POLICE DEPARTMENT

#### **DESCRIPTION:**

The Hobart-Lawrence Police Department is a joint venture department between the Town of Lawrence and Village of Hobart. The Department was created when Hobart incorporated into a Village from a Town in 2001. When a town incorporates, it must provide police protection to its residents. A joint department is the most cost-effective way the two communities can handle public safety. The Department is currently serviced by a full time (35 hours/week) Chief, Randy Bani, and four full-time patrol officers. Chief Bani has served in his position since 2004, but was just recently advanced from 26 hours/week to 35 hours/week in this budget.



In October of 2008, the Department went to full 24 hours; 7 days per week coverage to further secure the public safety of our residents. In 2009, the Village added two (2) additional part time officers to the force to ensure round-the-clock patrol, especially for instances of sick time or vacation. Officers currently work back-to-back twelve (12) hour shifts, which greatly lessens the frequency and cost of overtime pay. Our Officers are top-notch and provide highly skilled patrol at all times.

(Left to Right: Dan Van Lanen, Angel VanDenHeuvel, Chief Randy Bani, Israel Deutsch, George Dillenberg)

<b><u>Name</u></b>	<b><u>Police Experience (years)</u></b>
Chief Randy Bani	29
Officer Dan VanLanen	7
Officer Angel VanDenHeuvel	6
Officer George Dillenburg	6
Officer Israel Deutsch	3
Officer Chris Baribeau (part time)	1
Officer Tim Agnew (part time)	31

#### **SERVICES PROVIDED:**

Hobart-Lawrence Police Officers provide all facets of policing and public safety needs for the Village and Town. This includes, but is not limited to all traffic patrol, investigations, responding to 911 emergencies and handling all instances of breeches in the safety of Hobart and Lawrence residents.

**2009 ACCOMPLISHMENTS:**

- ✓ Certified Pistol Armorer;
- ✓ 2 Part time Officers, Trained;
- ✓ 2 new defibrillators in squad cars;
- ✓ 2 certified Field Training Officers;
- ✓ Acquired 2 new laser radars and 3 Preliminary Breath Testers through grants;
- ✓ Grants- OWI, Speed, Juvenile/ Underage Alcohol enforcement, Squad car computers, internet computer crimes against children - totaling approximately \$75,000 in grants for the 2009 year;
- ✓ Budgeted for additional hours for Police Chief in 2010 budget;
- ✓ Handled over 5,000 calls for service in 2009.

HOBART-LAWRENCE POLICE DEPARTMENT	
2010 STRATEGIC GOALS	OBJECTIVES
<b>Address Capital Improvement items as contained in the budget</b>	<ul style="list-style-type: none"> <li>• Install MDT computers with internet access in each squad;</li> <li>• Add rifles into force continuum options for officers (and train with rifle use);</li> <li>• Explore collaborative purchasing with neighboring departments.</li> </ul>
<b>Examine Methods to Reduce Municipal Court Costs</b>	<ul style="list-style-type: none"> <li>• Examine scheduling options to lessen court overtime;</li> <li>• Reduce court expenses by reducing Attorney contact, where appropriate;</li> </ul>
<b>Overhaul revision of Departmental Policies and Procedures</b>	<ul style="list-style-type: none"> <li>• Update policy manual and consolidate “loose” policies;</li> <li>• Place into electronic format for ease of use.</li> </ul>
<b>Explore Option of School Liaison at Hillcrest</b>	<ul style="list-style-type: none"> <li>• Gauge stakeholder interest and hold organizational meeting to explore possibilities;</li> <li>• Plan, organize and attempt to budget for the position.</li> </ul>

**HOBART-LAWRENCE POLICE DEPARTMENT**

	<b>2007 ACTUAL</b>	<b>2008 ACTUAL</b>	<b>2009 BUDGET</b>	<b>2009 EST.</b>	<b>2010 BUDGET</b>	<b>% Change</b>
Salaries	\$ 184,523.29	\$ 233,850.36	\$ 287,896.89	\$ 287,896.89	\$ 307,637.63	<b>6.86%</b>
Payroll Taxes/WRS	39,439.27	60,021.32	66,648.13	69,527.10	74,294.49	<b>11.47%</b>
Health Ins	6,225.45	7,211.98	8,364.78	8,745.00	19,467.09	<b>132.73%</b>
Dental Ins	33.84	443.82	1,113.51	539.71	920.50	<b>-17.33%</b>
LTD/ADD Life Ins	1,417.69	469.94	1,010.76	1,660.00	1,484.40	<b>46.86%</b>
Supplies	2,544.65	3,962.40	3,000.00	4,629.61	3,000.00	<b>0.00%</b>
New Equipmt	944.00	310.45	750.00	1,756.02	750.00	<b>0.00%</b>
Fuel Expense	12,178.59	22,897.18	26,500.00	15,644.00	22,000.00	<b>-16.98%</b>
Police / Mileage / Room	210.52	185.12	700.00	250.00	500.00	<b>-28.57%</b>
Meal Expense	82.67	-	300.00	100.00	300.00	<b>0.00%</b>
Vehicle Maint	2,401.54	4,617.32	5,650.00	2,550.00	5,650.00	<b>0.00%</b>
Officer & Clerk Training	2,992.41	2,076.75	5,000.00	2,450.00	5,000.00	<b>0.00%</b>
Uniform Exp	4,062.80	1,716.78	5,000.00	3,900.00	4,000.00	<b>-20.00%</b>
Police Wkrs' Comp Ins.	-	7,699.27	13,554.00	13,554.00	13,968.59	<b>3.06%</b>
Weapons/Ammo	1,333.45	963.48	3,000.00	2,000.00	2,000.00	<b>-33.33%</b>
Prof Liab Ins	-	1,331.00	1,400.00	1,400.00	999.00	<b>-28.64%</b>
Phone/Online	526.51	2,982.09	2,650.00	2,899.45	2,900.00	<b>9.43%</b>
Crime Prevention	740.19	285.00	300.00	300.00	300.00	<b>0.00%</b>
Auto Insurance	-	775.30	1,600.00	1,615.00	1,750.00	<b>9.38%</b>
Police Clerk Wages	25,898.88	26,042.69	26,600.04	26,600.04	26,607.36	<b>0.03%</b>
Payroll Taxes/WRS	4,339.89	4,500.67	4,801.30	4,801.31	4,962.27	<b>3.35%</b>
Health Ins	7,492.08	7,820.97	9,518.89	7,030.00	8,340.56	<b>-12.38%</b>
Dental Ins	408.90	440.64	480.19	505.00	510.93	<b>6.40%</b>
LTD/Life	254.61	730.60	228.67	335.50	346.75	<b>51.64%</b>
Travel/Mileage/Education	-	-	50.00	50.00	150.00	<b>200.00%</b>
Police Clerk Mileage	-	-	100.00	100.00	-	<b>-100.00%</b>
<b>TOTAL</b>	<b>\$ 298,051.23</b>	<b>\$ 391,335.13</b>	<b>\$ 476,217.16</b>	<b>\$ 460,838.63</b>	<b>\$ 507,839.57</b>	<b>6.64%</b>

## HOBART VOLUNTEER FIRE DEPARTMENT

### DESCRIPTION:

The Hobart volunteer Fire Department is a dedicated group of men and women who give up time with their friends and families to keep our Village safe. Currently, the department includes thirty-four (34) volunteers and a part-time Chief, Bob Van De Hey. Chief Van De Hey has been Chief since 1998. Additional compensated staff includes Troy Wood-secretary, Jerry Lancelle-Assistant Chief, and Jody Hakes - Assistant Chief. Jody also serves as the Fire Training Officer. Our firefighters receive \$10 for monthly fire meetings and \$10 for safety training meetings, which occur twice monthly.

HOBART VOLUNTEER FIRE DEPARTMENT						
	2007	2008	2009		2010	
	ACTUAL	ACTUAL	BUDGET	2009 EST.	BUDGET	% Change
Salaries & Mtg Pay	\$ 14,395.00	\$ 16,212.00	\$ 14,400.00	\$ 14,400.00	\$ 19,525.00	35.59%
Payroll Taxes	904.75	1,240.30	1,101.60	1,101.60	1,493.66	35.59%
Association Dues	1,155.00	820.00	1,200.00	1,150.00	1,200.00	0.00%
Supplies	8,183.28	7,318.12	8,200.00	8,000.00	8,200.00	0.00%
Travel	1,482.71	-	1,000.00	1,000.00	900.00	-10.00%
Lunch	3,800.09	3,685.94	3,000.00	3,000.00	3,000.00	0.00%
New Equipm	15,069.03	7,215.63	2,000.00	2,000.00	4,500.00	125.00%
Fuel Exp	2,975.66	4,057.09	5,710.00	2,850.00	4,500.00	-21.19%
FF Physicals	3,884.70	3,021.00	4,000.00	5,174.00	4,000.00	0.00%
Vehicle Maint	3,265.32	7,266.54	6,000.00	8,150.00	6,000.00	0.00%
FF Training	1,914.60	1,056.73	6,000.00	3,250.00	4,500.00	-25.00%
Uniform Expense	5,179.63	1,225.29	8,000.00	1,750.00	2,800.00	-65.00%
LTD/ADD Life Ins	2,434.12	2,345.00	2,500.00	2,500.00	2,500.00	0.00%
Public Fire Protection	206,514.00	208,754.00	210,714.00	210,714.00	223,034.00	5.85%
Station Maintenance	8,000.00	1,796.31	1,000.00	2,100.00	2,000.00	100.00%
Equipment Repair	1,430.10	2,036.49	2,000.00	1,750.00	2,000.00	0.00%
LOSP Ins	17,509.20	16,945.80	16,750.00	17,389.00	17,700.00	5.67%
<b>TOTAL</b>	<b>\$ 298,795.96</b>	<b>\$ 285,046.46</b>	<b>\$ 293,575.60</b>	<b>\$ 286,278.60</b>	<b>\$ 307,852.66</b>	<b>4.86%</b>



(Left to Right: Asst. Chief Jerry Lancelle, Chief Bob VandeHey, Asst. Chief Jody Hakes)

<b>HOBART VOLUNTEER FIRE DEPARTMENT</b>	
<b>2010 STRATEGIC GOALS</b>	<b>2010 STRATEGIC GOALS</b>
<b>Solidify written Bi-Lateral Mutual Aid Agreements with neighboring communities</b>	<b>Research and write application for alternative funding such as grants, shared purchasing, etc.</b>
<b>Attend all relevant training opportunities and stay current on continuing education</b>	<b>Focus on recruitment/retention of new and existing fire fighters</b>



**Fire Station 1: 2703 S. Pine Tree Road**



**Fire Station 2: 482 Country Court**

## PROGRAM: RESCUE SERVICES

**Description:**

County Rescue service and the Village have an agreement for the provision of emergency rescue services. County Rescue charges the Village based upon a per capita amount with a built-in 2.5% cost of living adjustment (COLA) on an annual basis. When Hobart residents dial 9-1-1 for an emergency, the call is transmitted to Brown County Dispatch and rescue personnel are dispatched to serve the person(s) in need.

COUNTY RESCUE SERVICES						
	2007	2008	2009		2010	
	ACTUAL	ACTUAL	BUDGET	2009 EST.	BUDGET	% Change
CTY RESCUE	\$ 39,044.76	\$ 40,020.96	\$ 41,127.77	\$ 41,126.51	\$ 42,154.67	2.50%
<b>TOTAL</b>	<b>\$ 39,044.76</b>	<b>\$ 40,020.96</b>	<b>\$ 41,127.77</b>	<b>\$ 41,126.51</b>	<b>\$ 42,154.67</b>	<b>2.50%</b>

## PROGRAM: FIRST RESPONDERS

**Description:**

Hobart is fortunate to have a small group of eight (8) volunteer first responders to assist residents in a medical emergency prior to the arrival of county rescue personnel. The First Responders are an essential piece of our public safety, especially due to the size (33 square miles) of Hobart’s land base. Most of the personnel are employees of County Rescue who volunteer their time, in addition to their full-time employment, to keep our residents safe. The First Response program has been in place for 15 years and responds to an average of roughly 130 calls per year. The ongoing goal of the First Response program is to recruit knowledgeable and dedicated people to volunteer their time to our residents.

***2009 First Responders*** ***Experience (years)***

Rick and Tammy Braun	15
Vickie Collins	9
Brian Collins	2
Linda and Ron Hieronimczak	6
Scott Nelson	8
Nate Edelbeck	4

HOBART FIRST RESPONSE TEAM					
	2007 ACTUAL	2008 ACTUAL	2009 BUDGET	2010 BUDGET	% Change
First Resp Sal & Frg	\$ 979.62	\$ 1,000.00	\$ -	\$ -	0.00%
First Resp Sup/Equip	418.22	1,563.00	1,300.00	1,300.00	0.00%
First Resp Mtgs & Fees	-	-	1,400.00	1,400.00	0.00%
First Resp New Eqm	836.00	520.19	3,800.00	3,800.00	0.00%
First Resp Repairs	193.45	6.00	500.00	500.00	0.00%
TOTAL	\$ 2,427.29	\$ 3,089.19	\$ 7,000.00	\$ 7,000.00	0.00%

## PROGRAM: ANIMAL CONTROL

**Description:**

Hobart Public Works employee Gary Smits also serves as the Village animal control officer. Gary receives calls, usually from the police department, when a stray or unfamiliar animal is lost or poses a threat to public safety. The costs are \$20 per call and an additional \$6 if Gary has to board the animal. The animal is then taken to the Humane Society for a \$130 fee to the Village.

