

*****ATTACHMENTS*****

CITY OF SHEBOYGAN

REQUEST FOR FINANCE AND PERSONNEL COMMITTEE CONSIDERATION

ITEM DESCRIPTION: Res. No. 75-19-20 by Alderpersons Donohue and Bohren authorizing a transfer of appropriations in the 2019 Budget (CDBG).

REPORT PREPARED BY: Chad Pelishek, Director of Planning and Development

REPORT DATE: September 4, 2019

MEETING DATE: September 9, 2019

FISCAL SUMMARY:

Budget Line Item: N/A
Budget Summary: N/A
Budgeted Expenditure: N/A
Budgeted Revenue: N/A

STATUTORY REFERENCE:

Wisconsin Statutes: N/A
Municipal Code: N/A

BACKGROUND / ANALYSIS:

The Common Council on May 29, 2019 approved Res. No. 13-19-20 which approved the Program Year 2019 One Year Annual Action Plan for the Community Development (CDBG) Program Submission. On August 13, 2019, the U.S. Department of Housing and Urban Development, Office of Community Planning and Development, Community Development Block Grant Program awarded funds in the amount of \$892,193 to the City of Sheboygan.

STAFF COMMENTS:

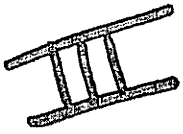
Prior to the May 29, 2019 resolution approving the submission of the One-Year Annual Action Plan, the Finance and Personnel Committee met to review the requests and approved distribution of the funds for various uses. As the funding has now been awarded, this request will allow the funds to be distributed as intended by the committee.

ACTION REQUESTED:

Motion to recommend the Common Council adopt Res. No. 75-19-20 authorizing a transfer of appropriations in the 2019 Budget to establish an estimated revenue and appropriation for the 2019 Community Development Block Grant Entitlement Program.

ATTACHMENTS:

- I. Res. No. 75-19-20



5.2

Res. No. 75 - 19 - 20. By Alderpersons Donohue and Bohren.
September 3, 2019.

A RESOLUTION to authorize a transfer of appropriations in the 2019 budget.

RESOLVED: That the Finance Director be and is hereby authorized and directed to make the following transfers of appropriations in the 2019 budget for the purposes of:

Establishing estimated revenue and appropriation for 2019 Community Development Block Grant Entitlement Program.

<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>
Community Block Grant Fund Entitlement 21961100-431901-0	Partners for Community Development 21998100-590100	\$25,000.00
	Salvation Army 21998100-590100	\$38,595.74
	Safe Harbor 21998100-590100	\$7,719.15
	Lakeshore Community Health Center 21998100-590100	\$2,315.74
	SCIO 21998100-590100	\$7,719.15
	Shoreline Metro 21993200-590100	\$42,493.00
	Family Service Association 21998100-590100	\$15,438.29
	Family Connections 21998100-590100	\$3,859.57
	Lakeshore CAP 21998100-590100	\$14,859.36
	Public Facilities- Library Plaza Updates 21961100-631100	\$247,311.00
Public Facilities- Downtown	\$30,000.00	

Finance
Personnel

Playground
21961100-631100

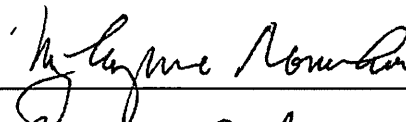
Public Facilities- Painting
of Railings \$129,000.00
21961100-631300

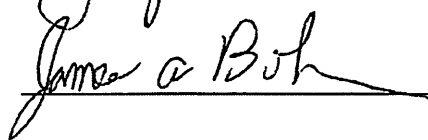
Historic Preservation \$100,000.00
21961100-540100

Street Improvements - Streetscaping \$49,620.00
21961100-631300

Program Administration \$178,483.00
21998100-521500

BE IT FURTHER RESOLVED: That the City Clerk shall publish this budget change according to § 65.90(5), Wis. Stats.





I HEREBY CERTIFY that the foregoing Resolution was duly passed by the Common Council of the City of Sheboygan, Wisconsin, on the _____ day of _____, 20____.

Dated _____ 20____. _____, City Clerk

Approved _____ 20____. _____, Mayor

CITY OF SHEBOYGAN

REQUEST FOR FINANCE AND PERSONNEL COMMITTEE CONSIDERATION

ITEM DESCRIPTION: Res. No. 76-19-20 by Alderperson Donohue and Bohren extending the life of Tax Incremental District No. 11 for one year to implement affordable housing and neighborhood revitalization activities.

REPORT PREPARED BY: Chad Pelishek, Director of Planning and Development

REPORT DATE: September 4, 2019

MEETING DATE: September 9, 2019

FISCAL SUMMARY:

Budget Line Item: N/A
Budget Summary: N/A
Budgeted Expenditure: N/A
Budgeted Revenue: N/A

STATUTORY REFERENCE:

Wisconsin Statutes: N/A
Municipal Code: N/A

BACKGROUND / ANALYSIS:

Wisconsin Statutes authorize a city to extend the life of a tax incremental district by up to one year and use the revenue from last year's increment to improve the city's housing stock, no less than 75 percent of the increment must be utilized for affordable housing and the remaining 25 percent may be used for improving neighborhoods and housing stock. TID 11 encompasses an area known as Washington Square. The annual increment generated by this district is approximately \$712,964 per year. There is no debt or other costs associated with the district. Pending approval by the Department of Revenue, the City proposes to transfer approximately \$712,964 into the Neighborhood Revitalization Special Revenue Fund to be used on affordable housing and neighborhood revitalization activities.

STAFF COMMENTS:

The Department of Planning and Development proposes to implement the following programs with these funds: Upper Floor Rental Rehab Grant Program for the downtown business district, Residential Façade and Landscaping Grant Program for the Riverbend Master Plan study area and the TID 17 area, provide funding for improved ADA ramps and lighting in central city neighborhoods and administration funds to administer the programs.

ACTION REQUESTED:

Motion to recommend the Common Council adopt Res. No. 76-19-20 by Alderperson Donohue and Bohren extending the life of Tax Incremental District No. 11 for one year to implement affordable housing and neighborhood revitalization activities.

ATTACHMENTS:

- I. Res. No. 76-19-20

III

5.3

Res. No. 76 - 19 - 20. By Alderpersons Donohue and Bohren.
September 3, 2019.

A RESOLUTION extending the life of Tax Incremental District No. 11 for one year to implement affordable housing and neighborhood revitalization activities.

WHEREAS, § 66.1105(6)(g), Wis. Stats., authorizes a city to extend the life of a tax incremental district by up to one year and use the revenue from the last year of increment to improve the city's housing stock; no less than 75% of the increment must be utilized for affordable housing and the remaining 25% may be used to improve the City's housing stock; and

WHEREAS, the Department of Planning and Development is proposing to implement programs recommended in city master plans to provide funding for rehabilitating upper floors of buildings in the central business districts into affordable housing, to provide façade and landscaping grants in targeted neighborhoods, and to complete neighborhood revitalization activities in targeted neighborhoods, with at least 75% of the funds being used specifically for affordable housing and the remaining amount for neighborhood revitalization activities; and

WHEREAS, the Tax Incremental District No. 11 has paid off all aggregate funds and no additional project costs are expected; and

WHEREAS, the additional amount of unspent tax increment that is expected to be generated in Tax Incremental District No. 11 should the life of the TID be extended until April 15, 2020, would be approximately \$712,964.

NOW, THEREFORE, BE IT RESOLVED: That the Common Council of the City of Sheboygan hereby extends the life of Tax Incremental District No. 11 by three months and then closing the district by April 15, 2020, pursuant to § 66.1105(6)(g), Wis. Stats., for the purpose of providing funds to improve the housing stock of the community.

BE IT FURTHER RESOLVED: That the Common Council authorizes the Department of Planning and Development to use funds from the extension of Tax Incremental District No. 11 in the amount of approximately \$712,964 to improve its housing stock and create additional affordable housing opportunities within the City of Sheboygan.

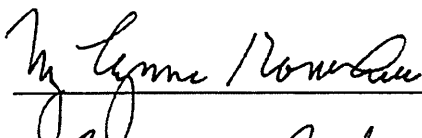
BE IT FURTHER RESOLVED: That the Common Council directs the Department of Planning and Development to expend no less than 75% of said funds specifically to benefit households whose income is at or below 80% of the Area Median Income based on household size.

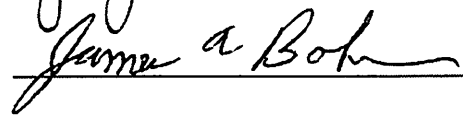
Finance
Personnel

BE IT FURTHER RESOLVED: That the Common Council finds that use of said funds for the purposes provided will not adversely affect the City's finances, as the utilization of tax increments obviate the need for the City to implement these housing programs with City funds or from capital borrowing, and that the State created this tool to assist cities in revitalizing communities and growing tax base, and that these funds will assist targeted neighborhoods and benefit residents by helping maintain or increase property values in transitional and distressed neighborhoods.

BE IT FURTHER RESOLVED: That said funds shall be transferred into the Neighborhood Revitalization Special Revenue Fund 250.

BE IT FURTHER RESOLVED: That the Director of Planning and Development, the Director of Finance/Treasurer, and all other departments are hereby authorized to take any and all steps necessary to effectuate this resolution in accordance with State Statutes, including but not limited to informing and filing the appropriate paperwork with the Department of Revenue.

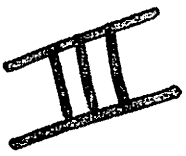




I HEREBY CERTIFY that the foregoing Resolution was duly passed by the Common Council of the City of Sheboygan, Wisconsin, on the _____ day of _____, 20____.

Dated _____ 20____. _____, City Clerk

Approved _____ 20____. _____, Mayor



DIRECT REFERRAL TO FINANCE AND PERSONNEL COMMITTEE, PUBLIC WORKS COMMITTEE AND LICENSING, HEARINGS, AND PUBLIC SAFETY COMMITTEE

Res. No. 83 - 19 - 20. By Alderpersons Donohue and Bohren.
September 4, 2019.

A RESOLUTION establishing the 2020 Budget appropriations and the 2019 Tax Levy for use during the calendar year.

WHEREAS, Section 2-905 of Municipal Code of the City of Sheboygan requires an annual budget appropriating monies to finance activities of the City for the ensuing fiscal year, and

WHEREAS, The Common Council committees have duly considered and discussed a budget for 2020 as proposed by the City Administrator, and

WHEREAS, A public hearing on the budget will be held on October 14, 2019 as required, and

WHEREAS, The 2020 budget requires a tax levy to partially finance the appropriations.

NOW, THEREFORE, BE IT RESOLVED: by the Common Council of the City of Sheboygan that:

Budgeted revenue estimates and expenditure appropriations for the year 2020 for the City's General Fund; Special Revenue Funds - MEG Unit, Block Grant, Housing Revolving Loan, Business Revolving Loan, Neighborhood Revitalization Fund, Mead Public Library, Tourism, Park, Forestry and Open Space, Park Impact Fee Fund, Cable TV, Municipal Court, Ambulance, Special Assessment, Harbor Centre Marina, Redevelopment Authority, Storm Water; Debt Service - G.O. Debt Service, Convention Center Debt Service, TID 5 Debt, TID 6 Debt, TID 10 Debt, TID 11 Debt, TID 12 Debt, TID 13 Debt, TID 14 Debt, TID 15 Debt, TID 16 Debt, TID 17 Debt, TID 18 Debt, TID 19 Debt, Environmental TID Debt; Capital Improvements Funds - Capital Projects, Capital Improvement, Industrial Park Fund, TID 6 Capital, TID 12 Capital, TID 14 Capital, TID 16 Capital, TID 17 Capital, TID 18 Capital, TID 19 Capital; Proprietary Funds - Motor Vehicle, Health Insurance, Liability Insurance, Workers Compensation Insurance, Information Technology; Enterprise Funds -Wastewater Utility, Recycling Utility Fund, Transit Utility, Parking Utility, Boat Facilities; and Fiduciary Funds - Cemetery Perpetual Care, Mead Public Library Trust be and are hereby adopted as set forth in the attachment and established in the budget document.

BE IT FURTHER RESOLVED that the Personnel Schedule as presented in the 2020 Budget be approved, and

*Finance Personnel
Public Works
8/13*

BE IT FURTHER RESOLVED that the property tax levy required to finance the 2020 Budget is \$24,092,874.

I HEREBY CERTIFY that the foregoing Resolution was duly passed by the Common Council of the City of Sheboygan, Wisconsin, on the _____ day of _____, 20____.

Dated _____ 20____. _____, City Clerk

Approved _____ 20____. _____, Mayor

2020 BUDGET SUMMARY

GOVERNMENTAL FUNDS

	General Fund	Special Revenue	Debt Service	Capital Improvement	Fiduciary Funds	Proprietary Funds
Revenue						
Taxes	\$17,982,638	\$4,302,078	\$8,542,409	\$1,600,242	\$0	\$516,662
Licenses and Permits	\$992,740	\$642,475	\$0	\$0	\$0	\$30,700
Intergovernmental Revenue	\$14,570,165	\$2,174,662	\$52,472	\$1,181,056	\$0	\$3,786,219
Intergovernmental Charges for Services	\$258,000	\$0	\$0	\$0	\$0	\$0
Charges for Services	\$1,566,322	\$2,168,641	\$0	\$0	\$9,400	\$20,928,466
Fines and Forfeitures	\$271,000	\$900,000	\$0	\$0	\$0	\$5,000
Miscellaneous Revenue	\$356,650	\$361,550	\$679,532	\$121,300	\$30,500	\$1,148,990
Interfund Transfers	\$1,708,924	\$942,964	\$1,127,142	\$6,551,946	\$0	\$257,026
Total Revenue	\$37,706,439	\$11,492,370	\$10,401,555	\$9,454,544	\$39,900	\$26,673,063
Expenditures						
General Government	\$4,207,724	\$1,849,996	\$165,696	\$0	\$0	\$9,235,520
Public Safety	\$22,315,691	\$870,061	\$0	\$765,944	\$0	\$0
Public Works	\$8,825,441	\$937,643	\$0	\$4,948,430	\$0	\$13,878,087
Health and Human Services	\$201,331	\$0	\$0	\$0	\$1,000	\$0
Culture and Recreation	\$2,837,589	\$4,075,246	\$0	\$886,770	\$150,000	\$3,038
Conservation and Development	\$368,721	\$1,502,433	\$0	\$5,541,234	\$0	\$7,996
Transfers and other expenses	\$538,030	\$2,028,764	\$8,564,112	\$1,097,000	\$15,000	\$7,291,501
Total Expenditures	\$39,294,527	\$11,264,142	\$8,729,808	\$13,239,378	\$166,000	\$30,416,143
Excess of revenues over (under) expenditures	-\$1,588,088	\$228,228	\$1,671,747	-\$3,784,834	-\$126,100	-\$3,743,080

BUDGET SUMMARY

2020 Requested	2019 Estimated	2018 Actual	2017 Actual
\$32,944,029	\$31,388,209	\$30,561,851	\$29,155,873
\$1,665,915	\$1,982,186	\$1,806,082	\$1,744,147
\$21,764,574	\$22,083,795	\$20,793,432	\$21,894,629
\$258,000	\$258,000	\$259,067	\$212,174
\$24,672,829	\$22,838,073	\$22,603,020	\$20,783,225
\$1,176,000	\$1,026,000	\$1,197,563	\$1,078,718
\$2,698,522	\$2,751,280	\$5,309,019	\$3,741,590
\$10,588,002	\$20,197,386	\$43,581,151	\$12,511,269
\$95,767,871	\$102,524,929	\$126,111,184	\$91,121,626
\$15,458,937	\$18,560,910	\$20,803,862	\$14,019,118
\$23,951,696	\$23,214,931	\$24,471,918	\$21,481,633
\$28,589,601	\$24,926,076	\$22,880,281	\$22,431,711
\$202,331	\$194,205	\$205,785	\$234,960
\$7,952,643	\$7,790,159	\$7,102,525	\$7,167,105
\$7,420,384	\$3,979,555	\$16,223,927	\$7,729,672
\$19,534,407	\$35,791,768	\$22,997,705	\$20,394,270
\$103,109,999	\$114,457,604	\$114,686,004	\$93,458,469
-\$7,342,128	-\$11,932,674	\$11,425,180	-\$2,336,843

Revenue

Taxes
Licenses and Permits
Intergovernmental Revenue
Intergovernmental Charges for Services
Charges for Services
Fines and Forfeitures
Miscellaneous Revenue
Interfund Transfers
Total Revenue

Expenditures

General Government
Public Safety
Public Works
Health and Human Services
Culture and Recreation
Conservation and Development
Transfers and other expenses
Total Expenditures

Excess of revenues over (under) expenditures

GENERAL FUND BUDGET SUMMARY

	2017 Actual	2018 Actual	2019 Amended	2019 Estimated	2020 Requested
Revenue					
Taxes	15,617,078	16,469,774	16,639,228	16,639,608	16,812,638
Licenses and Permits	1,070,035	1,206,900	921,240	1,236,480	992,740
Intergovernmental Revenue	14,258,857	14,637,627	14,482,474	14,498,829	14,535,165
Intergovernmental Charges for Services	212,174	259,067	258,000	258,000	258,000
Charges for Services	1,721,996	1,625,706	1,679,822	1,599,604	1,601,322
Fines and Forfeitures	354,853	275,390	271,000	271,000	271,000
Miscellaneous Revenue	440,329	637,008	342,425	415,889	356,650
Interfund Transfers	2,811,255	2,900,078	2,717,605	3,287,291	2,878,924
Total Revenue	36,486,578	38,011,550	37,311,794	38,206,702	37,706,439
Expense					
General Government	3,200,019	3,482,747	4,024,030	3,609,017	4,207,724
Public Safety	20,153,964	21,258,537	21,784,550	21,712,789	22,315,691
Public Works	8,270,129	8,464,170	9,069,716	9,131,312	8,825,441
Health and Human Services	221,626	188,887	201,337	193,455	201,331
Culture and Recreation	2,502,124	2,589,441	2,681,942	2,687,117	2,837,589
Conservation and Development	646,480	348,915	352,725	353,951	368,721
Transfers and other expenses	118,427	5,604,986	431,077	86,482	538,030
Total Expenditures	35,112,769	41,937,683	38,545,378	37,774,122	39,294,527
Excess of revenue over (under) expenditures	1,373,809	-3,926,133	-1,233,584	432,580	-1,588,088
Fund Balance, Beginning Year	22,527,096	23,900,905	19,078,761	19,974,772	20,407,352
Fund Balance, Ending Year*	23,900,905	19,974,772	17,845,177	20,407,352	18,819,264
*Ending Fund Balance consists of:					
Uncommitted	21,613,280	17,081,687	16,089,044	18,727,726	17,263,509
Committed	2,287,625	2,893,085	1,756,133	1,679,626	1,555,755
	23,900,905	19,974,772	17,845,177	20,407,352	18,819,264

GENERAL FUND BUDGET SUMMARY

	2017	2018	2019	2019	2020
	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Estimated</u>	<u>Requested</u>
Committed					
Inventory	155,185	151,571	150,000	150,000	150,000
Prepaid postage and other	31,602	11,294	13,500	13,500	13,500
Advance to TID 10 Debt Fund	611,908	419,728	332,633	123,871	0
Advance to TID 13 Debt Fund	112,175	112,175	0	0	0
Advance to TID 16 Capital Fund	512,255	542,255	30,000	542,255	542,255
Advance to TID 17 Capital Fund	14,500	14,500	30,000	0	0
Advance to TID 18 Capital Fund	0	791,562	0	0	0
Advance to TID 19 Capital Fund	0	0	350,000	0	0
Advance to Harbor Centre Marina Fund	0	0	0	0	0
Advance to Redevelopment Authority Fund	500,000	500,000	500,000	500,000	500,000
Committed - Development	350,000	350,000	350,000	350,000	350,000
	<u>2,287,625</u>	<u>2,893,085</u>	<u>1,756,133</u>	<u>1,679,626</u>	<u>1,555,755</u>

**SPECIAL REVENUE FUNDS
BUDGET SUMMARY**

	2017	2018	2019	2019	2020
	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Estimated</u>	<u>Requested</u>
Revenue					
Taxes	4,010,842	4,094,226	3,991,321	3,981,887	4,302,078
Licenses and Permits	642,712	564,581	610,000	715,006	642,475
Intergovernmental Revenue	1,704,960	1,882,304	2,261,618	2,428,071	2,174,662
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	2,202,507	2,359,534	2,034,740	2,165,538	2,168,641
Fines and Forfeitures	705,477	922,173	750,000	750,000	900,000
Miscellaneous Revenue	1,867,474	392,238	289,569	392,058	361,550
Interfund Transfers	750,844	229,368	225,000	230,000	942,964
Total Revenue	11,884,817	10,444,425	10,162,248	10,662,560	11,492,370
Expenditures					
General Government	961,653	1,076,765	1,057,624	1,538,244	1,849,996
Public Safety	721,085	651,650	823,944	829,636	870,061
Public Works	982,378	1,028,440	974,799	898,719	937,643
Health and Human Services	0	0	0	0	0
Culture and Recreation	3,969,292	3,638,642	4,157,540	4,241,790	4,075,246
Conservation and Development	1,389,219	1,311,330	1,431,276	1,109,213	1,502,433
Transfers and other expenses	3,675,045	2,632,070	2,204,522	2,493,701	2,028,764
Total Expenditures	11,698,673	10,338,896	10,649,705	11,111,304	11,264,142
Excess of revenues over (under) expenditures	186,144	105,528	-487,458	-448,743	228,228
Fund Balance, Beginning Year	2,189,647	2,375,791	1,844,466	2,481,319	2,032,576
Fund Balance, Ending Year	2,375,791	2,481,319	1,357,009	2,032,576	2,260,803

**DEBT SERVICE FUNDS
BUDGET SUMMARY**

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Amended</u>	2019 <u>Estimated</u>	2020 <u>Requested</u>
Revenue					
Taxes	6,167,634	6,666,863	7,358,181	7,434,915	8,542,409
Licenses and Permits	0	0	0	0	0
Intergovernmental Revenues	53,639	54,429	52,471	52,471	52,472
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	0	0	0	0	0
Fines and Forfeitures	0	0	0	0	0
Miscellaneous Revenue	839,577	1,437,124	540,465	1,042,992	679,532
Interfund Transfers	1,366,425	9,702,434	1,084,486	5,782,591	1,127,142
Total Revenue	8,427,276	17,860,849	9,035,603	14,312,969	10,401,555
Expenditures					
General Government	733,323	725,083	201,419	165,196	165,696
Public Safety	0	0	0	0	0
Public Works	0	0	0	0	0
Health and Human Services	0	0	0	0	0
Culture and Recreation	0	0	0	0	0
Conservation and Development	0	0	0	0	0
Transfers and other expenses	8,543,156	7,040,253	15,650,511	22,693,412	8,564,112
Total Expenditures	9,276,479	7,765,335	15,851,930	22,858,608	8,729,808
Excess of revenues over (under) expenditures	-849,203	10,095,514	-6,816,327	-8,545,639	1,671,747
Fund Balance, Beginning Year	9,814,477	8,965,274	17,375,830	19,060,788	10,515,149
Fund Balance, Ending Year	8,965,274	19,060,788	10,559,503	10,515,149	12,186,896

**CAPITAL IMPROVEMENT FUNDS
BUDGET SUMMARY**

	2017	2018	2019	2019	2020
	Actual	Actual	Amended	Estimated	Requested
Revenue					
Taxes	1,681,879	1,661,306	1,690,775	1,683,775	1,600,242
Licenses and Permits	0	0	0	0	0
Intergovernmental Revenue	1,640,314	760,683	8,359,913	1,574,310	1,181,056
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	0	0	0	0	0
Fines and Forfeitures	0	0	0	0	0
Miscellaneous Revenue	999,043	1,505,168	468,500	120,960	121,300
Interfund Transfers	7,790,207	30,952,500	10,928,526	10,927,681	6,551,946
Total Revenue	12,111,443	34,879,658	21,447,714	14,306,727	9,454,544
Expenditures					
General Government	359,046	6,721,251	7,709,894	4,261,436	0
Public Safety	606,584	2,561,731	767,689	672,506	765,944
Public Works	5,361,688	5,344,146	10,756,843	5,077,149	4,948,430
Health and Human Services	0	0	0	0	0
Culture and Recreation	380,351	779,258	1,236,638	629,770	886,770
Conservation and Development	5,686,887	14,554,353	7,871,237	2,508,596	5,541,234
Transfers and other expenses	967,588	1,071,479	2,654,817	3,336,985	1,097,000
Total Expenditures	13,362,143	31,032,219	30,997,118	16,486,443	13,239,378
Excess of revenues over (under) expenditures	-1,250,701	3,847,439	-9,549,404	-2,179,716	-3,784,834
Fund Balance, Beginning Year	6,749,570	5,498,869	7,789,986	9,346,308	7,166,592
Fund Balance, Ending Year	5,498,869	9,346,308	-1,759,418	7,166,592	3,381,758

**PROPRIETARY FUNDS
BUDGET SUMMARY**

	2017 Actual	2018 Actual	2019 Amended	2019 Estimated	2020 Requested
Revenue					
Taxes	511,562	511,576	511,547	511,547	516,662
Licenses and Permits	31,800	34,600	34,200	30,700	30,700
Intergovernmental	3,471,718	3,389,061	3,849,794	3,497,114	3,786,219
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	16,878,734	18,636,235	19,198,586	19,096,530	20,928,466
Fines and Forfeitures	18,388	0	5,000	5,000	5,000
Miscellaneous Revenue	700,499	824,569	653,822	748,881	1,148,990
Interfund Transfers	959,015	954,877	1,107,499	1,106,300	257,026
Total Revenue	22,571,715	24,350,917	25,360,448	24,996,072	26,673,063
Expenditures					
General Government	8,765,077	8,798,016	9,833,896	8,987,017	9,235,520
Public Safety	0	0	0	0	0
Public Works	7,817,516	8,043,525	10,352,949	9,818,896	13,878,087
Health and Human Services	0	0	0	0	0
Culture and Recreation	2,929	3,764	2,682	1,482	3,038
Conservation and Development	7,086	9,329	7,817	7,796	7,996
Transfers and other expenses	7,089,999	6,647,996	7,268,193	7,166,187	7,291,501
Total Expenditures	23,682,608	23,502,630	27,465,537	25,981,378	30,416,143
Excess of revenues over (under) expenditures	-1,110,892	848,288	-2,105,089	-985,306	-3,743,080
Fund Balance, Beginning Year	86,007,204	84,896,312	83,038,389	85,744,599	84,759,293
Fund Balance, Ending Year	84,896,312	85,744,599	80,933,300	84,759,293	81,016,213

**FIDUCIARY FUNDS
BUDGET SUMMARY**

	2017 Actual	2018 Actual	2019 Amended	2019 Estimated	2020 Requested
Revenue					
Taxes	0	0	0	0	0
Licenses and Permits	0	0	0	0	0
Intergovernmental Revenue	0	0	0	0	0
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	11,611	14,836	9,400	9,400	9,400
Fines and Forfeitures	0	0	0	0	0
Miscellaneous Revenue	165,529	512,912	24,000	30,500	30,500
Interfund Transfers	0	0	0	0	0
Total Revenue	177,140	527,747	33,400	39,900	39,900
Expenditures					
General Government	0	0	0	0	0
Public Safety	0	0	0	0	0
Public Works	0	0	0	0	0
Health and Human Services	13,334	16,898	750	750	1,000
Culture and Recreation	312,409	91,420	0	230,000	150,000
Conservation and Development	0	0	0	0	0
Transfers and other expenses	55	922	1,250	15,000	15,000
Total Expenditures	325,797	109,241	2,000	245,750	166,000
Excess of revenues over (under) expenditures	-148,657	418,507	31,400	-205,850	-126,100
Fund Balance, Beginning Year	2,175,632	2,026,975	2,051,126	2,445,482	2,239,632
Fund Balance, Ending Year	2,026,975	2,445,482	2,082,526	2,239,632	2,113,532

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Actual</u>	<u>2019</u> <u>Amended</u>	<u>2019</u> <u>Estimated</u>	<u>2020</u> <u>Executive</u>
GENERAL FUND					
GENERAL GOVERNMENT					
Office of the Mayor					
Mayor	1.00	1.00	1.00	1.00	1.00
Administrative Assistant / Communications Specialist	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Office of the Mayor	2.00	2.00	2.00	2.00	2.00
No changes in 2020.					
Office of the City Clerk					
City Clerk	1.00	1.00	1.00	1.00	1.00
Deputy City Clerk	0.81	1.00	1.00	1.00	1.00
Council/Licensing Clerk	1.00	1.00	1.00	1.00	1.00
Elections Specialist	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>
Total Office of the City Clerk	3.56	3.75	3.75	3.75	3.75
No changes in 2020.					
Office of the City Administrator					
City Administrator	1.00	1.00	1.00	1.00	1.00
Budget Analyst	1.00	1.00	1.00	1.00	0.00
Assistant to the City Administrator	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>
Total Office of the City Administrator	2.00	2.00	2.00	2.00	2.00
No changes in 2020.					
Finance Department					
Finance Director/Treasurer	1.00	1.00	1.00	1.00	1.00
Senior Accountant	0.00	0.00	0.00	1.00	1.00
Comptroller/Treasurer	1.00	0.00	0.00	0.00	0.00
Auditor/Analyst	1.00	1.00	1.00	1.00	1.00
Accountant	1.00	1.00	1.00	1.00	1.00
Accountant I	0.00	0.40	0.40	0.40	0.40
Clerk I	1.00	1.00	1.00	1.00	1.00
Confidential Secretary	1.00	0.00	0.00	0.00	0.00
Accounts Payable Clerk	0.00	1.00	1.00	1.00	1.00
Purchasing Agent	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>
Total Finance Department	6.50	5.90	5.90	6.90	6.90
No changes in 2020.					
Human Resources Department					
Director of H.R. and Labor Relations	1.00	1.00	1.00	1.00	1.00
Payroll Administrator	1.00	1.00	1.00	1.00	1.00
Benefit Administrator / Analyst	1.00	1.00	1.00	1.00	1.00
Confidential Secretary	1.00	0.00	0.00	0.00	0.00
Human Resources Generalist	0.00	1.00	1.00	1.00	1.00
Accountant I	<u>0.00</u>	<u>0.60</u>	<u>0.60</u>	<u>0.60</u>	<u>0.60</u>
Total Human Resources Department	4.00	4.60	4.60	4.60	4.60
No changes in 2020.					

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Actual</u>	<u>2019</u> <u>Amended</u>	<u>2019</u> <u>Estimated</u>	<u>2020</u> <u>Executive</u>
Office of the City Attorney					
City Attorney	1.00	1.00	1.00	1.00	1.00
Assistant City Attorney I	1.00	1.00	1.00	1.00	1.00
Assistant City Attorney II	0.00	0.00	0.40	0.40	0.40
Legal Assistant	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Total City Attorney's Office	4.00	4.00	4.40	4.40	4.40

No changes in 2020.

PUBLIC SAFETY

Police Department

Chief	1.00	1.00	1.00	1.00	1.00
Captain	3.00	3.00	3.00	3.00	3.00
Lieutenant	4.00	4.00	4.00	4.00	4.00
Sergeant	9.00	9.00	9.00	9.00	9.00
Detective	7.00	7.00	7.00	7.00	7.00
Police Officer	59.00	59.00	59.00	59.00	59.00
Office Supervisor	1.00	1.00	1.00	1.00	1.00
Communication Technician	1.00	1.00	1.00	1.00	1.00
Court Services Secretary	2.00	2.00	2.00	2.00	2.00
Community Service Officer	1.00	1.00	1.00	1.00	1.00
Community Service Officer Trainee (FTE)	1.00	1.00	1.00	1.00	1.00
Record Specialist Clerk	8.00	8.00	8.00	8.00	8.00
Time System Coordinator	1.00	1.00	1.00	1.00	1.00
Department Secretary	2.00	2.00	2.00	2.00	2.00
Crime Analyst	1.00	1.00	1.00	1.00	1.00
Fleet Operation Mechanic	1.00	1.00	1.00	1.00	1.00
Property Officer	1.00	1.00	1.00	1.00	1.00
Digital Evidence Manager	1.00	1.00	1.00	1.00	1.00
MEG Unit Secretary	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>
Total Police Department	104.40	104.40	104.40	104.40	104.40

No changes in 2020.

Fire Department

Chief	1.00	1.00	1.00	1.00	1.00
Assistant Fire Chief	1.00	1.00	1.00	1.00	2.00
Deputy Fire Chief	1.00	1.00	1.00	1.00	0.00
Battalion Chief	4.00	4.00	4.00	4.00	4.00
Captain	5.00	5.00	5.00	5.00	5.00
Lieutenant	10.00	10.00	10.00	10.00	10.00
Fire Equipment Operator	15.00	15.00	15.00	15.00	15.00
Firefighter	18.00	18.00	18.00	18.00	18.00
Firefighter/Paramedic	14.00	14.00	14.00	14.00	14.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Transcriptionist/Data Entry Clerk	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>
Total Fire Department	70.50	70.50	70.50	70.50	70.50

No changes in 2020.

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Amended</u>	<u>2019 Estimated</u>	<u>2020 Executive</u>
Building Inspection					
Building/Housing Inspector	2.00	2.00	2.00	2.00	2.00
Electrical/Heating Inspector	1.00	1.00	1.00	1.00	1.00
Plumbing/Environmental Inspector	1.00	1.00	1.00	1.00	1.00
Housing/Environmental Inspector	1.00	1.00	1.00	0.00	0.00
Code Enforcement Officer	1.00	1.00	1.00	1.00	1.00
Building Inspection Specialist	1.00	1.00	1.00	1.00	1.00
Permit Clerk	1.00	1.00	1.00	1.00	1.00
Building Inspection Licensing Clerk	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>
Total Building Inspection	8.00	8.00	8.00	8.00	8.00
No changes in 2020.					
PUBLIC WORKS					
Department of Public Works					
Administration					
Director of Public Works	1.00	1.00	1.00	1.00	1.00
Business Manager	0.00	0.00	0.00	0.00	1.00
Management Analyst	1.00	1.00	1.00	1.00	0.00
Clerk II	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Total Public Works Administration	4.00	4.00	4.00	4.00	4.00
Engineering					
City Engineer	1.00	1.00	1.00	1.00	1.00
Civil Engineer / Project Manager	1.00	1.00	1.00	1.00	1.00
Assistant Engineer / Surveyor	1.00	1.00	1.00	1.00	1.00
Senior Engineering Technician	1.00	1.00	1.00	1.00	1.00
Engineering Technician	2.00	2.00	2.00	2.00	2.00
GIS Project Specialist	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Engineering	6.00	7.00	7.00	7.00	7.00
Municipal Service Building Administration /					
Maintenance					
Superintendent - Facilities/Traffic	1.00	1.00	1.00	1.00	1.00
Leadman - Construction	1.00	1.00	1.00	1.00	1.00
Maintenance Worker V-Electric Lighting	1.00	1.00	1.00	1.00	1.00
Maintenance Worker V-Electric Signals	1.00	1.00	1.00	1.00	1.00
Maintenance Worker IV-Lead-Signs	1.00	1.00	1.00	1.00	1.00
Maintenance Worker III-Craftsman	3.00	3.00	3.00	3.00	3.00
Maintenance Worker II-Signs	1.00	1.00	1.00	3.00	3.00
Maintenance Worker II-City Hall	1.00	1.00	1.00	1.00	1.00
Maintenance Worker I-MSB	1.00	1.00	1.00	1.00	1.00
Maintenance Worker I-MSB	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.50</u>	<u>0.50</u>
Total MSB Administration/Maintenance	11.00	11.00	11.00	13.50	13.50
Streets and Sanitation					
Superintendent - Streets/Sanitation	1.00	1.00	1.00	1.00	1.00
Supervisor - Streets/Sanitation	1.00	1.00	1.00	1.00	1.00
Maintenance Worker IV-Streets	1.00	1.00	1.00	4.00	4.00

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Amended</u>	<u>2019 Estimated</u>	<u>2020 Executive</u>
Maintenance Worker III-Streets	7.00	7.00	7.00	2.00	2.00
Maintenance Worker II-Streets	14.00	14.00	14.00	11.00	9.00
Maintenance Worker I-Streets	5.00	5.00	5.00	3.00	3.00
Maintenance Worker IV-Sanitation	1.00	1.00	1.00	1.00	1.00
Maintenance Worker III-Sanitation	8.00	8.00	8.00	8.00	8.00
Maintenance Worker IV-Sewer Maintenance	1.00	1.00	1.00	1.00	1.00
Maintenance Worker III-Sewer Maintenance	1.00	1.00	1.00	1.00	1.00
Maintenance Worker II-Sewer Maintenance	2.00	2.00	2.00	2.00	2.00
Maintenance Worker I-Sewer Maintenance	1.00	1.00	1.00	1.00	1.00
Maintenance Worker II-Street Sweeping	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Total Streets and Sanitation	45.00	45.00	45.00	38.00	36.00
Parks and Cemetery					
Superintendent - Parks - Forestry	1.00	1.00	1.00	1.00	1.00
Forester	0.00	0.00	0.00	1.00	1.00
Maintenance Worker IV - Arborist	0.00	0.00	0.00	1.00	1.00
Maintenance Worker IV - Parks	1.00	1.00	1.00	2.00	2.00
Maintenance Worker III - Parks	6.00	6.00	6.00	6.00	6.00
Maintenance Worker II - Parks	6.00	6.00	6.00	6.00	6.00
Maintenance Worker I - Parks	3.00	3.00	3.00	0.00	0.00
Administrative Assistant	<u>1.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Parks and Cemetery	18.00	17.00	17.00	17.00	17.00
Total Department of Public Works	84.00	84.00	84.00	79.50	77.50
2.00 FTE Streets and Sanitation Maintenance Worker II transferred to Recycling Utility Fund in 2020.					
CULTURE AND RECREATION					
Senior Services					
Director of Senior Services	0.00	0.00	0.00	1.00	1.00
Senior Center Supervisor	1.00	1.00	1.00	0.00	0.00
Assistant Supervisor	0.00	1.00	1.00	0.00	0.00
Coordinator	0.00	0.00	0.00	1.00	1.00
Wellness Coordinator	1.00	0.00	0.00	0.00	0.00
Custodian	<u>0.28</u>	<u>0.28</u>	<u>0.28</u>	<u>0.28</u>	<u>0.28</u>
Total Senior Services	2.28	2.28	2.28	2.28	2.28
No changes in 2020.					
CONSERVATION AND DEVELOPMENT					
Planning and Development					
Director of Planning and Development	1.00	1.00	1.00	1.00	1.00
Planning/Zoning Manager	1.00	1.00	1.00	1.00	1.00
Community Development Planner	1.00	1.00	1.00	1.00	1.00
Neighborhood Development Planner	1.00	1.00	0.00	0.00	1.00
Community/Economic Development Planner	0.00	0.00	1.00	1.00	0.00
Grant Coordinator	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>
Total Planning and Development	4.00	4.00	4.00	4.00	5.00
The addition of a Grant Coordinator in 2020.					
TOTAL GENERAL FUND	295.24	295.43	295.83	292.33	291.33

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Amended</u>	<u>2019 Estimated</u>	<u>2020 Executive</u>
SPECIAL REVENUE FUND					
Mead Public Library					
Director	1.00	1.00	1.00	1.00	1.00
Business Manager	1.00	1.00	1.00	1.00	1.00
Manager	2.00	2.00	2.00	2.00	2.00
Librarian II	2.00	0.00	0.00	0.00	0.00
Librarian I	4.75	0.00	0.00	0.00	0.00
Librarian	0.00	6.75	8.00	7.75	7.75
Page Supervisor	1.00	1.00	1.00	1.00	1.00
Maintenance Supervisor	1.00	1.00	0.00	0.00	0.00
Public Information Specialist II	1.00	1.00	0.00	0.00	0.00
IT Specialist	1.00	1.00	1.00	1.00	1.00
Communications Specialist	0.00	0.00	1.00	1.00	1.00
Maintenance Technician	0.00	0.00	2.00	2.00	2.00
Administrative Assistant/Volunteer Coordinator	0.00	0.00	1.00	1.00	1.00
Administrative Assistant I	1.00	1.00	0.00	0.00	0.00
Maintenance Technician I	1.00	1.00	0.00	0.00	0.00
Library Assistant III	5.00	5.00	0.00	0.00	0.00
Library Assistant II	1.00	1.00	0.00	0.00	0.00
Library Assistant I	5.75	5.75	0.00	0.00	0.00
Cataloger	0.00	0.00	3.00	3.00	3.00
Public Safety Specialist	0.00	0.00	1.00	1.00	1.00
Library Assistant	0.00	0.00	9.25	9.25	9.25
Cleaners	1.50	1.50	2.00	2.00	2.00
Library Page	<u>9.50</u>	<u>9.50</u>	<u>6.50</u>	<u>6.50</u>	<u>6.50</u>
Total Mead Public Library	39.50	39.50	39.75	39.50	39.50
No changes in 2020.					
Municipal Court					
Municipal Court Judge	0.50	0.50	0.50	0.50	0.50
Municipal Court Clerk	1.00	1.00	1.00	1.00	1.00
Office Clerk	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Municipal Court	2.50	2.50	2.50	2.50	2.50
No changes in 2020.					
Ambulance					
Firefighter/Paramedic	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>
Total Ambulance	4.00	4.00	4.00	4.00	4.00
No changes in 2020.					
Cable Television					
TV Program Director	1.00	1.00	1.00	1.00	1.00
TV Production Technician	<u>0.50</u>	<u>0.50</u>	<u>0.25</u>	<u>0.25</u>	<u>0.25</u>
Total Cable Television	1.50	1.50	1.25	1.25	1.25
No changes in 2020.					
TOTAL SPECIAL REVENUE FUND	47.50	47.50	47.50	47.25	47.25

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Actual</u>	<u>2019</u> <u>Amended</u>	<u>2019</u> <u>Estimated</u>	<u>2020</u> <u>Executive</u>
PROPRIETARY FUNDS					
Recycling Utility					
Maintenance Worker II	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2.00</u>
Total Recycling Utility	0.00	0.00	0.00	0.00	2.00
This fund is new in 2020.					
Transit Utility					
Director	0.70	0.70	0.70	0.70	0.70
Operator Supervisor	2.00	2.00	2.00	2.00	2.00
SET Supervisor	0.00	0.00	0.00	1.00	1.00
Lead Support - ADA Coordinator	2.00	2.00	2.00	1.00	1.00
Lead Dispatcher	1.00	1.00	1.00	1.00	1.00
Fill-In Dispatcher	1.00	1.00	1.00	1.00	1.00
Lead Mechanic	1.00	1.00	1.00	1.00	1.00
Administrative Coordinator	1.00	1.00	1.00	1.00	1.00
Fixed Route Operator	28.00	28.00	28.00	28.00	28.00
Paratransit Operator	12.00	12.00	12.00	12.00	12.00
Hostler	1.25	1.25	1.50	1.50	1.50
Cleaner	<u>1.25</u>	<u>1.25</u>	<u>1.25</u>	<u>1.25</u>	<u>1.25</u>
Total Transit Utility	51.20	51.20	51.45	51.45	51.45
No changes in 2020.					
Parking Utility					
Director Parking and Transit	0.30	0.30	0.30	0.30	0.30
Lead Worker I	1.00	1.00	1.00	1.00	1.00
Maintenance Worker I	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Parking Utility	2.30	2.30	2.30	2.30	2.30
No changes in 2020.					
Water Utility*					
Superintendent	1.00	1.00	1.00	1.00	1.00
Utility Accountant	1.00	1.00	1.00	1.00	1.00
Distribution Supervisor	1.00	1.00	1.00	1.00	1.00
Operations Supervisor	1.00	1.00	1.00	1.00	1.00
Customer Relations/Fiscal Supervisor	1.00	1.00	1.00	1.00	1.00
Utility Engineer	1.00	1.00	1.00	1.00	1.00
Engineer Technician	1.00	1.00	1.00	1.00	1.00
Lead Distribution Technician	0.00	0.00	1.00	1.00	1.00
Distribution Technician	6.00	6.00	5.00	5.00	6.00
Lead Operations Technician	1.00	1.00	1.00	1.00	1.00
Operator	5.00	5.00	5.00	5.00	5.00
Operations Technician	2.00	2.00	2.00	2.00	2.00
Utility Support Specialist	4.00	4.00	4.00	4.00	4.00
Lab Technician	1.00	1.00	1.00	1.00	1.00
Lead Service Technician	1.00	1.00	1.00	1.00	1.00
Service Technician	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
Total Water Utility	30.00	30.00	30.00	30.00	31.00

An increase of 1.00 FTE in 2020. *Approval authorized by the Board of Water Commissioners.

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Actual</u>	<u>2019</u> <u>Amended</u>	<u>2019</u> <u>Estimated</u>	<u>2020</u> <u>Executive</u>
Wastewater Utility					
Superintendent	1.00	1.00	1.00	1.00	1.00
Industrial Wastewater Supervisor	1.00	1.00	1.00	1.00	1.00
Environmental Engineer	1.00	1.00	1.00	1.00	1.00
Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00
Process System/OPCO	1.00	1.00	1.00	1.00	1.00
Electromechanical Technician	1.00	1.00	1.00	1.00	1.00
Laboratory Technician	1.00	1.00	1.00	1.00	1.00
Plant Maintenance Mechanic	3.00	3.00	3.00	3.00	3.00
Operator III	1.00	1.00	1.00	2.00	2.00
Operator I	1.00	1.00	1.00	2.00	2.00
Clerk Typist	1.00	0.00	0.00	0.00	0.00
Clerk IV / Administrative Assistant	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Wastewater Utility	13.00	13.00	13.00	15.00	15.00
No changes in 2020.					
TOTAL PROPRIETARY FUND	96.50	96.50	96.75	98.75	101.75
INTERNAL SERVICE FUNDS					
Information Technology					
IT Director	1.00	1.00	1.00	1.00	1.00
Systems Analyst	2.00	2.00	2.00	2.00	2.00
Network Administrator	1.00	1.00	2.00	1.00	1.00
PC Specialist	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Information Technology	5.00	5.00	6.00	5.00	5.00
A reduction of 1.00 FTE Network Administrator position (unfilled) in 2020.					
MOTOR VEHICLE FUND					
Motor Vehicle					
Equipment Service Supervisor	1.00	1.00	1.00	1.00	1.00
Master Certified Truck Mechanic	1.00	1.00	1.00	1.00	1.00
Certified Truck Mechanic	6.00	3.00	3.00	2.00	2.00
Truck Mechanic	0.00	1.00	1.00	1.00	1.00
Service Mechanic II	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>
Total Motor Vehicle	8.00	6.00	6.00	6.00	6.00
No changes in 2020.					
TOTAL INTERNAL SERVICE FUNDS	13.00	11.00	12.00	11.00	11.00
TOTAL PROPRIETARY FUNDS	109.50	107.50	108.75	109.75	112.75
TOTAL CITY FUNDS	452.24	450.43	452.08	449.33	451.33

CITY OF SHEBOYGAN

REQUEST FOR FINANCE AND PERSONNEL COMMITTEE CONSIDERATION

ITEM DESCRIPTION: DIRECT REFERRAL Res. No. 83-19-20 by Alderpersons Donohue and Bohren establishing the 2020 Budget appropriations and the 2019 Tax Levy for use during the calendar year.

REPORT PREPARED BY: Meredith DeBruin, City Clerk

REPORT DATE: September 4, 2019

MEETING DATE: September 9, 2019

FISCAL SUMMARY:

Budget Line Item: N/A
 Budget Summary: N/A
 Budgeted Expenditure: N/A
 Budgeted Revenue: N/A

STATUTORY REFERENCE:

Wisconsin Statutes: N/A
 Municipal Code: N/A

BACKGROUND / ANALYSIS:

The following budgets (Common Council, Office of the City Clerk and Elections) incorporate the following:

Common Council Budget

- The Executive Budget includes the following changes:
 - An increase of \$6,500 in Contracted Services for Diversity and Inclusion programming.
 - An increase of \$20,698 in Software Maintenance resulting from a reallocation of expenditures previously captured in the Office of City Clerk.
 - An increase of \$2,000 in Training and Conferences for additional Alderperson training and seminar opportunities.

	2017 Actual	2018 Actual	2019 Amended	2019 Estimated	2020 Executive
Expenditures					
Personal Services	77,158	66,851	48,280	48,280	58,728
Non-Personal Services	48,931	44,566	54,830	68,410	83,278
Capital Outlay	0	0	0	0	0
Total Expenditures	126,089	111,417	103,110	116,690	142,006

City Clerk Budget

- There are no notable changes in 2020.

	2017 Actual	2018 Actual	2019 Amended	2019 Estimated	2020 Executive
Expenditures					
Personal Services	253,270	272,785	275,607	275,607	285,620
Non-Personal Services	71,985	65,676	90,731	89,751	71,470
Capital Outlay	1,129	0	0	0	0
Total Expenditures	326,384	338,461	366,338	365,358	357,090

Elections Budget

- The Executive Budget includes the following change:
 - An increase of \$85,916 in Personal Services due to increase from two elections in 2019 to four elections in 2020.

Expenditures	2017 Actual	2018 Actual	2019 Amended	2019 Estimated	2020 Executive
Personal Services	30,559	79,840	37,242	23,580	111,828
Non-Personal Services	25,562	27,283	27,120	20,230	38,450
Total Expenditures	56,121	107,123	64,362	43,810	150,278

STAFF COMMENTS:

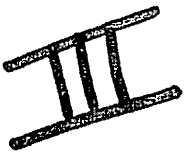
None

ACTION REQUESTED:

Motion to recommend the Common Council adopt Res. No. 83-19-20 by Alderpersons Donohue and Bohren regarding the Common Council, Office of the City Clerk and Elections 2020 Budgets as presented.

ATTACHMENTS:

- I. Res. No. 83-19-20



DIRECT REFERRAL TO FINANCE AND PERSONNEL COMMITTEE, PUBLIC WORKS COMMITTEE AND LICENSING, HEARINGS, AND PUBLIC SAFETY COMMITTEE

Res. No. 83 - 19 - 20. By Alderpersons Donohue and Bohren.
September 4, 2019.

A RESOLUTION establishing the 2020 Budget appropriations and the 2019 Tax Levy for use during the calendar year.

WHEREAS, Section 2-905 of Municipal Code of the City of Sheboygan requires an annual budget appropriating monies to finance activities of the City for the ensuing fiscal year, and

WHEREAS, The Common Council committees have duly considered and discussed a budget for 2020 as proposed by the City Administrator, and

WHEREAS, A public hearing on the budget will be held on October 14, 2019 as required, and

WHEREAS, The 2020 budget requires a tax levy to partially finance the appropriations.

NOW, THEREFORE, BE IT RESOLVED: by the Common Council of the City of Sheboygan that:

Budgeted revenue estimates and expenditure appropriations for the year 2020 for the City's General Fund; Special Revenue Funds - MEG Unit, Block Grant, Housing Revolving Loan, Business Revolving Loan, Neighborhood Revitalization Fund, Mead Public Library, Tourism, Park, Forestry and Open Space, Park Impact Fee Fund, Cable TV, Municipal Court, Ambulance, Special Assessment, Harbor Centre Marina, Redevelopment Authority, Storm Water; Debt Service - G.O. Debt Service, Convention Center Debt Service, TID 5 Debt, TID 6 Debt, TID 10 Debt, TID 11 Debt, TID 12 Debt, TID 13 Debt, TID 14 Debt, TID 15 Debt, TID 16 Debt, TID 17 Debt, TID 18 Debt, TID 19 Debt, Environmental TID Debt; Capital Improvements Funds - Capital Projects, Capital Improvement, Industrial Park Fund, TID 6 Capital, TID 12 Capital, TID 14 Capital, TID 16 Capital, TID 17 Capital, TID 18 Capital, TID 19 Capital; Proprietary Funds - Motor Vehicle, Health Insurance, Liability Insurance, Workers Compensation Insurance, Information Technology; Enterprise Funds -Wastewater Utility, Recycling Utility Fund, Transit Utility, Parking Utility, Boat Facilities; and Fiduciary Funds - Cemetery Perpetual Care, Mead Public Library Trust be and are hereby adopted as set forth in the attachment and established in the budget document.

BE IT FURTHER RESOLVED that the Personnel Schedule as presented in the 2020 Budget be approved, and

*Finance Personnel
Public Works
2019*

BE IT FURTHER RESOLVED that the property tax levy required to finance the 2020 Budget is \$24,092,874.

I HEREBY CERTIFY that the foregoing Resolution was duly passed by the Common Council of the City of Sheboygan, Wisconsin, on the _____ day of _____, 20____.

