

VILLAGE OF HOBART, WI

2011 OPERATING BUDGET

CENTENNIAL CENTRE AT HOBART



December 2009 – Construction Starts on Centerline Machining



Project site – December 2009



Cobblestone Development



Centennial Estates



Centerline Machining & Grinding



December 2010 – New Roads, Businesses & Neighborhoods... And all those cars mean new JOBS in Hobart!



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APPENDIX C: DENTAL AND HEALTH INSURANCE TOTAL COSTS AND ALLOCATION



2011 Operating Budget Letter of Transmittal

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January 1, 2011

Dear Honorable President, Trustees, and Citizenry of Hobart:

Herein transmitted is the comprehensive 2011 budget document and related narrative for the Village's financial blueprint and operations. Over the past two years, the staff has worked diligently to improve the budget document, especially in terms of making it as easy as possible for the general public to review our financial plan. Changes to this 2011 budget document include the following:

- Debt Service Fund ("05") was consolidated/reorganized for clarity;
- Additional narrative, including general departmental goals and objectives added to the strategic departmental goals, which were first seen in the last budget;
- Consolidation of line items where appropriate. For instance, "Village Secretary" has been consolidated with other clerical salary/wages. The change does not produce fiscal savings, but does much to reduce complexity of the document and the Village chart of accounts;
- Public Fire Protection (PFP) charges were moved from the fire department operations budget to the budget summary page;
- Subsidies to water and sewer levies combined into one line on the budget summary (page 25) as these allocations are yet to be determined.

OUTSIDE FACTORS AFFECTING THE VILLAGE BUDGET

In order to combat an enormous structural deficit, the state of Wisconsin has responded in several ways detrimental to financial flexibility 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. In fiscal year 2010, Hobart's state shared revenue was reduced by \$16,000. The new Walker administration has yet to determine where the state shared revenue program is headed, but many communities are anticipating further reductions. The Village may have to adjust for another reduction of shared revenue in future budget cycles.

The second measure the State imposed on local municipalities is a virtual cap called a "levy limit" on raising property tax levies over the previous year. With each biennial budget, the state legislature passes a new levy limit. For 2009-2010, local governments had to meet a property tax levy increase of not more than 3%. At the present time and with a new state legislature, local governments do not know what levy limit will be included in the new state budget. Levy limits may be capped at as little as 0%, but this has yet to be determined. Cities, villages and school districts will need to be creative and most importantly, extremely cost-conscious moving

forward. No doubt some governments will look to decrease service levels and/or staffing to accommodate new state policies affecting local government finance.

LOOKING BACK: 2010 ORGANIZATIONAL CHANGES

Creation of Department of Neighborhood Services

The Village Management Team and Village Board undertook a reorganization of two key departments: Public Works and Buildings & Code Compliance. In last year's budget, the Village Board budgeted for a new Director of Public Works position. Prior to filling that new position, the Village studied numerous options with the goal of meeting personnel and managerial needs in the most cost-effective manner. The preferred route was to: 1) leave the new Director of Public Works position unfilled; 2) reorganize the management and duties of the then current Director of Public Works; and 3) create the Department of Neighborhood Services to include both a Division of Public Works and a Division of Buildings and Code Compliance. A graphic of these changes are shown in the revised organizational chart on page 22.

The creation of the Department of Neighborhood Services involved adjusting the duties and responsibilities of two existing managerial employees, Rick Kinney and Allyn Dannhoff. Rick was reclassified as the Public Works and Utilities Coordinator, providing supervisory support to daily public works field operations and water/sewer/storm sewer operations. Allyn was appointed Director of Neighborhood Services and charged with managerial and organizational oversight of both the Division of Public Works, and retained oversight of the Division of Buildings and Code Compliance. Changes in Village personnel and a reorganization of two key Village departments resulted in a savings of ~\$65,000 (salary, benefits) **annually** due to the Village not adding a new Director of Public Works position.

Change of Accounting Consultant

The Village also made the decision to change its accounting consultant in 2010. Mr. Brian Ruechel now performs as-needed accounting work, and aids the clerk-treasurer's office in a variety of specialized accounting tasks. The consultant change resulted in a ~\$20,000 annual savings to Hobart taxpayers.

Seasonal Employees Program

Other low-cost personnel changes in 2010 include the programming of summer and winter seasonal employees. Summer of 2010 was a test-year for summer seasonal workers in the Village. Two employees were added for the temporary positions. Public works had one of its most productive years in recent history. In January of 2011, the Village will provide additional winter seasonal employees to aid in our snow removal operations. The winter seasonal workers will be a cost-effective approach to enhance our snowplowing service.

MOVING FORWARD: 2011 CORE BUDGETARY ISSUES AND PRIORITIES

The early 2011 budgetary target established by the Village Board was for staff to produce a budget with not greater than a \$.10/\$1,000 increase in the Village portion of the tax rate. The Board's tax ceiling was difficult to accomplish in lieu of the following 2011 financial pressures:

- 1) Accommodate an increase of ~\$140,000 in debt service obligations the Village needed to meet;
- 2) Required capital expenditures for replacing outdated fire department safety gear in the amount \$85,000;

- 3) Desire to maintain resources for outside legal services in light of further tribal transgressions on the Village's jurisdiction;
- 4) Desire to maintain adequate road-repaving funds for the upkeep of Village streets;
- 5) Accommodate future funds required to meet the state's radio interoperability mandate and to financially plan for the cost of the Brown County radio project;
- 6) Withstand decreases (about \$2M) in the Village's property tax base.

The 2011 budget accommodates all of the above priorities and met the Board's established goal of not raising Village taxes more than \$.10/\$1,000 of property value. In addition to core issues outlined above, the Village's 2011 budget also accommodates increases in fuel and utilities, union and non-union compensation increases, and increased health insurance premiums.

SUMMARY OF 2011 ADOPTED LEVY AND TAX RATE

2011 Tax Calculations

The 2011 Hobart operating budget has a levy of \$2,657,094.57. The levy is the amount of money needed to balance the budget after all revenues and expenditures are taken into account. The 2011 levy has increased \$55,151.13, or 2.12%, from 2010. 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 value that taxpayers pay into the Village only. This is the key figure shown on property tax bills each December.

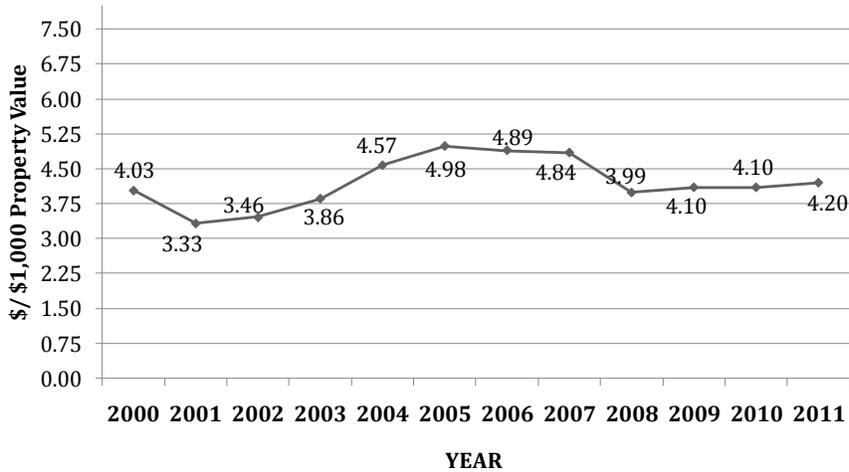
2011 Tax Rate

\$2,263,152.25 Expenditures
 -\$1,368,820.52 Revenues =
\$ 1,096,217.92 (general fund tax levy)
 + \$188,416.20 (water/ sewer tax levy)
 + \$919,820.87 (debt service tax levy)
 + \$414,200.00 (capital levy)
 Equals: \$2,657,094.57 (total amount to be levied)

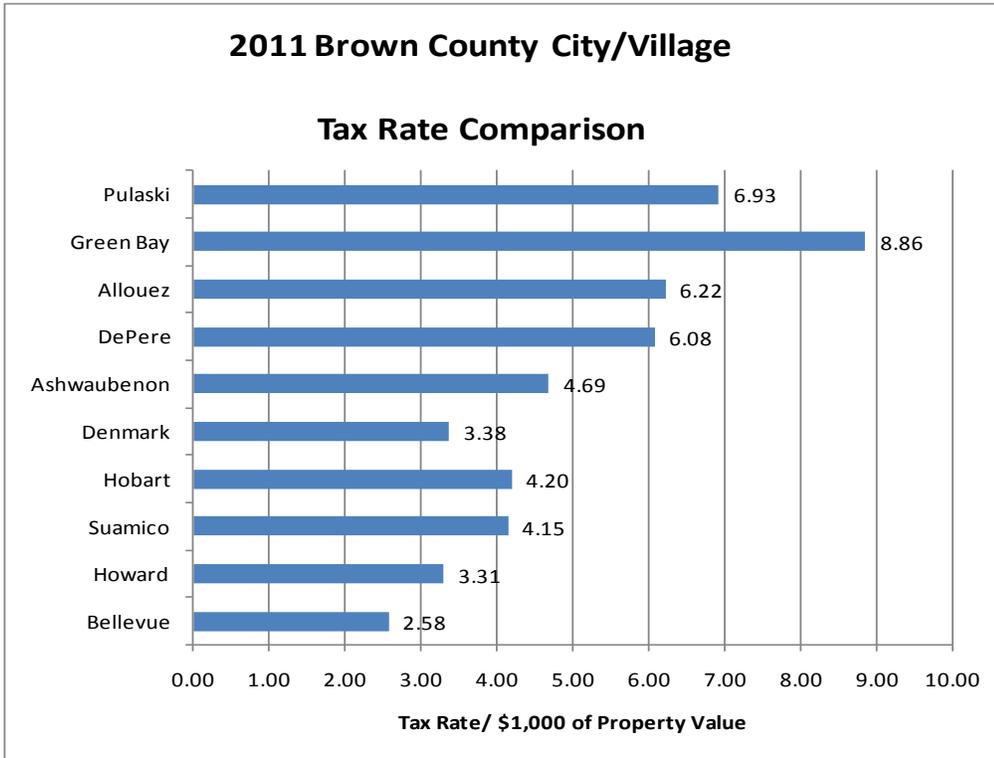
\$2,657,094.57 (levy) = .004199(mill rate) = \$4.20/\$1,000 of Property value (tax rate)
 \$632,791,400(assessed value)

Hobart's 2011 tax rate is the third lowest in the past eight years. Below, the taxpayer can see the historical trends of Village-only tax rates since 2000. Remember, that other taxing entities, such as the school district, technical college, county and state make up a substantial portion of the annual property tax bill.

**Historical Tax Rate Trends- Village Tax Rate Only
2000-2011**



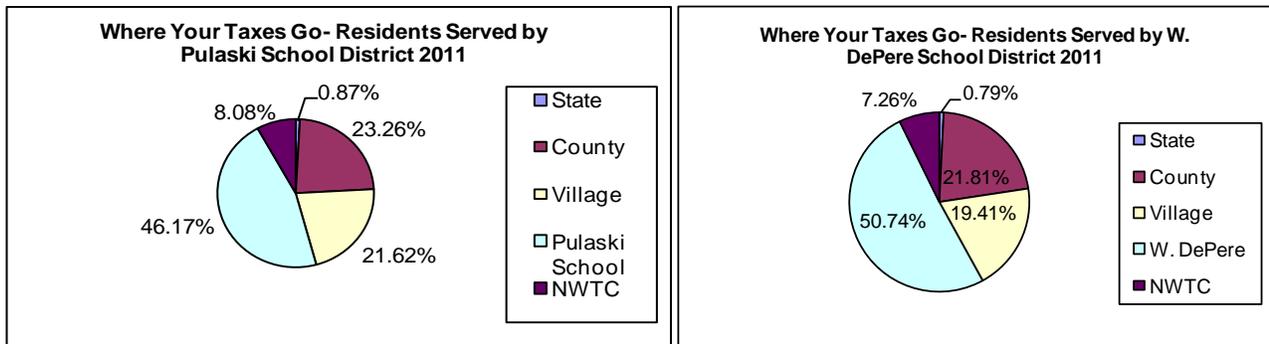
Hobart’s tax rate remained highly competitive with other Brown County communities. The Village has the 5th lowest tax rate among cities and villages in Brown County.



BREAKDOWN OF THE PROPERTY TAX BILL- WHERE DO MY TAXES GO?

Another important consideration when examining a property tax bill is the *allocation* of the annual tax payment. The Village receives only a small portion of the total tax bill. 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 \$1.59/\$1,000 property value. 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 2011 show that only 19.4% (West DePere S.D.) and 21% (Pulaski S.D.) of the funds coming from Hobart taxpayers are used to **operate the Village of Hobart**. The remaining 80% or so of your property tax payments goes to other taxing jurisdiction that make their own financial and policy decisions.

School districts and Brown County represent the greatest portion of the annual property tax bill, and this is true on a consistent basis, year after year.

2011 FEES & USER CHARGES

2011 Refuse and Recycling Collection Fees

For 2011, trash and recycling charges to appear on the property tax bill will be as follows and is the same as 2009 and 2010 rates:

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

2011 represents the third consecutive year the Village garbage and recycling rates have remained the same. The Village is hopeful that the following factors, and program changes in 2010, can help keep these costs the same for another budget or two:

- Renegotiated a favorable 5-year contract with new hauler, Harter’s Fox Valley Disposal;
- Transitioned to single stream recycling which helps to reduce landfill tonnage that taxpayers pay to “tip” regular garbage;
- Commodity exchange for recyclables has produced a favorable return to offset tipping fees.

2011 Storm Water Utility Rates

The Village’s storm water utility fees have remained the same since the utility was established in 2007. User charges for storm water will again stay the same in 2011 and are \$72.00 per equivalent residential unit (“ERU”).

2011 Utility Fees: Sewer Utility Rates

At the time of the 2011 Village budget adoption, sewer utility user charges were planned to remain unchanged. The last increase of sewer rates took place in 2008. The Village will have to examine its sewer rates through 2011 and into the 2012 budget, especially due to large increases in rates expected to be passed on to local communities, including Hobart, by the Green Bay Metropolitan Sewerage District (GBMSD). GBMSD is forewarning their customer communities that the cost of waste water treatment is expecting double-digit increases into the foreseeable future due to capital projects and facilities improvements.

2011 Utility Fees: Water Utility Rates

In 2010, the Village completed its first water rate study in over 10 years. The Public Service Commission of Wisconsin (PSC) is the body that oversees utility operations and ultimately ensures that rates are fair and equitable. The Village has also selected a long-term water supply from Green Bay Water Utility (GBWU) which, after constructing a booster station near HWY J and FF, the Village will begin purchasing water from in May 2011. Because the booster station was not fully operational at the time of construction, the PSC split the water rate increase into two “phases”. Phase 1 places our water rate at \$3.90/1,000 gallons. Phase II rates, which will go into effect after the booster station is operable, place water rates at \$5.78/1,000 gallons. Considerable efforts will take place in early 2011 to enact policy decisions that effectively reduce phase 2 rates prior to the rates being implemented.

ORGANIZATION OF BUDGET DOCUMENT

The orientation of the budget book should give citizens an easy to read “snapshot” of the Village’s financial direction in 2011. The documents that follow contain details of Village revenues and expenditures. 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). In the appendices of this document, the reader will find information about employee wages, salaries, fringe benefits and other supplemental information including a glossary of terms used in public sector finance and accounting.

CLOSING

Recent strides made in the business-end of our government are only the beginning. The Hobart staff will continue to place a great emphasis on producing even more professionalism in the organization. The Village will continue to participate in regional affairs and decision-making. Perhaps most importantly, we will continue to maintain the delivery of services to our citizens in a cost-effective, proactive and customer-service oriented manner. Our continued commitment is to do more with less, to always remember our employer is plural, not singular, and to engage our citizenry in the pursuit of true community.

Ever Forward,

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

ELECTED OFFICIALS

2011

VILLAGE BOARD

VILLAGE PRESIDENT

Richard R. Heidel

VILLAGE TRUSTEES

Dave Dillenburg

Edward Kazik

Debbie Schumacher

Donna Severson

VOLUNTEER COMMITTEE MEMBERS & COMMISSIONERS

PLANNING AND ZONING COMMISSION:

Richard Heidel (Chair)
Dave Dillenburg (Vice Chair)
Tom Dennee
Ray Gardner
David Johnson
Jerry Lancelle
Bob Ross

PARK & URBAN FORESTRY

COMMITTEE:

Gladys Humecki (Chair)
Shaun Hanold
Lee Harmon
Jim Hebel
Chuck and Diane Tappa
Debbie Schumacher (Trustee Liaison)

WATER & SEWER ADVISORY

COMMITTEE:

Steve Bach (Chair)
Don Dahlstrom
Pat Doherty
Craig Fletcher
David Smith
Donna Severson (Trustee Liaison)
Dave Dillenburg (Trustee Liaison)

SITE REVIEW COMMITTEE:

Dave Dillenburg (Chair)
Mike Ambrosius
Dave Baranczyk
Rick Nuetzel
Tom Tengowski
Merlin Zimmer

PUBLIC WORKS COMMITTEE:

Richard Happel (Chair)
Dave Baranczyk
Jerry Lancelle
Dennis Loy
Keith Sowinski
Ed Kazik (Trustee Liaison)

POLICE & FIRE COMMISSION

John Shimek (Chair)
Karen Dorau (Hobart)
Tim Garvey (Hobart)
Ron Jaeger (Lawrence)
Gary Pieschek (Hobart)

ETHICS BOARD:

Fran Junio (Chair)
Greg Jerlinga (Vice Chair)
Florence Banaszak
Jim Goral
Jeff Johnson

COMMUNITY DEVELOPMENT

AUTHORITY:

Bart Schultz (Chair)
George Madl (Secretary)
Dave Landwehr
Bob Ross
Jan Wos
Dennis Reim (Technical Liaison)
Ed Kazik (Trustee Liaison)
Deb Schumacher (Trustee Liaison)

VOLUNTEER COMMITTEE MEMBERS & COMMISSIONERS

(continued)

BOARD OF REVIEW:

Richard Heidel (Chair)
Donna Severson
Dave Dillenburg
Ed Kazik
Debbie Schumacher
Mary Smith

BOARD OF APPEALS:

Richard Happel (Chair)
David Bertler
Chris Iglar
Jeff Johnson
John Rehn

QUARRY COMMITTEE:

David Johnson (Chair)
Ron Hieronimczak (Vice Chair)
Bill Asplund
Mike Jourdan
Dave Dillenburg (Trustee Liaison)

FINANCE COMMITTEE:

Elwin G, Eastman
Ray Gardner
Jim Reigel
Donna Severson (Trustee Liaison)

HALO COMMITTEE:

Richard Heidel
Donna Severson
Debbie Schumacher
Village Administrative Staff

STORMWATER COMMITTEE:

Barb Van Deurzen (Chair)
Kim Schanock
Tom Miller (Airport)
Gene Hojan (Robert E. Lee & Associates)
Michael Finney (Oneida Tribe of Indians of Wisconsin)

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/Admin Clerk
Melissa Teege, Municipal Court/Admin Clerk

Community Dev/Tribal Affairs

Elaine D. Willman, Director

Police Department

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

Public Works

Rick Kinney, Public Works & Utilities
Coordinator
Robert Turner, Waterworks Operator
Gary Smits, Street Laborer
Brian Tilque, Street Laborer

Neighborhood Services

Allyn Dannhoff, Director

Village Engineer

Robert E. Lee & Associates

Outside Consultants

Davis & Kuelthau, Outside Legal Counsel
Elizabeth Kremer, Hanaway Ross Law Firm, Prosecuting Attorney
Brian Ruechel, Accounting Consultant
Tom Karman, Schenck Business Solutions, Auditor
Mike S. Hallmann, Lantern Associates, Financial Consultant
Mike Denor, Fair Market Assessments, Assessor

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 approximately 115% 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

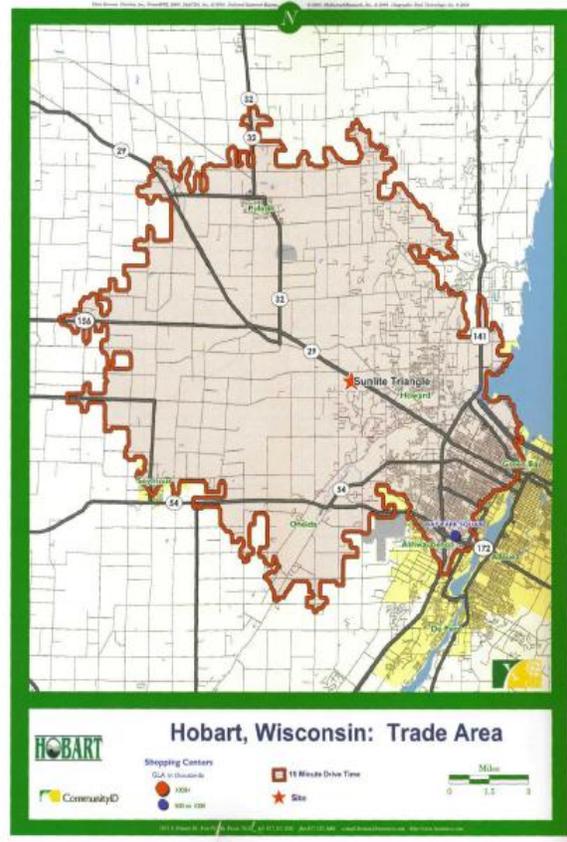
In June of 2009 the Village of Hobart's financial consultant informed the Board of Trustees that Hobart had received an upgraded bond rating from Standard and Poors. In 2008 the Village's rating was A+. That rating has been upgraded to AA-. The Standard and Poors Ratings Digest published June 23, 2009 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.