HUMANE OFFICER						
	2007 ACTUAL	2008 ACTUAL	2009 BUDGET	2009 EST.	2010 BUDGET	% Change
Salary	\$ -	\$ 930.00	\$ 1,000.00	\$ 1,155.00	\$ 1,150.00	15.00%
Payroll Taxes/WRS		\$ 172.13	\$ 180.50	\$ 215.41	\$ 214.48	18.83%
Health Ins	-	82.81	86.00	86.00	90.00	4.65%
Dental Ins	-	5.08	5.39	31.80	35.80	564.19%
Humane Officer LTD/ADD	-	4.74	4.96		5.45	9.88%
Humane Officer Supplies	-	50.00	50.00	50.00	50.00	0.00%
Humane Society	1,823.60	1,450.00	1,900.00	1,375.00	1,675.00	-11.84%
<b>TOTAL</b>	<b>\$ 1,823.60</b>	<b>\$ 3,154.00</b>	<b>\$ 3,226.85</b>	<b>\$ 2,913.21</b>	<b>\$ 3,220.73</b>	<b>-0.19%</b>

## Summary Conservation and Planning Programs and Departments

SUMMARY OF VILLAGE EXPENDITURES: CONSERVATION and PLANNING					
	2007	2008	2009	2010	
	ACTUAL	ACTUAL	BUDGET	BUDGET	% Change
Parks	\$ 11,602.19	\$ 24,765.25	\$ 10,250.00	\$ 11,191.25	9.18%
Planning/Zoning	10,553.51	19,892.35	6,850.00	4,200.00	-38.69%
Building Inspections	70,411.24	75,506.38	54,832.50	46,899.41	-14.47%
<b>Total Expenses</b>	<b>\$ 92,566.94</b>	<b>\$ 120,163.98</b>	<b>\$ 71,932.50</b>	<b>\$ 62,290.66</b>	<b>-13.40%</b>

**DEPARTMENT: BUILDINGS & CODE COMPLIANCE**

**DESCRIPTION:**

The Village Building & Code Compliance Department consists of one full-time employee, Allyn Dannhoff with support from our Deputy Clerk-Treasurer, Cindy Kocken. Allyn has been Department Director since 2010 and has extensive experience in inspections and construction trades. Allyn stands ready to assist builders and contractors with their plan approval and inspection needs. Residents wishing to build, renovate, subdivide or perform any alteration that changes the architectural style of their home should set an initial appointment with Allyn. He will then outline the approval process and take the necessary steps to ensure your plans are up to code and go through the proper approval channels. Allyn's office is located in the Village Office, but it is best to schedule time to meet with him over the phone as he is often in the field.

**SERVICES PROVIDED:**

The following outlines just a few of the services provided by this department:

- Enforce codes, including all State Building, Heating, Electric and Plumbing Codes; Local Building Codes; and Zoning Codes, including local Health Codes and Public Nuisance ordinances;
- Respond to complaints of potential code violations relating to signing, building occupancy, housing conditions, construction, land use, zoning, clearing, grading, filling, public nuisance or other code related matters; See these complaints through the established investigative process to seek resolution;
- Meet and deal effectively and tactfully with building contractors, general public, local, state and federal units of government, especially to explain and interpret the provisions of ordinances, codes, Statute and the permitting procedures in the Village of Hobart;
- Prepare for, attend and make recommendation to the Planning and Zoning Commission and serve as a voting member on the Site Review Committee;
- Review residential and commercial plot plans for zoning compliance as well as compliance with all other applicable Village, County, State and Federal laws and ordinances as necessary for issuing of building and/or zoning permits;
- Assist applicants from initial contact to the issue of basic building permits for residential repairs/renovations including minor accessory structures, determine and collect all fees as set by Village ordinance, Brown County ordinance or the State of Wisconsin;
- Plan, organize, and coordinate residential and commercial on-site inspections of new structures under construction, renovations of existing buildings, etc. to ensure compliance with applicable Village, County, State and

Federal ordinances and laws, including Village-owned properties and structures;

- In the event of noncompliance with building ordinance, law etc. issue noncompliance notices to builders, contractors, property owners/managers, tenants and homeowners, assist where possible to ensure compliance or proceed with documentation to obtain injunctive relief or prosecution;
- Respond to data requests from Administrators, Clerk, Public Works Director and Police Department staff.

<b>BUILDING AND CODE COMPLIANCE DEPARTMENT</b>						
	<b>2007</b>	<b>2008</b>	<b>2009</b>		<b>2010</b>	
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>2009 EST.</b>	<b>BUDGET</b>	<b>% Change</b>
Salary	\$ 51,152.90	\$ 51,060.51	\$ 34,399.36	34,399.36	\$ 31,000.00	-9.88%
Payroll Taxes/WRS	8,872.28	9,132.76	6,209.08	6,209.08	5,781.50	-6.89%
Health Ins	7,844.28	9,729.52	8,959.57	9,615.20	6,359.67	-29.02%
Dental Ins	226.37	290.40	263.79	311.28	389.58	47.69%
Bldg Insp Inc Cont/Life	561.24	810.44	650.70	862.66	118.66	-81.76%
Supplies Expense	59.96	1,144.83	1,200.00	750.00	1,000.00	-16.67%
Educ/Travel/Mile	(345.00)	560.70	150.00	400.00	750.00	400.00%
Fuel Exp	1,601.39	2,168.91	2,000.00	1,200.00	1,300.00	-35.00%
Vehicle Maintenance	437.82	608.31	1,000.00	750.00	200.00	-80.00%
<b>TOTAL</b>	<b>\$ 70,411.24</b>	<b>\$ 75,506.38</b>	<b>\$ 54,832.50</b>	<b>\$ 54,497.58</b>	<b>\$ 46,899.41</b>	<b>-14.47%</b>

## 2009 ACCOMPLISHMENTS

### Inspections

- ✓ Maintained all certifications required of a Building Inspector;
- ✓ Worked with home owners / contractors regarding code issues and requirements;
- ✓ Performed plan reviews of house plans and commercial plans;
- ✓ Performed a cost analysis of inspection fees;
- ✓ Performed 303 inspections;
- ✓ Performed fee comparison analysis with surrounding municipalities;
- ✓ Issued 122 Permits.

### Zoning

- ✓ Facilitated 667 zoning changes;
- ✓ Setup excel spread sheets for all Oneida fee land, fee to trust land, trust land;
- ✓ Updated ordinances for Fire Department, Police Department, & Zoning;
- ✓ Updated zoning changes on GIS and in an excel spreadsheet;
- ✓ Updated maps for Public Works, zoning, and created a hunting map;
- ✓ Updated the zoning classification of approximately 80 nonconforming parcels;
- ✓ Investigated zoning, ordinance and code enforcement violations and sent letters of notice of violations;
- ✓ Helped to facilitate the Storm Water map conversion to GIS.

<b>DEPARTMENT OF BUILDINGS &amp; CODE COMPLIANCE</b>	
<b>2010 STRATEGIC GOALS</b>	<b>OBJECTIVES</b>
<b>Effectively hire, train, define and transition from Building Inspections/Zoning Administrator to Director of Buildings and Code Compliance</b>	<ul style="list-style-type: none"> <li>• Complete recruitment process and make job offer prior to January 8, 2010;</li> <li>• Create annual work plan with Administrator to clearly outline priority projects and expectations;</li> <li>• Find a creative means to utilize former BI/ZA for immediate training not to exceed past the month of January 2010;</li> <li>• Obtain any credentials necessary to become a full-service Inspector (Identify options for Commercial Plumbing &amp; Electric.)</li> <li>• Define roles and interactions with other team members, the Village Board and Planning and Zoning Commissioners.</li> </ul>
<b>Create and implement a comprehensive property maintenance/code compliance program</b>	<ul style="list-style-type: none"> <li>• Facilitate a discussion with the Village Board to understand parameters, scope and expectations of the program;</li> <li>• Research existing programs/ordinances and tailor ordinance to Hobart;</li> <li>• Create record-keeping system for tracking, monitoring and effecting property maintenance compliance;</li> <li>• Communicate the program and compliance process to the public.</li> </ul>
<b>Begin process for a complete overhaul of recordkeeping, property filing system, report generation.</b>	<ul style="list-style-type: none"> <li>• Add to and maintain information placed onto the new web site to keep public informed- Include brochures on common residential projects and items of interest;</li> <li>• Begin utilizing a subcomponent of the G.I.S. program for property files;</li> <li>• Place materials / forms on website to allow residents to fill them out and send them to the office electronically when possible;.</li> <li>• Re-engineer Permit Data / Monthly Report record keeping and report generation process;</li> <li>• Develop Standardized Inspection Reports / Correction Notice;</li> <li>• Develop Plan Storage System.</li> <li>• Develop Comprehensive Planning/Zoning Commission Staff Report;.</li> <li>• Evaluate all applicable record keeping, forms, processes and implement changes as identified.</li> </ul>

<p><b>Begin networking and rapport-building with local builders/developers, inspection departments and professional organizations</b></p>	<ul style="list-style-type: none"> <li>• Liaison with local Homebuilding Associations, introduce and interact to communicate Village willingness to assist builders.</li> <li>• Provide periodic correspondence to appropriate groups, updating as to code changes, property maintenance program implementation and development opportunities in Hobart.</li> </ul>
<p><b>Reconcile and update Municipal Code per subjects related to DBCC</b></p>	<ul style="list-style-type: none"> <li>• Comprehensive review and revision of fence ordinance.</li> <li>• Inventory of Zoning Changes in past 3 years and incorporate into Codebook.</li> <li>• Properly place property maintenance ordinance into existing Codebook.</li> </ul>

## PROGRAM: PARKS & URBAN FORESTRY

### **DESCRIPTION:**

The Village owns and operates two public parks. Four Seasons Park, located at 471 Four Seasons Drive, is a 40 acre park that boasts two play areas, a volleyball court, ball diamond, a soccer field and beautiful .9 mile walking and recreational trail. A shelter and hall are also available for the public to rent for private parties and other occasions. A very nice amenity at Four Seasons is a Veteran's Memorial that honors all branches of the Armed Forces. Commemorative bricks are also available for purchase by the public. The bricks can be placed in a designated area around the Memorial. This is truly a beautiful attraction. Additionally, each summer the Ryan Jerabek Memorial Run (Ryan's Run) is held at Four Seasons to honor a young man from Hobart that was killed in the line of duty in Iraq in 2004.



**(To left and right: Features of the Veteran's Memorial at Four Seasons Park)**



**Pine Tree Park- South Pine Tree Rd**

The Village also owns and maintains Pine Tree Park, a roughly 3 acre park located at 2703 S. Pine Tree Road. This park offers a playground geared for younger children, a ball diamond and a rentable outdoor park shelter.

Village officials are very dedicated to maintaining and improving the amenities at these parks to ensure that many generations of residents are able to enjoy the wonderful open and public space that they offer. Additional park space and walking paths are planned for the *Centennial Centre at Hobart*.

<b>PARKS MAINTENANCE AND PROMOTION</b>						
	<b>2007</b>	<b>2008</b>	<b>2009</b>		<b>2010</b>	
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>2009 EST.</b>	<b>BUDGET</b>	<b>% Change</b>
Mowing Salary	\$ 2,742.00	\$ -	\$ -	195.03	\$ 2,500.00	<b>0.00%</b>
Payroll Taxes/WRS	209.76	13.49	-	-	191.25	-
Supply/Expense	472.16	642.32	1,000.00	1,085.49	1,000.00	<b>0.00%</b>
Mowing Fuel	2,508.21	1,799.27	2,500.00	518.00	1,000.00	<b>-60.00%</b>
Events/Promotions	991.00	18,352.32	1,250.00	703.00	1,000.00	<b>-20.00%</b>
Park Site Maintenance	4,679.06	3,957.85	5,500.00	4,748.78	5,500.00	<b>0.00%</b>
<b>TOTAL</b>	<b>\$ 11,602.19</b>	<b>\$ 24,765.25</b>	<b>\$ 10,250.00</b>	<b>\$ 7,250.30</b>	<b>\$ 11,191.25</b>	<b>9.18%</b>

## PROGRAM: PLANNING & ZONING MEETINGS

**Description:**

The Village has a Planning and Zoning Commission that hears cases for re-zoning, conditional uses, variances and other changes or exceptions on land uses. The Commissioners are paid \$25 per meeting, which is normally only one time per month. Additional funds in this program are related to the costs for planning consultants, which the Village will have to utilize in 2009 for economic development initiatives. Similarly, members of the Village’s Site Review Committee are also paid \$25 per meeting. The Site Review Committee reviews individual construction or development project proposals and makes recommendations to the Board.