Dated _____ 20____. _____, City Clerk

Approved _____ 20____. _____, Mayor

2020 BUDGET SUMMARY

GOVERNMENTAL FUNDS

	General Fund	Special Revenue	Debt Service	Capital Improvement	Fiduciary Funds	Proprietary Funds
Revenue						
Taxes	\$17,982,638	\$4,302,078	\$8,542,409	\$1,600,242	\$0	\$516,662
Licenses and Permits	\$992,740	\$642,475	\$0	\$0	\$0	\$30,700
Intergovernmental Revenue	\$14,570,165	\$2,174,662	\$52,472	\$1,181,056	\$0	\$3,786,219
Intergovernmental Charges for Services	\$258,000	\$0	\$0	\$0	\$0	\$0
Charges for Services	\$1,566,322	\$2,168,641	\$0	\$0	\$9,400	\$20,928,466
Fines and Forfeitures	\$271,000	\$900,000	\$0	\$0	\$0	\$5,000
Miscellaneous Revenue	\$356,650	\$361,550	\$679,532	\$121,300	\$30,500	\$1,148,990
Interfund Transfers	\$1,708,924	\$942,964	\$1,127,142	\$6,551,946	\$0	\$257,026
Total Revenue	\$37,706,439	\$11,492,370	\$10,401,555	\$9,454,544	\$39,900	\$26,673,063
Expenditures						
General Government	\$4,207,724	\$1,849,996	\$165,696	\$0	\$0	\$9,235,520
Public Safety	\$22,315,691	\$870,061	\$0	\$765,944	\$0	\$0
Public Works	\$8,825,441	\$937,643	\$0	\$4,948,430	\$0	\$13,878,087
Health and Human Services	\$201,331	\$0	\$0	\$0	\$1,000	\$0
Culture and Recreation	\$2,837,589	\$4,075,246	\$0	\$886,770	\$150,000	\$3,038
Conservation and Development	\$368,721	\$1,502,433	\$0	\$5,541,234	\$0	\$7,996
Transfers and other expenses	\$538,030	\$2,028,764	\$8,564,112	\$1,097,000	\$15,000	\$7,291,501
Total Expenditures	\$39,294,527	\$11,264,142	\$8,729,808	\$13,239,378	\$166,000	\$30,416,143
Excess of revenues over (under) expenditures	-\$1,588,088	\$228,228	\$1,671,747	-\$3,784,834	-\$126,100	-\$3,743,080

BUDGET SUMMARY

2020 Requested	2019 Estimated	2018 Actual	2017 Actual
\$32,944,029	\$31,388,209	\$30,561,851	\$29,155,873
\$1,665,915	\$1,982,186	\$1,806,082	\$1,744,147
\$21,764,574	\$22,083,795	\$20,793,432	\$21,894,629
\$258,000	\$258,000	\$259,067	\$212,174
\$24,672,829	\$22,838,073	\$22,603,020	\$20,783,225
\$1,176,000	\$1,026,000	\$1,197,563	\$1,078,718
\$2,698,522	\$2,751,280	\$5,309,019	\$3,741,590
\$10,588,002	\$20,197,386	\$43,581,151	\$12,511,269
<u>\$95,767,871</u>	<u>\$102,524,929</u>	<u>\$126,111,184</u>	<u>\$91,121,626</u>
\$15,458,937	\$18,560,910	\$20,803,862	\$14,019,118
\$23,951,696	\$23,214,931	\$24,471,918	\$21,481,633
\$28,589,601	\$24,926,076	\$22,880,281	\$22,431,711
\$202,331	\$194,205	\$205,785	\$234,960
\$7,952,643	\$7,790,159	\$7,102,525	\$7,167,105
\$7,420,384	\$3,979,555	\$16,223,927	\$7,729,672
\$19,534,407	\$35,791,768	\$22,997,705	\$20,394,270
<u>\$103,109,999</u>	<u>\$114,457,604</u>	<u>\$114,686,004</u>	<u>\$93,458,469</u>
<u><u>-\$7,342,128</u></u>	<u><u>-\$11,932,674</u></u>	<u><u>\$11,425,180</u></u>	<u><u>-\$2,336,843</u></u>

Revenue

Taxes
Licenses and Permits
Intergovernmental Revenue
Intergovernmental Charges for Services
Charges for Services
Fines and Forfeitures
Miscellaneous Revenue
Interfund Transfers
Total Revenue

Expenditures

General Government
Public Safety
Public Works
Health and Human Services
Culture and Recreation
Conservation and Development
Transfers and other expenses
Total Expenditures

Excess of revenues over (under) expenditures

GENERAL FUND BUDGET SUMMARY

	2017 Actual	2018 Actual	2019 Amended	2019 Estimated	2020 Requested
Revenue					
Taxes	15,617,078	16,469,774	16,639,228	16,639,608	16,812,638
Licenses and Permits	1,070,035	1,206,900	921,240	1,236,480	992,740
Intergovernmental Revenue	14,258,857	14,637,627	14,482,474	14,498,829	14,535,165
Intergovernmental Charges for Services	212,174	259,067	258,000	258,000	258,000
Charges for Services	1,721,996	1,625,706	1,679,822	1,599,604	1,601,322
Fines and Forfeitures	354,853	275,390	271,000	271,000	271,000
Miscellaneous Revenue	440,329	637,008	342,425	415,889	356,650
Interfund Transfers	2,811,255	2,900,078	2,717,605	3,287,291	2,878,924
Total Revenue	36,486,578	38,011,550	37,311,794	38,206,702	37,706,439
Expense					
General Government	3,200,019	3,482,747	4,024,030	3,609,017	4,207,724
Public Safety	20,153,964	21,258,537	21,784,550	21,712,789	22,315,691
Public Works	8,270,129	8,464,170	9,069,716	9,131,312	8,825,441
Health and Human Services	221,626	188,887	201,337	193,455	201,331
Culture and Recreation	2,502,124	2,589,441	2,681,942	2,687,117	2,837,589
Conservation and Development	646,480	348,915	352,725	353,951	368,721
Transfers and other expenses	118,427	5,604,986	431,077	86,482	538,030
Total Expenditures	35,112,769	41,937,683	38,545,378	37,774,122	39,294,527
Excess of revenue over (under) expenditures	1,373,809	-3,926,133	-1,233,584	432,580	-1,588,088
Fund Balance, Beginning Year	22,527,096	23,900,905	19,078,761	19,974,772	20,407,352
Fund Balance, Ending Year*	23,900,905	19,974,772	17,845,177	20,407,352	18,819,264
*Ending Fund Balance consists of:					
Uncommitted	21,613,280	17,081,687	16,089,044	18,727,726	17,263,509
Committed	2,287,625	2,893,085	1,756,133	1,679,626	1,555,755
	23,900,905	19,974,772	17,845,177	20,407,352	18,819,264

GENERAL FUND BUDGET SUMMARY

	2017	2018	2019	2019	2020
	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Estimated</u>	<u>Requested</u>
Committed					
Inventory	155,185	151,571	150,000	150,000	150,000
Prepaid postage and other	31,602	11,294	13,500	13,500	13,500
Advance to TID 10 Debt Fund	611,908	419,728	332,633	123,871	0
Advance to TID 13 Debt Fund	112,175	112,175	0	0	0
Advance to TID 16 Capital Fund	512,255	542,255	30,000	542,255	542,255
Advance to TID 17 Capital Fund	14,500	14,500	30,000	0	0
Advance to TID 18 Capital Fund	0	791,562	0	0	0
Advance to TID 19 Capital Fund	0	0	350,000	0	0
Advance to Harbor Centre Marina Fund	0	0	0	0	0
Advance to Redevelopment Authority Fund	500,000	500,000	500,000	500,000	500,000
Committed - Development	350,000	350,000	350,000	350,000	350,000
	<u>2,287,625</u>	<u>2,893,085</u>	<u>1,756,133</u>	<u>1,679,626</u>	<u>1,555,755</u>

**SPECIAL REVENUE FUNDS
BUDGET SUMMARY**

	2017	2018	2019	2019	2020
	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Estimated</u>	<u>Requested</u>
Revenue					
Taxes	4,010,842	4,094,226	3,991,321	3,981,887	4,302,078
Licenses and Permits	642,712	564,581	610,000	715,006	642,475
Intergovernmental Revenue	1,704,960	1,882,304	2,261,618	2,428,071	2,174,662
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	2,202,507	2,359,534	2,034,740	2,165,538	2,168,641
Fines and Forfeitures	705,477	922,173	750,000	750,000	900,000
Miscellaneous Revenue	1,867,474	392,238	289,569	392,058	361,550
Interfund Transfers	750,844	229,368	225,000	230,000	942,964
Total Revenue	11,884,817	10,444,425	10,162,248	10,662,560	11,492,370
Expenditures					
General Government	961,653	1,076,765	1,057,624	1,538,244	1,849,996
Public Safety	721,085	651,650	823,944	829,636	870,061
Public Works	982,378	1,028,440	974,799	898,719	937,643
Health and Human Services	0	0	0	0	0
Culture and Recreation	3,969,292	3,638,642	4,157,540	4,241,790	4,075,246
Conservation and Development	1,389,219	1,311,330	1,431,276	1,109,213	1,502,433
Transfers and other expenses	3,675,045	2,632,070	2,204,522	2,493,701	2,028,764
Total Expenditures	11,698,673	10,338,896	10,649,705	11,111,304	11,264,142
Excess of revenues over (under) expenditures	186,144	105,528	-487,458	-448,743	228,228
Fund Balance, Beginning Year	2,189,647	2,375,791	1,844,466	2,481,319	2,032,576
Fund Balance, Ending Year	2,375,791	2,481,319	1,357,009	2,032,576	2,260,803

**DEBT SERVICE FUNDS
BUDGET SUMMARY**

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Amended</u>	2019 <u>Estimated</u>	2020 <u>Requested</u>
Revenue					
Taxes	6,167,634	6,666,863	7,358,181	7,434,915	8,542,409
Licenses and Permits	0	0	0	0	0
Intergovernmental Revenues	53,639	54,429	52,471	52,471	52,472
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	0	0	0	0	0
Fines and Forfeitures	0	0	0	0	0
Miscellaneous Revenue	839,577	1,437,124	540,465	1,042,992	679,532
Interfund Transfers	1,366,425	9,702,434	1,084,486	5,782,591	1,127,142
Total Revenue	8,427,276	17,860,849	9,035,603	14,312,969	10,401,555
Expenditures					
General Government	733,323	725,083	201,419	165,196	165,696
Public Safety	0	0	0	0	0
Public Works	0	0	0	0	0
Health and Human Services	0	0	0	0	0
Culture and Recreation	0	0	0	0	0
Conservation and Development	0	0	0	0	0
Transfers and other expenses	8,543,156	7,040,253	15,650,511	22,693,412	8,564,112
Total Expenditures	9,276,479	7,765,335	15,851,930	22,858,608	8,729,808
Excess of revenues over (under) expenditures	-849,203	10,095,514	-6,816,327	-8,545,639	1,671,747
Fund Balance, Beginning Year	9,814,477	8,965,274	17,375,830	19,060,788	10,515,149
Fund Balance, Ending Year	8,965,274	19,060,788	10,559,503	10,515,149	12,186,896

**CAPITAL IMPROVEMENT FUNDS
BUDGET SUMMARY**

	2017	2018	2019	2019	2020
	Actual	Actual	Amended	Estimated	Requested
Revenue					
Taxes	1,681,879	1,661,306	1,690,775	1,683,775	1,600,242
Licenses and Permits	0	0	0	0	0
Intergovernmental Revenue	1,640,314	760,683	8,359,913	1,574,310	1,181,056
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	0	0	0	0	0
Fines and Forfeitures	0	0	0	0	0
Miscellaneous Revenue	999,043	1,505,168	468,500	120,960	121,300
Interfund Transfers	7,790,207	30,952,500	10,928,526	10,927,681	6,551,946
Total Revenue	12,111,443	34,879,658	21,447,714	14,306,727	9,454,544
Expenditures					
General Government	359,046	6,721,251	7,709,894	4,261,436	0
Public Safety	606,584	2,561,731	767,689	672,506	765,944
Public Works	5,361,688	5,344,146	10,756,843	5,077,149	4,948,430
Health and Human Services	0	0	0	0	0
Culture and Recreation	380,351	779,258	1,236,638	629,770	886,770
Conservation and Development	5,686,887	14,554,353	7,871,237	2,508,596	5,541,234
Transfers and other expenses	967,588	1,071,479	2,654,817	3,336,985	1,097,000
Total Expenditures	13,362,143	31,032,219	30,997,118	16,486,443	13,239,378
Excess of revenues over (under) expenditures	-1,250,701	3,847,439	-9,549,404	-2,179,716	-3,784,834
Fund Balance, Beginning Year	6,749,570	5,498,869	7,789,986	9,346,308	7,166,592
Fund Balance, Ending Year	5,498,869	9,346,308	-1,759,418	7,166,592	3,381,758

**PROPRIETARY FUNDS
BUDGET SUMMARY**

	2017 Actual	2018 Actual	2019 Amended	2019 Estimated	2020 Requested
Revenue					
Taxes	511,562	511,576	511,547	511,547	516,662
Licenses and Permits	31,800	34,600	34,200	30,700	30,700
Intergovernmental	3,471,718	3,389,061	3,849,794	3,497,114	3,786,219
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	16,878,734	18,636,235	19,198,586	19,096,530	20,928,466
Fines and Forfeitures	18,388	0	5,000	5,000	5,000
Miscellaneous Revenue	700,499	824,569	653,822	748,881	1,148,990
Interfund Transfers	959,015	954,877	1,107,499	1,106,300	257,026
Total Revenue	22,571,715	24,350,917	25,360,448	24,996,072	26,673,063
Expenditures					
General Government	8,765,077	8,798,016	9,833,896	8,987,017	9,235,520
Public Safety	0	0	0	0	0
Public Works	7,817,516	8,043,525	10,352,949	9,818,896	13,878,087
Health and Human Services	0	0	0	0	0
Culture and Recreation	2,929	3,764	2,682	1,482	3,038
Conservation and Development	7,086	9,329	7,817	7,796	7,996
Transfers and other expenses	7,089,999	6,647,996	7,268,193	7,166,187	7,291,501
Total Expenditures	23,682,608	23,502,630	27,465,537	25,981,378	30,416,143
Excess of revenues over (under) expenditures	-1,110,892	848,288	-2,105,089	-985,306	-3,743,080
Fund Balance, Beginning Year	86,007,204	84,896,312	83,038,389	85,744,599	84,759,293
Fund Balance, Ending Year	84,896,312	85,744,599	80,933,300	84,759,293	81,016,213

**FIDUCIARY FUNDS
BUDGET SUMMARY**

	2017 Actual	2018 Actual	2019 Amended	2019 Estimated	2020 Requested
Revenue					
Taxes	0	0	0	0	0
Licenses and Permits	0	0	0	0	0
Intergovernmental Revenue	0	0	0	0	0
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	11,611	14,836	9,400	9,400	9,400
Fines and Forfeitures	0	0	0	0	0
Miscellaneous Revenue	165,529	512,912	24,000	30,500	30,500
Interfund Transfers	0	0	0	0	0
Total Revenue	177,140	527,747	33,400	39,900	39,900
Expenditures					
General Government	0	0	0	0	0
Public Safety	0	0	0	0	0
Public Works	0	0	0	0	0
Health and Human Services	13,334	16,898	750	750	1,000
Culture and Recreation	312,409	91,420	0	230,000	150,000
Conservation and Development	0	0	0	0	0
Transfers and other expenses	55	922	1,250	15,000	15,000
Total Expenditures	325,797	109,241	2,000	245,750	166,000
Excess of revenues over (under) expenditures	-148,657	418,507	31,400	-205,850	-126,100
Fund Balance, Beginning Year	2,175,632	2,026,975	2,051,126	2,445,482	2,239,632
Fund Balance, Ending Year	2,026,975	2,445,482	2,082,526	2,239,632	2,113,532

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Actual</u>	<u>2019</u> <u>Amended</u>	<u>2019</u> <u>Estimated</u>	<u>2020</u> <u>Executive</u>
GENERAL FUND					
GENERAL GOVERNMENT					
Office of the Mayor					
Mayor	1.00	1.00	1.00	1.00	1.00
Administrative Assistant / Communications Specialist	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Office of the Mayor	2.00	2.00	2.00	2.00	2.00
No changes in 2020.					
Office of the City Clerk					
City Clerk	1.00	1.00	1.00	1.00	1.00
Deputy City Clerk	0.81	1.00	1.00	1.00	1.00
Council/Licensing Clerk	1.00	1.00	1.00	1.00	1.00
Elections Specialist	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>
Total Office of the City Clerk	3.56	3.75	3.75	3.75	3.75
No changes in 2020.					
Office of the City Administrator					
City Administrator	1.00	1.00	1.00	1.00	1.00
Budget Analyst	1.00	1.00	1.00	1.00	0.00
Assistant to the City Administrator	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>
Total Office of the City Administrator	2.00	2.00	2.00	2.00	2.00
No changes in 2020.					
Finance Department					
Finance Director/Treasurer	1.00	1.00	1.00	1.00	1.00
Senior Accountant	0.00	0.00	0.00	1.00	1.00
Comptroller/Treasurer	1.00	0.00	0.00	0.00	0.00
Auditor/Analyst	1.00	1.00	1.00	1.00	1.00
Accountant	1.00	1.00	1.00	1.00	1.00
Accountant I	0.00	0.40	0.40	0.40	0.40
Clerk I	1.00	1.00	1.00	1.00	1.00
Confidential Secretary	1.00	0.00	0.00	0.00	0.00
Accounts Payable Clerk	0.00	1.00	1.00	1.00	1.00
Purchasing Agent	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>
Total Finance Department	6.50	5.90	5.90	6.90	6.90
No changes in 2020.					
Human Resources Department					
Director of H.R. and Labor Relations	1.00	1.00	1.00	1.00	1.00
Payroll Administrator	1.00	1.00	1.00	1.00	1.00
Benefit Administrator / Analyst	1.00	1.00	1.00	1.00	1.00
Confidential Secretary	1.00	0.00	0.00	0.00	0.00
Human Resources Generalist	0.00	1.00	1.00	1.00	1.00
Accountant I	<u>0.00</u>	<u>0.60</u>	<u>0.60</u>	<u>0.60</u>	<u>0.60</u>
Total Human Resources Department	4.00	4.60	4.60	4.60	4.60
No changes in 2020.					

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Amended</u>	<u>2019 Estimated</u>	<u>2020 Executive</u>
Office of the City Attorney					
City Attorney	1.00	1.00	1.00	1.00	1.00
Assistant City Attorney I	1.00	1.00	1.00	1.00	1.00
Assistant City Attorney II	0.00	0.00	0.40	0.40	0.40
Legal Assistant	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Total City Attorney's Office	4.00	4.00	4.40	4.40	4.40

No changes in 2020.

PUBLIC SAFETY

Police Department

Chief	1.00	1.00	1.00	1.00	1.00
Captain	3.00	3.00	3.00	3.00	3.00
Lieutenant	4.00	4.00	4.00	4.00	4.00
Sergeant	9.00	9.00	9.00	9.00	9.00
Detective	7.00	7.00	7.00	7.00	7.00
Police Officer	59.00	59.00	59.00	59.00	59.00
Office Supervisor	1.00	1.00	1.00	1.00	1.00
Communication Technician	1.00	1.00	1.00	1.00	1.00
Court Services Secretary	2.00	2.00	2.00	2.00	2.00
Community Service Officer	1.00	1.00	1.00	1.00	1.00
Community Service Officer Trainee (FTE)	1.00	1.00	1.00	1.00	1.00
Record Specialist Clerk	8.00	8.00	8.00	8.00	8.00
Time System Coordinator	1.00	1.00	1.00	1.00	1.00
Department Secretary	2.00	2.00	2.00	2.00	2.00
Crime Analyst	1.00	1.00	1.00	1.00	1.00
Fleet Operation Mechanic	1.00	1.00	1.00	1.00	1.00
Property Officer	1.00	1.00	1.00	1.00	1.00
Digital Evidence Manager	1.00	1.00	1.00	1.00	1.00
MEG Unit Secretary	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>
Total Police Department	104.40	104.40	104.40	104.40	104.40

No changes in 2020.

Fire Department

Chief	1.00	1.00	1.00	1.00	1.00
Assistant Fire Chief	1.00	1.00	1.00	1.00	2.00
Deputy Fire Chief	1.00	1.00	1.00	1.00	0.00
Battalion Chief	4.00	4.00	4.00	4.00	4.00
Captain	5.00	5.00	5.00	5.00	5.00
Lieutenant	10.00	10.00	10.00	10.00	10.00
Fire Equipment Operator	15.00	15.00	15.00	15.00	15.00
Firefighter	18.00	18.00	18.00	18.00	18.00
Firefighter/Paramedic	14.00	14.00	14.00	14.00	14.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Transcriptionist/Data Entry Clerk	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>
Total Fire Department	70.50	70.50	70.50	70.50	70.50

No changes in 2020.

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Actual</u>	<u>2019</u> <u>Amended</u>	<u>2019</u> <u>Estimated</u>	<u>2020</u> <u>Executive</u>
Building Inspection					
Building/Housing Inspector	2.00	2.00	2.00	2.00	2.00
Electrical/Heating Inspector	1.00	1.00	1.00	1.00	1.00
Plumbing/Environmental Inspector	1.00	1.00	1.00	1.00	1.00
Housing/Environmental Inspector	1.00	1.00	1.00	0.00	0.00
Code Enforcement Officer	1.00	1.00	1.00	1.00	1.00
Building Inspection Specialist	1.00	1.00	1.00	1.00	1.00
Permit Clerk	1.00	1.00	1.00	1.00	1.00
Building Inspection Licensing Clerk	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>
Total Building Inspection	8.00	8.00	8.00	8.00	8.00
No changes in 2020.					
PUBLIC WORKS					
Department of Public Works					
Administration					
Director of Public Works	1.00	1.00	1.00	1.00	1.00
Business Manager	0.00	0.00	0.00	0.00	1.00
Management Analyst	1.00	1.00	1.00	1.00	0.00
Clerk II	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Total Public Works Administration	4.00	4.00	4.00	4.00	4.00
Engineering					
City Engineer	1.00	1.00	1.00	1.00	1.00
Civil Engineer / Project Manager	1.00	1.00	1.00	1.00	1.00
Assistant Engineer / Surveyor	1.00	1.00	1.00	1.00	1.00
Senior Engineering Technician	1.00	1.00	1.00	1.00	1.00
Engineering Technician	2.00	2.00	2.00	2.00	2.00
GIS Project Specialist	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Engineering	6.00	7.00	7.00	7.00	7.00
Municipal Service Building Administration /					
Maintenance					
Superintendent - Facilities/Traffic	1.00	1.00	1.00	1.00	1.00
Leadman - Construction	1.00	1.00	1.00	1.00	1.00
Maintenance Worker V-Electric Lighting	1.00	1.00	1.00	1.00	1.00
Maintenance Worker V-Electric Signals	1.00	1.00	1.00	1.00	1.00
Maintenance Worker IV-Lead-Signs	1.00	1.00	1.00	1.00	1.00
Maintenance Worker III-Craftsman	3.00	3.00	3.00	3.00	3.00
Maintenance Worker II-Signs	1.00	1.00	1.00	3.00	3.00
Maintenance Worker II-City Hall	1.00	1.00	1.00	1.00	1.00
Maintenance Worker I-MSB	1.00	1.00	1.00	1.00	1.00
Maintenance Worker I-MSB	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.50</u>	<u>0.50</u>
Total MSB Administration/Maintenance	11.00	11.00	11.00	13.50	13.50
Streets and Sanitation					
Superintendent - Streets/Sanitation	1.00	1.00	1.00	1.00	1.00
Supervisor - Streets/Sanitation	1.00	1.00	1.00	1.00	1.00
Maintenance Worker IV-Streets	1.00	1.00	1.00	4.00	4.00

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Amended</u>	<u>2019 Estimated</u>	<u>2020 Executive</u>
Maintenance Worker III-Streets	7.00	7.00	7.00	2.00	2.00
Maintenance Worker II-Streets	14.00	14.00	14.00	11.00	9.00
Maintenance Worker I-Streets	5.00	5.00	5.00	3.00	3.00
Maintenance Worker IV-Sanitation	1.00	1.00	1.00	1.00	1.00
Maintenance Worker III-Sanitation	8.00	8.00	8.00	8.00	8.00
Maintenance Worker IV-Sewer Maintenance	1.00	1.00	1.00	1.00	1.00
Maintenance Worker III-Sewer Maintenance	1.00	1.00	1.00	1.00	1.00
Maintenance Worker II-Sewer Maintenance	2.00	2.00	2.00	2.00	2.00
Maintenance Worker I-Sewer Maintenance	1.00	1.00	1.00	1.00	1.00
Maintenance Worker II-Street Sweeping	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Total Streets and Sanitation	45.00	45.00	45.00	38.00	36.00
Parks and Cemetery					
Superintendent - Parks - Forestry	1.00	1.00	1.00	1.00	1.00
Forester	0.00	0.00	0.00	1.00	1.00
Maintenance Worker IV - Arborist	0.00	0.00	0.00	1.00	1.00
Maintenance Worker IV - Parks	1.00	1.00	1.00	2.00	2.00
Maintenance Worker III - Parks	6.00	6.00	6.00	6.00	6.00
Maintenance Worker II - Parks	6.00	6.00	6.00	6.00	6.00
Maintenance Worker I - Parks	3.00	3.00	3.00	0.00	0.00
Administrative Assistant	<u>1.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Parks and Cemetery	18.00	17.00	17.00	17.00	17.00
Total Department of Public Works	84.00	84.00	84.00	79.50	77.50

2.00 FTE Streets and Sanitation Maintenance Worker II transferred to Recycling Utility Fund in 2020.

CULTURE AND RECREATION

Senior Services

Director of Senior Services	0.00	0.00	0.00	1.00	1.00
Senior Center Supervisor	1.00	1.00	1.00	0.00	0.00
Assistant Supervisor	0.00	1.00	1.00	0.00	0.00
Coordinator	0.00	0.00	0.00	1.00	1.00
Wellness Coordinator	1.00	0.00	0.00	0.00	0.00
Custodian	<u>0.28</u>	<u>0.28</u>	<u>0.28</u>	<u>0.28</u>	<u>0.28</u>
Total Senior Services	2.28	2.28	2.28	2.28	2.28

No changes in 2020.

CONSERVATION AND DEVELOPMENT

Planning and Development

Director of Planning and Development	1.00	1.00	1.00	1.00	1.00
Planning/Zoning Manager	1.00	1.00	1.00	1.00	1.00
Community Development Planner	1.00	1.00	1.00	1.00	1.00
Neighborhood Development Planner	1.00	1.00	0.00	0.00	1.00
Community/Economic Development Planner	0.00	0.00	1.00	1.00	0.00
Grant Coordinator	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>
Total Planning and Development	4.00	4.00	4.00	4.00	5.00

The addition of a Grant Coordinator in 2020.

TOTAL GENERAL FUND	295.24	295.43	295.83	292.33	291.33
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**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Actual</u>	<u>2019</u> <u>Amended</u>	<u>2019</u> <u>Estimated</u>	<u>2020</u> <u>Executive</u>
SPECIAL REVENUE FUND					
Mead Public Library					
Director	1.00	1.00	1.00	1.00	1.00
Business Manager	1.00	1.00	1.00	1.00	1.00
Manager	2.00	2.00	2.00	2.00	2.00
Librarian II	2.00	0.00	0.00	0.00	0.00
Librarian I	4.75	0.00	0.00	0.00	0.00
Librarian	0.00	6.75	8.00	7.75	7.75
Page Supervisor	1.00	1.00	1.00	1.00	1.00
Maintenance Supervisor	1.00	1.00	0.00	0.00	0.00
Public Information Specialist II	1.00	1.00	0.00	0.00	0.00
IT Specialist	1.00	1.00	1.00	1.00	1.00
Communications Specialist	0.00	0.00	1.00	1.00	1.00
Maintenance Technician	0.00	0.00	2.00	2.00	2.00
Administrative Assistant/Volunteer Coordinator	0.00	0.00	1.00	1.00	1.00
Administrative Assistant I	1.00	1.00	0.00	0.00	0.00
Maintenance Technician I	1.00	1.00	0.00	0.00	0.00
Library Assistant III	5.00	5.00	0.00	0.00	0.00
Library Assistant II	1.00	1.00	0.00	0.00	0.00
Library Assistant I	5.75	5.75	0.00	0.00	0.00
Cataloger	0.00	0.00	3.00	3.00	3.00
Public Safety Specialist	0.00	0.00	1.00	1.00	1.00
Library Assistant	0.00	0.00	9.25	9.25	9.25
Cleaners	1.50	1.50	2.00	2.00	2.00
Library Page	<u>9.50</u>	<u>9.50</u>	<u>6.50</u>	<u>6.50</u>	<u>6.50</u>
Total Mead Public Library	39.50	39.50	39.75	39.50	39.50
No changes in 2020.					
Municipal Court					
Municipal Court Judge	0.50	0.50	0.50	0.50	0.50
Municipal Court Clerk	1.00	1.00	1.00	1.00	1.00
Office Clerk	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Municipal Court	2.50	2.50	2.50	2.50	2.50
No changes in 2020.					
Ambulance					
Firefighter/Paramedic	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>
Total Ambulance	4.00	4.00	4.00	4.00	4.00
No changes in 2020.					
Cable Television					
TV Program Director	1.00	1.00	1.00	1.00	1.00
TV Production Technician	<u>0.50</u>	<u>0.50</u>	<u>0.25</u>	<u>0.25</u>	<u>0.25</u>
Total Cable Television	1.50	1.50	1.25	1.25	1.25
No changes in 2020.					
TOTAL SPECIAL REVENUE FUND	47.50	47.50	47.50	47.25	47.25

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Actual</u>	<u>2019</u> <u>Amended</u>	<u>2019</u> <u>Estimated</u>	<u>2020</u> <u>Executive</u>
PROPRIETARY FUNDS					
Recycling Utility					
Maintenance Worker II	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2.00</u>
Total Recycling Utility	0.00	0.00	0.00	0.00	2.00
This fund is new in 2020.					
Transit Utility					
Director	0.70	0.70	0.70	0.70	0.70
Operator Supervisor	2.00	2.00	2.00	2.00	2.00
SET Supervisor	0.00	0.00	0.00	1.00	1.00
Lead Support - ADA Coordinator	2.00	2.00	2.00	1.00	1.00
Lead Dispatcher	1.00	1.00	1.00	1.00	1.00
Fill-In Dispatcher	1.00	1.00	1.00	1.00	1.00
Lead Mechanic	1.00	1.00	1.00	1.00	1.00
Administrative Coordinator	1.00	1.00	1.00	1.00	1.00
Fixed Route Operator	28.00	28.00	28.00	28.00	28.00
Paratransit Operator	12.00	12.00	12.00	12.00	12.00
Hostler	1.25	1.25	1.50	1.50	1.50
Cleaner	<u>1.25</u>	<u>1.25</u>	<u>1.25</u>	<u>1.25</u>	<u>1.25</u>
Total Transit Utility	51.20	51.20	51.45	51.45	51.45
No changes in 2020.					
Parking Utility					
Director Parking and Transit	0.30	0.30	0.30	0.30	0.30
Lead Worker I	1.00	1.00	1.00	1.00	1.00
Maintenance Worker I	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Parking Utility	2.30	2.30	2.30	2.30	2.30
No changes in 2020.					
Water Utility*					
Superintendent	1.00	1.00	1.00	1.00	1.00
Utility Accountant	1.00	1.00	1.00	1.00	1.00
Distribution Supervisor	1.00	1.00	1.00	1.00	1.00
Operations Supervisor	1.00	1.00	1.00	1.00	1.00
Customer Relations/Fiscal Supervisor	1.00	1.00	1.00	1.00	1.00
Utility Engineer	1.00	1.00	1.00	1.00	1.00
Engineer Technician	1.00	1.00	1.00	1.00	1.00
Lead Distribution Technician	0.00	0.00	1.00	1.00	1.00
Distribution Technician	6.00	6.00	5.00	5.00	6.00
Lead Operations Technician	1.00	1.00	1.00	1.00	1.00
Operator	5.00	5.00	5.00	5.00	5.00
Operations Technician	2.00	2.00	2.00	2.00	2.00
Utility Support Specialist	4.00	4.00	4.00	4.00	4.00
Lab Technician	1.00	1.00	1.00	1.00	1.00
Lead Service Technician	1.00	1.00	1.00	1.00	1.00
Service Technician	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
Total Water Utility	30.00	30.00	30.00	30.00	31.00

An increase of 1.00 FTE in 2020. *Approval authorized by the Board of Water Commissioners.

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Amended</u>	<u>2019 Estimated</u>	<u>2020 Executive</u>
Wastewater Utility					
Superintendent	1.00	1.00	1.00	1.00	1.00
Industrial Wastewater Supervisor	1.00	1.00	1.00	1.00	1.00
Environmental Engineer	1.00	1.00	1.00	1.00	1.00
Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00
Process System/OPCO	1.00	1.00	1.00	1.00	1.00
Electromechanical Technician	1.00	1.00	1.00	1.00	1.00
Laboratory Technician	1.00	1.00	1.00	1.00	1.00
Plant Maintenance Mechanic	3.00	3.00	3.00	3.00	3.00
Operator III	1.00	1.00	1.00	2.00	2.00
Operator I	1.00	1.00	1.00	2.00	2.00
Clerk Typist	1.00	0.00	0.00	0.00	0.00
Clerk IV / Administrative Assistant	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Wastewater Utility	13.00	13.00	13.00	15.00	15.00
No changes in 2020.					
TOTAL PROPRIETARY FUND	96.50	96.50	96.75	98.75	101.75
INTERNAL SERVICE FUNDS					
Information Technology					
IT Director	1.00	1.00	1.00	1.00	1.00
Systems Analyst	2.00	2.00	2.00	2.00	2.00
Network Administrator	1.00	1.00	2.00	1.00	1.00
PC Specialist	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Information Technology	5.00	5.00	6.00	5.00	5.00
A reduction of 1.00 FTE Network Administrator position (unfilled) in 2020.					
MOTOR VEHICLE FUND					
Motor Vehicle					
Equipment Service Supervisor	1.00	1.00	1.00	1.00	1.00
Master Certified Truck Mechanic	1.00	1.00	1.00	1.00	1.00
Certified Truck Mechanic	6.00	3.00	3.00	2.00	2.00
Truck Mechanic	0.00	1.00	1.00	1.00	1.00
Service Mechanic II	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>
Total Motor Vehicle	8.00	6.00	6.00	6.00	6.00
No changes in 2020.					
TOTAL INTERNAL SERVICE FUNDS	13.00	11.00	12.00	11.00	11.00
TOTAL PROPRIETARY FUNDS	109.50	107.50	108.75	109.75	112.75
TOTAL CITY FUNDS	452.24	450.43	452.08	449.33	451.33

CITY OF SHEBOYGAN

REQUEST FOR FINANCE AND PERSONNEL COMMITTEE CONSIDERATION

ITEM DESCRIPTION: DIRECT REFERRAL: Res. No. 83-19-20 by Alderpersons Donohue and Bohren establishing the 2020 Budget appropriations and 2019 Tax Levy use during the calendar year.

REPORT PREPARED BY: Eric Bushman, Director of Information Technology

REPORT DATE: September 4, 2019

MEETING DATE: September 9, 2019

FISCAL SUMMARY:

Budget Line Item: N/A
Budget Summary: N/A
Budgeted Expenditure: N/A
Budgeted Revenue: N/A

STATUTORY REFERENCE:

Wisconsin Statutes: N/A
Municipal Code: N/A

BACKGROUND / ANALYSIS:

On pages 324-326 of the 2020 Executive Program Budget is the Information Technology's Budget. The budget incorporates the following:

- A decrease of 1.00 FTE Network Administrator position (6 months) for a cost savings of \$56,045 in Personal Services.
- An increase of \$55,685 in Revenues - Charges for Services resulting from increased charges for internal support services.
- An increase of Capital Outlay – Other Equipment of \$100,000 for the purchase of a Digital Evidence Storage Solution.

STAFF COMMENTS:

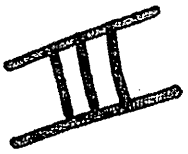
None.

ACTION REQUESTED:

Motion to recommend the Common Council adopt Res. No. 83-19-20 by Alderpersons Donohue and Bohren regarding the IT Department 2020 Budget as presented.

ATTACHMENTS:

- I. Res. No. 83-19-20



DIRECT REFERRAL TO FINANCE AND PERSONNEL COMMITTEE, PUBLIC WORKS COMMITTEE AND LICENSING, HEARINGS, AND PUBLIC SAFETY COMMITTEE

Res. No. 83 - 19 - 20. By Alderpersons Donohue and Bohren.
September 4, 2019.

A RESOLUTION establishing the 2020 Budget appropriations and the 2019 Tax Levy for use during the calendar year.

WHEREAS, Section 2-905 of Municipal Code of the City of Sheboygan requires an annual budget appropriating monies to finance activities of the City for the ensuing fiscal year, and

WHEREAS, The Common Council committees have duly considered and discussed a budget for 2020 as proposed by the City Administrator, and

WHEREAS, A public hearing on the budget will be held on October 14, 2019 as required, and

WHEREAS, The 2020 budget requires a tax levy to partially finance the appropriations.

NOW, THEREFORE, BE IT RESOLVED: by the Common Council of the City of Sheboygan that:

Budgeted revenue estimates and expenditure appropriations for the year 2020 for the City's General Fund; Special Revenue Funds - MEG Unit, Block Grant, Housing Revolving Loan, Business Revolving Loan, Neighborhood Revitalization Fund, Mead Public Library, Tourism, Park, Forestry and Open Space, Park Impact Fee Fund, Cable TV, Municipal Court, Ambulance, Special Assessment, Harbor Centre Marina, Redevelopment Authority, Storm Water; Debt Service - G.O. Debt Service, Convention Center Debt Service, TID 5 Debt, TID 6 Debt, TID 10 Debt, TID 11 Debt, TID 12 Debt, TID 13 Debt, TID 14 Debt, TID 15 Debt, TID 16 Debt, TID 17 Debt, TID 18 Debt, TID 19 Debt, Environmental TID Debt; Capital Improvements Funds - Capital Projects, Capital Improvement, Industrial Park Fund, TID 6 Capital, TID 12 Capital, TID 14 Capital, TID 16 Capital, TID 17 Capital, TID 18 Capital, TID 19 Capital; Proprietary Funds - Motor Vehicle, Health Insurance, Liability Insurance, Workers Compensation Insurance, Information Technology; Enterprise Funds -Wastewater Utility, Recycling Utility Fund, Transit Utility, Parking Utility, Boat Facilities; and Fiduciary Funds - Cemetery Perpetual Care, Mead Public Library Trust be and are hereby adopted as set forth in the attachment and established in the budget document.

BE IT FURTHER RESOLVED that the Personnel Schedule as presented in the 2020 Budget be approved, and

*Finance Personnel
Public Works
AMS*

BE IT FURTHER RESOLVED that the property tax levy required to finance the 2020 Budget is \$24,092,874.

I HEREBY CERTIFY that the foregoing Resolution was duly passed by the Common Council of the City of Sheboygan, Wisconsin, on the _____ day of _____, 20____.

Dated _____ 20____. _____, City Clerk

Approved _____ 20____. _____, Mayor

2020 BUDGET SUMMARY

GOVERNMENTAL FUNDS

	General Fund	Special Revenue	Debt Service	Capital Improvement	Fiduciary Funds	Proprietary Funds
Revenue						
Taxes	\$17,982,638	\$4,302,078	\$8,542,409	\$1,600,242	\$0	\$516,662
Licenses and Permits	\$992,740	\$642,475	\$0	\$0	\$0	\$30,700
Intergovernmental Revenue	\$14,570,165	\$2,174,662	\$52,472	\$1,181,056	\$0	\$3,786,219
Intergovernmental Charges for Services	\$258,000	\$0	\$0	\$0	\$0	\$0
Charges for Services	\$1,566,322	\$2,168,641	\$0	\$0	\$9,400	\$20,928,466
Fines and Forfeitures	\$271,000	\$900,000	\$0	\$0	\$0	\$5,000
Miscellaneous Revenue	\$356,650	\$361,550	\$679,532	\$121,300	\$30,500	\$1,148,990
Interfund Transfers	\$1,708,924	\$942,964	\$1,127,142	\$6,551,946	\$0	\$257,026
Total Revenue	\$37,706,439	\$11,492,370	\$10,401,555	\$9,454,544	\$39,900	\$26,673,063
Expenditures						
General Government	\$4,207,724	\$1,849,996	\$165,696	\$0	\$0	\$9,235,520
Public Safety	\$22,315,691	\$870,061	\$0	\$765,944	\$0	\$0
Public Works	\$8,825,441	\$937,643	\$0	\$4,948,430	\$0	\$13,878,087
Health and Human Services	\$201,331	\$0	\$0	\$0	\$1,000	\$0
Culture and Recreation	\$2,837,589	\$4,075,246	\$0	\$886,770	\$150,000	\$3,038
Conservation and Development	\$368,721	\$1,502,433	\$0	\$5,541,234	\$0	\$7,996
Transfers and other expenses	\$538,030	\$2,028,764	\$8,564,112	\$1,097,000	\$15,000	\$7,291,501
Total Expenditures	\$39,294,527	\$11,264,142	\$8,729,808	\$13,239,378	\$166,000	\$30,416,143
Excess of revenues over (under) expenditures	-\$1,588,088	\$228,228	\$1,671,747	-\$3,784,834	-\$126,100	-\$3,743,080

BUDGET SUMMARY

2020 Requested	2019 Estimated	2018 Actual	2017 Actual
\$32,944,029	\$31,388,209	\$30,561,851	\$29,155,873
\$1,665,915	\$1,982,186	\$1,806,082	\$1,744,147
\$21,764,574	\$22,083,795	\$20,793,432	\$21,894,629
\$258,000	\$258,000	\$259,067	\$212,174
\$24,672,829	\$22,838,073	\$22,603,020	\$20,783,225
\$1,176,000	\$1,026,000	\$1,197,563	\$1,078,718
\$2,698,522	\$2,751,280	\$5,309,019	\$3,741,590
\$10,588,002	\$20,197,386	\$43,581,151	\$12,511,269
<u>\$95,767,871</u>	<u>\$102,524,929</u>	<u>\$126,111,184</u>	<u>\$91,121,626</u>
\$15,458,937	\$18,560,910	\$20,803,862	\$14,019,118
\$23,951,696	\$23,214,931	\$24,471,918	\$21,481,633
\$28,589,601	\$24,926,076	\$22,880,281	\$22,431,711
\$202,331	\$194,205	\$205,785	\$234,960
\$7,952,643	\$7,790,159	\$7,102,525	\$7,167,105
\$7,420,384	\$3,979,555	\$16,223,927	\$7,729,672
\$19,534,407	\$35,791,768	\$22,997,705	\$20,394,270
<u>\$103,109,999</u>	<u>\$114,457,604</u>	<u>\$114,686,004</u>	<u>\$93,458,469</u>
<u><u>-\$7,342,128</u></u>	<u><u>-\$11,932,674</u></u>	<u><u>\$11,425,180</u></u>	<u><u>-\$2,336,843</u></u>

Revenue

Taxes
Licenses and Permits
Intergovernmental Revenue
Intergovernmental Charges for Services
Charges for Services
Fines and Forfeitures
Miscellaneous Revenue
Interfund Transfers
Total Revenue

Expenditures

General Government
Public Safety
Public Works
Health and Human Services
Culture and Recreation
Conservation and Development
Transfers and other expenses
Total Expenditures

Excess of revenues over (under) expenditures

GENERAL FUND BUDGET SUMMARY

	2017 Actual	2018 Actual	2019 Amended	2019 Estimated	2020 Requested
Revenue					
Taxes	15,617,078	16,469,774	16,639,228	16,639,608	16,812,638
Licenses and Permits	1,070,035	1,206,900	921,240	1,236,480	992,740
Intergovernmental Revenue	14,258,857	14,637,627	14,482,474	14,498,829	14,535,165
Intergovernmental Charges for Services	212,174	259,067	258,000	258,000	258,000
Charges for Services	1,721,996	1,625,706	1,679,822	1,599,604	1,601,322
Fines and Forfeitures	354,853	275,390	271,000	271,000	271,000
Miscellaneous Revenue	440,329	637,008	342,425	415,889	356,650
Interfund Transfers	2,811,255	2,900,078	2,717,605	3,287,291	2,878,924
Total Revenue	36,486,578	38,011,550	37,311,794	38,206,702	37,706,439
Expense					
General Government	3,200,019	3,482,747	4,024,030	3,609,017	4,207,724
Public Safety	20,153,964	21,258,537	21,784,550	21,712,789	22,315,691
Public Works	8,270,129	8,464,170	9,069,716	9,131,312	8,825,441
Health and Human Services	221,626	188,887	201,337	193,455	201,331
Culture and Recreation	2,502,124	2,589,441	2,681,942	2,687,117	2,837,589
Conservation and Development	646,480	348,915	352,725	353,951	368,721
Transfers and other expenses	118,427	5,604,986	431,077	86,482	538,030
Total Expenditures	35,112,769	41,937,683	38,545,378	37,774,122	39,294,527
Excess of revenue over (under) expenditures	1,373,809	-3,926,133	-1,233,584	432,580	-1,588,088
Fund Balance, Beginning Year	22,527,096	23,900,905	19,078,761	19,974,772	20,407,352
Fund Balance, Ending Year*	23,900,905	19,974,772	17,845,177	20,407,352	18,819,264
*Ending Fund Balance consists of:					
Uncommitted	21,613,280	17,081,687	16,089,044	18,727,726	17,263,509
Committed	2,287,625	2,893,085	1,756,133	1,679,626	1,555,755
	23,900,905	19,974,772	17,845,177	20,407,352	18,819,264

GENERAL FUND BUDGET SUMMARY

	2017	2018	2019	2019	2020
	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Estimated</u>	<u>Requested</u>
Committed					
Inventory	155,185	151,571	150,000	150,000	150,000
Prepaid postage and other	31,602	11,294	13,500	13,500	13,500
Advance to TID 10 Debt Fund	611,908	419,728	332,633	123,871	0
Advance to TID 13 Debt Fund	112,175	112,175	0	0	0
Advance to TID 16 Capital Fund	512,255	542,255	30,000	542,255	542,255
Advance to TID 17 Capital Fund	14,500	14,500	30,000	0	0
Advance to TID 18 Capital Fund	0	791,562	0	0	0
Advance to TID 19 Capital Fund	0	0	350,000	0	0
Advance to Harbor Centre Marina Fund	0	0	0	0	0
Advance to Redevelopment Authority Fund	500,000	500,000	500,000	500,000	500,000
Committed - Development	350,000	350,000	350,000	350,000	350,000
	<u>2,287,625</u>	<u>2,893,085</u>	<u>1,756,133</u>	<u>1,679,626</u>	<u>1,555,755</u>

**SPECIAL REVENUE FUNDS
BUDGET SUMMARY**

	2017	2018	2019	2019	2020
	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Estimated</u>	<u>Requested</u>
Revenue					
Taxes	4,010,842	4,094,226	3,991,321	3,981,887	4,302,078
Licenses and Permits	642,712	564,581	610,000	715,006	642,475
Intergovernmental Revenue	1,704,960	1,882,304	2,261,618	2,428,071	2,174,662
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	2,202,507	2,359,534	2,034,740	2,165,538	2,168,641
Fines and Forfeitures	705,477	922,173	750,000	750,000	900,000
Miscellaneous Revenue	1,867,474	392,238	289,569	392,058	361,550
Interfund Transfers	750,844	229,368	225,000	230,000	942,964
Total Revenue	11,884,817	10,444,425	10,162,248	10,662,560	11,492,370
Expenditures					
General Government	961,653	1,076,765	1,057,624	1,538,244	1,849,996
Public Safety	721,085	651,650	823,944	829,636	870,061
Public Works	982,378	1,028,440	974,799	898,719	937,643
Health and Human Services	0	0	0	0	0
Culture and Recreation	3,969,292	3,638,642	4,157,540	4,241,790	4,075,246
Conservation and Development	1,389,219	1,311,330	1,431,276	1,109,213	1,502,433
Transfers and other expenses	3,675,045	2,632,070	2,204,522	2,493,701	2,028,764
Total Expenditures	11,698,673	10,338,896	10,649,705	11,111,304	11,264,142
Excess of revenues over (under) expenditures	186,144	105,528	-487,458	-448,743	228,228
Fund Balance, Beginning Year	2,189,647	2,375,791	1,844,466	2,481,319	2,032,576
Fund Balance, Ending Year	2,375,791	2,481,319	1,357,009	2,032,576	2,260,803

**DEBT SERVICE FUNDS
BUDGET SUMMARY**

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Amended</u>	2019 <u>Estimated</u>	2020 <u>Requested</u>
Revenue					
Taxes	6,167,634	6,666,863	7,358,181	7,434,915	8,542,409
Licenses and Permits	0	0	0	0	0
Intergovernmental Revenues	53,639	54,429	52,471	52,471	52,472
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	0	0	0	0	0
Fines and Forfeitures	0	0	0	0	0
Miscellaneous Revenue	839,577	1,437,124	540,465	1,042,992	679,532
Interfund Transfers	1,366,425	9,702,434	1,084,486	5,782,591	1,127,142
Total Revenue	8,427,276	17,860,849	9,035,603	14,312,969	10,401,555
Expenditures					
General Government	733,323	725,083	201,419	165,196	165,696
Public Safety	0	0	0	0	0
Public Works	0	0	0	0	0
Health and Human Services	0	0	0	0	0
Culture and Recreation	0	0	0	0	0
Conservation and Development	0	0	0	0	0
Transfers and other expenses	8,543,156	7,040,253	15,650,511	22,693,412	8,564,112
Total Expenditures	9,276,479	7,765,335	15,851,930	22,858,608	8,729,808
Excess of revenues over (under) expenditures	-849,203	10,095,514	-6,816,327	-8,545,639	1,671,747
Fund Balance, Beginning Year	9,814,477	8,965,274	17,375,830	19,060,788	10,515,149
Fund Balance, Ending Year	8,965,274	19,060,788	10,559,503	10,515,149	12,186,896

**CAPITAL IMPROVEMENT FUNDS
BUDGET SUMMARY**

	2017 Actual	2018 Actual	2019 Amended	2019 Estimated	2020 Requested
Revenue					
Taxes	1,681,879	1,661,306	1,690,775	1,683,775	1,600,242
Licenses and Permits	0	0	0	0	0
Intergovernmental Revenue	1,640,314	760,683	8,359,913	1,574,310	1,181,056
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	0	0	0	0	0
Fines and Forfeitures	0	0	0	0	0
Miscellaneous Revenue	999,043	1,505,168	468,500	120,960	121,300
Interfund Transfers	7,790,207	30,952,500	10,928,526	10,927,681	6,551,946
Total Revenue	12,111,443	34,879,658	21,447,714	14,306,727	9,454,544
Expenditures					
General Government	359,046	6,721,251	7,709,894	4,261,436	0
Public Safety	606,584	2,561,731	767,689	672,506	765,944
Public Works	5,361,688	5,344,146	10,756,843	5,077,149	4,948,430
Health and Human Services	0	0	0	0	0
Culture and Recreation	380,351	779,258	1,236,638	629,770	886,770
Conservation and Development	5,686,887	14,554,353	7,871,237	2,508,596	5,541,234
Transfers and other expenses	967,588	1,071,479	2,654,817	3,336,985	1,097,000
Total Expenditures	13,362,143	31,032,219	30,997,118	16,486,443	13,239,378
Excess of revenues over (under) expenditures	-1,250,701	3,847,439	-9,549,404	-2,179,716	-3,784,834
Fund Balance, Beginning Year	6,749,570	5,498,869	7,789,986	9,346,308	7,166,592
Fund Balance, Ending Year	5,498,869	9,346,308	-1,759,418	7,166,592	3,381,758

**PROPRIETARY FUNDS
BUDGET SUMMARY**

	2017 Actual	2018 Actual	2019 Amended	2019 Estimated	2020 Requested
Revenue					
Taxes	511,562	511,576	511,547	511,547	516,662
Licenses and Permits	31,800	34,600	34,200	30,700	30,700
Intergovernmental	3,471,718	3,389,061	3,849,794	3,497,114	3,786,219
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	16,878,734	18,636,235	19,198,586	19,096,530	20,928,466
Fines and Forfeitures	18,388	0	5,000	5,000	5,000
Miscellaneous Revenue	700,499	824,569	653,822	748,881	1,148,990
Interfund Transfers	959,015	954,877	1,107,499	1,106,300	257,026
Total Revenue	22,571,715	24,350,917	25,360,448	24,996,072	26,673,063
Expenditures					
General Government	8,765,077	8,798,016	9,833,896	8,987,017	9,235,520
Public Safety	0	0	0	0	0
Public Works	7,817,516	8,043,525	10,352,949	9,818,896	13,878,087
Health and Human Services	0	0	0	0	0
Culture and Recreation	2,929	3,764	2,682	1,482	3,038
Conservation and Development	7,086	9,329	7,817	7,796	7,996
Transfers and other expenses	7,089,999	6,647,996	7,268,193	7,166,187	7,291,501
Total Expenditures	23,682,608	23,502,630	27,465,537	25,981,378	30,416,143
Excess of revenues over (under) expenditures	-1,110,892	848,288	-2,105,089	-985,306	-3,743,080
Fund Balance, Beginning Year	86,007,204	84,896,312	83,038,389	85,744,599	84,759,293
Fund Balance, Ending Year	84,896,312	85,744,599	80,933,300	84,759,293	81,016,213

**FIDUCIARY FUNDS
BUDGET SUMMARY**

	2017 Actual	2018 Actual	2019 Amended	2019 Estimated	2020 Requested
Revenue					
Taxes	0	0	0	0	0
Licenses and Permits	0	0	0	0	0
Intergovernmental Revenue	0	0	0	0	0
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	11,611	14,836	9,400	9,400	9,400
Fines and Forfeitures	0	0	0	0	0
Miscellaneous Revenue	165,529	512,912	24,000	30,500	30,500
Interfund Transfers	0	0	0	0	0
Total Revenue	177,140	527,747	33,400	39,900	39,900
Expenditures					
General Government	0	0	0	0	0
Public Safety	0	0	0	0	0
Public Works	0	0	0	0	0
Health and Human Services	13,334	16,898	750	750	1,000
Culture and Recreation	312,409	91,420	0	230,000	150,000
Conservation and Development	0	0	0	0	0
Transfers and other expenses	55	922	1,250	15,000	15,000
Total Expenditures	325,797	109,241	2,000	245,750	166,000
Excess of revenues over (under) expenditures	-148,657	418,507	31,400	-205,850	-126,100
Fund Balance, Beginning Year	2,175,632	2,026,975	2,051,126	2,445,482	2,239,632
Fund Balance, Ending Year	2,026,975	2,445,482	2,082,526	2,239,632	2,113,532

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Actual</u>	<u>2019</u> <u>Amended</u>	<u>2019</u> <u>Estimated</u>	<u>2020</u> <u>Executive</u>
GENERAL FUND					
GENERAL GOVERNMENT					
Office of the Mayor					
Mayor	1.00	1.00	1.00	1.00	1.00
Administrative Assistant / Communications Specialist	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Office of the Mayor	2.00	2.00	2.00	2.00	2.00
No changes in 2020.					
Office of the City Clerk					
City Clerk	1.00	1.00	1.00	1.00	1.00
Deputy City Clerk	0.81	1.00	1.00	1.00	1.00
Council/Licensing Clerk	1.00	1.00	1.00	1.00	1.00
Elections Specialist	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>
Total Office of the City Clerk	3.56	3.75	3.75	3.75	3.75
No changes in 2020.					
Office of the City Administrator					
City Administrator	1.00	1.00	1.00	1.00	1.00
Budget Analyst	1.00	1.00	1.00	1.00	0.00
Assistant to the City Administrator	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>
Total Office of the City Administrator	2.00	2.00	2.00	2.00	2.00
No changes in 2020.					
Finance Department					
Finance Director/Treasurer	1.00	1.00	1.00	1.00	1.00
Senior Accountant	0.00	0.00	0.00	1.00	1.00
Comptroller/Treasurer	1.00	0.00	0.00	0.00	0.00
Auditor/Analyst	1.00	1.00	1.00	1.00	1.00
Accountant	1.00	1.00	1.00	1.00	1.00
Accountant I	0.00	0.40	0.40	0.40	0.40
Clerk I	1.00	1.00	1.00	1.00	1.00
Confidential Secretary	1.00	0.00	0.00	0.00	0.00
Accounts Payable Clerk	0.00	1.00	1.00	1.00	1.00
Purchasing Agent	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>
Total Finance Department	6.50	5.90	5.90	6.90	6.90
No changes in 2020.					
Human Resources Department					
Director of H.R. and Labor Relations	1.00	1.00	1.00	1.00	1.00
Payroll Administrator	1.00	1.00	1.00	1.00	1.00
Benefit Administrator / Analyst	1.00	1.00	1.00	1.00	1.00
Confidential Secretary	1.00	0.00	0.00	0.00	0.00
Human Resources Generalist	0.00	1.00	1.00	1.00	1.00
Accountant I	<u>0.00</u>	<u>0.60</u>	<u>0.60</u>	<u>0.60</u>	<u>0.60</u>
Total Human Resources Department	4.00	4.60	4.60	4.60	4.60
No changes in 2020.					

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Amended</u>	<u>2019 Estimated</u>	<u>2020 Executive</u>
Office of the City Attorney					
City Attorney	1.00	1.00	1.00	1.00	1.00
Assistant City Attorney I	1.00	1.00	1.00	1.00	1.00
Assistant City Attorney II	0.00	0.00	0.40	0.40	0.40
Legal Assistant	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Total City Attorney's Office	4.00	4.00	4.40	4.40	4.40

No changes in 2020.

PUBLIC SAFETY

Police Department

Chief	1.00	1.00	1.00	1.00	1.00
Captain	3.00	3.00	3.00	3.00	3.00
Lieutenant	4.00	4.00	4.00	4.00	4.00
Sergeant	9.00	9.00	9.00	9.00	9.00
Detective	7.00	7.00	7.00	7.00	7.00
Police Officer	59.00	59.00	59.00	59.00	59.00
Office Supervisor	1.00	1.00	1.00	1.00	1.00
Communication Technician	1.00	1.00	1.00	1.00	1.00
Court Services Secretary	2.00	2.00	2.00	2.00	2.00
Community Service Officer	1.00	1.00	1.00	1.00	1.00
Community Service Officer Trainee (FTE)	1.00	1.00	1.00	1.00	1.00
Record Specialist Clerk	8.00	8.00	8.00	8.00	8.00
Time System Coordinator	1.00	1.00	1.00	1.00	1.00
Department Secretary	2.00	2.00	2.00	2.00	2.00
Crime Analyst	1.00	1.00	1.00	1.00	1.00
Fleet Operation Mechanic	1.00	1.00	1.00	1.00	1.00
Property Officer	1.00	1.00	1.00	1.00	1.00
Digital Evidence Manager	1.00	1.00	1.00	1.00	1.00
MEG Unit Secretary	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>
Total Police Department	104.40	104.40	104.40	104.40	104.40

No changes in 2020.

Fire Department

Chief	1.00	1.00	1.00	1.00	1.00
Assistant Fire Chief	1.00	1.00	1.00	1.00	2.00
Deputy Fire Chief	1.00	1.00	1.00	1.00	0.00
Battalion Chief	4.00	4.00	4.00	4.00	4.00
Captain	5.00	5.00	5.00	5.00	5.00
Lieutenant	10.00	10.00	10.00	10.00	10.00
Fire Equipment Operator	15.00	15.00	15.00	15.00	15.00
Firefighter	18.00	18.00	18.00	18.00	18.00
Firefighter/Paramedic	14.00	14.00	14.00	14.00	14.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Transcriptionist/Data Entry Clerk	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>
Total Fire Department	70.50	70.50	70.50	70.50	70.50

No changes in 2020.