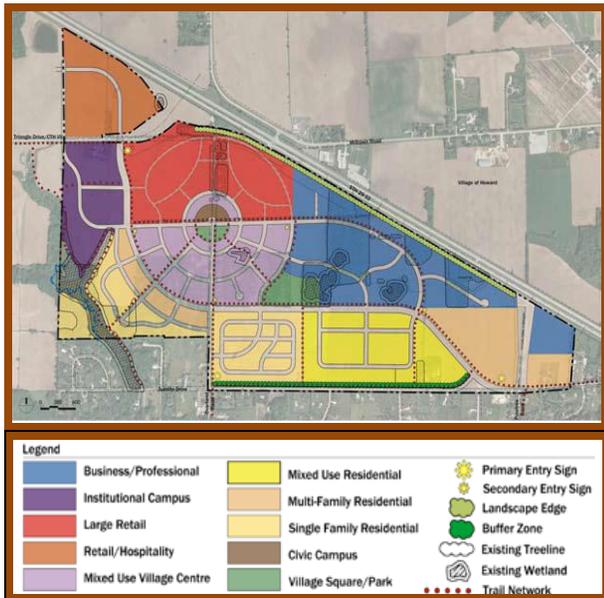
The Village moved forward with pre-planning tasks on a parallel path, including a concept plan, Master Plan, archaeological surveys, wetland delineations, financing tools to establish a Tax Increment District (TID) during the last half of 2008. Throughout 2009, land appraisals and acquisition for transportation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

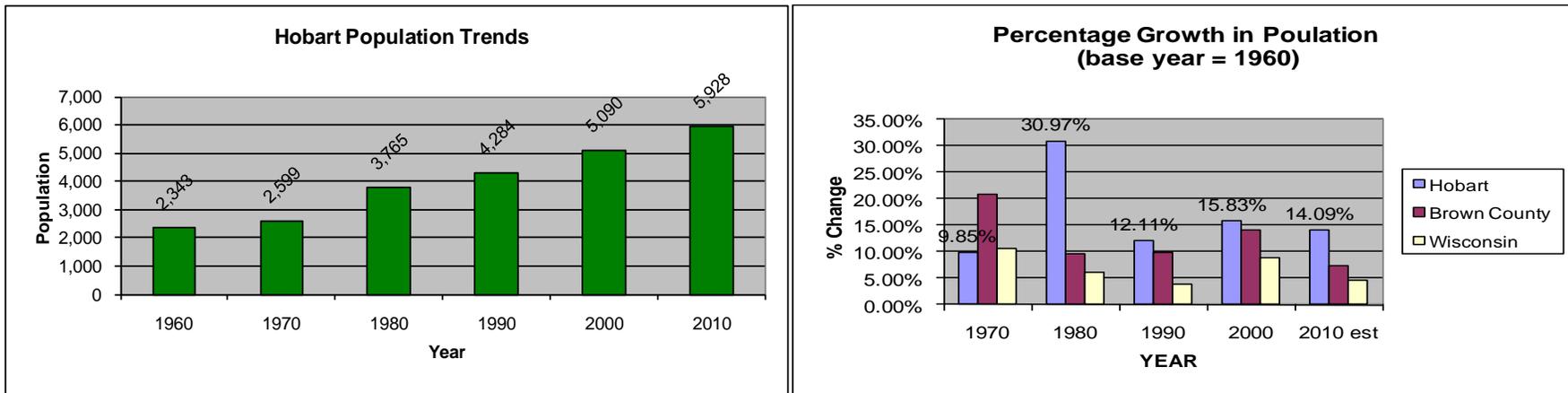
The very best features of *Centennial Centre of Hobart* will include the construction of a Village Square, giving Hobart residents its first sense of a “downtown” – or a heart for its community. The area will include substantial consumer resources including retail, restaurants, professional office spaces,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



POPULATION TRENDS

New Wisconsin Department of Administration population estimates place Hobart's 2010 population at 5,925. As a result of the Decennial Census conducted in 2010, the Village will have a firm population figure, and staff will be able to expand the demographic sections of the budget document in 2012 and beyond.

As demonstrated in the graphics below, the Village's population growth has outpaced that of Brown County and the State of Wisconsin in each decade since 1980. Hobart is a growing Village, and an increased emphasis has been placed on controlled growth to not diminish the rural, open character of Hobart.



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, provide its own police protection. 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. 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 critical services through the county or through private contracts.

EDUCATION

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 District (south). Post-secondary education is conveniently available at nearby Northeast Wisconsin Technical College, the University of Wisconsin-Green Bay and St. Norbert College. In addition, numerous parochial schools serve within the boundaries of these two school districts.

ECONOMIC PROFILE

Taxes

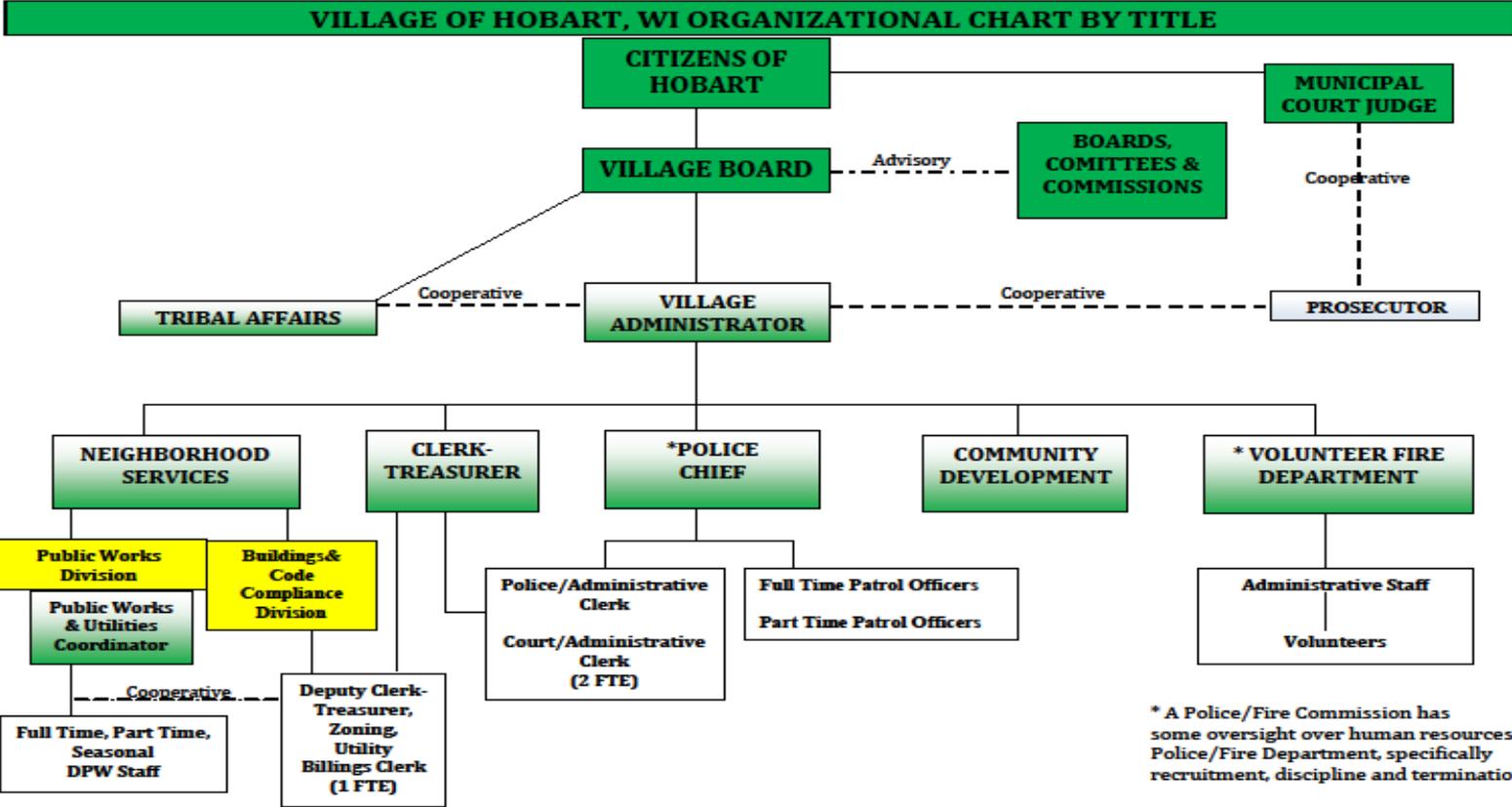
Hobart sales tax rate is consistent with the state sales tax at 5.0%, but an additional .5% for a professional football stadium district for a total sales tax of 5.50%. Income tax is consistent with deductions from the state and federal government. The 2011 Village tax rate portion is \$4.20/\$1,000 of assessed property value.

Largest Employers and Taxpayers

Largest Taxpayers (2010)			
Rank	Property Owner	Total Assessed Value	Total Taxes
1	Oneida Tribe of Indians	\$30,144,300.00	\$562,492.64
2	Hobart Logistics	\$11,105,100	\$222,657.26
3	Layden Drive Estates	\$3,856,000	\$77,312.80
4	PPD Investments LLC	\$3,170,700	\$56,628.70
5	Van Rite Properties	\$2,694,500	\$54,024.73
6	Private Individual	\$2,054,800	\$36,698.73
7	Private Individual	\$1,498,900	\$26,770.35
8	Sun Investments, LLC	\$1,425,500	\$28,581.28
9	Technical Associates Group	\$1,406,100	\$25,112.95
10	Private Individual	\$1,347,600	\$24,068.14

Largest Employers (2011)	
Business	# of Employees
EMT, International	200
Bayland Buildings/Bayco Properties	125
Thornberry Creek Country Club	51
High View Custom Fabrication	50
Robert E. Lee & Associates	49

New Village of Hobart Organizational Chart- Approved in 2010



VILLAGE PERSONNEL

The majority of Village personnel (excluding the Village Board) are full time, 40 hour/week employees. 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.

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 within this budget. The reader can find this line-item detail and total compensation of personnel in the details of the departments or in Appendices to this document.

A total of six (6) employees are represented by a labor union, Teamsters 662. All other staff is “exempt” employees (not applicable for 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.

SUMMARY OF 2011 OPERATING BUDGET & TAX LEVY

SUMMARY OF REVENUES AND EXPENDITURES						
VILLAGE OF HOBART 2011 ADOPTED BUDGET						
REVENUE	2007 ACTUAL	2008 ACTUAL	2009 ACTUAL	2010 BUDGET	2011 BUDGET	% Change
Taxes (non-Property)	\$ 115,800.63	\$ 105,916.00	\$ 114,919.59	\$ 108,000.00	\$ 119,500.00	10.65%
State Shared Revenue	120,757.37	120,694.41	119,542.12	104,927.16	105,567.73	0.61%
Federal/State Grants	362,270.43	305,066.79	313,762.78	281,995.07	266,495.03	-5.50%
Licenses/Permits	111,624.13	98,595.00	144,363.77	122,355.00	122,065.00	-0.24%
Law and Ordinance Violations	33,410.85	35,000.00	55,000.00	57,500.00	52,500.00	-8.70%
Public Charges for Services	285,538.28	265,111.82	377,713.47	399,834.43	395,729.00	-1.03%
Other Reimbursements/Interest	476,435.45	350,859.28	411,404.12	295,208.86	319,552.99	8.25%
TOTAL REVENUE	\$ 1,505,837.14	\$ 1,281,243.30	\$ 1,536,705.85	\$ 1,369,820.52	\$ 1,381,409.75	0.85%
EXPENSES						
General Government	\$ 797,050.32	\$ 1,152,403.47	\$ 820,761.11	\$ 837,519.03	\$ 803,797.61	-4.03%
Public Safety	640,142.84	719,518.43	825,078.65	868,067.63	684,721.89	-21.12%
Public Works	434,308.58	463,835.60	661,071.72	698,200.12	700,314.60	0.30%
Conservation and Develop	92,566.94	120,163.98	78,102.82	62,290.66	74,318.15	19.31%
TOTAL EXPENSES	\$ 1,964,068.68	\$ 2,455,921.48	\$ 2,385,014.30	\$ 2,466,077.44	\$ 2,263,152.25	-8.23%
Revenue Less Expenses	\$ (458,231.54)	\$ (1,174,678.18)	\$ (848,308.45)	\$ (1,096,256.92)	\$ (881,742.50)	-19.57%
Estimated GF Expenses	\$ 1,964,068.68	\$ 2,455,921.48	\$ 2,385,014.30	\$ 2,466,077.44	\$ 2,263,152.25	-8.23%
Estimated GF Revenues	\$(1,505,837.14)	\$(1,281,243.30)	\$(1,536,705.85)	\$(1,369,820.52)	\$(1,381,409.75)	0.85%
General Fund Tax Levy	\$ 618,747.97	\$ 876,379.82	\$ 848,308.45	\$ 1,096,256.92	\$ 881,742.50	-19.57%
Water/Sewer Levy	\$ 324,228.11	\$ 324,228.11	\$ 324,228.11	\$ 294,027.73	\$ 188,416.20	-35.92%
Public Fire Protection (Water Utility Revenue)		\$ -	\$ -	\$ -	\$ 252,915.00	0.00%
Debt Service Tax Levy	\$ 969,488.81	\$ 923,941.00	\$ 709,719.26	\$ 832,313.72	\$ 919,820.87	10.51%
Capital Improvement Tax Levy	\$ 564,590.00	\$ 340,342.67	\$ 614,588.61	\$ 379,345.07	\$ 414,200.00	9.19%
TOTAL TAX LEVY	\$ 2,477,054.89	\$ 2,464,891.60	\$ 2,568,483.00	\$ 2,601,943.44	\$ 2,657,094.57	2.12%

SUMMARY OF 2011 OPERATING REVENUES

SUMMARY OF VILLAGE REVENUES: 2011 BUDGET						
TAXES	2007 ACTUAL	2008 ACTUAL	2009 ACTUAL	2010 BUDGET	2011 BUDGET	% Change
01-41110-00	General Property Taxes					
01-41150-00	49.19	15.00	51.56	-	500.00	
01-41700-00	1,212.05	-	1,490.53	1,500.00	500.00	-66.67%
01-41800-00	6,199.17	-	-	-	-	
01-41900-00	1,459.48	1,500.00	1,549.50	-	1,500.00	
01-43536-00	106,880.74	104,401.00	111,828.00	106,500.00	117,000.00	9.86%
Total Taxes	\$ 115,800.63	\$ 105,916.00	\$ 114,919.59	\$ 108,000.00	\$ 119,500.00	10.65%
STATE SHARED REVENUES						
01-43400-00	\$ 98,917.96	\$ 98,917.00	\$ 98,917.96	\$ 84,080.00	\$ 84,080.00	0.00%
01-43420-00	19,277.41	19,277.41	18,647.16	18,647.16	19,147.73	2.68%
01-43430-00	2,562.00	2,500.00	1,977.00	2,200.00	2,340.00	6.36%
Total Shared Revenues	\$ 120,757.37	\$ 120,694.41	\$ 119,542.12	\$ 104,927.16	\$ 105,567.73	0.61%
	\$ 401,228.53	\$ 400,849.20	\$ 372,668.07	\$ 344,372.23	\$ 333,012.76	
FEDERAL/STATE GRANTS						
01-43210-00	\$ -	\$ -	\$ 30,686.83	\$ 10,050.00	\$ 10,050.00	0.00%
01-43425-00	8,645.72	-	-	-	-	
01-43531-00	280,471.16	280,154.79	253,125.95	239,445.07	227,445.03	-5.01%
01-43545-00	27,680.26	24,912.00	29,950.00	30,500.00	25,000.00	-18.03%
01-43581-00	718.44	-	-	2,000.00	4,000.00	100.00%
01-43693-83	20,743.00	-	-	-	-	
Total State Grants	\$ 362,270.43	\$ 305,066.79	\$ 313,762.78	\$ 281,995.07	\$ 266,495.03	-5.50%
LICENSES AND PERMITS						
01-44000-00	\$ (75.00)	\$ 110.00	\$ 170.00	\$ 150.00	\$ 150.00	0.00%
01-44110-00	2,420.00	2,400.00	2,660.00	2,060.00	1,800.00	-12.62%
01-44111-00	60.00	60.00	80.00	80.00	80.00	0.00%
01-44120-00	150.00	150.00	150.00	150.00	50.00	-66.67%
01-44121-00	26,423.80	26,500.00	35,420.19	35,000.00	25,000.00	-28.57%
01-44130-00	1,055.00	1,000.00	1,056.00	1,000.00	1,000.00	0.00%
01-44200-00	1,046.62	1,800.00	1,054.93	1,900.00	1,600.00	-15.79%
01-44300-00	28,991.40	20,000.00	47,704.24	28,200.00	45,000.00	59.57%
01-44301-00	375.00	450.00	105.00	1,000.00	750.00	-25.00%
01-44302-00	3,150.00	3,000.00	2,900.00	2,500.00	2,500.00	0.00%
01-44304-00	2,350.00	2,500.00	1,300.00	1,800.00	3,000.00	66.67%
01-44306-00	2,900.00	300.00	(223.67)	2,000.00	1,000.00	-50.00%
01-44400-00	3,800.00	2,200.00	600.00	1,200.00	1,200.00	0.00%
01-44402-00	1,500.00	1,500.00	-	1,000.00	1,000.00	0.00%
01-44900-00	635.00	450.00	70.00	750.00	700.00	-6.67%
01-44910-00	3,000.00	4,000.00	600.00	2,000.00	1,500.00	-25.00%
01-44920-00	5,296.61	6,000.00	4,030.86	6,000.00	4,000.00	-33.33%
01-44930-00	3,425.00	4,000.00	3,750.00	3,500.00	3,500.00	0.00%

SUMMARY OF 2011 OPERATING REVENUES (cont'd)

01-44950-00	Quarry/Other Permits	4,105.00	2,475.00	6,140.00	3,965.00	3,135.00	-20.93%
01-45100-00	Dog License Late Fees	127.00	127.00	105.00	100.00	100.00	0.00%
01-46744-00	Rent- Land & Tower	25,388.70	19,573.00	36,691.22	28,000.00	25,000.00	-10.71%
Total Licenses/Permits		\$ 111,624.13	\$ 98,595.00	\$ 144,363.77	\$ 122,355.00	\$ 122,065.00	-0.24%
LAW AND ORDINANCE VIOLATIONS							
01-46210-00	Court Penalties/Costs	\$ 33,410.85	\$ 35,000.00	\$ 55,000.00	\$ 57,500.00	\$ 52,500.00	-8.70%
Total Law and Ordinance Violations		\$ 33,410.85	\$ 35,000.00	\$ 55,000.00	\$ 57,500.00	\$ 52,500.00	-8.70%
PUBLIC CHARGES FOR SERV							
01-43582-00	Gypsy Moth Reimburs	\$ -	\$ -	\$ -	\$ -		
01-46100-00	Public Charges	3,310.00	3,000.00	3,500.00	\$ 3,500.00	\$ 3,000.00	-14.29%
01-46420-00	Garbage/Recycling Collection	198,737.69	203,787.00	317,530.56	\$ 329,493.00	\$ 329,493.00	0.00%
01-46431-00	Garbage Bags/Bins	1,696.45	1,200.00	813.83	\$ 700.00	\$ -	-100.00%
01-46433-00	Gypsy Moth Charges	2,393.43	-	-	\$ -	\$ 2,000.00	
01-46743-00	Rental of Town Hall	475.00	-	100.00	\$ -	\$ -	
01-49021-00	Street Lighting	73,249.98	56,655.82	55,769.08	\$ 66,141.43	\$ 58,320.00	-11.83%
01-49027-00	Lighting Admin Fee	5,675.73	469.00	-	\$ -	\$ 2,916.00	
Total Public Charges		\$ 285,538.28	\$ 265,111.82	\$ 377,713.47	\$ 399,834.43	\$ 395,729.00	-1.03%
OTHER REVENUE							
01-44940-00	Reimb Paid to Village	164.34	-	-	-	-	
01-46211-00	Lawrence Reimburse	117,286.77	115,192.28	167,391.07	197,642.71	220,838.25	11.74%
	Police Liason Reimbur	-	10,667.00	2,758.44	11,366.15	12,514.74	10.11%
01-46220-00	Fire Call on Roads	2,100.00	-	4,980.50	6,000.00	6,000.00	0.00%
01-48110-00	Interest	339,853.93	225,000.00	235,038.11	80,000.00	80,000.00	0.00%
01-49028-00	Memorial Brick Sale	3,283.94	-	236.00	200.00	200.00	0.00%
Total Other Revenue		\$ 476,435.45	\$ 350,859.28	\$ 411,404.12	\$ 295,208.86	\$ 319,552.99	8.25%
TOTAL REVENUE		\$1,505,837.14	\$1,281,243.30	\$1,536,705.85	\$1,369,820.52	\$1,381,409.75	0.85%

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 (PILOT):

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. The majority of Hobart's PILOT comes from a payment from to water utility to the general fund as payment for the value of buildings and plant otherwise subject to taxes. The water utility PILOT is a Public Service Commission requirement of public water utilities.

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.

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.

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/Variances:

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.

