

# **2010 ADOPTED BUDGET**

## **CITY OF KENOSHA**



### **SUBMITTED BY**

The Honorable Keith G. Bosman, Mayor



Frank J. Pacetti, City Administrator



### **FINANCE COMMITTEE**

Eric J. Haugaard,  
Chairman

David F. Bogdala

Anthony Kennedy

Katherine Marks

Tod Ohnstad

Daniel L. Prozanski, Jr.

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**CITY OF KENOSHA, WISCONSIN**  
**MEMBERS OF THE COMMON COUNCIL**

G. John Ruffolo .....	President
Eric J. Haugaard .....	Alderman, 1 <sup>st</sup> District
Don Moldenhauer.....	Alderman, 2 <sup>nd</sup> District
Donald K. Holland .....	Alderman, 3 <sup>rd</sup> District
G. John Ruffolo .....	Alderman, 4 <sup>th</sup> District
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Jesse L. Downing .....	Alderman, 16 <sup>th</sup> District
David F. Bogdala. ....	Alderman, 17 <sup>th</sup> District

**RESOLUTION NO. 155-09**

**BY: Committee on Finance**

**ADOPTING BUDGETS, MAKING APPROPRIATIONS  
AND LEVYING 2009 PROPERTY TAXES**

**WHEREAS**, budgets have been presented to the Common Council of the City of Kenosha in accordance with law, setting forth estimated receipts and expenditures for the year 2010.

**THEREFORE, BE IT RESOLVED AS FOLLOWS:**

**SECTION ONE** That a tax be levied against all taxable property within the City of Kenosha for the purpose of defraying the expenditures of appropriations for the City General Fund as set forth, in the sum of **\$43,130,074**.

Revenues for the City of Kenosha General Fund other than the General Property Tax for the Fiscal Year 2010 are hereby fixed and determined in the amount of **\$27,857,259**.

**SECTION TWO** Appropriations for City General Fund Operation. That there be and hereby is appropriated out of the receipts of the City General Fund of the City of Kenosha for the Year 2010 to various accounts comprising the City General Fund Budget in the amount of **\$70,987,333**.

**EXPENDITURES**

**GENERAL GOVERNMENT**

Council	\$197,522
Legal	685,277
Board of Review	8,295
Keep Kenosha Beautiful	35,328
Mayor's Youth Commission	1,415
Independent Audit	49,100
Assessing	568,885
Labor Negotiations	16,200
Budget/Financial Services	740,417
Information Technology	731,288
Clerk-Treasurer	396,695
Administration	598,307
Human Resources & Labor Relations	610,228
Mail	113,537
Department of City Development	673,480
Municipal Building Facility	477,351
Other Facilities	24,800

Elections	118,200
Municipal Court	304,488

**TOTAL GENERAL GOVERNMENT** \$6,350,813

**PUBLIC SAFETY**

**Police Department**

Police Administration	\$700,481
Investigations Division	4,051,765
Police Patrol	15,374,833
Counter Services	259,470
Safety Building Occupancy Expense	97,874
Planning, Research & Training	596,077
Auxiliary Services	198,227
Kenosha Street Crimes Unit	1,257,726
Community Services	365,429
Police Share Joint Services Costs	3,096,942
Total	\$25,998,824

**Fire Department**

Fire Administration	\$444,328
Dispatching & Communications	774,236
Fire Suppression	10,075,134
Fire Prevention	406,534
Training & Education	327,789
Total	\$12,028,021

**Neighborhood Services and Inspections**

Total	\$1,437,516
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**TOTAL PUBLIC SAFETY** \$39,464,361

**PUBLIC WORKS**

Public Works Administration	\$362,902
Engineering	350,000
Roadways & Bridges	1,337,532

Snow & Ice Removal	1,031,601
Electrical Maintenance and Service	1,633,971
Street Signs & Markings	248,665
Auxiliary Services	54,706
Waste Collections	2,248,507
Solid Waste Disposal	1,567,650

**TOTAL PUBLIC WORKS** \$8,835,534

**HEALTH SERVICES**

Health Administration-Professional Services	\$1,086,234
Animal Control	344,000

**TOTAL HEALTH SERVICES** \$1,430,234

**PARKS**

Park Administration	\$218,646
Baseball Diamonds	246,212
Flower Gardens	121,496
Soccer	88,446
Beaches	66,774
Special Areas & Activities	138,165
General Maintenance	2,371,319
Swimming Pools	303,413

**TOTAL PARKS** \$3,554,471

**CONTRIBUTIONS TO OTHER FUNDS**

Enterprise - Mass Transit	\$1,572,600
Enterprise - Airport	456,054
I.S.F. - Central Stores	85,950

**TOTAL CONTRIBUTION TO OTHER FUNDS** \$2,114,604

**EMPLOYEE FRINGE BENEFITS**

Group Life Insurance	\$84,000
State Unemployment Compensation	280,600

Personal Use of City Cars	760
Flex Benefit Program Costs	7,400
<b>TOTAL EMPLOYEE FRINGE BENEFITS</b>	<b>\$372,760</b>
<b>GENERAL INSURANCE</b>	
General Insurance Costs	\$299,597
General Insurance-Administrative	104,911
General Insurance-Claims Paid	150,000
General Insurance-Worker's Compensation	572,700
<b>TOTAL GENERAL INSURANCE</b>	<b>\$1,127,208</b>
<b>MISCELLANEOUS NON-DEPARTMENTAL</b>	
Tax Roll Refunds	\$15,000
Sales Tax	10,000
Bad Debt Expense	40,000
Miscellaneous Expense	20,000
<b>TOTAL MISCELLANEOUS NON-DEPARTMENTAL</b>	<b>\$85,000</b>
<b>RESERVES</b>	
Contingency	\$250,000
Salary & Fringe Benefit (Productivity Pay)	(139,156)
<b>TOTAL RESERVES</b>	<b>\$110,844</b>
<b>DEBT SERVICE - NET OF REVENUES</b>	
<b>TOTAL DEBT SERVICE-NET OF REVENUES</b>	<b>\$7,541,504</b>
<b>TOTAL EXPENDITURES</b>	<b>\$70,987,333</b>

**SECTION THREE** Payment of Claims. That the Mayor, City Clerk-Treasurer and Director of Finance be and they hereby are authorized to draw the necessary orders from time to time for the payment of all claims and expenditures of all monies within the limitations of the above appropriations.

**SECTION FOUR** Recycling and Yardwaste Program Special Revenue Fund and Payment of Claims. That a tax in the amount of \$72,726 be levied for the Recycling and Yardwaste Special Revenue Fund and that the Mayor, City Clerk-Treasurer and Director of Finance be and they hereby are authorized to

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draw the necessary orders from time to time for the current expense of the operating system.

**SECTION FIVE** Tax Levy for Emergency Medical Services. That a tax in the amount of \$4,518,868 be levied for the Emergency Medical Services Special Revenue Fund and that the Mayor, City Clerk-Treasurer and Director of Finance be and they hereby are authorized to draw the necessary orders from time to time for the current expense of the operating system.

**SECTION SIX** Tax Levy for Community Promotion. That a tax in the amount of \$ 135,000 be levied for the Community Promotion Special Revenue Fund and that the Mayor, City Clerk-Treasurer and Director of Finance be and they hereby are authorized to draw the necessary orders from time to time for the current expense of the operating system.

**SECTION SEVEN** Tax Levy for Public Library. That a tax in the amount of \$5,034,139 be levied against all taxable property within the City of Kenosha, which sum shall be appropriated to the Library Board for the current expense of operating the Kenosha Library System.

**SECTION EIGHT** Tax Levy for Public Museum. That a tax in the amount of \$ 1,727,759 be levied against all taxable property within the City of Kenosha, which sum shall be appropriated to the Museum Board for the current expense of operating the Kenosha Museum.

**SECTION NINE** For TID No. 11. The Common Council appropriates to payment of the Tax Increment Project Revenue Bonds, Series A and Series B (First Industrial Investment, Inc. Project) (the "Bonds") the tax increment revenue ("Tax Increments") generated by the Property in Tax Incremental District No. 11 which is described in the Amended and Restated Development Financing Agreement (Tax Incremental District No. 11) dated as of April 21, 2008 between the City and First Industrial Investment, Inc., to the extent such Tax Increments are necessary to pay the debt service due on the Bonds in 2010.

**SECTION TEN** For TID No. 13. The Common Council appropriates to payment of the Tax Increment Project Revenue Bonds, Series A and Series B (Gordon Food Service Project) (the "Bonds") the tax increment revenue ("Tax Increments") derived from the Developer's Property in Tax Incremental District No. 13 which is described in the Development Financing Agreement (Tax Incremental District No. 13) dated as of October 15, 2008 between the City and Chicagoland DC 2008 LLC, to the extent such Tax Increments are necessary to pay the debt service due on the Bonds in 2010.

Adopted this 2nd day of December, 2009.

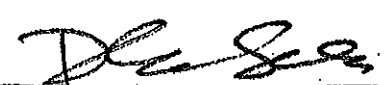
APPROVED \_\_\_\_\_



Keith G. Bosman

Mayor

ATTEST \_\_\_\_\_



Debra L. Salas

Deputy City Clerk

**KEITH G. BOSMAN  
MAYOR**



*CITY OF KENOSHA  
625 - 52nd Street  
Kenosha, Wisconsin 53140  
(262) 653-4000  
Fax (262) 653-4010*

TO: MEMBERS OF THE COMMON COUNCIL

I am pleased to present for your consideration the 2010 Annual Operating Budget for the City of Kenosha.