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Amended</u>	<u>2019 Estimated</u>	<u>2020 Executive</u>
Building Inspection					
Building/Housing Inspector	2.00	2.00	2.00	2.00	2.00
Electrical/Heating Inspector	1.00	1.00	1.00	1.00	1.00
Plumbing/Environmental Inspector	1.00	1.00	1.00	1.00	1.00
Housing/Environmental Inspector	1.00	1.00	1.00	0.00	0.00
Code Enforcement Officer	1.00	1.00	1.00	1.00	1.00
Building Inspection Specialist	1.00	1.00	1.00	1.00	1.00
Permit Clerk	1.00	1.00	1.00	1.00	1.00
Building Inspection Licensing Clerk	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>
Total Building Inspection	8.00	8.00	8.00	8.00	8.00
No changes in 2020.					
PUBLIC WORKS					
Department of Public Works					
Administration					
Director of Public Works	1.00	1.00	1.00	1.00	1.00
Business Manager	0.00	0.00	0.00	0.00	1.00
Management Analyst	1.00	1.00	1.00	1.00	0.00
Clerk II	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Total Public Works Administration	4.00	4.00	4.00	4.00	4.00
Engineering					
City Engineer	1.00	1.00	1.00	1.00	1.00
Civil Engineer / Project Manager	1.00	1.00	1.00	1.00	1.00
Assistant Engineer / Surveyor	1.00	1.00	1.00	1.00	1.00
Senior Engineering Technician	1.00	1.00	1.00	1.00	1.00
Engineering Technician	2.00	2.00	2.00	2.00	2.00
GIS Project Specialist	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Engineering	6.00	7.00	7.00	7.00	7.00
Municipal Service Building Administration / Maintenance					
Superintendent - Facilities/Traffic	1.00	1.00	1.00	1.00	1.00
Leadman - Construction	1.00	1.00	1.00	1.00	1.00
Maintenance Worker V-Electric Lighting	1.00	1.00	1.00	1.00	1.00
Maintenance Worker V-Electric Signals	1.00	1.00	1.00	1.00	1.00
Maintenance Worker IV-Lead-Signs	1.00	1.00	1.00	1.00	1.00
Maintenance Worker III-Craftsman	3.00	3.00	3.00	3.00	3.00
Maintenance Worker II-Signs	1.00	1.00	1.00	3.00	3.00
Maintenance Worker II-City Hall	1.00	1.00	1.00	1.00	1.00
Maintenance Worker I-MSB	1.00	1.00	1.00	1.00	1.00
Maintenance Worker I-MSB	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.50</u>	<u>0.50</u>
Total MSB Administration/Maintenance	11.00	11.00	11.00	13.50	13.50
Streets and Sanitation					
Superintendent - Streets/Sanitation	1.00	1.00	1.00	1.00	1.00
Supervisor - Streets/Sanitation	1.00	1.00	1.00	1.00	1.00
Maintenance Worker IV-Streets	1.00	1.00	1.00	4.00	4.00

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Actual</u>	<u>2019</u> <u>Amended</u>	<u>2019</u> <u>Estimated</u>	<u>2020</u> <u>Executive</u>
Maintenance Worker III-Streets	7.00	7.00	7.00	2.00	2.00
Maintenance Worker II-Streets	14.00	14.00	14.00	11.00	9.00
Maintenance Worker I-Streets	5.00	5.00	5.00	3.00	3.00
Maintenance Worker IV-Sanitation	1.00	1.00	1.00	1.00	1.00
Maintenance Worker III-Sanitation	8.00	8.00	8.00	8.00	8.00
Maintenance Worker IV-Sewer Maintenance	1.00	1.00	1.00	1.00	1.00
Maintenance Worker III-Sewer Maintenance	1.00	1.00	1.00	1.00	1.00
Maintenance Worker II-Sewer Maintenance	2.00	2.00	2.00	2.00	2.00
Maintenance Worker I-Sewer Maintenance	1.00	1.00	1.00	1.00	1.00
Maintenance Worker II-Street Sweeping	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Total Streets and Sanitation	45.00	45.00	45.00	38.00	36.00
Parks and Cemetery					
Superintendent - Parks - Forestry	1.00	1.00	1.00	1.00	1.00
Forester	0.00	0.00	0.00	1.00	1.00
Maintenance Worker IV - Arborist	0.00	0.00	0.00	1.00	1.00
Maintenance Worker IV - Parks	1.00	1.00	1.00	2.00	2.00
Maintenance Worker III - Parks	6.00	6.00	6.00	6.00	6.00
Maintenance Worker II - Parks	6.00	6.00	6.00	6.00	6.00
Maintenance Worker I - Parks	3.00	3.00	3.00	0.00	0.00
Administrative Assistant	<u>1.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Parks and Cemetery	18.00	17.00	17.00	17.00	17.00
Total Department of Public Works	84.00	84.00	84.00	79.50	77.50
2.00 FTE Streets and Sanitation Maintenance Worker II transferred to Recycling Utility Fund in 2020.					
CULTURE AND RECREATION					
Senior Services					
Director of Senior Services	0.00	0.00	0.00	1.00	1.00
Senior Center Supervisor	1.00	1.00	1.00	0.00	0.00
Assistant Supervisor	0.00	1.00	1.00	0.00	0.00
Coordinator	0.00	0.00	0.00	1.00	1.00
Wellness Coordinator	1.00	0.00	0.00	0.00	0.00
Custodian	<u>0.28</u>	<u>0.28</u>	<u>0.28</u>	<u>0.28</u>	<u>0.28</u>
Total Senior Services	2.28	2.28	2.28	2.28	2.28
No changes in 2020.					
CONSERVATION AND DEVELOPMENT					
Planning and Development					
Director of Planning and Development	1.00	1.00	1.00	1.00	1.00
Planning/Zoning Manager	1.00	1.00	1.00	1.00	1.00
Community Development Planner	1.00	1.00	1.00	1.00	1.00
Neighborhood Development Planner	1.00	1.00	0.00	0.00	1.00
Community/Economic Development Planner	0.00	0.00	1.00	1.00	0.00
Grant Coordinator	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>
Total Planning and Development	4.00	4.00	4.00	4.00	5.00
The addition of a Grant Coordinator in 2020.					
TOTAL GENERAL FUND	295.24	295.43	295.83	292.33	291.33

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Actual</u>	<u>2019</u> <u>Amended</u>	<u>2019</u> <u>Estimated</u>	<u>2020</u> <u>Executive</u>
SPECIAL REVENUE FUND					
Mead Public Library					
Director	1.00	1.00	1.00	1.00	1.00
Business Manager	1.00	1.00	1.00	1.00	1.00
Manager	2.00	2.00	2.00	2.00	2.00
Librarian II	2.00	0.00	0.00	0.00	0.00
Librarian I	4.75	0.00	0.00	0.00	0.00
Librarian	0.00	6.75	8.00	7.75	7.75
Page Supervisor	1.00	1.00	1.00	1.00	1.00
Maintenance Supervisor	1.00	1.00	0.00	0.00	0.00
Public Information Specialist II	1.00	1.00	0.00	0.00	0.00
IT Specialist	1.00	1.00	1.00	1.00	1.00
Communications Specialist	0.00	0.00	1.00	1.00	1.00
Maintenance Technician	0.00	0.00	2.00	2.00	2.00
Administrative Assistant/Volunteer Coordinator	0.00	0.00	1.00	1.00	1.00
Administrative Assistant I	1.00	1.00	0.00	0.00	0.00
Maintenance Technician I	1.00	1.00	0.00	0.00	0.00
Library Assistant III	5.00	5.00	0.00	0.00	0.00
Library Assistant II	1.00	1.00	0.00	0.00	0.00
Library Assistant I	5.75	5.75	0.00	0.00	0.00
Cataloger	0.00	0.00	3.00	3.00	3.00
Public Safety Specialist	0.00	0.00	1.00	1.00	1.00
Library Assistant	0.00	0.00	9.25	9.25	9.25
Cleaners	1.50	1.50	2.00	2.00	2.00
Library Page	<u>9.50</u>	<u>9.50</u>	<u>6.50</u>	<u>6.50</u>	<u>6.50</u>
Total Mead Public Library	39.50	39.50	39.75	39.50	39.50
No changes in 2020.					
Municipal Court					
Municipal Court Judge	0.50	0.50	0.50	0.50	0.50
Municipal Court Clerk	1.00	1.00	1.00	1.00	1.00
Office Clerk	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Municipal Court	2.50	2.50	2.50	2.50	2.50
No changes in 2020.					
Ambulance					
Firefighter/Paramedic	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>
Total Ambulance	4.00	4.00	4.00	4.00	4.00
No changes in 2020.					
Cable Television					
TV Program Director	1.00	1.00	1.00	1.00	1.00
TV Production Technician	<u>0.50</u>	<u>0.50</u>	<u>0.25</u>	<u>0.25</u>	<u>0.25</u>
Total Cable Television	1.50	1.50	1.25	1.25	1.25
No changes in 2020.					
TOTAL SPECIAL REVENUE FUND	47.50	47.50	47.50	47.25	47.25

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Actual</u>	<u>2019</u> <u>Amended</u>	<u>2019</u> <u>Estimated</u>	<u>2020</u> <u>Executive</u>
PROPRIETARY FUNDS					
Recycling Utility					
Maintenance Worker II	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2.00</u>
Total Recycling Utility	0.00	0.00	0.00	0.00	2.00
This fund is new in 2020.					
Transit Utility					
Director	0.70	0.70	0.70	0.70	0.70
Operator Supervisor	2.00	2.00	2.00	2.00	2.00
SET Supervisor	0.00	0.00	0.00	1.00	1.00
Lead Support - ADA Coordinator	2.00	2.00	2.00	1.00	1.00
Lead Dispatcher	1.00	1.00	1.00	1.00	1.00
Fill-In Dispatcher	1.00	1.00	1.00	1.00	1.00
Lead Mechanic	1.00	1.00	1.00	1.00	1.00
Administrative Coordinator	1.00	1.00	1.00	1.00	1.00
Fixed Route Operator	28.00	28.00	28.00	28.00	28.00
Paratransit Operator	12.00	12.00	12.00	12.00	12.00
Hostler	1.25	1.25	1.50	1.50	1.50
Cleaner	<u>1.25</u>	<u>1.25</u>	<u>1.25</u>	<u>1.25</u>	<u>1.25</u>
Total Transit Utility	51.20	51.20	51.45	51.45	51.45
No changes in 2020.					
Parking Utility					
Director Parking and Transit	0.30	0.30	0.30	0.30	0.30
Lead Worker I	1.00	1.00	1.00	1.00	1.00
Maintenance Worker I	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Parking Utility	2.30	2.30	2.30	2.30	2.30
No changes in 2020.					
Water Utility*					
Superintendent	1.00	1.00	1.00	1.00	1.00
Utility Accountant	1.00	1.00	1.00	1.00	1.00
Distribution Supervisor	1.00	1.00	1.00	1.00	1.00
Operations Supervisor	1.00	1.00	1.00	1.00	1.00
Customer Relations/Fiscal Supervisor	1.00	1.00	1.00	1.00	1.00
Utility Engineer	1.00	1.00	1.00	1.00	1.00
Engineer Technician	1.00	1.00	1.00	1.00	1.00
Lead Distribution Technician	0.00	0.00	1.00	1.00	1.00
Distribution Technician	6.00	6.00	5.00	5.00	6.00
Lead Operations Technician	1.00	1.00	1.00	1.00	1.00
Operator	5.00	5.00	5.00	5.00	5.00
Operations Technician	2.00	2.00	2.00	2.00	2.00
Utility Support Specialist	4.00	4.00	4.00	4.00	4.00
Lab Technician	1.00	1.00	1.00	1.00	1.00
Lead Service Technician	1.00	1.00	1.00	1.00	1.00
Service Technician	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
Total Water Utility	30.00	30.00	30.00	30.00	31.00

An increase of 1.00 FTE in 2020. *Approval authorized by the Board of Water Commissioners.

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Amended</u>	<u>2019 Estimated</u>	<u>2020 Executive</u>
Wastewater Utility					
Superintendent	1.00	1.00	1.00	1.00	1.00
Industrial Wastewater Supervisor	1.00	1.00	1.00	1.00	1.00
Environmental Engineer	1.00	1.00	1.00	1.00	1.00
Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00
Process System/OPCO	1.00	1.00	1.00	1.00	1.00
Electromechanical Technician	1.00	1.00	1.00	1.00	1.00
Laboratory Technician	1.00	1.00	1.00	1.00	1.00
Plant Maintenance Mechanic	3.00	3.00	3.00	3.00	3.00
Operator III	1.00	1.00	1.00	2.00	2.00
Operator I	1.00	1.00	1.00	2.00	2.00
Clerk Typist	1.00	0.00	0.00	0.00	0.00
Clerk IV / Administrative Assistant	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Wastewater Utility	13.00	13.00	13.00	15.00	15.00
No changes in 2020.					
TOTAL PROPRIETARY FUND	96.50	96.50	96.75	98.75	101.75
INTERNAL SERVICE FUNDS					
Information Technology					
IT Director	1.00	1.00	1.00	1.00	1.00
Systems Analyst	2.00	2.00	2.00	2.00	2.00
Network Administrator	1.00	1.00	2.00	1.00	1.00
PC Specialist	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Information Technology	5.00	5.00	6.00	5.00	5.00
A reduction of 1.00 FTE Network Administrator position (unfilled) in 2020.					
MOTOR VEHICLE FUND					
Motor Vehicle					
Equipment Service Supervisor	1.00	1.00	1.00	1.00	1.00
Master Certified Truck Mechanic	1.00	1.00	1.00	1.00	1.00
Certified Truck Mechanic	6.00	3.00	3.00	2.00	2.00
Truck Mechanic	0.00	1.00	1.00	1.00	1.00
Service Mechanic II	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>
Total Motor Vehicle	8.00	6.00	6.00	6.00	6.00
No changes in 2020.					
TOTAL INTERNAL SERVICE FUNDS	13.00	11.00	12.00	11.00	11.00
TOTAL PROPRIETARY FUNDS	109.50	107.50	108.75	109.75	112.75
TOTAL CITY FUNDS	452.24	450.43	452.08	449.33	451.33

CITY OF SHEBOYGAN

REQUEST FOR FINANCE AND PERSONNEL COMMITTEE CONSIDERATION

ITEM DESCRIPTION: DIRECT REFERRAL: Res. No. 83-19-20 by Alderpersons Donohue and Bohren establishing the 2020 Budget appropriations and 2019 Tax Levy use during the calendar year.

REPORT PREPARED BY: Eric Bushman, Director of Information Technology

REPORT DATE: September 4, 2019

MEETING DATE: September 9, 2019

FISCAL SUMMARY:

Budget Line Item: N/A
Budget Summary: N/A
Budgeted Expenditure: N/A
Budgeted Revenue: N/A

STATUTORY REFERENCE:

Wisconsin Statutes: N/A
Municipal Code: N/A

BACKGROUND / ANALYSIS:

On pages 211-212 of the 2020 Executive Program Budget is the Cable TV's Budget. The budget incorporates the following:

- A decrease of \$55,473 in Franchise Fee per the new State law.

STAFF COMMENTS:

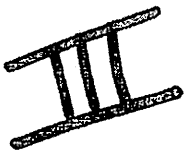
None

ACTION REQUESTED:

Motion to recommend the Common Council adopt Res. No. 83-19-20 by Alderpersons Donohue and Bohren regarding the IT Department 2020 Budget as presented.

ATTACHMENTS:

- I. Res. No. 83-19-20



DIRECT REFERRAL TO FINANCE AND PERSONNEL COMMITTEE, PUBLIC WORKS COMMITTEE AND LICENSING, HEARINGS, AND PUBLIC SAFETY COMMITTEE

Res. No. 83 - 19 - 20. By Alderpersons Donohue and Bohren.
September 4, 2019.

A RESOLUTION establishing the 2020 Budget appropriations and the 2019 Tax Levy for use during the calendar year.

WHEREAS, Section 2-905 of Municipal Code of the City of Sheboygan requires an annual budget appropriating monies to finance activities of the City for the ensuing fiscal year, and

WHEREAS, The Common Council committees have duly considered and discussed a budget for 2020 as proposed by the City Administrator, and

WHEREAS, A public hearing on the budget will be held on October 14, 2019 as required, and

WHEREAS, The 2020 budget requires a tax levy to partially finance the appropriations.

NOW, THEREFORE, BE IT RESOLVED: by the Common Council of the City of Sheboygan that:

Budgeted revenue estimates and expenditure appropriations for the year 2020 for the City's General Fund; Special Revenue Funds - MEG Unit, Block Grant, Housing Revolving Loan, Business Revolving Loan, Neighborhood Revitalization Fund, Mead Public Library, Tourism, Park, Forestry and Open Space, Park Impact Fee Fund, Cable TV, Municipal Court, Ambulance, Special Assessment, Harbor Centre Marina, Redevelopment Authority, Storm Water; Debt Service - G.O. Debt Service, Convention Center Debt Service, TID 5 Debt, TID 6 Debt, TID 10 Debt, TID 11 Debt, TID 12 Debt, TID 13 Debt, TID 14 Debt, TID 15 Debt, TID 16 Debt, TID 17 Debt, TID 18 Debt, TID 19 Debt, Environmental TID Debt; Capital Improvements Funds - Capital Projects, Capital Improvement, Industrial Park Fund, TID 6 Capital, TID 12 Capital, TID 14 Capital, TID 16 Capital, TID 17 Capital, TID 18 Capital, TID 19 Capital; Proprietary Funds - Motor Vehicle, Health Insurance, Liability Insurance, Workers Compensation Insurance, Information Technology; Enterprise Funds -Wastewater Utility, Recycling Utility Fund, Transit Utility, Parking Utility, Boat Facilities; and Fiduciary Funds - Cemetery Perpetual Care, Mead Public Library Trust be and are hereby adopted as set forth in the attachment and established in the budget document.

BE IT FURTHER RESOLVED that the Personnel Schedule as presented in the 2020 Budget be approved, and

*Finance Personnel
Public Works
9/11/19*

BE IT FURTHER RESOLVED that the property tax levy required to finance the 2020 Budget is \$24,092,874.

I HEREBY CERTIFY that the foregoing Resolution was duly passed by the Common Council of the City of Sheboygan, Wisconsin, on the _____ day of _____, 20____.

Dated _____ 20____. _____, City Clerk

Approved _____ 20____. _____, Mayor

2020 BUDGET SUMMARY

GOVERNMENTAL FUNDS

	General Fund	Special Revenue	Debt Service	Capital Improvement	Fiduciary Funds	Proprietary Funds
Revenue						
Taxes	\$17,982,638	\$4,302,078	\$8,542,409	\$1,600,242	\$0	\$516,662
Licenses and Permits	\$992,740	\$642,475	\$0	\$0	\$0	\$30,700
Intergovernmental Revenue	\$14,570,165	\$2,174,662	\$52,472	\$1,181,056	\$0	\$3,786,219
Intergovernmental Charges for Services	\$258,000	\$0	\$0	\$0	\$0	\$0
Charges for Services	\$1,566,322	\$2,168,641	\$0	\$0	\$9,400	\$20,928,466
Fines and Forfeitures	\$271,000	\$900,000	\$0	\$0	\$0	\$5,000
Miscellaneous Revenue	\$356,650	\$361,550	\$679,532	\$121,300	\$30,500	\$1,148,990
Interfund Transfers	\$1,708,924	\$942,964	\$1,127,142	\$6,551,946	\$0	\$257,026
Total Revenue	\$37,706,439	\$11,492,370	\$10,401,555	\$9,454,544	\$39,900	\$26,673,063
Expenditures						
General Government	\$4,207,724	\$1,849,996	\$165,696	\$0	\$0	\$9,235,520
Public Safety	\$22,315,691	\$870,061	\$0	\$765,944	\$0	\$0
Public Works	\$8,825,441	\$937,643	\$0	\$4,948,430	\$0	\$13,878,087
Health and Human Services	\$201,331	\$0	\$0	\$0	\$1,000	\$0
Culture and Recreation	\$2,837,589	\$4,075,246	\$0	\$886,770	\$150,000	\$3,038
Conservation and Development	\$368,721	\$1,502,433	\$0	\$5,541,234	\$0	\$7,996
Transfers and other expenses	\$538,030	\$2,028,764	\$8,564,112	\$1,097,000	\$15,000	\$7,291,501
Total Expenditures	\$39,294,527	\$11,264,142	\$8,729,808	\$13,239,378	\$166,000	\$30,416,143
Excess of revenues over (under) expenditures	-\$1,588,088	\$228,228	\$1,671,747	-\$3,784,834	-\$126,100	-\$3,743,080

BUDGET SUMMARY

2020 Requested	2019 Estimated	2018 Actual	2017 Actual
\$32,944,029	\$31,388,209	\$30,561,851	\$29,155,873
\$1,665,915	\$1,982,186	\$1,806,082	\$1,744,147
\$21,764,574	\$22,083,795	\$20,793,432	\$21,894,629
\$258,000	\$258,000	\$259,067	\$212,174
\$24,672,829	\$22,838,073	\$22,603,020	\$20,783,225
\$1,176,000	\$1,026,000	\$1,197,563	\$1,078,718
\$2,698,522	\$2,751,280	\$5,309,019	\$3,741,590
\$10,588,002	\$20,197,386	\$43,581,151	\$12,511,269
<u>\$95,767,871</u>	<u>\$102,524,929</u>	<u>\$126,111,184</u>	<u>\$91,121,626</u>
\$15,458,937	\$18,560,910	\$20,803,862	\$14,019,118
\$23,951,696	\$23,214,931	\$24,471,918	\$21,481,633
\$28,589,601	\$24,926,076	\$22,880,281	\$22,431,711
\$202,331	\$194,205	\$205,785	\$234,960
\$7,952,643	\$7,790,159	\$7,102,525	\$7,167,105
\$7,420,384	\$3,979,555	\$16,223,927	\$7,729,672
\$19,534,407	\$35,791,768	\$22,997,705	\$20,394,270
<u>\$103,109,999</u>	<u>\$114,457,604</u>	<u>\$114,686,004</u>	<u>\$93,458,469</u>
<u><u>-\$7,342,128</u></u>	<u><u>-\$11,932,674</u></u>	<u><u>\$11,425,180</u></u>	<u><u>-\$2,336,843</u></u>

Revenue

Taxes
Licenses and Permits
Intergovernmental Revenue
Intergovernmental Charges for Services
Charges for Services
Fines and Forfeitures
Miscellaneous Revenue
Interfund Transfers
Total Revenue

Expenditures

General Government
Public Safety
Public Works
Health and Human Services
Culture and Recreation
Conservation and Development
Transfers and other expenses
Total Expenditures

Excess of revenues over (under) expenditures

GENERAL FUND BUDGET SUMMARY

	2017 Actual	2018 Actual	2019 Amended	2019 Estimated	2020 Requested
Revenue					
Taxes	15,617,078	16,469,774	16,639,228	16,639,608	16,812,638
Licenses and Permits	1,070,035	1,206,900	921,240	1,236,480	992,740
Intergovernmental Revenue	14,258,857	14,637,627	14,482,474	14,498,829	14,535,165
Intergovernmental Charges for Services	212,174	259,067	258,000	258,000	258,000
Charges for Services	1,721,996	1,625,706	1,679,822	1,599,604	1,601,322
Fines and Forfeitures	354,853	275,390	271,000	271,000	271,000
Miscellaneous Revenue	440,329	637,008	342,425	415,889	356,650
Interfund Transfers	2,811,255	2,900,078	2,717,605	3,287,291	2,878,924
Total Revenue	36,486,578	38,011,550	37,311,794	38,206,702	37,706,439
Expense					
General Government	3,200,019	3,482,747	4,024,030	3,609,017	4,207,724
Public Safety	20,153,964	21,258,537	21,784,550	21,712,789	22,315,691
Public Works	8,270,129	8,464,170	9,069,716	9,131,312	8,825,441
Health and Human Services	221,626	188,887	201,337	193,455	201,331
Culture and Recreation	2,502,124	2,589,441	2,681,942	2,687,117	2,837,589
Conservation and Development	646,480	348,915	352,725	353,951	368,721
Transfers and other expenses	118,427	5,604,986	431,077	86,482	538,030
Total Expenditures	35,112,769	41,937,683	38,545,378	37,774,122	39,294,527
Excess of revenue over (under) expenditures	1,373,809	-3,926,133	-1,233,584	432,580	-1,588,088
Fund Balance, Beginning Year	22,527,096	23,900,905	19,078,761	19,974,772	20,407,352
Fund Balance, Ending Year*	23,900,905	19,974,772	17,845,177	20,407,352	18,819,264
*Ending Fund Balance consists of:					
Uncommitted	21,613,280	17,081,687	16,089,044	18,727,726	17,263,509
Committed	2,287,625	2,893,085	1,756,133	1,679,626	1,555,755
	23,900,905	19,974,772	17,845,177	20,407,352	18,819,264

GENERAL FUND BUDGET SUMMARY

	2017	2018	2019	2019	2020
	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Estimated</u>	<u>Requested</u>
Committed					
Inventory	155,185	151,571	150,000	150,000	150,000
Prepaid postage and other	31,602	11,294	13,500	13,500	13,500
Advance to TID 10 Debt Fund	611,908	419,728	332,633	123,871	0
Advance to TID 13 Debt Fund	112,175	112,175	0	0	0
Advance to TID 16 Capital Fund	512,255	542,255	30,000	542,255	542,255
Advance to TID 17 Capital Fund	14,500	14,500	30,000	0	0
Advance to TID 18 Capital Fund	0	791,562	0	0	0
Advance to TID 19 Capital Fund	0	0	350,000	0	0
Advance to Harbor Centre Marina Fund	0	0	0	0	0
Advance to Redevelopment Authority Fund	500,000	500,000	500,000	500,000	500,000
Committed - Development	350,000	350,000	350,000	350,000	350,000
	<u>2,287,625</u>	<u>2,893,085</u>	<u>1,756,133</u>	<u>1,679,626</u>	<u>1,555,755</u>

**SPECIAL REVENUE FUNDS
BUDGET SUMMARY**

	2017	2018	2019	2019	2020
	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Estimated</u>	<u>Requested</u>
Revenue					
Taxes	4,010,842	4,094,226	3,991,321	3,981,887	4,302,078
Licenses and Permits	642,712	564,581	610,000	715,006	642,475
Intergovernmental Revenue	1,704,960	1,882,304	2,261,618	2,428,071	2,174,662
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	2,202,507	2,359,534	2,034,740	2,165,538	2,168,641
Fines and Forfeitures	705,477	922,173	750,000	750,000	900,000
Miscellaneous Revenue	1,867,474	392,238	289,569	392,058	361,550
Interfund Transfers	750,844	229,368	225,000	230,000	942,964
Total Revenue	<u>11,884,817</u>	<u>10,444,425</u>	<u>10,162,248</u>	<u>10,662,560</u>	<u>11,492,370</u>
Expenditures					
General Government	961,653	1,076,765	1,057,624	1,538,244	1,849,996
Public Safety	721,085	651,650	823,944	829,636	870,061
Public Works	982,378	1,028,440	974,799	898,719	937,643
Health and Human Services	0	0	0	0	0
Culture and Recreation	3,969,292	3,638,642	4,157,540	4,241,790	4,075,246
Conservation and Development	1,389,219	1,311,330	1,431,276	1,109,213	1,502,433
Transfers and other expenses	3,675,045	2,632,070	2,204,522	2,493,701	2,028,764
Total Expenditures	<u>11,698,673</u>	<u>10,338,896</u>	<u>10,649,705</u>	<u>11,111,304</u>	<u>11,264,142</u>
Excess of revenues over (under) expenditures	186,144	105,528	-487,458	-448,743	228,228
Fund Balance, Beginning Year	2,189,647	2,375,791	1,844,466	2,481,319	2,032,576
Fund Balance, Ending Year	<u>2,375,791</u>	<u>2,481,319</u>	<u>1,357,009</u>	<u>2,032,576</u>	<u>2,260,803</u>

**DEBT SERVICE FUNDS
BUDGET SUMMARY**

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Amended</u>	2019 <u>Estimated</u>	2020 <u>Requested</u>
Revenue					
Taxes	6,167,634	6,666,863	7,358,181	7,434,915	8,542,409
Licenses and Permits	0	0	0	0	0
Intergovernmental Revenues	53,639	54,429	52,471	52,471	52,472
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	0	0	0	0	0
Fines and Forfeitures	0	0	0	0	0
Miscellaneous Revenue	839,577	1,437,124	540,465	1,042,992	679,532
Interfund Transfers	1,366,425	9,702,434	1,084,486	5,782,591	1,127,142
Total Revenue	8,427,276	17,860,849	9,035,603	14,312,969	10,401,555
Expenditures					
General Government	733,323	725,083	201,419	165,196	165,696
Public Safety	0	0	0	0	0
Public Works	0	0	0	0	0
Health and Human Services	0	0	0	0	0
Culture and Recreation	0	0	0	0	0
Conservation and Development	0	0	0	0	0
Transfers and other expenses	8,543,156	7,040,253	15,650,511	22,693,412	8,564,112
Total Expenditures	9,276,479	7,765,335	15,851,930	22,858,608	8,729,808
Excess of revenues over (under) expenditures	-849,203	10,095,514	-6,816,327	-8,545,639	1,671,747
Fund Balance, Beginning Year	9,814,477	8,965,274	17,375,830	19,060,788	10,515,149
Fund Balance, Ending Year	8,965,274	19,060,788	10,559,503	10,515,149	12,186,896

**CAPITAL IMPROVEMENT FUNDS
BUDGET SUMMARY**

	2017 Actual	2018 Actual	2019 Amended	2019 Estimated	2020 Requested
Revenue					
Taxes	1,681,879	1,661,306	1,690,775	1,683,775	1,600,242
Licenses and Permits	0	0	0	0	0
Intergovernmental Revenue	1,640,314	760,683	8,359,913	1,574,310	1,181,056
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	0	0	0	0	0
Fines and Forfeitures	0	0	0	0	0
Miscellaneous Revenue	999,043	1,505,168	468,500	120,960	121,300
Interfund Transfers	7,790,207	30,952,500	10,928,526	10,927,681	6,551,946
Total Revenue	12,111,443	34,879,658	21,447,714	14,306,727	9,454,544
Expenditures					
General Government	359,046	6,721,251	7,709,894	4,261,436	0
Public Safety	606,584	2,561,731	767,689	672,506	765,944
Public Works	5,361,688	5,344,146	10,756,843	5,077,149	4,948,430
Health and Human Services	0	0	0	0	0
Culture and Recreation	380,351	779,258	1,236,638	629,770	886,770
Conservation and Development	5,686,887	14,554,353	7,871,237	2,508,596	5,541,234
Transfers and other expenses	967,588	1,071,479	2,654,817	3,336,985	1,097,000
Total Expenditures	13,362,143	31,032,219	30,997,118	16,486,443	13,239,378
Excess of revenues over (under) expenditures	-1,250,701	3,847,439	-9,549,404	-2,179,716	-3,784,834
Fund Balance, Beginning Year	6,749,570	5,498,869	7,789,986	9,346,308	7,166,592
Fund Balance, Ending Year	5,498,869	9,346,308	-1,759,418	7,166,592	3,381,758

**PROPRIETARY FUNDS
BUDGET SUMMARY**

	2017 Actual	2018 Actual	2019 Amended	2019 Estimated	2020 Requested
Revenue					
Taxes	511,562	511,576	511,547	511,547	516,662
Licenses and Permits	31,800	34,600	34,200	30,700	30,700
Intergovernmental	3,471,718	3,389,061	3,849,794	3,497,114	3,786,219
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	16,878,734	18,636,235	19,198,586	19,096,530	20,928,466
Fines and Forfeitures	18,388	0	5,000	5,000	5,000
Miscellaneous Revenue	700,499	824,569	653,822	748,881	1,148,990
Interfund Transfers	959,015	954,877	1,107,499	1,106,300	257,026
Total Revenue	22,571,715	24,350,917	25,360,448	24,996,072	26,673,063
Expenditures					
General Government	8,765,077	8,798,016	9,833,896	8,987,017	9,235,520
Public Safety	0	0	0	0	0
Public Works	7,817,516	8,043,525	10,352,949	9,818,896	13,878,087
Health and Human Services	0	0	0	0	0
Culture and Recreation	2,929	3,764	2,682	1,482	3,038
Conservation and Development	7,086	9,329	7,817	7,796	7,996
Transfers and other expenses	7,089,999	6,647,996	7,268,193	7,166,187	7,291,501
Total Expenditures	23,682,608	23,502,630	27,465,537	25,981,378	30,416,143
Excess of revenues over (under) expenditures	-1,110,892	848,288	-2,105,089	-985,306	-3,743,080
Fund Balance, Beginning Year	86,007,204	84,896,312	83,038,389	85,744,599	84,759,293
Fund Balance, Ending Year	84,896,312	85,744,599	80,933,300	84,759,293	81,016,213

**FIDUCIARY FUNDS
BUDGET SUMMARY**

	2017 Actual	2018 Actual	2019 Amended	2019 Estimated	2020 Requested
Revenue					
Taxes	0	0	0	0	0
Licenses and Permits	0	0	0	0	0
Intergovernmental Revenue	0	0	0	0	0
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	11,611	14,836	9,400	9,400	9,400
Fines and Forfeitures	0	0	0	0	0
Miscellaneous Revenue	165,529	512,912	24,000	30,500	30,500
Interfund Transfers	0	0	0	0	0
Total Revenue	177,140	527,747	33,400	39,900	39,900
Expenditures					
General Government	0	0	0	0	0
Public Safety	0	0	0	0	0
Public Works	0	0	0	0	0
Health and Human Services	13,334	16,898	750	750	1,000
Culture and Recreation	312,409	91,420	0	230,000	150,000
Conservation and Development	0	0	0	0	0
Transfers and other expenses	55	922	1,250	15,000	15,000
Total Expenditures	325,797	109,241	2,000	245,750	166,000
Excess of revenues over (under) expenditures	-148,657	418,507	31,400	-205,850	-126,100
Fund Balance, Beginning Year	2,175,632	2,026,975	2,051,126	2,445,482	2,239,632
Fund Balance, Ending Year	2,026,975	2,445,482	2,082,526	2,239,632	2,113,532

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Actual</u>	<u>2019</u> <u>Amended</u>	<u>2019</u> <u>Estimated</u>	<u>2020</u> <u>Executive</u>
GENERAL FUND					
GENERAL GOVERNMENT					
Office of the Mayor					
Mayor	1.00	1.00	1.00	1.00	1.00
Administrative Assistant / Communications Specialist	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Office of the Mayor	2.00	2.00	2.00	2.00	2.00
No changes in 2020.					
Office of the City Clerk					
City Clerk	1.00	1.00	1.00	1.00	1.00
Deputy City Clerk	0.81	1.00	1.00	1.00	1.00
Council/Licensing Clerk	1.00	1.00	1.00	1.00	1.00
Elections Specialist	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>
Total Office of the City Clerk	3.56	3.75	3.75	3.75	3.75
No changes in 2020.					
Office of the City Administrator					
City Administrator	1.00	1.00	1.00	1.00	1.00
Budget Analyst	1.00	1.00	1.00	1.00	0.00
Assistant to the City Administrator	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>
Total Office of the City Administrator	2.00	2.00	2.00	2.00	2.00
No changes in 2020.					
Finance Department					
Finance Director/Treasurer	1.00	1.00	1.00	1.00	1.00
Senior Accountant	0.00	0.00	0.00	1.00	1.00
Comptroller/Treasurer	1.00	0.00	0.00	0.00	0.00
Auditor/Analyst	1.00	1.00	1.00	1.00	1.00
Accountant	1.00	1.00	1.00	1.00	1.00
Accountant I	0.00	0.40	0.40	0.40	0.40
Clerk I	1.00	1.00	1.00	1.00	1.00
Confidential Secretary	1.00	0.00	0.00	0.00	0.00
Accounts Payable Clerk	0.00	1.00	1.00	1.00	1.00
Purchasing Agent	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>
Total Finance Department	6.50	5.90	5.90	6.90	6.90
No changes in 2020.					
Human Resources Department					
Director of H.R. and Labor Relations	1.00	1.00	1.00	1.00	1.00
Payroll Administrator	1.00	1.00	1.00	1.00	1.00
Benefit Administrator / Analyst	1.00	1.00	1.00	1.00	1.00
Confidential Secretary	1.00	0.00	0.00	0.00	0.00
Human Resources Generalist	0.00	1.00	1.00	1.00	1.00
Accountant I	<u>0.00</u>	<u>0.60</u>	<u>0.60</u>	<u>0.60</u>	<u>0.60</u>
Total Human Resources Department	4.00	4.60	4.60	4.60	4.60
No changes in 2020.					

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Amended</u>	<u>2019 Estimated</u>	<u>2020 Executive</u>
Office of the City Attorney					
City Attorney	1.00	1.00	1.00	1.00	1.00
Assistant City Attorney I	1.00	1.00	1.00	1.00	1.00
Assistant City Attorney II	0.00	0.00	0.40	0.40	0.40
Legal Assistant	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Total City Attorney's Office	4.00	4.00	4.40	4.40	4.40

No changes in 2020.

PUBLIC SAFETY

Police Department

Chief	1.00	1.00	1.00	1.00	1.00
Captain	3.00	3.00	3.00	3.00	3.00
Lieutenant	4.00	4.00	4.00	4.00	4.00
Sergeant	9.00	9.00	9.00	9.00	9.00
Detective	7.00	7.00	7.00	7.00	7.00
Police Officer	59.00	59.00	59.00	59.00	59.00
Office Supervisor	1.00	1.00	1.00	1.00	1.00
Communication Technician	1.00	1.00	1.00	1.00	1.00
Court Services Secretary	2.00	2.00	2.00	2.00	2.00
Community Service Officer	1.00	1.00	1.00	1.00	1.00
Community Service Officer Trainee (FTE)	1.00	1.00	1.00	1.00	1.00
Record Specialist Clerk	8.00	8.00	8.00	8.00	8.00
Time System Coordinator	1.00	1.00	1.00	1.00	1.00
Department Secretary	2.00	2.00	2.00	2.00	2.00
Crime Analyst	1.00	1.00	1.00	1.00	1.00
Fleet Operation Mechanic	1.00	1.00	1.00	1.00	1.00
Property Officer	1.00	1.00	1.00	1.00	1.00
Digital Evidence Manager	1.00	1.00	1.00	1.00	1.00
MEG Unit Secretary	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>
Total Police Department	104.40	104.40	104.40	104.40	104.40

No changes in 2020.

Fire Department

Chief	1.00	1.00	1.00	1.00	1.00
Assistant Fire Chief	1.00	1.00	1.00	1.00	2.00
Deputy Fire Chief	1.00	1.00	1.00	1.00	0.00
Battalion Chief	4.00	4.00	4.00	4.00	4.00
Captain	5.00	5.00	5.00	5.00	5.00
Lieutenant	10.00	10.00	10.00	10.00	10.00
Fire Equipment Operator	15.00	15.00	15.00	15.00	15.00
Firefighter	18.00	18.00	18.00	18.00	18.00
Firefighter/Paramedic	14.00	14.00	14.00	14.00	14.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Transcriptionist/Data Entry Clerk	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>
Total Fire Department	70.50	70.50	70.50	70.50	70.50

No changes in 2020.

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Amended</u>	<u>2019 Estimated</u>	<u>2020 Executive</u>
Building Inspection					
Building/Housing Inspector	2.00	2.00	2.00	2.00	2.00
Electrical/Heating Inspector	1.00	1.00	1.00	1.00	1.00
Plumbing/Environmental Inspector	1.00	1.00	1.00	1.00	1.00
Housing/Environmental Inspector	1.00	1.00	1.00	0.00	0.00
Code Enforcement Officer	1.00	1.00	1.00	1.00	1.00
Building Inspection Specialist	1.00	1.00	1.00	1.00	1.00
Permit Clerk	1.00	1.00	1.00	1.00	1.00
Building Inspection Licensing Clerk	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>
Total Building Inspection	8.00	8.00	8.00	8.00	8.00
No changes in 2020.					
PUBLIC WORKS					
Department of Public Works					
Administration					
Director of Public Works	1.00	1.00	1.00	1.00	1.00
Business Manager	0.00	0.00	0.00	0.00	1.00
Management Analyst	1.00	1.00	1.00	1.00	0.00
Clerk II	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Total Public Works Administration	4.00	4.00	4.00	4.00	4.00
Engineering					
City Engineer	1.00	1.00	1.00	1.00	1.00
Civil Engineer / Project Manager	1.00	1.00	1.00	1.00	1.00
Assistant Engineer / Surveyor	1.00	1.00	1.00	1.00	1.00
Senior Engineering Technician	1.00	1.00	1.00	1.00	1.00
Engineering Technician	2.00	2.00	2.00	2.00	2.00
GIS Project Specialist	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Engineering	6.00	7.00	7.00	7.00	7.00
Municipal Service Building Administration /					
Maintenance					
Superintendent - Facilities/Traffic	1.00	1.00	1.00	1.00	1.00
Leadman - Construction	1.00	1.00	1.00	1.00	1.00
Maintenance Worker V-Electric Lighting	1.00	1.00	1.00	1.00	1.00
Maintenance Worker V-Electric Signals	1.00	1.00	1.00	1.00	1.00
Maintenance Worker IV-Lead-Signs	1.00	1.00	1.00	1.00	1.00
Maintenance Worker III-Craftsman	3.00	3.00	3.00	3.00	3.00
Maintenance Worker II-Signs	1.00	1.00	1.00	3.00	3.00
Maintenance Worker II-City Hall	1.00	1.00	1.00	1.00	1.00
Maintenance Worker I-MSB	1.00	1.00	1.00	1.00	1.00
Maintenance Worker I-MSB	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.50</u>	<u>0.50</u>
Total MSB Administration/Maintenance	11.00	11.00	11.00	13.50	13.50
Streets and Sanitation					
Superintendent - Streets/Sanitation	1.00	1.00	1.00	1.00	1.00
Supervisor - Streets/Sanitation	1.00	1.00	1.00	1.00	1.00
Maintenance Worker IV-Streets	1.00	1.00	1.00	4.00	4.00

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Amended</u>	<u>2019 Estimated</u>	<u>2020 Executive</u>
Maintenance Worker III-Streets	7.00	7.00	7.00	2.00	2.00
Maintenance Worker II-Streets	14.00	14.00	14.00	11.00	9.00
Maintenance Worker I-Streets	5.00	5.00	5.00	3.00	3.00
Maintenance Worker IV-Sanitation	1.00	1.00	1.00	1.00	1.00
Maintenance Worker III-Sanitation	8.00	8.00	8.00	8.00	8.00
Maintenance Worker IV-Sewer Maintenance	1.00	1.00	1.00	1.00	1.00
Maintenance Worker III-Sewer Maintenance	1.00	1.00	1.00	1.00	1.00
Maintenance Worker II-Sewer Maintenance	2.00	2.00	2.00	2.00	2.00
Maintenance Worker I-Sewer Maintenance	1.00	1.00	1.00	1.00	1.00
Maintenance Worker II-Street Sweeping	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Total Streets and Sanitation	45.00	45.00	45.00	38.00	36.00
Parks and Cemetery					
Superintendent - Parks - Forestry	1.00	1.00	1.00	1.00	1.00
Forester	0.00	0.00	0.00	1.00	1.00
Maintenance Worker IV - Arborist	0.00	0.00	0.00	1.00	1.00
Maintenance Worker IV - Parks	1.00	1.00	1.00	2.00	2.00
Maintenance Worker III - Parks	6.00	6.00	6.00	6.00	6.00
Maintenance Worker II - Parks	6.00	6.00	6.00	6.00	6.00
Maintenance Worker I - Parks	3.00	3.00	3.00	0.00	0.00
Administrative Assistant	<u>1.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Parks and Cemetery	18.00	17.00	17.00	17.00	17.00
Total Department of Public Works	84.00	84.00	84.00	79.50	77.50
2.00 FTE Streets and Sanitation Maintenance Worker II transferred to Recycling Utility Fund in 2020.					
CULTURE AND RECREATION					
Senior Services					
Director of Senior Services	0.00	0.00	0.00	1.00	1.00
Senior Center Supervisor	1.00	1.00	1.00	0.00	0.00
Assistant Supervisor	0.00	1.00	1.00	0.00	0.00
Coordinator	0.00	0.00	0.00	1.00	1.00
Wellness Coordinator	1.00	0.00	0.00	0.00	0.00
Custodian	<u>0.28</u>	<u>0.28</u>	<u>0.28</u>	<u>0.28</u>	<u>0.28</u>
Total Senior Services	2.28	2.28	2.28	2.28	2.28
No changes in 2020.					
CONSERVATION AND DEVELOPMENT					
Planning and Development					
Director of Planning and Development	1.00	1.00	1.00	1.00	1.00
Planning/Zoning Manager	1.00	1.00	1.00	1.00	1.00
Community Development Planner	1.00	1.00	1.00	1.00	1.00
Neighborhood Development Planner	1.00	1.00	0.00	0.00	1.00
Community/Economic Development Planner	0.00	0.00	1.00	1.00	0.00
Grant Coordinator	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>
Total Planning and Development	4.00	4.00	4.00	4.00	5.00
The addition of a Grant Coordinator in 2020.					
TOTAL GENERAL FUND	295.24	295.43	295.83	292.33	291.33

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Amended</u>	<u>2019 Estimated</u>	<u>2020 Executive</u>
SPECIAL REVENUE FUND					
Mead Public Library					
Director	1.00	1.00	1.00	1.00	1.00
Business Manager	1.00	1.00	1.00	1.00	1.00
Manager	2.00	2.00	2.00	2.00	2.00
Librarian II	2.00	0.00	0.00	0.00	0.00
Librarian I	4.75	0.00	0.00	0.00	0.00
Librarian	0.00	6.75	8.00	7.75	7.75
Page Supervisor	1.00	1.00	1.00	1.00	1.00
Maintenance Supervisor	1.00	1.00	0.00	0.00	0.00
Public Information Specialist II	1.00	1.00	0.00	0.00	0.00
IT Specialist	1.00	1.00	1.00	1.00	1.00
Communications Specialist	0.00	0.00	1.00	1.00	1.00
Maintenance Technician	0.00	0.00	2.00	2.00	2.00
Administrative Assistant/Volunteer Coordinator	0.00	0.00	1.00	1.00	1.00
Administrative Assistant I	1.00	1.00	0.00	0.00	0.00
Maintenance Technician I	1.00	1.00	0.00	0.00	0.00
Library Assistant III	5.00	5.00	0.00	0.00	0.00
Library Assistant II	1.00	1.00	0.00	0.00	0.00
Library Assistant I	5.75	5.75	0.00	0.00	0.00
Cataloger	0.00	0.00	3.00	3.00	3.00
Public Safety Specialist	0.00	0.00	1.00	1.00	1.00
Library Assistant	0.00	0.00	9.25	9.25	9.25
Cleaners	1.50	1.50	2.00	2.00	2.00
Library Page	<u>9.50</u>	<u>9.50</u>	<u>6.50</u>	<u>6.50</u>	<u>6.50</u>
Total Mead Public Library	39.50	39.50	39.75	39.50	39.50
No changes in 2020					
Municipal Court					
Municipal Court Judge	0.50	0.50	0.50	0.50	0.50
Municipal Court Clerk	1.00	1.00	1.00	1.00	1.00
Office Clerk	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Municipal Court	2.50	2.50	2.50	2.50	2.50
No changes in 2020.					
Ambulance					
Firefighter/Paramedic	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>
Total Ambulance	4.00	4.00	4.00	4.00	4.00
No changes in 2020.					
Cable Television					
TV Program Director	1.00	1.00	1.00	1.00	1.00
TV Production Technician	<u>0.50</u>	<u>0.50</u>	<u>0.25</u>	<u>0.25</u>	<u>0.25</u>
Total Cable Television	1.50	1.50	1.25	1.25	1.25
No changes in 2020.					
TOTAL SPECIAL REVENUE FUND	47.50	47.50	47.50	47.25	47.25

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Actual</u>	<u>2019</u> <u>Amended</u>	<u>2019</u> <u>Estimated</u>	<u>2020</u> <u>Executive</u>
PROPRIETARY FUNDS					
Recycling Utility					
Maintenance Worker II	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2.00</u>
Total Recycling Utility	0.00	0.00	0.00	0.00	2.00
This fund is new in 2020.					
Transit Utility					
Director	0.70	0.70	0.70	0.70	0.70
Operator Supervisor	2.00	2.00	2.00	2.00	2.00
SET Supervisor	0.00	0.00	0.00	1.00	1.00
Lead Support - ADA Coordinator	2.00	2.00	2.00	1.00	1.00
Lead Dispatcher	1.00	1.00	1.00	1.00	1.00
Fill-In Dispatcher	1.00	1.00	1.00	1.00	1.00
Lead Mechanic	1.00	1.00	1.00	1.00	1.00
Administrative Coordinator	1.00	1.00	1.00	1.00	1.00
Fixed Route Operator	28.00	28.00	28.00	28.00	28.00
Paratransit Operator	12.00	12.00	12.00	12.00	12.00
Hostler	1.25	1.25	1.50	1.50	1.50
Cleaner	<u>1.25</u>	<u>1.25</u>	<u>1.25</u>	<u>1.25</u>	<u>1.25</u>
Total Transit Utility	51.20	51.20	51.45	51.45	51.45
No changes in 2020.					
Parking Utility					
Director Parking and Transit	0.30	0.30	0.30	0.30	0.30
Lead Worker I	1.00	1.00	1.00	1.00	1.00
Maintenance Worker I	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Parking Utility	2.30	2.30	2.30	2.30	2.30
No changes in 2020.					
Water Utility*					
Superintendent	1.00	1.00	1.00	1.00	1.00
Utility Accountant	1.00	1.00	1.00	1.00	1.00
Distribution Supervisor	1.00	1.00	1.00	1.00	1.00
Operations Supervisor	1.00	1.00	1.00	1.00	1.00
Customer Relations/Fiscal Supervisor	1.00	1.00	1.00	1.00	1.00
Utility Engineer	1.00	1.00	1.00	1.00	1.00
Engineer Technician	1.00	1.00	1.00	1.00	1.00
Lead Distribution Technician	0.00	0.00	1.00	1.00	1.00
Distribution Technician	6.00	6.00	5.00	5.00	6.00
Lead Operations Technician	1.00	1.00	1.00	1.00	1.00
Operator	5.00	5.00	5.00	5.00	5.00
Operations Technician	2.00	2.00	2.00	2.00	2.00
Utility Support Specialist	4.00	4.00	4.00	4.00	4.00
Lab Technician	1.00	1.00	1.00	1.00	1.00
Lead Service Technician	1.00	1.00	1.00	1.00	1.00
Service Technician	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
Total Water Utility	30.00	30.00	30.00	30.00	31.00

An increase of 1.00 FTE in 2020. *Approval authorized by the Board of Water Commissioners.

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Amended</u>	<u>2019 Estimated</u>	<u>2020 Executive</u>
Wastewater Utility					
Superintendent	1.00	1.00	1.00	1.00	1.00
Industrial Wastewater Supervisor	1.00	1.00	1.00	1.00	1.00
Environmental Engineer	1.00	1.00	1.00	1.00	1.00
Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00
Process System/OPCO	1.00	1.00	1.00	1.00	1.00
Electromechanical Technician	1.00	1.00	1.00	1.00	1.00
Laboratory Technician	1.00	1.00	1.00	1.00	1.00
Plant Maintenance Mechanic	3.00	3.00	3.00	3.00	3.00
Operator III	1.00	1.00	1.00	2.00	2.00
Operator I	1.00	1.00	1.00	2.00	2.00
Clerk Typist	1.00	0.00	0.00	0.00	0.00
Clerk IV / Administrative Assistant	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Wastewater Utility	13.00	13.00	13.00	15.00	15.00
No changes in 2020.					
TOTAL PROPRIETARY FUND	96.50	96.50	96.75	98.75	101.75
INTERNAL SERVICE FUNDS					
Information Technology					
IT Director	1.00	1.00	1.00	1.00	1.00
Systems Analyst	2.00	2.00	2.00	2.00	2.00
Network Administrator	1.00	1.00	2.00	1.00	1.00
PC Specialist	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Information Technology	5.00	5.00	6.00	5.00	5.00
A reduction of 1.00 FTE Network Administrator position (unfilled) in 2020.					
MOTOR VEHICLE FUND					
Motor Vehicle					
Equipment Service Supervisor	1.00	1.00	1.00	1.00	1.00
Master Certified Truck Mechanic	1.00	1.00	1.00	1.00	1.00
Certified Truck Mechanic	6.00	3.00	3.00	2.00	2.00
Truck Mechanic	0.00	1.00	1.00	1.00	1.00
Service Mechanic II	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>
Total Motor Vehicle	8.00	6.00	6.00	6.00	6.00
No changes in 2020.					
TOTAL INTERNAL SERVICE FUNDS	13.00	11.00	12.00	11.00	11.00
TOTAL PROPRIETARY FUNDS	109.50	107.50	108.75	109.75	112.75
TOTAL CITY FUNDS	452.24	450.43	452.08	449.33	451.33

CITY OF SHEBOYGAN

REQUEST FOR FINANCE AND PERSONNEL COMMITTEE CONSIDERATION

ITEM DESCRIPTION: DIRECT REFERRAL Res. No. 83-19-20 by Alderperson Donohue and Bohren establishing the 2020 Budget appropriations and the 2020 Tax Levy for use during the calendar year.

REPORT PREPARED BY: Chad Pelishek, Director of Planning and Development

REPORT DATE: September 4, 2019

MEETING DATE: September 9, 2019

FISCAL SUMMARY:

Budget Line Item: N/A
Budget Summary: N/A
Budgeted Expenditure: N/A
Budgeted Revenue: N/A

STATUTORY REFERENCE:

Wisconsin Statutes: N/A
Municipal Code: N/A

BACKGROUND / ANALYSIS:

The Department of City Development is comprised of two divisions, the Planning and Development Division and the Building Inspection Division. The Planning and Development Division reports to the Finance and Personnel Committee and the Building Inspection Division reports to Licensing, Hearings, and Public Safety Committee.

STAFF COMMENTS:

Proposed changes by each of the respective funds that the Department of City Development administers are shown below:

Block Grant Special Revenue Fund

City staff anticipates receiving approximately \$892,000 in federal CDBG funds for the program year 2020. No other notable changes are planned in this fund.

Business Revolving Loan Fund

This fund provides low interest loans for companies that are unable to obtain funding solely from financial institutions. The fund receives receipts from outstanding loan balances and ranges from \$400,000 to \$1,000,000. The funds are subject to federal law. There are no notable changes in 2020.

City Development

Planning and Development Division currently consist of four staff members. The 2020 Budget includes adding a fifth staff member known as a Grant Coordinator to oversee the Community Development Block Grant Program and redevelopment within Tax Incremental Districts. This position would be funded with no tax levy.

Housing Revolving Loan Fund

This fund provides low interest loans for housing rehabilitation for owner-occupied and owner-investor properties that house low to moderate income persons to provide safe and affordable housing opportunities in the city. There are no notable changes in this fund in 2020.

Industrial Park Fund

The Industrial Park Fund serves to administer expenditures associated with an industrial park. There are no notable changes in 2020.

Neighborhood Revitalization Fund

This is a new special revenue fund set up to increase/improve the supply of safe, quality, affordable housing and revitalize central city neighborhoods. The revenue into this fund will come from Tax Incremental Districts (TID's) closure extensions per state law. The current revenue of approximately \$712,000 will come from TID 11. In the 2020 budget, we are budgeting to implement a Upper Floor Residential Rehab Grant Program, Residential Façade and Landscaping Grants, public improvements and administration.

Redevelopment Authority Fund

This fund was established to assist with redevelopment projects and acquisitions of properties for redevelopment. There are no notable changes in 2020.

TID 6 Capital Project Fund

TID 6 encompasses the Harbor Centre Area. This TID will be closing in 2023. There are no notable changes in 2020.

TID 13 Capital Project Fund

This TID is located on Niagara Avenue and encompasses the GrandStay development. There are no notable changes in 2020.

TID 14 Capital Project Fund

This TID includes Meijer, Kohls and Festival Foods to Culvers on Taylor Drive. There are no notable changes in 2020.

TID 16 Capital Project Fund

This TID includes downtown Sheboygan. There are no notable changes in 2020.

TID 17 Capital Project Fund

This TID was created in 2018 and encompasses the Indiana Avenue Corridor from the former Pentair property to South 14th Street. The 2020 budget includes the following projects:

- Infrastructure Improvements associated with the Badger State Lofts redevelopment project for \$3,500,000.
- Purchase of the former Union Pacific right-of-way purchase to extend the Shoreland 400 Trail south to Union Avenue. This project is budgeted at \$1,300,000.

- Construction of an innovation district parking lot for \$300,000.

TID 18 Capital Project Fund

This TID was created to fund the improvements associated with the SouthPointe Enterprise Campus development on the City's southwest side. The 2020 Budget includes no notable changes.

TID 19 Capital Project Fund

This TID was created near Niagara Avenue and North 14th Street. In 2019, the City commissioned a master plan for the Riverbend Neighborhood. The goal is to expand TID 19 to encompass the former Mayline property on Commerce Street. The projects budgeted in 2020 include Niagara Avenue Reconstruction for \$500,000.

TID 20 Capital Project Fund

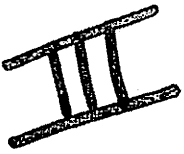
This is a new TID to be created in early 2020 to encompass the Vandervart Site on South Business Drive. The 2020 budgeted project includes up to \$2,000,000 on infrastructure improvements associated with the approximately 250 apartments to be developed on this property.