5.0 GENERAL FUND EXPENDITURES

5.1 GENERAL GOVERNMENT

SUMMARY OF VILLAGE EXPENDITURES: GENERAL GOVERNMENT						
	2007	2008	2009	2010	2011	
	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET	% Change
Village Board	\$ 51,987.64	\$ 55,117.92	\$ 56,260.39	\$ 58,114.35	\$ 56,814.35	-2.24%
Municipal Court	42,581.37	50,231.90	58,063.39	53,395.92	68,569.03	28.42%
Legal	292,974.00	609,230.23	207,985.59	233,500.00	200,000.00	-14.35%
Village Administrator	91,885.24	62,741.66	45,246.24	50,309.63	54,851.75	9.03%
Village Clerk	66,983.88	67,294.69	67,247.48	75,925.11	90,025.50	18.57%
Economic Development	16,391.57	53,853.01	117,068.43	110,940.45	96,508.93	-13.01%
Village Secretary	21,159.04	19,339.28	19,025.64	20,075.52	-	-100.00%
Elections	4,239.77	7,308.74	4,133.80	4,173.36	4,901.65	17.45%
Audit	3,600.00	6,315.00	6,115.00	6,330.00	6,520.00	3.00%
Treasurer	33,758.47	46,357.37	43,406.81	42,619.60	34,923.15	-18.06%
Property Assessment	24,998.75	25,541.92	28,178.34	25,500.00	27,600.00	8.24%
Buildings and Grounds	45,144.19	53,335.28	54,253.79	49,344.25	59,094.25	19.76%
General Office	46,524.63	48,232.64	45,850.00	53,950.00	55,800.00	3.43%
General Insurance	41,541.00	47,503.83	67,926.21	53,340.83	48,189.00	-9.66%
Total Expenses	\$797,050.32	\$ 1,152,403.47	\$820,761.11	\$837,519.03	\$ 803,797.61	-4.03%

EXPLANATION OF GENERAL FUND (GF) EXPENDITURES

The key general fund expenditure categories as follows: General Government, Public Safety, Public Works and Conservation & Develop. 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. 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 the total tax levy.

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 shown on page 22.

DEPARTMENT: VILLAGE BOARD OF TRUSTEES

ROLE/COMPOSITION OF THE BOARD:

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 ACTUAL	2010 BUDGET	2010 est.	2011 BUDGET	% Change
Board Salaries/Mtgs	\$ 44,642.32	\$ 44,156.63	\$ 46,758.40	\$ 47,900.00	\$ 47,900.00	\$ 47,900.00	0.00%
Board Assoc. Dues	4,042.23	3,208.54	2,988.93	3,000.00	2,034.76	2,200.00	-26.67%
Board Supplies	-	140.50	70.70	150.00	40.00	150.00	0.00%
Board Education/Tr	18.00	2,825.34	2,765.72	3,000.00	2,450.00	2,500.00	-16.67%
Board Mileage	-	1,478.46	-	250.00	100.00	250.00	0.00%
Board Meal Expense	-	-	40.00	150.00	50.00	150.00	0.00%
Board Social Security	2,662.42	2,681.37	2,947.34	2,969.80	2,969.80	2,969.80	0.00%
Board Medicare Tax	622.67	627.08	689.30	694.55	694.55	694.55	0.00%
	\$ 51,987.64	\$ 55,117.92	\$ 56,260.39	\$ 58,114.35	\$ 56,239.11	\$ 56,814.35	-2.24%

SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2011: NONE

2010 ACCOMPLISHMENTS

- ✓ Ushered in +/- \$15M in new construction in Village TID #1;
- ✓ Successfully resisted any land-into-trust (and off the tax rolls) for 2010;
- ✓ Complete reorganization of the Village organizational chart, most specifically, the creation of the Department of Neighborhood Services;
- ✓ Executed new 5-year service contract for refuse and recycling collection along with a Village-wide switch to automated, single-stream recycling;
- ✓ Upheld local government regulatory authority whenever/wherever challenged;
- ✓ Completed another budget cycle for 2011 with a minimal \$.10/\$1,000 tax rate increase;

VILLAGE BOARD OF TRUSTEES	
2011 STRATEGIC GOALS	
Preserve, protect and promote the U.S. Constitutional and civil rights of Hobart residents and taxpayers	Provide policy directives and supportive resources to staff for purpose of increasing economic development activities throughout the Village of Hobart
Implement policies and strategies that secure and ensure the authority of local government decision-making on matters affecting Hobart parcels and residents	Continue seeking innovative methods for improving efficiency of Village services while keeping tax rates among the lowest in the region
Continue actions to safeguard and expand the Village's property tax base	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

GOAL:

To ensure uninterrupted, cost-efficient and equitable service delivery to residents; to plan for the future of Village operations, capital assets and economic development in accordance with strategic direction established by the Village Board.

GENERAL OBJECTIVES:

- Recommend policies, proposals and strategic initiatives to the Village Board;
- Efficiently and effectively manage all departments of the Village;
- Promote and secure economic development projects throughout the Village;
- Recommend, implement and abide by fiscal policies that maintain the bond-rating and fiscal conservativeness of the Village;
- Foster continual professionalism growth of the Village staff.

DESCRIPTION:

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, as well as make recommendations of the creation and advancement of said laws and policies.



Andrew J. Vickers,
Village Administrator

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:

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.

SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2011: NONE

VILLAGE ADMINISTRATOR							
	2007	2008	2009	2010	2010 est.	2011	% Change
	ACTUAL	ACTUAL	ACTUAL	BUDGET		BUDGET	
Admin Salary	\$ 69,778.12	\$ 48,628.10	\$ 34,053.67	\$ 39,000.00	\$ 39,000.00	\$ 41,600.00	6.67%
Assoc Dues	1,391.98	112.50	661.25	600.00	580.00	600.00	0.00%
Supplies	249.08	994.71	505.18	550.00	550.00	550.00	0.00%
Education	27.00	600.00	679.00	850.00	925.00	1,650.00	94.12%
Travel/Mileage/Meal	-	292.02	882.34	800.00	800.00	-	-100.00%
Health Ins	7,219.41	2,685.67	1,631.54	1,054.83	2,094.61	2,127.62	101.70%
Inc Cont/Life Ins.	648.42	575.81	360.20	78.58	128.24	199.68	154.11%
Dental Ins	346.57	159.42	105.10	63.72	113.00	116.45	82.75%
Soc Sec	4,221.44	2,965.16	2,161.57	2,418.00	2,418.00	2,579.20	6.67%
Medicare	987.24	693.27	505.41	565.50	565.50	603.20	6.67%
WI Retirement	7,015.98	5,035.00	3,700.98	4,329.00	4,329.00	4,825.60	11.47%
TOTAL	\$91,885.24	\$62,741.66	\$45,246.24	\$ 50,309.63	\$51,503.35	\$54,851.75	9.03%

2010 ACCOMPLISHMENTS:

- ✓ reorganized Village organizational chart including creation of Neighborhood Services Department and changes to the Division of Public Works;
- ✓ Made change to accounting consultant yielding a \$20,000 annual budget savings;
- ✓ Negotiated of new 5 year refuse & recycling collection contract including a seamless Village-wide transition to single stream recycling collection;
- ✓ Fostered in +/- \$15M in new development in TID #1 and elsewhere in the Village- 2010 was a vast improvement in Hobart building permit activity;
- ✓ Completed first water rate increase in over 10 years with the Public Service Commission;
- ✓ Improved cost-effectiveness and ease of administration by switching the Village insurance carrier for property & casualty insurance;
- ✓ Create a performance review and well-rounded peer evaluation process for the Village Management Team- implemented evaluation process in fall/winter 2010;
- ✓ Consistently improved budgetary tools, such as personnel compensation tables and other features aiding in streamlining the internal budget creation process;
- ✓ Continued improvement on professionalism of all village staff AND of all internal/external documents and correspondence;
- ✓ Completed "land swap" with Wisconsin DOT which gives Village rights on valuable frontage along HWY 29;
- ✓ Continued outreach for the involvement of citizens in village business through mediums such as the new website, THE PRESS and citizen email listserve.

VILLAGE ADMINISTRATION AND FINANCE

AREA OF EMPHASIS	2011 STRATEGIC GOALS	2011 OBJECTIVES
Economic Development	Create and Communicate Centennial Centre at Hobart analytic tools	<ul style="list-style-type: none"> • Create and use cash flow analysis for TID #1; • Inventory of Developer Agreements terms for disbursements of incentive sharing; • Inventory of available acreage.
	Plan, coordinate and begin implementation of Village TID #2 and PDD's in southern Hobart	<ul style="list-style-type: none"> • Coordinate all pre-TID #2 planning tasks with Community Development; • Draft TID #2 Project Plan in-house; • Facilitate all activities required to formally implement TID #2; • Work through procedural requirements such as SG amendments and coordinate PDD language development with Community Development and Neighborhood Services; • Negotiate and draft Developer's Agreement, for Board approval, for mixed-use project currently in the pipeline; • Outreach and Public Information to property owners within TID #2 boundary, specifically to gauge their interest in developing/repurposing their property; • Work out specifics/negotiation of Packerland corridor not in Hobart with the Village Board.
	Improve communication processes during Development Negotiations	<ul style="list-style-type: none"> • Early communication on negotiating parameters; • More frequent communication during ongoing negotiations.
Policy and Procedure Development	Perform a complete overhaul of Personnel Policy Manual	<ul style="list-style-type: none"> • Inventory and analyze existing personnel policies; • Through M-Team, identify key areas that have are posing administrative difficulty, have Team review/revise manual together and in an organized fashion; • Collect personnel policies and/or complete manuals from peer communities; • Complete draft of complete-design of personnel policy manual to replace existing; • Systematically gain Board approval for each policy component; • Reconcile or ensure personnel policy

Policy and Procedure Development (cont'd)		manuals to not conflict with current collective bargaining agreements.
	Consolidate and Create Administrative Policy/Procedures Manual	<ul style="list-style-type: none"> • Inventory and analyze existing administrative policies in the company-shared files and consolidate into one document; • Collect administrative policies/procedures and/or complete manuals from peer communities; • Complete draft of administrative policy manual absent DPW policies/procedures (DPW policy manuals will be a focus in late 2011, early 2012); • Systematically review and revise with Village M-Team; • Gain approval from Board if the nature of any policy/procedure requires it.
Performance Measures	Devise and Implement a Village-Wide Performance Measurement and Benchmarking System	<ul style="list-style-type: none"> • Communicate with the M-Team as to what measures and benchmarks it desires to use; • Establish baseline data and templates for tracking statistics and benchmarks; • Assign appropriate staff for upkeep of performance stats and records; • Include "Performance Measures and Outcomes in 2012 budget document complete with 1 or 2 years of historic benchmarks where available.
Financial Management	Devise Debt Service Forecasting Tools and Communicate to Board in advance of regular 2012 budget cycle	<ul style="list-style-type: none"> • Communicate work directives to village consultants in furtherance of the goal; • Conservative forecast debt service on notes currently having balloon payment refinancing deadlines; • Develop and recommend a plan for balancing cash-on-hand reserved for debt payments with general levy requirements for a 3 or 5 year cycle; • Devise policies or resolutions to effect a Board-approved direction; • Lay foundation and groundwork for a "utility user handbook" to commence in 2012.

Financial Management (cont'd)	Equitably work through Phase 2 water rate increases;	<ul style="list-style-type: none"> • Provide thorough analysis of water/sewer rate comparability studies and answer all resident-customer questions thoroughly; • Work with PSC to determine what options and actions are available to the Committee, Board and resident-customers; • Analyze and recommend actions to Committee and Board to help reduce water rate burden of Phase 2; • Analyze and recommend options for the application of general tax subsidy to utilities while balancing the 1) Financial health of utilities 2) Village desire to keep property taxes among the lowest in Brown County and 3) Village desire to keep water and sewer rates competitive for residents and for economic development attractiveness.
	Monitor the policies and actions of GBMSD and its spending on capital improvements	<ul style="list-style-type: none"> • Stay current on all actions and projects of GBMSD with an eye on how these actions and spending plans will increase the cost of waste water treatment for Village sewer customers; • Attend all stakeholder meetings of GBMSD; • Stay active in influencing GBMSD policy decisions through the Green Bay Chamber and the Advance- Municipal Issues Committee; • Ensure adequate voice and protection of sewer users as GBMSD's future treatment rate charges are implemented.

DEPARTMENT: CLERK-TREASURER'S OFFICE

GOAL:

To act as fiduciary for Village funds, custodian of all official records and uphold the integrity of elections administration; to serve as general office manager for Village administrative and resident-customer services.

GENERAL OBJECTIVES:

- Receive and disburse public funds in accordance with state statutes and fiscal policies established by the Village Board;
- Implement a system to ensure all public records, legal notices and other documents are administered consistent with state statutes;
- Prepare annually, the tax roll and ensure the collection of tax and special assessments in accordance with state statutes;
- Provide adequate training, personnel and resources to maintain the integrity of elections administration at all times;
- Issue various licenses, permits and miscellaneous issuances in accordance with Village Ordinance and state law;
- Ensure front-office operations of the Hobart business offices, especially efficient and courteous customer service, are maintained at all times.

PROGRAM 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 efficiently as possible.



Mary Smith, Clerk-Treasurer

Rounding out the Treasurer's Department is Brian Ruechel, an accounting consultant that works on an hourly basis with the Village. Brian is a certified public accountant (C.P.A.) and is involved with all functions of municipal accounting. Brian aids the Village with the operating budget, specifically with debt service, and also performs monthly bank reconciliations and a host of other requirements to prepare for the annual audit.

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;



Cindy Kocken, Deputy Clerk-Treasurer

- Provide assistance to the Village Board in meeting management; assemble information 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 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 consultants, 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;
- 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;
- Report any outstanding charges on Letters of No Specials;
- Execute bank deposits including writing receipts, applying account numbers to checks or invoices and actually making the bank deposit.

SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2011: Although the “Clerk Salary” line item increased in 2011, the increase is not “new” money spent on personnel. Rather, the clerical wages/salaries of all front office personnel were condensed into the “Clerk Salary” line item. The increase in the “Clerk Health Ins” and “WI Retirement” line items also result because of the above change.

Funds for Outside Services were reduced for 2011 by \$8,000. This reduction is due to a change in our accounting consultant. As our accounting consultant is partially funded through the utilities, there is also a decrease in these funds. In total, savings on this position change are \$20,000 annually.

VILLAGE CLERK DEPARTMENT							
	2007 ACTUAL	2008 ACTUAL	2009 ACTUAL	2010 BUDGET	2010 est.	2011 BUDGET	% Change
Clerk Salary	\$ 40,975.20	\$ 40,128.93	\$ 37,142.05	\$ 36,400.00	\$ 36,400.00	\$ 57,803.90	58.80%
Clerk Assoc. Dues	200.00	160.00	370.00	350.00	240.00	350.00	0.00%
Clerk Education	112.00	187.75	321.00	800.00	800.00	800.00	0.00%
Clerk							
Travel/Mileage/Meal	116.40	266.93	441.11	500.00	500.00	500.00	0.00%
Clerk Health Ins	7,155.65	8,648.36	7,407.75	7,817.04	7,105.17	13,548.41	73.32%
Clerk Inc							
LTD/ADD/Life	271.23	452.84	82.56	555.74	140.00	782.22	40.75%
Clerk Dental Ins	211.58	258.12	2,858.92	262.00	281.52	613.72	134.24%
Clerk Social Security	2,369.38	2,295.57	2,221.12	2,256.80	2,256.80	3,583.84	58.80%
Clerk Medicare	554.08	536.74	519.36	527.80	527.80	838.16	58.80%
Clerk WI Retirement	4,128.82	4,183.10	3,883.30	4,004.00	4,004.00	6,705.25	67.46%
Secretary							
Unemployment	1,541.40	380.12	-	10,000.00	8,100.00	4,500.00	-55.00%
TOTAL	\$ 66,983.88	\$67,294.69	\$ 67,247.48	\$ 75,925.11	\$ 72,466.76	\$ 90,025.50	18.57%

OFFICE OF TREASURER							
	2007 ACTUAL	2008 ACTUAL	2009 ACTUAL	2010 BUDGET	2010 est.	2011 BUDGET	% Change
Treasurer Salary	\$ 10,243.68	\$ 10,032.36	\$ 10,362.33	\$ 10,400.00	\$ 10,400.00	\$ 12,848.61	23.54%
Assn Dues	-	25.00	25.00	50.00	25.00	25.00	-50.00%
Treasurer							
SupplyExp	1,193.84	2,533.83	3,128.38	2,700.00	2,700.00	2,700.00	0.00%
Treas Education	-	137.00	-	-	-	-	
Outside Services	15,756.26	26,686.79	22,911.25	22,000.00	12,750.00	14,000.00	-36.36%
Travel/Mileage	-	-	-	50.00	100.00	80.00	60.00%
Treasurer Health	1,789.03	2,162.21	2,149.19	2,233.44	2,030.11	2,502.32	12.04%
LTD/ADD Life							
Ins	67.43	113.32	23.29	158.78	44.72	192.08	20.97%
Treasurer Dental	53.01	64.56	73.11	74.86	80.40	101.78	35.96%
Treasurer Soc							
Sec	592.44	574.14	608.56	644.80	644.80	796.61	23.54%
Treasurer	138.60	134.40	142.28	150.80	150.80	186.30	23.54%
Treasurer WRS	1,005.03	1,046.10	1,097.40	1,144.00	1,144.00	1,490.44	30.28%
TOTAL	\$ 33,758.47	\$ 46,357.37	\$ 43,406.81	\$ 42,619.60	\$ 33,109.72	\$ 34,923.15	-18.06%

2010 ACCOMPLISHMENTS:

- ✓ Melissa Teege completed the State Voter Registration System (SVRS) updates and process training for the new Absentee Voting Program for 2010;
- ✓ Researched and aided in providing a recommendation for Village accounting software needs, secured Board approval for the software, and laid required software groundwork for a 2011 changeover;
- ✓ Undertook further cross training with Workhorse Accounting Software regarding payroll with Deputy Clerk, Cindy Kocken;
- ✓ Completed successful transition to new accounting consultant, Brian Reuchel;
- ✓ Attended the WIS line training for elections updates;
- ✓ Submitted updates for the upgrading new homepage and kept site current throughout the year;
- ✓ Completed necessary well operation permits for 2010;
- ✓ Initiated collections process for delinquent personal property tax bills and accounts receivable;
- ✓ Reviewed and recalculated storm water fees for tax bills in 2010.
- ✓ Reported special assessments and charges for the 2011 tax bills.
- ✓ Completed annual updates on the Felon listing and Death Listing for State Voter Registration System (SVRS).
- ✓ Coordinated / implemented the changeover from Fundware to Workhorse Accounting Software.
- ✓ Established Monthly Staff meetings with all office staff- began to implement a more formal supervisory process;
- ✓ Successfully coordinated all public education materials for single stream recycling changeover;
- ✓ Finalized the Tree City USA Recertification for 2010.

DEPARTMENT OF CLERK-TREASURY	
2011 STRATEGIC GOALS	OBJECTIVES
<p>Improve overall staffing capabilities and the department’s managerial organization</p>	<ul style="list-style-type: none"> Implement supervisory “structure” and process to improve workflow and communication in the front office; Ensure adequate staffing during peak project times and times of employee time-off; Coordinate work schedules with front office staff and management team, to the maximum extent practicable, to aid in the administrative support from front office personnel to the M-Team; Implement cross training in all aspects of the Workhorse Accounting Software, specifically between Clerk/Deputy Clerk, but also other employees, if beneficial; Devise and implement a staff evaluation process for front office;

	<ul style="list-style-type: none"> • Ensure adherence to the enforcement of personnel policies established in the employee handbook and the Collective Bargaining Agreement.
<p>Determine training opportunities to aid in efficiencies in Clerk and Treasurer department</p>	<ul style="list-style-type: none"> • Attend annual review of training through the WISLINE programs; • Seek other local training and seminars to enhance office functions; • Follow the online training offered by Government accountability Board for SVRS updates; • Establish bi-annual training schedule for Poll workers and Chief Election Inspectors.
<p>Create and implement an improved Customer Service Program for the Village</p>	<ul style="list-style-type: none"> • Determine areas for improved customer service; • Meet with staff to discuss creation of the policy manual to ensure customer service is delivered in a consistent manner and in accordance with the values and benchmarks established by the Management Team; • Take the lead on ongoing implementation and evolution of the customer service program initiative-offer critique and suggestions for its continual improvement and adherence.
<p>Continue seeking out means to increase the quality and communication of Village services; improve upon the delivery of service without adding cost to Village residents</p>	<ul style="list-style-type: none"> • Add to and maintain information placed onto the new website to keep public informed; • Place materials / forms on the website to allow residents to fill them out and send them to the office electronically when possible; • Seek out cost savings with state and county contracts when obtaining all office supplies; • Research and implement Anti-Fraud and increased security measures in all departmental areas; • Scan police accident reports and email rather than copy and mailing; • Research GOVPAY and WORKHORSE for the payments made to the office for utility bills; • Work with County on the interface for the Tracks system and the LRMS system

	for records management on police calls.
Increase efficiency of recordkeeping systems for personnel and non-personnel	<ul style="list-style-type: none"> • Implement the Workhorse software to update employee time off accruals at each payroll; • Examine alternatives from moving away from paper to electronic copies of all records, wherever feasible; • Devise and implement methods for maintaining an up-to-date Municipal Codebook, smart growth plan personnel policy manual and all other “living” documents, especially for those documents on which daily decisions are made.
Establish written policies for recurring / ongoing procedures	<ul style="list-style-type: none"> • Establish policy for contract / agreement logs to track renewal dates; • Establish policy for refunding overpayments caused by water / sewer leakages; • Begin groundwork for a Water and Sewer Utility User Handbook; • Devise and implement a central file for policies of all departments that interface with front office.

OUTSIDE SERVICE: PROPERTY ASSESSMENT

GOAL:

To assess all personal property and real estate in the Village by January 1 each year; ensure a fair Board of Review process for taxpayers.

GENERAL OBJECTIVES:

- Determine value of all property within the Village boundary;
- Attend annual Board of Review;
- Certify the assessment roll and total assessed valuation of the Village;
- Determine tax incremental value in Village tax increment district (TIDs).

PROGRAM 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.

SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2011: NONE.