The City maintains the budget document as a tool for financial planning and to provide additional information on the services provided by the City. As a result, the City has received the Distinguished Budget Award from the Government Finance Officers Association for the last fifteen years. This award is only given to those units of government which have made an outstanding effort to provide meaningful information to all users of the budget document.

All communities have been experiencing a slow down in development, as has the City. As a result, this document continues to be one of our most important planning tools. While growth in a community adds jobs and tax base, a slow down in growth, although not adding jobs and tax base, continues to impact City operations to the same or greater extent. In the past, spending limits imposed by the Expenditure Restraint Program meant that the City had to continue to look for ways to control costs in the face of an increased demand for services. This formula allows for an adjusted allowable community growth and inflation, and is imposed on expenditures of the general fund only. In some years, this task was easier than in other years; however, the City has always been able to meet the requirements of the program and does so again this year.

In an attempt to resolve its budget deficit, the State of Wisconsin reduced state aid to local governments. The loss of \$1.6 million in state revenue, as a result of the state's action taken in 2004, continued to affect future budgets for the City. Facing another budget deficit, the State

of Wisconsin again reduced state aid to local governments resulting in an estimated \$500,000 loss for the City for the budget year 2010.

This is the fifth year of levy limits imposed on local governments by the State. Under the state limits, the levy can not exceed the percentage increase in the City's net new construction percentage (with a few exceptions). The formula allows for community growth only and is imposed on revenues (the levy) for all city services, not just the general operating fund.

The first year of levy limits our net new construction was 3.493% with inflation at 3.3%. For the three following years, net new construction was 3.489%; 2.418% and 2.087% respectively with inflation of 3.7%; 2.3% and 4.4% respectively.

For the 2010 budget, the levy formula allowed for a maximum 3% net new construction limit rather than the previous 2%.

### **GOALS FOR 2010**

Based on decreasing construction and the impact this will have on future growth numbers which will further impact expenditure restraint and levy limit calculations, this budget was developed looking at 2010 and beyond. Maintaining delivery of services to the citizenry and balancing the expenditure cap and levy freeze continued to be a challenge. This budget balances this expectation with the allocation of available resources – a combination of expenditures and revenue adjustments. The budget does contain adjustments to expenditures, as explained in the Expenditure Highlights Section without eliminating essential services.

### **OPERATING BUDGET ISSUES**

#### **Revenues**

##### **Major Revenues:**

- Expenditure Restraint Program – This program was initiated in 1991 in an attempt to control municipal expenditures and, therefore, hold down increases in property tax levies. The concept of this voluntary program is quite simple. If a municipality's general fund budget, excluding debt service, does not exceed a certain percentage set

by the State each year, then the municipality will receive a payment under the program. This percentage increase is the annual rate of inflation as measured by the Consumer Price Index, plus an additional percentage to account for real growth in the community. This latter factor is equal to 60 percent of the percentage increase in net new construction during the prior year. For the City to qualify for a payment in 2011, the 2010 budget must not increase by more than an estimated 4.5%, excluding debt service and tipping fees. Failure to do so results in the loss of the entire payment of approximately \$2.5 million. The Expenditure Restraint program is a critical factor that must be taken into consideration in developing the General Operating Budget. The 2010 budget once again qualifies us for this payment. Kenosha has qualified for this payment every year since the inception of the program.

- State Shared Revenues – This program, which has been in existence for many years, is the largest source of non-tax levy revenue in the General Fund. It accounts for about 18.6 percent of total revenue for 2010. This program has resulted in revenue representing as much as 24 percent of our total general fund revenues. This was prior to 2004 and has been declining each year.

Shared Revenue is driven by a complicated formula which determines a municipality's wealth and financial need in comparison to other municipalities throughout the State of Wisconsin. While there are a number of components to the formula, a major element is per capita equalized values. This is the factor used by the state to determine a municipality's "tax base wealth" and has a major impact on the amount of shared revenues a community receives in a given year. The formula also has a provision which guarantees that a community will receive at least 95 percent of the prior year's amount.

- General Transportation Aids – There are two payments under this program. Local Streets payment assist local government in the maintenance, improvement, and construction of local roads. Connecting Streets funding is for portions of State of Wisconsin trunk highway systems that pass through the City. Funding for these had remained approximately the same since 2005. However, the City will experience a

reduction in funding of approximately \$100,000 for 2010.

Decreases in state funding are particularly difficult to absorb because of the little growth in other non-tax levy revenues in recent years. Whereas major state and federal aid once accounted for 56 percent of general fund revenues, these sources only make up approximately 26 percent of the 2010 budget. Without the ability to increase non-tax levy revenues by this same percentage of loss in aids, pressure will continue to be placed on the tax levy.

#### Other Revenues:

- Revenues generated for licenses and permits are reviewed by the responsible department and recommended changes are made to the Common Council for approval, generally on an every other year basis. The 2010 budget contains increases in fees for building permits, dog licenses, peddlers licenses, and customer search fees. The amount of revenue that is generated from permit and development fees is based on the development and construction market. The 2010 budget reflects a decrease in revenues compared to the 2009 budget due to the anticipated continuing stagnant construction market. In addition, the 2009 permitting fees included the construction of two major food distribution centers, which is not anticipated for 2010.
- Public charges for services revenues such as swimming pools and other Park fees are weather sensitive. The 2010 budget reflects a moderate decrease compared to 2009. This budget reflect a reduction in the number of weeks that the pools will be open.
- Commercial Revenues – The largest revenue in this category is the Cable Franchise fee. The 2010 budget does not reflect an increase compared to the 2009 estimate due to the anticipated continuing stagnant residential construction in the City.
- Interest Income – Interest rates have continued a downward spiral and the 2010 budget reflects this trend.

- Amusement Licenses – This is a new revenue source being proposed for 2010. These licenses would be issued to establishments with video type venues.
- Other revenues – will remain essentially unchanged from 2009.

Revenue Assumptions:

- Revenue assumptions are based on the best available source of information.

Major Revenues:

- 1) Expenditure Restraint Program, State Shared Revenue and General Transportation Aids amounts are as projected by various state agencies.
- 2) Other Revenues – The Finance Department reviews past actual revenue history. This trend is adjusted annually for known or anticipated variables. Departments are responsible for reviewing the fees for services provided by their departments and making appropriate recommendations to the Common Council for revisions generally every other year. The 2010 budget contains revisions to various revenues.

**Expenditure Highlights**

The City has a long tradition of responsible budgeting. The 2010 expenditure budget continues this tradition using constraints set by this administration. The 2010 expenditure budget criteria given to department heads stated that the 2010 budget is tax levy driven due to the levy limits mandated by the State, as well as the economic slow down. The expenditure budget for 2010 is approximately \$570,000 less than 2009. The following highlights major areas for 2010:

- 1) Community Protection – This Administration continues to place the safety, health, and welfare of the community as a top priority. The 2010 Operating and Capital Improvement budgets for Police, Fire, Public Works, and Parks Departments reflect this commitment.

The success in community protection is a direct reflection of a long-standing budgetary commitment to provide personnel, equipment and training necessary for a strong protective services program. In order to keep pace and respond to the increasing challenges of our changing world, we need to continue to provide the necessary tools for protective services to ensure that departments can continue to operate at a high level in responding to all types of emergencies.

- 2) Police Department – The 2010 budget includes a full year of funding the five new Police Officers positions partially budgeted in 2009. This budget also includes the elimination of one Clerical Supervisor position.

The purchase of marked and unmarked vehicles will continue to be included in the Capital Improvement Program Budget.

- 3) Public Works and Parks – The 2010 budget for these two functions includes a further reduction of staff with the elimination of one clerical position, one Mechanic, and one Building Maintenance Helper position.
- 4) The 2010 budget includes the elimination of a newly created position of Risk, Safety and Environmental Manager.

In addition, various vacant positions will not be funded for 2010.

The 2010 budget reduced or eliminated funding for temporary and seasonal positions in various departments throughout the City.

- 5) This budget recommends a zero percent increase for all employees for 2010.

Not unlike many other communities, this budget recommends a five day furlough for all employees of the City with the exception of protective services. The protective services areas will be offering other compensated fringes that they receive in lieu of a furlough.

Transit operations will be making adjustments to service hours.

### **Debt Administration**

The City received a bond rating upgrade in 2003 to Aa3 from Moody's Investor Service. The rating increase was based on the City's continued growth in tax base, a solid financial operation, reserve balances and above average but manageable debt. Moody's continues to reflect a "stable" outlook for the City.

## **CAPITAL IMPROVEMENT PROGRAM**

We continue to make strides in our goal of linking the Capital Improvement Program (CIP) with the Operating Budget. Changes that have already been implemented include detailed project descriptions, project priorities, and the rationale used to determine what capital outlay to include in the Operating Budget and what to include in the Capital Improvement Program.

The CIP document also includes an estimate for the impact each project will have on the annual operating budget. This document is an important long-range planning guide which is updated annually due to project priority changes, project cost changes, etc. The Capital Improvement Budget provides a five year plan for annual Common Council approval.

The increased focus on the Capital Improvement Program, with specific funding targets, has the benefit of allowing the City to maintain stable long-term borrowing requirements, to do a better job of long-range planning, to maintain the City's infrastructure on a more current basis, and to continue to replace City equipment on a replacement plan basis which will reflect in equipment maintenance operating expenditures. Some highlights include:

1. **Street Improvements** – Improving the condition of our street infrastructure continues to be a priority. This emphasis, besides providing an economic benefit to our citizens, positively impacts our operating budget as less resources are needed for repairing of



potholes and general maintenance.

2. Park Improvements – Creating new park space and enhancing the condition of existing parks is a priority in order to enhance the quality of life for the taxpayers of the City.