PLANNING & ZONING						
	2007	2008	2009		2010	
	ACTUAL	ACTUAL	BUDGET	2009 EST	BUDGET	% Change
Water Testing Program	\$ 9,464.51	\$ -	\$ -	\$ -	\$ -	0.00%
Planning&ZoningMtg	400.00	1,791.50	1,925.00	2,250.00	2,100.00	9.09%
Planning Consultant	215.00	17,516.65	3,000.00	-	-	-100.00%
Zoning/Plan Appeals	-	-	-	-	-	0.00%
Site Review Meetings	474.00	584.20	1,925.00	1,925.00	2,100.00	9.09%
<b>TOTAL</b>	<b>\$10,553.51</b>	<b>\$ 19,892.35</b>	<b>\$ 6,850.00</b>	<b>\$ 4,175.00</b>	<b>\$ 4,200.00</b>	<b>-38.69%</b>

**Summary Public Works Programs and Departments**

<b>SUMMARY OF VILLAGE EXPENDITURES: PUBLIC WORKS</b>					
	<b>2007 ACTUAL</b>	<b>2008 ACTUAL</b>	<b>2009 BUDGET</b>	<b>2010 BUDGET</b>	<b>% Change</b>
Hwy/Str Admin Cost	\$ 91,828.10	\$ 124,188.07	\$ 97,469.43	\$ 117,215.69	<b>20.26%</b>
Hwy Maintenance	172,767.49	151,064.15	182,200.00	182,350.00	<b>0.08%</b>
Street Lighting	61,492.97	64,184.27	65,909.98	66,141.43	<b>0.35%</b>
Garbage Collection	108,220.02	124,399.11	253,785.00	-	<b>0.00%</b>
Garbage/Recycling Collection	-	-	78,800.00	332,493.00	<b>321.95%</b>
<b>Total Expenses</b>	<b>\$ 434,308.58</b>	<b>\$ 463,835.60</b>	<b>\$ 678,164.41</b>	<b>\$ 698,200.12</b>	<b>2.95%</b>

## **Detailed Public Works Programs and Departments**

### **DEPARTMENT: PUBLIC WORKS**

#### **DESCRIPTION:**

The Department of Public Works serves our large, rural Village and two (2) public parks with three (3) full time Laborer/Utility Maintenance Workers and one Director, Mr. Rick Kinney. Rick has been with the Village since 1998 and was promoted to Department Director in 2004. He has extensive municipal water/sewer infrastructure experience and brings 34 years of knowledge to work every day. Rick is a working foreman, meaning he also performs fieldwork on a daily basis. The staff promptly responds to residents with questions or concerns whenever they arise.



(left to right: Gary Smits, Rob Turner, Brian Tilque, and Director Rick Kinney)

#### **SERVICES PROVIDED:**

The Village DPW is in charge of a range of services in Hobart including, but not limited to:

- Street cleaning and maintenance
- Water and sewer system cleaning and maintenance
- Maintenance of the street right-of-way (brush-cutting, tree-trimming, ditch mowing etc.)
- Public buildings and grounds maintenance
- Storm water management including ditch and culvert repair/replacement
- Parks
- Fleet vehicles and capital assets preventive maintenance
- Snow plowing and salting operation
- Event set-up and take down

In addition to all of the above, our DPW crew must ensure that our water is clean and meets standards and that our human waste is properly managed. Service is accomplished through regular inspections of our well houses (water) and 5 lift stations (sewer) located throughout the 33 square miles of our Village. We must also comport to water quality standards set forth by the Clean Water Act, the Environmental Protection Agency and Wisconsin DNR.



**Public Works building on Overland Rd.**

Perhaps one of the most important aspects the DPW performs is keeping our residents and all motorists safe in the wintertime during snowfall events. The Department is dedicated to providing timely and thorough snow removal to ensure our residents safety. For efficiency, Hobart also contracts with local snow removal companies for a small portion of this service.

### 2009 ACCOMPLISHMENTS

- ✓ Paved over two miles of roads (including patchwork);
- ✓ Changed many signs within the Village to meet MUTCD standards;
- ✓ Continued work on ongoing drainage issues through-out the Village;
- ✓ Continued a Grade -A rating for the Sanitary Sewer System;
- ✓ Continued State salt purchase program thus saving substantial money;
- ✓ Met all Tree City USA requirements;
- ✓ Tower painting completed;

<b>DEPARTMENT OF PUBLIC WORKS</b>	
<i>2010 STRATEGIC GOALS</i>	<i>OBJECTIVES</i>
<b>Maintain Village-owned Right-of-Way</b>	<ul style="list-style-type: none"> <li>• Observe and inventory ROW to prioritize needs for 2010;</li> <li>• Continue using the trained personnel on the machinery used to maintain the R-O-W;</li> <li>• Maintain the proper flow of the drainage in our ditches to prevent any erosion or damage.</li> </ul>
<b>Maintain a Safe Working Environment at all Times</b>	<ul style="list-style-type: none"> <li>• Conduct safety meetings on a regular basis to provide safe operations within the DPW;</li> <li>• Have all DPW personnel trained in confined space entry, competent person training.</li> </ul>
<b>Improve Aesthetics of Public Parks and Buildings</b>	<ul style="list-style-type: none"> <li>• Maintain the flower beds at all the Village owned Buildings- establish rounds for adequate watering;</li> <li>• Keep up with the "Tree City USA" standards;</li> <li>• Continue using the correct personnel for mowing and weed control at all the buildings.</li> </ul>
<b>Water Utility-Quality Control for Customers</b>	<ul style="list-style-type: none"> <li>• Turn more than the required 1/2 the system valves by the DNR to meet the goal;</li> <li>• Change meters at a faster pace than set in the past to replace outdated and malfunctioning equipment;</li> <li>• Continued Public awareness of how to conserve water consumption and check for leaks, and repair leaks to control water;</li> <li>• Continue flushing program as set in the past, even though the water quality is improving as are changing to lake water.</li> </ul>
<b>Sanitary Sewer- Maintain Flow and Sustainability of Infrastructure</b>	<ul style="list-style-type: none"> <li>• Continue cleaning and televising 1/3 of the system to reduce the chances for potential back-ups or clogs;</li> <li>• Replace the failing pumps at lift station # 3 with updated non clogging pumps, thus preventing;</li> <li>• Continued Infil-Inflowtration monitoring of the system to continue with our "A" rating from the DNR.</li> </ul>

<b>PUBLIC WORKS: HIGHWAY/ROAD MAINTENANCE</b>						
	<b>2007</b>	<b>2008</b>	<b>2009</b>		<b>2010</b>	
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>2009 EST.</b>	<b>BUDGET</b>	<b>% Change</b>
New Equipment	\$ 1,139.54	\$ 7,316.36	\$ 8,500.00	\$ 7,500.00	\$ 3,500.00	<b>-58.8%</b>
Equip Repair	946.75	2,488.35	2,000.00	1,850.00	2,500.00	<b>25.0%</b>
Snow Removal	60,753.61	52,509.93	67,500.00	45,000.00	62,000.00	<b>-8.1%</b>
Engineering	4,057.08	10,311.31	2,000.00	2,000.00	2,000.00	<b>0.0%</b>
Stone/Shoulder	4,393.19	6,498.10	6,500.00	4,900.00	7,500.00	<b>15.4%</b>
Sign Repair/Replace	2,840.27	3,098.35	5,000.00	2,200.00	10,000.00	<b>100.0%</b>
Patch/Blktop	8,638.99	12,223.24	10,000.00	6,800.00	10,000.00	<b>0.0%</b>
Chip Seal/Crack Fill	44,394.00	17,720.00	27,000.00	22,000.00	20,000.00	<b>-25.9%</b>
Salt/Sand	37,392.26	27,619.67	30,000.00	29,500.00	44,500.00	<b>48.3%</b>
Grass Cut	291.95	4,009.32	7,500.00	2,000.00	4,500.00	<b>-40.0%</b>
ROW Ditch/Grass Cut	381.00	732.12	3,500.00	2,700.00	4,000.00	<b>14.3%</b>
Trash Rem/Ditch	110.00	-	500.00	-	-	<b>0.0%</b>
Sup/Record	36.07	339.65	200.00	400.00	350.00	<b>75.0%</b>
Rented Equip/Labor	93.78	1,043.75	2,000.00	1,150.00	1,500.00	<b>-25.0%</b>
Road Excavations	7,299.00	5,154.00	10,000.00	10,000.00	10,000.00	<b>0.0%</b>
<b>TOTAL</b>	<b>\$ 172,767.49</b>	<b>\$ 151,064.15</b>	<b>\$ 182,200.00</b>	<b>\$ 138,000.00</b>	<b>\$ 182,350.00</b>	<b>0.1%</b>

<b>PUBLIC WORKS: HIGHWAY/ROAD ADMINISTRATION</b>						
	<b>2007</b>	<b>2008</b>	<b>2009</b>		<b>2010</b>	
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>2009 EST.</b>	<b>BUDGET</b>	<b>% Change</b>
Salary/Wages	\$ 58,531.77	\$ 77,971.42	\$ 59,320.48	\$ 59,320.48	\$ 70,335.70	<b>18.57%</b>
Payroll Taxes/WRS	\$ 9,163.94	\$ 13,663.66	\$ 10,707.35	\$ 10,707.35	13,117.61	<b>22.51%</b>
Health Ins	5,595.91	7,710.21	7,826.53	7,826.53	12,698.30	<b>62.25%</b>
Dental Ins	308.16	427.98	428.30	418.75	391.98	<b>-8.48%</b>
LTD/ADD Life Ins	537.72	709.42	471.77	727.75	822.10	<b>74.26%</b>
AssociationDues	-	185.00	215.00	281.00	300.00	<b>39.53%</b>
Supply/Exp	3,738.58	4,359.75	3,000.00	2,875.00	3,000.00	<b>0.00%</b>
Education/Travel	310.58	90.00	1,500.00	1,300.00	1,300.00	<b>-13.33%</b>
Fuel Expense	9,660.24	14,543.57	11,000.00	8,200.00	10,750.00	<b>-2.27%</b>
Vehicle Maint/Parts	3,981.20	4,527.06	3,000.00	7,000.00	4,500.00	<b>50.00%</b>
<b>TOTAL</b>	<b>\$ 91,828.10</b>	<b>\$ 124,188.07</b>	<b>\$ 97,469.43</b>	<b>\$ 98,656.86</b>	<b>\$ 117,215.69</b>	<b>20.26%</b>

## PROGRAM: GARBAGE & RECYCLING COLLECTION

### **DESCRIPTION:**

The Village contracts for residential trash and recycling services with Wittenberg Disposal Services.

### **OVERVIEW of CHARGES**

<i>Container Size</i>	<i>Trash/Mo.</i>	<i>Recycle/Mo.</i>	<i>Total Annual \$</i>
<i>95 Gal.</i>	<i>10.27</i>	<i>3.00</i>	<i>\$ 159.26</i>
<i>65 Gal.</i>	<i>10.10</i>	<i>3.00</i>	<i>\$ 157.18</i>
<i>32 Gal.</i>	<i>9.23</i>	<i>3.00</i>	<i>\$ 146.78</i>

Charges for 2010 have remained the same as 2009 charges. Service rates, fuel surcharges and an increase of 33% in County tipping fees are all factors in establishing what rates the Village needs to collect from each user to “break-even.” Garbage and recycling charges appear as a separate fee on the property tax bills and are not part of the general property tax levy.

## PROGRAM: STREET LIGHTING

**DESCRIPTION:**

The “street lighting” program consists of the electric utility charges to power the lights in private developments. The Village, in various developers’ agreements, ensures that properties utilizing the streetlights are properties that pay for them. You will see street lighting as revenue as well. The Village initially pays for the monthly electric charges, but is then wholly reimbursed by charges back to the residents of a subdivision.

STREET LIGHTING						
	2007 ACTUAL	2008 ACTUAL	2009 BUDGET	2009 EST.	2010 BUDGET	% Change
Street Lights	\$ 9,207.97	\$ 9,430.18	\$ 9,669.07	\$ 9,669.07	\$ 9,519.28	-1.55%
Polo Point	5,256.92	5,485.21	5,626.15	5,626.15	5,493.90	-2.35%
Indian Trails I&II	6,278.36	6,501.02	6,666.91	6,666.91	6,511.28	-2.33%
S.E.Ind Pk	12,063.51	12,432.74	12,847.89	12,847.89	12,475.65	-2.90%
Thornberry Crk	24,844.09	25,611.19	26,247.07	26,247.07	26,232.25	-0.06%
Barnard Woods	1,534.81	1,625.28	1,671.35	1,671.35	1,627.82	-2.60%
Golden Pond	1,743.97	1,828.49	1,876.41	1,876.41	1,831.30	-2.40%
Fonda Fields	393.42	406.30	418.33	418.33	406.96	-2.72%
Brookwood Cir	169.92	863.86	886.80	886.80	924.12	4.21%
Stone Gable				576.11	1,118.87	0.00%
<b>TOTAL</b>	<b>\$ 61,492.97</b>	<b>\$ 64,184.27</b>	<b>\$ 65,909.98</b>	<b>\$ 66,486.09</b>	<b>\$ 66,141.43</b>	<b>0.35%</b>

## PROGRAM: LEGAL SERVICES

### **DESCRIPTION:**

Legal services are essential to ensure that municipal government is operating in accordance with all state and federal laws, and to ensure that local ordinances are implemented in a manner that preserves and protects the property and civil rights of Hobart residents.

Legal services are also required when municipal authority or jurisdiction is questioned or legally challenged, as has been a frequent occurrence over the recent years.

### **MOVING FORWARD:**

Legal services are essential to ensure that municipal government is operating in accordance with all state and federal laws, and to ensure that local ordinances are implemented in a manner that preserves and protects the property and civil rights of Hobart residents.

Legal services are also required when municipal authority or jurisdiction is questioned or legally challenged, as has been a frequent occurrence in recent years.