ACTION REQUESTED:

Motion to recommend the Common Council adopt Res. No. 83-19-20 by Alderpersons Donohue and Bohren regarding the Department of City Development 2020 Budget as presented.

ATTACHMENTS:

- I. Res. No. 83-19-20



DIRECT REFERRAL TO FINANCE AND PERSONNEL COMMITTEE, PUBLIC WORKS COMMITTEE AND LICENSING, HEARINGS, AND PUBLIC SAFETY COMMITTEE

Res. No. 83 - 19 - 20. By Alderpersons Donohue and Bohren.
September 4, 2019.

A RESOLUTION establishing the 2020 Budget appropriations and the 2019 Tax Levy for use during the calendar year.

WHEREAS, Section 2-905 of Municipal Code of the City of Sheboygan requires an annual budget appropriating monies to finance activities of the City for the ensuing fiscal year, and

WHEREAS, The Common Council committees have duly considered and discussed a budget for 2020 as proposed by the City Administrator, and

WHEREAS, A public hearing on the budget will be held on October 14, 2019 as required, and

WHEREAS, The 2020 budget requires a tax levy to partially finance the appropriations.

NOW, THEREFORE, BE IT RESOLVED: by the Common Council of the City of Sheboygan that:

Budgeted revenue estimates and expenditure appropriations for the year 2020 for the City's General Fund; Special Revenue Funds - MEG Unit, Block Grant, Housing Revolving Loan, Business Revolving Loan, Neighborhood Revitalization Fund, Mead Public Library, Tourism, Park, Forestry and Open Space, Park Impact Fee Fund, Cable TV, Municipal Court, Ambulance, Special Assessment, Harbor Centre Marina, Redevelopment Authority, Storm Water; Debt Service - G.O. Debt Service, Convention Center Debt Service, TID 5 Debt, TID 6 Debt, TID 10 Debt, TID 11 Debt, TID 12 Debt, TID 13 Debt, TID 14 Debt, TID 15 Debt, TID 16 Debt, TID 17 Debt, TID 18 Debt, TID 19 Debt, Environmental TID Debt; Capital Improvements Funds - Capital Projects, Capital Improvement, Industrial Park Fund, TID 6 Capital, TID 12 Capital, TID 14 Capital, TID 16 Capital, TID 17 Capital, TID 18 Capital, TID 19 Capital; Proprietary Funds - Motor Vehicle, Health Insurance, Liability Insurance, Workers Compensation Insurance, Information Technology; Enterprise Funds -Wastewater Utility, Recycling Utility Fund, Transit Utility, Parking Utility, Boat Facilities; and Fiduciary Funds - Cemetery Perpetual Care, Mead Public Library Trust be and are hereby adopted as set forth in the attachment and established in the budget document.

BE IT FURTHER RESOLVED that the Personnel Schedule as presented in the 2020 Budget be approved, and

*Finance Personnel
Public Works
AMS*

BE IT FURTHER RESOLVED that the property tax levy required to finance the 2020 Budget is \$24,092,874.

I HEREBY CERTIFY that the foregoing Resolution was duly passed by the Common Council of the City of Sheboygan, Wisconsin, on the _____ day of _____, 20____.

Dated _____ 20____. _____, City Clerk

Approved _____ 20____. _____, Mayor

2020 BUDGET SUMMARY

GOVERNMENTAL FUNDS

	General Fund	Special Revenue	Debt Service	Capital Improvement	Fiduciary Funds	Proprietary Funds
Revenue						
Taxes	\$17,982,638	\$4,302,078	\$8,542,409	\$1,600,242	\$0	\$516,662
Licenses and Permits	\$992,740	\$642,475	\$0	\$0	\$0	\$30,700
Intergovernmental Revenue	\$14,570,165	\$2,174,662	\$52,472	\$1,181,056	\$0	\$3,786,219
Intergovernmental Charges for Services	\$258,000	\$0	\$0	\$0	\$0	\$0
Charges for Services	\$1,566,322	\$2,168,641	\$0	\$0	\$9,400	\$20,928,466
Fines and Forfeitures	\$271,000	\$900,000	\$0	\$0	\$0	\$5,000
Miscellaneous Revenue	\$356,650	\$361,550	\$679,532	\$121,300	\$30,500	\$1,148,990
Interfund Transfers	\$1,708,924	\$942,964	\$1,127,142	\$6,551,946	\$0	\$257,026
Total Revenue	\$37,706,439	\$11,492,370	\$10,401,555	\$9,454,544	\$39,900	\$26,673,063
Expenditures						
General Government	\$4,207,724	\$1,849,996	\$165,696	\$0	\$0	\$9,235,520
Public Safety	\$22,315,691	\$870,061	\$0	\$765,944	\$0	\$0
Public Works	\$8,825,441	\$937,643	\$0	\$4,948,430	\$0	\$13,878,087
Health and Human Services	\$201,331	\$0	\$0	\$0	\$1,000	\$0
Culture and Recreation	\$2,837,589	\$4,075,246	\$0	\$886,770	\$150,000	\$3,038
Conservation and Development	\$368,721	\$1,502,433	\$0	\$5,541,234	\$0	\$7,996
Transfers and other expenses	\$538,030	\$2,028,764	\$8,564,112	\$1,097,000	\$15,000	\$7,291,501
Total Expenditures	\$39,294,527	\$11,264,142	\$8,729,808	\$13,239,378	\$166,000	\$30,416,143
Excess of revenues over (under) expenditures	-\$1,588,088	\$228,228	\$1,671,747	-\$3,784,834	-\$126,100	-\$3,743,080

BUDGET SUMMARY

2020 Requested	2019 Estimated	2018 Actual	2017 Actual
\$32,944,029	\$31,388,209	\$30,561,851	\$29,155,873
\$1,665,915	\$1,982,186	\$1,806,082	\$1,744,147
\$21,764,574	\$22,083,795	\$20,793,432	\$21,894,629
\$258,000	\$258,000	\$259,067	\$212,174
\$24,672,829	\$22,838,073	\$22,603,020	\$20,783,225
\$1,176,000	\$1,026,000	\$1,197,563	\$1,078,718
\$2,698,522	\$2,751,280	\$5,309,019	\$3,741,590
\$10,588,002	\$20,197,386	\$43,581,151	\$12,511,269
<u>\$95,767,871</u>	<u>\$102,524,929</u>	<u>\$126,111,184</u>	<u>\$91,121,626</u>
\$15,458,937	\$18,560,910	\$20,803,862	\$14,019,118
\$23,951,696	\$23,214,931	\$24,471,918	\$21,481,633
\$28,589,601	\$24,926,076	\$22,880,281	\$22,431,711
\$202,331	\$194,205	\$205,785	\$234,960
\$7,952,643	\$7,790,159	\$7,102,525	\$7,167,105
\$7,420,384	\$3,979,555	\$16,223,927	\$7,729,672
\$19,534,407	\$35,791,768	\$22,997,705	\$20,394,270
<u>\$103,109,999</u>	<u>\$114,457,604</u>	<u>\$114,686,004</u>	<u>\$93,458,469</u>
<u><u>-\$7,342,128</u></u>	<u><u>-\$11,932,674</u></u>	<u><u>\$11,425,180</u></u>	<u><u>-\$2,336,843</u></u>

Revenue

Taxes
Licenses and Permits
Intergovernmental Revenue
Intergovernmental Charges for Services
Charges for Services
Fines and Forfeitures
Miscellaneous Revenue
Interfund Transfers
Total Revenue

Expenditures

General Government
Public Safety
Public Works
Health and Human Services
Culture and Recreation
Conservation and Development
Transfers and other expenses
Total Expenditures

Excess of revenues over (under) expenditures

GENERAL FUND BUDGET SUMMARY

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Amended</u>	2019 <u>Estimated</u>	2020 <u>Requested</u>
Revenue					
Taxes	15,617,078	16,469,774	16,639,228	16,639,608	16,812,638
Licenses and Permits	1,070,035	1,206,900	921,240	1,236,480	992,740
Intergovernmental Revenue	14,258,857	14,637,627	14,482,474	14,498,829	14,535,165
Intergovernmental Charges for Services	212,174	259,067	258,000	258,000	258,000
Charges for Services	1,721,996	1,625,706	1,679,822	1,599,604	1,601,322
Fines and Forfeitures	354,853	275,390	271,000	271,000	271,000
Miscellaneous Revenue	440,329	637,008	342,425	415,889	356,650
Interfund Transfers	2,811,255	2,900,078	2,717,605	3,287,291	2,878,924
Total Revenue	36,486,578	38,011,550	37,311,794	38,206,702	37,706,439
Expense					
General Government	3,200,019	3,482,747	4,024,030	3,609,017	4,207,724
Public Safety	20,153,964	21,258,537	21,784,550	21,712,789	22,315,691
Public Works	8,270,129	8,464,170	9,069,716	9,131,312	8,825,441
Health and Human Services	221,626	188,887	201,337	193,455	201,331
Culture and Recreation	2,502,124	2,589,441	2,681,942	2,687,117	2,837,589
Conservation and Development	646,480	348,915	352,725	353,951	368,721
Transfers and other expenses	118,427	5,604,986	431,077	86,482	538,030
Total Expenditures	35,112,769	41,937,683	38,545,378	37,774,122	39,294,527
Excess of revenue over (under) expenditures	1,373,809	-3,926,133	-1,233,584	432,580	-1,588,088
Fund Balance, Beginning Year	22,527,096	23,900,905	19,078,761	19,974,772	20,407,352
Fund Balance, Ending Year*	23,900,905	19,974,772	17,845,177	20,407,352	18,819,264
*Ending Fund Balance consists of:					
Uncommitted	21,613,280	17,081,687	16,089,044	18,727,726	17,263,509
Committed	2,287,625	2,893,085	1,756,133	1,679,626	1,555,755
	23,900,905	19,974,772	17,845,177	20,407,352	18,819,264

GENERAL FUND BUDGET SUMMARY

	2017	2018	2019	2019	2020
	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Estimated</u>	<u>Requested</u>
Committed					
Inventory	155,185	151,571	150,000	150,000	150,000
Prepaid postage and other	31,602	11,294	13,500	13,500	13,500
Advance to TID 10 Debt Fund	611,908	419,728	332,633	123,871	0
Advance to TID 13 Debt Fund	112,175	112,175	0	0	0
Advance to TID 16 Capital Fund	512,255	542,255	30,000	542,255	542,255
Advance to TID 17 Capital Fund	14,500	14,500	30,000	0	0
Advance to TID 18 Capital Fund	0	791,562	0	0	0
Advance to TID 19 Capital Fund	0	0	350,000	0	0
Advance to Harbor Centre Marina Fund	0	0	0	0	0
Advance to Redevelopment Authority Fund	500,000	500,000	500,000	500,000	500,000
Committed - Development	350,000	350,000	350,000	350,000	350,000
	<u>2,287,625</u>	<u>2,893,085</u>	<u>1,756,133</u>	<u>1,679,626</u>	<u>1,555,755</u>

**SPECIAL REVENUE FUNDS
BUDGET SUMMARY**

	2017	2018	2019	2019	2020
	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Estimated</u>	<u>Requested</u>
Revenue					
Taxes	4,010,842	4,094,226	3,991,321	3,981,887	4,302,078
Licenses and Permits	642,712	564,581	610,000	715,006	642,475
Intergovernmental Revenue	1,704,960	1,882,304	2,261,618	2,428,071	2,174,662
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	2,202,507	2,359,534	2,034,740	2,165,538	2,168,641
Fines and Forfeitures	705,477	922,173	750,000	750,000	900,000
Miscellaneous Revenue	1,867,474	392,238	289,569	392,058	361,550
Interfund Transfers	750,844	229,368	225,000	230,000	942,964
Total Revenue	11,884,817	10,444,425	10,162,248	10,662,560	11,492,370
Expenditures					
General Government	961,653	1,076,765	1,057,624	1,538,244	1,849,996
Public Safety	721,085	651,650	823,944	829,636	870,061
Public Works	982,378	1,028,440	974,799	898,719	937,643
Health and Human Services	0	0	0	0	0
Culture and Recreation	3,969,292	3,638,642	4,157,540	4,241,790	4,075,246
Conservation and Development	1,389,219	1,311,330	1,431,276	1,109,213	1,502,433
Transfers and other expenses	3,675,045	2,632,070	2,204,522	2,493,701	2,028,764
Total Expenditures	11,698,673	10,338,896	10,649,705	11,111,304	11,264,142
Excess of revenues over (under) expenditures	186,144	105,528	-487,458	-448,743	228,228
Fund Balance, Beginning Year	2,189,647	2,375,791	1,844,466	2,481,319	2,032,576
Fund Balance, Ending Year	2,375,791	2,481,319	1,357,009	2,032,576	2,260,803

**DEBT SERVICE FUNDS
BUDGET SUMMARY**

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Amended</u>	2019 <u>Estimated</u>	2020 <u>Requested</u>
Revenue					
Taxes	6,167,634	6,666,863	7,358,181	7,434,915	8,542,409
Licenses and Permits	0	0	0	0	0
Intergovernmental Revenues	53,639	54,429	52,471	52,471	52,472
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	0	0	0	0	0
Fines and Forfeitures	0	0	0	0	0
Miscellaneous Revenue	839,577	1,437,124	540,465	1,042,992	679,532
Interfund Transfers	1,366,425	9,702,434	1,084,486	5,782,591	1,127,142
Total Revenue	8,427,276	17,860,849	9,035,603	14,312,969	10,401,555
Expenditures					
General Government	733,323	725,083	201,419	165,196	165,696
Public Safety	0	0	0	0	0
Public Works	0	0	0	0	0
Health and Human Services	0	0	0	0	0
Culture and Recreation	0	0	0	0	0
Conservation and Development	0	0	0	0	0
Transfers and other expenses	8,543,156	7,040,253	15,650,511	22,693,412	8,564,112
Total Expenditures	9,276,479	7,765,335	15,851,930	22,858,608	8,729,808
Excess of revenues over (under) expenditures	-849,203	10,095,514	-6,816,327	-8,545,639	1,671,747
Fund Balance, Beginning Year	9,814,477	8,965,274	17,375,830	19,060,788	10,515,149
Fund Balance, Ending Year	8,965,274	19,060,788	10,559,503	10,515,149	12,186,896

**CAPITAL IMPROVEMENT FUNDS
BUDGET SUMMARY**

	2017	2018	2019	2019	2020
	Actual	Actual	Amended	Estimated	Requested
Revenue					
Taxes	1,681,879	1,661,306	1,690,775	1,683,775	1,600,242
Licenses and Permits	0	0	0	0	0
Intergovernmental Revenue	1,640,314	760,683	8,359,913	1,574,310	1,181,056
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	0	0	0	0	0
Fines and Forfeitures	0	0	0	0	0
Miscellaneous Revenue	999,043	1,505,168	468,500	120,960	121,300
Interfund Transfers	7,790,207	30,952,500	10,928,526	10,927,681	6,551,946
Total Revenue	12,111,443	34,879,658	21,447,714	14,306,727	9,454,544
Expenditures					
General Government	359,046	6,721,251	7,709,894	4,261,436	0
Public Safety	606,584	2,561,731	767,689	672,506	765,944
Public Works	5,361,688	5,344,146	10,756,843	5,077,149	4,948,430
Health and Human Services	0	0	0	0	0
Culture and Recreation	380,351	779,258	1,236,638	629,770	886,770
Conservation and Development	5,686,887	14,554,353	7,871,237	2,508,596	5,541,234
Transfers and other expenses	967,588	1,071,479	2,654,817	3,336,985	1,097,000
Total Expenditures	13,362,143	31,032,219	30,997,118	16,486,443	13,239,378
Excess of revenues over (under) expenditures	-1,250,701	3,847,439	-9,549,404	-2,179,716	-3,784,834
Fund Balance, Beginning Year	6,749,570	5,498,869	7,789,986	9,346,308	7,166,592
Fund Balance, Ending Year	5,498,869	9,346,308	-1,759,418	7,166,592	3,381,758

**PROPRIETARY FUNDS
BUDGET SUMMARY**

	2017 Actual	2018 Actual	2019 Amended	2019 Estimated	2020 Requested
Revenue					
Taxes	511,562	511,576	511,547	511,547	516,662
Licenses and Permits	31,800	34,600	34,200	30,700	30,700
Intergovernmental	3,471,718	3,389,061	3,849,794	3,497,114	3,786,219
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	16,878,734	18,636,235	19,198,586	19,096,530	20,928,466
Fines and Forfeitures	18,388	0	5,000	5,000	5,000
Miscellaneous Revenue	700,499	824,569	653,822	748,881	1,148,990
Interfund Transfers	959,015	954,877	1,107,499	1,106,300	257,026
Total Revenue	22,571,715	24,350,917	25,360,448	24,996,072	26,673,063
Expenditures					
General Government	8,765,077	8,798,016	9,833,896	8,987,017	9,235,520
Public Safety	0	0	0	0	0
Public Works	7,817,516	8,043,525	10,352,949	9,818,896	13,878,087
Health and Human Services	0	0	0	0	0
Culture and Recreation	2,929	3,764	2,682	1,482	3,038
Conservation and Development	7,086	9,329	7,817	7,796	7,996
Transfers and other expenses	7,089,999	6,647,996	7,268,193	7,166,187	7,291,501
Total Expenditures	23,682,608	23,502,630	27,465,537	25,981,378	30,416,143
Excess of revenues over (under) expenditures	-1,110,892	848,288	-2,105,089	-985,306	-3,743,080
Fund Balance, Beginning Year	86,007,204	84,896,312	83,038,389	85,744,599	84,759,293
Fund Balance, Ending Year	84,896,312	85,744,599	80,933,300	84,759,293	81,016,213

**FIDUCIARY FUNDS
BUDGET SUMMARY**

	2017 Actual	2018 Actual	2019 Amended	2019 Estimated	2020 Requested
Revenue					
Taxes	0	0	0	0	0
Licenses and Permits	0	0	0	0	0
Intergovernmental Revenue	0	0	0	0	0
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	11,611	14,836	9,400	9,400	9,400
Fines and Forfeitures	0	0	0	0	0
Miscellaneous Revenue	165,529	512,912	24,000	30,500	30,500
Interfund Transfers	0	0	0	0	0
Total Revenue	177,140	527,747	33,400	39,900	39,900
Expenditures					
General Government	0	0	0	0	0
Public Safety	0	0	0	0	0
Public Works	0	0	0	0	0
Health and Human Services	13,334	16,898	750	750	1,000
Culture and Recreation	312,409	91,420	0	230,000	150,000
Conservation and Development	0	0	0	0	0
Transfers and other expenses	55	922	1,250	15,000	15,000
Total Expenditures	325,797	109,241	2,000	245,750	166,000
Excess of revenues over (under) expenditures	-148,657	418,507	31,400	-205,850	-126,100
Fund Balance, Beginning Year	2,175,632	2,026,975	2,051,126	2,445,482	2,239,632
Fund Balance, Ending Year	2,026,975	2,445,482	2,082,526	2,239,632	2,113,532

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Actual</u>	<u>2019</u> <u>Amended</u>	<u>2019</u> <u>Estimated</u>	<u>2020</u> <u>Executive</u>
GENERAL FUND					
GENERAL GOVERNMENT					
Office of the Mayor					
Mayor	1.00	1.00	1.00	1.00	1.00
Administrative Assistant / Communications Specialist	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Office of the Mayor	2.00	2.00	2.00	2.00	2.00
No changes in 2020.					
Office of the City Clerk					
City Clerk	1.00	1.00	1.00	1.00	1.00
Deputy City Clerk	0.81	1.00	1.00	1.00	1.00
Council/Licensing Clerk	1.00	1.00	1.00	1.00	1.00
Elections Specialist	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>
Total Office of the City Clerk	3.56	3.75	3.75	3.75	3.75
No changes in 2020.					
Office of the City Administrator					
City Administrator	1.00	1.00	1.00	1.00	1.00
Budget Analyst	1.00	1.00	1.00	1.00	0.00
Assistant to the City Administrator	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>
Total Office of the City Administrator	2.00	2.00	2.00	2.00	2.00
No changes in 2020.					
Finance Department					
Finance Director/Treasurer	1.00	1.00	1.00	1.00	1.00
Senior Accountant	0.00	0.00	0.00	1.00	1.00
Comptroller/Treasurer	1.00	0.00	0.00	0.00	0.00
Auditor/Analyst	1.00	1.00	1.00	1.00	1.00
Accountant	1.00	1.00	1.00	1.00	1.00
Accountant I	0.00	0.40	0.40	0.40	0.40
Clerk I	1.00	1.00	1.00	1.00	1.00
Confidential Secretary	1.00	0.00	0.00	0.00	0.00
Accounts Payable Clerk	0.00	1.00	1.00	1.00	1.00
Purchasing Agent	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>
Total Finance Department	6.50	5.90	5.90	6.90	6.90
No changes in 2020.					
Human Resources Department					
Director of H.R. and Labor Relations	1.00	1.00	1.00	1.00	1.00
Payroll Administrator	1.00	1.00	1.00	1.00	1.00
Benefit Administrator / Analyst	1.00	1.00	1.00	1.00	1.00
Confidential Secretary	1.00	0.00	0.00	0.00	0.00
Human Resources Generalist	0.00	1.00	1.00	1.00	1.00
Accountant I	<u>0.00</u>	<u>0.60</u>	<u>0.60</u>	<u>0.60</u>	<u>0.60</u>
Total Human Resources Department	4.00	4.60	4.60	4.60	4.60
No changes in 2020.					

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Amended</u>	<u>2019 Estimated</u>	<u>2020 Executive</u>
Office of the City Attorney					
City Attorney	1.00	1.00	1.00	1.00	1.00
Assistant City Attorney I	1.00	1.00	1.00	1.00	1.00
Assistant City Attorney II	0.00	0.00	0.40	0.40	0.40
Legal Assistant	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Total City Attorney's Office	4.00	4.00	4.40	4.40	4.40

No changes in 2020.

PUBLIC SAFETY

Police Department

Chief	1.00	1.00	1.00	1.00	1.00
Captain	3.00	3.00	3.00	3.00	3.00
Lieutenant	4.00	4.00	4.00	4.00	4.00
Sergeant	9.00	9.00	9.00	9.00	9.00
Detective	7.00	7.00	7.00	7.00	7.00
Police Officer	59.00	59.00	59.00	59.00	59.00
Office Supervisor	1.00	1.00	1.00	1.00	1.00
Communication Technician	1.00	1.00	1.00	1.00	1.00
Court Services Secretary	2.00	2.00	2.00	2.00	2.00
Community Service Officer	1.00	1.00	1.00	1.00	1.00
Community Service Officer Trainee (FTE)	1.00	1.00	1.00	1.00	1.00
Record Specialist Clerk	8.00	8.00	8.00	8.00	8.00
Time System Coordinator	1.00	1.00	1.00	1.00	1.00
Department Secretary	2.00	2.00	2.00	2.00	2.00
Crime Analyst	1.00	1.00	1.00	1.00	1.00
Fleet Operation Mechanic	1.00	1.00	1.00	1.00	1.00
Property Officer	1.00	1.00	1.00	1.00	1.00
Digital Evidence Manager	1.00	1.00	1.00	1.00	1.00
MEG Unit Secretary	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>
Total Police Department	104.40	104.40	104.40	104.40	104.40

No changes in 2020.

Fire Department

Chief	1.00	1.00	1.00	1.00	1.00
Assistant Fire Chief	1.00	1.00	1.00	1.00	2.00
Deputy Fire Chief	1.00	1.00	1.00	1.00	0.00
Battalion Chief	4.00	4.00	4.00	4.00	4.00
Captain	5.00	5.00	5.00	5.00	5.00
Lieutenant	10.00	10.00	10.00	10.00	10.00
Fire Equipment Operator	15.00	15.00	15.00	15.00	15.00
Firefighter	18.00	18.00	18.00	18.00	18.00
Firefighter/Paramedic	14.00	14.00	14.00	14.00	14.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Transcriptionist/Data Entry Clerk	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>
Total Fire Department	70.50	70.50	70.50	70.50	70.50

No changes in 2020.

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Amended</u>	<u>2019 Estimated</u>	<u>2020 Executive</u>
Building Inspection					
Building/Housing Inspector	2.00	2.00	2.00	2.00	2.00
Electrical/Heating Inspector	1.00	1.00	1.00	1.00	1.00
Plumbing/Environmental Inspector	1.00	1.00	1.00	1.00	1.00
Housing/Environmental Inspector	1.00	1.00	1.00	0.00	0.00
Code Enforcement Officer	1.00	1.00	1.00	1.00	1.00
Building Inspection Specialist	1.00	1.00	1.00	1.00	1.00
Permit Clerk	1.00	1.00	1.00	1.00	1.00
Building Inspection Licensing Clerk	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>
Total Building Inspection	8.00	8.00	8.00	8.00	8.00
No changes in 2020.					
PUBLIC WORKS					
Department of Public Works					
Administration					
Director of Public Works	1.00	1.00	1.00	1.00	1.00
Business Manager	0.00	0.00	0.00	0.00	1.00
Management Analyst	1.00	1.00	1.00	1.00	0.00
Clerk II	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Total Public Works Administration	4.00	4.00	4.00	4.00	4.00
Engineering					
City Engineer	1.00	1.00	1.00	1.00	1.00
Civil Engineer / Project Manager	1.00	1.00	1.00	1.00	1.00
Assistant Engineer / Surveyor	1.00	1.00	1.00	1.00	1.00
Senior Engineering Technician	1.00	1.00	1.00	1.00	1.00
Engineering Technician	2.00	2.00	2.00	2.00	2.00
GIS Project Specialist	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Engineering	6.00	7.00	7.00	7.00	7.00
Municipal Service Building Administration /					
Maintenance					
Superintendent - Facilities/Traffic	1.00	1.00	1.00	1.00	1.00
Leadman - Construction	1.00	1.00	1.00	1.00	1.00
Maintenance Worker V-Electric Lighting	1.00	1.00	1.00	1.00	1.00
Maintenance Worker V-Electric Signals	1.00	1.00	1.00	1.00	1.00
Maintenance Worker IV-Lead-Signs	1.00	1.00	1.00	1.00	1.00
Maintenance Worker III-Craftsman	3.00	3.00	3.00	3.00	3.00
Maintenance Worker II-Signs	1.00	1.00	1.00	3.00	3.00
Maintenance Worker II-City Hall	1.00	1.00	1.00	1.00	1.00
Maintenance Worker I-MSB	1.00	1.00	1.00	1.00	1.00
Maintenance Worker I-MSB	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.50</u>	<u>0.50</u>
Total MSB Administration/Maintenance	11.00	11.00	11.00	13.50	13.50
Streets and Sanitation					
Superintendent - Streets/Sanitation	1.00	1.00	1.00	1.00	1.00
Supervisor - Streets/Sanitation	1.00	1.00	1.00	1.00	1.00
Maintenance Worker IV-Streets	1.00	1.00	1.00	4.00	4.00

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Amended</u>	<u>2019 Estimated</u>	<u>2020 Executive</u>
Maintenance Worker III-Streets	7.00	7.00	7.00	2.00	2.00
Maintenance Worker II-Streets	14.00	14.00	14.00	11.00	9.00
Maintenance Worker I-Streets	5.00	5.00	5.00	3.00	3.00
Maintenance Worker IV-Sanitation	1.00	1.00	1.00	1.00	1.00
Maintenance Worker III-Sanitation	8.00	8.00	8.00	8.00	8.00
Maintenance Worker IV-Sewer Maintenance	1.00	1.00	1.00	1.00	1.00
Maintenance Worker III-Sewer Maintenance	1.00	1.00	1.00	1.00	1.00
Maintenance Worker II-Sewer Maintenance	2.00	2.00	2.00	2.00	2.00
Maintenance Worker I-Sewer Maintenance	1.00	1.00	1.00	1.00	1.00
Maintenance Worker II-Street Sweeping	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Total Streets and Sanitation	45.00	45.00	45.00	38.00	36.00
Parks and Cemetery					
Superintendent - Parks - Forestry	1.00	1.00	1.00	1.00	1.00
Forester	0.00	0.00	0.00	1.00	1.00
Maintenance Worker IV - Arborist	0.00	0.00	0.00	1.00	1.00
Maintenance Worker IV - Parks	1.00	1.00	1.00	2.00	2.00
Maintenance Worker III - Parks	6.00	6.00	6.00	6.00	6.00
Maintenance Worker II - Parks	6.00	6.00	6.00	6.00	6.00
Maintenance Worker I - Parks	3.00	3.00	3.00	0.00	0.00
Administrative Assistant	<u>1.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Parks and Cemetery	18.00	17.00	17.00	17.00	17.00
Total Department of Public Works	84.00	84.00	84.00	79.50	77.50
2.00 FTE Streets and Sanitation Maintenance Worker II transferred to Recycling Utility Fund in 2020.					
CULTURE AND RECREATION					
Senior Services					
Director of Senior Services	0.00	0.00	0.00	1.00	1.00
Senior Center Supervisor	1.00	1.00	1.00	0.00	0.00
Assistant Supervisor	0.00	1.00	1.00	0.00	0.00
Coordinator	0.00	0.00	0.00	1.00	1.00
Wellness Coordinator	1.00	0.00	0.00	0.00	0.00
Custodian	<u>0.28</u>	<u>0.28</u>	<u>0.28</u>	<u>0.28</u>	<u>0.28</u>
Total Senior Services	2.28	2.28	2.28	2.28	2.28
No changes in 2020.					
CONSERVATION AND DEVELOPMENT					
Planning and Development					
Director of Planning and Development	1.00	1.00	1.00	1.00	1.00
Planning/Zoning Manager	1.00	1.00	1.00	1.00	1.00
Community Development Planner	1.00	1.00	1.00	1.00	1.00
Neighborhood Development Planner	1.00	1.00	0.00	0.00	1.00
Community/Economic Development Planner	0.00	0.00	1.00	1.00	0.00
Grant Coordinator	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>
Total Planning and Development	4.00	4.00	4.00	4.00	5.00
The addition of a Grant Coordinator in 2020.					
TOTAL GENERAL FUND	295.24	295.43	295.83	292.33	291.33

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Actual</u>	<u>2019</u> <u>Amended</u>	<u>2019</u> <u>Estimated</u>	<u>2020</u> <u>Executive</u>
SPECIAL REVENUE FUND					
Mead Public Library					
Director	1.00	1.00	1.00	1.00	1.00
Business Manager	1.00	1.00	1.00	1.00	1.00
Manager	2.00	2.00	2.00	2.00	2.00
Librarian II	2.00	0.00	0.00	0.00	0.00
Librarian I	4.75	0.00	0.00	0.00	0.00
Librarian	0.00	6.75	8.00	7.75	7.75
Page Supervisor	1.00	1.00	1.00	1.00	1.00
Maintenance Supervisor	1.00	1.00	0.00	0.00	0.00
Public Information Specialist II	1.00	1.00	0.00	0.00	0.00
IT Specialist	1.00	1.00	1.00	1.00	1.00
Communications Specialist	0.00	0.00	1.00	1.00	1.00
Maintenance Technician	0.00	0.00	2.00	2.00	2.00
Administrative Assistant/Volunteer Coordinator	0.00	0.00	1.00	1.00	1.00
Administrative Assistant I	1.00	1.00	0.00	0.00	0.00
Maintenance Technician I	1.00	1.00	0.00	0.00	0.00
Library Assistant III	5.00	5.00	0.00	0.00	0.00
Library Assistant II	1.00	1.00	0.00	0.00	0.00
Library Assistant I	5.75	5.75	0.00	0.00	0.00
Cataloger	0.00	0.00	3.00	3.00	3.00
Public Safety Specialist	0.00	0.00	1.00	1.00	1.00
Library Assistant	0.00	0.00	9.25	9.25	9.25
Cleaners	1.50	1.50	2.00	2.00	2.00
Library Page	<u>9.50</u>	<u>9.50</u>	<u>6.50</u>	<u>6.50</u>	<u>6.50</u>
Total Mead Public Library	39.50	39.50	39.75	39.50	39.50
No changes in 2020.					
Municipal Court					
Municipal Court Judge	0.50	0.50	0.50	0.50	0.50
Municipal Court Clerk	1.00	1.00	1.00	1.00	1.00
Office Clerk	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Municipal Court	2.50	2.50	2.50	2.50	2.50
No changes in 2020.					
Ambulance					
Firefighter/Paramedic	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>
Total Ambulance	4.00	4.00	4.00	4.00	4.00
No changes in 2020.					
Cable Television					
TV Program Director	1.00	1.00	1.00	1.00	1.00
TV Production Technician	<u>0.50</u>	<u>0.50</u>	<u>0.25</u>	<u>0.25</u>	<u>0.25</u>
Total Cable Television	1.50	1.50	1.25	1.25	1.25
No changes in 2020.					
TOTAL SPECIAL REVENUE FUND	47.50	47.50	47.50	47.25	47.25

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Actual</u>	<u>2019</u> <u>Amended</u>	<u>2019</u> <u>Estimated</u>	<u>2020</u> <u>Executive</u>
PROPRIETARY FUNDS					
Recycling Utility					
Maintenance Worker II	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2.00</u>
Total Recycling Utility	0.00	0.00	0.00	0.00	2.00
This fund is new in 2020.					
Transit Utility					
Director	0.70	0.70	0.70	0.70	0.70
Operator Supervisor	2.00	2.00	2.00	2.00	2.00
SET Supervisor	0.00	0.00	0.00	1.00	1.00
Lead Support - ADA Coordinator	2.00	2.00	2.00	1.00	1.00
Lead Dispatcher	1.00	1.00	1.00	1.00	1.00
Fill-In Dispatcher	1.00	1.00	1.00	1.00	1.00
Lead Mechanic	1.00	1.00	1.00	1.00	1.00
Administrative Coordinator	1.00	1.00	1.00	1.00	1.00
Fixed Route Operator	28.00	28.00	28.00	28.00	28.00
Paratransit Operator	12.00	12.00	12.00	12.00	12.00
Hostler	1.25	1.25	1.50	1.50	1.50
Cleaner	<u>1.25</u>	<u>1.25</u>	<u>1.25</u>	<u>1.25</u>	<u>1.25</u>
Total Transit Utility	51.20	51.20	51.45	51.45	51.45
No changes in 2020.					
Parking Utility					
Director Parking and Transit	0.30	0.30	0.30	0.30	0.30
Lead Worker I	1.00	1.00	1.00	1.00	1.00
Maintenance Worker I	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Parking Utility	2.30	2.30	2.30	2.30	2.30
No changes in 2020.					
Water Utility*					
Superintendent	1.00	1.00	1.00	1.00	1.00
Utility Accountant	1.00	1.00	1.00	1.00	1.00
Distribution Supervisor	1.00	1.00	1.00	1.00	1.00
Operations Supervisor	1.00	1.00	1.00	1.00	1.00
Customer Relations/Fiscal Supervisor	1.00	1.00	1.00	1.00	1.00
Utility Engineer	1.00	1.00	1.00	1.00	1.00
Engineer Technician	1.00	1.00	1.00	1.00	1.00
Lead Distribution Technician	0.00	0.00	1.00	1.00	1.00
Distribution Technician	6.00	6.00	5.00	5.00	6.00
Lead Operations Technician	1.00	1.00	1.00	1.00	1.00
Operator	5.00	5.00	5.00	5.00	5.00
Operations Technician	2.00	2.00	2.00	2.00	2.00
Utility Support Specialist	4.00	4.00	4.00	4.00	4.00
Lab Technician	1.00	1.00	1.00	1.00	1.00
Lead Service Technician	1.00	1.00	1.00	1.00	1.00
Service Technician	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
Total Water Utility	30.00	30.00	30.00	30.00	31.00

An increase of 1.00 FTE in 2020. *Approval authorized by the Board of Water Commissioners.

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Amended</u>	<u>2019 Estimated</u>	<u>2020 Executive</u>
Wastewater Utility					
Superintendent	1.00	1.00	1.00	1.00	1.00
Industrial Wastewater Supervisor	1.00	1.00	1.00	1.00	1.00
Environmental Engineer	1.00	1.00	1.00	1.00	1.00
Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00
Process System/OPCO	1.00	1.00	1.00	1.00	1.00
Electromechanical Technician	1.00	1.00	1.00	1.00	1.00
Laboratory Technician	1.00	1.00	1.00	1.00	1.00
Plant Maintenance Mechanic	3.00	3.00	3.00	3.00	3.00
Operator III	1.00	1.00	1.00	2.00	2.00
Operator I	1.00	1.00	1.00	2.00	2.00
Clerk Typist	1.00	0.00	0.00	0.00	0.00
Clerk IV / Administrative Assistant	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Wastewater Utility	13.00	13.00	13.00	15.00	15.00
No changes in 2020.					
TOTAL PROPRIETARY FUND	96.50	96.50	96.75	98.75	101.75
INTERNAL SERVICE FUNDS					
Information Technology					
IT Director	1.00	1.00	1.00	1.00	1.00
Systems Analyst	2.00	2.00	2.00	2.00	2.00
Network Administrator	1.00	1.00	2.00	1.00	1.00
PC Specialist	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Information Technology	5.00	5.00	6.00	5.00	5.00
A reduction of 1.00 FTE Network Administrator position (unfilled) in 2020.					
MOTOR VEHICLE FUND					
Motor Vehicle					
Equipment Service Supervisor	1.00	1.00	1.00	1.00	1.00
Master Certified Truck Mechanic	1.00	1.00	1.00	1.00	1.00
Certified Truck Mechanic	6.00	3.00	3.00	2.00	2.00
Truck Mechanic	0.00	1.00	1.00	1.00	1.00
Service Mechanic II	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>
Total Motor Vehicle	8.00	6.00	6.00	6.00	6.00
No changes in 2020.					
TOTAL INTERNAL SERVICE FUNDS	13.00	11.00	12.00	11.00	11.00
TOTAL PROPRIETARY FUNDS	109.50	107.50	108.75	109.75	112.75
TOTAL CITY FUNDS	452.24	450.43	452.08	449.33	451.33

CITY OF SHEBOYGAN

REQUEST FOR FINANCE AND PERSONNEL COMMITTEE CONSIDERATION

ITEM DESCRIPTION: DIRECT REFERRAL: Res. No. 83 -19-20 by Alderpersons Donohue and Bohren establishing the 2020 Budget appropriations and 2019 Tax Levy use during the calendar year.

REPORT PREPARED BY: Vicky Schneider, Director of Senior Services

REPORT DATE: September 4, 2019

MEETING DATE: September 9, 2019

FISCAL SUMMARY:

Budget Line Item: N/A
Budget Summary: N/A
Budgeted Expenditure: N/A
Budgeted Revenue: N/A

STATUTORY REFERENCE:

Wisconsin Statutes: N/A
Municipal Code: N/A

BACKGROUND / ANALYSIS:

2020 Budget overview for the Senior Services Department on pages 176 – 178.

STAFF COMMENTS:

Our mission is to provide a dynamic community center encouraging wellness, learning, and recreation for Sheboygan’s diverse semi-retired and retired residents.

- In collaboration with the Friends of the Senior Activity Center, a private 501c3 organization, the Senior Services staff coordinates all programs, oversee volunteers and manage operations.

The Executive Budget includes the following changes:

- An increase of \$2,500 in Training and Conferences for the Director to attend a national training conference.
- An increase of \$3,300 in Capital Outlay for the purchase of additional conference tables.

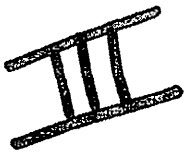
Expenditures	2017 Actual	2018 Actual	2019 Amended	2019 Estimated	2020 Executive
Personal Services	136,498	137,849	163,424	154,366	163,689
Non-Personal Services	31,859	38,056	40,067	37,300	41,715
Capital Outlay	0	0	0	0	3,300
Total Expenditures	168,358	175,905	203,491	191,666	208,704

ACTION REQUESTED:

Motion to recommend the Common Council adopt Res. No. 83-19-20 by Alderpersons Donohue and Bohren regarding the Senior Services 2020 Budget as presented.

ATTACHMENTS:

- I. Res. No. 83-19-20



DIRECT REFERRAL TO FINANCE AND PERSONNEL COMMITTEE, PUBLIC WORKS COMMITTEE AND LICENSING, HEARINGS, AND PUBLIC SAFETY COMMITTEE

Res. No. 83 - 19 - 20. By Alderpersons Donohue and Bohren.
September 4, 2019.

A RESOLUTION establishing the 2020 Budget appropriations and the 2019 Tax Levy for use during the calendar year.

WHEREAS, Section 2-905 of Municipal Code of the City of Sheboygan requires an annual budget appropriating monies to finance activities of the City for the ensuing fiscal year, and

WHEREAS, The Common Council committees have duly considered and discussed a budget for 2020 as proposed by the City Administrator, and

WHEREAS, A public hearing on the budget will be held on October 14, 2019 as required, and

WHEREAS, The 2020 budget requires a tax levy to partially finance the appropriations.

NOW, THEREFORE, BE IT RESOLVED: by the Common Council of the City of Sheboygan that:

Budgeted revenue estimates and expenditure appropriations for the year 2020 for the City's General Fund; Special Revenue Funds - MEG Unit, Block Grant, Housing Revolving Loan, Business Revolving Loan, Neighborhood Revitalization Fund, Mead Public Library, Tourism, Park, Forestry and Open Space, Park Impact Fee Fund, Cable TV, Municipal Court, Ambulance, Special Assessment, Harbor Centre Marina, Redevelopment Authority, Storm Water; Debt Service - G.O. Debt Service, Convention Center Debt Service, TID 5 Debt, TID 6 Debt, TID 10 Debt, TID 11 Debt, TID 12 Debt, TID 13 Debt, TID 14 Debt, TID 15 Debt, TID 16 Debt, TID 17 Debt, TID 18 Debt, TID 19 Debt, Environmental TID Debt; Capital Improvements Funds - Capital Projects, Capital Improvement, Industrial Park Fund, TID 6 Capital, TID 12 Capital, TID 14 Capital, TID 16 Capital, TID 17 Capital, TID 18 Capital, TID 19 Capital; Proprietary Funds - Motor Vehicle, Health Insurance, Liability Insurance, Workers Compensation Insurance, Information Technology; Enterprise Funds -Wastewater Utility, Recycling Utility Fund, Transit Utility, Parking Utility, Boat Facilities; and Fiduciary Funds - Cemetery Perpetual Care, Mead Public Library Trust be and are hereby adopted as set forth in the attachment and established in the budget document.

BE IT FURTHER RESOLVED that the Personnel Schedule as presented in the 2020 Budget be approved, and

*Finance Personnel
Public Works
2019*

BE IT FURTHER RESOLVED that the property tax levy required to finance the 2020 Budget is \$24,092,874.

I HEREBY CERTIFY that the foregoing Resolution was duly passed by the Common Council of the City of Sheboygan, Wisconsin, on the _____ day of _____, 20____.

Dated _____ 20____. _____, City Clerk

Approved _____ 20____. _____, Mayor

2020 BUDGET SUMMARY

GOVERNMENTAL FUNDS

	General Fund	Special Revenue	Debt Service	Capital Improvement	Fiduciary Funds	Proprietary Funds
Revenue						
Taxes	\$17,982,638	\$4,302,078	\$8,542,409	\$1,600,242	\$0	\$516,662
Licenses and Permits	\$992,740	\$642,475	\$0	\$0	\$0	\$30,700
Intergovernmental Revenue	\$14,570,165	\$2,174,662	\$52,472	\$1,181,056	\$0	\$3,786,219
Intergovernmental Charges for Services	\$258,000	\$0	\$0	\$0	\$0	\$0
Charges for Services	\$1,566,322	\$2,168,641	\$0	\$0	\$9,400	\$20,928,466
Fines and Forfeitures	\$271,000	\$900,000	\$0	\$0	\$0	\$5,000
Miscellaneous Revenue	\$356,650	\$361,550	\$679,532	\$121,300	\$30,500	\$1,148,990
Interfund Transfers	\$1,708,924	\$942,964	\$1,127,142	\$6,551,946	\$0	\$257,026
Total Revenue	\$37,706,439	\$11,492,370	\$10,401,555	\$9,454,544	\$39,900	\$26,673,063
Expenditures						
General Government	\$4,207,724	\$1,849,996	\$165,696	\$0	\$0	\$9,235,520
Public Safety	\$22,315,691	\$870,061	\$0	\$765,944	\$0	\$0
Public Works	\$8,825,441	\$937,643	\$0	\$4,948,430	\$0	\$13,878,087
Health and Human Services	\$201,331	\$0	\$0	\$0	\$1,000	\$0
Culture and Recreation	\$2,837,589	\$4,075,246	\$0	\$886,770	\$150,000	\$3,038
Conservation and Development	\$368,721	\$1,502,433	\$0	\$5,541,234	\$0	\$7,996
Transfers and other expenses	\$538,030	\$2,028,764	\$8,564,112	\$1,097,000	\$15,000	\$7,291,501
Total Expenditures	\$39,294,527	\$11,264,142	\$8,729,808	\$13,239,378	\$166,000	\$30,416,143
Excess of revenues over (under) expenditures	-\$1,588,088	\$228,228	\$1,671,747	-\$3,784,834	-\$126,100	-\$3,743,080

BUDGET SUMMARY

2020 Requested	2019 Estimated	2018 Actual	2017 Actual
\$32,944,029	\$31,388,209	\$30,561,851	\$29,155,873
\$1,665,915	\$1,982,186	\$1,806,082	\$1,744,147
\$21,764,574	\$22,083,795	\$20,793,432	\$21,894,629
\$258,000	\$258,000	\$259,067	\$212,174
\$24,672,829	\$22,838,073	\$22,603,020	\$20,783,225
\$1,176,000	\$1,026,000	\$1,197,563	\$1,078,718
\$2,698,522	\$2,751,280	\$5,309,019	\$3,741,590
\$10,588,002	\$20,197,386	\$43,581,151	\$12,511,269
<u>\$95,767,871</u>	<u>\$102,524,929</u>	<u>\$126,111,184</u>	<u>\$91,121,626</u>
\$15,458,937	\$18,560,910	\$20,803,862	\$14,019,118
\$23,951,696	\$23,214,931	\$24,471,918	\$21,481,633
\$28,589,601	\$24,926,076	\$22,880,281	\$22,431,711
\$202,331	\$194,205	\$205,785	\$234,960
\$7,952,643	\$7,790,159	\$7,102,525	\$7,167,105
\$7,420,384	\$3,979,555	\$16,223,927	\$7,729,672
\$19,534,407	\$35,791,768	\$22,997,705	\$20,394,270
<u>\$103,109,999</u>	<u>\$114,457,604</u>	<u>\$114,686,004</u>	<u>\$93,458,469</u>
<u><u>-\$7,342,128</u></u>	<u><u>-\$11,932,674</u></u>	<u><u>\$11,425,180</u></u>	<u><u>-\$2,336,843</u></u>

Revenue

Taxes
Licenses and Permits
Intergovernmental Revenue
Intergovernmental Charges for Services
Charges for Services
Fines and Forfeitures
Miscellaneous Revenue
Interfund Transfers
Total Revenue

Expenditures

General Government
Public Safety
Public Works
Health and Human Services
Culture and Recreation
Conservation and Development
Transfers and other expenses
Total Expenditures

Excess of revenues over (under) expenditures

GENERAL FUND BUDGET SUMMARY

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Amended</u>	2019 <u>Estimated</u>	2020 <u>Requested</u>
Revenue					
Taxes	15,617,078	16,469,774	16,639,228	16,639,608	16,812,638
Licenses and Permits	1,070,035	1,206,900	921,240	1,236,480	992,740
Intergovernmental Revenue	14,258,857	14,637,627	14,482,474	14,498,829	14,535,165
Intergovernmental Charges for Services	212,174	259,067	258,000	258,000	258,000
Charges for Services	1,721,996	1,625,706	1,679,822	1,599,604	1,601,322
Fines and Forfeitures	354,853	275,390	271,000	271,000	271,000
Miscellaneous Revenue	440,329	637,008	342,425	415,889	356,650
Interfund Transfers	2,811,255	2,900,078	2,717,605	3,287,291	2,878,924
Total Revenue	36,486,578	38,011,550	37,311,794	38,206,702	37,706,439
Expense					
General Government	3,200,019	3,482,747	4,024,030	3,609,017	4,207,724
Public Safety	20,153,964	21,258,537	21,784,550	21,712,789	22,315,691
Public Works	8,270,129	8,464,170	9,069,716	9,131,312	8,825,441
Health and Human Services	221,626	188,887	201,337	193,455	201,331
Culture and Recreation	2,502,124	2,589,441	2,681,942	2,687,117	2,837,589
Conservation and Development	646,480	348,915	352,725	353,951	368,721
Transfers and other expenses	118,427	5,604,986	431,077	86,482	538,030
Total Expenditures	35,112,769	41,937,683	38,545,378	37,774,122	39,294,527
Excess of revenue over (under) expenditures	1,373,809	-3,926,133	-1,233,584	432,580	-1,588,088
Fund Balance, Beginning Year	22,527,096	23,900,905	19,078,761	19,974,772	20,407,352
Fund Balance, Ending Year*	23,900,905	19,974,772	17,845,177	20,407,352	18,819,264
*Ending Fund Balance consists of:					
Uncommitted	21,613,280	17,081,687	16,089,044	18,727,726	17,263,509
Committed	2,287,625	2,893,085	1,756,133	1,679,626	1,555,755
	23,900,905	19,974,772	17,845,177	20,407,352	18,819,264

GENERAL FUND BUDGET SUMMARY

	2017	2018	2019	2019	2020
	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Estimated</u>	<u>Requested</u>
Committed					
Inventory	155,185	151,571	150,000	150,000	150,000
Prepaid postage and other	31,602	11,294	13,500	13,500	13,500
Advance to TID 10 Debt Fund	611,908	419,728	332,633	123,871	0
Advance to TID 13 Debt Fund	112,175	112,175	0	0	0
Advance to TID 16 Capital Fund	512,255	542,255	30,000	542,255	542,255
Advance to TID 17 Capital Fund	14,500	14,500	30,000	0	0
Advance to TID 18 Capital Fund	0	791,562	0	0	0
Advance to TID 19 Capital Fund	0	0	350,000	0	0
Advance to Harbor Centre Marina Fund	0	0	0	0	0
Advance to Redevelopment Authority Fund	500,000	500,000	500,000	500,000	500,000
Committed - Development	350,000	350,000	350,000	350,000	350,000
	<u>2,287,625</u>	<u>2,893,085</u>	<u>1,756,133</u>	<u>1,679,626</u>	<u>1,555,755</u>

**SPECIAL REVENUE FUNDS
BUDGET SUMMARY**

	2017	2018	2019	2019	2020
	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Estimated</u>	<u>Requested</u>
Revenue					
Taxes	4,010,842	4,094,226	3,991,321	3,981,887	4,302,078
Licenses and Permits	642,712	564,581	610,000	715,006	642,475
Intergovernmental Revenue	1,704,960	1,882,304	2,261,618	2,428,071	2,174,662
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	2,202,507	2,359,534	2,034,740	2,165,538	2,168,641
Fines and Forfeitures	705,477	922,173	750,000	750,000	900,000
Miscellaneous Revenue	1,867,474	392,238	289,569	392,058	361,550
Interfund Transfers	750,844	229,368	225,000	230,000	942,964
Total Revenue	<u>11,884,817</u>	<u>10,444,425</u>	<u>10,162,248</u>	<u>10,662,560</u>	<u>11,492,370</u>
Expenditures					
General Government	961,653	1,076,765	1,057,624	1,538,244	1,849,996
Public Safety	721,085	651,650	823,944	829,636	870,061
Public Works	982,378	1,028,440	974,799	898,719	937,643
Health and Human Services	0	0	0	0	0
Culture and Recreation	3,969,292	3,638,642	4,157,540	4,241,790	4,075,246
Conservation and Development	1,389,219	1,311,330	1,431,276	1,109,213	1,502,433
Transfers and other expenses	3,675,045	2,632,070	2,204,522	2,493,701	2,028,764
Total Expenditures	<u>11,698,673</u>	<u>10,338,896</u>	<u>10,649,705</u>	<u>11,111,304</u>	<u>11,264,142</u>
Excess of revenues over (under) expenditures	186,144	105,528	-487,458	-448,743	228,228
Fund Balance, Beginning Year	2,189,647	2,375,791	1,844,466	2,481,319	2,032,576
Fund Balance, Ending Year	<u>2,375,791</u>	<u>2,481,319</u>	<u>1,357,009</u>	<u>2,032,576</u>	<u>2,260,803</u>

**DEBT SERVICE FUNDS
BUDGET SUMMARY**

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Amended</u>	2019 <u>Estimated</u>	2020 <u>Requested</u>
Revenue					
Taxes	6,167,634	6,666,863	7,358,181	7,434,915	8,542,409
Licenses and Permits	0	0	0	0	0
Intergovernmental Revenues	53,639	54,429	52,471	52,471	52,472
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	0	0	0	0	0
Fines and Forfeitures	0	0	0	0	0
Miscellaneous Revenue	839,577	1,437,124	540,465	1,042,992	679,532
Interfund Transfers	1,366,425	9,702,434	1,084,486	5,782,591	1,127,142
Total Revenue	8,427,276	17,860,849	9,035,603	14,312,969	10,401,555
Expenditures					
General Government	733,323	725,083	201,419	165,196	165,696
Public Safety	0	0	0	0	0
Public Works	0	0	0	0	0
Health and Human Services	0	0	0	0	0
Culture and Recreation	0	0	0	0	0
Conservation and Development	0	0	0	0	0
Transfers and other expenses	8,543,156	7,040,253	15,650,511	22,693,412	8,564,112
Total Expenditures	9,276,479	7,765,335	15,851,930	22,858,608	8,729,808
Excess of revenues over (under) expenditures	-849,203	10,095,514	-6,816,327	-8,545,639	1,671,747
Fund Balance, Beginning Year	9,814,477	8,965,274	17,375,830	19,060,788	10,515,149
Fund Balance, Ending Year	8,965,274	19,060,788	10,559,503	10,515,149	12,186,896

**CAPITAL IMPROVEMENT FUNDS
BUDGET SUMMARY**

	2017	2018	2019	2019	2020
	Actual	Actual	Amended	Estimated	Requested
Revenue					
Taxes	1,681,879	1,661,306	1,690,775	1,683,775	1,600,242
Licenses and Permits	0	0	0	0	0
Intergovernmental Revenue	1,640,314	760,683	8,359,913	1,574,310	1,181,056
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	0	0	0	0	0
Fines and Forfeitures	0	0	0	0	0
Miscellaneous Revenue	999,043	1,505,168	468,500	120,960	121,300
Interfund Transfers	7,790,207	30,952,500	10,928,526	10,927,681	6,551,946
Total Revenue	12,111,443	34,879,658	21,447,714	14,306,727	9,454,544
Expenditures					
General Government	359,046	6,721,251	7,709,894	4,261,436	0
Public Safety	606,584	2,561,731	767,689	672,506	765,944
Public Works	5,361,688	5,344,146	10,756,843	5,077,149	4,948,430
Health and Human Services	0	0	0	0	0
Culture and Recreation	380,351	779,258	1,236,638	629,770	886,770
Conservation and Development	5,686,887	14,554,353	7,871,237	2,508,596	5,541,234
Transfers and other expenses	967,588	1,071,479	2,654,817	3,336,985	1,097,000
Total Expenditures	13,362,143	31,032,219	30,997,118	16,486,443	13,239,378
Excess of revenues over (under) expenditures	-1,250,701	3,847,439	-9,549,404	-2,179,716	-3,784,834
Fund Balance, Beginning Year	6,749,570	5,498,869	7,789,986	9,346,308	7,166,592
Fund Balance, Ending Year	5,498,869	9,346,308	-1,759,418	7,166,592	3,381,758

**PROPRIETARY FUNDS
BUDGET SUMMARY**

	2017 Actual	2018 Actual	2019 Amended	2019 Estimated	2020 Requested
Revenue					
Taxes	511,562	511,576	511,547	511,547	516,662
Licenses and Permits	31,800	34,600	34,200	30,700	30,700
Intergovernmental	3,471,718	3,389,061	3,849,794	3,497,114	3,786,219
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	16,878,734	18,636,235	19,198,586	19,096,530	20,928,466
Fines and Forfeitures	18,388	0	5,000	5,000	5,000
Miscellaneous Revenue	700,499	824,569	653,822	748,881	1,148,990
Interfund Transfers	959,015	954,877	1,107,499	1,106,300	257,026
Total Revenue	22,571,715	24,350,917	25,360,448	24,996,072	26,673,063
Expenditures					
General Government	8,765,077	8,798,016	9,833,896	8,987,017	9,235,520
Public Safety	0	0	0	0	0
Public Works	7,817,516	8,043,525	10,352,949	9,818,896	13,878,087
Health and Human Services	0	0	0	0	0
Culture and Recreation	2,929	3,764	2,682	1,482	3,038
Conservation and Development	7,086	9,329	7,817	7,796	7,996
Transfers and other expenses	7,089,999	6,647,996	7,268,193	7,166,187	7,291,501
Total Expenditures	23,682,608	23,502,630	27,465,537	25,981,378	30,416,143
Excess of revenues over (under) expenditures	-1,110,892	848,288	-2,105,089	-985,306	-3,743,080
Fund Balance, Beginning Year	86,007,204	84,896,312	83,038,389	85,744,599	84,759,293
Fund Balance, Ending Year	84,896,312	85,744,599	80,933,300	84,759,293	81,016,213

**FIDUCIARY FUNDS
BUDGET SUMMARY**

	2017 Actual	2018 Actual	2019 Amended	2019 Estimated	2020 Requested
Revenue					
Taxes	0	0	0	0	0
Licenses and Permits	0	0	0	0	0
Intergovernmental Revenue	0	0	0	0	0
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	11,611	14,836	9,400	9,400	9,400
Fines and Forfeitures	0	0	0	0	0
Miscellaneous Revenue	165,529	512,912	24,000	30,500	30,500
Interfund Transfers	0	0	0	0	0
Total Revenue	177,140	527,747	33,400	39,900	39,900
Expenditures					
General Government	0	0	0	0	0
Public Safety	0	0	0	0	0
Public Works	0	0	0	0	0
Health and Human Services	13,334	16,898	750	750	1,000
Culture and Recreation	312,409	91,420	0	230,000	150,000
Conservation and Development	0	0	0	0	0
Transfers and other expenses	55	922	1,250	15,000	15,000
Total Expenditures	325,797	109,241	2,000	245,750	166,000
Excess of revenues over (under) expenditures	-148,657	418,507	31,400	-205,850	-126,100
Fund Balance, Beginning Year	2,175,632	2,026,975	2,051,126	2,445,482	2,239,632
Fund Balance, Ending Year	2,026,975	2,445,482	2,082,526	2,239,632	2,113,532

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Actual</u>	<u>2019</u> <u>Amended</u>	<u>2019</u> <u>Estimated</u>	<u>2020</u> <u>Executive</u>
GENERAL FUND					
GENERAL GOVERNMENT					
Office of the Mayor					
Mayor	1.00	1.00	1.00	1.00	1.00
Administrative Assistant / Communications Specialist	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Office of the Mayor	2.00	2.00	2.00	2.00	2.00
No changes in 2020.					
Office of the City Clerk					
City Clerk	1.00	1.00	1.00	1.00	1.00
Deputy City Clerk	0.81	1.00	1.00	1.00	1.00
Council/Licensing Clerk	1.00	1.00	1.00	1.00	1.00
Elections Specialist	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>
Total Office of the City Clerk	3.56	3.75	3.75	3.75	3.75
No changes in 2020.					
Office of the City Administrator					
City Administrator	1.00	1.00	1.00	1.00	1.00
Budget Analyst	1.00	1.00	1.00	1.00	0.00
Assistant to the City Administrator	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>
Total Office of the City Administrator	2.00	2.00	2.00	2.00	2.00
No changes in 2020.					
Finance Department					
Finance Director/Treasurer	1.00	1.00	1.00	1.00	1.00
Senior Accountant	0.00	0.00	0.00	1.00	1.00
Comptroller/Treasurer	1.00	0.00	0.00	0.00	0.00
Auditor/Analyst	1.00	1.00	1.00	1.00	1.00
Accountant	1.00	1.00	1.00	1.00	1.00
Accountant I	0.00	0.40	0.40	0.40	0.40
Clerk I	1.00	1.00	1.00	1.00	1.00
Confidential Secretary	1.00	0.00	0.00	0.00	0.00
Accounts Payable Clerk	0.00	1.00	1.00	1.00	1.00
Purchasing Agent	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>
Total Finance Department	6.50	5.90	5.90	6.90	6.90
No changes in 2020.					
Human Resources Department					
Director of H.R. and Labor Relations	1.00	1.00	1.00	1.00	1.00
Payroll Administrator	1.00	1.00	1.00	1.00	1.00
Benefit Administrator / Analyst	1.00	1.00	1.00	1.00	1.00
Confidential Secretary	1.00	0.00	0.00	0.00	0.00
Human Resources Generalist	0.00	1.00	1.00	1.00	1.00
Accountant I	<u>0.00</u>	<u>0.60</u>	<u>0.60</u>	<u>0.60</u>	<u>0.60</u>
Total Human Resources Department	4.00	4.60	4.60	4.60	4.60
No changes in 2020.					