## **ECONOMIC REPORT**

The local economy continues to experience a general down turn in the residential and commercial sectors but showed impressive performance in the industrial sector.

### Business Park of Kenosha

Phase I of this development is a joint partnership between the WISPARK Corporation, City of Kenosha and Kenosha Area Business Alliance. All of the land has been sold. More than 40 companies, accounting for over 1,200 jobs, are located in the park. A local construction contractor relocated its headquarters into a leading energy efficient building in 2009. A centrifuge manufacturing business began construction of a second building in 2009.

A tax increment district (TID) was created in 2002 to facilitate the development of Phase II. This phase added approximately 105 acres to the business park which is located across from the Kenosha Regional Airport. The first building, a 626,000 square foot warehouse/distribution center, was completed in 2008. A large medical instrument manufacturer located in a small tenant occupied space in the first phase of the Business Park of Kenosha has begun construction of a larger stand alone, owner occupied building in the second phase of the Business Park of Kenosha in 2009.

### Industrial

Three large industrial facilities completed construction in 2009 in the proximity of the Kenosha Regional Airport. Rust-Oleum completed a 600,000 square foot distribution center. Affiliated Foods Midwest completed a 750,000 square foot distribution center in early 2009. Gordon Food Service completed construction on a 500,000 square foot regional distribution facility which was completed in late 2009.

### Brass Site

The City issued a Request for Proposals to construct additional housing just west of the recently completed Brass Elementary School.

### West Kenosha/I-94 Corridor

A new building for a satellite campus for Concordia University was completed in 2009. The Kenosha Unified School District is currently constructing a major addition to Indian Trail Academy which will become the City's third comprehensive high school.

### LakeView Corporate Park

Lakeview Corporate Park is a mixed-use real estate development located in the Village of Pleasant Prairie in the County of Kenosha. The park is located off I-94 midway between Chicago and Milwaukee, one mile north of the Wisconsin/Illinois border.

There are a total of 82 companies located in LakeView, representing approximately 6,241 jobs. It is estimated that an additional 1,360 positions will be in place over the next couple of years. The park continues to have a spin-off effect on the greater Kenosha community in terms of additional industrial companies located in Kenosha's Business Park as well as residential and retail throughout the Kenosha and Racine metropolitan area.

## **OUTLOOK**

The future continues to present the challenge of planning and managing growth while keeping property taxes under control in light of stagnant or decreasing sources of state and federal funding. The City is constantly looking at new and better ways of providing essential services while also maintaining the quality of life factors that attract people to Kenosha for homes, jobs, and recreation.

We have shown success as demonstrated by the diversification of the local economy, and a low crime rate while keeping our overall costs low in comparison to other similarly sized

communities in the state. We must also continue to make capital investments in the community to secure the bright economic future that has been achieved thus far. The Business Park of Kenosha, Rust-Oleum, Affiliated Foods distribution center and Gordon Foods are examples of projects that benefit the City and are bringing jobs and economic diversity. The HarborPark development continues to reshape the lakefront and the entire downtown area.

With continued vision, cooperation, and planning, I am confident Kenosha will remain a great place to live and work.

Sincerely,

A handwritten signature in black ink, appearing to read 'Keith G. Bosman', with a long horizontal flourish extending to the right.

Keith G. Bosman

Mayor



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Kenosha  
Wisconsin**

For the Fiscal Year Beginning

**January 1, 2009**

President

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented an award of Distinguished Budget Presentation to the City of Kenosha, Wisconsin for the fiscal year 2009.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communication device.

The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

# TABLE OF CONTENTS

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<u>Tab</u>		<u>Page</u>
<b>1</b>	<b>Budget Policies</b>	
	Budget Policies . . . . .	1-1
<b>2</b>	<b>Budget Summaries</b>	
	City Overview and Organization . . . . .	2-1
	Summary of Full-Time Positions . . . . .	2-3
	Description of Fund Structure . . . . .	2-4
	Budget Summaries . . . . .	2-8
<b>3</b>	<b>General Fund</b>	
	General Fund . . . . .	3-1
	Summary of Revenues & Expenditures . . . . .	3-2
	Analysis of Fund Balance . . . . .	3-21
	<b>General Government</b>	
	General Government . . . . .	3-23
	Common Council . . . . .	3-24
	Legal . . . . .	3-26
	Board of Review . . . . .	3-28
	Keep Kenosha Beautiful . . . . .	3-30
	Mayor's Youth Commission . . . . .	3-32
	Independent Audit . . . . .	3-34
	Assessing . . . . .	3-36
	Labor Negotiations . . . . .	3-40
	Budget/Financial Services . . . . .	3-42
	Information Technology . . . . .	3-44
	City Clerk/Treasurer . . . . .	3-46
	City Administration . . . . .	3-48
	Human Resources & Labor Relations . . . . .	3-50
	Office of Public Information & Cable Communications . . . . .	3-54
	Mail . . . . .	3-56
	City Development . . . . .	3-58
	Municipal Building Facility . . . . .	3-62
	Elections . . . . .	3-66
	Municipal Court . . . . .	3-68

# TABLE OF CONTENTS

<u>Tab</u>		<u>Page</u>
	Public Safety	
	Police Department . . . . .	3-71
	Fire Department . . . . .	3-98
	Neighborhood Services & Inspections . . . . .	3-114
	Health Services . . . . .	3-118
	Public Works	
	Public Works - Streets and Waste . . . . .	3-122
	Parks	
	Parks . . . . .	3-150
	Non-Departmental	
	Other Service Accounts . . . . .	3-177
<b>4</b>	<b>Special Revenue Funds</b>	
	Special Revenue Funds . . . . .	4-1
	Special Revenue Funds Major Revenues . . . . .	4-2
	Community Development . . . . .	4-3
	Library . . . . .	4-4
	Museums . . . . .	4-8
	School Resource Officers Program . . . . .	4-12
	O.J.A. Beat Patrol Grant . . . . .	4-13
	Sign Inspection Program . . . . .	4-14
	H.O.M.E. Program . . . . .	4-15
	Recycling . . . . .	4-16
	Yard Waste Management . . . . .	4-17
	Emergency Medical Services . . . . .	4-22
	Community Promotion . . . . .	4-26
<b>5</b>	<b>Debt Service Funds</b>	
	Debt Service Funds . . . . .	5-1
	Debt Service Funds Major Revenues . . . . .	5-2
	Summary of 2009 Debt Retirement Funding and Statutory Debt Limit . . . . .	5-4
	Schedule of Debt Service Requirement . . . . .	5-5
<b>6</b>	<b>Capital Improvement Program</b>	
	Capital Improvement Program . . . . .	6-1
	Capital Improvement Project Major Revenues . . . . .	6-2
	Non-Routine Capital Improvement Projects . . . . .	6-3
	Capital Improvement Program Summary . . . . .	6-6

# TABLE OF CONTENTS

---

<b><u>Tab</u></b>		<b><u>Page</u></b>
<b>7</b>	<b>Enterprise Funds</b>	
	Enterprise Funds . . . . .	7-1
	Enterprise Funds Major Revenues . . . . .	7-2
	Storm Water Utility. . . . .	7-3
	Parking . . . . .	7-22
	Mass Transit . . . . .	7-23
	Airport . . . . .	7-41
	Golf Course . . . . .	7-46
	Kenosha Water Utility . . . . .	7-50
<b>8</b>	<b>Internal Service Funds</b>	
	Internal Service Funds . . . . .	8-1
	Internal Service Funds Major Revenues . . . . .	8-2
	Health Insurance Fund . . . . .	8-3
	Central Stores . . . . .	8-6
	Engineering Services . . . . .	8-10
	Fleet Maintenance . . . . .	8-14
	Civic Center . . . . .	8-18
<b>9</b>	<b>Supplemental Information</b>	
	Capital Outlay Summary . . . . .	9-2
	Non-Capital Office Furniture and Equipment (362) . . . . .	9-4
	Other Non-Capital (369) . . . . .	9-6
	Overtime Summary . . . . .	9-10
	Temporary and Seasonal Summary . . . . .	9-12
<b>10</b>	<b>Statistical Information</b>	
	Statistical Information . . . . .	10-1
<b>11</b>	<b>Glossary</b>	
	Glossary . . . . .	11-1

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## **FINANCIAL POLICIES**

The City of Kenosha's financial policies set forth the basic framework for the overall fiscal management of the City. Operating concurrently with changing circumstances and conditions, these policies assist the decision making process of the City Council. These policies provide guidelines for evaluating both current activities and proposals for future programs.

Most of the policies represent long standing principles, traditions and practices, and have followed generally accepted accounting principles. The policies have guided the City in the past and have helped maintain financial stability over a long period of time.

## **OPERATING BUDGET POLICES**

- The City will prepare an annual budget for all operating funds in accordance with §2.02 of the Code of General Ordinances, which incorporates, by reference, §65.90 of the Wisconsin State Statutes.

The ordinance, in general requires:

1. A budget for governmental and proprietary funds.
  2. A budget available for public inspection.
  3. A public hearing prior to adoption by the Common Council.
  4. An itemization of all indebtedness, expenditures, revenues, and anticipated surpluses.
  5. A two-thirds (2/3rds) vote of the entire membership of the Common Council to modify an adopted appropriation.
- The City will maintain a budgetary control system to ensure adherence to the adopted budget and will prepare regular reports comparing actual revenues and expenditures to budgeted amounts.
  - A contingency account will be maintained in the annual operating budget to provide for unanticipated expenditures of a nonrecurring nature or to meet unforeseen increases in service delivery costs. Transfers from the contingency account must be approved by the Common Council.
  - Budget amendments and transfers between departments are initiated by the department. After review by the Finance Department, the transfer is forwarded to Administration for recommendation of approval to the Finance Committee, with final approval by the Common Council.
  - Budget transfers within departments are initiated by the department. The Finance Department reviews for availability of funds and approves. Transfers from personal services accounts to other accounts within the department must be reviewed and approved by Administration.