This year we reduced our legal fees by 25.2% from 2009. The Village is currently engaged in one court action in Brown County Circuit Court, Branch 5. The Village is Plaintiff in a case contesting a Service Agreement executed between Brown County and the Oneida Tribe of Indians of Wisconsin. The tribe is not a defendant. On October 9, 2009 the Court ruled for Brown County; however, the Village is back in this Court on a Motion for Reconsideration that will be heard and/or ruled by Judge Hammer on February 19, 2010. Should the Motion for Reconsideration be denied, the Village Board will have a decision on whether or not to appeal.

	2007 ACTUAL	2008 ACTUAL	2009 BUDGET	2009 EST.	2010 BUDGET	% Change
Legal	292,974.00	609,230.23	312,000.00	\$ 193,500.00	\$ 233,500.00	-25.2%
<b>TOTAL</b>	<b>\$ 292,974.00</b>	<b>\$ 609,230.23</b>	<b>\$ 312,000.00</b>	<b>\$ 193,500.00</b>	<b>\$ 233,500.00</b>	<b>-25.2%</b>

## DEBT SERVICE FUND

### **Description:**

The Debt Service Fund of the village is used to account for the payment of principal and interest on all debt obligations of the Village, with the exception of debt issued for Sewer and Water purposes. The Village is required by constitution and statute to provide for the payment of its debt by the levy of taxes sufficient to pay the principal and interest on the debt. User fees and a property tax levy for the future capacity of the systems pay the Sewer and Water Enterprise Fund debts.

Certain costs are incurred by the Village that reflect a long-term investment in the future of the Village. Financing of these long-term assets is often appropriately accomplished through the issuance of long-term debt instruments, special assessments, or any other combination of these. The Village has the power to incur indebtedness for Village purposes specified by statute in an aggregate amount, not to exceed five percent of the equalized value of taxable property in the Village, as last determined by the State of Wisconsin Department of Revenue. In general, such indebtedness may be in the form of bonds and promissory notes for various public purposes.

New issues for 2009 included approximately \$5.1M in Note Anticipation Notes for the construction of infrastructure in TID #1. This borrowing is to be repaid using tax increment and not paid back through general property taxes. Put another way, the developers that build in *Centennial Centre at Hobart* will repay these debts, not a typical residential homeowner/property owner.

<b>VILLAGE OF HOBART 2010 DEBT SERVICE BUDGET</b>		
<b>REVENUES</b>	<b>2009 BUDGET</b>	<b>2010 BUDGET</b>
General Property Tax	\$ 709,719.26	\$ 832,313.72
Special Assessments	124,212.91	124,212.91
Interest on Special Assessments	32,633.81	23,967.77
Transfer Station Settlement	-	66,667.00
<b>Total Revenues</b>	<b>\$ 866,565.98</b>	<b>\$ 1,047,161.40</b>
<b>Principal-Debt Service Fund (05)</b>	<b>2009 BUDGET</b>	<b>2010 BUDGET</b>
LeasPur-Eqmt Van	34,272.45	-
Wells Fargo \$176,000 Fire Truck (2006) P	12,500.00	34,625.00
G.O.Notes(1.185M)P	125,000.00	130,000.00
GO Note(1.085M)P	100,000.00	105,000.00
G.O.Notes(2.635M)P	155,000.00	160,000.00
Taxable G.O.Ref Bd 12 15 03 Village Land P (1.34M)	120,000.00	140,000.00
G.O.Ref Ban1.125M S.E. Inc Park P	90,000.00	90,000.00
Reg Det Pond in SE Ind Pk - P Vill of Ashw	33,883.06	36,214.19
<b>Total Principal Fund 05</b>	<b>\$ 670,655.51</b>	<b>\$ 695,839.19</b>
<b>Interest</b>	<b>2009 BUDGET</b>	<b>2010 BUDGET</b>
LeasPur-Eqmt Van	1,596.03	-
Wells Fargo \$176,000 Fire Truck (2006)	7,796.75	6,846.90
G.O.Notes(1.185M)	15,505.00	9,775.00
G.O.Notes(1.085M)	11,402.50	7,071.25
G.O.Notes(2.635M)I	40,335.00	34,600.00
Taxable G.O.Ref Bd 12 15 03 Village Land	50,250.00	43,750.00
G.O.Ref BAN1.125M	27,902.50	24,527.50
Regional Detention Pond in SE Ind Park	4,822.69	2,491.56
G.O. Notes \$420,000 Public Works Bldg (2007)	17,430.00	17,430.00
Taxable NAN (6.82 M) Land Purchases	-	167,090.00
Tax-exempt NAN (1.11 M) Land Purchases	18,870.00	37,740.00
<b>Total Interest</b>	<b>\$ 195,910.47</b>	<b>\$ 351,322.21</b>
<b>Total Principal and Interest Fund 05 (actual)</b>	<b>\$ 866,565.98</b>	<b>\$ 1,047,161.40</b>

<b>Water/Sewer Debt-Principal-Funds 02 and 03</b>	<b>2009 BUDGET</b>	<b>2010 BUDGET</b>
Ashw Crk Swr P-GBMSD	\$ 47,608.73	\$ 49,670.19
Ashw Crk Swr P-GBMSD	20,647.42	21,297.81
Interceptor Duck Creek-GBMSD	78,553.68	81,931.48
Interceptor - 1982-GBMSD	6,257.10	6,257.10
Interceptor - 1992-GBMSD	4,673.95	4,673.95
Revenue Bond W/S 10/08 9.41% Sewer	22,584.00	-
Revenue Bond W/S 10/08 90.59% Water	217,416.00	-
Water Tower & CBCWA Connection (\$225,000 + \$162,500)	38,750.00	-
Wells Fargo Swr Bds (Rem LS 1 & 2)	10,702.71	11,218.15
<b>Water Portion</b>	<b>\$ 256,166.00</b>	<b>\$ -</b>
<b>Sewer Portion</b>	<b>\$ 191,027.59</b>	<b>\$ 175,048.68</b>
<b>Total Principal Water and Sewer-Funds 02 and 03</b>	<b>\$ 447,193.59</b>	<b>\$ 175,048.68</b>
<b>Interest Expense-Water and Sewer</b>	<b>2009 BUDGET</b>	<b>2010 BUDGET</b>
Ashw Crk Sewer 4.33% I-GBMSD	\$ 38,573.06	\$ 36,511.60
Ashw Crk Sewer 3.15% I-GBMSD	11,226.47	10,576.08
Interceptor Duck Creek - GBMSD	82,140.36	78,762.56
Revenue Bond W/S 10/08 9.41% Sewer	16,416.00	17,446.14
Revenue Bond W/S 10/08 90.59% Water	158,034.00	167,953.86
Water Tower and CBCWA Connection	11,625.00	-
Wells Fargo Sewer Bonds (Remove LS 1 & 2)Int	28,797.29	28,281.85
<b>Water Portion- Fund 02</b>	<b>\$ 169,659.00</b>	<b>\$ 167,953.86</b>
<b>Sewer Portion- Fund 03</b>	<b>\$ 177,153.18</b>	<b>\$ 171,578.23</b>
<b>Total Interest Expense- 02 and 03</b>	<b>\$ 346,812.18</b>	<b>\$ 339,532.09</b>

## CAPITAL IMPROVEMENTS FUND

### **Description:**

A “capital” expenditure is a fixed asset such as land purchase, infrastructure, vehicles, a building, a computer or a large piece of equipment that is held or used for more than one year and usually for many used (“fixed asset”). Different municipalities have various thresholds for what is a capital item, but a general rule of thumb is any item costing the Village over \$1,000. Larger organizations may set different thresholds. Numerous reasons exist as to why capital items are treated and budgeted differently than regular general fund expenditures. Some reasons include the fact that they are often financed through debt, spending varies year-to-year and the stakes are high due to high costs. It is important that capital budgets are evaluated well into the future to ensure proper financial planning, especially regarding infrastructure planning.

The current Village Board has taken a “best-fit” approach to capital outlays, meaning they rely on debt financing and paying for large needs from fund balances or reserves (known as the pay-go method). The amount of money needed and the taxation and economic situation of residents’ ability to pay at any given time is a consideration for determining immediate and long-term financing.

In 2009, one large capital item the Board approved was new breathing apparatus for the Volunteer Fire Department. Fortunately, we received a grant that funded over 95% of this expenditure! Later in 2009, the Village Board addressed much-needed snow removal equipment in the purchase of a new 4x2 Plow with wing and an F 350 snowplow/dump. This should not only improve the timeliness and efficiency of the snowplowing service, but also help to keep the drivers and residents safer during difficult winter travel

2010 budgeted items include an additional police squad vehicle. The Village will be swapping out one vehicle every year to ensure the police fleet does not become expensive in terms of ongoing operation and maintenance. The Town of Lawrence finances half of all capital costs incurred by the department. The Village has also budgeted for two new Public Works field trucks and placed another \$53,000 away for the future purchase of a 5-yard dump truck/plow. This year, due to some refinancing and less debt service, the Village was able to address its capital needs. With future payments on the land near HWY 29 coming due in 2011, the Village will have less ability to address these needs in the next two budgets.

Other capital outlays include upgrades of some Village computers and the server, which we update proportionately in every budget. In 2010, the Village does not have many other urgent or large capital items to address.

<b>2010 CAPITAL IMPROVEMENT BUDGET (CIB)</b>				
<b>REVENUES</b>	<b>2007 ACTUAL</b>	<b>2008 ACTUAL</b>	<b>2009 BUDGET</b>	<b>2010 BUDGET</b>
General Property Tax	\$ 564,590.00			
Reimburse Paid to	130,433.32	-	-	-
Proceeds of Long Term	2,430,000.00	7,930,000.00	-	-
Transfer from GF	444,844.44	-	-	-
<b>Total Revenue</b>	<b>\$ 3,569,867.76</b>	<b>\$ 7,930,000.00</b>	<b>\$ -</b>	<b>\$ -</b>
<b>EXPENDITURES</b>				
<b>GENERAL</b>				
<b>GOVERNMENT</b>	<b>2007 ACTUAL</b>	<b>2008 ACTUAL</b>	<b>2009 BUDGET</b>	<b>2010 BUDGET</b>
Property Revaluation	\$ 62,530.32	\$ -	\$ 12,200.00	\$ 3,050.00
Office Equipment	21,596.14	4,111.66	20,600.00	14,600.00
<b>Total General Gov</b>	<b>\$ 84,126.46</b>	<b>\$ 4,111.66</b>	<b>\$ 32,800.00</b>	<b>\$ 17,650.00</b>
<b>FIRE DEPARTMENT</b>				
Fire Dept. New Equip	\$ 5,362.43	\$ (254.47)	\$ 138,000.00	\$ 25,000.00
<b>Total Fire Department</b>		<b>\$ (254.47)</b>	<b>\$ 138,000.00</b>	<b>\$ 25,000.00</b>
<b>POLICE DEPARTMENT</b>				
Police / New Vehicles	\$ -	\$ 14,721.49	\$ 22,000.00	\$ 22,000.00
Police / New	10,686.97	8,162.31	3,550.00	4,250.00
<b>Total Police</b>	<b>\$ 10,686.97</b>	<b>\$ 22,883.80</b>	<b>\$ 25,550.00</b>	<b>\$ 26,250.00</b>
<b>PUBLIC WORKS AND ROAD CONSTRUCTION</b>				
Public Works New	\$ 124,647.00	\$ 2,000.00	\$ 71,750.00	\$ 25,000.00
Road Const.	11,897.46	3,992.67	17,000.00	21,000.00
Road Constr. Paving	292,850.28	306,103.62	261,500.00	239,445.07
DPW New Bldg	360,478.87	15,134.75	-	-
Building Impr. Reserve	-	-	5,000.00	5,000.00
<b>Total Public Works</b>		<b>\$ 327,231.04</b>	<b>\$ 355,250.00</b>	<b>\$ 290,445.07</b>
<b>PLANNING</b>				
Land Acquisition Exp	\$ 981,482.31	\$ 6,007,651.30	\$ 17,750.00	\$ -
Debt Issuance Costs	43,506.50	-	-	-
GIS	-	-	6,500.00	8,500.00
<b>Total Planning</b>		<b>\$ 6,007,651.30</b>	<b>\$ 24,250.00</b>	<b>\$ 8,500.00</b>
<b>PARKS</b>				
Park- Lot Paving	\$ 37,395.00	\$ 700.00	\$ 3,600.00	\$ 7,000.00
Park Urban Forestry	-	3,600.00	3,000.00	4,500.00
<b>Total Parks</b>		<b>\$ 4,300.00</b>	<b>\$ 6,600.00</b>	<b>\$ 11,500.00</b>

Summary	2007 ACTUAL	2008 ACTUAL	2009 BUDGET	2010 BUDGET
General Government	\$ 84,126.46	\$ 4,111.66	\$ 32,800.00	\$ 17,650.00
Fire Department	5,362.43	(254.47)	138,000.00	25,000.00
Police Department	10,686.97	22,883.80	25,550.00	26,250.00
DPW/Roads	789,873.61	327,231.04	355,250.00	290,445.07
Planning	1,024,988.81	6,007,651.30	24,250.00	8,500.00
Parks	37,395.00	4,300.00	6,600.00	11,500.00
Total Expenditures	\$ 1,952,433.28	\$ 6,365,923.33	\$ 582,450.00	\$ 379,345.07
Less: Revenue	\$ (3,569,867.76)	\$ (7,930,000.00)	\$ -	\$ -
Net Expend- Levy	\$ (1,617,434.48)	\$ (1,564,076.67)	\$ 582,450.00	\$ 379,345.07

## VILLAGE OF HOBART WATER UTILITY

### **Description:**

The Village of Hobart water customers are serviced by a municipal well located within the Village, Lake Michigan water and two wells under an intergovernmental agreement with the Village of Ashwaubenon, an elevated storage tank and distribution system as discussed in southern Hobart below.