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Amended</u>	<u>2019 Estimated</u>	<u>2020 Executive</u>
Office of the City Attorney					
City Attorney	1.00	1.00	1.00	1.00	1.00
Assistant City Attorney I	1.00	1.00	1.00	1.00	1.00
Assistant City Attorney II	0.00	0.00	0.40	0.40	0.40
Legal Assistant	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Total City Attorney's Office	4.00	4.00	4.40	4.40	4.40

No changes in 2020.

PUBLIC SAFETY

Police Department

Chief	1.00	1.00	1.00	1.00	1.00
Captain	3.00	3.00	3.00	3.00	3.00
Lieutenant	4.00	4.00	4.00	4.00	4.00
Sergeant	9.00	9.00	9.00	9.00	9.00
Detective	7.00	7.00	7.00	7.00	7.00
Police Officer	59.00	59.00	59.00	59.00	59.00
Office Supervisor	1.00	1.00	1.00	1.00	1.00
Communication Technician	1.00	1.00	1.00	1.00	1.00
Court Services Secretary	2.00	2.00	2.00	2.00	2.00
Community Service Officer	1.00	1.00	1.00	1.00	1.00
Community Service Officer Trainee (FTE)	1.00	1.00	1.00	1.00	1.00
Record Specialist Clerk	8.00	8.00	8.00	8.00	8.00
Time System Coordinator	1.00	1.00	1.00	1.00	1.00
Department Secretary	2.00	2.00	2.00	2.00	2.00
Crime Analyst	1.00	1.00	1.00	1.00	1.00
Fleet Operation Mechanic	1.00	1.00	1.00	1.00	1.00
Property Officer	1.00	1.00	1.00	1.00	1.00
Digital Evidence Manager	1.00	1.00	1.00	1.00	1.00
MEG Unit Secretary	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>
Total Police Department	104.40	104.40	104.40	104.40	104.40

No changes in 2020.

Fire Department

Chief	1.00	1.00	1.00	1.00	1.00
Assistant Fire Chief	1.00	1.00	1.00	1.00	2.00
Deputy Fire Chief	1.00	1.00	1.00	1.00	0.00
Battalion Chief	4.00	4.00	4.00	4.00	4.00
Captain	5.00	5.00	5.00	5.00	5.00
Lieutenant	10.00	10.00	10.00	10.00	10.00
Fire Equipment Operator	15.00	15.00	15.00	15.00	15.00
Firefighter	18.00	18.00	18.00	18.00	18.00
Firefighter/Paramedic	14.00	14.00	14.00	14.00	14.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Transcriptionist/Data Entry Clerk	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>
Total Fire Department	70.50	70.50	70.50	70.50	70.50

No changes in 2020.

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Amended</u>	<u>2019 Estimated</u>	<u>2020 Executive</u>
Building Inspection					
Building/Housing Inspector	2.00	2.00	2.00	2.00	2.00
Electrical/Heating Inspector	1.00	1.00	1.00	1.00	1.00
Plumbing/Environmental Inspector	1.00	1.00	1.00	1.00	1.00
Housing/Environmental Inspector	1.00	1.00	1.00	0.00	0.00
Code Enforcement Officer	1.00	1.00	1.00	1.00	1.00
Building Inspection Specialist	1.00	1.00	1.00	1.00	1.00
Permit Clerk	1.00	1.00	1.00	1.00	1.00
Building Inspection Licensing Clerk	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>
Total Building Inspection	8.00	8.00	8.00	8.00	8.00
No changes in 2020.					
PUBLIC WORKS					
Department of Public Works					
Administration					
Director of Public Works	1.00	1.00	1.00	1.00	1.00
Business Manager	0.00	0.00	0.00	0.00	1.00
Management Analyst	1.00	1.00	1.00	1.00	0.00
Clerk II	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Total Public Works Administration	4.00	4.00	4.00	4.00	4.00
Engineering					
City Engineer	1.00	1.00	1.00	1.00	1.00
Civil Engineer / Project Manager	1.00	1.00	1.00	1.00	1.00
Assistant Engineer / Surveyor	1.00	1.00	1.00	1.00	1.00
Senior Engineering Technician	1.00	1.00	1.00	1.00	1.00
Engineering Technician	2.00	2.00	2.00	2.00	2.00
GIS Project Specialist	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Engineering	6.00	7.00	7.00	7.00	7.00
Municipal Service Building Administration /					
Maintenance					
Superintendent - Facilities/Traffic	1.00	1.00	1.00	1.00	1.00
Leadman - Construction	1.00	1.00	1.00	1.00	1.00
Maintenance Worker V-Electric Lighting	1.00	1.00	1.00	1.00	1.00
Maintenance Worker V-Electric Signals	1.00	1.00	1.00	1.00	1.00
Maintenance Worker IV-Lead-Signs	1.00	1.00	1.00	1.00	1.00
Maintenance Worker III-Craftsman	3.00	3.00	3.00	3.00	3.00
Maintenance Worker II-Signs	1.00	1.00	1.00	3.00	3.00
Maintenance Worker II-City Hall	1.00	1.00	1.00	1.00	1.00
Maintenance Worker I-MSB	1.00	1.00	1.00	1.00	1.00
Maintenance Worker I-MSB	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.50</u>	<u>0.50</u>
Total MSB Administration/Maintenance	11.00	11.00	11.00	13.50	13.50
Streets and Sanitation					
Superintendent - Streets/Sanitation	1.00	1.00	1.00	1.00	1.00
Supervisor - Streets/Sanitation	1.00	1.00	1.00	1.00	1.00
Maintenance Worker IV-Streets	1.00	1.00	1.00	4.00	4.00

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Amended</u>	<u>2019 Estimated</u>	<u>2020 Executive</u>
Maintenance Worker III-Streets	7.00	7.00	7.00	2.00	2.00
Maintenance Worker II-Streets	14.00	14.00	14.00	11.00	9.00
Maintenance Worker I-Streets	5.00	5.00	5.00	3.00	3.00
Maintenance Worker IV-Sanitation	1.00	1.00	1.00	1.00	1.00
Maintenance Worker III-Sanitation	8.00	8.00	8.00	8.00	8.00
Maintenance Worker IV-Sewer Maintenance	1.00	1.00	1.00	1.00	1.00
Maintenance Worker III-Sewer Maintenance	1.00	1.00	1.00	1.00	1.00
Maintenance Worker II-Sewer Maintenance	2.00	2.00	2.00	2.00	2.00
Maintenance Worker I-Sewer Maintenance	1.00	1.00	1.00	1.00	1.00
Maintenance Worker II-Street Sweeping	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Total Streets and Sanitation	45.00	45.00	45.00	38.00	36.00
Parks and Cemetery					
Superintendent - Parks - Forestry	1.00	1.00	1.00	1.00	1.00
Forester	0.00	0.00	0.00	1.00	1.00
Maintenance Worker IV - Arborist	0.00	0.00	0.00	1.00	1.00
Maintenance Worker IV - Parks	1.00	1.00	1.00	2.00	2.00
Maintenance Worker III - Parks	6.00	6.00	6.00	6.00	6.00
Maintenance Worker II - Parks	6.00	6.00	6.00	6.00	6.00
Maintenance Worker I - Parks	3.00	3.00	3.00	0.00	0.00
Administrative Assistant	<u>1.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Parks and Cemetery	18.00	17.00	17.00	17.00	17.00
Total Department of Public Works	84.00	84.00	84.00	79.50	77.50

2.00 FTE Streets and Sanitation Maintenance Worker II transferred to Recycling Utility Fund in 2020.

CULTURE AND RECREATION

Senior Services

Director of Senior Services	0.00	0.00	0.00	1.00	1.00
Senior Center Supervisor	1.00	1.00	1.00	0.00	0.00
Assistant Supervisor	0.00	1.00	1.00	0.00	0.00
Coordinator	0.00	0.00	0.00	1.00	1.00
Wellness Coordinator	1.00	0.00	0.00	0.00	0.00
Custodian	<u>0.28</u>	<u>0.28</u>	<u>0.28</u>	<u>0.28</u>	<u>0.28</u>
Total Senior Services	2.28	2.28	2.28	2.28	2.28

No changes in 2020.

CONSERVATION AND DEVELOPMENT

Planning and Development

Director of Planning and Development	1.00	1.00	1.00	1.00	1.00
Planning/Zoning Manager	1.00	1.00	1.00	1.00	1.00
Community Development Planner	1.00	1.00	1.00	1.00	1.00
Neighborhood Development Planner	1.00	1.00	0.00	0.00	1.00
Community/Economic Development Planner	0.00	0.00	1.00	1.00	0.00
Grant Coordinator	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>
Total Planning and Development	4.00	4.00	4.00	4.00	5.00

The addition of a Grant Coordinator in 2020.

TOTAL GENERAL FUND	295.24	295.43	295.83	292.33	291.33
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**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Amended</u>	<u>2019 Estimated</u>	<u>2020 Executive</u>
SPECIAL REVENUE FUND					
Mead Public Library					
Director	1.00	1.00	1.00	1.00	1.00
Business Manager	1.00	1.00	1.00	1.00	1.00
Manager	2.00	2.00	2.00	2.00	2.00
Librarian II	2.00	0.00	0.00	0.00	0.00
Librarian I	4.75	0.00	0.00	0.00	0.00
Librarian	0.00	6.75	8.00	7.75	7.75
Page Supervisor	1.00	1.00	1.00	1.00	1.00
Maintenance Supervisor	1.00	1.00	0.00	0.00	0.00
Public Information Specialist II	1.00	1.00	0.00	0.00	0.00
IT Specialist	1.00	1.00	1.00	1.00	1.00
Communications Specialist	0.00	0.00	1.00	1.00	1.00
Maintenance Technician	0.00	0.00	2.00	2.00	2.00
Administrative Assistant/Volunteer Coordinator	0.00	0.00	1.00	1.00	1.00
Administrative Assistant I	1.00	1.00	0.00	0.00	0.00
Maintenance Technician I	1.00	1.00	0.00	0.00	0.00
Library Assistant III	5.00	5.00	0.00	0.00	0.00
Library Assistant II	1.00	1.00	0.00	0.00	0.00
Library Assistant I	5.75	5.75	0.00	0.00	0.00
Cataloger	0.00	0.00	3.00	3.00	3.00
Public Safety Specialist	0.00	0.00	1.00	1.00	1.00
Library Assistant	0.00	0.00	9.25	9.25	9.25
Cleaners	1.50	1.50	2.00	2.00	2.00
Library Page	<u>9.50</u>	<u>9.50</u>	<u>6.50</u>	<u>6.50</u>	<u>6.50</u>
Total Mead Public Library	39.50	39.50	39.75	39.50	39.50
No changes in 2020.					
Municipal Court					
Municipal Court Judge	0.50	0.50	0.50	0.50	0.50
Municipal Court Clerk	1.00	1.00	1.00	1.00	1.00
Office Clerk	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Municipal Court	2.50	2.50	2.50	2.50	2.50
No changes in 2020.					
Ambulance					
Firefighter/Paramedic	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>
Total Ambulance	4.00	4.00	4.00	4.00	4.00
No changes in 2020.					
Cable Television					
TV Program Director	1.00	1.00	1.00	1.00	1.00
TV Production Technician	<u>0.50</u>	<u>0.50</u>	<u>0.25</u>	<u>0.25</u>	<u>0.25</u>
Total Cable Television	1.50	1.50	1.25	1.25	1.25
No changes in 2020.					
TOTAL SPECIAL REVENUE FUND	47.50	47.50	47.50	47.25	47.25

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Actual</u>	<u>2019</u> <u>Amended</u>	<u>2019</u> <u>Estimated</u>	<u>2020</u> <u>Executive</u>
PROPRIETARY FUNDS					
Recycling Utility					
Maintenance Worker II	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2.00</u>
Total Recycling Utility	0.00	0.00	0.00	0.00	2.00
This fund is new in 2020.					
Transit Utility					
Director	0.70	0.70	0.70	0.70	0.70
Operator Supervisor	2.00	2.00	2.00	2.00	2.00
SET Supervisor	0.00	0.00	0.00	1.00	1.00
Lead Support - ADA Coordinator	2.00	2.00	2.00	1.00	1.00
Lead Dispatcher	1.00	1.00	1.00	1.00	1.00
Fill-In Dispatcher	1.00	1.00	1.00	1.00	1.00
Lead Mechanic	1.00	1.00	1.00	1.00	1.00
Administrative Coordinator	1.00	1.00	1.00	1.00	1.00
Fixed Route Operator	28.00	28.00	28.00	28.00	28.00
Paratransit Operator	12.00	12.00	12.00	12.00	12.00
Hostler	1.25	1.25	1.50	1.50	1.50
Cleaner	<u>1.25</u>	<u>1.25</u>	<u>1.25</u>	<u>1.25</u>	<u>1.25</u>
Total Transit Utility	51.20	51.20	51.45	51.45	51.45
No changes in 2020.					
Parking Utility					
Director Parking and Transit	0.30	0.30	0.30	0.30	0.30
Lead Worker I	1.00	1.00	1.00	1.00	1.00
Maintenance Worker I	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Parking Utility	2.30	2.30	2.30	2.30	2.30
No changes in 2020.					
Water Utility*					
Superintendent	1.00	1.00	1.00	1.00	1.00
Utility Accountant	1.00	1.00	1.00	1.00	1.00
Distribution Supervisor	1.00	1.00	1.00	1.00	1.00
Operations Supervisor	1.00	1.00	1.00	1.00	1.00
Customer Relations/Fiscal Supervisor	1.00	1.00	1.00	1.00	1.00
Utility Engineer	1.00	1.00	1.00	1.00	1.00
Engineer Technician	1.00	1.00	1.00	1.00	1.00
Lead Distribution Technician	0.00	0.00	1.00	1.00	1.00
Distribution Technician	6.00	6.00	5.00	5.00	6.00
Lead Operations Technician	1.00	1.00	1.00	1.00	1.00
Operator	5.00	5.00	5.00	5.00	5.00
Operations Technician	2.00	2.00	2.00	2.00	2.00
Utility Support Specialist	4.00	4.00	4.00	4.00	4.00
Lab Technician	1.00	1.00	1.00	1.00	1.00
Lead Service Technician	1.00	1.00	1.00	1.00	1.00
Service Technician	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
Total Water Utility	30.00	30.00	30.00	30.00	31.00

An increase of 1.00 FTE in 2020. *Approval authorized by the Board of Water Commissioners.

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Amended</u>	<u>2019 Estimated</u>	<u>2020 Executive</u>
Wastewater Utility					
Superintendent	1.00	1.00	1.00	1.00	1.00
Industrial Wastewater Supervisor	1.00	1.00	1.00	1.00	1.00
Environmental Engineer	1.00	1.00	1.00	1.00	1.00
Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00
Process System/OPCO	1.00	1.00	1.00	1.00	1.00
Electromechanical Technician	1.00	1.00	1.00	1.00	1.00
Laboratory Technician	1.00	1.00	1.00	1.00	1.00
Plant Maintenance Mechanic	3.00	3.00	3.00	3.00	3.00
Operator III	1.00	1.00	1.00	2.00	2.00
Operator I	1.00	1.00	1.00	2.00	2.00
Clerk Typist	1.00	0.00	0.00	0.00	0.00
Clerk IV / Administrative Assistant	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Wastewater Utility	13.00	13.00	13.00	15.00	15.00
No changes in 2020.					
TOTAL PROPRIETARY FUND	96.50	96.50	96.75	98.75	101.75
INTERNAL SERVICE FUNDS					
Information Technology					
IT Director	1.00	1.00	1.00	1.00	1.00
Systems Analyst	2.00	2.00	2.00	2.00	2.00
Network Administrator	1.00	1.00	2.00	1.00	1.00
PC Specialist	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Information Technology	5.00	5.00	6.00	5.00	5.00
A reduction of 1.00 FTE Network Administrator position (unfilled) in 2020.					
MOTOR VEHICLE FUND					
Motor Vehicle					
Equipment Service Supervisor	1.00	1.00	1.00	1.00	1.00
Master Certified Truck Mechanic	1.00	1.00	1.00	1.00	1.00
Certified Truck Mechanic	6.00	3.00	3.00	2.00	2.00
Truck Mechanic	0.00	1.00	1.00	1.00	1.00
Service Mechanic II	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>
Total Motor Vehicle	8.00	6.00	6.00	6.00	6.00
No changes in 2020.					
TOTAL INTERNAL SERVICE FUNDS	13.00	11.00	12.00	11.00	11.00
TOTAL PROPRIETARY FUNDS	109.50	107.50	108.75	109.75	112.75
TOTAL CITY FUNDS	452.24	450.43	452.08	449.33	451.33

CITY OF SHEBOYGAN

REQUEST FOR FINANCE AND PERSONNEL COMMITTEE CONSIDERATION

ITEM DESCRIPTION: DIRECT REFERRAL: Res. No. 83-19-20 by Alderpersons Donohue and Bohren establishing the 2020 Budget appropriations and 2019 Tax Levy use during the calendar year.

REPORT PREPARED BY: Darrell Hofland, City Administrator

REPORT DATE: September 3, 2019 **MEETING DATE:** September 9, 2019

FISCAL SUMMARY:

Budget Line Item: N/A
Budget Summary: N/A
Budgeted Expenditure: N/A
Budgeted Revenue: N/A

STATUTORY REFERENCE:

Wisconsin Statutes: N/A
Municipal Code: N/A

BACKGROUND / ANALYSIS:

On pages 80 through 82 of the 2020 Executive Program Budget is the Office of the City Administrator's budget. There are no notable changes for 2020. The budget incorporates the following:

	2017	2018	2019	2019	2020
Expenditures	Actual	Actual	Amended	Estimated	Executive
Personal Services	237,736	257,685	266,685	269,284	282,956
Non-Personal Services	19,962	13,482	30,326	26,308	30,326
Total Expenditures	257,698	271,167	297,011	295,592	313,282

STAFF COMMENTS:

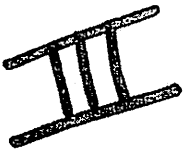
None

ACTION REQUESTED:

Motion to recommend the Common Council adopt Res. No. 83-19-20 by Alderpersons Donohue and Bohren regarding the Office of the City Administrator 2020 Budget as presented.

ATTACHMENTS:

- I. Res. No. 83-19-20



DIRECT REFERRAL TO FINANCE AND PERSONNEL COMMITTEE, PUBLIC WORKS COMMITTEE AND LICENSING, HEARINGS, AND PUBLIC SAFETY COMMITTEE

Res. No. 83 - 19 - 20. By Alderpersons Donohue and Bohren.
September 4, 2019.

A RESOLUTION establishing the 2020 Budget appropriations and the 2019 Tax Levy for use during the calendar year.

WHEREAS, Section 2-905 of Municipal Code of the City of Sheboygan requires an annual budget appropriating monies to finance activities of the City for the ensuing fiscal year, and

WHEREAS, The Common Council committees have duly considered and discussed a budget for 2020 as proposed by the City Administrator, and

WHEREAS, A public hearing on the budget will be held on October 14, 2019 as required, and

WHEREAS, The 2020 budget requires a tax levy to partially finance the appropriations.

NOW, THEREFORE, BE IT RESOLVED: by the Common Council of the City of Sheboygan that:

Budgeted revenue estimates and expenditure appropriations for the year 2020 for the City's General Fund; Special Revenue Funds - MEG Unit, Block Grant, Housing Revolving Loan, Business Revolving Loan, Neighborhood Revitalization Fund, Mead Public Library, Tourism, Park, Forestry and Open Space, Park Impact Fee Fund, Cable TV, Municipal Court, Ambulance, Special Assessment, Harbor Centre Marina, Redevelopment Authority, Storm Water; Debt Service - G.O. Debt Service, Convention Center Debt Service, TID 5 Debt, TID 6 Debt, TID 10 Debt, TID 11 Debt, TID 12 Debt, TID 13 Debt, TID 14 Debt, TID 15 Debt, TID 16 Debt, TID 17 Debt, TID 18 Debt, TID 19 Debt, Environmental TID Debt; Capital Improvements Funds - Capital Projects, Capital Improvement, Industrial Park Fund, TID 6 Capital, TID 12 Capital, TID 14 Capital, TID 16 Capital, TID 17 Capital, TID 18 Capital, TID 19 Capital; Proprietary Funds - Motor Vehicle, Health Insurance, Liability Insurance, Workers Compensation Insurance, Information Technology; Enterprise Funds -Wastewater Utility, Recycling Utility Fund, Transit Utility, Parking Utility, Boat Facilities; and Fiduciary Funds - Cemetery Perpetual Care, Mead Public Library Trust be and are hereby adopted as set forth in the attachment and established in the budget document.

BE IT FURTHER RESOLVED that the Personnel Schedule as presented in the 2020 Budget be approved, and

*Finance Personnel
Public Works
HHS*

BE IT FURTHER RESOLVED that the property tax levy required to finance the 2020 Budget is \$24,092,874.

I HEREBY CERTIFY that the foregoing Resolution was duly passed by the Common Council of the City of Sheboygan, Wisconsin, on the _____ day of _____, 20____.

Dated _____ 20____. _____, City Clerk

Approved _____ 20____. _____, Mayor

2020 BUDGET SUMMARY

GOVERNMENTAL FUNDS

	General Fund	Special Revenue	Debt Service	Capital Improvement	Fiduciary Funds	Proprietary Funds
Revenue						
Taxes	\$17,982,638	\$4,302,078	\$8,542,409	\$1,600,242	\$0	\$516,662
Licenses and Permits	\$992,740	\$642,475	\$0	\$0	\$0	\$30,700
Intergovernmental Revenue	\$14,570,165	\$2,174,662	\$52,472	\$1,181,056	\$0	\$3,786,219
Intergovernmental Charges for Services	\$258,000	\$0	\$0	\$0	\$0	\$0
Charges for Services	\$1,566,322	\$2,168,641	\$0	\$0	\$9,400	\$20,928,466
Fines and Forfeitures	\$271,000	\$900,000	\$0	\$0	\$0	\$5,000
Miscellaneous Revenue	\$356,650	\$361,550	\$679,532	\$121,300	\$30,500	\$1,148,990
Interfund Transfers	\$1,708,924	\$942,964	\$1,127,142	\$6,551,946	\$0	\$257,026
Total Revenue	\$37,706,439	\$11,492,370	\$10,401,555	\$9,454,544	\$39,900	\$26,673,063
Expenditures						
General Government	\$4,207,724	\$1,849,996	\$165,696	\$0	\$0	\$9,235,520
Public Safety	\$22,315,691	\$870,061	\$0	\$765,944	\$0	\$0
Public Works	\$8,825,441	\$937,643	\$0	\$4,948,430	\$0	\$13,878,087
Health and Human Services	\$201,331	\$0	\$0	\$0	\$1,000	\$0
Culture and Recreation	\$2,837,589	\$4,075,246	\$0	\$886,770	\$150,000	\$3,038
Conservation and Development	\$368,721	\$1,502,433	\$0	\$5,541,234	\$0	\$7,996
Transfers and other expenses	\$538,030	\$2,028,764	\$8,564,112	\$1,097,000	\$15,000	\$7,291,501
Total Expenditures	\$39,294,527	\$11,264,142	\$8,729,808	\$13,239,378	\$166,000	\$30,416,143
Excess of revenues over (under) expenditures	-\$1,588,088	\$228,228	\$1,671,747	-\$3,784,834	-\$126,100	-\$3,743,080

BUDGET SUMMARY

2020 Requested	2019 Estimated	2018 Actual	2017 Actual
\$32,944,029	\$31,388,209	\$30,561,851	\$29,155,873
\$1,665,915	\$1,982,186	\$1,806,082	\$1,744,147
\$21,764,574	\$22,083,795	\$20,793,432	\$21,894,629
\$258,000	\$258,000	\$259,067	\$212,174
\$24,672,829	\$22,838,073	\$22,603,020	\$20,783,225
\$1,176,000	\$1,026,000	\$1,197,563	\$1,078,718
\$2,698,522	\$2,751,280	\$5,309,019	\$3,741,590
\$10,588,002	\$20,197,386	\$43,581,151	\$12,511,269
<u>\$95,767,871</u>	<u>\$102,524,929</u>	<u>\$126,111,184</u>	<u>\$91,121,626</u>
\$15,458,937	\$18,560,910	\$20,803,862	\$14,019,118
\$23,951,696	\$23,214,931	\$24,471,918	\$21,481,633
\$28,589,601	\$24,926,076	\$22,880,281	\$22,431,711
\$202,331	\$194,205	\$205,785	\$234,960
\$7,952,643	\$7,790,159	\$7,102,525	\$7,167,105
\$7,420,384	\$3,979,555	\$16,223,927	\$7,729,672
\$19,534,407	\$35,791,768	\$22,997,705	\$20,394,270
<u>\$103,109,999</u>	<u>\$114,457,604</u>	<u>\$114,686,004</u>	<u>\$93,458,469</u>
<u><u>-\$7,342,128</u></u>	<u><u>-\$11,932,674</u></u>	<u><u>\$11,425,180</u></u>	<u><u>-\$2,336,843</u></u>

Revenue

Taxes
Licenses and Permits
Intergovernmental Revenue
Intergovernmental Charges for Services
Charges for Services
Fines and Forfeitures
Miscellaneous Revenue
Interfund Transfers
Total Revenue

Expenditures

General Government
Public Safety
Public Works
Health and Human Services
Culture and Recreation
Conservation and Development
Transfers and other expenses
Total Expenditures

Excess of revenues over (under) expenditures

GENERAL FUND BUDGET SUMMARY

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Amended</u>	2019 <u>Estimated</u>	2020 <u>Requested</u>
Revenue					
Taxes	15,617,078	16,469,774	16,639,228	16,639,608	16,812,638
Licenses and Permits	1,070,035	1,206,900	921,240	1,236,480	992,740
Intergovernmental Revenue	14,258,857	14,637,627	14,482,474	14,498,829	14,535,165
Intergovernmental Charges for Services	212,174	259,067	258,000	258,000	258,000
Charges for Services	1,721,996	1,625,706	1,679,822	1,599,604	1,601,322
Fines and Forfeitures	354,853	275,390	271,000	271,000	271,000
Miscellaneous Revenue	440,329	637,008	342,425	415,889	356,650
Interfund Transfers	2,811,255	2,900,078	2,717,605	3,287,291	2,878,924
Total Revenue	36,486,578	38,011,550	37,311,794	38,206,702	37,706,439
Expense					
General Government	3,200,019	3,482,747	4,024,030	3,609,017	4,207,724
Public Safety	20,153,964	21,258,537	21,784,550	21,712,789	22,315,691
Public Works	8,270,129	8,464,170	9,069,716	9,131,312	8,825,441
Health and Human Services	221,626	188,887	201,337	193,455	201,331
Culture and Recreation	2,502,124	2,589,441	2,681,942	2,687,117	2,837,589
Conservation and Development	646,480	348,915	352,725	353,951	368,721
Transfers and other expenses	118,427	5,604,986	431,077	86,482	538,030
Total Expenditures	35,112,769	41,937,683	38,545,378	37,774,122	39,294,527
Excess of revenue over (under) expenditures	1,373,809	-3,926,133	-1,233,584	432,580	-1,588,088
Fund Balance, Beginning Year	22,527,096	23,900,905	19,078,761	19,974,772	20,407,352
Fund Balance, Ending Year*	23,900,905	19,974,772	17,845,177	20,407,352	18,819,264
*Ending Fund Balance consists of:					
Uncommitted	21,613,280	17,081,687	16,089,044	18,727,726	17,263,509
Committed	2,287,625	2,893,085	1,756,133	1,679,626	1,555,755
	23,900,905	19,974,772	17,845,177	20,407,352	18,819,264

GENERAL FUND BUDGET SUMMARY

	2017	2018	2019	2019	2020
	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Estimated</u>	<u>Requested</u>
Committed					
Inventory	155,185	151,571	150,000	150,000	150,000
Prepaid postage and other	31,602	11,294	13,500	13,500	13,500
Advance to TID 10 Debt Fund	611,908	419,728	332,633	123,871	0
Advance to TID 13 Debt Fund	112,175	112,175	0	0	0
Advance to TID 16 Capital Fund	512,255	542,255	30,000	542,255	542,255
Advance to TID 17 Capital Fund	14,500	14,500	30,000	0	0
Advance to TID 18 Capital Fund	0	791,562	0	0	0
Advance to TID 19 Capital Fund	0	0	350,000	0	0
Advance to Harbor Centre Marina Fund	0	0	0	0	0
Advance to Redevelopment Authority Fund	500,000	500,000	500,000	500,000	500,000
Committed - Development	350,000	350,000	350,000	350,000	350,000
	<u>2,287,625</u>	<u>2,893,085</u>	<u>1,756,133</u>	<u>1,679,626</u>	<u>1,555,755</u>

**SPECIAL REVENUE FUNDS
BUDGET SUMMARY**

	2017	2018	2019	2019	2020
	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Estimated</u>	<u>Requested</u>
Revenue					
Taxes	4,010,842	4,094,226	3,991,321	3,981,887	4,302,078
Licenses and Permits	642,712	564,581	610,000	715,006	642,475
Intergovernmental Revenue	1,704,960	1,882,304	2,261,618	2,428,071	2,174,662
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	2,202,507	2,359,534	2,034,740	2,165,538	2,168,641
Fines and Forfeitures	705,477	922,173	750,000	750,000	900,000
Miscellaneous Revenue	1,867,474	392,238	289,569	392,058	361,550
Interfund Transfers	750,844	229,368	225,000	230,000	942,964
Total Revenue	<u>11,884,817</u>	<u>10,444,425</u>	<u>10,162,248</u>	<u>10,662,560</u>	<u>11,492,370</u>
Expenditures					
General Government	961,653	1,076,765	1,057,624	1,538,244	1,849,996
Public Safety	721,085	651,650	823,944	829,636	870,061
Public Works	982,378	1,028,440	974,799	898,719	937,643
Health and Human Services	0	0	0	0	0
Culture and Recreation	3,969,292	3,638,642	4,157,540	4,241,790	4,075,246
Conservation and Development	1,389,219	1,311,330	1,431,276	1,109,213	1,502,433
Transfers and other expenses	3,675,045	2,632,070	2,204,522	2,493,701	2,028,764
Total Expenditures	<u>11,698,673</u>	<u>10,338,896</u>	<u>10,649,705</u>	<u>11,111,304</u>	<u>11,264,142</u>
Excess of revenues over (under) expenditures	186,144	105,528	-487,458	-448,743	228,228
Fund Balance, Beginning Year	2,189,647	2,375,791	1,844,466	2,481,319	2,032,576
Fund Balance, Ending Year	<u>2,375,791</u>	<u>2,481,319</u>	<u>1,357,009</u>	<u>2,032,576</u>	<u>2,260,803</u>

**DEBT SERVICE FUNDS
BUDGET SUMMARY**

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Amended</u>	2019 <u>Estimated</u>	2020 <u>Requested</u>
Revenue					
Taxes	6,167,634	6,666,863	7,358,181	7,434,915	8,542,409
Licenses and Permits	0	0	0	0	0
Intergovernmental Revenues	53,639	54,429	52,471	52,471	52,472
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	0	0	0	0	0
Fines and Forfeitures	0	0	0	0	0
Miscellaneous Revenue	839,577	1,437,124	540,465	1,042,992	679,532
Interfund Transfers	1,366,425	9,702,434	1,084,486	5,782,591	1,127,142
Total Revenue	8,427,276	17,860,849	9,035,603	14,312,969	10,401,555
Expenditures					
General Government	733,323	725,083	201,419	165,196	165,696
Public Safety	0	0	0	0	0
Public Works	0	0	0	0	0
Health and Human Services	0	0	0	0	0
Culture and Recreation	0	0	0	0	0
Conservation and Development	0	0	0	0	0
Transfers and other expenses	8,543,156	7,040,253	15,650,511	22,693,412	8,564,112
Total Expenditures	9,276,479	7,765,335	15,851,930	22,858,608	8,729,808
Excess of revenues over (under) expenditures	-849,203	10,095,514	-6,816,327	-8,545,639	1,671,747
Fund Balance, Beginning Year	9,814,477	8,965,274	17,375,830	19,060,788	10,515,149
Fund Balance, Ending Year	8,965,274	19,060,788	10,559,503	10,515,149	12,186,896

**CAPITAL IMPROVEMENT FUNDS
BUDGET SUMMARY**

	2017	2018	2019	2019	2020
	Actual	Actual	Amended	Estimated	Requested
Revenue					
Taxes	1,681,879	1,661,306	1,690,775	1,683,775	1,600,242
Licenses and Permits	0	0	0	0	0
Intergovernmental Revenue	1,640,314	760,683	8,359,913	1,574,310	1,181,056
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	0	0	0	0	0
Fines and Forfeitures	0	0	0	0	0
Miscellaneous Revenue	999,043	1,505,168	468,500	120,960	121,300
Interfund Transfers	7,790,207	30,952,500	10,928,526	10,927,681	6,551,946
Total Revenue	12,111,443	34,879,658	21,447,714	14,306,727	9,454,544
Expenditures					
General Government	359,046	6,721,251	7,709,894	4,261,436	0
Public Safety	606,584	2,561,731	767,689	672,506	765,944
Public Works	5,361,688	5,344,146	10,756,843	5,077,149	4,948,430
Health and Human Services	0	0	0	0	0
Culture and Recreation	380,351	779,258	1,236,638	629,770	886,770
Conservation and Development	5,686,887	14,554,353	7,871,237	2,508,596	5,541,234
Transfers and other expenses	967,588	1,071,479	2,654,817	3,336,985	1,097,000
Total Expenditures	13,362,143	31,032,219	30,997,118	16,486,443	13,239,378
Excess of revenues over (under) expenditures	-1,250,701	3,847,439	-9,549,404	-2,179,716	-3,784,834
Fund Balance, Beginning Year	6,749,570	5,498,869	7,789,986	9,346,308	7,166,592
Fund Balance, Ending Year	5,498,869	9,346,308	-1,759,418	7,166,592	3,381,758

**PROPRIETARY FUNDS
BUDGET SUMMARY**

	2017 Actual	2018 Actual	2019 Amended	2019 Estimated	2020 Requested
Revenue					
Taxes	511,562	511,576	511,547	511,547	516,662
Licenses and Permits	31,800	34,600	34,200	30,700	30,700
Intergovernmental	3,471,718	3,389,061	3,849,794	3,497,114	3,786,219
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	16,878,734	18,636,235	19,198,586	19,096,530	20,928,466
Fines and Forfeitures	18,388	0	5,000	5,000	5,000
Miscellaneous Revenue	700,499	824,569	653,822	748,881	1,148,990
Interfund Transfers	959,015	954,877	1,107,499	1,106,300	257,026
Total Revenue	22,571,715	24,350,917	25,360,448	24,996,072	26,673,063
Expenditures					
General Government	8,765,077	8,798,016	9,833,896	8,987,017	9,235,520
Public Safety	0	0	0	0	0
Public Works	7,817,516	8,043,525	10,352,949	9,818,896	13,878,087
Health and Human Services	0	0	0	0	0
Culture and Recreation	2,929	3,764	2,682	1,482	3,038
Conservation and Development	7,086	9,329	7,817	7,796	7,996
Transfers and other expenses	7,089,999	6,647,995	7,268,193	7,166,187	7,291,501
Total Expenditures	23,682,608	23,502,630	27,465,537	25,981,378	30,416,143
Excess of revenues over (under) expenditures	-1,110,892	848,288	-2,105,089	-985,306	-3,743,080
Fund Balance, Beginning Year	86,007,204	84,896,312	83,038,389	85,744,599	84,759,293
Fund Balance, Ending Year	84,896,312	85,744,599	80,933,300	84,759,293	81,016,213

**FIDUCIARY FUNDS
BUDGET SUMMARY**

	2017 Actual	2018 Actual	2019 Amended	2019 Estimated	2020 Requested
Revenue					
Taxes	0	0	0	0	0
Licenses and Permits	0	0	0	0	0
Intergovernmental Revenue	0	0	0	0	0
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	11,611	14,836	9,400	9,400	9,400
Fines and Forfeitures	0	0	0	0	0
Miscellaneous Revenue	165,529	512,912	24,000	30,500	30,500
Interfund Transfers	0	0	0	0	0
Total Revenue	177,140	527,747	33,400	39,900	39,900
Expenditures					
General Government	0	0	0	0	0
Public Safety	0	0	0	0	0
Public Works	0	0	0	0	0
Health and Human Services	13,334	16,898	750	750	1,000
Culture and Recreation	312,409	91,420	0	230,000	150,000
Conservation and Development	0	0	0	0	0
Transfers and other expenses	55	922	1,250	15,000	15,000
Total Expenditures	325,797	109,241	2,000	245,750	166,000
Excess of revenues over (under) expenditures	-148,657	418,507	31,400	-205,850	-126,100
Fund Balance, Beginning Year	2,175,632	2,026,975	2,051,126	2,445,482	2,239,632
Fund Balance, Ending Year	2,026,975	2,445,482	2,082,526	2,239,632	2,113,532

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Actual</u>	<u>2019</u> <u>Amended</u>	<u>2019</u> <u>Estimated</u>	<u>2020</u> <u>Executive</u>
GENERAL FUND					
GENERAL GOVERNMENT					
Office of the Mayor					
Mayor	1.00	1.00	1.00	1.00	1.00
Administrative Assistant / Communications Specialist	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Office of the Mayor	2.00	2.00	2.00	2.00	2.00
No changes in 2020.					
Office of the City Clerk					
City Clerk	1.00	1.00	1.00	1.00	1.00
Deputy City Clerk	0.81	1.00	1.00	1.00	1.00
Council/Licensing Clerk	1.00	1.00	1.00	1.00	1.00
Elections Specialist	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>
Total Office of the City Clerk	3.56	3.75	3.75	3.75	3.75
No changes in 2020.					
Office of the City Administrator					
City Administrator	1.00	1.00	1.00	1.00	1.00
Budget Analyst	1.00	1.00	1.00	1.00	0.00
Assistant to the City Administrator	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>
Total Office of the City Administrator	2.00	2.00	2.00	2.00	2.00
No changes in 2020.					
Finance Department					
Finance Director/Treasurer	1.00	1.00	1.00	1.00	1.00
Senior Accountant	0.00	0.00	0.00	1.00	1.00
Comptroller/Treasurer	1.00	0.00	0.00	0.00	0.00
Auditor/Analyst	1.00	1.00	1.00	1.00	1.00
Accountant	1.00	1.00	1.00	1.00	1.00
Accountant I	0.00	0.40	0.40	0.40	0.40
Clerk I	1.00	1.00	1.00	1.00	1.00
Confidential Secretary	1.00	0.00	0.00	0.00	0.00
Accounts Payable Clerk	0.00	1.00	1.00	1.00	1.00
Purchasing Agent	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>
Total Finance Department	6.50	5.90	5.90	6.90	6.90
No changes in 2020.					
Human Resources Department					
Director of H.R. and Labor Relations	1.00	1.00	1.00	1.00	1.00
Payroll Administrator	1.00	1.00	1.00	1.00	1.00
Benefit Administrator / Analyst	1.00	1.00	1.00	1.00	1.00
Confidential Secretary	1.00	0.00	0.00	0.00	0.00
Human Resources Generalist	0.00	1.00	1.00	1.00	1.00
Accountant I	<u>0.00</u>	<u>0.60</u>	<u>0.60</u>	<u>0.60</u>	<u>0.60</u>
Total Human Resources Department	4.00	4.60	4.60	4.60	4.60
No changes in 2020.					

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Amended</u>	<u>2019 Estimated</u>	<u>2020 Executive</u>
Office of the City Attorney					
City Attorney	1.00	1.00	1.00	1.00	1.00
Assistant City Attorney I	1.00	1.00	1.00	1.00	1.00
Assistant City Attorney II	0.00	0.00	0.40	0.40	0.40
Legal Assistant	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Total City Attorney's Office	4.00	4.00	4.40	4.40	4.40

No changes in 2020.

PUBLIC SAFETY

Police Department

Chief	1.00	1.00	1.00	1.00	1.00
Captain	3.00	3.00	3.00	3.00	3.00
Lieutenant	4.00	4.00	4.00	4.00	4.00
Sergeant	9.00	9.00	9.00	9.00	9.00
Detective	7.00	7.00	7.00	7.00	7.00
Police Officer	59.00	59.00	59.00	59.00	59.00
Office Supervisor	1.00	1.00	1.00	1.00	1.00
Communication Technician	1.00	1.00	1.00	1.00	1.00
Court Services Secretary	2.00	2.00	2.00	2.00	2.00
Community Service Officer	1.00	1.00	1.00	1.00	1.00
Community Service Officer Trainee (FTE)	1.00	1.00	1.00	1.00	1.00
Record Specialist Clerk	8.00	8.00	8.00	8.00	8.00
Time System Coordinator	1.00	1.00	1.00	1.00	1.00
Department Secretary	2.00	2.00	2.00	2.00	2.00
Crime Analyst	1.00	1.00	1.00	1.00	1.00
Fleet Operation Mechanic	1.00	1.00	1.00	1.00	1.00
Property Officer	1.00	1.00	1.00	1.00	1.00
Digital Evidence Manager	1.00	1.00	1.00	1.00	1.00
MEG Unit Secretary	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>
Total Police Department	104.40	104.40	104.40	104.40	104.40

No changes in 2020.

Fire Department

Chief	1.00	1.00	1.00	1.00	1.00
Assistant Fire Chief	1.00	1.00	1.00	1.00	2.00
Deputy Fire Chief	1.00	1.00	1.00	1.00	0.00
Battalion Chief	4.00	4.00	4.00	4.00	4.00
Captain	5.00	5.00	5.00	5.00	5.00
Lieutenant	10.00	10.00	10.00	10.00	10.00
Fire Equipment Operator	15.00	15.00	15.00	15.00	15.00
Firefighter	18.00	18.00	18.00	18.00	18.00
Firefighter/Paramedic	14.00	14.00	14.00	14.00	14.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Transcriptionist/Data Entry Clerk	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>
Total Fire Department	70.50	70.50	70.50	70.50	70.50

No changes in 2020.

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Amended</u>	<u>2019 Estimated</u>	<u>2020 Executive</u>
Building Inspection					
Building/Housing Inspector	2.00	2.00	2.00	2.00	2.00
Electrical/Heating Inspector	1.00	1.00	1.00	1.00	1.00
Plumbing/Environmental Inspector	1.00	1.00	1.00	1.00	1.00
Housing/Environmental Inspector	1.00	1.00	1.00	0.00	0.00
Code Enforcement Officer	1.00	1.00	1.00	1.00	1.00
Building Inspection Specialist	1.00	1.00	1.00	1.00	1.00
Permit Clerk	1.00	1.00	1.00	1.00	1.00
Building Inspection Licensing Clerk	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>
Total Building Inspection	8.00	8.00	8.00	8.00	8.00
No changes in 2020.					
PUBLIC WORKS					
Department of Public Works					
Administration					
Director of Public Works	1.00	1.00	1.00	1.00	1.00
Business Manager	0.00	0.00	0.00	0.00	1.00
Management Analyst	1.00	1.00	1.00	1.00	0.00
Clerk II	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Total Public Works Administration	4.00	4.00	4.00	4.00	4.00
Engineering					
City Engineer	1.00	1.00	1.00	1.00	1.00
Civil Engineer / Project Manager	1.00	1.00	1.00	1.00	1.00
Assistant Engineer / Surveyor	1.00	1.00	1.00	1.00	1.00
Senior Engineering Technician	1.00	1.00	1.00	1.00	1.00
Engineering Technician	2.00	2.00	2.00	2.00	2.00
GIS Project Specialist	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Engineering	6.00	7.00	7.00	7.00	7.00
Municipal Service Building Administration /					
Maintenance					
Superintendent - Facilities/Traffic	1.00	1.00	1.00	1.00	1.00
Leadman - Construction	1.00	1.00	1.00	1.00	1.00
Maintenance Worker V-Electric Lighting	1.00	1.00	1.00	1.00	1.00
Maintenance Worker V-Electric Signals	1.00	1.00	1.00	1.00	1.00
Maintenance Worker IV-Lead-Signs	1.00	1.00	1.00	1.00	1.00
Maintenance Worker III-Craftsman	3.00	3.00	3.00	3.00	3.00
Maintenance Worker II-Signs	1.00	1.00	1.00	3.00	3.00
Maintenance Worker II-City Hall	1.00	1.00	1.00	1.00	1.00
Maintenance Worker I-MSB	1.00	1.00	1.00	1.00	1.00
Maintenance Worker I-MSB	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.50</u>	<u>0.50</u>
Total MSB Administration/Maintenance	11.00	11.00	11.00	13.50	13.50
Streets and Sanitation					
Superintendent - Streets/Sanitation	1.00	1.00	1.00	1.00	1.00
Supervisor - Streets/Sanitation	1.00	1.00	1.00	1.00	1.00
Maintenance Worker IV-Streets	1.00	1.00	1.00	4.00	4.00

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Actual</u>	<u>2019</u> <u>Amended</u>	<u>2019</u> <u>Estimated</u>	<u>2020</u> <u>Executive</u>
Maintenance Worker III-Streets	7.00	7.00	7.00	2.00	2.00
Maintenance Worker II-Streets	14.00	14.00	14.00	11.00	9.00
Maintenance Worker I-Streets	5.00	5.00	5.00	3.00	3.00
Maintenance Worker IV-Sanitation	1.00	1.00	1.00	1.00	1.00
Maintenance Worker III-Sanitation	8.00	8.00	8.00	8.00	8.00
Maintenance Worker IV-Sewer Maintenance	1.00	1.00	1.00	1.00	1.00
Maintenance Worker III-Sewer Maintenance	1.00	1.00	1.00	1.00	1.00
Maintenance Worker II-Sewer Maintenance	2.00	2.00	2.00	2.00	2.00
Maintenance Worker I-Sewer Maintenance	1.00	1.00	1.00	1.00	1.00
Maintenance Worker II-Street Sweeping	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Total Streets and Sanitation	45.00	45.00	45.00	38.00	36.00
Parks and Cemetery					
Superintendent - Parks - Forestry	1.00	1.00	1.00	1.00	1.00
Forester	0.00	0.00	0.00	1.00	1.00
Maintenance Worker IV - Arborist	0.00	0.00	0.00	1.00	1.00
Maintenance Worker IV - Parks	1.00	1.00	1.00	2.00	2.00
Maintenance Worker III - Parks	6.00	6.00	6.00	6.00	6.00
Maintenance Worker II - Parks	6.00	6.00	6.00	6.00	6.00
Maintenance Worker I - Parks	3.00	3.00	3.00	0.00	0.00
Administrative Assistant	<u>1.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Parks and Cemetery	18.00	17.00	17.00	17.00	17.00
Total Department of Public Works	84.00	84.00	84.00	79.50	77.50

2.00 FTE Streets and Sanitation Maintenance Worker II transferred to Recycling Utility Fund in 2020.

CULTURE AND RECREATION

Senior Services

Director of Senior Services	0.00	0.00	0.00	1.00	1.00
Senior Center Supervisor	1.00	1.00	1.00	0.00	0.00
Assistant Supervisor	0.00	1.00	1.00	0.00	0.00
Coordinator	0.00	0.00	0.00	1.00	1.00
Wellness Coordinator	1.00	0.00	0.00	0.00	0.00
Custodian	<u>0.28</u>	<u>0.28</u>	<u>0.28</u>	<u>0.28</u>	<u>0.28</u>
Total Senior Services	2.28	2.28	2.28	2.28	2.28

No changes in 2020.

CONSERVATION AND DEVELOPMENT

Planning and Development

Director of Planning and Development	1.00	1.00	1.00	1.00	1.00
Planning/Zoning Manager	1.00	1.00	1.00	1.00	1.00
Community Development Planner	1.00	1.00	1.00	1.00	1.00
Neighborhood Development Planner	1.00	1.00	0.00	0.00	1.00
Community/Economic Development Planner	0.00	0.00	1.00	1.00	0.00
Grant Coordinator	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>
Total Planning and Development	4.00	4.00	4.00	4.00	5.00

The addition of a Grant Coordinator in 2020.

TOTAL GENERAL FUND	295.24	295.43	295.83	292.33	291.33
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**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Amended</u>	<u>2019 Estimated</u>	<u>2020 Executive</u>
SPECIAL REVENUE FUND					
Mead Public Library					
Director	1.00	1.00	1.00	1.00	1.00
Business Manager	1.00	1.00	1.00	1.00	1.00
Manager	2.00	2.00	2.00	2.00	2.00
Librarian II	2.00	0.00	0.00	0.00	0.00
Librarian I	4.75	0.00	0.00	0.00	0.00
Librarian	0.00	6.75	8.00	7.75	7.75
Page Supervisor	1.00	1.00	1.00	1.00	1.00
Maintenance Supervisor	1.00	1.00	0.00	0.00	0.00
Public Information Specialist II	1.00	1.00	0.00	0.00	0.00
IT Specialist	1.00	1.00	1.00	1.00	1.00
Communications Specialist	0.00	0.00	1.00	1.00	1.00
Maintenance Technician	0.00	0.00	2.00	2.00	2.00
Administrative Assistant/Volunteer Coordinator	0.00	0.00	1.00	1.00	1.00
Administrative Assistant I	1.00	1.00	0.00	0.00	0.00
Maintenance Technician I	1.00	1.00	0.00	0.00	0.00
Library Assistant III	5.00	5.00	0.00	0.00	0.00
Library Assistant II	1.00	1.00	0.00	0.00	0.00
Library Assistant I	5.75	5.75	0.00	0.00	0.00
Cataloger	0.00	0.00	3.00	3.00	3.00
Public Safety Specialist	0.00	0.00	1.00	1.00	1.00
Library Assistant	0.00	0.00	9.25	9.25	9.25
Cleaners	1.50	1.50	2.00	2.00	2.00
Library Page	<u>9.50</u>	<u>9.50</u>	<u>6.50</u>	<u>6.50</u>	<u>6.50</u>
Total Mead Public Library	39.50	39.50	39.75	39.50	39.50
No changes in 2020.					
Municipal Court					
Municipal Court Judge	0.50	0.50	0.50	0.50	0.50
Municipal Court Clerk	1.00	1.00	1.00	1.00	1.00
Office Clerk	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Municipal Court	2.50	2.50	2.50	2.50	2.50
No changes in 2020.					
Ambulance					
Firefighter/Paramedic	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>
Total Ambulance	4.00	4.00	4.00	4.00	4.00
No changes in 2020.					
Cable Television					
TV Program Director	1.00	1.00	1.00	1.00	1.00
TV Production Technician	<u>0.50</u>	<u>0.50</u>	<u>0.25</u>	<u>0.25</u>	<u>0.25</u>
Total Cable Television	1.50	1.50	1.25	1.25	1.25
No changes in 2020.					
TOTAL SPECIAL REVENUE FUND	47.50	47.50	47.50	47.25	47.25

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Actual</u>	<u>2019</u> <u>Amended</u>	<u>2019</u> <u>Estimated</u>	<u>2020</u> <u>Executive</u>
PROPRIETARY FUNDS					
Recycling Utility					
Maintenance Worker II	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2.00</u>
Total Recycling Utility	0.00	0.00	0.00	0.00	2.00
This fund is new in 2020.					
Transit Utility					
Director	0.70	0.70	0.70	0.70	0.70
Operator Supervisor	2.00	2.00	2.00	2.00	2.00
SET Supervisor	0.00	0.00	0.00	1.00	1.00
Lead Support - ADA Coordinator	2.00	2.00	2.00	1.00	1.00
Lead Dispatcher	1.00	1.00	1.00	1.00	1.00
Fill-In Dispatcher	1.00	1.00	1.00	1.00	1.00
Lead Mechanic	1.00	1.00	1.00	1.00	1.00
Administrative Coordinator	1.00	1.00	1.00	1.00	1.00
Fixed Route Operator	28.00	28.00	28.00	28.00	28.00
Paratransit Operator	12.00	12.00	12.00	12.00	12.00
Hostler	1.25	1.25	1.50	1.50	1.50
Cleaner	<u>1.25</u>	<u>1.25</u>	<u>1.25</u>	<u>1.25</u>	<u>1.25</u>
Total Transit Utility	51.20	51.20	51.45	51.45	51.45
No changes in 2020.					
Parking Utility					
Director Parking and Transit	0.30	0.30	0.30	0.30	0.30
Lead Worker I	1.00	1.00	1.00	1.00	1.00
Maintenance Worker I	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Parking Utility	2.30	2.30	2.30	2.30	2.30
No changes in 2020.					
Water Utility*					
Superintendent	1.00	1.00	1.00	1.00	1.00
Utility Accountant	1.00	1.00	1.00	1.00	1.00
Distribution Supervisor	1.00	1.00	1.00	1.00	1.00
Operations Supervisor	1.00	1.00	1.00	1.00	1.00
Customer Relations/Fiscal Supervisor	1.00	1.00	1.00	1.00	1.00
Utility Engineer	1.00	1.00	1.00	1.00	1.00
Engineer Technician	1.00	1.00	1.00	1.00	1.00
Lead Distribution Technician	0.00	0.00	1.00	1.00	1.00
Distribution Technician	6.00	6.00	5.00	5.00	6.00
Lead Operations Technician	1.00	1.00	1.00	1.00	1.00
Operator	5.00	5.00	5.00	5.00	5.00
Operations Technician	2.00	2.00	2.00	2.00	2.00
Utility Support Specialist	4.00	4.00	4.00	4.00	4.00
Lab Technician	1.00	1.00	1.00	1.00	1.00
Lead Service Technician	1.00	1.00	1.00	1.00	1.00
Service Technician	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
Total Water Utility	30.00	30.00	30.00	30.00	31.00

An increase of 1.00 FTE in 2020. *Approval authorized by the Board of Water Commissioners.