- Carry over of prior year budget fund authorization is initiated by the department. The requests are reviewed by the Finance Department and Administration for recommendation of approval to the Finance Committee with final approval by the Common Council.
- Budgets are classified as either lapsing (spending authority terminates at the year end) or non-lapsing (spending authority continues through the life of the project). All lapsing budgets are prepared for fiscal year operations beginning January 1 and ending December 31.

#### Lapsing Appropriation

General Fund

Various Special Revenue Funds

Debt Service Funds

Proprietary Funds

Internal Service Funds

Budgeted revenues and appropriations for the ensuing year for this classification are established on a modified accrual basis of accounting. Proprietary fund budgets generally serve as a financial plan with revenues and costs varying with the demand for service.

#### Non-Lapsing Appropriations

Capital Project Funds

Community Development Block Grant

Budgets for this classification are established as a project-length budget which authorizes total expenditures over the duration of a project rather than year to year.

- Operating budgets are adopted on a fund/department/division(program) basis.
- Increases to the adopted budgets are made only in the following situations:
  - emergency situations
  - nonrecurring appropriations with offsetting revenues
  - carry over of prior year appropriations

## **OPERATING BUDGET PROCESS**

The following established the City's operating budget for the ensuing fiscal calendar year.

- The City's operating budget process begins with the development of the budget calendar and instructions to department heads regarding the expenditure policy of the Mayor. This policy will include fiscal and operational guidelines as well as guidelines relating to budgetary increases, etc.
- Departments prepare budget requests and estimated projections, which provide the Departments of Administration and Finance with information to analyze the requests against previous budget years and against the total overall needs of the City.
- The Mayor, City Administrator, Director of Finance and Director of Personnel review department budgets with each department head and staff.
- Upon completion of these deliberations, the Finance Department will prepare the Executive Budget for presentation by the Mayor to the legislative body. The legislative body refers the Executive Budget to various standing committees and then to the Finance Committee. The Finance Committee is responsible for review of the Executive Budget and referral to the Common Council for adoption.
- The City holds a public hearing on the budget and the Committee of the Whole meeting to deliberate the Executive Budget and any amendments recommended by the Finance Committee.
- The budget is adopted by the Common Council through an appropriation resolution.
- Once the budget is adopted, the Finance Department makes the adopted version of the budget document available to all departments, legislative body and the public.

## **OPERATING BUDGET PREPARATION CRITERIA**

The following budget criteria was established by the Mayor prior to the preparation of the 2010 Budget.

Budgets for 2010 must meet the requirements under the Expenditure Restraint Program and the State of Wisconsin tax levy freeze.

**CITY OF KENOSHA – 2010**  
**OPERATING BUDGET PREPARATION TIMETABLE**

October 5	Mayor to distribute Operating Budget to the Common Council
October 9	Publication of Public Hearing Notice and Budget Summary in official newspaper.
November 4 - 12	Committees review Proposed Budgets
November 23	Executive Proposed Budget presented to the Finance Committee with department heads in attendance.
December 1	Public Hearing and Committee of the Whole meeting.
December 2	Adoption of operating budget by Common Council.

**CITY OF KENOSHA – 2010**  
**CAPITAL IMPROVEMENT BUDGET PREPARATION CALENDAR**

October 5	Mayor to distribute Capital Improvement Plan to the Common Council
October 29	City Plan Commission will review and make recommendations.
November 12	Finance Committee will review and make recommendations.
December 1	Public Hearing and Committee of the Whole meeting.
December 2	Common Council adoption of the five-year Capital Improvement Program document.

## CAPITAL BUDGET POLICIES

- The City shall utilize available funding sources for capital improvements whenever practical and feasible:
  - grant funds
  - special assessments
  - developer contributions
- The City will develop a five year capital improvement program, which will be reviewed and updated annually, and adopted prior to the adoption of the operating budget.
- The complete five year capital project funding plan must be balanced each year by matching projected expenditures with proposed revenue sources.
- The City will maintain its physical assets at a level adequate to protect the City's capital investment and to minimize future maintenance and replacement costs. The budget will provide for the adequate maintenance and the orderly replacement of the capital plant and equipment from current revenues when possible.
- The City will try to ensure that industrial acreage is available for development within the City and served with necessary infrastructure.

## CAPITAL IMPROVEMENT BUDGET PROCESS

The following established the City's capital improvement budget for the ensuing fiscal calendar year:

- The City's capital improvement budget process begins with the development of the budget calendar and instruction to department heads.
- Departments update five year Capital Improvement Plan budget requests. The five year budgets are analyzed against previous budget years and against the total overall needs of the City.
- The Mayor, City Administrator, Director of Finance and City Planner review department budgets with each department head.
- Upon completion of the deliberations, the City Plan Department will prepare a five year Capital Improvement budget for presentation by the Mayor to the legislative body. The legislative body refers the budget to the City Plan Commission, various standing committees and then to the Finance Committee. The Finance Committee is responsible for review of the budget and referral to the Common Council for adoption.
- The City holds a public hearing on the budget and the Committee of the Whole meeting to deliberate the budget as amended by the Finance Committee.

- The budget is adopted by the Common Council through an appropriation resolution. Adoption of the Capital Improvement Budget must be done prior to adoption of the Operating Budget.

### **REVENUE POLICIES**

- The City will try to maintain a diversified and stable revenue system to minimize short-run fluctuations in any one revenue source.
- The City will attempt to maximize benefits from major revenue sources as a way of maintaining a stable tax rate.
- The City will follow an aggressive policy of collecting revenues.
- The City will establish all user charges and fees at a level related to the full cost (operating, direct, and indirect) of providing the service, whenever practical.
- The City will review license fees/charges to determine if the revenues support the cost of providing the service.
- Sewer and Water Utility funds will be self-supporting through user fees.
  - Rate adjustments for the Sewer Utility will be submitted to the Common Council for review and approval.

## RESERVE POLICIES

- The City's General Fund operating budget will establish a contingency expenditure appropriation in the annual operating budget to provide for all unanticipated expenditures of a nonrecurring nature, or to meet unexpected small increases in service delivery costs.
- The City shall try to maintain a minimum General Fund working capital equal to 5% of the subsequent year's General Fund operating budget to provide funds for reasonable cash flow needs. This reserve could also be used when the City encounters unforeseen emergencies such as storms, floods, severe unexpected increases in service costs, or other situations which are determined to be emergency situations by the Common Council.
- Reserves will be established in the Water and Sewer Utilities in accordance with Revenue Bond Ordinance provisions.
- All general obligation debts will be paid through a general debt service fund. Operating budgets will be prepared to meet the annual principal, interest, and service charge costs for each fund. Net debt service requirements (debt service expenditures less debt service revenue) will be funded through the general tax levy.



## INVESTMENT POLICIES

### **AUTHORITY**

The following Wisconsin State Statutes apply as to the authority of the City of Kenosha regarding public depositions and investments of public funds.

§34.01(5), Definition of Public Depository

§34.05, Designation of Public Depository

§34.06, Liability of Treasurer

§34.07, Security

§34.08, Payment of Losses

§66.0603, Investments

§66.0301, Intergovernmental Cooperation

The following factors are taken into consideration regarding the investment of City funds.

### **LEGALITY**

§34.01(5) and §66.0301 Wisconsin State Statutes name the eligible types of public depositories and §66.0603 Wisconsin State Statute defines authorized investments. The City shall comply with these statutes when making investments of funds.

### **SAFETY**

Safety of principal is a prime consideration when City funds are invested.

Certificates of Deposit shall be purchased only from financial institutions as defined by Wisconsin State Statute §34.01(5), which are insured to the first \$100,000.00 of principal by FSLIC, FDIC, or Wisconsin Credit Union Saving Insurance Corp. and are eligible for \$400,000.00 principal guarantee by the State Municipal Guarantee Fund. Certificates of Deposit in excess of \$500,000.00 shall be perfected by a third party agreement whereby collateral shall be held by a third party.

Acceptable collateral are Treasury Notes, Bills or Bonds, or any security backed by the full faith and credit of the United States government.

## **REPURCHASE AGREEMENTS**

When City funds of less than \$500,000.00 are invested in a repurchase agreement of fourteen days or less, the financial institution shall supply the City of a listing of U.S. Government securities that the institution is pledging on its books to secure the repurchase agreements. Repurchase agreements of \$500,000.00 or more or in excess of fourteen days shall be secured the same as Certificates of Deposit.

The City Treasurer may make the following types of investments:

1. Investment of General Fund Float in City Concentration account per contract with the financial institution.
2. State of Wisconsin Local Government Pooled Investment Fund.
3. United States Treasury Bills, Notes, or Bonds.
4. Certificates of Deposit with designated Public Depositories.
5. Repurchase Agreements with designated Public Depositories.

## **LIQUIDITY**

The immediate day to day cash flow needs of the City shall be considered when investment decisions are made.

Any investment maturing sixty days or longer shall not be made until the Treasurer and Director of Finance have agreed that the investment is prudent in regards to the cash flow needs of the City.

No funds shall be invested longer than one year.

## **YIELD**

The yield of investment shall become a determining factor only after legality, safety , and liquidity have been determined.

The City Treasurer shall invest City funds, and in his/her absence, the Deputy City Treasurer or Director of Finance shall invest City funds.