Northern Hobart residents receive public water from the 860-foot deep municipal well, which yields approximately 1,046 gallons of water per day. The well pump is a 1998, 200-horsepower electric Goulds Pump vertical turbine rated for 1,000 gpm, backed with a natural gas engine. In addition, a 300,000 gallon elevated water reservoir (tower), constructed in 1998, provides a two-day supply of water for the Village residents. The reservoir was designed specifically to use the neighboring Village of Howard's water tower as a backup source of water. In early summer of 2009 our tower was repainted.

The water quality produced by this well is of very high quality having the safest levels of radium in Brown County with a 3.9 pico curies per liter. (5 pico curies per liter of radium is considered safe). The well naturally produces ideal fluoride levels so no additives are necessary.

Southern Hobart residents have three areas serviced with public water from wells owned by the Village of Ashwaubenon. One of the wells is located in Hobart for which we have an intergovernmental agreement with Ashwaubenon, dated October 4, 1996 for safe potable water.

The Village of Hobart purchases water from the Village of Ashwaubenon at the Village's approved rates. A water tower located in the Village of Ashwaubenon is used for pressure. A metering station in southern Hobart monitors water quality and quantity from Ashwaubenon. These wells also meet state standards.

The Village of Hobart has 35.18 miles of water main within its border. The PVC pipes range in size from 6" to 16" with approximately 92% of the distribution system having mains which are 8" or larger in diameter. There are 355 hydrants and two pressure-reducing valves within the system.

The water (and sewer) system has radio-controlled signals allowing activation by a control panel located within the Hobart Village Hall offices. An alarm system alerts staff to changes in performance levels of the water or sewer system occurring outside of predetermined ranges. On-call status employees provide weekend inspections or emergency services. All facilities are inspected daily and require daily inspection reports. All water meters have radio transmitters allowing meters to be read from vehicles.

In late summer 2009, the Village Board selected the Green Bay Water Utility (GBWU) as its long-term source of potable water for the northern service area. The DNR mandated the Village to select an alternative long-term water supply to the municipal well, which will continue to serve as the back-up after the connection to GBWU is final. Construction of a booster and metering station at the corner of

Riverdale (CTY J) and Hillcrest Drive will commence in 2010. The Village should expect purchasing water from the GBWU in early 2011.

### **2010 Water Rate Study**

The Village of Hobart water utility is an “enterprise account” meaning that the utility is operated like a business, with customers, who pay for administrative, maintenance and capital costs of the system. At certain points in the life of the utility, the “enterprise” does not have sufficient revenue to operate as a break-even business. Currently, the Village has a policy of levying all properties for a portion of costs associated with future capacity of the water system. All other costs are accommodated by the water customers.

Due to the fact that the Village has not studied user rates for **over 10 years**, the time has come to assess costs and once again return the water utility to a break-even point on an annual basis. To accomplish this, the Village has initiated a “water rate study.” The study begins with a series of data inputs into spreadsheets provided by the PSC. The PSC formulas produce the necessary water rates that will again return the enterprise account to a position where the utility revenues are equal to expenditures. The PSC also requires public informational meetings and hearings leading up to the rate adjustment. The Village Board and staff will exceed all of these expectations and keep you informed throughout the rate study.

It is important that residents know some key points:

- 10 years have passed since **any** adjustment to the water rates;
- The rate study would have been a necessity regardless of which long-term water supplier the Village chose;
- The current Village Board has taken a firm stance against extending utilities to ANY area in the Village that does not desire the improvements. However, Hobart must ensure the fiscal health of the water utility for the long-term;
- Most, if not all, water utilities in Wisconsin go through rate studies, and they are performed more frequently than every 10 years;
- Updating water rates allows for better infrastructure maintenance in the present versus larger future costs if maintenance is not addressed.

Residents can expect to realize the new water rates in either the 2<sup>nd</sup> or 3<sup>rd</sup> quarter water utility billing. More information and public education sessions will also be announced.

<b>WATER UTILITY REVENUES</b>						
	<b>2007 ACTUAL</b>	<b>2008 ACTUAL</b>	<b>2009 BUDGET</b>	<b>2009 EST</b>	<b>2010 BUDGET</b>	<b>% Change</b>
General Property Taxes	(106,880.74)	(104,412.00)				<b>0.00%</b>
Sales-Residential	\$ 329,270.57	\$ 309,524.17	\$ 353,000.00	\$ 329,680.82	tbd	<b>0.00%</b>
Sales-Commercial	18,552.51	31,195.17	32,123.00	24,760.00	tbd	<b>0.00%</b>
Sales-Public Auth	661.68	2,482.83	2,118.00	1,620.00	tbd	<b>0.00%</b>
Public Fire Protection	206,514.00	208,754.00	210,714.00	210,714.00	tbd	<b>0.00%</b>
Private Fire Protection	5,858.00	7,392.00	4,861.00	7,600.00	tbd	<b>0.00%</b>
<b>Total of All Sales of Water</b>	<b>453,976.02</b>	<b>\$ 454,936.17</b>	<b>\$ 602,816.00</b>	<b>\$ 574,374.82</b>		<b>-100.00%</b>
<b>OTHER OPERATING REVENUES</b>						
Forefeited Discounts (late payment penalty)	\$ 5,610.71	\$ 5,904.20	\$ 2,500.00	\$ 3,300.00	\$ 3,300.00	<b>32.00%</b>
Other Water Revenues	5,108.72	4,048.77	600.00	550.00	\$ 600.00	<b>0.00%</b>
Water Testing-Residents	488.83	50.00	-	-	\$ -	<b>0.00%</b>
Water Inspections Fees	1,125.67	755.00	1,000.00	2,767.00	\$ 1,000.00	<b>0.00%</b>
Well Operation Permits	600.00	5,775.00	19,275.00	15,925.00	\$ 3,225.00	<b>-83.27%</b>
Valve for Meter	394.00	224.50	500.00	214.00	\$ 400.00	<b>-20.00%</b>
Interest on Accounts	775.53	669.67	500.00	4,670.00	\$ -	<b>-100.00%</b>
<b>Total Other Operating Rev.</b>	<b>\$ 14,103.46</b>	<b>\$ 17,427.14</b>	<b>\$ 24,375.00</b>	<b>\$ 27,426.00</b>	<b>\$ 8,525.00</b>	<b>-65.03%</b>
<b>TOTAL OPERATING REVENUES</b>	<b>\$ 468,079.48</b>	<b>\$ 472,363.31</b>	<b>\$ 627,191.00</b>	<b>\$ 601,800.82</b>	<b>\$ 8,525.00</b>	<b>-98.64%</b>

<b>WATER UTILITY EXPENSES</b>						
<b>PLANT OPERATION AND MAINTENANCE</b>	<b>2007 ACTUAL</b>	<b>2008 ACTUAL</b>	<b>2009 BUDGET</b>	<b>2009 EST</b>	<b>2010 BUDGET</b>	<b>% Change</b>
Salaries	54,516.55	53,337.23	37,670.89	40,167.54	39,144.50	3.91%
Payroll Taxes/WRS	\$ 9,413.06	\$ 14,833.62	\$ 6,799.60	\$ 3,346.76	\$ 7,300.45	7.37%
Health	10,114.30	10,753.32	9,026.09	9,750.00	8,051.43	-10.80%
Dental	523.58	473.64	462.94	465.35	492.58	6.40%
Long-Term Disability	397.54	390.75	260.58	129.91	289.63	11.15%
B & G Supplies/Expenses	\$ 446.67	\$ 84.95	\$ 500.00	\$ 430.00	\$ 500.00	0.00%
Meters and Meter Equipment	5,396.46	212.50	19,750.00	1,300.00	30,000.00	51.90%
B & G Utilities	4,319.56	5,185.55	4,305.00	4,250.00	4,600.00	6.85%
Maintenance Parts	2,900.11	5,713.20	6,000.00	4,850.00	5,000.00	-16.67%
Water Authority Expense	-	25,510.00	8,100.00	-	-	-100.00%
PW Assoc Dues	396.93	320.00	350.00	350.00	350.00	0.00%
Supply/Expense	2,209.03	2,200.00	2,200.00	1,564.00	2,200.00	0.00%
Public Works Fuel Expense	2,129.77	3,000.00	4,000.00	1,883.00	3,200.00	-20.00%
PW Power for Pumping	31,798.36	30,500.00	30,500.00	30,412.00	28,800.00	-5.57%
Water Engineering	38,833.89	25,000.00	30,000.00	3,000.00	30,000.00	0.00%
Purchased Water	48,733.66	50,000.00	50,000.00	48,279.00	50,000.00	0.00%
Meter Service Charge	-	1,000.00	1,000.00	-	-	-100.00%
Chemicals	10,752.84	7,500.00	8,500.00	8,047.00	8,000.00	-5.88%
Tools and Equipment	-	2,500.00	2,000.00	1,200.00	2,000.00	0.00%
Repairs to Water Plant	2,350.48	20,000.00	8,500.00	16,859.62	8,000.00	-5.88%
Repairs to Hydrant/Accidents	676.98	3,000.00	2,500.00	-	2,500.00	0.00%
<b>Total Plant Oper/Maint. Exp</b>	<b>\$ 225,909.77</b>	<b>\$ 261,514.76</b>	<b>\$ 232,425.10</b>	<b>\$ 176,284.18</b>	<b>\$ 230,428.59</b>	<b>-0.86%</b>

<b>ADMIN/GENERAL</b>	<b>2007 ACTUAL</b>	<b>2008 ACTUAL</b>	<b>2009 BUDGET</b>	<b>2009 EST.</b>	<b>2010 BUDGET</b>	<b>% Change</b>
Administrative Salaries	26,601.19	26,777.64	26,299.56	26,299.56	41,761.01	58.79%
Payroll Taxes/WRS	4,685.18	4,889.04	4,747.06	4,904.87	7,788.43	64.07%
Health Ins	5,336.41	4,996.73	5,633.20	4,737.90	6,918.45	22.82%
Reimbursement Account	5,744.71	-	6,250.00	6,670.00	6,250.00	0.00%
Admin & gen dental ins.	275.89	221.30	287.22	282.40	492.58	71.50%
Disability	210.37	260.00	211.91	79.85	238.80	12.69%
Diggers Hotline	773.9	1000	1000	1435	1500	50.00%
Postage	1,069.70	1,000.00	1,000.00	1,000.00	1,000.00	0.00%
Supply/Expense	11591.13	15000	15000	13850	15000	0.00%
Audit	5,270.00	4,200.00	4,975.00	4,975.00	5,150.00	3.52%
Building Maintenance	-	-	500.00	500.00	500.00	0.00%
Public Works Education	1,164.50	565.00	1,000.00	585.00	1,000.00	0.00%
Public Works Travel	148.41	90.22	200.00	150.00	200.00	0.00%
Water Authority Dues	-	-	500.00	500.00	500.00	0.00%
Outside Services	15,387.91	21,083.33	11,075.00	11,000.00	11,075.00	0.00%
Insurance Expense	-	6,160.00	2,000.00	2,000.00	2,150.00	7.50%
Regulatory Commission Exp	595.21	1,000.00	1,000.00	1,000.00	1,000.00	0.00%
<b>Total General Expenses</b>	<b>\$ 78,854.51</b>	<b>\$ 87,243.26</b>	<b>\$ 81,678.95</b>	<b>\$ 79,969.58</b>	<b>\$ 102,524.27</b>	<b>25.52%</b>
	<b>2007 ACTUAL</b>	<b>2008 BUDGET</b>	<b>2009 BUDGET</b>	<b>2009 EST.</b>	<b>2010 BUDGET</b>	
	<b>\$ 304,764.28</b>	<b>\$ 348,758.02</b>	<b>\$ 314,104.05</b>	<b>\$ 256,253.76</b>	<b>\$ 332,952.86</b>	<b>6.00%</b>
Depreciation Expense	\$ 63,154.00	\$ 64,202.00	\$ 70,000.00	\$ 64,203.00	\$ 64,300.00	-8.14%
Depreciation Exp - Contributions	86,392.00	87,530.00	84,000.00	87,530.00	75,600.00	-10.00%
Payment in Lieu of Taxes	(969.00)	(983.00)	107,000.00	106,483.20	106,500.00	-0.47%
<b>Total Expense</b>	<b>\$ 148,577.00</b>	<b>\$ 150,749.00</b>	<b>\$ 261,000.00</b>	<b>\$ 258,216.20</b>	<b>\$ 246,400.00</b>	<b>-5.59%</b>
<b>TOTAL OPERATING EXPENSE</b>	<b>\$ (453,341.28)</b>	<b>\$ (499,507.02)</b>	<b>\$ (575,104.05)</b>	<b>\$ (514,469.96)</b>	<b>\$ (579,352.86)</b>	<b>0.74%</b>
<b>TOTAL OPERATING REVENUES</b>	<b>\$ 468,079.48</b>	<b>\$ 472,363.31</b>	<b>\$ 627,191.00</b>	<b>\$ 601,800.82</b>	<b>\$ 8,525.00</b>	<b>-98.64%</b>
<b>NET OPERATING INCOME(+)/LOSS(-)</b>	<b>\$ 14,738.20</b>	<b>\$ (27,143.71)</b>	<b>\$ 52,086.95</b>	<b>\$ 87,330.86</b>	<b>\$ (570,827.86)</b>	<b>-1195.91%</b>