PROPERTY ASSESSMENT							
	2007	2008	2009	2010	2010 est.	2011	
	ACTUAL	ACTUAL	ACTUAL	BUDGET		BUDGET	% Change
Assessor SupplyExp	\$ 98.75	\$ 91.08	\$ -	\$ -	\$ -	\$ -	
Assessor Fees&Mtgs	24,900.00	25,450.84	28,178.34	25,500.00	25,500.00	27,600.00	8.24%
TOTAL	\$ 24,998.75	\$25,541.92	\$ 28,178.34	\$ 25,500.00	\$25,500.00	\$27,600.00	8.24%

DEPARTMENT/PROGRAM: PROPERTY & CASUALTY INSURANCE

GOAL:

To maintain policies relating to public property, capital assets and professional liability at all time to protect the Village against claims or accidents that may arise

GENERAL OBJECTIVES:

- Cost-effective and comprehensive property and casualty insurance on ALL public assets;
- Ensure Village officials/employees are protected from claims arising during ethical and honest dispensing of official duties.

PROGRAM 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, equipment and worker’s compensation. 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.

SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2011: NONE.

LIABILITY, PROFESSIONAL AND PROPERTY INSURANCE							
	2007	2008	2009	2010	2010 est.	2011	
	ACTUAL	ACTUAL	ACTUAL	BUDGET		BUDGET	% Change
Health Care Reimbursement	\$ -	\$ 11,489.40	\$ 12,500.00	\$ 6,250.00	\$ 7,355.00	\$ 7,500.00	20.00%
Auto Phys							
Damage Ins	7,539.00	8,213.92	9,548.21	9,548.21	-	-	-100.00%
Ins-Workers' Comp	14,890.00	15,008.73	29,089.00	20,573.62	14,951.47	14,013.00	-31.89%
Ins-Gen Liability	8,475.00	4,828.00	7,922.00	7,922.00	9,813.00	15,844.00	100.00%
Property Insurance	4,304.00	3,520.78	4,602.00	4,432.00	9,699.00	4,180.00	-5.69%
Auto Liability	5,983.00	4,393.00	4,265.00	4,265.00	5,284.00	6,652.00	55.97%
Ins-Treasurer's Bonds	100.00	-	-	100.00	40.00		-100.00%
Public Official Liability Ins	250.00	50.00	-	250.00	-		-100.00%
TOTAL	\$ 41,541.00	\$ 47,503.83	\$ 67,926.21	\$ 53,340.83	\$47,142.47	\$ 48,189.00	-9.66%

DEPARTMENT/PROGRAM: VILLAGE ELECTIONS

GOAL:

To uphold the democratic institution of voting by maintaining the integrity of elections administration.

GENERAL OBJECTIVES:

- Maintain adequate resources in terms of personnel, training and supplies in the procurement of primary, general and special elections;
- Ensure all laws regarding voting, polling places and voter registrations are followed.

PROGRAM DESCRIPTION:

2011 Elections for the Village of Hobart will take place at the Woodland Worship Center, 760 Airport Drive, Hobart, WI. Our polling place always opens at 7:00 am and closes at 8:00 pm. on election days.

2011 Election Dates:

Primary- February 15, 2011

Spring Election April 5, 2011

SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2011: NONE.

2011 Elections							
	2007	2008	2009	2010		2011	
	ACTUAL	ACTUAL	ACTUAL	BUDGET	2010 est.	BUDGET	% Change
Elections Salary	\$ 1,051.38	\$ 2,581.59	\$ 833.17	\$ 1,508.00	\$ 1,508.00	\$ 2,649.00	75.66%
Election Print/Publ	1,455.78	2,617.92	1,158.54	1,000.00	1,000.00	1,000.00	0.00%
Election SupplyEduc	1,613.07	1,812.17	1,964.21	1,500.00	1,200.00	1,000.00	-33.33%
Travel/Mileage/Meals	70.82	99.58	114.18	50.00	50.00	50.00	0.00%
Election Social Sec	39.48	160.05	51.64	93.50	93.50	164.24	75.66%
Election Medicare	9.24	37.43	12.06	21.87	21.87	38.41	75.66%
TOTAL	\$4,239.77	\$7,308.74	\$4,133.80	\$4,173.36	\$3,873.36	\$4,901.65	17.45%

OUTSIDE SERVICES: FINANCIAL AUDITING

GOAL:

To ensure fiscal controls and financial operations are transparent and in accordance with Generally Accepted Accounting Principles ("GAAP") and all applicable laws.

GENERAL OBJECTIVES:

- Comply with statutory requirements to have funds audited each year;
- Improve upon internal financial management and controls through advice of our auditing firm.

PROGRAM 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 Karman, partner at Schenck Business Solutions. Audits are usually conducted in January of each year, after previous years accounts are closed out.

SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2011: NONE.

ANNUAL VILLAGE AUDIT							
	2007 ACTUAL	2008 ACTUAL	2009 ACTUAL	2010 BUDGET	2010 est.	2011 BUDGET	% Change
Annual Audit	\$ 3,600.00	\$ 6,315.00	\$ 6,115.00	\$ 6,330.00	\$ 5,575.00	\$ 6,520.00	3.0%
TOTAL	\$3,600.00	\$6,315.00	\$6,115.00	\$6,330.00	\$5,575.00	\$6,520.00	3.0%

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

DEPARTMENT: MUNICIPAL COURT

GOAL:

To ethically maintain court procedures and prepare for equitable legal proceedings; resolve citizen concerns and request for information in a timely manner.

GENERAL OBJECTIVES:

- Ensure efficient processes for court procedures and interactions with the accused;
- Preserve justice in the community.

PROGRAM 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 at the Village Office. Judge Ron VanLanen, who was re-elected in 2010, has served as the Municipal Court Judge since 2006.

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 police department and court's needs, Melissa Teege and Lori Francar also perform administrative analysis to support the Management Team, customer service tasks 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

SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2011: NONE.

2010 ACCOMPLISHMENTS

- ✓ Began taking municipal citation payments electronically via credit card;
- ✓ Process 987 cases through municipal court;
- ✓ Gross revenue of the court total \$81,670.56;
- ✓ Reduction in office supplies/costs through rotating old files;
- ✓ Updated Tax Refund Intercept program (TRIP);
- ✓ Transitioned new Municipal Court/Administrative Clerk.

MUNICIPAL COURT							
	2007 ACTUAL	2008 ACTUAL	2009 ACTUAL	2010 BUDGET	2010 est.	2011 BUDGET	% Change
Judge Salary	\$ 5,400.00	\$ 5,400.00	\$ 7,338.81	\$ 6,200.00	\$ 6,300.00	\$ 6,200.00	0.00%
Court Publication/Mbr	340.00	80.00	100.00	750.00	360.00	750.00	0.00%
Supplies/Software	3,080.72	3,511.99	4,514.50	4,500.00	4,200.00	4,500.00	0.00%
Judge Education	550.00	550.00	550.00	550.00	825.00	650.00	18.18%
Judge Mileage/Travel/Room	301.00	-	279.70	450.00	250.00	450.00	0.00%
Jail Detention Fees	440.00	1,840.00	680.00	3,200.00	2,000.00	3,200.00	0.00%
Clerk Mileage/Travel/Room	37.35	717.34	290.97	400.00	475.00	400.00	0.00%
Judge & Clerk Meal Exp	10.00	94.54	52.95	200.00	95.00	200.00	0.00%
Clerks Education	233.00	497.00	353.33	500.00	500.00	500.00	0.00%
Muni Judge Soc Sec	272.80	297.60	384.40	384.40	390.60	384.40	0.00%
Muni Judge Medicare	63.80	69.60	89.90	89.90	91.35	89.90	0.00%
Municipal Attorney	9,621.11	14,326.22	18,843.51	13,250.00	22,000.00	19,000.00	43.40%
Court Clerk Wages	15,817.77	16,857.26	18,852.53	17,343.87	17,343.87	19,493.76	12.40%
Court Clerk Health Ins Court Clk Inc	1,824.08	1,783.20	2,257.53	2,109.66	7,715.00	8,453.48	300.70%
LTD/ADD/Life	165.46	61.68	258.03	106.01	60.60	90.53	-14.60%
Court Clerk Dental Ins	90.71	109.92	144.47	127.45	430.00	454.41	256.54%
Court Clk Soc Sec	914.62	981.43	1,109.80	1,075.32	1,075.32	1,208.61	12.40%
Court Clk Medicare Court Clk Wisc	214.05		259.65	251.49	251.49	282.66	12.40%
Retirement	1,654.93	1,771.54	1,703.31	1,907.83	2,011.89	2,261.28	18.53%
TOTAL	\$42,581.37	\$ 50,231.90	\$ 58,063.39	\$ 53,395.92	\$ 66,375.11	\$ 68,569.03	28.42%

OUTSIDE SERVICES: LEGAL

GOAL:

To protect and uphold the laws, policies and jurisdiction of the Village and of the Constitutions of the United States and State of Wisconsin; Resist **and defend** against all aggressive attempts by the Oneida Tribe of Indians of Wisconsin to challenge the Village's full municipal jurisdiction over all fee lands.

GENERAL OBJECTIVES:

- Preserve and protect property rights of Hobart residents;
- Provide funds for executing Developer's Agreements that legally protect the interest of Village taxpayers;
- Provide funds for legal guidance when drafting new ordinances or policies;
- Provide resources to thwart threatening actions of other governments or agencies, when those actions are not in the best interest of the Hobart taxpayer.

PROGRAM 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 funds are also used when drafting developer agreements and governmental/interagency agreements.

SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2011: Total legal fees were not reduced in 2011 as might be thought from the details below. The Village transferred \$33,500 to the storm water utility in anticipation of an appeal of an active storm water lawsuit prompted by the Oneida Tribe of Indians of Wisconsin. The details of the storm water budget can be seen on page 94. For information relating to the Tribe's lawsuit, and all other pieces of pending litigation, please visit the homepage at www.hobart-wi.org under department (left-hand side) then "tribal affairs." The page has a wealth of information regarding the ongoing legal matters of the Village.

LEGAL EXPENSES							
	2007	2008	2009	2010		2011	
	ACTUAL	ACTUAL	ACTUAL	BUDGET	2010 est.	BUDGET	% Change
Legal	292,974.00	609,230.23	207,985.59	\$ 233,500.00	\$ 300,000.00	\$ 200,000.00	-14.3%
TOTAL	\$ 292,974.00	\$ 609,230.23	\$ 207,985.59	\$ 233,500.00	\$ 300,000.00	\$ 200,000.00	-14.3%

DEPARTMENT: COMMUNITY (ECONOMIC) DEVELOPMENT

GOAL:

To promote and manage the development and use of property that grows the tax base in a manner that provides maximum benefit to citizens of Hobart.

GENERAL OBJECTIVES:

- Create short-term and long-term plans for growth and development that reflect the values of the community;
- Act as a resource for those wishing to bring businesses and residences;
- Further develop a pro-business environment and diversity of tax base in Hobart;
- Preserve the quality of life Hobart residents know and love.

PROGRAM DESCRIPTION:

Ms. Elaine Willman serves as the Village's Director of Community Development & Tribal Affairs and has served in that capacity since January of 2008. Ms. Willman has extensive experience in community development and a wealth of knowledge in the area of federal Indian policy.



**Elaine D. Willman, Director of
Community Development &
Tribal Affairs**

Quality of life is the central focus of Community Development activities. This department utilizes traditional planning tools and best practices for guiding the Village of Hobart's identity, quality of life, and ongoing economic sustainability. The Community Development Department has primary accountability for planning and developing *Centennial Centre at Hobart*. In 2011 this Department will facilitate the development of a Southern Hobart Economic Development Plan, inclusive of a second tax increment district in the Village; promoting sustainable economic development in a manner compatible with a quiet, rural lifestyle ensures fiscal vitality and quality of life for Hobart residents.

In 2010 when the national, state and regional economy was somewhat stalled, Hobart accomplished considerable progress in advancing construction of a major mixed-use development area, *Centennial Centre at Hobart™*, adjacent to State Highway 29. Bringing new jobs to Hobart, two significant light manufacturing firms, Centerline Machining & Grinding (40 employees) and EMT International (200 employees) are open for business in *Centennial Centre*. There are 41 single family homes constructed in Cobblestone Estates, 28 of which are sold/occupied. In addition, new families have leased more than $\frac{3}{4}$ of multi-family units constructed in the Centennial Centre area.

Village staff continues to collaborate with Wisconsin Department of Transportation to seek federal and state transportation funds needed for State 29 interchange upgrades and construction of arterial roads within *Centennial Centre at Hobart*. We are very proud of this major undertaking for the Village. For more information on this project, you may browse the Village of Hobart homepage, clicking on the logo of *Centennial Centre at Hobart*.

In addition to development in northern Hobart, the Community Development Authority (CDA) will be working with staff throughout 2011 to inventory parcels appropriate for development in

southern Hobart. The CDA has committed to creating an Economic Development Area Plan for southern Hobart. To achieve success with economic development goals throughout Hobart, the Community Development Department will be expanding its outreach to statewide and national resources to bring more new businesses and jobs to our community.

This department is also tasked with implementation of Wisconsin's Working Lands Initiative to accomplish a local balance of land use that appropriately preserves needed farmlands within the Village while affording land use opportunities attractive to new businesses.

These major projects combined with ongoing monitoring of tribal affairs will keep the Community Development in high gear throughout the year.

SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2011: The *Planning and Engineering* line item was reduced \$13,000 in 2011.

COMMUNITY AND ECONOMIC DEVELOPMENT							
	2007	2008	2009	2010	2010 est.	2011	
	ACTUAL	ACTUAL	ACTUAL	BUDGET		BUDGET	% Change
Econ Devel Salary	\$ 11,539.20	\$ 40,227.33	\$ 61,317.86	\$ 52,500.00	\$ 52,500.00	\$ 52,500.00	0.00%
Econ Devel Marketing/Supply	2,106.97	4,860.79	41,430.42	13,000.00	13,000.00	13,000.00	0.00%
Planning & Engineering	-	-	-	31,500.00	30,500.00	17,500.00	-44.44%
Econ Devel Health Ins	607.62	1,343.03	2,480.79	3,013.80	2,255.76	2,291.28	-23.97%
Econ Devel LTD/ADI	-	346.16	585.28	953.33	182.12	985.99	3.43%
Econ Devel Dental Ins	39.24	87.43	157.45	182.07	136.92	125.41	-31.12%
Econ Devel-Soc Sec	709.62	2,295.08	3,869.67	3,255.00	3,255.00	3,255.00	0.00%
Econ Devel-Medicare	165.76	536.81	904.94	761.25	761.25	761.25	0.00%
Econ Devel-WRS	1,223.16	3,865.39	6,322.02	5,775.00	5,775.00	6,090.00	5.45%
TOTAL	\$16,391.57	\$53,853.01	\$ 117,068.43	\$ 110,940.45	\$ 108,366.05	\$ 96,508.93	-13.01%

2010 ACCOMPLISHMENTS

- ✓ 41 SF homes constructed in *Centennial Centre at Hobart*;
- ✓ Approximately 64 MF units constructed;
- ✓ Light Manufacturing ribbon-cutting ceremony for EMT, International; a \$3,500,000 + facility and 200 jobs moved to or created in Hobart;
- ✓ TID #1, Phase I infrastructure nearing completion- landscaping and street lighting to be completed in early 2011;
- ✓ Early strategizing and visioning for southern Hobart economic development area;
- ✓ Pre-planning tasks commenced on Hobart TID #2;
- ✓ Completed land-value analysis to determine appropriate sale prices of Village-owned acreage.

DEPARTMENT OF COMMUNITY DEVELOPMENT	
2011 Strategic Goals	2011 Objectives
Strengthen, facilitate and protect local government planning and municipal authority over all fee parcels within the Village.	<ul style="list-style-type: none"> • Continue implementation and utilization of the Village of Hobart's Coordination Policy. • Monitor tribal government decisions and land use activity for compatibility with the Village Smart Growth Plan. • Continue ongoing dialogue that fosters productive relationships with Brown County and its communities. • Provide staff resources to Village Board, legal counsel, and Village committees as needed. • Encourage property owners to voluntarily place restrictive covenants on their land, particularly with new construction projects and land subdivisions.
Expand business recruitment outreach to statewide and regional resources.	<ul style="list-style-type: none"> • Promote business development in tax increment districts located in Centennial Centre at Hobart and Southern Hobart. • Inventory existing vacant office and industrial spaces throughout Hobart for new business opportunities. • Participate in regional economic development events and cost-effective exhibit opportunities.
Initialize and facilitate approval of Tax Increment District # 2 in Southern Hobart, and the Southern Hobart Economic Development Plan.	<ul style="list-style-type: none"> • Provide staff assistance and facilitation of Community Development Authority meetings. • Identify boundary, prepare TID documents, and convene Joint Review Board for TID # 2 approval. • Complete Planned Development District (PDD) zoning ordinance for Southern Hobart, and process through public hearings and Village Board approval.
Amend Smart Growth Plan to accommodate Village business expansion and state programs.	<ul style="list-style-type: none"> • Review entire Smart Growth Plan for accommodation of new 2010 Census data and trends. • Ensure Smart Growth Plan compliance with all federal, state and county requirements. • Amend Plan to reflect consistency with planned development and tax increment districts.
Provide availability and assistance to local homeowner organizations focusing on neighborhood quality of life issues.	<ul style="list-style-type: none"> • Be supportive of formal homeowner association requests and needs. • Monitor utility easement vegetation maintenance practices occurring in residential areas.

DEPARTMENT/PROGRAM: BUILDINGS & GROUND

GOAL:

To maintain clean and safe public buildings and grounds; ensure attractive aesthetics of community parks and amenities.

GENERAL OBJECTIVES:

- Ensure maintenance and improvement needs of public facilities are addressed;
- Maintain funds adequate for necessary building improvement/repair;
- Provide safe working environs for Village staff and public-at-large.

PROGRAM 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.



SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2011: NONE.

GENERAL BUILDINGS AND GROUNDS EXPENSE							
	2007	2008	2009	2010		2011	
	ACTUAL	ACTUAL	ACTUAL	BUDGET	2010 est.	BUDGET	% Change
Gypsy Moth Spraying	\$ 1,456.53	\$ 2,093.59	\$ 4,329.54	\$ 5,500.00	\$ 8,537.04	\$ 10,000.00	81.82%
B&G Salary	\$ 15,938.63	\$ 19,413.50	\$ 14,722.96	\$ 16,500.00	\$ 16,500.00	\$ 16,500.00	0.00%
B&G Supplies/Expens	5,832.57	3,046.54	2,872.49	4,000.00	3,761.00	3,800.00	-5.00%
B & G New	344.87	-	-	200.00	800.00	400.00	100.00%
B&G Medicare Tax	217.19	289.63	213.36	239.25	239.25	239.25	0.00%
B&G Pepsco	1,056.01	1,408.19	1,037.31	1,155.00	1,155.00	1,155.00	0.00%
B&G Bldg Mainten	5,179.91	4,080.72	12,817.55	4,250.00	4,800.00	6,500.00	52.94%
B&G Utilities	15,118.48	23,003.11	18,260.58	17,500.00	19,500.00	20,500.00	17.14%
TOTAL	\$ 45,144.19	\$ 53,335.28	\$ 54,253.79	\$ 49,344.25	\$ 55,292.29	\$ 59,094.25	19.76%

5.0 GENERAL FUND EXPENDITURES

5.2 PUBLIC SAFETY

SUMMARY OF VILLAGE EXPENDITURES: PUBLIC SAFETY						
	2007	2008	2009	2010	2011	
	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET	% Change
Police Department	\$ 298,051.23	\$ 390,004.13	\$ 483,357.59	\$ 507,839.57	\$ 535,313.24	5.4%
Animal Control	1,823.60	3,154.00	2,512.41	3,220.73	3,519.50	9.3%
Fire Protection	298,795.96	283,250.15	293,636.54	307,852.66	95,363.55	-69.0%
Rescue Service	39,044.76	40,020.96	41,126.51	42,154.67	43,525.60	3.3%
First Responders	2,427.29	3,089.19	4,445.60	7,000.00	7,000.00	0.0%
Total Expenses	\$ 640,142.84	\$ 719,518.43	\$ 825,078.65	\$868,067.63	\$684,721.89	-21.1%

DEPARTMENT: HOBART/LAWRENCE POLICE DEPARTMENT

GOAL:

To maintain social order and enforcement of all applicable local, state and federal laws with dedication and integrity.

GENERAL OBJECTIVES:

- Swiftly respond to call for service and to concerns of residents;
- Maintain a feeling of security in the community;
- Provide the safe movement of people and vehicles;
- Identify criminal activities, proactively and reactively, and apprehend offenders.

PROGRAM 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, four full-time and two part-time patrol officers. Chief Bani has served in his position since 2004.



As of October 2008, the Department is a full-service, 24 hours-7 days per week law enforcement agency.

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

<u>Name</u>	<u>Police Experience(years)</u>
Chief Randy Bani	30
Officer Dan VanLanen	8
Officer Angel VanDenHeuvel	7
Officer George Dillenburg	7
Officer Israel Deutsch	4
Officer Chris Baribeau (part time)	2
Officer Tim Agnew (part time)	32

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. Additionally, the Department provides Hobart citizens with “residential checks” of their homes while they are out of town.

SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2011: NONE.