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Amended</u>	<u>2019 Estimated</u>	<u>2020 Executive</u>
Wastewater Utility					
Superintendent	1.00	1.00	1.00	1.00	1.00
Industrial Wastewater Supervisor	1.00	1.00	1.00	1.00	1.00
Environmental Engineer	1.00	1.00	1.00	1.00	1.00
Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00
Process System/OPCO	1.00	1.00	1.00	1.00	1.00
Electromechanical Technician	1.00	1.00	1.00	1.00	1.00
Laboratory Technician	1.00	1.00	1.00	1.00	1.00
Plant Maintenance Mechanic	3.00	3.00	3.00	3.00	3.00
Operator III	1.00	1.00	1.00	2.00	2.00
Operator I	1.00	1.00	1.00	2.00	2.00
Clerk Typist	1.00	0.00	0.00	0.00	0.00
Clerk IV / Administrative Assistant	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Wastewater Utility	13.00	13.00	13.00	15.00	15.00
No changes in 2020.					
TOTAL PROPRIETARY FUND	96.50	96.50	96.75	98.75	101.75
INTERNAL SERVICE FUNDS					
Information Technology					
IT Director	1.00	1.00	1.00	1.00	1.00
Systems Analyst	2.00	2.00	2.00	2.00	2.00
Network Administrator	1.00	1.00	2.00	1.00	1.00
PC Specialist	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Information Technology	5.00	5.00	6.00	5.00	5.00
A reduction of 1.00 FTE Network Administrator position (unfilled) in 2020.					
MOTOR VEHICLE FUND					
Motor Vehicle					
Equipment Service Supervisor	1.00	1.00	1.00	1.00	1.00
Master Certified Truck Mechanic	1.00	1.00	1.00	1.00	1.00
Certified Truck Mechanic	6.00	3.00	3.00	2.00	2.00
Truck Mechanic	0.00	1.00	1.00	1.00	1.00
Service Mechanic II	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>
Total Motor Vehicle	8.00	6.00	6.00	6.00	6.00
No changes in 2020.					
TOTAL INTERNAL SERVICE FUNDS	13.00	11.00	12.00	11.00	11.00
TOTAL PROPRIETARY FUNDS	109.50	107.50	108.75	109.75	112.75
TOTAL CITY FUNDS	452.24	450.43	452.08	449.33	451.33

CITY OF SHEBOYGAN

REQUEST FOR FINANCE AND PERSONNEL COMMITTEE CONSIDERATION

ITEM DESCRIPTION: DIRECT REFERRAL: Res. No. 83-19-20 by Alderpersons Donohue and Bohren establishing the 2020 Budget appropriations and 2020 Tax Levy use during the calendar year.

REPORT PREPARED BY: Mayor Michael Vandersteen

REPORT DATE: September 3, 2019

MEETING DATE: September 9, 2019

FISCAL SUMMARY:

Budget Line Item: N/A
Budget Summary: N/A
Budgeted Expenditure: N/A
Budgeted Revenue: N/A

STATUTORY REFERENCE:

Wisconsin Statutes: N/A
Municipal Code: N/A

BACKGROUND / ANALYSIS:

On pages 77-79 of the 2020 Executive Program Budget is the Office of the Mayor's budget. There are no notable changes in the 2020 budget.

	2017	2018	2019	2019	2020
Expenditures	Actual	Actual	Amended	Estimated	Executive
Personal Services	147,016	171,519	167,258	167,621	169,971
Non-Personal Services	18,016	15,755	18,546	18,818	18,475
Capital Outlay Costs	0	0	0	0	0
Total Expenditures	165,032	187,274	185,804	186,440	188,445

STAFF COMMENTS:

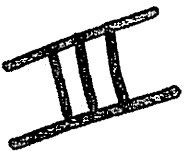
None

ACTION REQUESTED:

Motion to recommend the Common Council adopt Res. No. 83-19-20 by Alderpersons Donohue and Bohren regarding the Office of the Mayor 2020 Budget as presented.

ATTACHMENTS:

- I. Res. No. 83-19-20



DIRECT REFERRAL TO FINANCE AND PERSONNEL COMMITTEE, PUBLIC WORKS COMMITTEE AND LICENSING, HEARINGS, AND PUBLIC SAFETY COMMITTEE

Res. No. 83 - 19 - 20. By Alderpersons Donohue and Bohren.
September 4, 2019.

A RESOLUTION establishing the 2020 Budget appropriations and the 2019 Tax Levy for use during the calendar year.

WHEREAS, Section 2-905 of Municipal Code of the City of Sheboygan requires an annual budget appropriating monies to finance activities of the City for the ensuing fiscal year, and

WHEREAS, The Common Council committees have duly considered and discussed a budget for 2020 as proposed by the City Administrator, and

WHEREAS, A public hearing on the budget will be held on October 14, 2019 as required, and

WHEREAS, The 2020 budget requires a tax levy to partially finance the appropriations.

NOW, THEREFORE, BE IT RESOLVED: by the Common Council of the City of Sheboygan that:

Budgeted revenue estimates and expenditure appropriations for the year 2020 for the City's General Fund; Special Revenue Funds - MEG Unit, Block Grant, Housing Revolving Loan, Business Revolving Loan, Neighborhood Revitalization Fund, Mead Public Library, Tourism, Park, Forestry and Open Space, Park Impact Fee Fund, Cable TV, Municipal Court, Ambulance, Special Assessment, Harbor Centre Marina, Redevelopment Authority, Storm Water; Debt Service - G.O. Debt Service, Convention Center Debt Service, TID 5 Debt, TID 6 Debt, TID 10 Debt, TID 11 Debt, TID 12 Debt, TID 13 Debt, TID 14 Debt, TID 15 Debt, TID 16 Debt, TID 17 Debt, TID 18 Debt, TID 19 Debt, Environmental TID Debt; Capital Improvements Funds - Capital Projects, Capital Improvement, Industrial Park Fund, TID 6 Capital, TID 12 Capital, TID 14 Capital, TID 16 Capital, TID 17 Capital, TID 18 Capital, TID 19 Capital; Proprietary Funds - Motor Vehicle, Health Insurance, Liability Insurance, Workers Compensation Insurance, Information Technology; Enterprise Funds -Wastewater Utility, Recycling Utility Fund, Transit Utility, Parking Utility, Boat Facilities; and Fiduciary Funds - Cemetery Perpetual Care, Mead Public Library Trust be and are hereby adopted as set forth in the attachment and established in the budget document.

BE IT FURTHER RESOLVED that the Personnel Schedule as presented in the 2020 Budget be approved, and

*Finance Personnel
Public Works
2019*

BE IT FURTHER RESOLVED that the property tax levy required to finance the 2020 Budget is \$24,092,874.

I HEREBY CERTIFY that the foregoing Resolution was duly passed by the Common Council of the City of Sheboygan, Wisconsin, on the _____ day of _____, 20____.

Dated _____ 20____. _____, City Clerk

Approved _____ 20____. _____, Mayor

2020 BUDGET SUMMARY

GOVERNMENTAL FUNDS

	General Fund	Special Revenue	Debt Service	Capital Improvement	Fiduciary Funds	Proprietary Funds
Revenue						
Taxes	\$17,982,638	\$4,302,078	\$8,542,409	\$1,600,242	\$0	\$516,662
Licenses and Permits	\$992,740	\$642,475	\$0	\$0	\$0	\$30,700
Intergovernmental Revenue	\$14,570,165	\$2,174,662	\$52,472	\$1,181,056	\$0	\$3,786,219
Intergovernmental Charges for Services	\$258,000	\$0	\$0	\$0	\$0	\$0
Charges for Services	\$1,566,322	\$2,168,641	\$0	\$0	\$9,400	\$20,928,466
Fines and Forfeitures	\$271,000	\$900,000	\$0	\$0	\$0	\$5,000
Miscellaneous Revenue	\$356,650	\$361,550	\$679,532	\$121,300	\$30,500	\$1,148,990
Interfund Transfers	\$1,708,924	\$942,964	\$1,127,142	\$6,551,946	\$0	\$257,026
Total Revenue	\$37,706,439	\$11,492,370	\$10,401,555	\$9,454,544	\$39,900	\$26,673,063
Expenditures						
General Government	\$4,207,724	\$1,849,996	\$165,696	\$0	\$0	\$9,235,520
Public Safety	\$22,315,691	\$870,061	\$0	\$765,944	\$0	\$0
Public Works	\$8,825,441	\$937,643	\$0	\$4,948,430	\$0	\$13,878,087
Health and Human Services	\$201,331	\$0	\$0	\$0	\$1,000	\$0
Culture and Recreation	\$2,837,589	\$4,075,246	\$0	\$886,770	\$150,000	\$3,038
Conservation and Development	\$368,721	\$1,502,433	\$0	\$5,541,234	\$0	\$7,996
Transfers and other expenses	\$538,030	\$2,028,764	\$8,564,112	\$1,097,000	\$15,000	\$7,291,501
Total Expenditures	\$39,294,527	\$11,264,142	\$8,729,808	\$13,239,378	\$166,000	\$30,416,143
Excess of revenues over (under) expenditures	-\$1,588,088	\$228,228	\$1,671,747	-\$3,784,834	-\$126,100	-\$3,743,080

BUDGET SUMMARY

2020 Requested	2019 Estimated	2018 Actual	2017 Actual
\$32,944,029	\$31,388,209	\$30,561,851	\$29,155,873
\$1,665,915	\$1,982,186	\$1,806,082	\$1,744,147
\$21,764,574	\$22,083,795	\$20,793,432	\$21,894,629
\$258,000	\$258,000	\$259,067	\$212,174
\$24,672,829	\$22,838,073	\$22,603,020	\$20,783,225
\$1,176,000	\$1,026,000	\$1,197,563	\$1,078,718
\$2,698,522	\$2,751,280	\$5,309,019	\$3,741,590
\$10,588,002	\$20,197,386	\$43,581,151	\$12,511,269
<u>\$95,767,871</u>	<u>\$102,524,929</u>	<u>\$126,111,184</u>	<u>\$91,121,626</u>
\$15,458,937	\$18,560,910	\$20,803,862	\$14,019,118
\$23,951,696	\$23,214,931	\$24,471,918	\$21,481,633
\$28,589,601	\$24,926,076	\$22,880,281	\$22,431,711
\$202,331	\$194,205	\$205,785	\$234,960
\$7,952,643	\$7,790,159	\$7,102,525	\$7,167,105
\$7,420,384	\$3,979,555	\$16,223,927	\$7,729,672
\$19,534,407	\$35,791,768	\$22,997,705	\$20,394,270
<u>\$103,109,999</u>	<u>\$114,457,604</u>	<u>\$114,686,004</u>	<u>\$93,458,469</u>
<u><u>-\$7,342,128</u></u>	<u><u>-\$11,932,674</u></u>	<u><u>\$11,425,180</u></u>	<u><u>-\$2,336,843</u></u>

Revenue

Taxes
Licenses and Permits
Intergovernmental Revenue
Intergovernmental Charges for Services
Charges for Services
Fines and Forfeitures
Miscellaneous Revenue
Interfund Transfers
Total Revenue

Expenditures

General Government
Public Safety
Public Works
Health and Human Services
Culture and Recreation
Conservation and Development
Transfers and other expenses
Total Expenditures

Excess of revenues over (under) expenditures

GENERAL FUND BUDGET SUMMARY

	2017 Actual	2018 Actual	2019 Amended	2019 Estimated	2020 Requested
Revenue					
Taxes	15,617,078	16,469,774	16,639,228	16,639,608	16,812,638
Licenses and Permits	1,070,035	1,206,900	921,240	1,236,480	992,740
Intergovernmental Revenue	14,258,857	14,637,627	14,482,474	14,498,829	14,535,165
Intergovernmental Charges for Services	212,174	259,067	258,000	258,000	258,000
Charges for Services	1,721,996	1,625,706	1,679,822	1,599,604	1,601,322
Fines and Forfeitures	354,853	275,390	271,000	271,000	271,000
Miscellaneous Revenue	440,329	637,008	342,425	415,889	356,650
Interfund Transfers	2,811,255	2,900,078	2,717,605	3,287,291	2,878,924
Total Revenue	36,486,578	38,011,550	37,311,794	38,206,702	37,706,439
Expense					
General Government	3,200,019	3,482,747	4,024,030	3,609,017	4,207,724
Public Safety	20,153,964	21,258,537	21,784,550	21,712,789	22,315,691
Public Works	8,270,129	8,464,170	9,069,716	9,131,312	8,825,441
Health and Human Services	221,626	188,887	201,337	193,455	201,331
Culture and Recreation	2,502,124	2,589,441	2,681,942	2,687,117	2,837,589
Conservation and Development	646,480	348,915	352,725	353,951	368,721
Transfers and other expenses	118,427	5,604,986	431,077	86,482	538,030
Total Expenditures	35,112,769	41,937,683	38,545,378	37,774,122	39,294,527
Excess of revenue over (under) expenditures	1,373,809	-3,926,133	-1,233,584	432,580	-1,588,088
Fund Balance, Beginning Year	22,527,096	23,900,905	19,078,761	19,974,772	20,407,352
Fund Balance, Ending Year*	23,900,905	19,974,772	17,845,177	20,407,352	18,819,264
*Ending Fund Balance consists of:					
Uncommitted	21,613,280	17,081,687	16,089,044	18,727,726	17,263,509
Committed	2,287,625	2,893,085	1,756,133	1,679,626	1,555,755
	23,900,905	19,974,772	17,845,177	20,407,352	18,819,264

GENERAL FUND BUDGET SUMMARY

	2017	2018	2019	2019	2020
	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Estimated</u>	<u>Requested</u>
Committed					
Inventory	155,185	151,571	150,000	150,000	150,000
Prepaid postage and other	31,602	11,294	13,500	13,500	13,500
Advance to TID 10 Debt Fund	611,908	419,728	332,633	123,871	0
Advance to TID 13 Debt Fund	112,175	112,175	0	0	0
Advance to TID 16 Capital Fund	512,255	542,255	30,000	542,255	542,255
Advance to TID 17 Capital Fund	14,500	14,500	30,000	0	0
Advance to TID 18 Capital Fund	0	791,562	0	0	0
Advance to TID 19 Capital Fund	0	0	350,000	0	0
Advance to Harbor Centre Marina Fund	0	0	0	0	0
Advance to Redevelopment Authority Fund	500,000	500,000	500,000	500,000	500,000
Committed - Development	350,000	350,000	350,000	350,000	350,000
	<u>2,287,625</u>	<u>2,893,085</u>	<u>1,756,133</u>	<u>1,679,626</u>	<u>1,555,755</u>

**SPECIAL REVENUE FUNDS
BUDGET SUMMARY**

	2017	2018	2019	2019	2020
	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Estimated</u>	<u>Requested</u>
Revenue					
Taxes	4,010,842	4,094,226	3,991,321	3,981,887	4,302,078
Licenses and Permits	642,712	564,581	610,000	715,006	642,475
Intergovernmental Revenue	1,704,960	1,882,304	2,261,618	2,428,071	2,174,662
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	2,202,507	2,359,534	2,034,740	2,165,538	2,168,641
Fines and Forfeitures	705,477	922,173	750,000	750,000	900,000
Miscellaneous Revenue	1,867,474	392,238	289,569	392,058	361,550
Interfund Transfers	750,844	229,368	225,000	230,000	942,964
Total Revenue	11,884,817	10,444,425	10,162,248	10,662,560	11,492,370
Expenditures					
General Government	961,653	1,076,765	1,057,624	1,538,244	1,849,996
Public Safety	721,085	651,650	823,944	829,636	870,061
Public Works	982,378	1,028,440	974,799	898,719	937,643
Health and Human Services	0	0	0	0	0
Culture and Recreation	3,969,292	3,638,642	4,157,540	4,241,790	4,075,246
Conservation and Development	1,389,219	1,311,330	1,431,276	1,109,213	1,502,433
Transfers and other expenses	3,675,045	2,632,070	2,204,522	2,493,701	2,028,764
Total Expenditures	11,698,673	10,338,896	10,649,705	11,111,304	11,264,142
Excess of revenues over (under) expenditures	186,144	105,528	-487,458	-448,743	228,228
Fund Balance, Beginning Year	2,189,647	2,375,791	1,844,466	2,481,319	2,032,576
Fund Balance, Ending Year	2,375,791	2,481,319	1,357,009	2,032,576	2,260,803

**DEBT SERVICE FUNDS
BUDGET SUMMARY**

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Amended</u>	2019 <u>Estimated</u>	2020 <u>Requested</u>
Revenue					
Taxes	6,167,634	6,666,863	7,358,181	7,434,915	8,542,409
Licenses and Permits	0	0	0	0	0
Intergovernmental Revenues	53,639	54,429	52,471	52,471	52,472
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	0	0	0	0	0
Fines and Forfeitures	0	0	0	0	0
Miscellaneous Revenue	839,577	1,437,124	540,465	1,042,992	679,532
Interfund Transfers	1,366,425	9,702,434	1,084,486	5,782,591	1,127,142
Total Revenue	8,427,276	17,860,849	9,035,603	14,312,969	10,401,555
Expenditures					
General Government	733,323	725,083	201,419	165,196	165,696
Public Safety	0	0	0	0	0
Public Works	0	0	0	0	0
Health and Human Services	0	0	0	0	0
Culture and Recreation	0	0	0	0	0
Conservation and Development	0	0	0	0	0
Transfers and other expenses	8,543,156	7,040,253	15,650,511	22,693,412	8,564,112
Total Expenditures	9,276,479	7,765,335	15,851,930	22,858,608	8,729,808
Excess of revenues over (under) expenditures	-849,203	10,095,514	-6,816,327	-8,545,639	1,671,747
Fund Balance, Beginning Year	9,814,477	8,965,274	17,375,830	19,060,788	10,515,149
Fund Balance, Ending Year	8,965,274	19,060,788	10,559,503	10,515,149	12,186,896

**CAPITAL IMPROVEMENT FUNDS
BUDGET SUMMARY**

	2017 Actual	2018 Actual	2019 Amended	2019 Estimated	2020 Requested
Revenue					
Taxes	1,681,879	1,661,306	1,690,775	1,683,775	1,600,242
Licenses and Permits	0	0	0	0	0
Intergovernmental Revenue	1,640,314	760,683	8,359,913	1,574,310	1,181,056
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	0	0	0	0	0
Fines and Forfeitures	0	0	0	0	0
Miscellaneous Revenue	999,043	1,505,168	468,500	120,960	121,300
Interfund Transfers	7,790,207	30,952,500	10,928,526	10,927,681	6,551,946
Total Revenue	12,111,443	34,879,658	21,447,714	14,306,727	9,454,544
Expenditures					
General Government	359,046	6,721,251	7,709,894	4,261,436	0
Public Safety	606,584	2,561,731	767,689	672,506	765,944
Public Works	5,361,688	5,344,146	10,756,843	5,077,149	4,948,430
Health and Human Services	0	0	0	0	0
Culture and Recreation	380,351	779,258	1,236,638	629,770	886,770
Conservation and Development	5,686,887	14,554,353	7,871,237	2,508,596	5,541,234
Transfers and other expenses	967,588	1,071,479	2,654,817	3,336,985	1,097,000
Total Expenditures	13,362,143	31,032,219	30,997,118	16,486,443	13,239,378
Excess of revenues over (under) expenditures	-1,250,701	3,847,439	-9,549,404	-2,179,716	-3,784,834
Fund Balance, Beginning Year	6,749,570	5,498,869	7,789,986	9,346,308	7,166,592
Fund Balance, Ending Year	5,498,869	9,346,308	-1,759,418	7,166,592	3,381,758

**PROPRIETARY FUNDS
BUDGET SUMMARY**

	2017 Actual	2018 Actual	2019 Amended	2019 Estimated	2020 Requested
Revenue					
Taxes	511,562	511,576	511,547	511,547	516,662
Licenses and Permits	31,800	34,600	34,200	30,700	30,700
Intergovernmental	3,471,718	3,389,061	3,849,794	3,497,114	3,786,219
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	16,878,734	18,636,235	19,198,586	19,096,530	20,928,466
Fines and Forfeitures	18,388	0	5,000	5,000	5,000
Miscellaneous Revenue	700,499	824,569	653,822	748,881	1,148,990
Interfund Transfers	959,015	954,877	1,107,499	1,106,300	257,026
Total Revenue	22,571,715	24,350,917	25,360,448	24,996,072	26,673,063
Expenditures					
General Government	8,765,077	8,798,016	9,833,896	8,987,017	9,235,520
Public Safety	0	0	0	0	0
Public Works	7,817,516	8,043,525	10,352,949	9,818,896	13,878,087
Health and Human Services	0	0	0	0	0
Culture and Recreation	2,929	3,764	2,682	1,482	3,038
Conservation and Development	7,086	9,329	7,817	7,796	7,996
Transfers and other expenses	7,089,999	6,647,996	7,268,193	7,166,187	7,291,501
Total Expenditures	23,682,608	23,502,630	27,465,537	25,981,378	30,416,143
Excess of revenues over (under) expenditures	-1,110,892	848,288	-2,105,089	-985,306	-3,743,080
Fund Balance, Beginning Year	86,007,204	84,896,312	83,038,389	85,744,599	84,759,293
Fund Balance, Ending Year	84,896,312	85,744,599	80,933,300	84,759,293	81,016,213

**FIDUCIARY FUNDS
BUDGET SUMMARY**

	2017 Actual	2018 Actual	2019 Amended	2019 Estimated	2020 Requested
Revenue					
Taxes	0	0	0	0	0
Licenses and Permits	0	0	0	0	0
Intergovernmental Revenue	0	0	0	0	0
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	11,611	14,836	9,400	9,400	9,400
Fines and Forfeitures	0	0	0	0	0
Miscellaneous Revenue	165,529	512,912	24,000	30,500	30,500
Interfund Transfers	0	0	0	0	0
Total Revenue	177,140	527,747	33,400	39,900	39,900
Expenditures					
General Government	0	0	0	0	0
Public Safety	0	0	0	0	0
Public Works	0	0	0	0	0
Health and Human Services	13,334	16,898	750	750	1,000
Culture and Recreation	312,409	91,420	0	230,000	150,000
Conservation and Development	0	0	0	0	0
Transfers and other expenses	55	922	1,250	15,000	15,000
Total Expenditures	325,797	109,241	2,000	245,750	166,000
Excess of revenues over (under) expenditures	-148,657	418,507	31,400	-205,850	-126,100
Fund Balance, Beginning Year	2,175,632	2,026,975	2,051,126	2,445,482	2,239,632
Fund Balance, Ending Year	2,026,975	2,445,482	2,082,526	2,239,632	2,113,532

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Actual</u>	<u>2019</u> <u>Amended</u>	<u>2019</u> <u>Estimated</u>	<u>2020</u> <u>Executive</u>
GENERAL FUND					
GENERAL GOVERNMENT					
Office of the Mayor					
Mayor	1.00	1.00	1.00	1.00	1.00
Administrative Assistant / Communications Specialist	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Office of the Mayor	2.00	2.00	2.00	2.00	2.00
No changes in 2020.					
Office of the City Clerk					
City Clerk	1.00	1.00	1.00	1.00	1.00
Deputy City Clerk	0.81	1.00	1.00	1.00	1.00
Council/Licensing Clerk	1.00	1.00	1.00	1.00	1.00
Elections Specialist	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>
Total Office of the City Clerk	3.56	3.75	3.75	3.75	3.75
No changes in 2020.					
Office of the City Administrator					
City Administrator	1.00	1.00	1.00	1.00	1.00
Budget Analyst	1.00	1.00	1.00	1.00	0.00
Assistant to the City Administrator	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>
Total Office of the City Administrator	2.00	2.00	2.00	2.00	2.00
No changes in 2020.					
Finance Department					
Finance Director/Treasurer	1.00	1.00	1.00	1.00	1.00
Senior Accountant	0.00	0.00	0.00	1.00	1.00
Comptroller/Treasurer	1.00	0.00	0.00	0.00	0.00
Auditor/Analyst	1.00	1.00	1.00	1.00	1.00
Accountant	1.00	1.00	1.00	1.00	1.00
Accountant I	0.00	0.40	0.40	0.40	0.40
Clerk I	1.00	1.00	1.00	1.00	1.00
Confidential Secretary	1.00	0.00	0.00	0.00	0.00
Accounts Payable Clerk	0.00	1.00	1.00	1.00	1.00
Purchasing Agent	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>
Total Finance Department	6.50	5.90	5.90	6.90	6.90
No changes in 2020.					
Human Resources Department					
Director of H.R. and Labor Relations	1.00	1.00	1.00	1.00	1.00
Payroll Administrator	1.00	1.00	1.00	1.00	1.00
Benefit Administrator / Analyst	1.00	1.00	1.00	1.00	1.00
Confidential Secretary	1.00	0.00	0.00	0.00	0.00
Human Resources Generalist	0.00	1.00	1.00	1.00	1.00
Accountant I	<u>0.00</u>	<u>0.60</u>	<u>0.60</u>	<u>0.60</u>	<u>0.60</u>
Total Human Resources Department	4.00	4.60	4.60	4.60	4.60
No changes in 2020.					

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Amended</u>	<u>2019 Estimated</u>	<u>2020 Executive</u>
Office of the City Attorney					
City Attorney	1.00	1.00	1.00	1.00	1.00
Assistant City Attorney I	1.00	1.00	1.00	1.00	1.00
Assistant City Attorney II	0.00	0.00	0.40	0.40	0.40
Legal Assistant	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Total City Attorney's Office	4.00	4.00	4.40	4.40	4.40

No changes in 2020.

PUBLIC SAFETY

Police Department

Chief	1.00	1.00	1.00	1.00	1.00
Captain	3.00	3.00	3.00	3.00	3.00
Lieutenant	4.00	4.00	4.00	4.00	4.00
Sergeant	9.00	9.00	9.00	9.00	9.00
Detective	7.00	7.00	7.00	7.00	7.00
Police Officer	59.00	59.00	59.00	59.00	59.00
Office Supervisor	1.00	1.00	1.00	1.00	1.00
Communication Technician	1.00	1.00	1.00	1.00	1.00
Court Services Secretary	2.00	2.00	2.00	2.00	2.00
Community Service Officer	1.00	1.00	1.00	1.00	1.00
Community Service Officer Trainee (FTE)	1.00	1.00	1.00	1.00	1.00
Record Specialist Clerk	8.00	8.00	8.00	8.00	8.00
Time System Coordinator	1.00	1.00	1.00	1.00	1.00
Department Secretary	2.00	2.00	2.00	2.00	2.00
Crime Analyst	1.00	1.00	1.00	1.00	1.00
Fleet Operation Mechanic	1.00	1.00	1.00	1.00	1.00
Property Officer	1.00	1.00	1.00	1.00	1.00
Digital Evidence Manager	1.00	1.00	1.00	1.00	1.00
MEG Unit Secretary	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>
Total Police Department	104.40	104.40	104.40	104.40	104.40

No changes in 2020.

Fire Department

Chief	1.00	1.00	1.00	1.00	1.00
Assistant Fire Chief	1.00	1.00	1.00	1.00	2.00
Deputy Fire Chief	1.00	1.00	1.00	1.00	0.00
Battalion Chief	4.00	4.00	4.00	4.00	4.00
Captain	5.00	5.00	5.00	5.00	5.00
Lieutenant	10.00	10.00	10.00	10.00	10.00
Fire Equipment Operator	15.00	15.00	15.00	15.00	15.00
Firefighter	18.00	18.00	18.00	18.00	18.00
Firefighter/Paramedic	14.00	14.00	14.00	14.00	14.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Transcriptionist/Data Entry Clerk	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>
Total Fire Department	70.50	70.50	70.50	70.50	70.50

No changes in 2020.

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Amended</u>	<u>2019 Estimated</u>	<u>2020 Executive</u>
Building Inspection					
Building/Housing Inspector	2.00	2.00	2.00	2.00	2.00
Electrical/Heating Inspector	1.00	1.00	1.00	1.00	1.00
Plumbing/Environmental Inspector	1.00	1.00	1.00	1.00	1.00
Housing/Environmental Inspector	1.00	1.00	1.00	0.00	0.00
Code Enforcement Officer	1.00	1.00	1.00	1.00	1.00
Building Inspection Specialist	1.00	1.00	1.00	1.00	1.00
Permit Clerk	1.00	1.00	1.00	1.00	1.00
Building Inspection Licensing Clerk	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>
Total Building Inspection	8.00	8.00	8.00	8.00	8.00
No changes in 2020.					
PUBLIC WORKS					
Department of Public Works					
Administration					
Director of Public Works	1.00	1.00	1.00	1.00	1.00
Business Manager	0.00	0.00	0.00	0.00	1.00
Management Analyst	1.00	1.00	1.00	1.00	0.00
Clerk II	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Total Public Works Administration	4.00	4.00	4.00	4.00	4.00
Engineering					
City Engineer	1.00	1.00	1.00	1.00	1.00
Civil Engineer / Project Manager	1.00	1.00	1.00	1.00	1.00
Assistant Engineer / Surveyor	1.00	1.00	1.00	1.00	1.00
Senior Engineering Technician	1.00	1.00	1.00	1.00	1.00
Engineering Technician	2.00	2.00	2.00	2.00	2.00
GIS Project Specialist	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Engineering	6.00	7.00	7.00	7.00	7.00
Municipal Service Building Administration /					
Maintenance					
Superintendent - Facilities/Traffic	1.00	1.00	1.00	1.00	1.00
Leadman - Construction	1.00	1.00	1.00	1.00	1.00
Maintenance Worker V-Electric Lighting	1.00	1.00	1.00	1.00	1.00
Maintenance Worker V-Electric Signals	1.00	1.00	1.00	1.00	1.00
Maintenance Worker IV-Lead-Signs	1.00	1.00	1.00	1.00	1.00
Maintenance Worker III-Craftsman	3.00	3.00	3.00	3.00	3.00
Maintenance Worker II-Signs	1.00	1.00	1.00	3.00	3.00
Maintenance Worker II-City Hall	1.00	1.00	1.00	1.00	1.00
Maintenance Worker I-MSB	1.00	1.00	1.00	1.00	1.00
Maintenance Worker I-MSB	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.50</u>	<u>0.50</u>
Total MSB Administration/Maintenance	11.00	11.00	11.00	13.50	13.50
Streets and Sanitation					
Superintendent - Streets/Sanitation	1.00	1.00	1.00	1.00	1.00
Supervisor - Streets/Sanitation	1.00	1.00	1.00	1.00	1.00
Maintenance Worker IV-Streets	1.00	1.00	1.00	4.00	4.00

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Amended</u>	<u>2019 Estimated</u>	<u>2020 Executive</u>
Maintenance Worker III-Streets	7.00	7.00	7.00	2.00	2.00
Maintenance Worker II-Streets	14.00	14.00	14.00	11.00	9.00
Maintenance Worker I-Streets	5.00	5.00	5.00	3.00	3.00
Maintenance Worker IV-Sanitation	1.00	1.00	1.00	1.00	1.00
Maintenance Worker III-Sanitation	8.00	8.00	8.00	8.00	8.00
Maintenance Worker IV-Sewer Maintenance	1.00	1.00	1.00	1.00	1.00
Maintenance Worker III-Sewer Maintenance	1.00	1.00	1.00	1.00	1.00
Maintenance Worker II-Sewer Maintenance	2.00	2.00	2.00	2.00	2.00
Maintenance Worker I-Sewer Maintenance	1.00	1.00	1.00	1.00	1.00
Maintenance Worker II-Street Sweeping	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Total Streets and Sanitation	45.00	45.00	45.00	38.00	36.00
Parks and Cemetery					
Superintendent - Parks - Forestry	1.00	1.00	1.00	1.00	1.00
Forester	0.00	0.00	0.00	1.00	1.00
Maintenance Worker IV - Arborist	0.00	0.00	0.00	1.00	1.00
Maintenance Worker IV - Parks	1.00	1.00	1.00	2.00	2.00
Maintenance Worker III - Parks	6.00	6.00	6.00	6.00	6.00
Maintenance Worker II - Parks	6.00	6.00	6.00	6.00	6.00
Maintenance Worker I - Parks	3.00	3.00	3.00	0.00	0.00
Administrative Assistant	<u>1.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Parks and Cemetery	18.00	17.00	17.00	17.00	17.00
Total Department of Public Works	84.00	84.00	84.00	79.50	77.50
2.00 FTE Streets and Sanitation Maintenance Worker II transferred to Recycling Utility Fund in 2020.					
CULTURE AND RECREATION					
Senior Services					
Director of Senior Services	0.00	0.00	0.00	1.00	1.00
Senior Center Supervisor	1.00	1.00	1.00	0.00	0.00
Assistant Supervisor	0.00	1.00	1.00	0.00	0.00
Coordinator	0.00	0.00	0.00	1.00	1.00
Wellness Coordinator	1.00	0.00	0.00	0.00	0.00
Custodian	<u>0.28</u>	<u>0.28</u>	<u>0.28</u>	<u>0.28</u>	<u>0.28</u>
Total Senior Services	2.28	2.28	2.28	2.28	2.28
No changes in 2020.					
CONSERVATION AND DEVELOPMENT					
Planning and Development					
Director of Planning and Development	1.00	1.00	1.00	1.00	1.00
Planning/Zoning Manager	1.00	1.00	1.00	1.00	1.00
Community Development Planner	1.00	1.00	1.00	1.00	1.00
Neighborhood Development Planner	1.00	1.00	0.00	0.00	1.00
Community/Economic Development Planner	0.00	0.00	1.00	1.00	0.00
Grant Coordinator	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>
Total Planning and Development	4.00	4.00	4.00	4.00	5.00
The addition of a Grant Coordinator in 2020.					
TOTAL GENERAL FUND	295.24	295.43	295.83	292.33	291.33

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Amended</u>	<u>2019 Estimated</u>	<u>2020 Executive</u>
SPECIAL REVENUE FUND					
Mead Public Library					
Director	1.00	1.00	1.00	1.00	1.00
Business Manager	1.00	1.00	1.00	1.00	1.00
Manager	2.00	2.00	2.00	2.00	2.00
Librarian II	2.00	0.00	0.00	0.00	0.00
Librarian I	4.75	0.00	0.00	0.00	0.00
Librarian	0.00	6.75	8.00	7.75	7.75
Page Supervisor	1.00	1.00	1.00	1.00	1.00
Maintenance Supervisor	1.00	1.00	0.00	0.00	0.00
Public Information Specialist II	1.00	1.00	0.00	0.00	0.00
IT Specialist	1.00	1.00	1.00	1.00	1.00
Communications Specialist	0.00	0.00	1.00	1.00	1.00
Maintenance Technician	0.00	0.00	2.00	2.00	2.00
Administrative Assistant/Volunteer Coordinator	0.00	0.00	1.00	1.00	1.00
Administrative Assistant I	1.00	1.00	0.00	0.00	0.00
Maintenance Technician I	1.00	1.00	0.00	0.00	0.00
Library Assistant III	5.00	5.00	0.00	0.00	0.00
Library Assistant II	1.00	1.00	0.00	0.00	0.00
Library Assistant I	5.75	5.75	0.00	0.00	0.00
Cataloger	0.00	0.00	3.00	3.00	3.00
Public Safety Specialist	0.00	0.00	1.00	1.00	1.00
Library Assistant	0.00	0.00	9.25	9.25	9.25
Cleaners	1.50	1.50	2.00	2.00	2.00
Library Page	<u>9.50</u>	<u>9.50</u>	<u>6.50</u>	<u>6.50</u>	<u>6.50</u>
Total Mead Public Library	39.50	39.50	39.75	39.50	39.50
No changes in 2020					
Municipal Court					
Municipal Court Judge	0.50	0.50	0.50	0.50	0.50
Municipal Court Clerk	1.00	1.00	1.00	1.00	1.00
Office Clerk	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Municipal Court	2.50	2.50	2.50	2.50	2.50
No changes in 2020.					
Ambulance					
Firefighter/Paramedic	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>
Total Ambulance	4.00	4.00	4.00	4.00	4.00
No changes in 2020.					
Cable Television					
TV Program Director	1.00	1.00	1.00	1.00	1.00
TV Production Technician	<u>0.50</u>	<u>0.50</u>	<u>0.25</u>	<u>0.25</u>	<u>0.25</u>
Total Cable Television	1.50	1.50	1.25	1.25	1.25
No changes in 2020.					
TOTAL SPECIAL REVENUE FUND	47.50	47.50	47.50	47.25	47.25

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Actual</u>	<u>2019</u> <u>Amended</u>	<u>2019</u> <u>Estimated</u>	<u>2020</u> <u>Executive</u>
PROPRIETARY FUNDS					
Recycling Utility					
Maintenance Worker II	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2.00</u>
Total Recycling Utility	0.00	0.00	0.00	0.00	2.00
This fund is new in 2020.					
Transit Utility					
Director	0.70	0.70	0.70	0.70	0.70
Operator Supervisor	2.00	2.00	2.00	2.00	2.00
SET Supervisor	0.00	0.00	0.00	1.00	1.00
Lead Support - ADA Coordinator	2.00	2.00	2.00	1.00	1.00
Lead Dispatcher	1.00	1.00	1.00	1.00	1.00
Fill-In Dispatcher	1.00	1.00	1.00	1.00	1.00
Lead Mechanic	1.00	1.00	1.00	1.00	1.00
Administrative Coordinator	1.00	1.00	1.00	1.00	1.00
Fixed Route Operator	28.00	28.00	28.00	28.00	28.00
Paratransit Operator	12.00	12.00	12.00	12.00	12.00
Hostler	1.25	1.25	1.50	1.50	1.50
Cleaner	<u>1.25</u>	<u>1.25</u>	<u>1.25</u>	<u>1.25</u>	<u>1.25</u>
Total Transit Utility	51.20	51.20	51.45	51.45	51.45
No changes in 2020.					
Parking Utility					
Director Parking and Transit	0.30	0.30	0.30	0.30	0.30
Lead Worker I	1.00	1.00	1.00	1.00	1.00
Maintenance Worker I	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Parking Utility	2.30	2.30	2.30	2.30	2.30
No changes in 2020.					
Water Utility*					
Superintendent	1.00	1.00	1.00	1.00	1.00
Utility Accountant	1.00	1.00	1.00	1.00	1.00
Distribution Supervisor	1.00	1.00	1.00	1.00	1.00
Operations Supervisor	1.00	1.00	1.00	1.00	1.00
Customer Relations/Fiscal Supervisor	1.00	1.00	1.00	1.00	1.00
Utility Engineer	1.00	1.00	1.00	1.00	1.00
Engineer Technician	1.00	1.00	1.00	1.00	1.00
Lead Distribution Technician	0.00	0.00	1.00	1.00	1.00
Distribution Technician	6.00	6.00	5.00	5.00	6.00
Lead Operations Technician	1.00	1.00	1.00	1.00	1.00
Operator	5.00	5.00	5.00	5.00	5.00
Operations Technician	2.00	2.00	2.00	2.00	2.00
Utility Support Specialist	4.00	4.00	4.00	4.00	4.00
Lab Technician	1.00	1.00	1.00	1.00	1.00
Lead Service Technician	1.00	1.00	1.00	1.00	1.00
Service Technician	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
Total Water Utility	30.00	30.00	30.00	30.00	31.00

An increase of 1.00 FTE in 2020. *Approval authorized by the Board of Water Commissioners.

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Amended</u>	<u>2019 Estimated</u>	<u>2020 Executive</u>
Wastewater Utility					
Superintendent	1.00	1.00	1.00	1.00	1.00
Industrial Wastewater Supervisor	1.00	1.00	1.00	1.00	1.00
Environmental Engineer	1.00	1.00	1.00	1.00	1.00
Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00
Process System/OPCO	1.00	1.00	1.00	1.00	1.00
Electromechanical Technician	1.00	1.00	1.00	1.00	1.00
Laboratory Technician	1.00	1.00	1.00	1.00	1.00
Plant Maintenance Mechanic	3.00	3.00	3.00	3.00	3.00
Operator III	1.00	1.00	1.00	2.00	2.00
Operator I	1.00	1.00	1.00	2.00	2.00
Clerk Typist	1.00	0.00	0.00	0.00	0.00
Clerk IV / Administrative Assistant	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Wastewater Utility	13.00	13.00	13.00	15.00	15.00
No changes in 2020.					
TOTAL PROPRIETARY FUND	96.50	96.50	96.75	98.75	101.75
INTERNAL SERVICE FUNDS					
Information Technology					
IT Director	1.00	1.00	1.00	1.00	1.00
Systems Analyst	2.00	2.00	2.00	2.00	2.00
Network Administrator	1.00	1.00	2.00	1.00	1.00
PC Specialist	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Information Technology	5.00	5.00	6.00	5.00	5.00
A reduction of 1.00 FTE Network Administrator position (unfilled) in 2020.					
MOTOR VEHICLE FUND					
Motor Vehicle					
Equipment Service Supervisor	1.00	1.00	1.00	1.00	1.00
Master Certified Truck Mechanic	1.00	1.00	1.00	1.00	1.00
Certified Truck Mechanic	6.00	3.00	3.00	2.00	2.00
Truck Mechanic	0.00	1.00	1.00	1.00	1.00
Service Mechanic II	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>
Total Motor Vehicle	8.00	6.00	6.00	6.00	6.00
No changes in 2020.					
TOTAL INTERNAL SERVICE FUNDS	13.00	11.00	12.00	11.00	11.00
TOTAL PROPRIETARY FUNDS	109.50	107.50	108.75	109.75	112.75
TOTAL CITY FUNDS	452.24	450.43	452.08	449.33	451.33

CITY OF SHEBOYGAN

REQUEST FOR FINANCE AND PERSONNEL COMMITTEE CONSIDERATION

ITEM DESCRIPTION: DIRECT REFERRAL: Res. No. 83-19-20 by Alderpersons Donohue and Bohren establishing the 2020 Budget appropriations and the 2019 Tax Levy for use during the calendar year.

REPORT PREPARED BY: Marty Halverson, Finance Director

REPORT DATE: September 4, 2019

MEETING DATE: September 9, 2019

FISCAL SUMMARY:

Budget Line Item: N/A
Budget Summary: N/A
Budgeted Expenditure: N/A
Budgeted Revenue: N/A

STATUTORY REFERENCE:

Wisconsin Statutes: N/A
Municipal Code: 2-905

BACKGROUND / ANALYSIS:

The following 2020 budgets have oversight by the Finance Department.

GENERAL FUND

- Finance (pages 91 – 94)
 - Increase in staffing by 1.0 FTE
 - Increase in IT support charges
 - Overall \$6427 increase from 2019 amended budget to 2020 budget
- Assessing (pages 95 – 96)
 - Increase in outsourced assessor contract beginning in 2020 along with 3 new computers being purchased.
- Insurance (pages 105 – 106)
 - Recent trends allowing reduction in Administration services costs
- Employee Benefits (pages 107 – 108)
 - No notable changes in 2020
- Interfund transfers (pages 183 – 184)
 - No notable changes in 2020
- Unclassified (pages 185 – 186)
 - Increase of \$106,605 related to Wal-mart potential adjustments, unpaid personal property taxes, and contingency reserve

SPECIAL REVENUE FUNDS

- Tourism Fund (pages 204 – 206)
 - Increase in revenues due to increased motel taxes
 - Increase in related room tax due to the Commission including the inclusion of Blue Harbor room taxes

- Net effect flowing through the interfund transfer reduction to General Fund
- Special Assessment Fund (pages 223 – 224)
 - No notable changes in 2020
- Harbor Centre Marina Fund (pages 225 – 226)
 - Small increase in marina receipts
 - Reduction in capital expenditures by \$126,000

DEBT SERVICE FUNDS

- Debt Service Fund (pages 232 – 239)
 - Decrease in revenues by \$257,435 (reduced interfund transfer from Tourism Fund \$480,371)
 - Property tax levy increase by \$119,869
 - Decrease in expenditures by \$5,063,021
 - Principal decrease by \$5,060,313
- Convention Center Debt Service Fund (pages 240 – 241)
 - No notable changes in 2020
- TID 5 Debt Service Fund (pages 242 – 243)
 - TID 5 closed in 2018
- TID 6 Debt Service Fund (pages 245 - 248)
 - Incremental revenue decrease by \$16,341
 - Decrease in principal by \$35,000 and interest of \$12,788
- TID 10 Debt Service Fund (pages 288 – 290)
 - Incremental revenue increase by \$27,437
 - No notable expenditure changes in 2020
- TID 11 Debt Service Fund (pages 252 – 255)
 - No notable changes in 2020
- TID 12 Debt Service Fund (pages 256 – 258)
 - Incremental revenue increase by \$51,650
 - Expenditure increase by \$223,027 due to interfund transfer to TID 17
- TID 13 Debt Service Fund (pages 259 – 261)
 - Incremental revenue increase by \$42,299
 - Expenditure increase by \$258,318 due to interfund transfer to TID 17
- TID 14 Debt Service Fund (pages 262 – 265)
 - Incremental revenue increase by \$397,342
 - No notable expenditure changes in 2020
- TID 15 Debt Service Fund (pages 266 - 268)
 - Incremental revenue increase by \$27,395
 - No notable expenditure changes in 2020
- TID 16 Debt Service Fund (pages 269 – 272)
 - Increment increase by \$288,516
 - No notable expenditure changes in 2020
- TID 17 Debt Service Fund (pages 273 – 275)
 - Increment increase by \$48,983
 - Interfund transfers in from TIDs 12 and 13 for \$523,027
 - Bond interest expenditure of \$152,433

- TID 18 Debt Service Fund (pages 276 – 279)
 - Increment increase by \$100,372
 - Expenditure decrease related to the NAN refunded in 2019
 - Bond interest increase by \$199,426
- TID 19 Debt Service Fund (pages 280 – 282)
 - Bond interest increase by \$17,473
- Environmental TID Debt Service Fund (pages 283 – 284)
 - Increment increase by \$7,050

CAPITAL IMPROVEMENT FUNDS

- Capital Project Fund (pages 286 – 289)
 - Decrease in Revenues by \$7,624,090
 - Federal subsidy decrease by \$7,163,267 related to road projects
 - Decrease in Expenditures by \$13,627,608
 - Capital Outlay decrease by \$13,597,608
- Capital Improvement Fund (pages 290 – 293)
 - Revenues decrease by \$1,831,580
 - Expenditures decrease by \$2,898,772
 - Reduction in interfund transfer to Motor Vehicle Fund by \$851,000
 - Capital decrease by \$2,015,157
- Industrial Park Fund (pages 294 – 295)
 - No notable changes in 2020
- TID 6 Capital Project Fund (pages 296 - 297)
 - Expenditure period ended in 2017
- TID 12 Capital Project Fund (pages 298 – 300)
 - No notable changes in 2020
- TID 14 Capital Project Fund (pages 301 – 302)
 - Decrease in revenues by \$50,000
 - Decrease in expenditures by \$391,840
 - Reduced capital
- TID 16 Capital Project Fund (pages 303 – 304)
 - Decrease in expenditures by \$366,475
 - Reduced capital in 2020 (Halprin fountain in 2019)
- TID 17 Capital Project Fund (pages 305 – 307)
 - Decrease in revenues by \$2,425,000 (less borrowed funds in 2020)
 - Increase in expenditures by \$627,639
 - Capital increase of \$600,000
- TID 18 Capital Project Fund (pages 308 – 309)
 - Decrease in revenues by \$600,000 (no planned borrowing for 2020)
 - Decrease in expenditures by \$1,563,025 (reduced capital \$1,578,373)
- TID 19 Capital Project Fund (pages 310 – 312)
 - Increase in revenues by \$540,000 (planned borrowing in 2020)
 - Increase in expenditures by \$457,639 (capital street improvements)

LIABILITY INSURANCE FUND (pages 320 – 321)

- Decrease in revenues by \$100,000 claims charged to departments

- Decrease in expenditures by \$100,000 for insurance deductible

CEMETARY PERPETUAL FUND (pages 358 – 359)

- No notable changes in 2020

STAFF COMMENTS:

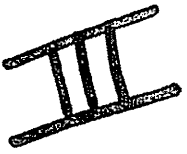
The 2020 Requested Program Budget includes an increase of \$749,149 in the General Fund and \$614,437 in Special Revenue Funds with an associated levy amount of \$173,410 and \$23,993 respectively.

ACTION REQUESTED:

Motion to recommend the Common Council adopt Res. No. 83-19-20 by Alderpersons Donohue and Bohren regarding the Finance Department responsible 2020 Budgets as presented.

ATTACHMENTS:

- I. Res. No. 83-19-20



DIRECT REFERRAL TO FINANCE AND PERSONNEL COMMITTEE, PUBLIC WORKS COMMITTEE AND LICENSING, HEARINGS, AND PUBLIC SAFETY COMMITTEE

Res. No. 83 - 19 - 20. By Alderpersons Donohue and Bohren.
September 4, 2019.

A RESOLUTION establishing the 2020 Budget appropriations and the 2019 Tax Levy for use during the calendar year.

WHEREAS, Section 2-905 of Municipal Code of the City of Sheboygan requires an annual budget appropriating monies to finance activities of the City for the ensuing fiscal year, and

WHEREAS, The Common Council committees have duly considered and discussed a budget for 2020 as proposed by the City Administrator, and

WHEREAS, A public hearing on the budget will be held on October 14, 2019 as required, and

WHEREAS, The 2020 budget requires a tax levy to partially finance the appropriations.

NOW, THEREFORE, BE IT RESOLVED: by the Common Council of the City of Sheboygan that:

Budgeted revenue estimates and expenditure appropriations for the year 2020 for the City's General Fund; Special Revenue Funds - MEG Unit, Block Grant, Housing Revolving Loan, Business Revolving Loan, Neighborhood Revitalization Fund, Mead Public Library, Tourism, Park, Forestry and Open Space, Park Impact Fee Fund, Cable TV, Municipal Court, Ambulance, Special Assessment, Harbor Centre Marina, Redevelopment Authority, Storm Water; Debt Service - G.O. Debt Service, Convention Center Debt Service, TID 5 Debt, TID 6 Debt, TID 10 Debt, TID 11 Debt, TID 12 Debt, TID 13 Debt, TID 14 Debt, TID 15 Debt, TID 16 Debt, TID 17 Debt, TID 18 Debt, TID 19 Debt, Environmental TID Debt; Capital Improvements Funds - Capital Projects, Capital Improvement, Industrial Park Fund, TID 6 Capital, TID 12 Capital, TID 14 Capital, TID 16 Capital, TID 17 Capital, TID 18 Capital, TID 19 Capital; Proprietary Funds - Motor Vehicle, Health Insurance, Liability Insurance, Workers Compensation Insurance, Information Technology; Enterprise Funds -Wastewater Utility, Recycling Utility Fund, Transit Utility, Parking Utility, Boat Facilities; and Fiduciary Funds - Cemetery Perpetual Care, Mead Public Library Trust be and are hereby adopted as set forth in the attachment and established in the budget document.

BE IT FURTHER RESOLVED that the Personnel Schedule as presented in the 2020 Budget be approved, and

*Finance Personnel
Public Works
JMS*

BE IT FURTHER RESOLVED that the property tax levy required to finance the 2020 Budget is \$24,092,874.

I HEREBY CERTIFY that the foregoing Resolution was duly passed by the Common Council of the City of Sheboygan, Wisconsin, on the _____ day of _____, 20____.