<b>Nonoperating Revenues (Expenses)</b>						
Interest Paid on Debt	\$ (165,766.26)	\$ (159,367.12)	\$ (169,659.00)	\$ (180,665.54)	\$ (167,953.86)	<b>-1.01%</b>
Amortization of Debt Issue Cost	(7,404.96)	(5,500.00)	(7,404.96)	(25,742.04)	(25,750.00)	<b>247.74%</b>
Principal Paid on Debt	(235,889.55)	(237,103.63)	(256,166.00)	-	-	<b>-100.00%</b>
Tax Levy for future water	60,200.38	60,200.38	60,200.38	60,200.38	30,000.00	<b>-50.17%</b>
Interest on Special Assessments	37,966.95	145,745.49	11,340.52	11,340.52	4,191.45	<b>-63.04%</b>
Customer Contributions	9,289.00	-	-	-	-	<b>0.00%</b>
<b>Total Nonoperating Revenues (Expenses)</b>						<b>-55.90%</b>
<b>WATER CAPITAL EXPENSES</b>						
Meters, Mains, Hydrants	\$ 15,149.00	\$ -	\$ -	\$ -	\$ -	<b>0.00%</b>
Emergency Water Backup Const	-	47,500.00	-	-	-	<b>0.00%</b>
Well Construction Engineering	-	10,000.00	-	-	-	<b>0.00%</b>
<b>Total Capital</b>	<b>\$ 15,149.00</b>	<b>\$ 57,500.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.00%</b>
<b>Net Income (Loss)</b>	<b>\$ (302,015.24)</b>	<b>\$ (280,668.59)</b>	<b>\$ (309,602.11)</b>	<b>\$ (47,535.82)</b>	<b>\$ (730,340.27)</b>	<b>135.90%</b>

## VILLAGE OF HOBART SEWER UTILITY

**Description:**

The Hobart Sewer System is a wastewater collection system consisting of 26 miles of sewer mains and 525 manholes. To date, all sewer lines have been televised and all repairs have been made to the 30 year old distribution system. Five lift stations pump sewage (from areas that lie outside of gravity flow) into four sewer interceptors that feed into the Green Bay Metropolitan Sewerage District ("GBMSD"). All of the Village's wastewater treatment services are provided by GBMSD.

The Village has entered into three sewer agreements with GBMSD for interceptor construction. The Village makes annual payments to GBMSD under these agreements as follows:

1980 Agreement	-	\$6,257 annually through 2011
1992 Agreement	-	\$4,674 annually through 2020
1999 Agreement	-	\$128,991 annually through 2019

These charges are included in the Village's budget as an annual appropriation paid from taxes levied on all taxable property in the Village.

<b>SEWER UTILITY REVENUES AND EXPENSES</b>					
<b>CHARGES FOR SERVICES</b>	<b>2007 ACTUAL</b>	<b>2008 ACTUAL</b>	<b>2009 BUDGET</b>	<b>2009 EST</b>	<b>2010 BUDGET</b>
Tax Expense	\$ (969.00)	(983.00)	-	\$ -	\$ -
Res. Sewer Volume	330,804.12	259,193.06	268,200.00	274,963.00	288,050.00
Comm. Sewer Volume	16,082.06	27,093.33	27,900.00	17,450.00	20,210.00
Public Authority Sewer	626.84	1,829.59	1,900.00	975.00	1,140.00
Res. Sewer Service	(3,468.57)	145,406.63	162,470.00	128,230.00	136,815.00
Comm. Sewer Service	8,762.45	27,484.41	30,710.00	27,095.00	27,200.00
Industrial Sewer Service	-	112,536.35	125,743.00	112,987.00	112,000.00
Public Authority Sewer	610.22	3,893.79	3,000.00	3,964.00	3,930.00
<b>Total Charges for Services</b>	<b>\$ 352,448.12</b>	<b>\$ 576,454.16</b>	<b>619,923.00</b>	<b>\$ 565,664.00</b>	<b>\$ 589,345.00</b>
<b>OPERATING REVENUES</b>					
Forfeited Discounts	\$ 5,195.18	\$ 6,479.73	\$ 3,850.00	\$ 2,927.00	\$ 3,500.00
Other Sewer Revenues	87,201.13	-	-	-	-
Sewer Hookup Fees	4,400.00	2,800.00	6,000.00	3,500.00	4,800.00
Sewer Inspection Fees	1,000.00	990.00	1,000.00	3,600.00	2,250.00
Interest on Accounts	52.03	100.00	-	3,887.00	-
Customer Contributions	8,387.00	103,614.00	-	-	-
<b>Total Other Operating Revenues</b>	<b>\$ 106,235.34</b>	<b>\$ 113,983.73</b>	<b>\$ 10,850.00</b>	<b>\$ 13,914.00</b>	<b>\$ 10,550.00</b>
<b>TOTAL OPERATING REVENUES</b>	<b>\$ 458,683.46</b>	<b>\$ 690,437.89</b>	<b>\$ 630,773.00</b>	<b>\$ 579,578.00</b>	<b>\$ 599,895.00</b>
<b>EXPENSES</b>					
<b>SYSTEM Operation &amp; Maint</b>	<b>2007 ACTUAL</b>	<b>2008 ACTUAL</b>	<b>2009 BUDGET</b>	<b>2009 EST</b>	<b>2010 BUDGET</b>
Public Works Salaries	\$ 39,184.56	\$ 42,307.04	\$ 36,707.16	\$ 36,707.16	\$ 37,879.75
Payroll Taxes/WRS	6,360.81	7,287.81	6,625.64	6,662.35	7,064.57
Public Works Health	6,299.94	7,239.82	7,520.13	7,520.00	6,788.96
Public Works Dental	331.38	376.88	390.01	390.00	414.99
Public Works LDT	328.74	312.56	300.69	300.69	345.81
Sewer/Lift Station Maintenance	13,163.16	490.59	8,000.00	5,500.00	22,500.00
PW Power for Pumping	4,142.05	4,565.88	5,000.00	2,275.00	3,660.00
Public Works Education	-	-	300.00	300.00	250.00
Treatment Charges-GBMSD	148,750.92	161,730.65	167,000.00	162,500.00	165,000.00
Interceptor Payment Paid-Interest	115,359.79	137,784.87	131,939.89	131,939.89	125,850.24
Lift Station Phones	1,306.10	1,434.00	1,050.00	900.00	1,050.00
B & G Utilities	2,159.78	2,592.77	2,438.00	2,350.00	2,400.00
CMAR Replacement Fund	-	-	8,000.00	-	15,000.00
Public Works Supply/Exp	1,724.15	1,500.00	1,500.00	1,500.00	1,500.00
Public Works Fuel Expense	280.57	1,000.00	2,200.00	1,500.00	1,900.00
Sewer Engineering	5,654.51	-	12,500.00	10,850.00	11,750.00
Outside Services & Televising	29,029.66	20,000.00	14,325.00	14,325.00	18,500.00
<b>Total Operation/Maintenance</b>	<b>\$ 374,076.12</b>	<b>\$ 388,622.87</b>	<b>\$ 405,796.52</b>	<b>\$ 385,520.09</b>	<b>\$ 421,854.32</b>

<b>GENERAL OPERATING EXPENSES</b>	<b>2007 ACTUAL</b>	<b>2008 ACTUAL</b>	<b>2009 BUDGET</b>	<b>2009 EST</b>	<b>2010 BUDGET</b>
Salaries	\$ 19,342.89	\$ 18,356.14	\$ 26,007.97	\$ 26,007.97	\$ 35,011.67
Payroll Taxes/WRS	3,322.81	3,239.97	4,694.44	4,850.49	6,529.68
Health Ins.	3,277.92	3,088.00	4,129.61	3,155.70	3,730.47
Health Care Reimbursement	6,169.91	5,744.71	6,250.00	6,250.00	6,250.00
Dental Ins.	170.56	161.43	201.86	201.86	228.01
Disability	180.19	163.83	235.54	61.63	224.44
Audit	2,840.00	3,000.00	3,100.00	3,100.00	3,210.00
Sanitation /Office Supply	9,880.25	4,659.81	5,500.00	3,755.00	5,000.00
Insurance Expense	-	1,918.00	1,000.00	1,000.00	1,000.00
<b>Total General Expenses</b>	<b>\$ 45,184.53</b>	<b>\$ 40,331.89</b>	<b>\$ 51,119.42</b>	<b>\$ 48,382.65</b>	<b>\$ 61,184.27</b>
<b>Total Oper. &amp; Maint.</b>	<b>\$ 419,260.65</b>	<b>\$ 428,954.76</b>	<b>\$ 456,915.94</b>	<b>\$ 433,902.74</b>	<b>\$ 483,038.59</b>
<b>OTHER EXPENSES</b>					
Depreciation Expense	\$ 160,841.00	\$ 162,541.00	\$ 157,000.00	\$ 159,819.96	\$ 160,000.00
Amort of Debt Issue Costs	2,342.76	2,342.70	2,342.76	4,247.76	4,250.00
<b>Total Other Expenses</b>	<b>\$ 163,183.76</b>	<b>\$ 164,883.70</b>	<b>\$ 159,342.76</b>	<b>\$ 164,067.72</b>	<b>\$ 164,250.00</b>
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 582,444.41</b>	<b>\$ 593,838.46</b>	<b>\$ 616,258.70</b>	<b>\$ 597,970.46</b>	<b>\$ 647,288.59</b>
<b>NET OPERATING INCOME (LOSS)</b>	<b>\$ (123,760.95)</b>	<b>\$ 96,599.43</b>	<b>\$ 14,514.30</b>	<b>\$ (18,392.46)</b>	<b>\$ (47,393.59)</b>
<b>EXPENSES</b>	<b>2007 ACTUAL</b>	<b>2008 ACTUAL</b>	<b>2009 BUDGET</b>	<b>2009 EST</b>	<b>2010 BUDGET</b>
<b>NONOPERATING REVENUES</b>					
Interest Paid on Debt	\$ (57,135.96)	\$ (79,526.66)	\$ (45,213.29)	\$ (46,605.02)	\$ (45,727.99)
Tax Levy for future capacity	264,027.73	137,784.87	264,027.73	264,027.73	264,027.73
Interest on Special Assessments	10,640.11	15,291.49	6,233.48	\$ 6,223.48	\$ 4,156.95
<b>Total Nonoperating Revenues</b>	<b>\$ 217,531.88</b>	<b>\$ 73,549.70</b>	<b>\$ 225,047.92</b>	<b>\$ 223,646.19</b>	<b>\$ 222,456.69</b>
<b>NET INCOME (LOSS)</b>	<b>\$ 93,770.93</b>	<b>\$ 170,149.13</b>	<b>\$ 239,562.22</b>	<b>\$ 205,253.73</b>	<b>\$ 175,063.10</b>
<b>Principal paid on debt</b>	<b>\$ (117,194.55)</b>	<b>\$ (117,194.55)</b>	<b>\$ (191,027.59)</b>	<b>\$ (186,665.11)</b>	<b>\$ (175,048.68)</b>

## VILLAGE OF HOBART STORM SEWER UTILITY

### **Description:**

Hobart's storm water utility is a system of ditches, culverts, retention/detention ponds and curb and gutter. The system is designed to effectively allow storm water to infiltrate into the water table or to channel the water to local natural bodies of water, such as streams and rivers. The curb and gutter system is currently only located in the Thornberry Creek and Polo Point subdivisions. These subdivisions also have retention ponds to properly control storm run-off specific to that area.

The majority of Hobart's storm water is managed by a ditch and culvert system and two large detention ponds located in the Southeast Industrial Park. New regulations from the Environmental Protection Agency (EPA) and Department of Natural Resources (DNR) are forcing municipalities to further restrict pollutants from reaching natural waterways. The Clean Water Act originally called for certain metrics to be in place by 2008 and further restrictions by 2011. The EPA and DNR are now regulating the benchmarks set by the Clean Water Act. Hobart will experience costly infrastructure improvements in the coming three years to ensure we are in compliance with all federal and state regulations. By having a storm water ordinance, and subsequent storm water assessment to residents, the Village will be better able to fund such projects and further the objectives of having clean and safe waterways.

The storm water utility ordinance has been in effect since July 2007. The health of the utility is very good with a stable fund balance. These accruing funds will be used for large capital projects in the coming years. Other municipalities in Wisconsin are finding it difficult to meet storm water compliance measures because they did not begin reserving funds to accommodate strict regulations. The Village Board chooses to be proactive by reserving funds from assessments on an annual basis to lessen the financial burden we expect in 2010 and beyond, as new EPA and DNR storm water quality mandates are enforced.