### **DEBT POLICIES**

- The City will confine long-term borrowing to capital improvements and equipment with high cost and long expected useful life.
- The City will follow a policy of full disclosure on every financial report and bond prospectus.
- The City will use short term debt for cash flow and bond or note anticipation purposes.
- The City will first look to available current resources before using debt to fund capital improvements.
- Section 67.03 (1) of the Wisconsin State Statutes provides that the amount of indebtedness of a municipality shall not exceed 5 percent of the equalized valuation of the taxable property in the municipality. However, the City administration has informally set an internal debt limit which equates to 70 percent of the maximum amount allowed by Wisconsin Statutes. The purpose is to provide a margin of safety for potential adverse changes in valuation.

### **ACCOUNTING POLICIES**

- The accounts of the City are presented on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures.
- The books and records of the City are maintained in conformance with accounting principles accepted as the standard in the industry. The only exception to conformance with accounting principles result from State or Federal law.
- An annual audit will be performed by an independent accounting firm.
- The accounting records of the City are maintained on the modified accrual basis of accounting for the General Fund, Special Revenue Funds, Debt Service Funds, Capital Project Funds, Expendable Trust Funds and Agency Funds. The accrual basis of accounting is used for the Enterprise Funds, Internal Service Funds, and Non-Expendable Trust Funds.
- In general, under the modified accrual basis of accounting, revenues are recognized when they become measurable and available as new current assets. Expenditures are generally recognized when the related fund liability is incurred.
- In general, under the accrual basis of accounting, revenues are recognized when earned and expenses are recognized when liabilities are incurred without regard to receipt or disbursement of each.

## EMPLOYEE BENEFITS

Those employees expected to work over 600 hours per year and expected to be employed for at least one year from date of hire are eligible to participate in the Wisconsin Retirement System (WRS), a statewide cost-sharing multiple-employer public employee retirement system. Covered employees are required by statute to contribute to the plan based on a percentages of their salary. At the present time, the City pays a negotiated amount which may equal the employee and the employer portions of required contributions. The rates of employer and employee contributions are set annually by WRS based on actuarial evaluations. The State's policy is to fund retirement contributions to meet current costs of the plan and amortized prior service costs over 40 years. The 2010 rate requirements for the Wisconsin Retirement System employees are as follows:

	<u>General</u>	<u>Elected</u>	<u>Police</u>	<u>Fire</u>
Employee Contribution	6.2	3.2	5.5	3.9
Employer	4.8	8.7	15.2	17.9
<b>TOTAL</b>	<b>11.0</b>	<b>11.9</b>	<b>20.7</b>	<b>21.8</b>

In addition to the Wisconsin Retirement System, the State of Wisconsin administers a plan for certain retired employees of the Police and Fire Departments. These individuals had been covered by a private pension plan prior to the City joining the WRS. No new employees are added to the plan. The City's policy is to fund retirement contributions to meet current benefit payments to retired employees.

### Post Retirement Benefits

In addition to providing pension benefits, the City provides certain paid health care benefits for retired employees as follows:

Police Department employees voluntarily retiring with 15 years of service and upon reaching age 53, until eligible for other paid hospital-surgical insurance, eligible for Medicare or other government furnished hospital-surgical insurance, or attains the age of 65, whichever occurs first.

Fire Department employees voluntarily retiring with 15 years of service and reaching age 53 (less than 15 years and age 55), until eligible for other paid hospital-surgical insurance, or eligible for Medicare or other governmental furnished hospital-surgical insurance.

Transit union employees retiring with 15 years of service and reaching age 60 (less than 15 years and age 62), until eligible for other paid health hospital-surgical insurance, eligible for Medicare or attains the ages of 65, whichever occurs first.

All other full time employees retiring with 15 years of service and reaching age 60, until eligible for other paid hospital-surgical insurance, or eligible for Medicare or other government furnished hospital-surgical insurance.

### **Compensated Absences**

Employees accumulate vacation and sick leave at various rates depending upon bargaining group and length of service. Employees are compensated upon termination for unused vacation earned in the current year. No liability for unpaid vacation benefits exist at year end as vacations are forfeited if not used in the calendar year earned.

Employees are not compensated for unused sick leave upon termination of employment. Depending on bargaining group, employees may be eligible for fifty percent of accumulated sick leave, excluding sick leave bank hours, to be paid upon normal retirement or disability. The City establishes an accrual of the projected future cost of absences, for which employees will be paid, during the period that employees render the services necessary to be eligible for such benefits as required by GASB.

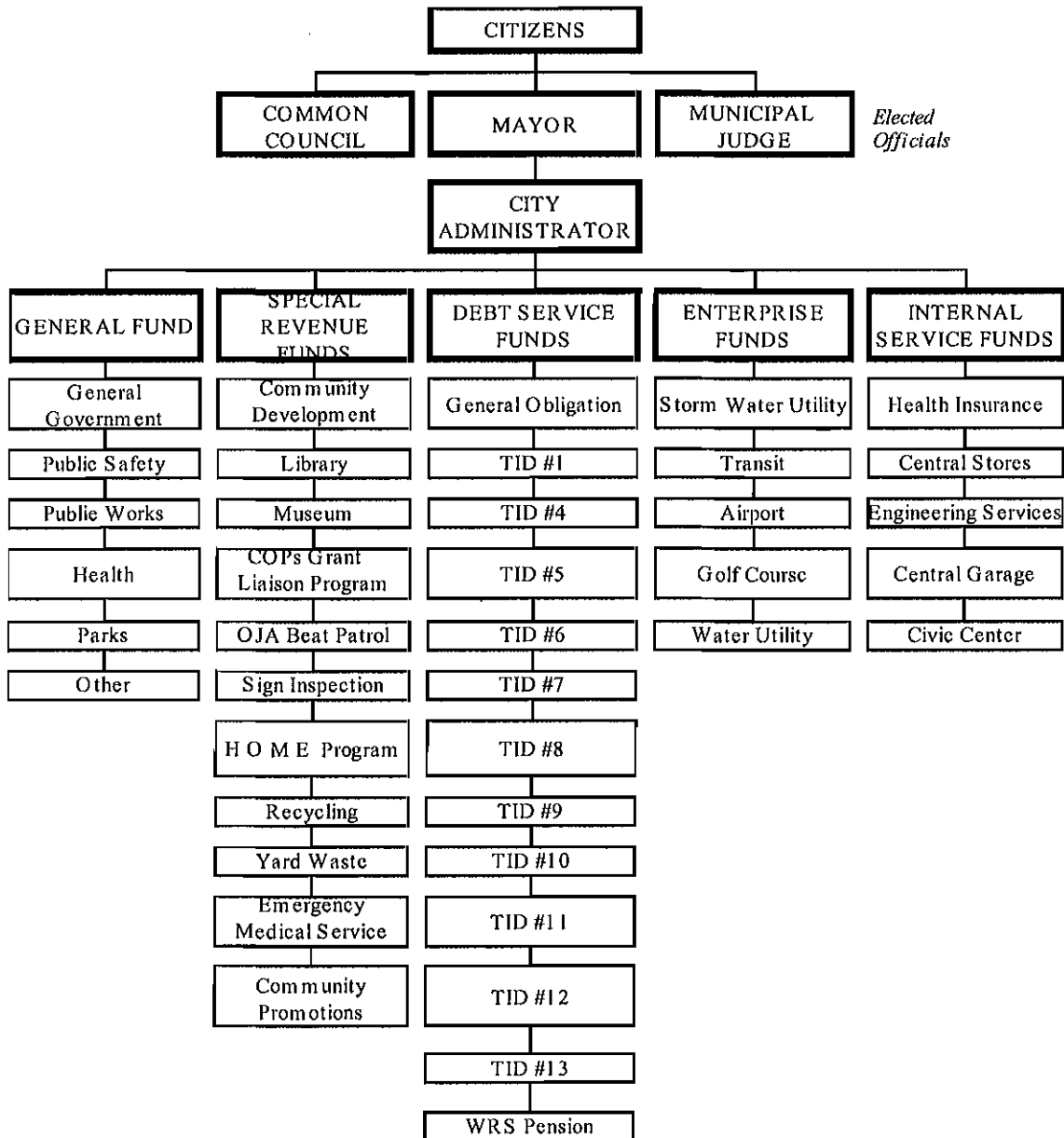
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# CITY OF KENOSHA, WISCONSIN

Ideally located on the shores of Lake Michigan between Chicago and Milwaukee, Kenosha has grown from a tiny agricultural community to a dynamic commercial and industrial center. Originally known as "Pike Creek", Kenosha received its earliest settlers in 1835. They came primarily from New England to farm the fertile country beyond the lake plain. In 1836, recognizing the growing importance of the area as a harbor city, the name was changed to Southport. The City was finally incorporated in 1850 and designated the seat of Kenosha County.