HOBART-LAWRENCE POLICE DEPARTMENT							
	2007	2008	2009	2010		2011	
	ACTUAL	ACTUAL	ACTUAL	BUDGET	2010 est.	BUDGET	% Change
Police Salary	\$ 184,523.29	\$ 233,850.36	\$ 303,533.87	\$ 307,637.63	\$ 307,637.63	\$ 322,575.15	4.86%
Police - Supplies	2,544.65	3,962.40	6,031.74	3,000.00	3,000.00	3,500.00	16.67%
Police - New Equipmt	944.00	310.45	1,756.02	750.00	950.00	1,500.00	100.00%
Police - Fuel Expense	12,178.59	22,897.18	22,347.39	22,000.00	19,164.00	22,000.00	0.00%
Police / Mileage / Room	210.52	185.12	379.78	500.00	500.00	500.00	0.00%
Police - Meal Expense	82.67	-	116.34	300.00	250.00	300.00	0.00%
Police - Vehicle Maint	2,401.54	4,617.32	5,338.28	5,650.00	4,235.00	5,650.00	0.00%
Police & Clerk Training	2,992.41	2,076.75	2,514.71	5,000.00	3,000.00	5,250.00	5.00%
Police - Uniform Exp	4,062.80	1,716.78	4,121.75	4,000.00	3,250.00	4,800.00	20.00%
Police Health Ins	6,225.45	7,211.98	8,587.96	19,467.09	9,667.52	19,513.54	0.24%
Police LTD/ADD Life Ins	1,417.69	469.94	2,273.66	1,484.40	818.31	1,358.77	-8.46%
Police Dental Ins	33.84	443.82	658.48	920.50	587.16	894.90	-2.78%
Police Soc.Sec.	11,068.98	14,246.68	19,253.44	19,073.53	19,073.53	19,999.66	4.86%
Police - Medicare	2,588.70	3,321.70	4,502.83	4,460.75	4,460.75	4,677.34	4.86%
Police - WI Retirement	25,781.59	42,452.94	42,340.78	50,760.21	50,760.21	51,871.20	2.19%
Police Wkrs' Comp Ins.	-	7,699.27	13,554.00	13,968.59	15,235.87	15,013.00	7.48%
Police - Weapons/Ammc	1,333.45	963.48	811.64	2,000.00	2,000.00	2,000.00	0.00%
Police - Prof Liab Ins	-	-	999.00	999.00	-	1,017.00	1.80%
Police- Phone/Online	526.51	2,982.09	2,942.55	2,900.00	4,000.00	4,100.00	41.38%
Police Crime Prevention	740.19	285.00	-	300.00	300.00	750.00	150.00%
Police- Auto Insurance	-	775.30	1,213.19	1,750.00	1,900.00	2,000.00	14.29%
Police Clerk Wages	25,898.88	26,042.69	27,167.23	26,607.36	26,607.36	29,801.68	12.01%
Police Clerk-Health Ins	7,492.08	7,820.97	7,100.16	8,340.56	9,610.30	9,580.61	14.87%
Police Clerk LTD/Life	254.61	730.60	443.26	346.75	100.56	408.57	17.83%
Police Clerk-Dental Ins	408.90	440.64	499.08	510.93	549.12	515.00	0.80%
Police Clerk-Social Sec	1,424.78	1,428.43	1,535.34	1,649.66	1,649.66	1,847.70	12.01%
Police Clerk-Medicare	333.27	334.12	359.14	385.81	385.81	432.12	12.01%
Police Clerk-WI Retire	2,581.84	2,738.12	2,825.97	2,926.81	2,926.81	3,456.99	18.11%
TOTAL	\$ 298,051.23	\$ 390,004.13	\$ 483,357.59	\$ 507,839.57	\$ 492,769.59	\$ 535,313.24	5.41%

2010 ACCOMPLISHMENTS:

- ✓ Received Traffic Grants totaling \$24,000.00;
- ✓ Responded to 5,627 calls for service;
- ✓ Increased court revenue with grants and 24/7 policing;
- ✓ Improved Tax Refund Intercept program (TRIP);
- ✓ Trained and Transitioned new Municipal Court/Administrative Clerk;
- ✓ Grant for Police DRE (Drug Recognition Expert);
- ✓ Officer to Supervisor School;
- ✓ 100 % TRACS Citations, Typed;
- ✓ Improved professionalism of electronic reports;
- ✓ New Computers- All squads;
- ✓ Print Wirelessly from the squad – Internet Cards;
- ✓ Developed closer relations with area agencies;
- ✓ Total Department Operations held under budget.

HOBART-LAWRENCE POLICE DEPARTMENT	
2011 STRATEGIC GOALS	OBJECTIVES
Re-establish a solid <u>G</u>lobal <u>P</u>ositioning <u>S</u>ystem	<ul style="list-style-type: none"> • Implement policy, training and procedure • Update, fix maintain GPS readings with Brown County Dispatch; • Mandatory testing of device for every shift; • Mandatory notification to Chief if GPS not working.
Capital Purchases	<ul style="list-style-type: none"> • Standardize squad cars, new and existing, in the areas of striping, defibrillators, and shotguns; • Eliminate ported pistol and replace with new standardized .45 caliber pistols with night sights; • Purchase and install interior overhead mounts for rifles and locking trunk system for shotguns; • Upgrade Cell phones for squad cars and install hands free blue tooth technology using grant money.
Increase efficiency of police recordkeeping and data entry systems.	<ul style="list-style-type: none"> • Examine alternatives and revise methods of record keeping and data entry for police; • Eliminate duplicate record entry files; • Train second person in data entry; • Bring record entry up to date/time.
Seek additional funding sources through grant programs to minimize reliance on the general fund budget/local taxpayer	<ul style="list-style-type: none"> • Apply for speed Grant; • Apply For CARD Grant; • Apply for OWI Grant; • Apply for Special Grants.
Enforce State Mandated Racial Profiling Recording Requirements	<ul style="list-style-type: none"> • Manage state mandated Racial Profiling Reports files; • Report data to the State on a weekly basis; • Compile data for department use.
Update and Assess Policies and Procedures	<ul style="list-style-type: none"> • Review existing policies; • Create new policies required for ease of departmental administration and operational/cost effectiveness; • Convert policies to electronic file system; • Develop and keep current the employee step payment for future reference.
Increased Community Outreach and Interface with Village/Town Citizens	<ul style="list-style-type: none"> • Implement frequent captain meetings for Neighborhood Watch Groups; • Implement residential meet and greet visits by officers; • Implement business meet and greet visits by officers; • Publicize the Departments “out of town” home checks; • Develop other outreach ideas using suggestions from resident groups.

DEPARTMENT: HOBART VOLUNTEER FIRE DEPARTMENT

GOAL:

To ensure efficient, swift and adequate response for fire suppression in the Village; to ensure public safety by responding to emergencies of any type whenever called upon.



Asst. Chief Jerry Lancelle, Chief Bob Vandehey,
Asst. Chief, Jody Hakes.

GENERAL OBJECTIVES:

- Maintain trained and equipped volunteer fire fighters;
- Maintain an adequate fire safety inspection program;
- Maintain a departmental budget with adequate funds reserved for future capital expenditures for large equipment purchases;
- Interface with Hobart-Lawrence Police Department to produce a well-rounded and professional public safety program in Hobart.

PROGRAM 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 approximately 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. Our firefighters receive \$10 for monthly fire meetings and \$10 for safety training meetings, which occur twice monthly.

SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2011: Public Fire Protection Charges were removed as an operating expense of the Fire Department and moved to the budget summary page of the budget as its own "levy" requirement. Public fire protection charges or "hydrant rental" is

not truly an operating expense of the department, but rather, a revenue requirement for our water utility per the Public Service Commission (PSC).

HOBART VOLUNTEER FIRE DEPARTMENT							
	2007 ACTUAL	2008 ACTUAL	2009 ACTUAL	2010 BUDGET	2010 est.	2011 BUDGET	% Change
Fire Dept Salary/Mtg	\$ 14,395.00	\$ 16,212.00	\$ 19,263.00	\$ 19,525.00	\$ 19,525.00	\$ 19,525.00	0.00%
Fire Dept Assoc. Due	1,155.00	820.00	1,040.00	1,200.00	1,200.00	1,200.00	0.00%
Fire Dept Supplies	8,183.28	7,318.12	7,048.01	8,200.00	8,000.00	8,200.00	0.00%
Fire Dept Education	650.00	-	-	-	-	-	
Fire Dept Travel	1,482.71	-	680.80	900.00	700.00	900.00	0.00%
Fire Dept Lunch	3,800.09	3,685.94	5,493.34	3,000.00	3,700.00	4,300.00	43.33%
Fire Dept New Equipm	15,069.03	7,215.63	3,443.64	4,500.00	7,500.00	6,500.00	44.44%
Fire Dept Fuel Exp	2,975.66	4,057.09	3,142.74	4,500.00	3,500.00	4,100.00	-8.89%
Fire Dept Physicals	3,884.70	3,021.00	5,174.00	4,000.00	3,468.00	3,750.00	-6.25%
Fire Dept Veh Maint	3,265.32	7,266.54	8,360.36	6,000.00	11,500.00	10,000.00	66.67%
Fire Dept Training	1,914.60	1,056.73	2,183.15	4,500.00	3,250.00	4,500.00	0.00%
Fire Dept Uniform Expense	5,179.63	1,225.29	1,592.46	2,800.00	1,850.00	2,800.00	0.00%
Fire Dept LTD/ADD Life Ins	2,434.12	2,345.00	2,410.00	2,500.00	3,050.00	2,750.00	10.00%
Fire Dept Soc Sec	695.95	1,005.14	702.65	1,210.55	1,210.55	1,210.55	0.00%
Fire Dept Medicare	208.80	235.16	164.37	283.11	283.11	283.00	-0.04%
Fire Dept Deferred Comp	48.77	50.22	9.30	-	-	-	
Public Fire Protection	206,514.00	208,754.00	212,954.00	223,034.00	223,034.00	-	-100.00%
Fire Dept Station Maint	8,000.00	-	468.69	2,000.00	2,000.00	2,500.00	25.00%
Fire Dept Equip Repair	1,430.10	2,036.49	2,117.03	2,000.00	2,000.00	4,200.00	110.00%
Fire Dept LOSP Ins	17,509.20	16,945.80	17,389.00	17,700.00	18,645.00	18,645.00	5.34%
TOTAL	\$ 298,795.96	\$ 283,250.15	\$ 293,636.54	\$ 307,852.66	\$ 314,415.66	\$ 95,363.55	-69.02%

HOBART VOLUNTEER FIRE DEPARTMENT	
2011 STRATEGIC GOALS	2011 STRATEGIC GOALS
Focus on recruitment/retention of volunteer fire fighters	Research and write application for alternative funding such as grants, shared purchasing, etc.
Attend all relevant training opportunities and stay current on continuing education	Focus on interfacing with HLPD to improve overall public safety program for Hobart residents

OUTSIDE SERVICES: COUNTY EMERGENCY RESCUE

GOAL:

To provide emergency medical response to residents in a timely and responsive manner.

GENERAL OBJECTIVES:

- Provide trained and equipped emergency responders through a contract with Brown County;
- Ensure service is timely and professional.

PROGRAM DESCRIPTION:

Brown 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.

SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2011: NONE

COUNTY RESCUE SERVICES							
	2007 ACTUAL	2008 ACTUAL	2009 ACTUAL	2010 BUDGET	2010 est.	2011 BUDGET	% Change
CTY RESCUE	\$ 39,044.76	\$ 40,020.96	\$ 41,126.51	\$ 42,154.67	\$ 42,154.67	\$ 43,525.60	3.25%
TOTAL	\$ 39,044.76	\$ 40,020.96	\$ 41,126.51	\$ 42,154.67	\$ 42,154.67	\$ 43,525.60	3.25%

DEPARTMENT/SERVICE: HOBART FIRST RESPONSE TEAM

GOAL:

To ensure public health, safety and welfare by supplementing County rescue services with more localized certified first responders.

GENERAL OBJECTIVES:

- Provide trained and equipped first responders for the safety of Hobart residents;
- Utilize the First Response Team to “shrink” the geographic difficulties of responding to emergencies in the Village;
- Publicize and make residents aware of this vital service.

PROGRAM 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. The First Response program has been in place for 18 years and responds to an average of 130 calls per year. The ongoing goal of the First Response program is to recruit knowledgeable and dedicated people to volunteer their time to keep our residents safe during medical emergencies.

2011 First Responders	Experience (years)
Rick and Tammy Braun	16
Vickie Collins	10
Brian Collins	3
Linda and Ron Hieronimczak	7
Scott Nelson	9
Nate Edelbeck	5

SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2011: NONE

HOBART FIRST RESPONSE TEAM							
	2007	2008	2009	2010	2010 est.	2011	
	ACTUAL	ACTUAL	ACTUAL	BUDGET		BUDGET	% Change
First Resp Sal & Frg	\$ 979.62	\$ 1,000.00	\$ 710.00	\$ -	\$ -	\$ -	
First Resp Sup/Equip	418.22	1,563.00	735.00	1,300.00	1,000.00	1,300.00	0.00%
First Resp Mtgs & Fees	-	-	-	1,400.00	1,400.00	1,400.00	0.00%
First Resp New Eqm	836.00	520.19	2,847.60	3,800.00	3,500.00	3,800.00	0.00%
First Resp Repairs	193.45	6.00	153.00	500.00	500.00	500.00	0.00%
TOTAL	\$2,427.29	\$3,089.19	\$4,445.60	\$ 7,000.00	\$ 6,400.00	\$7,000.00	0.00%

DEPARTMENT/SERVICE: ANIMAL CONTROL OFFICER

GOAL:

To ensure public safety through the removal of stray, diseased, wild and/or deceased animals.

GENERAL OBJECTIVES:

- Ensure humane officer is available and equipped for calls;
- Treat all animals with care and compassion when responding to calls.

PROGRAM 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 \$150 fee to the Village.

SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2011: NONE

HUMANE OFFICER							
	2007	2008	2009	2010	2010 est.	2011	% Change
	ACTUAL	ACTUAL	ACTUAL	BUDGET		BUDGET	
Humane Officer Salary	\$ -	\$ 930.00	\$ 810.00	\$ 1,150.00	\$ 1,400.00	\$ 1,400.00	21.74%
Humane Officer Health Ins	-	82.81	-	90.00	-	-	-100.00%
Humane Officer LTD/ADD	-	4.74	-	5.45	-	-	-100.00%
Humane Officer Dental Ins	-	5.08	22.30	35.80	-	-	-100.00%
Humane Officer Soc Sec	-	59.60	60.17	71.30	86.80	86.80	21.74%
Humane Officer Medicare	-	13.94	14.07	16.68	20.30	20.30	21.74%
Humane Officer WRS	-	98.59	85.87	126.50	154.00	162.40	28.38%
Humane Officer Supplies	-	50.00	-	50.00	-	250.00	400.00%
Humane Officer Fees	-	459.24	-	-	-	-	
Humane Society	1,823.60	1,450.00	1,520.00	1,675.00	1,150.00	1,600.00	-4.48%
TOTAL	\$ 1,823.60	\$ 3,154.00	\$ 2,512.41	\$ 3,220.73	\$ 2,811.10	\$ 3,519.50	9.28%

5.0 GENERAL FUND EXPENDITURES

5.3 CONSERVATION AND PLANNING

SUMMARY OF VILLAGE EXPENDITURES: CONSERVATION and PLANNING						
	2007	2008	2009	2010	2011	
	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET	% Change
Parks	\$ 11,602.19	\$ 24,765.25	\$ 8,053.85	\$ 11,191.25	\$ 16,750.80	49.68%
Planning/Zoning	10,553.51	19,892.35	1,977.50	4,200.00	3,675.00	-12.50%
Neighborhood Services	70,411.24	75,506.38	68,071.47	46,899.41	53,892.35	14.91%
Total Expenses	\$ 92,566.94	\$ 120,163.98	\$ 78,102.82	\$ 62,290.66	\$ 74,318.15	19.31%

DEPARTMENT: NEIGHBORHOOD SERVICES

DIVISION OF BUILDINGS & CODE COMPLIANCE

GOAL:

To provide quality customer service to homeowners and builders when coordinating permit issuance or answering zoning/land use questions; to ensure the structural integrity of buildings and sites in accordance with local, state and federal building codes.

GENERAL OBJECTIVES:

- Serve as single point of public contact for building permits and construction-related questions;
- Serve as technical liaison to the Planning and Zoning Commission- make recommendation for both enforcing and improving the Ch. 6 Zoning Code;
- Provide guidance for and review site plans for new construction projects;
- Provide periodic reporting of building and permit data to various stakeholders.

PROGRAM DESCRIPTION:

The Division of Buildings & Code Compliance is responsible for a variety of planning and development related activities including: administration and enforcement of the Village Zoning, FloodPlain and Shoreland Ordinances, Village and State Building Codes, Village Nuisance and Property Maintenance Ordinances; Geographic Information Mapping; support to various Village boards/commissions; issuance of permits, plan reviews, code consultations, inspection of permitted construction activity.



**Mr. Allyn Dannhoff, Director of
Neighborhood Services**

Mr. Allyn Dannhoff, hired as the Buildings & Code Compliance Director in January of 2010 is the building inspector and zoning administrator. Allyn's promoted title, Director of Neighborhood Services, encompasses both the Division of Buildings & Code Compliance and the Division of Public Works.

PRODUCTS & SERVICES:

- Public point of contact for home building, renovations, planning or zoning questions, etc.
- Coordinate permit issuance;
- Inspect permitted construction activity;
- Consult and Educate customer base on codes the Division administers;
- Review residential, commercial and industrial building, heating and plumbing plans;
- Administer Village and State Building, HVAC, Electric, Plumbing Codes;
- Administer Village's Zoning, Nuisance and Property Maintenance Codes;
- Prepare monthly and annual building and permit activity reports;
- Staff support/liasion to various boards/commissions.

SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2011: NONE

DEPARTMENT OF NEIGHBORHOOD SERVICES							
	2007 ACTUAL	2008 ACTUAL	2009 ACTUAL	2010 BUDGET	2010 est.	2011 BUDGET	% Change
Bldg Insp Salary	\$ 51,152.90	\$ 51,060.51	\$ 47,061.08	\$ 31,000.00	\$ 31,000.00	\$ 36,600.00	18.06%
Bldg Insp SupplyExp	59.96	1,144.83	169.87	1,000.00	1,250.00	1,500.00	50.00%
Bldg Insp Education/Travel/Mile	(345.00)	560.70	230.00	750.00	750.00	1,000.00	33.33%
Bldg Insp Fuel Exp	1,601.39	2,168.91	1,806.46	1,300.00	820.00	1,150.00	-11.54%
Bldg Insp Health Ins	7,844.28	9,729.52	8,967.06	6,359.67	5,574.21	5,913.19	-7.02%
Bldg Insp Inc Cont/Life	561.24	810.44	866.81	118.66	27.71	265.63	123.86%
Bldg Insp Dental Ins	226.37	290.40	297.01	389.58	-	218.03	-44.03%
Bldg Insp Soc Sec	3,041.96	3,050.83	2,980.96	1,922.00	1,922.00	2,269.20	18.06%
Bldg Insp Medicare	711.42	713.45	697.13	449.50	449.50	530.70	18.06%
Bldg Insp WI Ret	5,118.90	5,368.48	4,995.09	3,410.00	3,410.00	4,245.60	24.50%
Bldg Insp Veh Maint	437.82	608.31	-	200.00	200.00	200.00	0.00%
TOTAL	\$ 70,411.24	\$ 75,506.38	\$ 68,071.47	\$ 46,899.41	\$ 45,403.42	\$ 53,892.35	14.91%

2010 ACCOMPLISHMENTS:

- ✓ Secured adoption of updated Village’s Nuisance ordinance, bolstering Village’s ability to address property maintenance issues;
- ✓ Created and secured adoption of a Grass & Weed ordinance enabling the Village to address excessive grass & weed growth in developed areas of the community;
- ✓ Secured adoptions of modifications to the Village’s Fence ordinance;
- ✓ Developed standardized Field Inspection Reports / Correction Notices;
- ✓ Implemented modified Permit Applications;
- ✓ Modified Monthly Permit Reports;
- ✓ Created informational brochures addressing New Home Construction, Accessory Buildings and Fences;
- ✓ Created website for the Division;
- ✓ Participated in North East Wisconsin Home Builders Association’s Contractor/Inspector Task Force meeting;
- ✓ Developed comprehensive staff reports for Planning & Zoning Commission items;
- ✓ Facilitated review of Village Ordinance Changes in recent history, ensuring accurate and up-to-date Village Ordinances. And policies.

PERMIT ACTIVITY	CONSULTATION ACTIVITY	INSPECTION ACTIVITY
Building Permits Issued: 195	Inspection-related: 218	Inspect Permitted Activity: 668
Const. Value: \$14,203,468	Building Code-related: 258	Field Consultations: 37
Fees Collected: \$111,927	Planning/Zoning related: 278	Complaint/Investigatory: 79
	Other: 258	Planning/Zoning Inspections: 40

DIVISION OF BUILDINGS & CODE COMPLIANCE	
2011 Strategic Goals	Objectives
Cross Train Village Hall staff to obtain basic understanding of identified job functions.	<ul style="list-style-type: none"> • Identify areas appropriate for cross training; • Commence implementation of any identified areas for cross training.
Attend all relevant training opportunities and stay current on continuing education credits.	<ul style="list-style-type: none"> • Attend annual inspector continuing education seminars; • Attend Inspector Association Meetings to exchange information with peers; • Attend Brown County Home Builder Association Builder/Inspector Task Force meetings; • Seek other local training and seminars to enhance office functions.
Continue to identify and implement methods to increase service without adding cost to Village residents.	<ul style="list-style-type: none"> • Create additional brochures on common home improvement projects offering guidance on applicable codes and the permitting process (i.e. decks, fireplaces, remodeling, additions, stairs/handrails/guardrail requirements;) • Place materials / forms as identified on Village website, allowing residents to fill them out and send them to the office electronically when possible; • Investigate options for providing Commercial Electric and Commercial Plumbing Inspection Services.
Improve/Update Village Ordinances.	<ul style="list-style-type: none"> • Update Building Code; • Create Access Control Ordinance; • Map out a plan for and commence performing Comprehensive Review of Zoning Ordinance.
Modernize recordkeeping systems.	<ul style="list-style-type: none"> • Continue efforts toward creation and implementation of Electronic Property File System; • As a subcomponent to the Electronic Property File System, create system to monitor/track Correction Notices and efforts to secure compliance.

DEPARTMENT/SERVICE: PLANNING & ZONING COMMISSION & SITE REVIEW COMMITTEE

GOAL:

To meet statutory obligations of a Village requiring certain review and decisions to be made by a Planning and Zoning Commission; to ensure adequate citizen oversight and involvement in decisions involving zoning, land use planning, new site planning and community aesthetics.