STORM WATER UTILITY REVENUES AND EXPENSES					
REVENUE - STORMWATER	2008 ACTUAL	2009 BUDGET	2009 EST.	2010 BUDGET	% Change
Revenue from Storm Water Fees	\$ 456,001.42	\$ 455,945.90	\$ 456,927.40	\$ 456,927.40	0.22%
Customer Contributions	-	-	-	-	0.00%
<b>Total Revenue</b>	<b>\$ 456,001.42</b>	<b>\$ 455,945.90</b>	<b>\$ 456,927.40</b>	<b>\$ 456,927.40</b>	<b>0.22%</b>
EXPENSES - STORMWATER O & M	2008 ACTUAL	2009 BUDGET	2009 EST	2010 BUDGET	% Change
Public Works Salary	10,981.37	27,177.42	27,177.42	19,950.38	-26.59%
Payroll Taxes/WRS	1,794.26	4,905.52	4,932.70	3,720.75	-24.15%
Storm Health Insurance	1,573.66	5,000.99	5,000.99	2,989.28	-40.23%
Storm Dental Insurance	81.76	261.41	261.41	182.35	-30.24%
Storm LTD/ADD	88.94	227.08	227.08	189.85	-16.40%
Admin & Gen Salaries	10,440.61	21,243.42	21,243.42	65,363.97	207.69%
Payroll Taxes/WRS	\$ 1,771.80	\$ 3,834.44	\$ 3,855.68	\$ 12,190.38	217.92%
Health Insurance	1,651.43	4,107.13	2,845.48	8,482.34	106.53%
Health Reimbursement	-	-	-	6,250.00	-
Dental Insurance	62.40	138.76	104.95	488.05	251.72%
LTD/ADD	132.39	276.75	38.49	422.09	52.52%
Depreciation Expense	\$ 1,208.00	\$ 1,300.00	\$ 1,070.00	\$ 1,200.00	-7.69%
Attorney Fees	-	2,000.00	3,600.00	3,000.00	50.00%
Mgmt Fees	-	-	-	-	0.00%
Audit/Accounting	-	1,300.00	1,300.00	1,865.00	43.46%
Mains	-	1,000.00	1,000.00	1,000.00	0.00%
Vehicle & Equip Maintenance	3,419.78	5,000.00	3,500.00	5,000.00	0.00%
Storm Sewer Maint	28,208.55	35,000.00	52,500.00	51,000.00	45.71%
Ponds Operation & Mainten	-	1,000.00	500.00	1,000.00	0.00%
Culvert Replacemt	26,889.92	30,000.00	84,187.15	40,000.00	33.33%
S. Overland Property Study/Const	-	30,000.00	-	5,000.00	-83.33%
Equipment Rental	-	1,000.00	2,200.00	6,725.00	572.50%
Leaf Collection	-	1,050.00	-	1,050.00	0.00%
Street Sweeping	2,065.00	1,500.00	1,500.00	2,000.00	33.33%
Catch Basin/Pond Maintenance	-	7,000.00	3,900.02	5,000.00	-28.57%
Storm Enforcement/Control Salary	-	7,807.22	7,807.22	6,500.00	-16.74%
Enforc/Control Medicare	-	113.20	113.20	94.25	-16.74%
Enforc/Control Social Security	-	484.05	484.05	403.00	-16.74%
Enforcement/Control Retirement	-	811.93	819.76	715.00	-11.94%
Storm Ditch/Culverts	31,802.72	32,000.00	15,000.00	35,000.00	9.38%
Storm Mowing	-	500.00	500.00	2,750.00	450.00%
Storm Materials & Supplies	1,187.39	6,000.00	2,000.00	3,000.00	-50.00%
Storm Dues	-	1,050.00	1,000.00	1,000.00	-4.76%
Stormwater Education	200.00	500.00	515.00	2,000.00	300.00%
Storm Engineering	8,162.34	20,000.00	12,964.53	28,000.00	40.00%
Storm Equipment	-	2,000.00	1,250.00	3,000.00	50.00%
Storm Mapping, Permitting, Design	64.00	15,000.00	6,500.00	10,000.00	-33.33%
Outside Services & Televising	662.50	5,000.00	2,300.00	9,500.00	90.00%
<b>Total Maint &amp; Constr</b>	<b>\$ 132,448.82</b>	<b>\$ 275,589.32</b>	<b>\$ 272,198.55</b>	<b>\$ 346,031.69</b>	<b>25.56%</b>
<b>Storm Sewer Capital Expenses</b>	<b>\$ 20,000.00</b>	<b>\$ 115,500.00</b>	<b>\$ 60,000.00</b>	<b>\$ 110,500.00</b>	<b>-4.33%</b>
<b>Total Storm Sewer Expenses</b>	<b>\$ 152,448.82</b>	<b>\$ 391,089.32</b>	<b>\$ 332,198.55</b>	<b>\$ 456,531.69</b>	<b>16.73%</b>
<b>Less Revenue from User Fees</b>	<b>\$ (456,001.42)</b>	<b>\$ (455,945.90)</b>	<b>\$ (456,927.40)</b>	<b>\$ (456,927.40)</b>	<b>0.22%</b>
<b>Excess Revenue over Expenses</b>	<b>\$ 303,552.60</b>	<b>\$ 64,856.58</b>	<b>\$ 124,728.85</b>	<b>\$ 395.71</b>	<b>-99.39%</b>

# VILLAGE OF HOBART TAX INCREMENT DISTRICT #1

## **Description:**

In the first quarter of 2009, the Village established its first tax increment district (TID) for the “*Centennial Centre at Hobart*”. The following description is designed to give a general overview of tax increment finance (TIF) and how it will work for this development.

The use of tax increment finance has become a widely used economic development tool that Wisconsin municipalities can utilize to increase property tax base since 1975, when TIF enabling legislation became Wisconsin law. The TIF law was an attempt to counteract the economic downturn by allowing cities and villages to work with the private sector to stimulate economic growth through redevelopment efforts. A more general reason for the state’s TIF law was a legislative determination that all the overlying taxing jurisdictions benefiting from economic redevelopment should share in its cost. Public infrastructure improvements to this point, although expanding tax base for all taxing jurisdictions to enjoy, was historically the sole burden of the city or village undertaking development projects.

## **Understanding Tax “Increment”**

Once TIF boundaries are drawn and the municipality has created a TID, a *base value* of all properties contained in the boundary lines is established. The base value is the market value of all the properties within the district and is determined by the Department of Revenue (DOR). The base value includes the equalized value of all taxable property, but does not include municipally owned property, which is tax-exempt. As property is developed or improved, the “tax increment” equals the general property taxes levied on the district in excess of its base value. Tax increment financing carves out the value increment and reserves it for the exclusive use of development purposes while the base assessed value remains in the local government tax base. Thus, only the value increment is utilized for development incentives. The effectiveness of economic development expenditures depends on the opportunities, incentives and planning skills that are essential to each municipality and project.

## **2009 Projects Completed or in Progress**

Within the past 13 months, the Village Board and staff have accomplished the following components of our new *Centennial Centre at Hobart*:

- 603 acre Master Plan for a Mixed Use (Commercial/Residential) area located next to State 29/32 – the road between Minneapolis and Green Bay;
- Tax Increment District in place;
- PDD #1: Centennial Centre at Hobart Zoning District Ordinance in place;
- All pre-planning tasks (Conceptual Plan, Master Plan, wetlands delineations, Phase I environmental, marketing analysis, archaeological studies);

- First Developer’s Agreement executed for 300 high-quality leased residential units and 154 new single family homes;
- First Developer’s Agreement executed light manufacturing/commercial piece- Centerline Machining & Grinding;
- Over a mile of sewer line INSTALLED to the project site;
- A half-mile of water line INSTALLED to the project site;
- All marketing analysis, branding, logo, marketing materials – secured and being distributed.

<b>YEAR CONSTRUCTED</b>	<b>2009\2010</b>	<b>2010</b>	<b>2011-2013</b>	<b>2013-2015</b>
<b>PROJECT LIST</b>	<b><u>Phase 1</u></b>	<b><u>Phase 1A</u></b>	<b><u>Phase 2</u></b>	<b><u>Phase 3</u></b>
	(Dorner Contract)		(Remaining Blvd)	(Remaining Local)
<b><u>Public Improvements</u></b>				
Sanitary Sewer	\$532,000		\$430,000	\$136,000
Watermain	\$183,800		\$172,000	\$104,000
Storm Sewer	\$230,000	\$190,000	\$180,000	\$111,000
Street Construction	\$139,600	\$690,000	\$700,000	\$213,000
Deduct-Normal Street Assessment				
Round a Bout		\$120,000	\$120,000	\$120,000
Electric/Gas/Telephone/Cable	\$40,000	\$200,000	\$75,000	\$120,000
Grading and Pond Construction	\$25,000	\$100,000	\$150,000	\$80,000
Trails/Ornamental Lighting/Landscaping		\$290,000	\$370,000	\$108,000
Community Park				\$375,000
Town Square				\$325,000
Contingencies	\$115,040	\$159,000	\$219,700	\$169,200
Acquisition and Relocation of Home Owners				
Marketing and Branding Centennial Centre				
Engineering, Admin, Organizational Costs	\$172,560	\$238,500	\$274,625	\$211,500
<b>TOTAL</b>	<b>\$1,438,000</b>	<b>\$1,987,500</b>	<b>\$2,691,325</b>	<b>\$2,072,700</b>
<b><u>Off-site Projects</u></b>				
Sewer/Water Extension (Advance Contract)	\$1,700,000			
<b>TOTAL</b>	<b>\$1,700,000</b>			
<b>SUBTOTAL</b>	<b>\$3,138,000</b>	<b>\$1,987,500</b>	<b>\$2,691,325</b>	<b>\$2,072,700</b>
<b>TOTAL, ALL PHASES</b>				<b>\$9,889,525</b>

**NOTE:** The above estimates are simply engineering estimates used for planning purposes. These costs have not been approved by the Village Board. The Village Board will choose when/if these projects will take place, methods of financing, and other details related to the cash flow and annual budget of tax increment district #1. The revenues of tax increment are not show due to the fact that tax revenues from building/construction that took place in 2009 are not received by the Village until 2011 property tax collection.

## **Glossary of Wisconsin Government Terms**

**Account.** A classification established for the purpose of recording revenues and expenditures. (The various classifications used are likely to be drawn from a "chart of accounts" developed or adopted by the unit of government.)

**Accrual Basis of Accounting.** The basis in which revenues are recorded when earned (whether or not actual payment is received at that time) and expenditures are recorded when goods and services are received (whether or not payment is made at that time).

**Accountability.** The state of being obliged to explain one's actions, to justify what one does. Accountability requires governments to answer to the citizenry -- to justify the raising of public resources and the purposes for which they are used.

**Activity.** A specific and distinguishable service performed by one or more organizational components of a government to accomplish a function for which the government is responsible (e.g., police is an activity within the public safety function).

**Ad Valorem Tax.** A tax based on value (e.g., a property tax).

**Adopted Budget.** The governing body shall adopt by a majority vote financial plan for the ensuing fiscal year. It shall contain; a general summary, detailed estimates of all anticipated revenue, all expenditures, and a compensation schedule.

**Allocation.** Most often refers to the division of tax proceeds among local agencies.

**Allotment.** A part of an appropriation that may be encumbered or expended during a given period.

**Amended Budget.** Legal alterations to the Adopted Budget as provided by Wisconsin Statutes that require a two-thirds vote of the governing body

**Appropriation.** A legal authorization granted by the governing body which permits public officials to incur obligations and make expenditures up to the amount of money allocated and within time limits set by the governing body does not mean it will be fully expended.

**Assessed Valuation.** A dollar value placed upon real estate or personal property by the local assessor, as a basis for levying property taxes.

**Audit.** A careful examination, using generally accepted accounting principles and practices, giving the independent auditor's opinion whether or not revenues and expenditures are fairly reported.

**Basis of Accounting.** A term used to refer to when revenues, expenditures, expenses, and transfers - and the related assets and liabilities -- are recognized in the accounts and reported in the financial statements (Accrual, Modified Accrual, or Cash).

**Balance Sheet.** A statement which discloses the financial condition of an entity by assets, liabilities, reserves, and equities of a fund or account group at a specific date to exhibit financial position.

**Balanced Budget.** A budget in which revenues and expenditures are equal.

**Bill.** A term used to denote a law or statute passed by the State legislative bodies, which is listed by the body in which introduced it. AB indicates it was first introduced in the Assembly, SB represents the Senate.

**Bond.** A City may raise capital by issuing a written promise to pay a specified sum of money called the face value, or principal amount, at a specified date or dates in the future, together with periodic interest, at a special rate.

**Bond Rating.** A level of risk assigned to general obligation debt assessed by a rating agency, such as Moody's, S & P, Fitch, etc. The higher the rating, the less risky the bonds are.

**Budget.** A financial and program operation plan to provide services and capital assets which lists appropriations and the means of financing them for a given time period.

**Budget Message.** The opening section of the budget prepared by the Chief Administrative or Executive Officer which provides the governing body and the public with a general summary of the most important aspects of budget policy, including changes from the current and previous fiscal years.

**Budgetary Control.** The control or management of a government or enterprise in accordance with an adopted budget for the purpose of keeping expenditures within the limitations of available appropriations and revenues.

**Capital Improvements.** Physical improvements which typically cost over \$5,000 and will have a useful life of a year or more and involve the construction or reconstruction of a physical asset. Examples are street reconstruction, storm drain construction, recreational and other facility construction, etc. Also known as capital assets or fixed assets.

**Capital Improvement Plan.** A plan listing priorities for major capital improvement projects anticipated over a fixed number of years (usually three to seven years), their costs, and methods of financing the expenditures.