	<u>2007</u>	<u>2008</u>	<u>2009</u>
Population	95,530	95,910	96,000
Square Miles	25.88	25.56	26.60
Equalized Values (000)	6,593,677	6,770,637	6,799,689

## Organization



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## CITY OF KENOSHA, WISCONSIN

<i><b>Employees</b></i>	2008	2009	Adopted 2010
Legal	6.0	6.0	6.0
Assessing	6.0	6.0	6.0
Finance - Budget/Financial Services	9.4	8.4	8.4
Information Technology	0.0	1.0	1.0
Clerk/Treasurer	5.0	5.0	5.0
City Administration	3.5	5.0	5.0
Human Resources	5.0	5.0	5.0
Public Information & Cable	1.5	0.0	0.0
City Development	13.0	13.0	13.0
Municipal Office Building	2.0	2.0	2.0
Municipal Court	4.0	4.0	4.0
Police	205.0	210.0	209.0
Fire	157.0	156.0	156.0
Neighborhood Services & Inspections	18.0	18.0	18.0
Public Works	72.0	70.0	69.0
Parks	31.2	24.5	24.5
General Insurance	2.0	3.0	2.0
Total General Fund	540.6	536.9	533.9
Library	43.0	42.0	42.0
Museum	15.0	15.0	15.0
Kenosha Housing Authority (1)	9.0	9.0	9.0
Water Utility	84.0	84.0	84.0
Transit	58.6	58.6	58.6
Airport	4.0	4.0	4.0
Simmons Island Marina	0.3	0.0	0.0
Golf Course	0.5	0.5	0.5
Central Stores	1.0	1.0	1.0
Engineering	13.0	14.0	14.0
Fleet Maintenance	12.0	12.0	10.0
Total Other Funds	240.4	240.1	238.1
Total City of Kenosha Employees	781.0	777.0	772.0

(1) Operates independently under authority of City of Kenosha

### ***Labor Relations***

A majority of the City of Kenosha Employees are represented by one of the following major associations:

1. Local 71 American Federation of State, County and Municipal Employees (AFSCME) represents 194 employees. A three year labor contract expires at the end of 2009.
2. Local 998 American Transit Union represents 45 employees. A three year labor contract expires at the end of 2009.
3. Local 414 International Assoc. of Fire Fighters represents 141 employees. A three year labor contract expires at the end of 2009.
4. The Kenosha Professional Police Assoc. represents 164 employees. A three year labor contract expires at the end of 2009.
5. The Kenosha Building Inspectors Assoc. represents 10 employees. A three year labor contract expires at the end of 2009.

## CITY OF KENOSHA, WISCONSIN

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### ***Description of Fund Structure***

A fund is an independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources together with all related liabilities, obligations, reserves, and equities which are segregated for the purpose of carrying on specific activities or attaining certain objectives.

### **Governmental Funds**

**General Fund** - Major fund which accounts for all activities not accounted for in other funds. Most tax-funded functions, such as police and fire protection, are accounted for here.

**Special Revenue Funds** - Funds used to account for revenue legally earmarked for a particular purpose.

**Debt Service Funds** - Funds used to account for revenues and expenditures used to repay the principal and interest due on debt in that year.

**Capital Improvement Projects** - Funds used to account for financial resources used to construct or acquire capital facilities, etc.

Governmental funds are budgeted using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the City considers revenues to be available if they are collected within 60 days of the end of the current fiscal year. Expenditures generally are recorded when the liability is incurred, as under accrual accounting. However, principal and interest on general long term debt, claims and judgments, and compensated absences are recorded only when payment is due. General capital asset acquisitions are reported as expenditures in governmental funds. Proceeds of general long-term debt and acquisitions under capital leases are reported as other financing sources.

## CITY OF KENOSHA, WISCONSIN

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### Proprietary Funds

**Enterprise Funds** - Funds used to account for government services that derive a substantial portion of their revenue from user charges.

**Internal Service Funds** - Funds used to account for the goods and services provided by one department to other government departments on a cost-reimbursement basis.

Proprietary funds are budgeted using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flow takes place. Non exchange transactions, in which the City gives (or receives) value without directly receiving (or giving) equal value in exchange, include property taxes, grants, entitlement, and donations. Revenue from grants, entitlement, and donations are recognized in the fiscal year in which all eligibility requirements imposed by the provider have been met. Eligibility requirements include timing requirements, which specify the year when the resources are required to be used or the fiscal year when use is first permitted; matching requirements, in which the City must provide local resources to be used for a specific purpose; and expenditure requirements, in which the resources are provided to the City on a reimbursement basis.

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## CITY OF KENOSHA, WISCONSIN

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### *Functional Units*

Functional units within the budget describe related activities aimed at accomplishing a major service or regulatory program. This activity is shown throughout the budget document as a two digit number in the heading of the budget detail (for example, 01 is General Government).

In the aggregate, these functional units are shown as either major funds or non-major funds as illustrated below:

<u>Functional Unit</u>	<u>Major Fund</u>	<u>Non-Major Fund</u>
General Government	X	
Public Safety	X	
Public Works & Sanitation	X	
Health	X	
Culture & Recreation	X	
Urban Development		X
Other	X	X
Capital		X
Debt	X	X

Major funds relate to funds whose revenues, expenditures/expenses, assets or liabilities are at least 10% of corresponding totals for all governmental or enterprise funds and at least 5% of the aggregate amount for the same item.

**City of Kenosha**  
**Three Year Financial Summary Information and**  
**Summary of Comparative 2010 Expenditure Budget By Individual Fund**

Fund	2008 Adopted	2009 Adopted	2010 Adopted	% Increase (Decrease) 2010 vs 2009
<b>General Fund</b>				
General Government	6,314,732	6,483,419	6,350,813	-2.0%
Public Safety	35,796,894	38,926,097	39,464,361	1.4%
Public Works & Sanitation	8,038,425	8,881,693	8,835,534	-0.5%
Health	1,398,776	1,337,234	1,430,234	7.0%
Culture & Recreation	4,179,469	3,859,085	3,554,471	-7.9%
Debt Service	8,075,233	7,499,567	7,541,504	0.6%
Other	6,600,063	4,574,220	3,810,416	-16.7%
<b>Total General Fund</b>	<b>70,403,592</b>	<b>71,561,315</b>	<b>70,987,333</b>	<b>-0.8%</b>
<b>Special Revenue Funds</b>				
Kenosha Public Library	7,096,819	6,998,444	6,937,792	-0.9%
Kenosha Public Museum	2,790,793	2,841,292	2,619,759	-7.8%
Recycling & Yard Waste Management	890,443	991,958	742,326	-25.2%
Emergency Medical Services	6,706,634	7,332,091	7,228,868	-1.4%
Community Promotion	159,795	208,050	159,500	-23.3%
<b>Total Special Revenue Funds</b>	<b>17,644,484</b>	<b>18,371,835</b>	<b>17,688,245</b>	<b>-3.7%</b>
<b>Debt Service Funds</b>				
General Obligation	11,262,066	8,236,434	9,178,763	11.4%
TID 4 – Harborpark	3,640,024	5,789,157	5,992,833	3.5%
TID 5 – Business Park	1,577,466	1,534,669	1,628,476	6.1%
TID 6 – Harborside Streetscape	505,430	100,281	766,970	664.8%
TID 7 – Brass Site	263,749	177,105	224,105	26.5%
TID 8 – Business Park-Phase II	—	200,000	200,000	-%
TID 9 – MacWhyte Site	111,598	3,098,717	584,325	-81.1%
TID 10 - Wilson Heights	42,000	81,115	77,174	-4.9%
<b>Total Debt Service Funds</b>	<b>17,402,333</b>	<b>19,217,478</b>	<b>18,652,646</b>	<b>-2.9%</b>

**City of Kenosha**  
**Three Year Financial Summary Information and**  
**Summary of Comparative 2010 Expenditure Budget By Individual Fund**

Fund	2008 Adopted	2009 Adopted	2010 Adopted	% Increase (Decrease) 2010 vs 2009
<b>Capital Project Funds</b>				
Airport	20,000	200,000	20,000	-90.0%
City Development	1,277,500	1,117,500	967,500	-13.4%
Fire Department	23,000	768,700	146,660	-80.9%
Library	—	190,000	—	-%
Museums	—	—	50,000	-%
Police Department	—	848,000	620,000	-%
Parks	1,184,500	880,000	1,334,000	51.6%
Parks – Other	122,000	118,000	146,000	23.7%
Public Works – Composite	6,444,000	2,963,000	11,604,570	291.6%
Public Works – Other	1,164,400	3,125,000	2,292,500	-26.6%
Public Works – Streets	2,909,500	2,386,000	3,130,000	31.2%
Redevelopment Authority	225,000	225,000	225,000	-%
Storm Water Utility	1,347,000	1,340,000	4,358,000	225.2%
Transit	1,881,720	2,163,250	2,015,900	-6.8%
TIF Districts	14,387,286	1,000,000	1,140,000	14.0%
<b>Total Capital Project Funds</b>	<b>30,985,906</b>	<b>17,324,450</b>	<b>28,050,130</b>	<b>61.9%</b>
<b>Enterprise Funds</b>				
Storm Water Utility	4,872,912	5,113,750	6,161,662	20.5%
Parking	14,000	7,000	10,000	42.9%
Transit	6,973,493	7,203,361	6,936,932	-3.7%
Airport	801,879	862,345	862,027	0.0%
Simmons Island Marina	129,665	—	—	-%
Washington Park Golf Course	285,780	282,800	299,809	6.0%
Kenosha Water Utility	35,886,580	35,400,335	34,116,914	-3.6%
<b>Total Enterprise Funds</b>	<b>48,964,309</b>	<b>48,869,591</b>	<b>48,387,344</b>	<b>-1.0%</b>
<b>Internal Service Funds</b>				
Health Insurance	14,944,199	15,674,400	16,200,000	3.4%
Central Stores	1,785,164	2,006,110	2,151,450	7.2%
Engineering	844,321	989,325	1,095,494	10.7%
Central Garage	1,101,089	1,197,973	1,015,528	-15.2%
Civic Center	96,670	103,770	138,961	33.9%
<b>Total Internal Service Funds</b>	<b>18,771,443</b>	<b>19,971,578</b>	<b>20,601,433</b>	<b>3.2%</b>
<b>Total Expenditures, All Funds</b>	<b>204,172,067</b>	<b>195,316,247</b>	<b>204,367,131</b>	<b>4.6%</b>

**City of Kenosha**  
**Three Year Financial Summary Information and**  
**Summary of Comparative 2010 Revenue Budget By Individual Fund**