GENERAL OBJECTIVES:

- Make recommendations to the Village Board on question, issues and policies relating to zoning and land use;
- Carryout statutory obligations (Planning and Zoning Commission) and locally-delegated duties and responsibilities (Site Review Committee);
- Maintain community aesthetics and comprehensive land use planning principles.

PROGRAM 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. 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. Please refer to page 11 for names of the Commissioners and committee members.

SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2011: NONE

PLANNING AND ZONING							
	2007	2008	2009	2010		2011	
	ACTUAL	ACTUAL	ACTUAL	BUDGET	2010 est.	BUDGET	% Change
Planning&Zoning Mtg	400.00	1,791.50	1,150.00	2,100.00	2,100.00	1,875.00	-10.71%
Planning Consultant	215.00	17,516.65	140.00	-	-	-	
Zoning/Plan Appeals	-	-	-	-	250.00	300.00	
Site Review Meetings	474.00	584.20	687.50	2,100.00	2,100.00	1,500.00	-28.57%
TOTAL	\$ 10,553.51	\$19,892.35	\$1,977.50	\$4,200.00	\$4,450.00	\$3,675.00	-12.50%

GOAL:

To ensure the enjoyment of public parks through proper maintenance; encourage public to use parks through a variety of program and activity offerings; ensure the longevity and health of the urban forestry canopy.

GENERAL OBJECTIVES:

- Promote park with special programs produced by the Parks and Urban Forestry Committee;
- Proactively combat against tree diseases and threats such as Gypsy Moths, Emerald Ash borer and Dutch Elm's disease- promote both public and private programs in this endeavor;
- Maintain the beauty and aesthetics of Pine Tree and Four Seasons as well as other publically-held lands.

PROGRAM 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)



The Village also owns and maintains Pine Tree Park, a 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.

Hobart is 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.

SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2011: Park maintenance and promotion budget increase about \$6,300 due largely to the additional of a part-time, summer seasonal position for parks mowing and maintenance.

PARKS MAINTENANCE AND PROMOTION							
	2007	2008	2009	2010		2011	
	ACTUAL	ACTUAL	ACTUAL	BUDGET	2010 est.	BUDGET	% Change
Parks Salary Mowing	\$ 2,742.00	\$ -	\$ -	\$ 2,500.00	\$ -	\$ 7,200.00	188.00%
Park Supply/Expens	472.16	642.32	1,085.49	1,000.00	1,000.00	750.00	-25.00%
Parks Social Security	170.00	-	-	155.00	-	446.40	188.00%
Parks Medicare	39.76	13.49	-	36.25	-	104.40	188.00%
Parks Mowing & Fuel	2,508.21	1,799.27	389.46	1,000.00	350.00	1,000.00	0.00%
Events and Promotions	991.00	18,352.32	728.00	1,000.00	1,758.39	1,750.00	75.00%
Park Site Maintenance	4,679.06	3,957.85	5,850.90	5,500.00	7,200.00	5,500.00	0.00%
TOTAL	\$ 11,602.19	\$ 24,765.25	\$ 8,053.85	\$ 11,191.25	\$ 10,308.39	\$ 16,750.80	49.68%

5.0 GENERAL FUND EXPENDITURES

5.4 PUBLIC WORKS ADMINISTRATION/MAINTENANCE

SUMMARY OF VILLAGE EXPENDITURES: PUBLIC WORKS						
	2007	2008	2009	2010	2011	
	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET	% Change
Hwy/Str Admin Cost	\$ 91,828.10	\$ 124,188.07	\$ 114,548.28	\$ 117,215.69	\$ 120,870.93	3.12%
Hwy Maintenance	172,767.49	151,064.15	130,726.57	182,350.00	178,825.00	-1.93%
Street Lighting	61,492.97	64,184.27	83,211.87	66,141.43	68,125.67	3.00%
Garbage Collection	108,220.02	124,399.11	253,785.00	332,493.00	332,493.00	0.00%
Garbage/Recycling Collection	-	-	78,800.00	-	-	
Total Expenses	\$ 434,308.58	\$463,835.60	\$661,071.72	\$698,200.12	\$700,314.60	0.30%

DEPARTMENT: NEIGHBORHOOD SERVICES
DIVISION OF PUBLIC WORKS

GOAL:

To ensure excellent service delivery and public safety; maintain buildings/plant, parks and public infrastructure in a manner that allows the public uninterrupted enjoyment and use of those facilities.

GENERAL OBJECTIVES:

- Maintain all infrastructure and physical Village assets;
- Provide an efficient, responsive and safe snowplowing operation;
- Ensure cost-effectiveness in the performance of duties and special projects;
- Facilitate, and if need be, compliment the Village's refuse and recycling service.

PROGRAM DESCRIPTION:

The Division of Public Works serves our large, rural Village and two public parks. Management Personnel consists of Director of Neighborhood Services, Allyn Dannhoff and Public Works and Utilities Coordinator Mr. Rick Kinney. When not behind the desk, Mr. Kinney joins 3 full-time field personnel. Part-time, seasonal positions are often added to balance the large workload of these individuals.



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

Public Works is responsible for the planning, design, supervision, coordination, installation, maintenance and operation of a broad range of infrastructure and facilities. These include streets, sidewalks, sanitary and storm sewers, sanitary lift stations, storm drainage ways, water distribution system components, vehicles, equipment, central garage, parking lots, and Village buildings and grounds.

PRODUCTS & SERVICES

- Maintain approximately 84 miles of streets including asphalt or concrete pavement repair, curb/gutter repair, street sweeping, grass cutting of various right-of-way and public properties;
- Maintain sanitary sewers, storm sewers and other drainage ways. Activities include repair/replacement of structures or pipes, cleaning operations, televising sewer lines, brush removal and ditching of drainage ways;
- Provide snow/ice control for streets and public parking lots. Activities include plowing and salting operations;

- Maintain Village buildings, structures and public lands;
- Facilitate the Village Garbage Collection Program;
- Coordinate activities with Village consulting engineer for improvements, repairs, and expansion of Village infrastructure.

SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2011: Based on the recent expense trends for snowplowing, the Village reduced the plowing budget to \$49,500 for its contracted service with ATLAS Excavating. To supplement the reduction of road repaving funds in the capital budget, the Village increased the budget for preventive road maintenance items such as patching/blacktopping (+\$7,500) and for crack-filling/seal-coating (+\$5,000).

HIGHWAY/ROAD MAINTENANCE							
	2007 ACTUAL	2008 ACTUAL	2009 ACTUAL	2010 BUDGET	2010 est.	2011 BUDGET	% Change
Rd Maint New Equipment	\$ 1,139.54	\$ 7,316.36	\$ 5,387.28	\$ 3,500.00	\$ 3,500.00	\$ 5,500.00	57.1%
Rd Maint Equip	946.75	2,488.35	1,908.56	2,500.00	2,750.00	3,500.00	40.0%
Rd Maint Snow Rem	60,753.61	52,509.93	22,129.35	62,000.00	18,500.00	49,500.00	-20.2%
Rd Maint Engineer	4,057.08	10,311.31	7,085.20	2,000.00	-	-	-100.0%
Rd Maint Stone/Shoulder	4,393.19	6,498.10	6,030.88	7,500.00	5,500.00	8,000.00	6.7%
Rd Maint Sign/Repr	2,840.27	3,098.35	5,972.95	10,000.00	10,000.00	10,000.00	0.0%
Patch/Blktop	8,638.99	12,223.24	19,137.69	10,000.00	8,500.00	17,500.00	75.0%
Rd Mnt Chip Seal/Crack Fill	44,394.00	17,720.00	10,800.00	20,000.00		25,000.00	25.0%
Rd Maint Salt/Sand	37,392.26	27,619.67	34,366.76	44,500.00	39,662.35	42,000.00	-5.6%
Rd Maint Grass Cut	291.95	4,009.32	7,416.00	4,500.00	4,500.00	8,000.00	77.8%
Rd Maint ROW Ditch/Grass Cut	381.00	732.12	-	4,000.00	3,500.00	-	-100.0%
Rd Maint Trash Rem/Ditch	110.00	-	500.00	-			
Sup/Record	36.07	339.65	324.00	350.00	-	325.00	-7.1%
EquipLabor	93.78	1,043.75	200.00	1,500.00	1,500.00	1,500.00	0.0%
Road Maint / Excavations	7,299.00	5,154.00	9,467.90	10,000.00	8,000.00	8,000.00	-20.0%
TOTAL	\$ 172,767.49	\$ 151,064.15	\$ 130,726.57	\$ 182,350.00	\$ 105,912.35	\$ 178,825.00	-1.9%

HIGHWAY/ROAD ADMINISTRATION							
	2007	2008	2009	2010		2011	
	ACTUAL	ACTUAL	ACTUAL	BUDGET	2010 est.	BUDGET	% Change
DPW Salary/Wages	\$ 58,531.77	\$ 77,971.42	\$ 70,967.54	70,335.70	\$ 70,335.70	67,451.84	-4.10%
Winter Seasonal Wages	-	-	-	-	-	3,400.00	
Summer Seasonal (1)	-	-	-	-	-	3,600.00	
DPW Dues	-	185.00	281.00	300.00	277.50	300.00	0.00%
DPW Supply/Exp	3,738.58	4,359.75	3,633.53	3,000.00	3,000.00	4,000.00	33.33%
DPW Education	216.00	90.00	575.02	1,000.00	1,200.00	2,500.00	150.00%
DPW Travel	94.58	-	47.94	300.00	200.00	300.00	0.00%
DPW Fuel	9,660.24	14,543.57	8,225.15	10,750.00	10,250.00	11,000.00	2.33%
DPW Health Ins	5,595.91	7,710.21	6,772.51	12,698.30	6,078.12	8,109.11	-36.14%
Ins	537.72	709.42	812.01	822.10	200.06	750.57	-8.70%
DPW Dental Ins	308.16	427.98	441.70	391.98	421.08	439.43	12.11%
DPW Social Sec	3,331.08	4,560.70	4,479.90	4,360.81	4,360.81	4,616.01	5.85%
DPW Medicare	778.72	1,066.26	1,047.30	1,019.87	1,019.87	1,079.55	5.85%
DPW WRS	5,054.14	8,036.70	7,392.87	7,736.93	7,736.93	7,824.41	1.13%
Vehicle Maint/Parts	3,981.20	4,527.06	9,871.81	4,500.00	4,500.00	5,500.00	22.22%
TOTAL	\$ 91,828.10	\$ 124,188.07	\$ 114,548.28	\$ 117,215.69	\$ 109,580.07	\$ 120,870.93	3.12%

2010 ACCOMPLISHMENTS

- ✓ Repaved Ferndell Acres Dr. and Bow Bells Rd.;
- ✓ Improved storm drainage ditches in the Ferndell Acres Dr. and Bow Bells Rd. area to facilitate improved drainage and minimize growth of marsh type grasses within the ditches;
- ✓ Facilitated road crack filling for approximately one-third of the Village's roads;
- ✓ Facilitated sanitary sewer cleaning & televising contract for approximately one third of the Village's sanitary sewer system. Coordinated repairs of identified items during the course of this contract;
- ✓ Performed 7 street sweepings of all Village curb & gutter areas, disposing of approximately 34 tons of debris in efforts to meet storm water regulations;
- ✓ Retrofitted Sanitary Lift Station #3 with new pumps designed to minimize frequency of blockages being experienced;
- ✓ Completed implementation and training for two units of the Safety Program; Hazardous Materials and Confined Entry.

DEPARTMENT OF NEIGHBORHOOD SERVICES: Division of Public Works	
2011 Strategic Goals	Objectives
Cross Train all staff to obtain basic understanding of all job functions within the Department.	<ul style="list-style-type: none"> • Identify and create list of various duties; • Identify areas and needs for cross training; • Develop a program/schedule for cross training; • Implement the program/schedule. • Create Policy/Procedure statements for identified duties.
Continue Efforts to create/improve Safety Program.	<ul style="list-style-type: none"> • Work with consultant to develop scheduled units; • Schedule and Implement training with scheduled units. • Create copies of Safety Program binders, keep copies in identified locations; • Perform hazardous material inventory, obtain MSDS sheets, create binders; • Identify and plan for improvements to equipment, facilities needed.
Attend all relevant training opportunities and stay current on continuing education credits.	<ul style="list-style-type: none"> • Quarterly Water Information Exchange Group Seminars; • Wisconsin Rural Water Association Seminars; • Brown County Public Works Association meetings; • North East Wisconsin Storm Water Consortium Meetings; • UW Exchange seminars.
Continue to look for ways to increase, improve and document performance of various Division Service Programs.	<ul style="list-style-type: none"> • Evaluate present programs and identify options/areas for improvements; • Investigate/evaluate identified options, implement as appropriate; • Implement Winter Seasonal Program to support full time staff and alleviate long hours and stress on full time staff; • Implement regularly scheduled staff meetings to review /discuss duties, strategies, scheduling, safety, etc.
Increase efficiency of recordkeeping systems.	<ul style="list-style-type: none"> • Revise methods for recording employee time off and leave accruals; update records at each payroll. • Examine alternatives from moving away from paper to electronic copies of all records, wherever feasible. • Devise and implement Performance Tracking methods, including review /modification of employee duty charts and time sheets.
Continue to review and identify areas for cost savings.	<ul style="list-style-type: none"> • Review/Solicit quotes for Uniform Contract • Develop formal Vehicle, Equipment, Building and Grounds Maintenance Schedule.

DEPARTMENT/SERVICE: SANITATION- REFUSE & RECYCLING COLLECTION

GOAL:

To remove all residential refuse and recycling materials at the lowest cost achievable to taxpayers; to promote recycling to reduce landfill tonnage and tipping fees.

GENERAL OBJECTIVES:

- Remove residential refuse and recycling in a timely and cost-effective manner;
- Provide responsive customer service when the need arises;
- Promote single stream recycling program throughout the Village.

PROGRAM DESCRIPTION:

The Village contracts for residential trash and recycling services with Harter’s Fox Valley Disposal.

Charges for 2011 have remained the same as 2010 charges. Service rates, fuel surcharges and the cost of 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.

2011 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>

2011 REFUSE/RECYCLING COLLECTION PROGRAM							
	2007	2008	2009	2010			2011
	ACTUAL	ACTUAL	ACTUAL	BUDGET	10/1 YTD	2010 est.	BUDGET
01-53620-00 Garbage Collection	\$ 108,220.02	\$ 124,399.11	\$ 163,350.95	253,785.00	\$ 146,481.87	\$ 195,308.00	253,785.00
01-53650-00 Recycling Collection	59,109.53	67,687.84	63,280.00	75,708.00	13,024.52	17,500.00	75,708.00
01-53650-02 Recycling Pub/Print	-	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00
Total Expenses	\$ 167,329.55	\$ 195,086.95	\$ 229,630.95	\$ 332,493.00	\$ 162,506.39	\$ 215,808.00	\$ 332,493.00

DEPARTMENT/SERVICE: VILLAGE STREET LIGHTING

GOAL:

To provide adequate street lighting to ensure public safety without disrupting the rural character of the Village.

GENERAL OBJECTIVES:

- Maintain a policy for proper placement of street lighting when requested by private citizens;
- Maintain streetlights in accordance with policies/agreements with Wisconsin Public Service (WPS).

PROGRAM 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. Other lights in the Village, not connected to a particular subdivision are funded through the general tax levy.

SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2011: At the close of 2010, WPS undertook a rate study to determine its electricity and maintenance rates moving forward. Rate increases, as reflected below in the 2011 budget, will range from 2-3% depending on type of service.

STREET LIGHTING							
	2007 ACTUAL	2008 ACTUAL	2009 ACTUAL	2010 BUDGET	2010 est.	2011 BUDGET	% Change
Street Lights	\$ 9,207.97	\$ 9,430.18	\$ 26,387.81	\$ 9,519.28	\$ 9,658.19	\$ 9,804.86	3.00%
Polo Point	5,256.92	5,485.21	5,493.89	5,493.90	\$ 4,191.50	\$ 5,658.72	3.00%
Indian Trails I&II	6,278.36	6,501.02	6,511.28	6,511.28	\$ 4,967.70	\$ 6,706.62	3.00%
S.E.Ind Pk	12,063.51	12,432.74	12,577.65	12,475.65	\$ 9,482.51	\$ 12,849.92	3.00%
Thornberry Crk	24,844.09	25,611.19	26,434.19	26,232.25	\$ 20,197.22	\$ 27,019.22	3.00%
Barnard Woods	1,534.81	1,625.28	1,627.82	1,627.82	\$ 1,241.93	\$ 1,676.65	3.00%
Golden Pond	1,743.97	1,828.49	1,831.30	1,831.30	\$ 1,397.16	\$ 1,886.24	3.00%
Fonda Fields	393.42	406.30	406.95	406.96	\$ 310.47	\$ 419.17	3.00%
Brookwood Cir	169.92	863.86	924.12	924.12	\$ 702.47	\$ 951.84	3.00%
Stone Gable			1,016.86	1,118.87	\$ 931.43	\$ 1,152.44	3.00%
Cobblestone	-	-	-	-	\$ -	\$ -	
TOTAL	\$ 61,492.97	\$64,184.27	\$83,211.87	\$ 66,141.43	\$ 53,080.58	\$ 68,125.67	3.00%

6.0 DEBT SERVICE FUND

DEPARTMENT: DEBT SERVICE FUND

GOAL:

To ensure that adequate funds are maintained to retire outstanding principal and interest payments and to maintain the Village's AA- bond rating.

GENERAL OBJECTIVES:

- Incur debt only when debt-financing is determined to be the optimal means of financing a project;
- Aggressively pay down debt that is incurred- meet debt service payments every year;
- Maintain, and if possible, improve the Village's bond rating;
- Take advantage of refinancing opportunities to save on interest costs.

PROGRAM 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, whether general obligation debts or debts backed by revenues of various utilities. 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. One can see the total "debt" levy in the budget summary located on page 24.

Certain costs are incurred by the Village that reflects 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 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.

SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2011:

On June 8th, 2010, the Village issued General Obligation Note Anticipation Notes (NANs) in the amount of \$1,125,000 for construction of improvements to the water system, including land acquisition, engineering, design, and construction of a water booster station near the intersection of Hwy FF and Riverdale. The project fulfilled a DNR requirement for an additional water supply for which the Village entered a contract to purchase water from the Green Bay Water Utility (GBWU). This debt issue is termed as "bridge" funding; a financing instrument until the Village can secure a very low interest rate from the state's "Safe Drinking Water Loan" program.

Other debt issued in 2010 was not new debt obligations, but refinancing of existing debt to obtain more favorable interest rates. The refinance of three state trust fund loans resulting from TID #1 yielded a savings of approximately \$22,000 annually. These debts are anticipated to be paid through the mechanisms of TID #1 and not on the general levy of the Village.

VILLAGE OF HOBART					
2011 DEBT SERVICE					
DEBT SERVICE FUND		PRINCIPAL		INTEREST	
6/1/2001	\$1,185,000 GO NOTES	05-58105	\$ 140,000.00	05-58205	\$ 3,360.00
3/1/2002	\$1,085,000 GO NOTES	05-58106	\$ 110,000.00	05-58207	\$ 2,420.00
11/15/2002	\$2,635,000 REFUNDING BONDS	05-58107	\$ 185,000.00	05-58208	\$ 28,200.00
7/15/2003	\$1,125,000 REFUNDING BONDS	05-58110	\$ 95,000.00	05-58210	\$ 21,130.00
12/15/2003	\$1,340,000 REFUNDING BONDS	05-58109	\$ 155,000.00	05-58209	\$ 36,375.00
8/4/2006	\$176,000 FIRE TRUCK LOAN	05-58102	\$ 34,625.00	05-58202	\$ 5,021.38
4/1/2007	\$420,000 GO NOTES (DPW BLDG)			05-58222	\$ 17,430.00
1/17/08	\$1,110,000 TAN			05-58214	\$ 37,740.00
12/15/2009	\$6,450,000 TAN			05-58201	\$ 241,875.00
			\$ 719,625.00		\$ 393,551.38
WATER FUND					
12/1/2008	\$4,635,000 BAN			02-58201	\$ 167,953.86
6/1/2010	\$1,125,000 TAN			02-	\$ 25,312.50
					\$ 193,266.36
SEWER FUND					
1982	SANI DIST #1 GBMSD	03-224000	\$ 6,257.10		
1992	SANI DIST #1 GBMSD	03-224000	\$ 4,673.95		
1999	ASHWAUBENON CR INTERCEPTOR	03-224000	\$ 73,789.60	03-53801	\$ 44,266.08
2005	DUCK CREEK INTERCEPTOR	03-224000	\$ 85,454.54	03-53801	\$ 75,239.50
12/1/2008	\$4,635,000 BAN			03-58201	\$ 17,446.14
6/3/2005	\$627,526 SEWER BANK LOAN	03-323000	\$ 11,758.42	03-58201	\$ 27,741.58
			\$ 181,933.61		\$ 164,693.30
TIF DEVELOPMENT					
10/21/09	\$1,450,000 TIF STATE TRUST		\$ 42,943.94	08-	\$ 111,431.51
11/20/09	\$75,500 TIF STATE TRUST		\$ 2,543.61	08-	\$ 5,460.82
8/3/2009	\$5,000,000 TAN			08-58201	\$ 150,000.00
7/14/2010	\$348,280 TIF STATE TRUST		\$ 24,799.45	08-	\$12,223.20
			\$ 70,287.00		\$ 279,115.53
			Principal		Interest
	TOTAL EXPENSE		\$ 971,845.61		\$ 1,030,626.57
	REVENUES				
	Special Assessments		\$ 124,212.91		
	Interest on Special Assessment		\$ 15,809.00		
	Revenue from Utilities/TID		\$ 889,295.80		
	Transfer Station Settlement		\$ 53,333.60		
	TOTAL REVENUE		\$ 1,082,651.31		
	LEVY REQUIREMENT		\$ 919,820.87		

7.0 CAPITAL IMPROVEMENT FUND

CAPITAL IMPROVEMENT FUND

GOAL:

To ensure that funds are available to meet the short and long-term capital needs of the Village including fleet and equipment, infrastructure and buildings & grounds.