Dated _____ 20____. _____, City Clerk

Approved _____ 20____. _____, Mayor

2020 BUDGET SUMMARY

GOVERNMENTAL FUNDS

	General Fund	Special Revenue	Debt Service	Capital Improvement	Fiduciary Funds	Proprietary Funds
Revenue						
Taxes	\$17,982,638	\$4,302,078	\$8,542,409	\$1,600,242	\$0	\$516,662
Licenses and Permits	\$992,740	\$642,475	\$0	\$0	\$0	\$30,700
Intergovernmental Revenue	\$14,570,165	\$2,174,662	\$52,472	\$1,181,056	\$0	\$3,786,219
Intergovernmental Charges for Services	\$258,000	\$0	\$0	\$0	\$0	\$0
Charges for Services	\$1,566,322	\$2,168,641	\$0	\$0	\$9,400	\$20,928,466
Fines and Forfeitures	\$271,000	\$900,000	\$0	\$0	\$0	\$5,000
Miscellaneous Revenue	\$356,650	\$361,550	\$679,532	\$121,300	\$30,500	\$1,148,990
Interfund Transfers	\$1,708,924	\$942,964	\$1,127,142	\$6,551,946	\$0	\$257,026
Total Revenue	\$37,706,439	\$11,492,370	\$10,401,555	\$9,454,544	\$39,900	\$26,673,063
Expenditures						
General Government	\$4,207,724	\$1,849,996	\$165,696	\$0	\$0	\$9,235,520
Public Safety	\$22,315,691	\$870,061	\$0	\$765,944	\$0	\$0
Public Works	\$8,825,441	\$937,643	\$0	\$4,948,430	\$0	\$13,878,087
Health and Human Services	\$201,331	\$0	\$0	\$0	\$1,000	\$0
Culture and Recreation	\$2,837,589	\$4,075,246	\$0	\$886,770	\$150,000	\$3,038
Conservation and Development	\$368,721	\$1,502,433	\$0	\$5,541,234	\$0	\$7,996
Transfers and other expenses	\$538,030	\$2,028,764	\$8,564,112	\$1,097,000	\$15,000	\$7,291,501
Total Expenditures	\$39,294,527	\$11,264,142	\$8,729,808	\$13,239,378	\$166,000	\$30,416,143
Excess of revenues over (under) expenditures	-\$1,588,088	\$228,228	\$1,671,747	-\$3,784,834	-\$126,100	-\$3,743,080

BUDGET SUMMARY

2020 Requested	2019 Estimated	2018 Actual	2017 Actual
\$32,944,029	\$31,388,209	\$30,561,851	\$29,155,873
\$1,665,915	\$1,982,186	\$1,806,082	\$1,744,147
\$21,764,574	\$22,083,795	\$20,793,432	\$21,894,629
\$258,000	\$258,000	\$259,067	\$212,174
\$24,672,829	\$22,838,073	\$22,603,020	\$20,783,225
\$1,176,000	\$1,026,000	\$1,197,563	\$1,078,718
\$2,698,522	\$2,751,280	\$5,309,019	\$3,741,590
\$10,588,002	\$20,197,386	\$43,581,151	\$12,511,269
<u>\$95,767,871</u>	<u>\$102,524,929</u>	<u>\$126,111,184</u>	<u>\$91,121,626</u>
\$15,458,937	\$18,560,910	\$20,803,862	\$14,019,118
\$23,951,696	\$23,214,931	\$24,471,918	\$21,481,633
\$28,589,601	\$24,926,076	\$22,880,281	\$22,431,711
\$202,331	\$194,205	\$205,785	\$234,960
\$7,952,643	\$7,790,159	\$7,102,525	\$7,167,105
\$7,420,384	\$3,979,555	\$16,223,927	\$7,729,672
\$19,534,407	\$35,791,768	\$22,997,705	\$20,394,270
<u>\$103,109,999</u>	<u>\$114,457,604</u>	<u>\$114,686,004</u>	<u>\$93,458,469</u>
<u><u>-\$7,342,128</u></u>	<u><u>-\$11,932,674</u></u>	<u><u>\$11,425,180</u></u>	<u><u>-\$2,336,843</u></u>

Revenue

Taxes
Licenses and Permits
Intergovernmental Revenue
Intergovernmental Charges for Services
Charges for Services
Fines and Forfeitures
Miscellaneous Revenue
Interfund Transfers
Total Revenue

Expenditures

General Government
Public Safety
Public Works
Health and Human Services
Culture and Recreation
Conservation and Development
Transfers and other expenses
Total Expenditures

Excess of revenues over (under) expenditures

GENERAL FUND BUDGET SUMMARY

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Amended</u>	2019 <u>Estimated</u>	2020 <u>Requested</u>
Revenue					
Taxes	15,617,078	16,469,774	16,639,228	16,639,608	16,812,638
Licenses and Permits	1,070,035	1,206,900	921,240	1,236,480	992,740
Intergovernmental Revenue	14,258,857	14,637,627	14,482,474	14,498,829	14,535,165
Intergovernmental Charges for Services	212,174	259,067	258,000	258,000	258,000
Charges for Services	1,721,996	1,625,706	1,679,822	1,599,604	1,601,322
Fines and Forfeitures	354,853	275,390	271,000	271,000	271,000
Miscellaneous Revenue	440,329	637,008	342,425	415,889	356,650
Interfund Transfers	2,811,255	2,900,078	2,717,605	3,287,291	2,878,924
Total Revenue	36,486,578	38,011,550	37,311,794	38,206,702	37,706,439
Expense					
General Government	3,200,019	3,482,747	4,024,030	3,609,017	4,207,724
Public Safety	20,153,964	21,258,537	21,784,550	21,712,789	22,315,691
Public Works	8,270,129	8,464,170	9,069,716	9,131,312	8,825,441
Health and Human Services	221,626	188,887	201,337	193,455	201,331
Culture and Recreation	2,502,124	2,589,441	2,681,942	2,687,117	2,837,589
Conservation and Development	646,480	348,915	352,725	353,951	368,721
Transfers and other expenses	118,427	5,604,986	431,077	86,482	538,030
Total Expenditures	35,112,769	41,937,683	38,545,378	37,774,122	39,294,527
Excess of revenue over (under) expenditures	1,373,809	-3,926,133	-1,233,584	432,580	-1,588,088
Fund Balance, Beginning Year	22,527,096	23,900,905	19,078,761	19,974,772	20,407,352
Fund Balance, Ending Year*	23,900,905	19,974,772	17,845,177	20,407,352	18,819,264
*Ending Fund Balance consists of:					
Uncommitted	21,613,280	17,081,687	16,089,044	18,727,726	17,263,509
Committed	2,287,625	2,893,085	1,756,133	1,679,626	1,555,755
	23,900,905	19,974,772	17,845,177	20,407,352	18,819,264

GENERAL FUND BUDGET SUMMARY

	2017	2018	2019	2019	2020
	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Estimated</u>	<u>Requested</u>
Committed					
Inventory	155,185	151,571	150,000	150,000	150,000
Prepaid postage and other	31,602	11,294	13,500	13,500	13,500
Advance to TID 10 Debt Fund	611,908	419,728	332,633	123,871	0
Advance to TID 13 Debt Fund	112,175	112,175	0	0	0
Advance to TID 16 Capital Fund	512,255	542,255	30,000	542,255	542,255
Advance to TID 17 Capital Fund	14,500	14,500	30,000	0	0
Advance to TID 18 Capital Fund	0	791,562	0	0	0
Advance to TID 19 Capital Fund	0	0	350,000	0	0
Advance to Harbor Centre Marina Fund	0	0	0	0	0
Advance to Redevelopment Authority Fund	500,000	500,000	500,000	500,000	500,000
Committed - Development	350,000	350,000	350,000	350,000	350,000
	<u>2,287,625</u>	<u>2,893,085</u>	<u>1,756,133</u>	<u>1,679,626</u>	<u>1,555,755</u>

**SPECIAL REVENUE FUNDS
BUDGET SUMMARY**

	2017	2018	2019	2019	2020
	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Estimated</u>	<u>Requested</u>
Revenue					
Taxes	4,010,842	4,094,226	3,991,321	3,981,887	4,302,078
Licenses and Permits	642,712	564,581	610,000	715,006	642,475
Intergovernmental Revenue	1,704,960	1,882,304	2,261,618	2,428,071	2,174,662
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	2,202,507	2,359,534	2,034,740	2,165,538	2,168,641
Fines and Forfeitures	705,477	922,173	750,000	750,000	900,000
Miscellaneous Revenue	1,867,474	392,238	289,569	392,058	361,550
Interfund Transfers	750,844	229,368	225,000	230,000	942,964
Total Revenue	11,884,817	10,444,425	10,162,248	10,662,560	11,492,370
Expenditures					
General Government	961,653	1,076,765	1,057,624	1,538,244	1,849,996
Public Safety	721,085	651,650	823,944	829,636	870,061
Public Works	982,378	1,028,440	974,799	898,719	937,643
Health and Human Services	0	0	0	0	0
Culture and Recreation	3,969,292	3,638,642	4,157,540	4,241,790	4,075,246
Conservation and Development	1,389,219	1,311,330	1,431,276	1,109,213	1,502,433
Transfers and other expenses	3,675,045	2,632,070	2,204,522	2,493,701	2,028,764
Total Expenditures	11,698,673	10,338,896	10,649,705	11,111,304	11,264,142
Excess of revenues over (under) expenditures	186,144	105,528	-487,458	-448,743	228,228
Fund Balance, Beginning Year	2,189,647	2,375,791	1,844,466	2,481,319	2,032,576
Fund Balance, Ending Year	2,375,791	2,481,319	1,357,009	2,032,576	2,260,803

**DEBT SERVICE FUNDS
BUDGET SUMMARY**

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Amended</u>	2019 <u>Estimated</u>	2020 <u>Requested</u>
Revenue					
Taxes	6,167,634	6,666,863	7,358,181	7,434,915	8,542,409
Licenses and Permits	0	0	0	0	0
Intergovernmental Revenues	53,639	54,429	52,471	52,471	52,472
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	0	0	0	0	0
Fines and Forfeitures	0	0	0	0	0
Miscellaneous Revenue	839,577	1,437,124	540,465	1,042,992	679,532
Interfund Transfers	1,366,425	9,702,434	1,084,486	5,782,591	1,127,142
Total Revenue	8,427,276	17,860,849	9,035,603	14,312,969	10,401,555
Expenditures					
General Government	733,323	725,083	201,419	165,196	165,696
Public Safety	0	0	0	0	0
Public Works	0	0	0	0	0
Health and Human Services	0	0	0	0	0
Culture and Recreation	0	0	0	0	0
Conservation and Development	0	0	0	0	0
Transfers and other expenses	8,543,156	7,040,253	15,650,511	22,693,412	8,564,112
Total Expenditures	9,276,479	7,765,335	15,851,930	22,858,608	8,729,808
Excess of revenues over (under) expenditures	-849,203	10,095,514	-6,816,327	-8,545,639	1,671,747
Fund Balance, Beginning Year	9,814,477	8,965,274	17,375,830	19,060,788	10,515,149
Fund Balance, Ending Year	8,965,274	19,060,788	10,559,503	10,515,149	12,186,896

**CAPITAL IMPROVEMENT FUNDS
BUDGET SUMMARY**

	2017 Actual	2018 Actual	2019 Amended	2019 Estimated	2020 Requested
Revenue					
Taxes	1,681,879	1,661,306	1,690,775	1,683,775	1,600,242
Licenses and Permits	0	0	0	0	0
Intergovernmental Revenue	1,640,314	760,683	8,359,913	1,574,310	1,181,056
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	0	0	0	0	0
Fines and Forfeitures	0	0	0	0	0
Miscellaneous Revenue	999,043	1,505,168	468,500	120,960	121,300
Interfund Transfers	7,790,207	30,952,500	10,928,526	10,927,681	6,551,946
Total Revenue	12,111,443	34,879,658	21,447,714	14,306,727	9,454,544
Expenditures					
General Government	359,046	6,721,251	7,709,894	4,261,436	0
Public Safety	606,584	2,561,731	767,689	672,506	765,944
Public Works	5,361,688	5,344,146	10,756,843	5,077,149	4,948,430
Health and Human Services	0	0	0	0	0
Culture and Recreation	380,351	779,258	1,236,638	629,770	886,770
Conservation and Development	5,686,887	14,554,353	7,871,237	2,508,596	5,541,234
Transfers and other expenses	967,588	1,071,479	2,654,817	3,336,985	1,097,000
Total Expenditures	13,362,143	31,032,219	30,997,118	16,486,443	13,239,378
Excess of revenues over (under) expenditures	-1,250,701	3,847,439	-9,549,404	-2,179,716	-3,784,834
Fund Balance, Beginning Year	6,749,570	5,498,869	7,789,986	9,346,308	7,166,592
Fund Balance, Ending Year	5,498,869	9,346,308	-1,759,418	7,166,592	3,381,758

**PROPRIETARY FUNDS
BUDGET SUMMARY**

	2017 Actual	2018 Actual	2019 Amended	2019 Estimated	2020 Requested
Revenue					
Taxes	511,562	511,576	511,547	511,547	516,662
Licenses and Permits	31,800	34,600	34,200	30,700	30,700
Intergovernmental	3,471,718	3,389,061	3,849,794	3,497,114	3,786,219
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	16,878,734	18,636,235	19,198,586	19,096,530	20,928,466
Fines and Forfeitures	18,388	0	5,000	5,000	5,000
Miscellaneous Revenue	700,499	824,569	653,822	748,881	1,148,990
Interfund Transfers	959,015	954,877	1,107,499	1,106,300	257,026
Total Revenue	22,571,715	24,350,917	25,360,448	24,996,072	26,673,063
Expenditures					
General Government	8,765,077	8,798,016	9,833,896	8,987,017	9,235,520
Public Safety	0	0	0	0	0
Public Works	7,817,516	8,043,525	10,352,949	9,818,896	13,878,087
Health and Human Services	0	0	0	0	0
Culture and Recreation	2,929	3,764	2,682	1,482	3,038
Conservation and Development	7,086	9,329	7,817	7,796	7,996
Transfers and other expenses	7,089,999	6,647,996	7,268,193	7,166,187	7,291,501
Total Expenditures	23,682,608	23,502,630	27,465,537	25,981,378	30,416,143
Excess of revenues over (under) expenditures	-1,110,892	848,288	-2,105,089	-985,306	-3,743,080
Fund Balance, Beginning Year	86,007,204	84,896,312	83,038,389	85,744,599	84,759,293
Fund Balance, Ending Year	84,896,312	85,744,599	80,933,300	84,759,293	81,016,213

**FIDUCIARY FUNDS
BUDGET SUMMARY**

	2017 Actual	2018 Actual	2019 Amended	2019 Estimated	2020 Requested
Revenue					
Taxes	0	0	0	0	0
Licenses and Permits	0	0	0	0	0
Intergovernmental Revenue	0	0	0	0	0
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	11,611	14,836	9,400	9,400	9,400
Fines and Forfeitures	0	0	0	0	0
Miscellaneous Revenue	165,529	512,912	24,000	30,500	30,500
Interfund Transfers	0	0	0	0	0
Total Revenue	177,140	527,747	33,400	39,900	39,900
Expenditures					
General Government	0	0	0	0	0
Public Safety	0	0	0	0	0
Public Works	0	0	0	0	0
Health and Human Services	13,334	16,898	750	750	1,000
Culture and Recreation	312,409	91,420	0	230,000	150,000
Conservation and Development	0	0	0	0	0
Transfers and other expenses	55	922	1,250	15,000	15,000
Total Expenditures	325,797	109,241	2,000	245,750	166,000
Excess of revenues over (under) expenditures	-148,657	418,507	31,400	-205,850	-126,100
Fund Balance, Beginning Year	2,175,632	2,026,975	2,051,126	2,445,482	2,239,632
Fund Balance, Ending Year	2,026,975	2,445,482	2,082,526	2,239,632	2,113,532

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Actual</u>	<u>2019</u> <u>Amended</u>	<u>2019</u> <u>Estimated</u>	<u>2020</u> <u>Executive</u>
GENERAL FUND					
GENERAL GOVERNMENT					
Office of the Mayor					
Mayor	1.00	1.00	1.00	1.00	1.00
Administrative Assistant / Communications Specialist	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Office of the Mayor	2.00	2.00	2.00	2.00	2.00
No changes in 2020.					
Office of the City Clerk					
City Clerk	1.00	1.00	1.00	1.00	1.00
Deputy City Clerk	0.81	1.00	1.00	1.00	1.00
Council/Licensing Clerk	1.00	1.00	1.00	1.00	1.00
Elections Specialist	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>
Total Office of the City Clerk	3.56	3.75	3.75	3.75	3.75
No changes in 2020.					
Office of the City Administrator					
City Administrator	1.00	1.00	1.00	1.00	1.00
Budget Analyst	1.00	1.00	1.00	1.00	0.00
Assistant to the City Administrator	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>
Total Office of the City Administrator	2.00	2.00	2.00	2.00	2.00
No changes in 2020.					
Finance Department					
Finance Director/Treasurer	1.00	1.00	1.00	1.00	1.00
Senior Accountant	0.00	0.00	0.00	1.00	1.00
Comptroller/Treasurer	1.00	0.00	0.00	0.00	0.00
Auditor/Analyst	1.00	1.00	1.00	1.00	1.00
Accountant	1.00	1.00	1.00	1.00	1.00
Accountant I	0.00	0.40	0.40	0.40	0.40
Clerk I	1.00	1.00	1.00	1.00	1.00
Confidential Secretary	1.00	0.00	0.00	0.00	0.00
Accounts Payable Clerk	0.00	1.00	1.00	1.00	1.00
Purchasing Agent	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>
Total Finance Department	6.50	5.90	5.90	6.90	6.90
No changes in 2020.					
Human Resources Department					
Director of H.R. and Labor Relations	1.00	1.00	1.00	1.00	1.00
Payroll Administrator	1.00	1.00	1.00	1.00	1.00
Benefit Administrator / Analyst	1.00	1.00	1.00	1.00	1.00
Confidential Secretary	1.00	0.00	0.00	0.00	0.00
Human Resources Generalist	0.00	1.00	1.00	1.00	1.00
Accountant I	<u>0.00</u>	<u>0.60</u>	<u>0.60</u>	<u>0.60</u>	<u>0.60</u>
Total Human Resources Department	4.00	4.60	4.60	4.60	4.60
No changes in 2020.					

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Amended</u>	<u>2019 Estimated</u>	<u>2020 Executive</u>
Office of the City Attorney					
City Attorney	1.00	1.00	1.00	1.00	1.00
Assistant City Attorney I	1.00	1.00	1.00	1.00	1.00
Assistant City Attorney II	0.00	0.00	0.40	0.40	0.40
Legal Assistant	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Total City Attorney's Office	4.00	4.00	4.40	4.40	4.40

No changes in 2020.

PUBLIC SAFETY

Police Department

Chief	1.00	1.00	1.00	1.00	1.00
Captain	3.00	3.00	3.00	3.00	3.00
Lieutenant	4.00	4.00	4.00	4.00	4.00
Sergeant	9.00	9.00	9.00	9.00	9.00
Detective	7.00	7.00	7.00	7.00	7.00
Police Officer	59.00	59.00	59.00	59.00	59.00
Office Supervisor	1.00	1.00	1.00	1.00	1.00
Communication Technician	1.00	1.00	1.00	1.00	1.00
Court Services Secretary	2.00	2.00	2.00	2.00	2.00
Community Service Officer	1.00	1.00	1.00	1.00	1.00
Community Service Officer Trainee (FTE)	1.00	1.00	1.00	1.00	1.00
Record Specialist Clerk	8.00	8.00	8.00	8.00	8.00
Time System Coordinator	1.00	1.00	1.00	1.00	1.00
Department Secretary	2.00	2.00	2.00	2.00	2.00
Crime Analyst	1.00	1.00	1.00	1.00	1.00
Fleet Operation Mechanic	1.00	1.00	1.00	1.00	1.00
Property Officer	1.00	1.00	1.00	1.00	1.00
Digital Evidence Manager	1.00	1.00	1.00	1.00	1.00
MEG Unit Secretary	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>
Total Police Department	104.40	104.40	104.40	104.40	104.40

No changes in 2020.

Fire Department

Chief	1.00	1.00	1.00	1.00	1.00
Assistant Fire Chief	1.00	1.00	1.00	1.00	2.00
Deputy Fire Chief	1.00	1.00	1.00	1.00	0.00
Battalion Chief	4.00	4.00	4.00	4.00	4.00
Captain	5.00	5.00	5.00	5.00	5.00
Lieutenant	10.00	10.00	10.00	10.00	10.00
Fire Equipment Operator	15.00	15.00	15.00	15.00	15.00
Firefighter	18.00	18.00	18.00	18.00	18.00
Firefighter/Paramedic	14.00	14.00	14.00	14.00	14.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Transcriptionist/Data Entry Clerk	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>
Total Fire Department	70.50	70.50	70.50	70.50	70.50

No changes in 2020.

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Amended</u>	<u>2019 Estimated</u>	<u>2020 Executive</u>
Building Inspection					
Building/Housing Inspector	2.00	2.00	2.00	2.00	2.00
Electrical/Heating Inspector	1.00	1.00	1.00	1.00	1.00
Plumbing/Environmental Inspector	1.00	1.00	1.00	1.00	1.00
Housing/Environmental Inspector	1.00	1.00	1.00	0.00	0.00
Code Enforcement Officer	1.00	1.00	1.00	1.00	1.00
Building Inspection Specialist	1.00	1.00	1.00	1.00	1.00
Permit Clerk	1.00	1.00	1.00	1.00	1.00
Building Inspection Licensing Clerk	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>
Total Building Inspection	8.00	8.00	8.00	8.00	8.00
No changes in 2020.					
PUBLIC WORKS					
Department of Public Works					
Administration					
Director of Public Works	1.00	1.00	1.00	1.00	1.00
Business Manager	0.00	0.00	0.00	0.00	1.00
Management Analyst	1.00	1.00	1.00	1.00	0.00
Clerk II	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Total Public Works Administration	4.00	4.00	4.00	4.00	4.00
Engineering					
City Engineer	1.00	1.00	1.00	1.00	1.00
Civil Engineer / Project Manager	1.00	1.00	1.00	1.00	1.00
Assistant Engineer / Surveyor	1.00	1.00	1.00	1.00	1.00
Senior Engineering Technician	1.00	1.00	1.00	1.00	1.00
Engineering Technician	2.00	2.00	2.00	2.00	2.00
GIS Project Specialist	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Engineering	6.00	7.00	7.00	7.00	7.00
Municipal Service Building Administration /					
Maintenance					
Superintendent - Facilities/Traffic	1.00	1.00	1.00	1.00	1.00
Leadman - Construction	1.00	1.00	1.00	1.00	1.00
Maintenance Worker V-Electric Lighting	1.00	1.00	1.00	1.00	1.00
Maintenance Worker V-Electric Signals	1.00	1.00	1.00	1.00	1.00
Maintenance Worker IV-Lead-Signs	1.00	1.00	1.00	1.00	1.00
Maintenance Worker III-Craftsman	3.00	3.00	3.00	3.00	3.00
Maintenance Worker II-Signs	1.00	1.00	1.00	3.00	3.00
Maintenance Worker II-City Hall	1.00	1.00	1.00	1.00	1.00
Maintenance Worker I-MSB	1.00	1.00	1.00	1.00	1.00
Maintenance Worker I-MSB	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.50</u>	<u>0.50</u>
Total MSB Administration/Maintenance	11.00	11.00	11.00	13.50	13.50
Streets and Sanitation					
Superintendent - Streets/Sanitation	1.00	1.00	1.00	1.00	1.00
Supervisor - Streets/Sanitation	1.00	1.00	1.00	1.00	1.00
Maintenance Worker IV-Streets	1.00	1.00	1.00	4.00	4.00

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Amended</u>	<u>2019 Estimated</u>	<u>2020 Executive</u>
Maintenance Worker III-Streets	7.00	7.00	7.00	2.00	2.00
Maintenance Worker II-Streets	14.00	14.00	14.00	11.00	9.00
Maintenance Worker I-Streets	5.00	5.00	5.00	3.00	3.00
Maintenance Worker IV-Sanitation	1.00	1.00	1.00	1.00	1.00
Maintenance Worker III-Sanitation	8.00	8.00	8.00	8.00	8.00
Maintenance Worker IV-Sewer Maintenance	1.00	1.00	1.00	1.00	1.00
Maintenance Worker III-Sewer Maintenance	1.00	1.00	1.00	1.00	1.00
Maintenance Worker II-Sewer Maintenance	2.00	2.00	2.00	2.00	2.00
Maintenance Worker I-Sewer Maintenance	1.00	1.00	1.00	1.00	1.00
Maintenance Worker II-Street Sweeping	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Total Streets and Sanitation	45.00	45.00	45.00	38.00	36.00
Parks and Cemetery					
Superintendent - Parks - Forestry	1.00	1.00	1.00	1.00	1.00
Forester	0.00	0.00	0.00	1.00	1.00
Maintenance Worker IV - Arborist	0.00	0.00	0.00	1.00	1.00
Maintenance Worker IV - Parks	1.00	1.00	1.00	2.00	2.00
Maintenance Worker III - Parks	6.00	6.00	6.00	6.00	6.00
Maintenance Worker II - Parks	6.00	6.00	6.00	6.00	6.00
Maintenance Worker I - Parks	3.00	3.00	3.00	0.00	0.00
Administrative Assistant	<u>1.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Parks and Cemetery	18.00	17.00	17.00	17.00	17.00
Total Department of Public Works	84.00	84.00	84.00	79.50	77.50
2.00 FTE Streets and Sanitation Maintenance Worker II transferred to Recycling Utility Fund in 2020.					
CULTURE AND RECREATION					
Senior Services					
Director of Senior Services	0.00	0.00	0.00	1.00	1.00
Senior Center Supervisor	1.00	1.00	1.00	0.00	0.00
Assistant Supervisor	0.00	1.00	1.00	0.00	0.00
Coordinator	0.00	0.00	0.00	1.00	1.00
Wellness Coordinator	1.00	0.00	0.00	0.00	0.00
Custodian	<u>0.28</u>	<u>0.28</u>	<u>0.28</u>	<u>0.28</u>	<u>0.28</u>
Total Senior Services	2.28	2.28	2.28	2.28	2.28
No changes in 2020.					
CONSERVATION AND DEVELOPMENT					
Planning and Development					
Director of Planning and Development	1.00	1.00	1.00	1.00	1.00
Planning/Zoning Manager	1.00	1.00	1.00	1.00	1.00
Community Development Planner	1.00	1.00	1.00	1.00	1.00
Neighborhood Development Planner	1.00	1.00	0.00	0.00	1.00
Community/Economic Development Planner	0.00	0.00	1.00	1.00	0.00
Grant Coordinator	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>
Total Planning and Development	4.00	4.00	4.00	4.00	5.00
The addition of a Grant Coordinator in 2020.					
TOTAL GENERAL FUND	295.24	295.43	295.83	292.33	291.33

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Actual</u>	<u>2019</u> <u>Amended</u>	<u>2019</u> <u>Estimated</u>	<u>2020</u> <u>Executive</u>
SPECIAL REVENUE FUND					
Mead Public Library					
Director	1.00	1.00	1.00	1.00	1.00
Business Manager	1.00	1.00	1.00	1.00	1.00
Manager	2.00	2.00	2.00	2.00	2.00
Librarian II	2.00	0.00	0.00	0.00	0.00
Librarian I	4.75	0.00	0.00	0.00	0.00
Librarian	0.00	6.75	8.00	7.75	7.75
Page Supervisor	1.00	1.00	1.00	1.00	1.00
Maintenance Supervisor	1.00	1.00	0.00	0.00	0.00
Public Information Specialist II	1.00	1.00	0.00	0.00	0.00
IT Specialist	1.00	1.00	1.00	1.00	1.00
Communications Specialist	0.00	0.00	1.00	1.00	1.00
Maintenance Technician	0.00	0.00	2.00	2.00	2.00
Administrative Assistant/Volunteer Coordinator	0.00	0.00	1.00	1.00	1.00
Administrative Assistant I	1.00	1.00	0.00	0.00	0.00
Maintenance Technician I	1.00	1.00	0.00	0.00	0.00
Library Assistant III	5.00	5.00	0.00	0.00	0.00
Library Assistant II	1.00	1.00	0.00	0.00	0.00
Library Assistant I	5.75	5.75	0.00	0.00	0.00
Cataloger	0.00	0.00	3.00	3.00	3.00
Public Safety Specialist	0.00	0.00	1.00	1.00	1.00
Library Assistant	0.00	0.00	9.25	9.25	9.25
Cleaners	1.50	1.50	2.00	2.00	2.00
Library Page	<u>9.50</u>	<u>9.50</u>	<u>6.50</u>	<u>6.50</u>	<u>6.50</u>
Total Mead Public Library	39.50	39.50	39.75	39.50	39.50
No changes in 2020					
Municipal Court					
Municipal Court Judge	0.50	0.50	0.50	0.50	0.50
Municipal Court Clerk	1.00	1.00	1.00	1.00	1.00
Office Clerk	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Municipal Court	2.50	2.50	2.50	2.50	2.50
No changes in 2020.					
Ambulance					
Firefighter/Paramedic	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>
Total Ambulance	4.00	4.00	4.00	4.00	4.00
No changes in 2020.					
Cable Television					
TV Program Director	1.00	1.00	1.00	1.00	1.00
TV Production Technician	<u>0.50</u>	<u>0.50</u>	<u>0.25</u>	<u>0.25</u>	<u>0.25</u>
Total Cable Television	1.50	1.50	1.25	1.25	1.25
No changes in 2020.					
TOTAL SPECIAL REVENUE FUND	47.50	47.50	47.50	47.25	47.25

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Actual</u>	<u>2019</u> <u>Amended</u>	<u>2019</u> <u>Estimated</u>	<u>2020</u> <u>Executive</u>
PROPRIETARY FUNDS					
Recycling Utility					
Maintenance Worker II	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2.00</u>
Total Recycling Utility	0.00	0.00	0.00	0.00	2.00
This fund is new in 2020.					
Transit Utility					
Director	0.70	0.70	0.70	0.70	0.70
Operator Supervisor	2.00	2.00	2.00	2.00	2.00
SET Supervisor	0.00	0.00	0.00	1.00	1.00
Lead Support - ADA Coordinator	2.00	2.00	2.00	1.00	1.00
Lead Dispatcher	1.00	1.00	1.00	1.00	1.00
Fill-In Dispatcher	1.00	1.00	1.00	1.00	1.00
Lead Mechanic	1.00	1.00	1.00	1.00	1.00
Administrative Coordinator	1.00	1.00	1.00	1.00	1.00
Fixed Route Operator	28.00	28.00	28.00	28.00	28.00
Paratransit Operator	12.00	12.00	12.00	12.00	12.00
Hostler	1.25	1.25	1.50	1.50	1.50
Cleaner	<u>1.25</u>	<u>1.25</u>	<u>1.25</u>	<u>1.25</u>	<u>1.25</u>
Total Transit Utility	51.20	51.20	51.45	51.45	51.45
No changes in 2020.					
Parking Utility					
Director Parking and Transit	0.30	0.30	0.30	0.30	0.30
Lead Worker I	1.00	1.00	1.00	1.00	1.00
Maintenance Worker I	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Parking Utility	2.30	2.30	2.30	2.30	2.30
No changes in 2020.					
Water Utility*					
Superintendent	1.00	1.00	1.00	1.00	1.00
Utility Accountant	1.00	1.00	1.00	1.00	1.00
Distribution Supervisor	1.00	1.00	1.00	1.00	1.00
Operations Supervisor	1.00	1.00	1.00	1.00	1.00
Customer Relations/Fiscal Supervisor	1.00	1.00	1.00	1.00	1.00
Utility Engineer	1.00	1.00	1.00	1.00	1.00
Engineer Technician	1.00	1.00	1.00	1.00	1.00
Lead Distribution Technician	0.00	0.00	1.00	1.00	1.00
Distribution Technician	6.00	6.00	5.00	5.00	6.00
Lead Operations Technician	1.00	1.00	1.00	1.00	1.00
Operator	5.00	5.00	5.00	5.00	5.00
Operations Technician	2.00	2.00	2.00	2.00	2.00
Utility Support Specialist	4.00	4.00	4.00	4.00	4.00
Lab Technician	1.00	1.00	1.00	1.00	1.00
Lead Service Technician	1.00	1.00	1.00	1.00	1.00
Service Technician	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
Total Water Utility	30.00	30.00	30.00	30.00	31.00

An increase of 1.00 FTE in 2020. *Approval authorized by the Board of Water Commissioners.

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Amended</u>	<u>2019 Estimated</u>	<u>2020 Executive</u>
Wastewater Utility					
Superintendent	1.00	1.00	1.00	1.00	1.00
Industrial Wastewater Supervisor	1.00	1.00	1.00	1.00	1.00
Environmental Engineer	1.00	1.00	1.00	1.00	1.00
Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00
Process System/OPCO	1.00	1.00	1.00	1.00	1.00
Electromechanical Technician	1.00	1.00	1.00	1.00	1.00
Laboratory Technician	1.00	1.00	1.00	1.00	1.00
Plant Maintenance Mechanic	3.00	3.00	3.00	3.00	3.00
Operator III	1.00	1.00	1.00	2.00	2.00
Operator I	1.00	1.00	1.00	2.00	2.00
Clerk Typist	1.00	0.00	0.00	0.00	0.00
Clerk IV / Administrative Assistant	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Wastewater Utility	13.00	13.00	13.00	15.00	15.00
No changes in 2020.					
TOTAL PROPRIETARY FUND	96.50	96.50	96.75	98.75	101.75
INTERNAL SERVICE FUNDS					
Information Technology					
IT Director	1.00	1.00	1.00	1.00	1.00
Systems Analyst	2.00	2.00	2.00	2.00	2.00
Network Administrator	1.00	1.00	2.00	1.00	1.00
PC Specialist	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Information Technology	5.00	5.00	6.00	5.00	5.00
A reduction of 1.00 FTE Network Administrator position (unfilled) in 2020.					
MOTOR VEHICLE FUND					
Motor Vehicle					
Equipment Service Supervisor	1.00	1.00	1.00	1.00	1.00
Master Certified Truck Mechanic	1.00	1.00	1.00	1.00	1.00
Certified Truck Mechanic	6.00	3.00	3.00	2.00	2.00
Truck Mechanic	0.00	1.00	1.00	1.00	1.00
Service Mechanic II	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>
Total Motor Vehicle	8.00	6.00	6.00	6.00	6.00
No changes in 2020.					
TOTAL INTERNAL SERVICE FUNDS	13.00	11.00	12.00	11.00	11.00
TOTAL PROPRIETARY FUNDS	109.50	107.50	108.75	109.75	112.75
TOTAL CITY FUNDS	452.24	450.43	452.08	449.33	451.33

CITY OF SHEBOYGAN

REQUEST FOR FINANCE AND PERSONNEL COMMITTEE CONSIDERATION

ITEM DESCRIPTION: Res. No. 83-19-20 by Alderperson Donohue establishing the 2020 Budget appropriations and 2019 Tax Levy use during the calendar.

REPORT PREPARED BY: Sandy Rohrick, Director of Human Resources and Labor Relations

REPORT DATE: September 6, 2019

MEETING DATE: September 09, 2019

FISCAL SUMMARY:

Budget Line Item: N/A
 Budget Summary: N/A
 Budgeted Expenditure: N/A
 Budgeted Revenue: N/A

STATUTORY REFERENCE:

Wisconsin Statutes: N/A
 Municipal Code: N/A

BACKGROUND / ANALYSIS:

The Human Resources Department is funded by a combination of the General Fund, the Health Insurance Fund and the Workers Compensation Fund. Notable changes (or lack thereof) are listed in each section relating to the 2020 budget highlights:

General Government | Human Resources Fund

The Executive Budget includes the following changes:

- A decrease in Contracted Services of \$28,500 resulting from a realignment of services.
- A decrease in Training and Conferences of \$6,684.

	2017 Actual	2018 Actual	2019 Amended	2019 Estimated	2020 Executive
Permanent Staffing					
Director of Human Resources	1.00	1.00	1.00	1.00	1.00
Payroll Administrator	1.00	1.00	1.00	1.00	1.00
Benefits Administrator/Analyst	1.00	1.00	1.00	1.00	1.00
Confidential Secretary	1.00	0.00	0.00	0.00	0.00
Human Resources Generalist	0.00	1.00	1.00	1.00	1.00
Accountant I	0.00	0.60	0.60	0.60	0.60
Total Staffing	4.00	4.60	4.60	4.60	4.60
Expenditures					
Personal Services	165,700	185,243	203,304	217,557	231,072
Non-Personal Services	74,854	128,967	163,557	136,959	124,342
Total Expenditures	240,555	314,210	366,861	354,517	355,414

WORKERS COMPENSATION FUND

There are no notable changes for 2020.

	2017 Actual	2018 Actual	2019 Amended	2019 Estimated	2020 Executive
Revenues					
Intergovernmental Revenue	610,360	610,752	610,000	610,000	610,000
Miscellaneous Revenue	13,884	29,622	13,871	13,871	13,871
Total Revenues	624,244	640,374	623,871	623,871	623,871
Expenditures					
Personal Services	139,975	94,109	140,640	143,321	146,228
Non-Personal Services	318,151	264,998	509,000	509,000	509,000
Total Expenditures	458,126	359,107	649,640	652,321	655,228

HEALTH INSURANCE FUND

- Premium contribution of 5 percent in 2020
- A decrease of \$229,000 in HSA Contributions to employees.

	2017 Actual	2018 Actual	2019 Amended	2019 Estimated	2020 Executive
Revenues					
Intergovernmental Revenue	6,037,897	6,608,964	6,863,265	6,729,710	6,770,405
Miscellaneous Revenue	40,728	66,925	50,000	50,000	40,000
Total Revenues	6,078,625	6,675,889	6,913,265	6,779,710	6,810,405
Expenditures					
Personal Services	124,005	128,261	154,379	139,676	146,778
Non-Personal Services	7,090,980	7,316,926	7,405,737	6,609,900	6,881,100
Total Expenditures	7,214,984	7,445,187	7,560,116	6,749,576	7,027,878

STAFF COMMENTS:

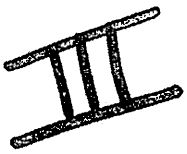
Notable changes are listed above by fund.

ACTION REQUESTED:

Motion to recommend the Common Council adopt Res. No. 83-19-20 by Alderpersons Donohue and Bohren regarding the Human Resources Department 2020 Budget as presented.

ATTACHMENTS:

- I. Res. No. 83-19-20



DIRECT REFERRAL TO FINANCE AND PERSONNEL COMMITTEE, PUBLIC WORKS COMMITTEE AND LICENSING, HEARINGS, AND PUBLIC SAFETY COMMITTEE

Res. No. 83 - 19 - 20. By Alderpersons Donohue and Bohren.
September 4, 2019.

A RESOLUTION establishing the 2020 Budget appropriations and the 2019 Tax Levy for use during the calendar year.

WHEREAS, Section 2-905 of Municipal Code of the City of Sheboygan requires an annual budget appropriating monies to finance activities of the City for the ensuing fiscal year, and

WHEREAS, The Common Council committees have duly considered and discussed a budget for 2020 as proposed by the City Administrator, and

WHEREAS, A public hearing on the budget will be held on October 14, 2019 as required, and

WHEREAS, The 2020 budget requires a tax levy to partially finance the appropriations.

NOW, THEREFORE, BE IT RESOLVED: by the Common Council of the City of Sheboygan that:

Budgeted revenue estimates and expenditure appropriations for the year 2020 for the City's General Fund; Special Revenue Funds - MEG Unit, Block Grant, Housing Revolving Loan, Business Revolving Loan, Neighborhood Revitalization Fund, Mead Public Library, Tourism, Park, Forestry and Open Space, Park Impact Fee Fund, Cable TV, Municipal Court, Ambulance, Special Assessment, Harbor Centre Marina, Redevelopment Authority, Storm Water; Debt Service - G.O. Debt Service, Convention Center Debt Service, TID 5 Debt, TID 6 Debt, TID 10 Debt, TID 11 Debt, TID 12 Debt, TID 13 Debt, TID 14 Debt, TID 15 Debt, TID 16 Debt, TID 17 Debt, TID 18 Debt, TID 19 Debt, Environmental TID Debt; Capital Improvements Funds - Capital Projects, Capital Improvement, Industrial Park Fund, TID 6 Capital, TID 12 Capital, TID 14 Capital, TID 16 Capital, TID 17 Capital, TID 18 Capital, TID 19 Capital; Proprietary Funds - Motor Vehicle, Health Insurance, Liability Insurance, Workers Compensation Insurance, Information Technology; Enterprise Funds -Wastewater Utility, Recycling Utility Fund, Transit Utility, Parking Utility, Boat Facilities; and Fiduciary Funds - Cemetery Perpetual Care, Mead Public Library Trust be and are hereby adopted as set forth in the attachment and established in the budget document.

BE IT FURTHER RESOLVED that the Personnel Schedule as presented in the 2020 Budget be approved, and

*Finance Personnel
Public Works
9/11/19*

BE IT FURTHER RESOLVED that the property tax levy required to finance the 2020 Budget is \$24,092,874.

I HEREBY CERTIFY that the foregoing Resolution was duly passed by the Common Council of the City of Sheboygan, Wisconsin, on the _____ day of _____, 20____.

Dated _____ 20____. _____, City Clerk

Approved _____ 20____. _____, Mayor

2020 BUDGET SUMMARY

GOVERNMENTAL FUNDS

	General Fund	Special Revenue	Debt Service	Capital Improvement	Fiduciary Funds	Proprietary Funds
Revenue						
Taxes	\$17,982,638	\$4,302,078	\$8,542,409	\$1,600,242	\$0	\$516,662
Licenses and Permits	\$992,740	\$642,475	\$0	\$0	\$0	\$30,700
Intergovernmental Revenue	\$14,570,165	\$2,174,662	\$52,472	\$1,181,056	\$0	\$3,786,219
Intergovernmental Charges for Services	\$258,000	\$0	\$0	\$0	\$0	\$0
Charges for Services	\$1,566,322	\$2,168,641	\$0	\$0	\$9,400	\$20,928,466
Fines and Forfeitures	\$271,000	\$900,000	\$0	\$0	\$0	\$5,000
Miscellaneous Revenue	\$356,650	\$361,550	\$679,532	\$121,300	\$30,500	\$1,148,990
Interfund Transfers	\$1,708,924	\$942,964	\$1,127,142	\$6,551,946	\$0	\$257,026
Total Revenue	\$37,706,439	\$11,492,370	\$10,401,555	\$9,454,544	\$39,900	\$26,673,063
Expenditures						
General Government	\$4,207,724	\$1,849,996	\$165,696	\$0	\$0	\$9,235,520
Public Safety	\$22,315,691	\$870,061	\$0	\$765,944	\$0	\$0
Public Works	\$8,825,441	\$937,643	\$0	\$4,948,430	\$0	\$13,878,087
Health and Human Services	\$201,331	\$0	\$0	\$0	\$1,000	\$0
Culture and Recreation	\$2,837,589	\$4,075,246	\$0	\$886,770	\$150,000	\$3,038
Conservation and Development	\$368,721	\$1,502,433	\$0	\$5,541,234	\$0	\$7,996
Transfers and other expenses	\$538,030	\$2,028,764	\$8,564,112	\$1,097,000	\$15,000	\$7,291,501
Total Expenditures	\$39,294,527	\$11,264,142	\$8,729,808	\$13,239,378	\$166,000	\$30,416,143
Excess of revenues over (under) expenditures	-\$1,588,088	\$228,228	\$1,671,747	-\$3,784,834	-\$126,100	-\$3,743,080

BUDGET SUMMARY

2020 Requested	2019 Estimated	2018 Actual	2017 Actual
\$32,944,029	\$31,388,209	\$30,561,851	\$29,155,873
\$1,665,915	\$1,982,186	\$1,806,082	\$1,744,147
\$21,764,574	\$22,083,795	\$20,793,432	\$21,894,629
\$258,000	\$258,000	\$259,067	\$212,174
\$24,672,829	\$22,838,073	\$22,603,020	\$20,783,225
\$1,176,000	\$1,026,000	\$1,197,563	\$1,078,718
\$2,698,522	\$2,751,280	\$5,309,019	\$3,741,590
\$10,588,002	\$20,197,386	\$43,581,151	\$12,511,269
<u>\$95,767,871</u>	<u>\$102,524,929</u>	<u>\$126,111,184</u>	<u>\$91,121,626</u>
\$15,458,937	\$18,560,910	\$20,803,862	\$14,019,118
\$23,951,696	\$23,214,931	\$24,471,918	\$21,481,633
\$28,589,601	\$24,926,076	\$22,880,281	\$22,431,711
\$202,331	\$194,205	\$205,785	\$234,960
\$7,952,643	\$7,790,159	\$7,102,525	\$7,167,105
\$7,420,384	\$3,979,555	\$16,223,927	\$7,729,672
\$19,534,407	\$35,791,768	\$22,997,705	\$20,394,270
<u>\$103,109,999</u>	<u>\$114,457,604</u>	<u>\$114,686,004</u>	<u>\$93,458,469</u>
<u><u>-\$7,342,128</u></u>	<u><u>-\$11,932,674</u></u>	<u><u>\$11,425,180</u></u>	<u><u>-\$2,336,843</u></u>

Revenue

Taxes
Licenses and Permits
Intergovernmental Revenue
Intergovernmental Charges for Services
Charges for Services
Fines and Forfeitures
Miscellaneous Revenue
Interfund Transfers
Total Revenue

Expenditures

General Government
Public Safety
Public Works
Health and Human Services
Culture and Recreation
Conservation and Development
Transfers and other expenses
Total Expenditures

Excess of revenues over (under) expenditures

GENERAL FUND BUDGET SUMMARY

	2017 Actual	2018 Actual	2019 Amended	2019 Estimated	2020 Requested
Revenue					
Taxes	15,617,078	16,469,774	16,639,228	16,639,608	16,812,638
Licenses and Permits	1,070,035	1,206,900	921,240	1,236,480	992,740
Intergovernmental Revenue	14,258,857	14,637,627	14,482,474	14,498,829	14,535,165
Intergovernmental Charges for Services	212,174	259,067	258,000	258,000	258,000
Charges for Services	1,721,996	1,625,706	1,679,822	1,599,604	1,601,322
Fines and Forfeitures	354,853	275,390	271,000	271,000	271,000
Miscellaneous Revenue	440,329	637,008	342,425	415,889	356,650
Interfund Transfers	2,811,255	2,900,078	2,717,605	3,287,291	2,878,924
Total Revenue	36,486,578	38,011,550	37,311,794	38,206,702	37,706,439
Expense					
General Government	3,200,019	3,482,747	4,024,030	3,609,017	4,207,724
Public Safety	20,153,964	21,258,537	21,784,550	21,712,789	22,315,691
Public Works	8,270,129	8,464,170	9,069,716	9,131,312	8,825,441
Health and Human Services	221,626	188,887	201,337	193,455	201,331
Culture and Recreation	2,502,124	2,589,441	2,681,942	2,687,117	2,837,589
Conservation and Development	646,480	348,915	352,725	353,951	368,721
Transfers and other expenses	118,427	5,604,986	431,077	86,482	538,030
Total Expenditures	35,112,769	41,937,683	38,545,378	37,774,122	39,294,527
Excess of revenue over (under) expenditures	1,373,809	-3,926,133	-1,233,584	432,580	-1,588,088
Fund Balance, Beginning Year	22,527,096	23,900,905	19,078,761	19,974,772	20,407,352
Fund Balance, Ending Year*	23,900,905	19,974,772	17,845,177	20,407,352	18,819,264
*Ending Fund Balance consists of:					
Uncommitted	21,613,280	17,081,687	16,089,044	18,727,726	17,263,509
Committed	2,287,625	2,893,085	1,756,133	1,679,626	1,555,755
	23,900,905	19,974,772	17,845,177	20,407,352	18,819,264

GENERAL FUND BUDGET SUMMARY

	2017	2018	2019	2019	2020
	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Estimated</u>	<u>Requested</u>
Committed					
Inventory	155,185	151,571	150,000	150,000	150,000
Prepaid postage and other	31,602	11,294	13,500	13,500	13,500
Advance to TID 10 Debt Fund	611,908	419,728	332,633	123,871	0
Advance to TID 13 Debt Fund	112,175	112,175	0	0	0
Advance to TID 16 Capital Fund	512,255	542,255	30,000	542,255	542,255
Advance to TID 17 Capital Fund	14,500	14,500	30,000	0	0
Advance to TID 18 Capital Fund	0	791,562	0	0	0
Advance to TID 19 Capital Fund	0	0	350,000	0	0
Advance to Harbor Centre Marina Fund	0	0	0	0	0
Advance to Redevelopment Authority Fund	500,000	500,000	500,000	500,000	500,000
Committed - Development	350,000	350,000	350,000	350,000	350,000
	<u>2,287,625</u>	<u>2,893,085</u>	<u>1,756,133</u>	<u>1,679,626</u>	<u>1,555,755</u>

**SPECIAL REVENUE FUNDS
BUDGET SUMMARY**

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Amended</u>	2019 <u>Estimated</u>	2020 <u>Requested</u>
Revenue					
Taxes	4,010,842	4,094,226	3,991,321	3,981,887	4,302,078
Licenses and Permits	642,712	564,581	610,000	715,006	642,475
Intergovernmental Revenue	1,704,960	1,882,304	2,261,618	2,428,071	2,174,662
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	2,202,507	2,359,534	2,034,740	2,165,538	2,168,641
Fines and Forfeitures	705,477	922,173	750,000	750,000	900,000
Miscellaneous Revenue	1,867,474	392,238	289,569	392,058	361,550
Interfund Transfers	750,844	229,368	225,000	230,000	942,964
Total Revenue	11,884,817	10,444,425	10,162,248	10,662,560	11,492,370
Expenditures					
General Government	961,653	1,076,765	1,057,624	1,538,244	1,849,996
Public Safety	721,085	651,650	823,944	829,636	870,061
Public Works	982,378	1,028,440	974,799	898,719	937,643
Health and Human Services	0	0	0	0	0
Culture and Recreation	3,969,292	3,638,642	4,157,540	4,241,790	4,075,246
Conservation and Development	1,389,219	1,311,330	1,431,276	1,109,213	1,502,433
Transfers and other expenses	3,675,045	2,632,070	2,204,522	2,493,701	2,028,764
Total Expenditures	11,698,673	10,338,896	10,649,705	11,111,304	11,264,142
Excess of revenues over (under) expenditures	186,144	105,528	-487,458	-448,743	228,228
Fund Balance, Beginning Year	2,189,647	2,375,791	1,844,466	2,481,319	2,032,576
Fund Balance, Ending Year	2,375,791	2,481,319	1,357,009	2,032,576	2,260,803

**DEBT SERVICE FUNDS
BUDGET SUMMARY**

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Amended</u>	2019 <u>Estimated</u>	2020 <u>Requested</u>
Revenue					
Taxes	6,167,634	6,666,863	7,358,181	7,434,915	8,542,409
Licenses and Permits	0	0	0	0	0
Intergovernmental Revenues	53,639	54,429	52,471	52,471	52,472
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	0	0	0	0	0
Fines and Forfeitures	0	0	0	0	0
Miscellaneous Revenue	839,577	1,437,124	540,465	1,042,992	679,532
Interfund Transfers	1,366,425	9,702,434	1,084,486	5,782,591	1,127,142
Total Revenue	8,427,276	17,860,849	9,035,603	14,312,969	10,401,555
Expenditures					
General Government	733,323	725,083	201,419	165,196	165,696
Public Safety	0	0	0	0	0
Public Works	0	0	0	0	0
Health and Human Services	0	0	0	0	0
Culture and Recreation	0	0	0	0	0
Conservation and Development	0	0	0	0	0
Transfers and other expenses	8,543,156	7,040,253	15,650,511	22,693,412	8,564,112
Total Expenditures	9,276,479	7,765,335	15,851,930	22,858,608	8,729,808
Excess of revenues over (under) expenditures	-849,203	10,095,514	-6,816,327	-8,545,639	1,671,747
Fund Balance, Beginning Year	9,814,477	8,965,274	17,375,830	19,060,788	10,515,149
Fund Balance, Ending Year	8,965,274	19,060,788	10,559,503	10,515,149	12,186,896

**CAPITAL IMPROVEMENT FUNDS
BUDGET SUMMARY**

	2017 Actual	2018 Actual	2019 Amended	2019 Estimated	2020 Requested
Revenue					
Taxes	1,681,879	1,661,306	1,690,775	1,683,775	1,600,242
Licenses and Permits	0	0	0	0	0
Intergovernmental Revenue	1,640,314	760,683	8,359,913	1,574,310	1,181,056
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	0	0	0	0	0
Fines and Forfeitures	0	0	0	0	0
Miscellaneous Revenue	999,043	1,505,168	468,500	120,960	121,300
Interfund Transfers	7,790,207	30,952,500	10,928,526	10,927,681	6,551,946
Total Revenue	12,111,443	34,879,658	21,447,714	14,306,727	9,454,544
Expenditures					
General Government	359,046	6,721,251	7,709,894	4,261,436	0
Public Safety	606,584	2,561,731	767,689	672,506	765,944
Public Works	5,361,688	5,344,146	10,756,843	5,077,149	4,948,430
Health and Human Services	0	0	0	0	0
Culture and Recreation	380,351	779,258	1,236,638	629,770	886,770
Conservation and Development	5,686,887	14,554,353	7,871,237	2,508,596	5,541,234
Transfers and other expenses	967,588	1,071,479	2,654,817	3,336,985	1,097,000
Total Expenditures	13,362,143	31,032,219	30,997,118	16,486,443	13,239,378
Excess of revenues over (under) expenditures	-1,250,701	3,847,439	-9,549,404	-2,179,716	-3,784,834
Fund Balance, Beginning Year	6,749,570	5,498,869	7,789,986	9,346,308	7,166,592
Fund Balance, Ending Year	5,498,869	9,346,308	-1,759,418	7,166,592	3,381,758

**PROPRIETARY FUNDS
BUDGET SUMMARY**

	2017 Actual	2018 Actual	2019 Amended	2019 Estimated	2020 Requested
Revenue					
Taxes	511,562	511,576	511,547	511,547	516,662
Licenses and Permits	31,800	34,600	34,200	30,700	30,700
Intergovernmental	3,471,718	3,389,061	3,849,794	3,497,114	3,786,219
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	16,878,734	18,636,235	19,198,586	19,096,530	20,928,466
Fines and Forfeitures	18,388	0	5,000	5,000	5,000
Miscellaneous Revenue	700,499	824,569	653,822	748,881	1,148,990
Interfund Transfers	959,015	954,877	1,107,499	1,106,300	257,026
Total Revenue	22,571,715	24,350,917	25,360,448	24,996,072	26,673,063
Expenditures					
General Government	8,765,077	8,798,016	9,833,896	8,987,017	9,235,520
Public Safety	0	0	0	0	0
Public Works	7,817,516	8,043,525	10,352,949	9,818,896	13,878,087
Health and Human Services	0	0	0	0	0
Culture and Recreation	2,929	3,764	2,682	1,482	3,038
Conservation and Development	7,086	9,329	7,817	7,796	7,996
Transfers and other expenses	7,089,999	6,647,996	7,268,193	7,166,187	7,291,501
Total Expenditures	23,682,608	23,502,630	27,465,537	25,981,378	30,416,143
Excess of revenues over (under) expenditures	-1,110,892	848,288	-2,105,089	-985,306	-3,743,080
Fund Balance, Beginning Year	86,007,204	84,896,312	83,038,389	85,744,599	84,759,293
Fund Balance, Ending Year	84,896,312	85,744,599	80,933,300	84,759,293	81,016,213

**FIDUCIARY FUNDS
BUDGET SUMMARY**

	2017 Actual	2018 Actual	2019 Amended	2019 Estimated	2020 Requested
Revenue					
Taxes	0	0	0	0	0
Licenses and Permits	0	0	0	0	0
Intergovernmental Revenue	0	0	0	0	0
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	11,611	14,836	9,400	9,400	9,400
Fines and Forfeitures	0	0	0	0	0
Miscellaneous Revenue	165,529	512,912	24,000	30,500	30,500
Interfund Transfers	0	0	0	0	0
Total Revenue	177,140	527,747	33,400	39,900	39,900
Expenditures					
General Government	0	0	0	0	0
Public Safety	0	0	0	0	0
Public Works	0	0	0	0	0
Health and Human Services	13,334	16,898	750	750	1,000
Culture and Recreation	312,409	91,420	0	230,000	150,000
Conservation and Development	0	0	0	0	0
Transfers and other expenses	55	922	1,250	15,000	15,000
Total Expenditures	325,797	109,241	2,000	245,750	166,000
Excess of revenues over (under) expenditures	-148,657	418,507	31,400	-205,850	-126,100
Fund Balance, Beginning Year	2,175,632	2,026,975	2,051,126	2,445,482	2,239,632
Fund Balance, Ending Year	2,026,975	2,445,482	2,082,526	2,239,632	2,113,532

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Actual</u>	<u>2019</u> <u>Amended</u>	<u>2019</u> <u>Estimated</u>	<u>2020</u> <u>Executive</u>
GENERAL FUND					
GENERAL GOVERNMENT					
Office of the Mayor					
Mayor	1.00	1.00	1.00	1.00	1.00
Administrative Assistant / Communications Specialist	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Office of the Mayor	2.00	2.00	2.00	2.00	2.00
No changes in 2020.					
Office of the City Clerk					
City Clerk	1.00	1.00	1.00	1.00	1.00
Deputy City Clerk	0.81	1.00	1.00	1.00	1.00
Council/Licensing Clerk	1.00	1.00	1.00	1.00	1.00
Elections Specialist	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>
Total Office of the City Clerk	3.56	3.75	3.75	3.75	3.75
No changes in 2020.					
Office of the City Administrator					
City Administrator	1.00	1.00	1.00	1.00	1.00
Budget Analyst	1.00	1.00	1.00	1.00	0.00
Assistant to the City Administrator	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>
Total Office of the City Administrator	2.00	2.00	2.00	2.00	2.00
No changes in 2020.					
Finance Department					
Finance Director/Treasurer	1.00	1.00	1.00	1.00	1.00
Senior Accountant	0.00	0.00	0.00	1.00	1.00
Comptroller/Treasurer	1.00	0.00	0.00	0.00	0.00
Auditor/Analyst	1.00	1.00	1.00	1.00	1.00
Accountant	1.00	1.00	1.00	1.00	1.00
Accountant I	0.00	0.40	0.40	0.40	0.40
Clerk I	1.00	1.00	1.00	1.00	1.00
Confidential Secretary	1.00	0.00	0.00	0.00	0.00
Accounts Payable Clerk	0.00	1.00	1.00	1.00	1.00
Purchasing Agent	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>
Total Finance Department	6.50	5.90	5.90	6.90	6.90
No changes in 2020.					
Human Resources Department					
Director of H.R. and Labor Relations	1.00	1.00	1.00	1.00	1.00
Payroll Administrator	1.00	1.00	1.00	1.00	1.00
Benefit Administrator / Analyst	1.00	1.00	1.00	1.00	1.00
Confidential Secretary	1.00	0.00	0.00	0.00	0.00
Human Resources Generalist	0.00	1.00	1.00	1.00	1.00
Accountant I	<u>0.00</u>	<u>0.60</u>	<u>0.60</u>	<u>0.60</u>	<u>0.60</u>
Total Human Resources Department	4.00	4.60	4.60	4.60	4.60
No changes in 2020.					

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Amended</u>	<u>2019 Estimated</u>	<u>2020 Executive</u>
Office of the City Attorney					
City Attorney	1.00	1.00	1.00	1.00	1.00
Assistant City Attorney I	1.00	1.00	1.00	1.00	1.00
Assistant City Attorney II	0.00	0.00	0.40	0.40	0.40
Legal Assistant	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Total City Attorney's Office	4.00	4.00	4.40	4.40	4.40

No changes in 2020.

PUBLIC SAFETY

Police Department

Chief	1.00	1.00	1.00	1.00	1.00
Captain	3.00	3.00	3.00	3.00	3.00
Lieutenant	4.00	4.00	4.00	4.00	4.00
Sergeant	9.00	9.00	9.00	9.00	9.00
Detective	7.00	7.00	7.00	7.00	7.00
Police Officer	59.00	59.00	59.00	59.00	59.00
Office Supervisor	1.00	1.00	1.00	1.00	1.00
Communication Technician	1.00	1.00	1.00	1.00	1.00
Court Services Secretary	2.00	2.00	2.00	2.00	2.00
Community Service Officer	1.00	1.00	1.00	1.00	1.00
Community Service Officer Trainee (FTE)	1.00	1.00	1.00	1.00	1.00
Record Specialist Clerk	8.00	8.00	8.00	8.00	8.00
Time System Coordinator	1.00	1.00	1.00	1.00	1.00
Department Secretary	2.00	2.00	2.00	2.00	2.00
Crime Analyst	1.00	1.00	1.00	1.00	1.00
Fleet Operation Mechanic	1.00	1.00	1.00	1.00	1.00
Property Officer	1.00	1.00	1.00	1.00	1.00
Digital Evidence Manager	1.00	1.00	1.00	1.00	1.00
MEG Unit Secretary	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>
Total Police Department	104.40	104.40	104.40	104.40	104.40

No changes in 2020.