Fund	Revenue Category	2008 Adopted	2009 Adopted	2010 Adopted	% Increase (Decrease) 2010 vs 2009
<b>General Fund</b>					
	Property Tax Levy – Operating	30,350,243	35,332,509	35,588,570	0.7%
	Property Tax Levy – Debt Service	8,075,233	7,499,567	7,541,504	0.6%
	Other Taxes	2,444,000	2,420,000	2,637,000	9.0%
	Intergovernmental Revenues	19,762,696	19,789,983	19,247,203	-2.7%
	Licenses and Permits	1,835,020	1,459,800	1,280,930	-12.3%
	Fines and Forfeitures	1,505,300	1,505,300	1,527,000	1.4%
	Public Charges for Service	430,400	314,600	379,650	20.7%
	Commercial Revenue	1,095,100	1,128,500	1,081,120	-4.2%
	Interest Income	1,450,000	761,369	145,560	-80.9%
	Miscellaneous Revenues	50,600	45,600	32,500	-28.7%
	Other Financing Sources	3,405,000	1,304,087	1,526,296	17.0%
	<b>Total General Fund</b>	<b>70,403,592</b>	<b>71,561,315</b>	<b>70,987,333</b>	<b>-0.8%</b>
<b>Special Revenue Funds</b>					
	Property Tax Levy – Operating	11,145,853	9,962,773	11,011,643	10.5%
	Property Tax Levy – Debt Service	578,329	445,901	476,849	6.9%
	Intergovernmental Revenues	2,079,302	2,135,895	2,111,088	-1.2%
	Public Charges for Service	3,063,900	3,843,750	3,386,600	-11.9%
	Miscellaneous Revenues	68,000	58,000	13,500	-76.7%
	Other Financing Sources	709,100	1,935,958	688,565	-64.4%
	<b>Total Special Revenue Funds</b>	<b>17,644,484</b>	<b>18,382,277</b>	<b>17,688,245</b>	<b>-3.8%</b>
<b>Debt Service Funds</b>					
	Tax Levy – Debt Service	8,653,562	7,945,468	8,018,353	0.9%
	Other Taxes	6,477,431	7,538,949	8,377,900	11.1%
	Miscellaneous Revenues	1,452,881	3,970,561	2,370,191	-40.3%
	<b>Total Debt Service Funds</b>	<b>16,583,874</b>	<b>19,454,978</b>	<b>18,766,444</b>	<b>-3.5%</b>



**City of Kenosha**  
**Three Year Financial Summary Information and**  
**Summary of Comparative 2010 Revenue Budget By Individual Fund**

Fund	Revenue Category	2008 Adopted	2009 Adopted	2010 Adopted	% Increase (Decrease) 2010 vs 2009
<b>Capital Project Funds</b>					
	Note Proceeds	24,633,402	11,064,967	14,482,840	30.9%
	Intergovernmental Revenues	6,352,504	6,259,483	13,567,290	116.7%
	<b>Total Capital Project Funds</b>	<b>30,985,906</b>	<b>17,324,450</b>	<b>28,050,130</b>	<b>61.9%</b>
<b>Enterprise Funds</b>					
	Intergovernmental Revenues	4,015,324	4,120,673	4,113,082	-0.2%
	Public Charges for Service	41,026,018	40,775,170	39,508,291	-3.1%
	Commercial Revenue	1,821,578	1,689,721	1,673,678	-0.9%
	Miscellaneous Revenues	4,900	33,400	60,300	80.5%
	Other Financing Sources	2,253,430	2,246,728	2,048,362	-8.8%
	<b>Total Enterprise Funds</b>	<b>49,121,250</b>	<b>48,865,692</b>	<b>47,403,713</b>	<b>-3.0%</b>
<b>Internal Service Funds</b>					
	Charges for Service	18,534,181	19,106,181	20,273,045	6.1%
	Other Financing Sources	270,783	895,731	307,950	-65.6%
	<b>Total Internal Service Funds</b>	<b>18,804,964</b>	<b>20,001,912</b>	<b>20,580,995</b>	<b>2.9%</b>
<b>Total Revenue By Funds</b>		<b><u>203,544,070</u></b>	<b><u>195,590,624</u></b>	<b><u>203,476,860</u></b>	<b><u>4.0%</u></b>

**City of Kenosha**  
**Three Year Financial Summary Information and**  
**Governmental Funds – Estimated Fund Balances**

Fund Balances as of 12/31	2008 Actual	2009 Estimated	2010 Estimated	% Increase (Decrease) 2010 vs 2009
<b>Major Governmental Funds:</b>				
General Fund (Reserved & Working Capital)				
Beginning Balance	10,585,159	7,327,947	7,772,333	
Net Change	(3,257,206)	444,386	–	
Ending Fund Balance	7,327,953	7,772,333	7,772,333	–%
General Obligation Debt – Restricted				
Beginning Balance	1,379,472	213,705	(467,748)	
Net Change	(1,165,767)	(681,453)	657,469	
Ending Fund Balance	213,705	(467,748)	189,721	-140.6%
<b>Non-Major Governmental Funds:</b>				
Special Revenue Funds – Restricted				
Beginning Balance	1,347,334	1,982,178	270,842	
Net Change	634,844	(1,711,336)	(151,465)	
Ending Fund Balance	1,982,178	270,842	119,377	-55.9%
Debt Service Funds – Restricted				
Beginning Balance	(1,287,674)	632,487	(531,136)	
Net Change	1,920,161	(1,163,623)	(543,671)	
Ending Fund Balance	632,487	(531,136)	(1,074,807)	102.4%
Capital Project Funds – Restricted				
Beginning Balance	14,790,387	13,904,650	12,728,425	
Net Change	(885,737)	(1,176,225)	–	
Ending Fund Balance	13,904,650	12,728,425	12,728,425	–%

A fund will have balance sheet accounts consisting of assets, liabilities, and fund balance, and a series of revenue and expenditure accounts. A fund balance is created or increased when fund revenues exceed fund expenditures for a fiscal period. Correspondingly, a fund's balance is decreased when fund expenditures exceed fund revenues. The balance sheet accounts identify the assets that belong to a fund, such as cash or a grant payment receivable; and what liabilities it owes, such as an accounts payable to a supplier. The difference between a fund's assets and liabilities equals fund balance. A positive fund balance represents a financial resource available to finance expenditures of a following fiscal period. A deficit balance can only be recovered by having revenues exceed expenditures in a following fiscal period.

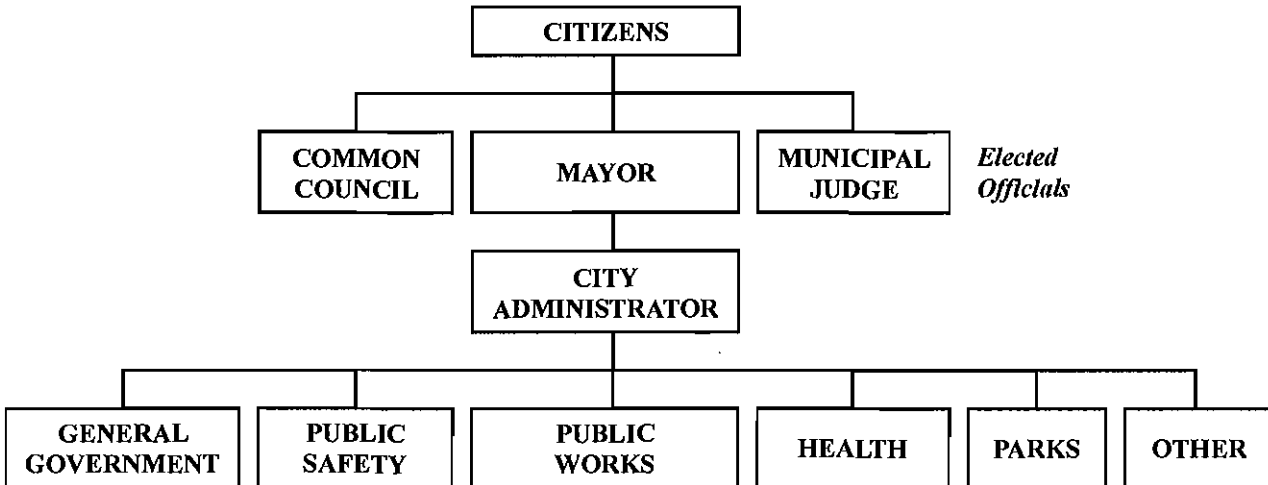
# GENERAL FUND

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The General Fund is used to account for the primary operations of the City of Kenosha that are financed from property taxes and other general revenues. Included in this fund are police and fire protection, street maintenance, waste disposal, and park maintenance, among other services.

This fund is maintained and budgeted on the modified accrual basis of accounting.