GENERAL OBJECTIVES:

- Provide advance forecasting for replacement of capital items;
- Stabilize the tax levy for capital expenditures versus seeing high and low levy requirements when capital items need to be addressed;
- Plan ahead to avoid issuing debt for smaller capital items;
- Accommodate capital items on a life-cycle costing approach.

PROGRAM DESCRIPTION:

Capital expenditures are fixed assets such as land purchases, infrastructure, vehicles, buildings, computers 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 is any item costing the Village over \$3,000. 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.

SIGNIFICANT FUNDING CHANGES FOR 2011:

The Village budgeted \$85,000 for the replacement of fire fighter safety equipment. The levy space may be used in 2012 and 2013 to accommodate anticipated expenses relating to the Brown County Radio project. The County has yet to define these costs for its municipalities. Additional funds were accommodated in the Police capital budget for the same purpose.

Funds levied for road repaving was decreased by \$44,445 in an effort to keep the overall tax levy low.

An additional \$4,200 was allocated for Municipal Court software (TRIPPS) needed to “interface” two separate software programs the staff is currently using. The software should pay for itself many times over in the work/time efficiencies it will create.

2011 CAPITAL EXPENDITURES							
GENERAL GOVERNMENT		2007 ACTUAL	2008 ACTUAL	2009 ACTUAL	2010 BUDGET	2010 Est	2011 Budget
04-51530-14	Property Revaluation	\$ 62,530.32	\$ -	\$ -	\$ 3,050.00	\$ -	\$ 1,500.00
04-51420-23	Office Equipment	21,596.14	4,111.66	9,888.77	14,600.00	32,500.00	12,000.00
Total General Government		\$ 84,126.46	\$ 4,111.66	\$ 9,888.77	\$ 17,650.00	\$ 32,500.00	\$ 13,500.00
FIRE DEPARTMENT							
04-52200-15	Fire Dept. New Equipment	\$ 5,362.43	\$ (254.47)	\$ 151,869.66	\$ 25,000.00	\$ 15,000.00	\$ 102,000.00
Total Fire Department		\$ 5,362.43	\$ (254.47)	\$ 151,869.66	\$ 25,000.00	\$ 15,000.00	\$ 102,000.00
POLICE DEPARTMENT							
04-57210-17	Police / New Vehicles	\$ -	\$ 14,721.49	\$ 10,064.25	\$ 22,000.00	\$ 21,306.50	\$ 24,000.00
04-57211-15	Police / New Equipment:	10,686.97	8,162.31	6,374.83	4,250.00	8,000.00	25,000.00
	Court Software-TRIPPS						4,200.00
Total Police Department		\$ 10,686.97	\$ 22,883.80	\$ 16,439.08	\$ 26,250.00	\$ 29,306.50	\$ 53,200.00
PUBLIC WORKS AND ROAD CONSTRUCTION							
04-53100-15	Public Works New Equip	\$ 124,647.00	\$ 2,000.00	\$ 28,762.50	\$ 25,000.00	\$ 121,735.00	\$ 20,000.00
04-57330-82	Engineering	11,897.46	3,992.67	27,278.21	21,000.00		12,000.00
04-53315-85	Road Construc. Paving	292,850.28	306,103.62	370,602.96	239,445.07	196,000.00	195,000.00
04-56200-00	Public Works New Bldg	360,478.87	15,134.75	-	-	-	-
	Village Building Improvement	-	-	-	5,000.00	5,000.00	7,000.00
Total Public Works and Road Construc		\$ 789,873.61	\$ 327,231.04	\$ 426,643.67	\$ 290,445.07	\$ 322,735.00	\$ 234,000.00
PLANNING							
04-56300-00	Land Acquisition Expenses	\$ 981,482.31	\$ 6,007,651.30	\$ -	\$ -	\$ -	\$ -
04-58250-00	Debt Issuance Costs	43,506.50	-	-	-	-	-
	GIS Mapping/Website Upgrade	-	-	7,784.00	8,500.00	9,000.00	7,500.00
Total Planning		\$ 1,024,988.81	\$ 6,007,651.30	\$ 7,784.00	\$ 8,500.00	\$ 9,000.00	\$ 7,500.00
PARKS							
04-57620-15	Park New Equipment	\$ 37,395.00	\$ 700.00	\$ -	\$ 7,000.00	\$ 4,000.00	\$ 1,000.00
04-57620-29	Park Urban Forestry	-	3,600.00	1,963.43	4,500.00	4,692.00	3,000.00
Total Parks		\$ 37,395.00	\$ 4,300.00	\$ 1,963.43	\$ 11,500.00	\$ 8,692.00	\$ 4,000.00

Summary	2007 ACTUAL	2008 ACTUAL	2009 ACTUAL	2010 BUDGET	2010 Est	2011 Budget
General Government	\$ 84,126.46	\$ 4,111.66	\$ 9,888.77	\$ 17,650.00	\$ 32,500.00	\$ 13,500.00
Fire Department	\$ 5,362.43	\$ (254.47)	\$ 151,869.66	\$ 25,000.00	\$ 15,000.00	\$ 102,000.00
Police Department	\$ 10,686.97	\$ 22,883.80	\$ 16,439.08	\$ 26,250.00	\$ 29,306.50	\$ 53,200.00
Public Works and Road Constructing	\$ 789,873.61	\$ 327,231.04	\$ 426,643.67	\$ 290,445.07	\$ 322,735.00	\$ 234,000.00
Planning	\$ 1,024,988.81	\$ 6,007,651.30	\$ 7,784.00	\$ 8,500.00	\$ 9,000.00	\$ 7,500.00
Parks	\$ 37,395.00	\$ 4,300.00	\$ 1,963.43	\$ 11,500.00	\$ 8,692.00	\$ 4,000.00
Total Expenditures	\$ 1,952,433.28	\$ 6,365,923.33	\$ 614,588.61	\$ 379,345.07	\$ 417,233.50	\$ 414,200.00

8.0 VILLAGE ENTERPRISE FUNDS

WATER UTILITY

SANITARY SEWER UTILITY

STORMWATER MANAGEMENT UTILITY

ENTERPRISE FUND "02": VILLAGE WATER UTILITY

GOAL:

To provide a safe, reliable and potable water supply at the lowest achievable rate.

GENERAL OBJECTIVES:

- Remain in compliance with all applicable law, standards and guidelines expected of public water supply and conveyance systems;
- Frequently engage in comparability studies and water rate applications to maintain competitive yet financially viable utility operations.

PROGRAM DESCRIPTION:

Northern Hobart residents currently receive public water from the 860-foot deep municipal well, which yields approximately 1,046 gallons of water per day. In late spring 2011, the Village northern service area will begin purchasing its water from the Green Bay Water Utility (GBWU). In August 2009, the Village Board selected the 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 began in fall 2010. The water customers should anticipate purchasing water from the GBWU beginning in May 2011, when the booster station construction is complete and the meter/booster is "online".

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.

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 Office. 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.

2010 PHASE 1 WATER RATE INCREASE

In 2010, the Village commenced its first water rate study with the Public Service Commission in over 10 years. The last increase to water rates took place in 1999. The public hearing for the rate study took place in August of 2010. Because the Village's booster station was not yet operable, the PSC broke Hobart's water rate increase into two phases. Phase 1 placed the fixed bill charge per quarter at \$27.00 and the volume charge of \$3.90/1,000. The phase 1 rate increase was implemented on the 3rd quarter, 2010 billing.

2011 PHASE 2 WATER RATE INCREASE

At the time of the PSC hearing regarding water rate increases, the Village Board unanimously passed and read into the public hearing record a Resolution of the Village requesting that, among other things, phase 2 water rates be delayed for further study. The Village desires to re-examine the financing of the booster station and the allocation of tax levy subsidies to the utilities with the hope of decreasing phase 2 water rates. The Water & Sewer Advisory Committee will be convening in early 2011 to begin studying financial alternatives.

SIGNIFICANT FUNDING OR PROGRAM CHANGES IN 2011: Purchased water charges will increase each of the next two years as the northern water service area will begin to purchase water from GBWU in May 2011. For 2011, this increase, as shown in the budget, totals \$96,000; however, the increase only accommodates purchased water for the last 6 months of the year as the booster station required to meter the water usage will not be fully constructed until that time. The purchased water line item will again increase in 2012 as the Village will be purchasing water for the entire year.

2011 WATER UTILITY REVENUES									
		2007	2008	2009	2010	10/1 YTD	2010 est.	2011	% Change
		ACTUAL	ACTUAL	ACTUAL	BUDGET			BUDGET	
OPERATING REV.-SALES OF WATER									
02-46100-01	Metered-Sales-Residential	\$ 329,270.57	\$ 309,524.17	\$ 345,724.78	\$ 328,116.00	\$ 230,883.00	\$ 308,833.00	\$ 364,000.00	
02-46100-02	Metered-Sales-Commercial	18,552.51	31,195.17	25,455.97	\$ 26,019.00	19,411.00	26,441.00	\$ 29,000.00	10.94%
02-46100-03	Metered Sales-Industrial	-	-	-	\$ -	1,272.77	1,700.00	\$ 2,550.00	11.46%
02-46100-04	Metered Services-Public	661.68	2,482.83	1,699.65	\$ 1,146.00	1,173.00	1,643.00	\$ 1,643.00	
02-46100-05	Public Fire Protection	206,514.00	208,754.00	212,945.00	\$ 223,034.00	141,969.36	223,034.00	\$ 252,915.00	43.37%
02-46200-00	Private Fire Protection Service	5,858.00	7,392.00	7,515.12	\$ 7,600.00	6,704.00	9,499.00	\$ 9,499.00	13.40%
Total of All Sales of Water		\$560,856.76	\$559,348.17	\$593,340.52	\$585,915.00	\$401,413.13	\$571,150.00	\$659,607.00	24.99%
OTHER OPERATING REVENUES									
02-47000-00	Forefeited Discounts (late payment penalty)	\$ 5,610.71	\$ 5,904.20	\$ 6,474.63	\$ 3,300.00	\$ 1,688.73	\$ 3,000.00	\$ 3,300.00	
02-47400-00	Other Water Revenues	5,108.72	4,048.77	3,814.47	\$ 600.00	1,470.00	1,500.00	\$ 1,000.00	0.00%
02-47401-00	Water Testing - Residents Water	488.83	50.00	54.00	\$ -	112.00	150.00	\$ -	66.67%
02-47402-00	Inspections	1,125.67	755.00	2,967.00	\$ 1,000.00	2,311.00	3,000.00	\$ 1,750.00	
02-47403-00	Well Operation Permits	600.00	5,775.00	17,690.00	\$ 3,225.00	2,850.00	2,850.00	\$ 2,500.00	75.00%
02-47405-00	Valve for Meter	394.00	224.50	249.50	\$ 400.00	70.00	200.00	\$ 300.00	-22.48%
02-48110-00	Interest on Accounts	775.53	669.67	3,743.23	\$ -	50.92	100.00	\$ 100.00	-25.00%
Total Other Operating Rev.		\$ 14,103.46	\$ 17,427.14	\$ 34,992.83	\$ 8,525.00	\$ 8,552.65	\$ 10,800.00	\$ 8,950.00	4.99%
TOTAL OPERATING REVENUE!		\$574,960.22	\$576,775.31	\$628,333.35	\$594,440.00	\$409,965.78	\$581,950.00	\$668,557.00	4.99%

2011 Water Utility Expenses								
	2007	2008	2009	2010	10/1 YTD	2010 est.	2011	
	ACTUAL	ACTUAL	ACTUAL	BUDGET			BUDGET	
PLANT OPERATION AND MAINTENANCE								
02-51600-06	B & G Supplies/Expenses	\$ 446.67	\$ 84.95	\$ 38.47	\$ 500.00	\$ 49.70	\$ 500.00	\$ 500.00
02-51600-15	Meters and Meter Equipment	5,396.46	212.50	1,300.65	30,000.00	23,380.46	30,000.00	27,500.00
02-51600-40	B & G Utilities	4,319.56	5,185.55	6,169.77	4,600.00	-	5,000.00	5,000.00
02-53302-00	Water Sys Maintenance Parts	2,900.11	5,713.20	2,381.43	5,000.00	1,178.00	5,000.00	5,000.00
02-53700-00	Water Authority Expense	-	25,510.00	1,940.00	-	8,996.00	8,996.00	2,940.00
02-53700-03	PW Assoc Dues	396.93	320.00	350.00	350.00	387.75	387.75	350.00
02-53700-06	Supply/Expense	2,209.03	2,200.00	1,692.39	2,200.00	1,726.78	2,200.00	4,000.00
02-53700-16	Public Works Fuel Expense	2,129.77	3,000.00	2,093.69	3,200.00	1,725.27	2,300.00	3,000.00
02-53700-40	PW Power for Pumping	31,798.36	30,500.00	31,858.40	28,800.00	19,817.06	26,425.00	28,000.00
02-53700-78	Water Engineering	38,833.89	25,000.00	1,635.70	30,000.00	39,666.85	52,000.00	25,000.00
02-56100-00	Purchased Water	50,686.32	48,733.66	49,962.86	50,000.00	24,431.39	36,575.19	146,000.00
02-56301-00	Chemicals	10,752.84	7,500.00	7,799.29	8,000.00	6,955.29	9,275.00	10,000.00
02-56401-00	Tools and Equipment	-	2,500.00	833.22	2,000.00	-	2,000.00	2,000.00
02-56500-00	Repairs to Water Plant Repairs to	2,350.48	20,000.00	260,617.89	8,000.00	-	3,000.00	7,200.00
02-56501-00	Hydrant/Accidents	676.98	-	-	2,500.00	-	1,000.00	2,000.00
02-60002-01	DPW Salaries/Wage	54,516.55	53,337.23	37,670.89	39,144.50	36,298.77	48,399.00	46,438.33
02-60002-30	DPW Health	10,114.30	10,753.32	9,026.09	8,051.43	6,390.09	8,520.00	8,871.90
02-60002-31	DPW LTD	397.54	390.75	260.58	289.63	124.37	165.82	419.16
02-60002-32	DPW Dental	523.58	473.64	462.94	492.58	396.97	529.30	477.86
02-60002-33	DPW Social Security	3,062.77	3,306.91	2,335.60	2,426.96	2,250.52	3,000.74	2,879.18
02-60002-35	DPW Medicare	716.34	773.39	546.23	567.60	526.33	701.79	673.36
02-60002-36	DPW WRS	5,633.95	10,753.32	3,917.77	4,305.90	3,992.86	5,323.89	5,386.85
Total Plant Oper/Maint. Exp		\$ 227,862.43	\$ 257,248.42	\$ 422,893.86	\$ 230,428.59	\$ 178,294.47	\$ 251,299.47	\$ 333,636.63
GENERAL OPERATING EXPENSES								
	2007	2008	2009	2010	10/1 YTD	2010 est.	2011	
ADMIN/GENERAL	ACTUAL	ACTUAL	ACTUAL	BUDGET			BUDGET	
02 50048 06	Diggers Hotline	\$ 773.90	\$ 1,000.00	\$ 1,333.29	\$ 1,500.00	\$ 1,422.42	\$ 1,422.42	\$ 1,550.00
02 51420 06	Postage	1,069.70	1,000.00	1,151.23	1,000.00	1,458.14	1,750.00	2,250.00
02 51430 06	Supply/Expense	11,591.13	15,000.00	7,284.34	15,000.00	3,167.87	12,000.00	14,000.00
02 51510-09	Audit	5,270.00	4,200.00	4,975.00	5,150.00	5,150.00	5,150.00	5,280.00
02-51600-39	Building Maintenance	-	-	38.47	500.00	-	500.00	500.00
02 53700 11	Public Works Education	1,164.50	565.00	1,000.00	1,000.00	588.21	1,000.00	1,750.00
02-53700-12	Public Works Travel	148.41	90.22	200.00	200.00	49.90	200.00	200.00
02-56302-00	Water Authority Dues	-	-	500.00	500.00	500.00	500.00	500.00
02-56820 00	Outside Services	15,387.91	21,083.33	102,359.83	11,075.00	9,165.80	11,075.00	8,500.00
02-56840-00	Insurance Expense	-	6,160.00	2,000.00	2,150.00	4,956.74	4,956.74	5,000.00
02-56880-00	Regulatory Commission Exp	595.21	1,000.00	488.80	1,000.00	4,549.02	4,549.02	3,000.00
02-68005-01	Admin & gen salaries	26,601.19	26,777.64	26,070.45	41,761.01	24,865.39	41,761.01	30,810.96
02-68005-30	Admin Health	5,336.41	4,996.73	4,648.95	6,918.45	4,242.94	5,657.25	5,628.54
Total General Expenses		\$ 78,854.51	\$ 87,243.26	\$ 164,193.07	\$ 102,524.27	\$ 70,348.77	\$ 105,769.23	\$ 92,949.08
Total O&M Expenses		\$ 306,716.94	\$ 344,491.68	\$ 587,086.93	\$ 332,952.86	\$ 248,643.24	\$ 357,068.70	\$ 426,585.71
02-40300-00	Depreciation Expense	\$ 63,154.00	\$ 64,202.00	\$ 67,221.00	\$ 64,300.00	\$ 45,207.52	\$ 45,207.52	\$ 165,000.00
02-40301-00	Depreciation Exp - Contributions	86,392.00	87,530.00	88,542.00	75,600.00	61,633.84	61,633.84	-
02-40800-00	Payment in Lieu of Taxes	106,880.74	104,412.00	111,828.00	106,500.00	74,552.00	106,500.00	117,000.00
Total Expense		\$ 256,426.74	\$ 256,144.00	\$ 267,591.00	\$ 246,400.00	\$ 181,393.36	\$ 213,341.36	\$ 282,000.00
TOTAL OPERATING EXPENSE		\$(563,143.68)	\$(600,635.68)	\$(854,677.93)	\$(579,352.86)	\$(430,036.60)	\$(570,410.06)	\$(708,585.71)
TOTAL OPERATING REVENUES		\$ 574,960.22	\$ 576,775.31	\$ 628,333.35	\$ 409,965.78	\$ 409,965.78	\$ 581,950.00	\$ 668,557.00
NET OPERATING INCOME(+)/LOSS		\$ 11,816.54	\$ (23,860.37)	\$(226,344.58)	\$(169,387.08)	\$ (20,070.82)	\$ 11,539.94	\$ (40,028.71)

Nonoperating Revenues (Expenses)								
02-58201-00	Interest Paid on Debt	\$ (165,766.26)	\$ (159,367.12)	\$ (169,659.00)	\$ (167,953.86)	\$ (83,976.93)	\$ (167,953.86)	\$ (167,953.86)
	Amortization of Debt							
02-42800-00	Issue Cost	(7,404.96)	(5,500.00)	25,742.00	(25,750.00)	(17,161.36)	(25,750.00)	(25,742.00)
02-23200-00	Principal Paid on Debt	(235,889.55)	(237,103.63)	(256,166.00)	-	-	-	-
	Tax Levy for future							
02-47600-00	water	60,200.38	60,200.38	60,200.38	30,000.00	30,000.00	30,000.00	T.B.D
	Interest on Special							
02-42305-00	Assesments	37,966.95	145,745.49	11,340.52	4,191.45	4,190.95	4,190.95	500.00
Total Nonoperating Revenues (Expenses)		\$(301,604.44)	\$(196,024.88)	\$(328,542.10)	\$(159,512.41)	\$(66,947.34)	\$(159,512.91)	\$(193,195.86)
WATER CAPITAL EXPENSES								
02-13400's	Meters, Mains, Hydrants	\$ 15,149.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Emergency Water							
02-13140-00	Backup Const	-	47,500.00	-	-	-	-	-
	Well Construction							
02-13140-00	Engineering	-	10,000.00	-	-	-	-	-
Total Capital		\$ 15,149.00	\$ 57,500.00	\$ -	\$ -	\$ -	\$ -	\$ -
Net Income (Loss)		\$(304,936.90)	\$(277,385.25)	\$(554,886.68)	\$(328,899.49)	\$(87,018.16)	\$(147,972.97)	\$(233,224.57)

ENTERPRISE FUND "03": VILLAGE SANITARY SEWER UTILITY

GOAL:

To provide a safe and reliable sanitary sewerage conveyance system at the lowest achievable rate.

GENERAL OBJECTIVES:

- Provide for annual maintenance of sanitary infrastructure;
- Provide ongoing inspections of sub-stations, pumps, mains and laterals to ensure system is operable and to proactively identify problem areas;
- Provide prompt, thorough and professional customer service to sewer customers;
- Control inflow and infiltration with a proactive inspection program.

PROGRAM DESCRIPTION:

The Hobart Sewer System is a wastewater collection system consisting of 26 miles of sewer mains and 525+ manholes. 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

SIGNIFICANT FUNDING CHANGES FOR 2011: For 2011, GBMSD user charges for treatment of sewerage increased 15.8%. The 2011 "treatment charges" line item increased \$25,000 to accommodate GBMSD's rate increase. Unfortunately, the rate increase is the first of 5+ years of successive double-digit rate increases that GBMSD will pass onto its community customers. The GBMSD increases are due in large part to a capital facilities overhaul presently being designed and planned. The Village, and all of GBMSD's municipal customers, will need to closely examine this spending as GBMSD's rate increases will be passed on to Hobart's sewer customers.

Another significant change is the reduction of general taxpayer subsidy to the sewer utility. Historically, the general tax subsidy has been as high as \$260,000 annually. However, many factors, including the Village Board's desire to keep property taxes as low as possible, has caused a re-examination of the subsidy. At the present time, the subsidy is "TDB". In early 2011, the Village's Water & Sewer Advisory Committee will be examining this subsidy in concert with the examination of Phase 2 water rates.