**Capital Outlay.** A budget category which accounts for all furniture and equipment having a unit cost of \$1,000 or more and a useful life of more than one year.

**Cash Basis of Accounting.** The basis in which revenues are recorded when received in cash and expenditures are recorded when payment is made in cash.

**Contingency Funds.** Assets or other resources set aside to provide for unforeseen expenditures or for anticipated expenditures of uncertain amounts.

**Debt.** An obligation resulting from the borrowing of money or purchase of goods and services. Debts of governments include bonds, time warrants and notes.

**Debt Limit.** The maximum amount of debt legally permitted. In Wisconsin General Obligation debt is limited to 5% of the equalized value.

**Debt Service.** The amount of money required to pay principal and interest on outstanding debt.

**Defeasance.** Defeasance occurs with the refunding of an outstanding bond issue before the final payment, or a provision for future payment, of principal and interest on a prior issue.

**Deficit.** The excess of expenditures/uses over revenues/resources.

**Department.** An organizational unit comprised of programs and sub-programs. Each department is managed by a single director.

**Depreciation.** The portion of the total expended to acquire a capital asset charged as an expense during a particular period of time. Depreciation is usually estimated in a straight line calculation in which the original value is decreased each year as a percentage of full value over the expected life of the asset.

**Designated for Subsequent Year.** A portion of this year's unreserved fund balance to provide for the excess of expenditures and other financing uses over revenues and other financing sources budgeted in the next year.

**Division.** A unit within a Department that contains the necessary administrative services to function as a self-contained program or service.

**Eminent Domain.** The power of a government to acquire private property for public purposes. It is used frequently to obtain real property that cannot be purchased from owners in a voluntary transaction. When the power of eminent domain is exercised, owners normally are compensated by the government in an amount determined by an independent appraisal of the property.

**Employee Benefits.** Compensation in addition to regular salary or wages provided to an employee. This includes health insurance, life insurance, dental insurance, Social Security, Wisconsin Retirement, and salary continuance (disability insurance).

**Encumbrances.** Financial commitments related to unperformed services or contracts for goods for which part of an appropriation has been reserved,

**Endowment.** Funds or property that are donated with either a temporary or permanent restriction as to the use of principal.

**Enterprise Fund.** A type of fund established to account for the total costs of those governmental facilities and services which are operated in a manner similar to a private business.

**Equalized Valuation.** The statutory full market value of all taxable property within each jurisdiction (except agricultural land is valued based on income). The State Department of Revenue analyzes market sales statewide to estimate the full market (or equalized) value for each jurisdiction. Equalized values provide a means of comparing different jurisdictions, even if they are assessed at different percentages of market value. Equalized values are used to apportion the levies of overlying districts (for example, schools and counties) to the municipalities within them. Also, they are used in distribution formulas for certain types of state aid to local governments. The state values are needed because municipalities assess property at varying percentages of market value.

**Expenditures.** Expenditures include current operating expenses which require the current or future use of net current assets, service and capital outlays.

**Expenses.** Decreases in net total assets. Expenses represent total cost of operations during a period regardless of the timing of related expenditures.

**Fines and Forfeitures.** The automatic loss of cash or other property as a penalty for not complying with legal provisions and as compensation for the resulting damages or losses. This term should not be confused with confiscation. The latter term designates the actual taking over of the forfeited property by the government. Even after property has been forfeited, it cannot be said to be confiscated until the government claims it.

**Fiscal Year.** A twelve-month period of time used for budgeting, accounting or tax collection purposes which may differ from a calendar year. Wisconsin municipal entities operate on a calendar basis from January 1 to December 31.

**Fixed Budget.** A budget setting forth dollar amounts that are not subject to change based on the volume of goods or services to be provided.

**Franchise.** A special privilege granted by a government permitting the continuing use of public property, such as City streets, and usually involving the elements of monopoly and regulation.

**Full Time Equivalent (FTE).** A term used to compare the hours budgeted for regular full-time and regular part-time, temporary part-time and overtime based on 2,080 hours annually of a full time position.

**Function.** A group of related activities aimed at accomplishing a major service or regulatory program for which a government is responsible (e.g., public safety).

**Fund.** An independent fiscal and accounting term used to record all financial transactions related to the specific purpose for which the fund was created.

**Fund Balance.** The fund equity of governmental funds and trust funds consisting of the excess of assets over liabilities. Two type of Fund Balance are:

**Reserved Fund Balance** -A portion of fund balance, which is not available for other expenditures and is legally segregated for a specific use.

**Unreserved Fund Balance.**

- **Designated** -A portion of fund balance established to indicate tentative plans for financial resource utilization in a future period. Such plans are subject to change and may never be legally authorized or result in expenditures such as designations for operations and for subsequently budgeted expenditures.

- **Undesignated** - The remainder of fund balance which is neither reserved nor designated.

**Governmental Fund Types.** Funds used to account for the acquisition, use and balances of expendable financial resources and the related current liabilities -- except those accounted for in proprietary funds and fiduciary funds. In essence, these funds are accounting segregations of financial resources.

**Grant.** Contributions or gifts of cash or other assets from another governmental entity to be used or expended for a specific purpose, activity or facility.

**Impact Fees.** Fees charged to developers to cover, in whole or in part, the anticipated cost of improvements that will be necessary as a result of the development (e.g., parks, sidewalks).

**Infrastructure.** Facilities on which the continuance and growth of a community depend on such as roads, water lines, sewers, public buildings, parks and so forth.

**In-Lieu Tax.** Tax levied in place of another tax or taxes. The State of California provides in-lieu motor vehicle fees to local governments to compensate for local personal property, not subject to property tax.

**Interfund Transfers.** Transfers are classified into residual equity transfers and operating transfers. Residual equity transfers are non-recurring or non-routine transfers of equity between funds. Operating transfers reflect ongoing operating subsidies between funds. An example of operating transfer is when the General Fund would report its annual subsidy to fund capital improvements in the Capital Projects Fund.

**Levy.** To impose taxes, special assessments or service charges for the support of governmental activities.

**Liquidity.** The ability to convert an investment (of idle funds) quickly in order to meet obligations with minimum loss of earning power.

**Line-item.** The classification of expenditures on the basis of categories called objects-of-expenditure and within each category more detailed line-items (salaries, travel, telephone expense, etc.). (This type of budget, traditionally used among local units of government, focuses attention on how much money is spent and for what purpose rather than the activity affected or its outcomes.)

**Management letter.** A letter from the independent auditors that is usually a series of findings or recommendations on ways the financial management policies and practices may be improved.

**Maintenance and Operations.** A budget category which accounts for all the supplies, goods, and services required to support a program or activity.

**Mission:** A statement defining the major reasons for the existence of the department including its purpose.

**Modified Accrual Basis.** The accrual basis of accounting adapted to the governmental fund-type measurement focus. Under it, revenues and other financial resource increments (e.g., bond issue proceeds) are recognized when they become susceptible to accrual, that is when they become both "measurable" and "available to finance expenditures of the current period."

"Available" means collectible in the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are recognized when the fund liability is incurred except for (1) inventories of materials and supplies that may be considered expenditures either when purchased or when used, and (2) prepaid insurance and similar items that may be considered expenditures either when paid for or when consumed. All governmental funds, expendable trust funds and agency funds are accounted for using the modified accrual basis of accounting.

**Municipal.** Any county, city, village, town, technical college district, special purpose district or board or commission, and any public or quasi-public corporation or board or commission created pursuant to statute, ordinance or resolution, but does not include the state, a state agency, or corporation chartered by the state or a school district. In its broadest sense, an adjective denoting the state and all subordinate units of government. In a more restricted sense, an adjective denoting a city or village as opposed to other local governments.

**Objectives.** Departmental statements describing significant activities to be accomplished during the fiscal year.

**Objects of Expenditures.** The individual expenditure accounts used to record each type of expenditure are categorized into groups of similar types of expenditure. City operations may incur, for budgeting purposes, objects of expenditure are categorized into groups of similar types of expenditures called major categories of expenditure. The principal objects of expenditure used in the budget are:

**Personnel Services.** Salaries and fringe benefits paid to City employees. Includes items such as health/dental insurance, retirement contributions, educational and other benefits.

**Maintenance and Operations.** Supplies and other materials/services used in the normal operations of City departments. Includes items such as books, chemicals and construction materials, consultant contracts, vehicle use charges, advertising, travel and utilities.

**Capital Outlay.** A budget category which budgets all equipment having a unit cost of more than \$1,000 and an estimated useful life of more than one year. This includes furniture, automobiles, machinery, equipment and other types of fixed assets.

**Obligations.** Amounts a government may be required legally to meet out of its resources. They include not only actual liabilities, but also unliquidated encumbrances.

**Operating Budget.** A financial, programmatic, and organization plan, for furthering the goals of the governing body for the current year.

**Operating Transfers.** All interfund (between fund) and intrafund (within funds) appropriation transfers other than residual equity transfers, (Fund Balance), e.g. legally authorized, to the appropriation unit of the fund through which the resources are to be expended.

**Ordinance.** A formal legislative enactment by the City Council. An Ordinance has the full force and effect of law within the City boundaries, unless it is in conflict with any higher form of law, such as a State Statute or constitutional provision. An Ordinance has a higher legal standing than a Resolution.

**Performance Budget.** A budget that bases expenditures primarily upon measurable performance of activities and work programs. A performance budget may also incorporate other bases of expenditure classification, such as character and object class, but these are secondary to activity performance.

**Performance Measures.** Indicators that allow the assessment of program accomplishments.

**Personnel Costs.** Budget category used to denote salaries and wages as well as all associated benefits such as employer paid pension cost, social security, health life, dental, and disability insurances, vacation, holidays and sick leave.

**Principal.** In the context of bonds, the face value or par value of a bond or issue of bonds payable on stated dates of maturity.

**Program.** A division of a department that specifies a particular group of activities.

**Program budget.** The classification of expenditures on the basis of programs, significant problems or policy issues each attempts to deal with, and alternatives for dealing with them. (This type of budget focuses attention on the kinds of problems and policy issues chief executives and governing bodies are expected to resolve and, in a summary fashion, the resources needed to resolve them.)

**Property Tax.** Taxes levied and revenue received based on both real and personal property assessed valuation and the tax rate.

**Proprietary Fund Types.** Sometimes referred to as income determination or commercial-type funds, the classification used to account for a government's ongoing organizations and activities that are similar to those often found in the private sector (i.e., enterprise and internal revenue funds), All assets, liabilities, equities, revenues, expenses and transfers relating to the government's business and quasi-business activities are accounted for through proprietary funds.

**Reappropriation.** The amount of money budgeted for a project in a prior year, but not spent, or encumbered, and which needs to be appropriated again in the current year.

**Reimbursements.** Payments remitted on behalf of another party, department, or fund, These amounts are recorded as expenditures, or expenses, in the reimbursing fund, and as reductions of the expenditure, or expense, in the fund that is reimbursed.

**Reserve.** An account used to earmark a portion of the fund balance as legally segregated, for a specific use.

**Restricted assets.** An account set up to control monies or other resources, the use of which is restricted by legal or contractual requirements.

**Resolution.** A special order of the governing body, which requires less legal formality than an Ordinance, in terms of public notice, and the number of public readings prior to approval. A Resolution has lower legal standing than an Ordinance.

**Revenues.** Amount received for taxes, fees, permits, licenses, interest, use of property, and intergovernmental sources during the fiscal year.

**Special Assessment.** A compulsory levy made against certain properties to defray all or part of the cost of a specific capital improvement or service deemed to benefit primarily those properties.

**Special Revenue Funds.** This fund is separately administered because revenues are restricted by the City Council, the State of California, the Federal Government, or other governmental agencies as to how the City may spend them.

**State Aid.** Funds made available by the State of Wisconsin for distribution to local governments based on a prescribed formula of distribution to offset some expenditures.

**Statute.** A written law enacted by the State of Wisconsin Legislature.

**Sub-Program.** A division of the program unit. Sub-programs are used to further define a program to assist management and citizenry in better assessing the costs of providing an identifiable service.

**Tax Levy.** The total amount of revenues to be raised by property taxes. Property taxes are levied in the current year for the following year appropriations.

**Tax Levy Rate (Mill Rate).** The amount of taxes levied for each \$1,000 (mill) of assessed property valuation. For example, a tax levy budget of \$2.5 million (total property tax assessment) with a property tax base of \$1 billion (value of all taxable property) would generate a levy rate of \$2.50 per \$1,000 of assessed value. On a house value at \$100,000, the property tax would equal \$250 ( $\$100 \times \$2.50$ ).

**Tax Increment Districts.** TID Districts designated as areas of redevelopment, within a Municipality. Financing is made available for projects that stimulate development or Redevelopment that would not otherwise occur. To finance the cost of improvements, property taxes levied on any increased property value within the TTD district are diverted from the overlying taxing jurisdictions (municipal, school district, vocational district and county) and, instead, are placed in a special account. The money in the account is used to pay the project and /or debt service costs.

**Transfer of funds.** An approved movement of monies from one separate fund to another fund. Often budgets call for Transfers In to the General Fund to pay for

centralized expenditures such as utilities, insurance, or fringe benefits. Transfers Out from the General Fund may be required to subsidize new special activity funds or those with insufficient or unreliable revenue sources.

[ END OF VILLAGE FINANCIAL INFORMATION ]