Fire Department

Chief	1.00	1.00	1.00	1.00	1.00
Assistant Fire Chief	1.00	1.00	1.00	1.00	2.00
Deputy Fire Chief	1.00	1.00	1.00	1.00	0.00
Battalion Chief	4.00	4.00	4.00	4.00	4.00
Captain	5.00	5.00	5.00	5.00	5.00
Lieutenant	10.00	10.00	10.00	10.00	10.00
Fire Equipment Operator	15.00	15.00	15.00	15.00	15.00
Firefighter	18.00	18.00	18.00	18.00	18.00
Firefighter/Paramedic	14.00	14.00	14.00	14.00	14.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Transcriptionist/Data Entry Clerk	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>
Total Fire Department	70.50	70.50	70.50	70.50	70.50

No changes in 2020.

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Amended</u>	<u>2019 Estimated</u>	<u>2020 Executive</u>
Building Inspection					
Building/Housing Inspector	2.00	2.00	2.00	2.00	2.00
Electrical/Heating Inspector	1.00	1.00	1.00	1.00	1.00
Plumbing/Environmental Inspector	1.00	1.00	1.00	1.00	1.00
Housing/Environmental Inspector	1.00	1.00	1.00	0.00	0.00
Code Enforcement Officer	1.00	1.00	1.00	1.00	1.00
Building Inspection Specialist	1.00	1.00	1.00	1.00	1.00
Permit Clerk	1.00	1.00	1.00	1.00	1.00
Building Inspection Licensing Clerk	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>
Total Building Inspection	8.00	8.00	8.00	8.00	8.00
No changes in 2020.					
PUBLIC WORKS					
Department of Public Works					
Administration					
Director of Public Works	1.00	1.00	1.00	1.00	1.00
Business Manager	0.00	0.00	0.00	0.00	1.00
Management Analyst	1.00	1.00	1.00	1.00	0.00
Clerk II	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Total Public Works Administration	4.00	4.00	4.00	4.00	4.00
Engineering					
City Engineer	1.00	1.00	1.00	1.00	1.00
Civil Engineer / Project Manager	1.00	1.00	1.00	1.00	1.00
Assistant Engineer / Surveyor	1.00	1.00	1.00	1.00	1.00
Senior Engineering Technician	1.00	1.00	1.00	1.00	1.00
Engineering Technician	2.00	2.00	2.00	2.00	2.00
GIS Project Specialist	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Engineering	6.00	7.00	7.00	7.00	7.00
Municipal Service Building Administration /					
Maintenance					
Superintendent - Facilities/Traffic	1.00	1.00	1.00	1.00	1.00
Leadman - Construction	1.00	1.00	1.00	1.00	1.00
Maintenance Worker V-Electric Lighting	1.00	1.00	1.00	1.00	1.00
Maintenance Worker V-Electric Signals	1.00	1.00	1.00	1.00	1.00
Maintenance Worker IV-Lead-Signs	1.00	1.00	1.00	1.00	1.00
Maintenance Worker III-Craftsman	3.00	3.00	3.00	3.00	3.00
Maintenance Worker II-Signs	1.00	1.00	1.00	3.00	3.00
Maintenance Worker II-City Hall	1.00	1.00	1.00	1.00	1.00
Maintenance Worker I-MSB	1.00	1.00	1.00	1.00	1.00
Maintenance Worker I-MSB	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.50</u>	<u>0.50</u>
Total MSB Administration/Maintenance	11.00	11.00	11.00	13.50	13.50
Streets and Sanitation					
Superintendent - Streets/Sanitation	1.00	1.00	1.00	1.00	1.00
Supervisor - Streets/Sanitation	1.00	1.00	1.00	1.00	1.00
Maintenance Worker IV-Streets	1.00	1.00	1.00	4.00	4.00

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Amended</u>	<u>2019 Estimated</u>	<u>2020 Executive</u>
Maintenance Worker III-Streets	7.00	7.00	7.00	2.00	2.00
Maintenance Worker II-Streets	14.00	14.00	14.00	11.00	9.00
Maintenance Worker I-Streets	5.00	5.00	5.00	3.00	3.00
Maintenance Worker IV-Sanitation	1.00	1.00	1.00	1.00	1.00
Maintenance Worker III-Sanitation	8.00	8.00	8.00	8.00	8.00
Maintenance Worker IV-Sewer Maintenance	1.00	1.00	1.00	1.00	1.00
Maintenance Worker III-Sewer Maintenance	1.00	1.00	1.00	1.00	1.00
Maintenance Worker II-Sewer Maintenance	2.00	2.00	2.00	2.00	2.00
Maintenance Worker I-Sewer Maintenance	1.00	1.00	1.00	1.00	1.00
Maintenance Worker II-Street Sweeping	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Total Streets and Sanitation	45.00	45.00	45.00	38.00	36.00
Parks and Cemetery					
Superintendent - Parks - Forestry	1.00	1.00	1.00	1.00	1.00
Forester	0.00	0.00	0.00	1.00	1.00
Maintenance Worker IV - Arborist	0.00	0.00	0.00	1.00	1.00
Maintenance Worker IV - Parks	1.00	1.00	1.00	2.00	2.00
Maintenance Worker III - Parks	6.00	6.00	6.00	6.00	6.00
Maintenance Worker II - Parks	6.00	6.00	6.00	6.00	6.00
Maintenance Worker I - Parks	3.00	3.00	3.00	0.00	0.00
Administrative Assistant	<u>1.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Parks and Cemetery	18.00	17.00	17.00	17.00	17.00
Total Department of Public Works	84.00	84.00	84.00	79.50	77.50
2.00 FTE Streets and Sanitation Maintenance Worker II transferred to Recycling Utility Fund in 2020.					
CULTURE AND RECREATION					
Senior Services					
Director of Senior Services	0.00	0.00	0.00	1.00	1.00
Senior Center Supervisor	1.00	1.00	1.00	0.00	0.00
Assistant Supervisor	0.00	1.00	1.00	0.00	0.00
Coordinator	0.00	0.00	0.00	1.00	1.00
Wellness Coordinator	1.00	0.00	0.00	0.00	0.00
Custodian	<u>0.28</u>	<u>0.28</u>	<u>0.28</u>	<u>0.28</u>	<u>0.28</u>
Total Senior Services	2.28	2.28	2.28	2.28	2.28
No changes in 2020.					
CONSERVATION AND DEVELOPMENT					
Planning and Development					
Director of Planning and Development	1.00	1.00	1.00	1.00	1.00
Planning/Zoning Manager	1.00	1.00	1.00	1.00	1.00
Community Development Planner	1.00	1.00	1.00	1.00	1.00
Neighborhood Development Planner	1.00	1.00	0.00	0.00	1.00
Community/Economic Development Planner	0.00	0.00	1.00	1.00	0.00
Grant Coordinator	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>
Total Planning and Development	4.00	4.00	4.00	4.00	5.00
The addition of a Grant Coordinator in 2020.					
TOTAL GENERAL FUND	295.24	295.43	295.83	292.33	291.33

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Amended</u>	<u>2019 Estimated</u>	<u>2020 Executive</u>
SPECIAL REVENUE FUND					
Mead Public Library					
Director	1.00	1.00	1.00	1.00	1.00
Business Manager	1.00	1.00	1.00	1.00	1.00
Manager	2.00	2.00	2.00	2.00	2.00
Librarian II	2.00	0.00	0.00	0.00	0.00
Librarian I	4.75	0.00	0.00	0.00	0.00
Librarian	0.00	6.75	8.00	7.75	7.75
Page Supervisor	1.00	1.00	1.00	1.00	1.00
Maintenance Supervisor	1.00	1.00	0.00	0.00	0.00
Public Information Specialist II	1.00	1.00	0.00	0.00	0.00
IT Specialist	1.00	1.00	1.00	1.00	1.00
Communications Specialist	0.00	0.00	1.00	1.00	1.00
Maintenance Technician	0.00	0.00	2.00	2.00	2.00
Administrative Assistant/Volunteer Coordinator	0.00	0.00	1.00	1.00	1.00
Administrative Assistant I	1.00	1.00	0.00	0.00	0.00
Maintenance Technician I	1.00	1.00	0.00	0.00	0.00
Library Assistant III	5.00	5.00	0.00	0.00	0.00
Library Assistant II	1.00	1.00	0.00	0.00	0.00
Library Assistant I	5.75	5.75	0.00	0.00	0.00
Cataloger	0.00	0.00	3.00	3.00	3.00
Public Safety Specialist	0.00	0.00	1.00	1.00	1.00
Library Assistant	0.00	0.00	9.25	9.25	9.25
Cleaners	1.50	1.50	2.00	2.00	2.00
Library Page	<u>9.50</u>	<u>9.50</u>	<u>6.50</u>	<u>6.50</u>	<u>6.50</u>
Total Mead Public Library	39.50	39.50	39.75	39.50	39.50
No changes in 2020					
Municipal Court					
Municipal Court Judge	0.50	0.50	0.50	0.50	0.50
Municipal Court Clerk	1.00	1.00	1.00	1.00	1.00
Office Clerk	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Municipal Court	2.50	2.50	2.50	2.50	2.50
No changes in 2020.					
Ambulance					
Firefighter/Paramedic	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>
Total Ambulance	4.00	4.00	4.00	4.00	4.00
No changes in 2020.					
Cable Television					
TV Program Director	1.00	1.00	1.00	1.00	1.00
TV Production Technician	<u>0.50</u>	<u>0.50</u>	<u>0.25</u>	<u>0.25</u>	<u>0.25</u>
Total Cable Television	1.50	1.50	1.25	1.25	1.25
No changes in 2020.					
TOTAL SPECIAL REVENUE FUND	47.50	47.50	47.50	47.25	47.25

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Actual</u>	<u>2019</u> <u>Amended</u>	<u>2019</u> <u>Estimated</u>	<u>2020</u> <u>Executive</u>
PROPRIETARY FUNDS					
Recycling Utility					
Maintenance Worker II	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2.00</u>
Total Recycling Utility	0.00	0.00	0.00	0.00	2.00
This fund is new in 2020.					
Transit Utility					
Director	0.70	0.70	0.70	0.70	0.70
Operator Supervisor	2.00	2.00	2.00	2.00	2.00
SET Supervisor	0.00	0.00	0.00	1.00	1.00
Lead Support - ADA Coordinator	2.00	2.00	2.00	1.00	1.00
Lead Dispatcher	1.00	1.00	1.00	1.00	1.00
Fill-In Dispatcher	1.00	1.00	1.00	1.00	1.00
Lead Mechanic	1.00	1.00	1.00	1.00	1.00
Administrative Coordinator	1.00	1.00	1.00	1.00	1.00
Fixed Route Operator	28.00	28.00	28.00	28.00	28.00
Paratransit Operator	12.00	12.00	12.00	12.00	12.00
Hostler	1.25	1.25	1.50	1.50	1.50
Cleaner	<u>1.25</u>	<u>1.25</u>	<u>1.25</u>	<u>1.25</u>	<u>1.25</u>
Total Transit Utility	51.20	51.20	51.45	51.45	51.45
No changes in 2020.					
Parking Utility					
Director Parking and Transit	0.30	0.30	0.30	0.30	0.30
Lead Worker I	1.00	1.00	1.00	1.00	1.00
Maintenance Worker I	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Parking Utility	2.30	2.30	2.30	2.30	2.30
No changes in 2020.					
Water Utility*					
Superintendent	1.00	1.00	1.00	1.00	1.00
Utility Accountant	1.00	1.00	1.00	1.00	1.00
Distribution Supervisor	1.00	1.00	1.00	1.00	1.00
Operations Supervisor	1.00	1.00	1.00	1.00	1.00
Customer Relations/Fiscal Supervisor	1.00	1.00	1.00	1.00	1.00
Utility Engineer	1.00	1.00	1.00	1.00	1.00
Engineer Technician	1.00	1.00	1.00	1.00	1.00
Lead Distribution Technician	0.00	0.00	1.00	1.00	1.00
Distribution Technician	6.00	6.00	5.00	5.00	6.00
Lead Operations Technician	1.00	1.00	1.00	1.00	1.00
Operator	5.00	5.00	5.00	5.00	5.00
Operations Technician	2.00	2.00	2.00	2.00	2.00
Utility Support Specialist	4.00	4.00	4.00	4.00	4.00
Lab Technician	1.00	1.00	1.00	1.00	1.00
Lead Service Technician	1.00	1.00	1.00	1.00	1.00
Service Technician	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
Total Water Utility	30.00	30.00	30.00	30.00	31.00

An increase of 1.00 FTE in 2020. *Approval authorized by the Board of Water Commissioners.

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Amended</u>	<u>2019 Estimated</u>	<u>2020 Executive</u>
Wastewater Utility					
Superintendent	1.00	1.00	1.00	1.00	1.00
Industrial Wastewater Supervisor	1.00	1.00	1.00	1.00	1.00
Environmental Engineer	1.00	1.00	1.00	1.00	1.00
Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00
Process System/OPCO	1.00	1.00	1.00	1.00	1.00
Electromechanical Technician	1.00	1.00	1.00	1.00	1.00
Laboratory Technician	1.00	1.00	1.00	1.00	1.00
Plant Maintenance Mechanic	3.00	3.00	3.00	3.00	3.00
Operator III	1.00	1.00	1.00	2.00	2.00
Operator I	1.00	1.00	1.00	2.00	2.00
Clerk Typist	1.00	0.00	0.00	0.00	0.00
Clerk IV / Administrative Assistant	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Wastewater Utility	13.00	13.00	13.00	15.00	15.00
No changes in 2020.					
TOTAL PROPRIETARY FUND	96.50	96.50	96.75	98.75	101.75
INTERNAL SERVICE FUNDS					
Information Technology					
IT Director	1.00	1.00	1.00	1.00	1.00
Systems Analyst	2.00	2.00	2.00	2.00	2.00
Network Administrator	1.00	1.00	2.00	1.00	1.00
PC Specialist	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Information Technology	5.00	5.00	6.00	5.00	5.00
A reduction of 1.00 FTE Network Administrator position (unfilled) in 2020.					
MOTOR VEHICLE FUND					
Motor Vehicle					
Equipment Service Supervisor	1.00	1.00	1.00	1.00	1.00
Master Certified Truck Mechanic	1.00	1.00	1.00	1.00	1.00
Certified Truck Mechanic	6.00	3.00	3.00	2.00	2.00
Truck Mechanic	0.00	1.00	1.00	1.00	1.00
Service Mechanic II	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>
Total Motor Vehicle	8.00	6.00	6.00	6.00	6.00
No changes in 2020.					
TOTAL INTERNAL SERVICE FUNDS	13.00	11.00	12.00	11.00	11.00
TOTAL PROPRIETARY FUNDS	109.50	107.50	108.75	109.75	112.75
TOTAL CITY FUNDS	452.24	450.43	452.08	449.33	451.33

CITY OF SHEBOYGAN

REQUEST FOR FINANCE AND PERSONNEL COMMITTEE CONSIDERATION

ITEM DESCRIPTION: DIRECT REFERRAL: Res. No. 83-19-20 by Alderpersons Donohue and Bohren establishing the 2020 Budget appropriations and 2019 Tax Levy use during the calendar year.

REPORT PREPARED BY: Natasha Torry, Municipal Court Judge

REPORT DATE: September 4, 2019

MEETING DATE: September 9, 2019

FISCAL SUMMARY:

Budget Line Item: N/A
 Budget Summary: N/A
 Budgeted Expenditure: N/A
 Budgeted Revenue: N/A

STATUTORY REFERENCE:

Wisconsin Statutes: N/A
 Municipal Code: N/A

BACKGROUND / ANALYSIS:

On pages 215-218 of the 2020 Executive Program Budget is the Municipal Court Fund budget. The budget incorporates the following:

- An increase in Fines and Forfeitures of \$150,000 realized from continued participation in the State of Wisconsin Debt Collection system.

	2017 Actual	2018 Actual	2019 Amended	2019 Estimated	2020 Executive
Revenues					
Public Charges for Services	3,300	0	2,800	5,000	5,000
Fines and Forfeitures	705,457	922,128	750,000	750,000	900,000
Miscellaneous Revenue	545	437	0	1,609	0
Total Revenues	709,302	922,565	752,800	756,609	905,000
Expenditures					
Personal Services	171,835	179,711	187,089	187,237	175,774
Non-Personal Services	262,877	317,864	305,885	271,445	325,587
Capital Outlay	0	1,264	0	0	0
Interfund Transfers	274,197	424,723	260,823	296,077	401,389
Total Expenditures	708,909	923,563	753,797	754,759	902,750

STAFF COMMENTS:

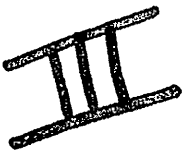
None

ACTION REQUESTED:

Motion to recommend the Common Council adopt Res. No. 83-19-20 by Alderpersons Donohue and Bohren regarding the Municipal Court Fund 2020 budget as presented.

ATTACHMENTS:

- I. Res. No. 83-19-20



DIRECT REFERRAL TO FINANCE AND PERSONNEL COMMITTEE, PUBLIC WORKS COMMITTEE AND LICENSING, HEARINGS, AND PUBLIC SAFETY COMMITTEE

Res. No. 83 - 19 - 20. By Alderpersons Donohue and Bohren.
September 4, 2019.

A RESOLUTION establishing the 2020 Budget appropriations and the 2019 Tax Levy for use during the calendar year.

WHEREAS, Section 2-905 of Municipal Code of the City of Sheboygan requires an annual budget appropriating monies to finance activities of the City for the ensuing fiscal year, and

WHEREAS, The Common Council committees have duly considered and discussed a budget for 2020 as proposed by the City Administrator, and

WHEREAS, A public hearing on the budget will be held on October 14, 2019 as required, and

WHEREAS, The 2020 budget requires a tax levy to partially finance the appropriations.

NOW, THEREFORE, BE IT RESOLVED: by the Common Council of the City of Sheboygan that:

Budgeted revenue estimates and expenditure appropriations for the year 2020 for the City's General Fund; Special Revenue Funds - MEG Unit, Block Grant, Housing Revolving Loan, Business Revolving Loan, Neighborhood Revitalization Fund, Mead Public Library, Tourism, Park, Forestry and Open Space, Park Impact Fee Fund, Cable TV, Municipal Court, Ambulance, Special Assessment, Harbor Centre Marina, Redevelopment Authority, Storm Water; Debt Service - G.O. Debt Service, Convention Center Debt Service, TID 5 Debt, TID 6 Debt, TID 10 Debt, TID 11 Debt, TID 12 Debt, TID 13 Debt, TID 14 Debt, TID 15 Debt, TID 16 Debt, TID 17 Debt, TID 18 Debt, TID 19 Debt, Environmental TID Debt; Capital Improvements Funds - Capital Projects, Capital Improvement, Industrial Park Fund, TID 6 Capital, TID 12 Capital, TID 14 Capital, TID 16 Capital, TID 17 Capital, TID 18 Capital, TID 19 Capital; Proprietary Funds - Motor Vehicle, Health Insurance, Liability Insurance, Workers Compensation Insurance, Information Technology; Enterprise Funds -Wastewater Utility, Recycling Utility Fund, Transit Utility, Parking Utility, Boat Facilities; and Fiduciary Funds - Cemetery Perpetual Care, Mead Public Library Trust be and are hereby adopted as set forth in the attachment and established in the budget document.

BE IT FURTHER RESOLVED that the Personnel Schedule as presented in the 2020 Budget be approved, and

*Finance Personnel
Public Works
JMS*

BE IT FURTHER RESOLVED that the property tax levy required to finance the 2020 Budget is \$24,092,874.

I HEREBY CERTIFY that the foregoing Resolution was duly passed by the Common Council of the City of Sheboygan, Wisconsin, on the _____ day of _____, 20____.

Dated _____ 20____. _____, City Clerk

Approved _____ 20____. _____, Mayor

2020 BUDGET SUMMARY

GOVERNMENTAL FUNDS

	General Fund	Special Revenue	Debt Service	Capital Improvement	Fiduciary Funds	Proprietary Funds
Revenue						
Taxes	\$17,982,638	\$4,302,078	\$8,542,409	\$1,600,242	\$0	\$516,662
Licenses and Permits	\$992,740	\$642,475	\$0	\$0	\$0	\$30,700
Intergovernmental Revenue	\$14,570,165	\$2,174,662	\$52,472	\$1,181,056	\$0	\$3,786,219
Intergovernmental Charges for Services	\$258,000	\$0	\$0	\$0	\$0	\$0
Charges for Services	\$1,566,322	\$2,168,641	\$0	\$0	\$9,400	\$20,928,466
Fines and Forfeitures	\$271,000	\$900,000	\$0	\$0	\$0	\$5,000
Miscellaneous Revenue	\$356,650	\$361,550	\$679,532	\$121,300	\$30,500	\$1,148,990
Interfund Transfers	\$1,708,924	\$942,964	\$1,127,142	\$6,551,946	\$0	\$257,026
Total Revenue	\$37,706,439	\$11,492,370	\$10,401,555	\$9,454,544	\$39,900	\$26,673,063
Expenditures						
General Government	\$4,207,724	\$1,849,996	\$165,696	\$0	\$0	\$9,235,520
Public Safety	\$22,315,691	\$870,061	\$0	\$765,944	\$0	\$0
Public Works	\$8,825,441	\$937,643	\$0	\$4,948,430	\$0	\$13,878,087
Health and Human Services	\$201,331	\$0	\$0	\$0	\$1,000	\$0
Culture and Recreation	\$2,837,589	\$4,075,246	\$0	\$886,770	\$150,000	\$3,038
Conservation and Development	\$368,721	\$1,502,433	\$0	\$5,541,234	\$0	\$7,996
Transfers and other expenses	\$538,030	\$2,028,764	\$8,564,112	\$1,097,000	\$15,000	\$7,291,501
Total Expenditures	\$39,294,527	\$11,264,142	\$8,729,808	\$13,239,378	\$166,000	\$30,416,143
Excess of revenues over (under) expenditures	-\$1,588,088	\$228,228	\$1,671,747	-\$3,784,834	-\$126,100	-\$3,743,080

BUDGET SUMMARY

2020 Requested	2019 Estimated	2018 Actual	2017 Actual
\$32,944,029	\$31,388,209	\$30,561,851	\$29,155,873
\$1,665,915	\$1,982,186	\$1,806,082	\$1,744,147
\$21,764,574	\$22,083,795	\$20,793,432	\$21,894,629
\$258,000	\$258,000	\$259,067	\$212,174
\$24,672,829	\$22,838,073	\$22,603,020	\$20,783,225
\$1,176,000	\$1,026,000	\$1,197,563	\$1,078,718
\$2,698,522	\$2,751,280	\$5,309,019	\$3,741,590
\$10,588,002	\$20,197,386	\$43,581,151	\$12,511,269
<u>\$95,767,871</u>	<u>\$102,524,929</u>	<u>\$126,111,184</u>	<u>\$91,121,626</u>
\$15,458,937	\$18,560,910	\$20,803,862	\$14,019,118
\$23,951,696	\$23,214,931	\$24,471,918	\$21,481,633
\$28,589,601	\$24,926,076	\$22,880,281	\$22,431,711
\$202,331	\$194,205	\$205,785	\$234,960
\$7,952,643	\$7,790,159	\$7,102,525	\$7,167,105
\$7,420,384	\$3,979,555	\$16,223,927	\$7,729,672
\$19,534,407	\$35,791,768	\$22,997,705	\$20,394,270
<u>\$103,109,999</u>	<u>\$114,457,604</u>	<u>\$114,686,004</u>	<u>\$93,458,469</u>
<u><u>-\$7,342,128</u></u>	<u><u>-\$11,932,674</u></u>	<u><u>\$11,425,180</u></u>	<u><u>-\$2,336,843</u></u>

Revenue

Taxes
Licenses and Permits
Intergovernmental Revenue
Intergovernmental Charges for Services
Charges for Services
Fines and Forfeitures
Miscellaneous Revenue
Interfund Transfers
Total Revenue

Expenditures

General Government
Public Safety
Public Works
Health and Human Services
Culture and Recreation
Conservation and Development
Transfers and other expenses
Total Expenditures

Excess of revenues over (under) expenditures

GENERAL FUND BUDGET SUMMARY

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Amended</u>	2019 <u>Estimated</u>	2020 <u>Requested</u>
Revenue					
Taxes	15,617,078	16,469,774	16,639,228	16,639,608	16,812,638
Licenses and Permits	1,070,035	1,206,900	921,240	1,236,480	992,740
Intergovernmental Revenue	14,258,857	14,637,627	14,482,474	14,498,829	14,535,165
Intergovernmental Charges for Services	212,174	259,067	258,000	258,000	258,000
Charges for Services	1,721,996	1,625,706	1,679,822	1,599,604	1,601,322
Fines and Forfeitures	354,853	275,390	271,000	271,000	271,000
Miscellaneous Revenue	440,329	637,008	342,425	415,889	356,650
Interfund Transfers	2,811,255	2,900,078	2,717,605	3,287,291	2,878,924
Total Revenue	36,486,578	38,011,550	37,311,794	38,206,702	37,706,439
Expense					
General Government	3,200,019	3,482,747	4,024,030	3,609,017	4,207,724
Public Safety	20,153,964	21,258,537	21,784,550	21,712,789	22,315,691
Public Works	8,270,129	8,464,170	9,069,716	9,131,312	8,825,441
Health and Human Services	221,626	188,887	201,337	193,455	201,331
Culture and Recreation	2,502,124	2,589,441	2,681,942	2,687,117	2,837,589
Conservation and Development	646,480	348,915	352,725	353,951	368,721
Transfers and other expenses	118,427	5,604,986	431,077	86,482	538,030
Total Expenditures	35,112,769	41,937,683	38,545,378	37,774,122	39,294,527
Excess of revenue over (under) expenditures	1,373,809	-3,926,133	-1,233,584	432,580	-1,588,088
Fund Balance, Beginning Year	22,527,096	23,900,905	19,078,761	19,974,772	20,407,352
Fund Balance, Ending Year*	23,900,905	19,974,772	17,845,177	20,407,352	18,819,264
*Ending Fund Balance consists of:					
Uncommitted	21,613,280	17,081,687	16,089,044	18,727,726	17,263,509
Committed	2,287,625	2,893,085	1,756,133	1,679,626	1,555,755
	23,900,905	19,974,772	17,845,177	20,407,352	18,819,264

GENERAL FUND BUDGET SUMMARY

	2017	2018	2019	2019	2020
	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Estimated</u>	<u>Requested</u>
Committed					
Inventory	155,185	151,571	150,000	150,000	150,000
Prepaid postage and other	31,602	11,294	13,500	13,500	13,500
Advance to TID 10 Debt Fund	611,908	419,728	332,633	123,871	0
Advance to TID 13 Debt Fund	112,175	112,175	0	0	0
Advance to TID 16 Capital Fund	512,255	542,255	30,000	542,255	542,255
Advance to TID 17 Capital Fund	14,500	14,500	30,000	0	0
Advance to TID 18 Capital Fund	0	791,562	0	0	0
Advance to TID 19 Capital Fund	0	0	350,000	0	0
Advance to Harbor Centre Marina Fund	0	0	0	0	0
Advance to Redevelopment Authority Fund	500,000	500,000	500,000	500,000	500,000
Committed - Development	350,000	350,000	350,000	350,000	350,000
	<u>2,287,625</u>	<u>2,893,085</u>	<u>1,756,133</u>	<u>1,679,626</u>	<u>1,555,755</u>

**SPECIAL REVENUE FUNDS
BUDGET SUMMARY**

	2017	2018	2019	2019	2020
	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Estimated</u>	<u>Requested</u>
Revenue					
Taxes	4,010,842	4,094,226	3,991,321	3,981,887	4,302,078
Licenses and Permits	642,712	564,581	610,000	715,006	642,475
Intergovernmental Revenue	1,704,960	1,882,304	2,261,618	2,428,071	2,174,662
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	2,202,507	2,359,534	2,034,740	2,165,538	2,168,641
Fines and Forfeitures	705,477	922,173	750,000	750,000	900,000
Miscellaneous Revenue	1,867,474	392,238	289,569	392,058	361,550
Interfund Transfers	750,844	229,368	225,000	230,000	942,964
Total Revenue	<u>11,884,817</u>	<u>10,444,425</u>	<u>10,162,248</u>	<u>10,662,560</u>	<u>11,492,370</u>
Expenditures					
General Government	961,653	1,076,765	1,057,624	1,538,244	1,849,996
Public Safety	721,085	651,650	823,944	829,636	870,061
Public Works	982,378	1,028,440	974,799	898,719	937,643
Health and Human Services	0	0	0	0	0
Culture and Recreation	3,969,292	3,638,642	4,157,540	4,241,790	4,075,246
Conservation and Development	1,389,219	1,311,330	1,431,276	1,109,213	1,502,433
Transfers and other expenses	3,675,045	2,632,070	2,204,522	2,493,701	2,028,764
Total Expenditures	<u>11,698,673</u>	<u>10,338,896</u>	<u>10,649,705</u>	<u>11,111,304</u>	<u>11,264,142</u>
Excess of revenues over (under) expenditures	186,144	105,528	-487,458	-448,743	228,228
Fund Balance, Beginning Year	2,189,647	2,375,791	1,844,466	2,481,319	2,032,576
Fund Balance, Ending Year	<u>2,375,791</u>	<u>2,481,319</u>	<u>1,357,009</u>	<u>2,032,576</u>	<u>2,260,803</u>

**DEBT SERVICE FUNDS
BUDGET SUMMARY**

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Amended</u>	2019 <u>Estimated</u>	2020 <u>Requested</u>
Revenue					
Taxes	6,167,634	6,666,863	7,358,181	7,434,915	8,542,409
Licenses and Permits	0	0	0	0	0
Intergovernmental Revenues	53,639	54,429	52,471	52,471	52,472
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	0	0	0	0	0
Fines and Forfeitures	0	0	0	0	0
Miscellaneous Revenue	839,577	1,437,124	540,465	1,042,992	679,532
Interfund Transfers	1,366,425	9,702,434	1,084,486	5,782,591	1,127,142
Total Revenue	8,427,276	17,860,849	9,035,603	14,312,969	10,401,555
Expenditures					
General Government	733,323	725,083	201,419	165,196	165,696
Public Safety	0	0	0	0	0
Public Works	0	0	0	0	0
Health and Human Services	0	0	0	0	0
Culture and Recreation	0	0	0	0	0
Conservation and Development	0	0	0	0	0
Transfers and other expenses	8,543,156	7,040,253	15,650,511	22,693,412	8,564,112
Total Expenditures	9,276,479	7,765,335	15,851,930	22,858,608	8,729,808
Excess of revenues over (under) expenditures	-849,203	10,095,514	-6,816,327	-8,545,639	1,671,747
Fund Balance, Beginning Year	9,814,477	8,965,274	17,375,830	19,060,788	10,515,149
Fund Balance, Ending Year	8,965,274	19,060,788	10,559,503	10,515,149	12,186,896

**CAPITAL IMPROVEMENT FUNDS
BUDGET SUMMARY**

	2017	2018	2019	2019	2020
	Actual	Actual	Amended	Estimated	Requested
Revenue					
Taxes	1,681,879	1,661,306	1,690,775	1,683,775	1,600,242
Licenses and Permits	0	0	0	0	0
Intergovernmental Revenue	1,640,314	760,683	8,359,913	1,574,310	1,181,056
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	0	0	0	0	0
Fines and Forfeitures	0	0	0	0	0
Miscellaneous Revenue	999,043	1,505,168	468,500	120,960	121,300
Interfund Transfers	7,790,207	30,952,500	10,928,526	10,927,681	6,551,946
Total Revenue	12,111,443	34,879,658	21,447,714	14,306,727	9,454,544
Expenditures					
General Government	359,046	6,721,251	7,709,894	4,261,436	0
Public Safety	606,584	2,561,731	767,689	672,506	765,944
Public Works	5,361,688	5,344,146	10,756,843	5,077,149	4,948,430
Health and Human Services	0	0	0	0	0
Culture and Recreation	380,351	779,258	1,236,638	629,770	886,770
Conservation and Development	5,686,887	14,554,353	7,871,237	2,508,596	5,541,234
Transfers and other expenses	967,588	1,071,479	2,654,817	3,336,985	1,097,000
Total Expenditures	13,362,143	31,032,219	30,997,118	16,486,443	13,239,378
Excess of revenues over (under) expenditures	-1,250,701	3,847,439	-9,549,404	-2,179,716	-3,784,834
Fund Balance, Beginning Year	6,749,570	5,498,869	7,789,986	9,346,308	7,166,592
Fund Balance, Ending Year	5,498,869	9,346,308	-1,759,418	7,166,592	3,381,758

**PROPRIETARY FUNDS
BUDGET SUMMARY**

	2017 Actual	2018 Actual	2019 Amended	2019 Estimated	2020 Requested
Revenue					
Taxes	511,562	511,576	511,547	511,547	516,662
Licenses and Permits	31,800	34,600	34,200	30,700	30,700
Intergovernmental	3,471,718	3,389,061	3,849,794	3,497,114	3,786,219
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	16,878,734	18,636,235	19,198,586	19,096,530	20,928,466
Fines and Forfeitures	18,388	0	5,000	5,000	5,000
Miscellaneous Revenue	700,499	824,569	653,822	748,881	1,148,990
Interfund Transfers	959,015	954,877	1,107,499	1,106,300	257,026
Total Revenue	22,571,715	24,350,917	25,360,448	24,996,072	26,673,063
Expenditures					
General Government	8,765,077	8,798,016	9,833,896	8,987,017	9,235,520
Public Safety	0	0	0	0	0
Public Works	7,817,516	8,043,525	10,352,949	9,818,896	13,878,087
Health and Human Services	0	0	0	0	0
Culture and Recreation	2,929	3,764	2,682	1,482	3,038
Conservation and Development	7,086	9,329	7,817	7,796	7,996
Transfers and other expenses	7,089,999	6,647,996	7,268,193	7,166,187	7,291,501
Total Expenditures	23,682,608	23,502,630	27,465,537	25,981,378	30,416,143
Excess of revenues over (under) expenditures	-1,110,892	848,288	-2,105,089	-985,306	-3,743,080
Fund Balance, Beginning Year	86,007,204	84,896,312	83,038,389	85,744,599	84,759,293
Fund Balance, Ending Year	84,896,312	85,744,599	80,933,300	84,759,293	81,016,213

**FIDUCIARY FUNDS
BUDGET SUMMARY**

	2017 Actual	2018 Actual	2019 Amended	2019 Estimated	2020 Requested
Revenue					
Taxes	0	0	0	0	0
Licenses and Permits	0	0	0	0	0
Intergovernmental Revenue	0	0	0	0	0
Intergovernmental Charges for Services	0	0	0	0	0
Charges for Services	11,611	14,836	9,400	9,400	9,400
Fines and Forfeitures	0	0	0	0	0
Miscellaneous Revenue	165,529	512,912	24,000	30,500	30,500
Interfund Transfers	0	0	0	0	0
Total Revenue	177,140	527,747	33,400	39,900	39,900
Expenditures					
General Government	0	0	0	0	0
Public Safety	0	0	0	0	0
Public Works	0	0	0	0	0
Health and Human Services	13,334	16,898	750	750	1,000
Culture and Recreation	312,409	91,420	0	230,000	150,000
Conservation and Development	0	0	0	0	0
Transfers and other expenses	55	922	1,250	15,000	15,000
Total Expenditures	325,797	109,241	2,000	245,750	166,000
Excess of revenues over (under) expenditures	-148,657	418,507	31,400	-205,850	-126,100
Fund Balance, Beginning Year	2,175,632	2,026,975	2,051,126	2,445,482	2,239,632
Fund Balance, Ending Year	2,026,975	2,445,482	2,082,526	2,239,632	2,113,532

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Actual</u>	<u>2019</u> <u>Amended</u>	<u>2019</u> <u>Estimated</u>	<u>2020</u> <u>Executive</u>
GENERAL FUND					
GENERAL GOVERNMENT					
Office of the Mayor					
Mayor	1.00	1.00	1.00	1.00	1.00
Administrative Assistant / Communications Specialist	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Office of the Mayor	2.00	2.00	2.00	2.00	2.00
No changes in 2020.					
Office of the City Clerk					
City Clerk	1.00	1.00	1.00	1.00	1.00
Deputy City Clerk	0.81	1.00	1.00	1.00	1.00
Council/Licensing Clerk	1.00	1.00	1.00	1.00	1.00
Elections Specialist	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>
Total Office of the City Clerk	3.56	3.75	3.75	3.75	3.75
No changes in 2020.					
Office of the City Administrator					
City Administrator	1.00	1.00	1.00	1.00	1.00
Budget Analyst	1.00	1.00	1.00	1.00	0.00
Assistant to the City Administrator	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>
Total Office of the City Administrator	2.00	2.00	2.00	2.00	2.00
No changes in 2020.					
Finance Department					
Finance Director/Treasurer	1.00	1.00	1.00	1.00	1.00
Senior Accountant	0.00	0.00	0.00	1.00	1.00
Comptroller/Treasurer	1.00	0.00	0.00	0.00	0.00
Auditor/Analyst	1.00	1.00	1.00	1.00	1.00
Accountant	1.00	1.00	1.00	1.00	1.00
Accountant I	0.00	0.40	0.40	0.40	0.40
Clerk I	1.00	1.00	1.00	1.00	1.00
Confidential Secretary	1.00	0.00	0.00	0.00	0.00
Accounts Payable Clerk	0.00	1.00	1.00	1.00	1.00
Purchasing Agent	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>
Total Finance Department	6.50	5.90	5.90	6.90	6.90
No changes in 2020.					
Human Resources Department					
Director of H.R. and Labor Relations	1.00	1.00	1.00	1.00	1.00
Payroll Administrator	1.00	1.00	1.00	1.00	1.00
Benefit Administrator / Analyst	1.00	1.00	1.00	1.00	1.00
Confidential Secretary	1.00	0.00	0.00	0.00	0.00
Human Resources Generalist	0.00	1.00	1.00	1.00	1.00
Accountant I	<u>0.00</u>	<u>0.60</u>	<u>0.60</u>	<u>0.60</u>	<u>0.60</u>
Total Human Resources Department	4.00	4.60	4.60	4.60	4.60
No changes in 2020.					

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Amended</u>	<u>2019 Estimated</u>	<u>2020 Executive</u>
Office of the City Attorney					
City Attorney	1.00	1.00	1.00	1.00	1.00
Assistant City Attorney I	1.00	1.00	1.00	1.00	1.00
Assistant City Attorney II	0.00	0.00	0.40	0.40	0.40
Legal Assistant	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Total City Attorney's Office	4.00	4.00	4.40	4.40	4.40

No changes in 2020.

PUBLIC SAFETY

Police Department

Chief	1.00	1.00	1.00	1.00	1.00
Captain	3.00	3.00	3.00	3.00	3.00
Lieutenant	4.00	4.00	4.00	4.00	4.00
Sergeant	9.00	9.00	9.00	9.00	9.00
Detective	7.00	7.00	7.00	7.00	7.00
Police Officer	59.00	59.00	59.00	59.00	59.00
Office Supervisor	1.00	1.00	1.00	1.00	1.00
Communication Technician	1.00	1.00	1.00	1.00	1.00
Court Services Secretary	2.00	2.00	2.00	2.00	2.00
Community Service Officer	1.00	1.00	1.00	1.00	1.00
Community Service Officer Trainee (FTE)	1.00	1.00	1.00	1.00	1.00
Record Specialist Clerk	8.00	8.00	8.00	8.00	8.00
Time System Coordinator	1.00	1.00	1.00	1.00	1.00
Department Secretary	2.00	2.00	2.00	2.00	2.00
Crime Analyst	1.00	1.00	1.00	1.00	1.00
Fleet Operation Mechanic	1.00	1.00	1.00	1.00	1.00
Property Officer	1.00	1.00	1.00	1.00	1.00
Digital Evidence Manager	1.00	1.00	1.00	1.00	1.00
MEG Unit Secretary	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>
Total Police Department	104.40	104.40	104.40	104.40	104.40

No changes in 2020.

Fire Department

Chief	1.00	1.00	1.00	1.00	1.00
Assistant Fire Chief	1.00	1.00	1.00	1.00	2.00
Deputy Fire Chief	1.00	1.00	1.00	1.00	0.00
Battalion Chief	4.00	4.00	4.00	4.00	4.00
Captain	5.00	5.00	5.00	5.00	5.00
Lieutenant	10.00	10.00	10.00	10.00	10.00
Fire Equipment Operator	15.00	15.00	15.00	15.00	15.00
Firefighter	18.00	18.00	18.00	18.00	18.00
Firefighter/Paramedic	14.00	14.00	14.00	14.00	14.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Transcriptionist/Data Entry Clerk	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>
Total Fire Department	70.50	70.50	70.50	70.50	70.50

No changes in 2020.

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Amended</u>	<u>2019 Estimated</u>	<u>2020 Executive</u>
Building Inspection					
Building/Housing Inspector	2.00	2.00	2.00	2.00	2.00
Electrical/Heating Inspector	1.00	1.00	1.00	1.00	1.00
Plumbing/Environmental Inspector	1.00	1.00	1.00	1.00	1.00
Housing/Environmental Inspector	1.00	1.00	1.00	0.00	0.00
Code Enforcement Officer	1.00	1.00	1.00	1.00	1.00
Building Inspection Specialist	1.00	1.00	1.00	1.00	1.00
Permit Clerk	1.00	1.00	1.00	1.00	1.00
Building Inspection Licensing Clerk	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>
Total Building Inspection	8.00	8.00	8.00	8.00	8.00
No changes in 2020.					
PUBLIC WORKS					
Department of Public Works					
Administration					
Director of Public Works	1.00	1.00	1.00	1.00	1.00
Business Manager	0.00	0.00	0.00	0.00	1.00
Management Analyst	1.00	1.00	1.00	1.00	0.00
Clerk II	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Total Public Works Administration	4.00	4.00	4.00	4.00	4.00
Engineering					
City Engineer	1.00	1.00	1.00	1.00	1.00
Civil Engineer / Project Manager	1.00	1.00	1.00	1.00	1.00
Assistant Engineer / Surveyor	1.00	1.00	1.00	1.00	1.00
Senior Engineering Technician	1.00	1.00	1.00	1.00	1.00
Engineering Technician	2.00	2.00	2.00	2.00	2.00
GIS Project Specialist	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Engineering	6.00	7.00	7.00	7.00	7.00
Municipal Service Building Administration /					
Maintenance					
Superintendent - Facilities/Traffic	1.00	1.00	1.00	1.00	1.00
Leadman - Construction	1.00	1.00	1.00	1.00	1.00
Maintenance Worker V-Electric Lighting	1.00	1.00	1.00	1.00	1.00
Maintenance Worker V-Electric Signals	1.00	1.00	1.00	1.00	1.00
Maintenance Worker IV-Lead-Signs	1.00	1.00	1.00	1.00	1.00
Maintenance Worker III-Craftsman	3.00	3.00	3.00	3.00	3.00
Maintenance Worker II-Signs	1.00	1.00	1.00	3.00	3.00
Maintenance Worker II-City Hall	1.00	1.00	1.00	1.00	1.00
Maintenance Worker I-MSB	1.00	1.00	1.00	1.00	1.00
Maintenance Worker I-MSB	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.50</u>	<u>0.50</u>
Total MSB Administration/Maintenance	11.00	11.00	11.00	13.50	13.50
Streets and Sanitation					
Superintendent - Streets/Sanitation	1.00	1.00	1.00	1.00	1.00
Supervisor - Streets/Sanitation	1.00	1.00	1.00	1.00	1.00
Maintenance Worker IV-Streets	1.00	1.00	1.00	4.00	4.00

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Amended</u>	<u>2019 Estimated</u>	<u>2020 Executive</u>
Maintenance Worker III-Streets	7.00	7.00	7.00	2.00	2.00
Maintenance Worker II-Streets	14.00	14.00	14.00	11.00	9.00
Maintenance Worker I-Streets	5.00	5.00	5.00	3.00	3.00
Maintenance Worker IV-Sanitation	1.00	1.00	1.00	1.00	1.00
Maintenance Worker III-Sanitation	8.00	8.00	8.00	8.00	8.00
Maintenance Worker IV-Sewer Maintenance	1.00	1.00	1.00	1.00	1.00
Maintenance Worker III-Sewer Maintenance	1.00	1.00	1.00	1.00	1.00
Maintenance Worker II-Sewer Maintenance	2.00	2.00	2.00	2.00	2.00
Maintenance Worker I-Sewer Maintenance	1.00	1.00	1.00	1.00	1.00
Maintenance Worker II-Street Sweeping	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Total Streets and Sanitation	45.00	45.00	45.00	38.00	36.00
Parks and Cemetery					
Superintendent - Parks - Forestry	1.00	1.00	1.00	1.00	1.00
Forester	0.00	0.00	0.00	1.00	1.00
Maintenance Worker IV - Arborist	0.00	0.00	0.00	1.00	1.00
Maintenance Worker IV - Parks	1.00	1.00	1.00	2.00	2.00
Maintenance Worker III - Parks	6.00	6.00	6.00	6.00	6.00
Maintenance Worker II - Parks	6.00	6.00	6.00	6.00	6.00
Maintenance Worker I - Parks	3.00	3.00	3.00	0.00	0.00
Administrative Assistant	<u>1.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Parks and Cemetery	18.00	17.00	17.00	17.00	17.00
Total Department of Public Works	84.00	84.00	84.00	79.50	77.50

2.00 FTE Streets and Sanitation Maintenance Worker II transferred to Recycling Utility Fund in 2020.

CULTURE AND RECREATION

Senior Services

Director of Senior Services	0.00	0.00	0.00	1.00	1.00
Senior Center Supervisor	1.00	1.00	1.00	0.00	0.00
Assistant Supervisor	0.00	1.00	1.00	0.00	0.00
Coordinator	0.00	0.00	0.00	1.00	1.00
Wellness Coordinator	1.00	0.00	0.00	0.00	0.00
Custodian	<u>0.28</u>	<u>0.28</u>	<u>0.28</u>	<u>0.28</u>	<u>0.28</u>
Total Senior Services	2.28	2.28	2.28	2.28	2.28

No changes in 2020.

CONSERVATION AND DEVELOPMENT

Planning and Development

Director of Planning and Development	1.00	1.00	1.00	1.00	1.00
Planning/Zoning Manager	1.00	1.00	1.00	1.00	1.00
Community Development Planner	1.00	1.00	1.00	1.00	1.00
Neighborhood Development Planner	1.00	1.00	0.00	0.00	1.00
Community/Economic Development Planner	0.00	0.00	1.00	1.00	0.00
Grant Coordinator	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>
Total Planning and Development	4.00	4.00	4.00	4.00	5.00

The addition of a Grant Coordinator in 2020.

TOTAL GENERAL FUND	295.24	295.43	295.83	292.33	291.33
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**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Actual</u>	<u>2019</u> <u>Amended</u>	<u>2019</u> <u>Estimated</u>	<u>2020</u> <u>Executive</u>
SPECIAL REVENUE FUND					
Mead Public Library					
Director	1.00	1.00	1.00	1.00	1.00
Business Manager	1.00	1.00	1.00	1.00	1.00
Manager	2.00	2.00	2.00	2.00	2.00
Librarian II	2.00	0.00	0.00	0.00	0.00
Librarian I	4.75	0.00	0.00	0.00	0.00
Librarian	0.00	6.75	8.00	7.75	7.75
Page Supervisor	1.00	1.00	1.00	1.00	1.00
Maintenance Supervisor	1.00	1.00	0.00	0.00	0.00
Public Information Specialist II	1.00	1.00	0.00	0.00	0.00
IT Specialist	1.00	1.00	1.00	1.00	1.00
Communications Specialist	0.00	0.00	1.00	1.00	1.00
Maintenance Technician	0.00	0.00	2.00	2.00	2.00
Administrative Assistant/Volunteer Coordinator	0.00	0.00	1.00	1.00	1.00
Administrative Assistant I	1.00	1.00	0.00	0.00	0.00
Maintenance Technician I	1.00	1.00	0.00	0.00	0.00
Library Assistant III	5.00	5.00	0.00	0.00	0.00
Library Assistant II	1.00	1.00	0.00	0.00	0.00
Library Assistant I	5.75	5.75	0.00	0.00	0.00
Cataloger	0.00	0.00	3.00	3.00	3.00
Public Safety Specialist	0.00	0.00	1.00	1.00	1.00
Library Assistant	0.00	0.00	9.25	9.25	9.25
Cleaners	1.50	1.50	2.00	2.00	2.00
Library Page	<u>9.50</u>	<u>9.50</u>	<u>6.50</u>	<u>6.50</u>	<u>6.50</u>
Total Mead Public Library	39.50	39.50	39.75	39.50	39.50
No changes in 2020					
Municipal Court					
Municipal Court Judge	0.50	0.50	0.50	0.50	0.50
Municipal Court Clerk	1.00	1.00	1.00	1.00	1.00
Office Clerk	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Municipal Court	2.50	2.50	2.50	2.50	2.50
No changes in 2020.					
Ambulance					
Firefighter/Paramedic	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>
Total Ambulance	4.00	4.00	4.00	4.00	4.00
No changes in 2020.					
Cable Television					
TV Program Director	1.00	1.00	1.00	1.00	1.00
TV Production Technician	<u>0.50</u>	<u>0.50</u>	<u>0.25</u>	<u>0.25</u>	<u>0.25</u>
Total Cable Television	1.50	1.50	1.25	1.25	1.25
No changes in 2020.					
TOTAL SPECIAL REVENUE FUND	47.50	47.50	47.50	47.25	47.25

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Actual</u>	<u>2019</u> <u>Amended</u>	<u>2019</u> <u>Estimated</u>	<u>2020</u> <u>Executive</u>
PROPRIETARY FUNDS					
Recycling Utility					
Maintenance Worker II	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2.00</u>
Total Recycling Utility	0.00	0.00	0.00	0.00	2.00
This fund is new in 2020.					
Transit Utility					
Director	0.70	0.70	0.70	0.70	0.70
Operator Supervisor	2.00	2.00	2.00	2.00	2.00
SET Supervisor	0.00	0.00	0.00	1.00	1.00
Lead Support - ADA Coordinator	2.00	2.00	2.00	1.00	1.00
Lead Dispatcher	1.00	1.00	1.00	1.00	1.00
Fill-In Dispatcher	1.00	1.00	1.00	1.00	1.00
Lead Mechanic	1.00	1.00	1.00	1.00	1.00
Administrative Coordinator	1.00	1.00	1.00	1.00	1.00
Fixed Route Operator	28.00	28.00	28.00	28.00	28.00
Paratransit Operator	12.00	12.00	12.00	12.00	12.00
Hostler	1.25	1.25	1.50	1.50	1.50
Cleaner	<u>1.25</u>	<u>1.25</u>	<u>1.25</u>	<u>1.25</u>	<u>1.25</u>
Total Transit Utility	51.20	51.20	51.45	51.45	51.45
No changes in 2020.					
Parking Utility					
Director Parking and Transit	0.30	0.30	0.30	0.30	0.30
Lead Worker I	1.00	1.00	1.00	1.00	1.00
Maintenance Worker I	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Parking Utility	2.30	2.30	2.30	2.30	2.30
No changes in 2020.					
Water Utility*					
Superintendent	1.00	1.00	1.00	1.00	1.00
Utility Accountant	1.00	1.00	1.00	1.00	1.00
Distribution Supervisor	1.00	1.00	1.00	1.00	1.00
Operations Supervisor	1.00	1.00	1.00	1.00	1.00
Customer Relations/Fiscal Supervisor	1.00	1.00	1.00	1.00	1.00
Utility Engineer	1.00	1.00	1.00	1.00	1.00
Engineer Technician	1.00	1.00	1.00	1.00	1.00
Lead Distribution Technician	0.00	0.00	1.00	1.00	1.00
Distribution Technician	6.00	6.00	5.00	5.00	6.00
Lead Operations Technician	1.00	1.00	1.00	1.00	1.00
Operator	5.00	5.00	5.00	5.00	5.00
Operations Technician	2.00	2.00	2.00	2.00	2.00
Utility Support Specialist	4.00	4.00	4.00	4.00	4.00
Lab Technician	1.00	1.00	1.00	1.00	1.00
Lead Service Technician	1.00	1.00	1.00	1.00	1.00
Service Technician	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
Total Water Utility	30.00	30.00	30.00	30.00	31.00

An increase of 1.00 FTE in 2020. *Approval authorized by the Board of Water Commissioners.

**PERSONNEL SCHEDULE
AUTHORIZED PERMANENT POSITIONS 2017 - 2020**

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Amended</u>	<u>2019 Estimated</u>	<u>2020 Executive</u>
Wastewater Utility					
Superintendent	1.00	1.00	1.00	1.00	1.00
Industrial Wastewater Supervisor	1.00	1.00	1.00	1.00	1.00
Environmental Engineer	1.00	1.00	1.00	1.00	1.00
Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00
Process System/OPCO	1.00	1.00	1.00	1.00	1.00
Electromechanical Technician	1.00	1.00	1.00	1.00	1.00
Laboratory Technician	1.00	1.00	1.00	1.00	1.00
Plant Maintenance Mechanic	3.00	3.00	3.00	3.00	3.00
Operator III	1.00	1.00	1.00	2.00	2.00
Operator I	1.00	1.00	1.00	2.00	2.00
Clerk Typist	1.00	0.00	0.00	0.00	0.00
Clerk IV / Administrative Assistant	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Wastewater Utility	13.00	13.00	13.00	15.00	15.00
No changes in 2020.					
TOTAL PROPRIETARY FUND	96.50	96.50	96.75	98.75	101.75
INTERNAL SERVICE FUNDS					
Information Technology					
IT Director	1.00	1.00	1.00	1.00	1.00
Systems Analyst	2.00	2.00	2.00	2.00	2.00
Network Administrator	1.00	1.00	2.00	1.00	1.00
PC Specialist	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Information Technology	5.00	5.00	6.00	5.00	5.00
A reduction of 1.00 FTE Network Administrator position (unfilled) in 2020.					
MOTOR VEHICLE FUND					
Motor Vehicle					
Equipment Service Supervisor	1.00	1.00	1.00	1.00	1.00
Master Certified Truck Mechanic	1.00	1.00	1.00	1.00	1.00
Certified Truck Mechanic	6.00	3.00	3.00	2.00	2.00
Truck Mechanic	0.00	1.00	1.00	1.00	1.00
Service Mechanic II	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>
Total Motor Vehicle	8.00	6.00	6.00	6.00	6.00
No changes in 2020.					
TOTAL INTERNAL SERVICE FUNDS	13.00	11.00	12.00	11.00	11.00
TOTAL PROPRIETARY FUNDS	109.50	107.50	108.75	109.75	112.75
TOTAL CITY FUNDS	452.24	450.43	452.08	449.33	451.33

CITY OF SHEBOYGAN

REQUEST FOR FINANCE AND PERSONNEL COMMITTEE CONSIDERATION

ITEM DESCRIPTION: Benchmark Measurements for the Human Resources Department for the period of January 1, 2019 and ending June 30, 2019.

REPORT PREPARED BY: Sandy Rohrick, Director of Human Resources and Labor Relations.

REPORT DATE: September 6, 2019

MEETING DATE: September 9, 2019

FISCAL SUMMARY:

Budget Line Item: N/A
Budget Summary: N/A
Budgeted Expenditure: N/A
Budgeted Revenue: N/A

STATUTORY REFERENCE:

Wisconsin Statutes: N/A
Municipal Code: N/A

BACKGROUND / ANALYSIS:

This report includes the first quarter 2019 Benchmark Measurements for the Human Resources Department reflecting the performance for the period commencing January 1, 2019 and ending June 30, 2019.

	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Actual</u>	<u>2019</u> <u>YTD</u>	<u>2019</u> <u>GOAL</u>
Group Health Insurance Loss Ratio	108.25%	109.46%	79.66%	100.00%
Group Dental Insurance Loss Ratio	102.45%	103.35%	101.66%	100.00%
Personnel Related Turnover	7.60%	13.60%	5.80%	5.00%

STAFF COMMENTS:

Most turnovers, as of this writing, include retirements or retirement eligible at the time of resignation.

ACTION REQUESTED:

For informational purposes only

ATTACHMENTS:

None.