VILLAGE SANITARY SEWER UTILITY: 2011 REVENUES and EXPENSES							
CHARGES FOR SERVICES	2007 ACTUAL	2008 ACTUAL	2009 ACTUAL	2010 BUDGET	10/1 YTD	2010 est.	2011 BUDGET
Res. Sewer Volume	330,804.12	259,193.06	259,785.85	288,050.00	139,484.00	184,484.00	189,000.00
Comm. Sewer Volume	16,082.06	27,093.33	15,838.39	20,210.00	15,212.00	20,112.00	22,000.00
Public Authority Sewer	626.84	1,829.59	928.34	1,140.00	834.25	1,134.00	1,140.00
Res. Sewer Service	(3,468.57)	145,406.63	123,144.66	136,815.00	154,344.00	209,344.00	209,344.00
Comm. Sewer Service	8,762.45	27,484.41	24,817.43	27,200.00	21,588.00	29,088.00	30,000.00
Industrial Sewer Service	-	112,536.35	106,462.99	112,000.00	55,834.50	92,500.00	106,900.00
Public Authority Sewer	610.22	3,893.79	3,922.34	3,930.00	2,903.00	3,789.00	4,000.00
Total Charges for	\$ 353,417.12	\$ 577,437.16	534,900.00	\$ 589,345.00	\$ 390,199.75	\$ 540,451.00	\$ 562,384.00
OPERATING REVENUES							
Forfeited Discounts	\$ 5,195.18	\$ 6,479.73	\$ 2,105.10	\$ 3,500.00	\$ 1,640.76	\$ 3,200.00	\$ 3,000.00
Other Sewer Revenues	87,201.13	-	-	-	-	-	750.00
Sewer Hookup Fees	4,400.00	2,800.00	3,200.00	4,800.00	14,800.00	16,800.00	10,000.00
Sewer Inspection Fees	1,000.00	990.00	3,317.00	2,250.00	3,853.00	4,500.00	3,250.00
Interest on Accounts	52.03	100.00	3,917.34	-	76.86	100.00	100.00
Customer Contributions	8,387.00	103,614.00	1,792,478.00	-	-	-	-
Total Other Operating	\$ 106,235.34	\$ 113,983.73	\$ 1,805,017.44	\$ 10,550.00	\$ 20,370.62	\$ 24,600.00	\$ 17,100.00
TOTAL OPERATING REVENUE	\$ 459,652.46	\$ 691,420.89	\$ 2,339,917.44	\$ 599,895.00	\$ 410,570.37	\$ 565,051.00	\$ 579,484.00
OPERATING EXPENSES							
Operation & Maint EX	2007 ACTUAL	2008 ACTUAL	2009 ACTUAL	2010 BUDGET	10/1 YTD	2010 est.	2011 BUDGET
Sewer/Lift Station Main	\$ 13,163.16	\$ 490.59	\$ 5,185.75	\$ 22,500.00	\$ 645.41	\$ 22,500.00	\$ 20,500.00
PW Power for Pumping	4,142.05	4,565.88	3,055.03	3,660.00	3,492.33	4,650.00	4,500.00
DPW Education	-	-	80.02	250.00	73.75	250.00	950.00
Treatment Charges-GBMSD	148,750.92	161,730.65	168,985.45	165,000.00	117,983.85	157,310.00	190,000.00
Interceptor Payment Paid-Interest	115,359.79	137,784.87	131,939.89	125,850.24	130,524.19	130,524.19	119,505.58
DPWSalaries	39,184.56	42,307.04	43,597.10	37,879.75	34,186.77	45,582.36	40,143.63
DPW Health	6,299.94	7,239.82	6,389.89	6,788.96	5,391.95	7,189.27	7,181.20
Public Works LDT	328.74	312.56	258.47	345.81	119.04	158.72	384.79
DPWDental	331.38	376.88	386.93	414.99	334.56	460.08	386.98
DPW Social Security	2,201.29	2,380.22	2,703.02	2,348.54	2,119.58	2,826.11	2,488.91
DPW Medicare	515.25	556.69	632.16	549.26	495.71	660.94	582.08
DPW WRS	3,644.27	4,350.90	4,534.10	4,166.77	3,760.54	5,014.06	4,656.66
Lift Station Phones	1,306.10	1,434.00	1,050.00	1,050.00	453.26	1,050.00	1,050.00
B & G Utilities	2,159.78	2,592.77	3,084.49	2,400.00	-	2,400.00	2,750.00
CMAR Replacement Fund	-	-	8,000.00	15,000.00	-	-	12,000.00
DPW Supply/Exp	1,724.15	1,500.00	1,500.00	1,500.00	3,552.29	4,750.00	2,500.00
DPW Fuel Expense	280.57	1,000.00	2,200.00	1,900.00	1,676.71	2,235.00	2,200.00
Sewer Engineering	5,654.51	-	12,500.00	11,750.00	3,492.33	4,656.44	9,750.00
Outside Services & Televising	29,029.66	20,000.00	14,325.00	18,500.00	14,554.77	22,000.00	20,000.00
Operation/Maintenanc	\$ 374,076.12	\$ 388,622.87	\$ 410,407.30	\$ 421,854.32	\$ 322,857.04	\$ 414,217.17	\$ 441,529.83
GENERAL OPERATING EXPENSES							
GENERAL OPERATING EXPENSES	2007 ACTUAL	2008 ACTUAL	2009 ACTUAL	2010 BUDGET	10/1 YTD	2010 est.	2011 BUDGET
Audit	\$ 2,840.00	\$ 3,000.00	\$ 3,100.00	\$ 3,210.00	\$ 3,210.00	\$ 3,210.00	\$ 3,275.00
Sanitation /Office Supply	9,880.25	4,659.81	3,134.06	5,000.00	1,290.05	2,500.00	4,000.00
Insurance Expense	-	1,918.00	1,000.00	1,000.00	2,000.00	2,000.00	2,000.00
Admin Salaries	19,342.89	18,356.14	24,983.15	35,011.67	20,768.79	35,011.67	23,917.20
Admin Health	3,277.92	3,088.00	3,003.18	3,730.47	2,886.90	3,850.00	3,793.50
Admin LTD	180.19	163.83	138.94	224.44	63.10	84.13	199.63
Admin Dental Ins.	170.56	161.43	183.69	228.01	159.70	212.94	196.22
Admin social security	1,121.33	1,061.21	1,390.44	2,170.72	1,287.66	2,170.72	1,482.87

OTHER EXPENSES							
Depreciation Expense	\$ 160,841.00	\$ 162,541.00	\$ 157,000.00	\$ 160,000.00	\$ 115,967.36	\$ 160,000.00	\$ 188,000.00
Tax Expense	\$ 969.00	983.00	1,021.00	\$ -	\$ -	\$ -	\$ 1,075.00
Amort of Debt Issue Costs	2,342.76	2,342.70	2,342.76	4,250.00	2,831.84	4,250.00	4,248.00
Total Other Expenses	\$ 164,152.76	\$ 165,866.70	\$ 160,363.76	\$ 164,250.00	\$ 118,799.20	\$ 164,250.00	\$ 193,323.00
TOTAL OPERATING EXPENSES	\$ 583,413.41	\$ 594,821.46	\$ 617,698.95	\$ 647,288.59	\$ 481,557.32	\$ 639,397.80	\$ 684,338.44
NET OPERATING	\$ (123,760.95)	\$ 96,599.43	\$ 1,722,218.49	\$ (47,393.59)	\$ (70,986.95)	\$ (74,346.80)	\$ (104,854.44)
EXPENSES							
NONOPERATING REVENUES (EXPENSES)	2007 ACTUAL	2008 ACTUAL	2009 ACTUAL	2010 BUDGET	10/1 YTD	2010 est.	2011 BUDGET
Interest Paid on Debt	\$ (57,135.96)	\$ (79,526.66)	\$ (45,213.29)	\$ (45,727.99)	\$ (8,723.07)	\$ (45,727.99)	\$ (45,187.72)
Tax Levy for future capacity	264,027.73	264,027.73	264,027.73	264,027.73	264,027.73	264,027.73	T.B.D
Interest on Special Assessments	10,640.11	15,291.49	2,878.56	\$ 4,156.95	\$ 3,557.69	\$ 4,156.95	\$ 1,500.00
Total Nonoperating	\$ 217,531.88	\$ 199,792.56	\$ 221,693.00	\$ 222,456.69	\$ 258,862.35	\$ 222,456.69	\$ (43,687.72)
NET INCOME (LOSS)	\$ 93,770.93	\$ 296,391.99	\$ 1,943,911.49	\$ 175,063.10	\$ 187,875.40	\$ 148,109.89	\$ (148,542.16)
Principal paid on debt	\$ (209,800.40)	\$ (117,194.55)	\$ (191,027.59)	\$ (175,048.68)	\$ (175,048.68)	\$ (175,048.68)	\$ (181,933.61)

ENTERPRISE FUND “07”: VILLAGE STORMWATER MANAGEMENT UTILITY

GOAL:

To provide a cost-efficient utility that effectively conveys and discharges storm water and associated run-off in an environmentally-sound manner.

GENERAL OBJECTIVES:

- Provide annual maintenance of the system and compliance reporting, where appropriate;
- Reduce flooding tendencies and limit damage to flood-prone areas;
- Through a 5- year CIP, proactively engage storm water best management practices.

PROGRAM 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 *Centennial Centre at Hobart*, and the Thornberry Creek and Polo Point subdivisions. These developments also have retention ponds to properly control storm run-off specific to that area. *Centennial Centre at Hobart* has a vast regional storm water collection system.

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 few 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 local governments are anticipating as new EPA and DNR storm water quality mandates are enforced.

STORMWATER UTILITY REVENUES AND EXPENSES							
	2007	2008	2009	2010	2010 est.	2011	% Change
REVENUES	ACTUAL	ACTUAL	ACTUAL	BUDGET		BUDGET	
Revenue;Storm Water Fees	\$ 126,455.40	\$ 456,001.42	\$ 457,177.40	\$ 456,927.40	\$ 451,000.00	\$ 456,000.00	-0.20%
Customer Contributions	48,302.00	-	165,285.00	-	-	-	
	\$ 174,757.40	\$ 456,001.42	\$ 622,462.40	\$ 456,927.40	\$ 451,000.00	\$ 456,000.00	-0.20%
EXPENSES	2007 ACTUAL	ACTUAL	ACTUAL	BUDGET	2010 est.	BUDGET	
Depreciation Expense	\$ 604.00	\$ 1,208.00	\$ 1,791.00	\$ 1,200.00	\$ 1,581.36	\$ 2,400.00	100.00%
Storm Attorney Fees	396.50	-	3,140.32	3,000.00	50,000.00	33,500.00	1016.67%
Storm Mgmt Fees	748.00	-	-	-	-	-	
Storm Audit/Accounting		-	1,300.00	1,865.00	1,865.00	1,915.00	2.68%
Storm Mains		-	-	1,000.00	500.00	1,000.00	0.00%
Storm Vehicle & Equip Maintenance		3,419.78	1,435.04	5,000.00	1,000.00	7,500.00	50.00%
Storm Sewer Maint	17,100.00	28,208.55	52,500.00	51,000.00	5,000.00	40,000.00	-21.57%
Ponds Operation & Mainten		-	300.00	1,000.00	-	1,000.00	0.00%
Culvert Replacem		26,889.92	95,043.66	40,000.00	35,000.00	50,000.00	25.00%
S. Overland Property Study and Construction		-	-	5,000.00	-	2,500.00	-50.00%
Equipment Rental		-	3,200.00	6,725.00	-	8,500.00	26.39%
Storm Leaf Collection		-	-	1,050.00	-	-	-100.00%
Storm Street Sweeping		2,065.00	95.42	2,000.00	2,000.00	2,000.00	0.00%
Storm Catch Basin/Pond Maintenance		-	2,500.02	5,000.00	-	7,500.00	50.00%
Storm Enforce/Control Salary		-	107.50	6,500.00	6,500.00	-	-100.00%
Enforc/Control Medicare		-	113.20	94.25	94.25	-	-100.00%
Security		-	484.05	403.00	403.00	-	-100.00%
Enforcement/Control WRS		-	811.93	715.00	715.00	-	-100.00%
Storm Ditch/Culverts	29,733.44	31,802.72	60,354.19	35,000.00	-	35,000.00	0.00%
Storm Mowing	4,162.54	-	-	2,750.00	-	3,600.00	30.91%
Storm Materials & Supplies		1,187.39	161.21	3,000.00	3,000.00	4,000.00	33.33%
Storm Dues		-	1,000.00	1,000.00	1,037.75	1,100.00	10.00%
Stormwater Education		200.00	595.02	2,000.00	150.00	2,000.00	0.00%
Storm Engineering	49,064.50	8,162.34	10,146.90	28,000.00	10,000.00	28,000.00	0.00%
Storm Equipment	1,634.32	-	-	3,000.00	3,000.00	7,500.00	150.00%
Storm Mapping, Permitting, Design		64.00	3,720.00	10,000.00	6,000.00	8,000.00	-20.00%
Outside Services & Televising		662.50	-	9,500.00	8,500.00	12,000.00	26.32%
Storm Public Works Salary		10,981.37	30,978.46	19,950.38	19,950.38	22,837.39	14.47%
Storm Health Insurance		1,573.66	4,048.01	2,989.28	3,171.05	3,236.24	8.26%
Storm LTD/ADD		88.94	178.76	189.85	85.10	240.79	26.83%
Storm Dental Insurance		81.76	246.74	182.35	196.19	174.92	-4.07%
Storm Social Security		585.83	1,775.86	1,236.92	1,236.92	1,415.92	14.47%
Storm Medicare		137.30	415.72	289.28	289.28	331.14	14.47%
Storm-WRS		1,071.13	3,066.96	2,194.54	2,194.54	2,649.14	20.71%
Admin & Gen Salaries		10,440.61	23,455.86	65,363.97	65,363.97	59,169.59	-9.48%
Insurance		1,651.43	3,208.06	8,482.34	6,871.79	7,599.69	-10.41%
Admin & Gen LTD/ADD		132.39	276.75	422.09	131.56	436.80	3.49%
Insurance		62.40	138.76	488.05	301.04	337.56	-30.83%
Admin & Gen Social Security		588.91	1,454.26	4,052.57	-	3,668.51	-9.48%
Admin & Gen Medicare		137.90	340.11	947.78	-	857.96	-9.48%
Admin & Gen-WRS		1,044.99	2,209.32	7,190.04	-	6,863.67	-4.54%
Health Reimbursement		-	-	6,250.00	7,771.28	7,500.00	20.00%
Total Maint & Constr	\$ 103,443.30	\$ 132,448.82	\$ 310,593.09	\$ 346,031.69	\$ 243,909.47	\$ 376,334.32	8.76%
Storm Sewer Capital Expenses	\$ -	\$ 20,000.00	\$ 115,500.00	\$ 110,500.00	\$ 7,500.00	\$ 75,000.00	-32.13%
Expenses	\$ 103,443.30	\$ 152,448.82	\$ 426,093.09	\$ 456,531.69	\$ 251,409.47	\$ 451,334.32	-1.14%
Less Revenue from User Fee Charges	\$(174,757.40)	\$(456,001.42)	\$(622,462.40)	\$(456,927.40)	\$(451,000.00)	\$(456,000.00)	-0.20%
Excess Revenue over Expenses	\$ 71,314.10	\$ 303,552.60	\$ 196,369.31	\$ 395.71	\$ 199,590.53	\$ 4,665.68	1079.05%

9.0 Tax Increment District #1

TAX INCREMENT DISTRICT #1- CENTENNIAL CENTRE at HOBART

GOAL:

To utilize tax increment finance laws to spur economic development with the intent of expanding and diversifying Hobart's property tax base.

PROGRAM DESCRIPTION:

In 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 and perhaps other developments.

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.

For more information regarding TID #1 specifically, or tax increment financing in general, please contact the Village Office. A full TID #1 project plan is available for public viewing.

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-ofexpenditure 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]

APPENDIX A

WAGE/SALARY COST TOTALS AND ALLOCATIONS BY POSITION

2011 WAGE RATES/SALARY as of January 1, 2011	
POSITION (# "FTE's")	SALARY / WAGE
VILLAGE ADMINISTRATOR (1)	\$ 64,000.00
DIRECTOR OF NEIGHBORHOOD SERVICES (1)	\$ 60,000.00
DIRECTOR OF DEVELOPMENT & TRIBAL AFFAIRS (1)	\$ 75,000.00
PUBLIC WORKS & UTILITIES COORDINATOR (1)	\$ 52,275.00
CHIEF OF POLICE (1)	\$ 56,283.33
CLERK / TREASURER (1)	\$ 52,780.00
DEPUTY CLERK - TREASURER / UTILITY CLERK (1)	\$20.56 THRU 7-1-11, \$20.66 THRU 12-31-2011
POLICE CLERK / ADMINISTRATIVE CLERK (1)	\$16.72 THRU 7-1-2011, \$16.80 THRU 12-31-2011
COURT CLERK / ADMINISTRATIVE CLERK (1)	\$15.58 THRU 7-1-2011, \$15.66 THRU 12-31-2011
POLICE OFFICER - FULL TIME - TOP SCALE (2)	\$ 25.99
POLICE OFFICER - FULL TIME (1)	\$24.24 THRU 10-8-2011, \$25.99 THRU 12-31-2011
POLICE OFFICER - FULL TIME (1)	\$23.34 THRU 10-8-2011, \$25.09 THRU 12/31/2011
POLICE OFFICER - PART TIME (2)	\$17.48 THRU 7-1-2011, \$19.51 THRU 12-31-2011
WATER WORKS OPERATOR (1)	\$18.89 THRU 7-1-2011, \$18.89 THRU 12-31-2011
LABORER (2)	\$18.36 THRU 7-1-2011, \$14.45 THRU 12-31-2011

APPENDIX B

WAGE/SALARY COST TOTALS AND ALLOCATIONS BY ACCOUNT

2011 WAGE AND SALARY ACCOUNT ALLOCATIONS			
FUND	POSITION/PROGRAM	ACCT #	AMOUNT
G	ADMIN	01-51410-01	\$ 41,600.00
G	ED/TA	01-51415-01	\$ 52,500.00
G	CLERK	01-51420-01	\$ 57,803.90
G	DEP CLERK	01-51421-01	\$ -
G	SEC	01-51430-01	\$ -
G	TREAS	01-51520-01	\$ 12,848.61
G	DEP TREAS	01-51521-01	\$ -
G	COURT CLERK	01-51210-01	\$ 19,493.76
G	POL CLERK	01-52130-01	\$ 29,801.68
G	POLICE OFFICERS	01-52100-01	\$ 320,695.58
G	NEIGH SERVICES	01-52400-01	\$ 36,600.00
G	DPW	01-53100-01	\$ 67,451.84
W	DPW	02-60002-01	\$ 46,438.33
W	WAT ADMIN	02-68005-01	\$ 30,810.96
S	DPW	03-60002-01	\$ 40,143.63
S	SEW ADMIN	03-68005-01	\$ 23,917.20
ST	ST DPW	07-60002-01	\$ 22,837.39
ST	ST ADMIN	07-68005-01	\$ 59,169.59
		TOTAL	\$ 862,112.45
2011 Wages/Salary Breakdown by Fund			
	GENERAL FUND	\$ 638,795.36	74.10%
	WATER FUND	\$ 77,249.29	8.96%
	SEWER FUND	\$ 64,060.83	7.43%
	STORM SEWER FUND	\$ 82,006.97	9.51%

FUNDS:

G= General Fund

W= Water Utility

S= Sewer Utility

ST= Storm Water Utility

APPENDIX C

DENTAL AND HEALTH INSURANCE TOTAL COSTS AND ALLOCATION

2011 DENTAL AND HEALTH INSURANCE ALLOCATIONS					
FUND	POSITION/PROGRAM	HEALTH ACCT #	AMOUNT	DENTAL ACCOUNT #	AMOUNT
G	ADMIN	01-51410-30	\$ 2,127.62	01-51410-32	\$ 116.45
G	ED/TA	01-51415-30	\$ 2,291.28	01-51415-32	\$ 125.41
G	CLERK	01-51420-30	\$ 13,548.42	01-51420-32	\$ 613.72
G	DEP CLERK	01-51421-30	\$ -	01-51421-32	\$ -
G	SEC	01-51430-30	\$ -	01-51430-32	\$ -
G	TREAS	01-51520-30	\$ 2,502.32	01-51520-32	\$ 101.78
G	DEP TREAS	01-51521-30	\$ -	01-51521-32	\$ -
G	COURT CLERK	01-51210-30	\$ 8,453.48	01-51210-32	\$ 454.41
G	POL CLERK	01-52130-30	\$ 9,580.61	01-52130-32	\$ 515.00
G	POLICE OFFICERS	01- 52100-30	\$ 19,513.54	01- 52100-32	\$ 894.90
G	NEIGH SERVICES	01-52400-30	\$ 5,913.19	01-52400-32	\$ 218.03
G	DPW	01-53100-30	\$ 8,109.11	01-53100-32	\$ 439.43
W	DPW	02-60002-30	\$ 8,871.90	02-60002-32	\$ 477.86
W	WAT ADMIN	02-68005-30	\$ 5,628.54	02-68005-32	\$ 303.10
S	DPW	03-60002-30	\$ 40,143.63	03-60002-32	\$ 386.98
S	SEW ADMIN	03-68005-30	\$ 3,793.50	03-68005-32	\$ 196.22
ST	ST DPW	07-60002-30	\$ 3,236.24	07-60002-32	\$ 174.92
ST	ST ADMIN	07-68005-30	\$ 7,599.69	07-68005-32	\$ 337.56
		TOTAL	\$ 141,313.08	TOTAL	\$ 5,355.78

FUNDS:

G= General Fund

W= Water Utility

S= Sewer Utility

ST= Storm Water Utility