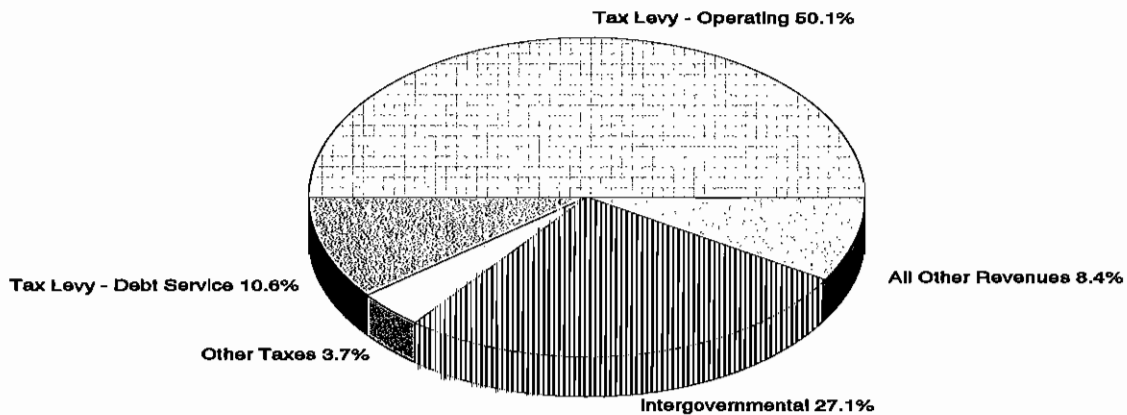
## **Organization**



## SUMMARY OF 2010 GENERAL FUND BUDGET

### COMPARATIVE REVENUES

	2008 Actual Revenues	2009 Budgeted Revenues	Actual Received 6/30/09	2009 Estimated Revenues	2010 Adopted Budget
<b>Taxes:</b>					
Property Tax Levy-Operating	\$30,350,243	\$35,332,509	\$35,332,509	\$35,332,509	\$35,588,570
Property Tax Levy-Debt Service	\$8,075,233	\$7,499,567	\$3,749,784	\$7,499,567	\$7,541,504
Other Taxes	\$2,562,299	\$2,420,000	\$284,524	\$2,670,929	\$2,637,000
Intergovernmental Revenues	\$19,876,938	\$19,789,983	\$1,342,968	\$19,764,142	\$19,247,203
Licenses and Permits	\$1,651,590	\$1,459,800	\$686,404	\$1,074,275	\$1,280,930
Fines and Forfeitures	\$1,481,321	\$1,505,300	\$797,304	\$1,452,650	\$1,527,000
Public Charges for Service	\$723,587	\$314,600	\$221,040	\$372,531	\$379,650
Commercial Revenue	\$1,049,040	\$1,128,500	\$322,203	\$1,049,188	\$1,081,120
Interest Income	\$724,586	\$761,369	\$90,027	\$233,130	\$145,560
Miscellaneous Revenues	\$83,404	\$45,600	\$77,288	\$276,648	\$32,500
Other Financing Sources	\$3,362,216	\$1,304,087	-	\$454,100	\$1,526,296
	<b>\$69,940,457</b>	<b>\$71,561,315</b>	<b>\$42,904,051</b>	<b>\$70,179,669</b>	<b>\$70,987,333</b>

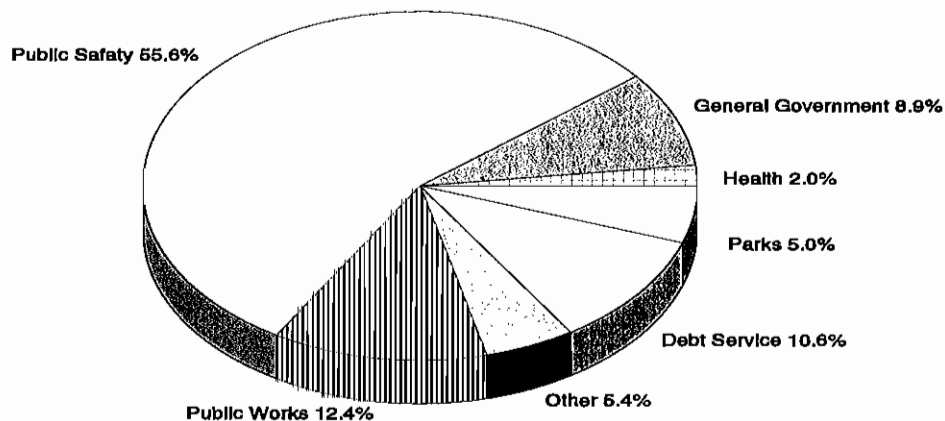


Graph rounds to 99.9%

## SUMMARY OF 2010 GENERAL FUND BUDGET

### COMPARATIVE EXPENDITURES

	2008 Actual Expenditures	2009 Revised Budget	Expenditures to 6/30/09	2009 Estimated Expenditures	2010 Adopted Budget
General Government	\$6,314,678	\$6,509,978	\$3,225,223	\$6,291,815	\$6,350,813
Public Safety	\$37,284,817	\$38,945,217	\$18,219,498	\$38,659,640	\$39,464,361
Public Works	\$8,471,155	\$8,851,889	\$4,224,094	\$8,498,412	\$8,835,534
Parks	\$3,949,930	\$3,866,494	\$1,498,548	\$3,682,744	\$3,554,471
Health	\$1,421,197	\$1,337,234	\$627,400	\$1,337,234	\$1,430,234
Other	\$4,423,656	\$4,550,936	\$1,378,426	\$3,765,871	\$3,810,416
Debt Service	\$8,075,233	\$7,499,567	\$3,749,784	\$7,499,567	\$7,541,504
<b>Total</b>	<b>\$69,940,666</b>	<b>\$71,561,315</b>	<b>\$32,922,973</b>	<b>\$69,735,283</b>	<b>\$70,987,333</b>



Graph rounds to 99.9%

## GENERAL FUND REVENUES

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### **Taxes**

All required funding that cannot be generated from State aids, permits, licenses, and all other revenues, must be derived from a PROPERTY TAX LEVY. In 2010, \$35,588,570 must be levied to support General Fund operations while another \$7,541,504 is being levied for debt retirement in the General Fund and another \$4,726,594 in the Special Revenue Fund. The tax rate is expressed in terms of “mills”, with one mill equivalent to one dollar tax for every \$1,000 of assessed value.

The largest source of PAYMENT IN LIEU OF TAXES is collected from the Water Utility under the accounting guidelines for enterprise funds. Since the Water Utility is tax-exempt, this payment is made as reimbursement for City services, such as police and fire protection. The total payment from all sources is estimated at approximately \$2 million in 2010.

OTHER TAXES include mobile home fees, a dog track admission tax, and penalty and interest paid on current and delinquent taxes.

### **Intergovernmental Revenues**

STATE SHARED REVENUE is the largest single intergovernmental revenue source and the second largest revenue source other than property taxes. This payment represents approximately 18.6% of general fund revenues in 2010. This revenue continues to decline from the approximate 20.7% for 2006, 20.03% for 2007, 19.6% for 2008, and 19.2% for 2009. The appropriation for this payment is based on a formula which takes into account equalized values, population, and local tax effort. This revenue declined from a high of \$16 million in 1989 to \$13.6 million in 1994, due primarily to a rapid growth in equalized values over the period. This major source of revenue increased from 1995 to 1998, but declined to \$14.5 million in 1999 due to higher than average equalized value growth and has increased minimally each year between 2000 and 2003. This payment decreased to approximately \$13.8 million in 2004 as a result of State reductions of revenue to local municipalities in anticipation of a State budget deficit and has remained at approximately \$13.8 million for the last six budget years. The 2010 budget decreased another \$500,000 due to State reductions to approximately \$13.2 million.

The City will also receive an EXPENDITURE RESTRAINT PAYMENT in 2010 of about \$2.5 million. This amount has remained at approximately \$2.4 million since 2003. This is a program that rewards communities who keep expenditures at or below inflation. The City of Kenosha has qualified for this payment every year since its introduction in 1991.

STATE AID – LOCAL AND CONNECTING STREETS is for expenditures related to maintaining local streets and state highways in the City. This payment had remained at approximately \$2.7 million for 2005 through 2009, compared to \$2.8 million received in 2004 and \$2.9 million in 2003. The City will receive approximately \$2.6 million for 2010.

PAYMENT FOR MUNICIPAL SERVICES is paid by the state to reimburse the City for police, fire and waste services on state-owned buildings that are serviced by the City. As part of an agreement, a portion of the revenue the City receives goes to the Kenosha County and the Town of Somers for providing police services to the University of Wisconsin-Parkside. The State has reduced the funding amount for

## GENERAL FUND REVENUES

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providing police services to the University, which will result in the City's share of the payment dropping to approximately \$380,000 for 2008 and 2009. The net amount the the city will received in 2010 will be approximately \$321,000.

### ***Licenses and Permits***

The City collects fees for various licenses and permits that are issued for a variety of business activities and professional occupations. These include licenses for tavern operators, taxicab drivers, beer and wine dealers, among others.

The largest source of revenue comes from the issuance of building and structure permits. The revenue from this source goes to offset the cost of conducting building inspections and for reviewing construction plans. The 2008 revenue from this source totaled approximately \$1.3 million. Due to the continued decrease in building construction, the estimate for 2009 is expected to be approximately \$770,000, approximately \$330,000 less than budgeted. The Department of Neighborhood Services & Inspections has reviewed the permit fee charges for 2010 and will be presenting a revised fee schedule for approval. The fee schedule revision based on estimated permits is expected to create a 2010 revenue of approximately \$900,000.

### ***Fines and Forfeitures***

COURT FINES AND COSTS are collected from violators of local laws and ordinances as ordered by the Municipal Judge. These total more than \$900,000 per year.

PARKING VIOLATIONS are collected from violators of parking meters, signs, and ordinances, and from violators of snow emergency parking restrictions. This totals approximately \$520,00 per year.

### ***Public Charges for Services***

The City also collects fees for various services that are provided including:

- ADMISSION FEES for City swimming pools and athletic fields
- SPECIAL CHARGES for razing buildings and for weed cutting

### ***Commercial Revenue***

The largest of this category of revenue is made up by CABLE TV FRANCHISE FEE. The City receives 5 percent of gross revenues from the local cable operator under a franchise agreement that allows this company to provide cable services to residents. In addition, the City has received franchise fees from A T & T connections. The City should receive an estimated \$950,000 from this source in 2010.

### ***Interest Income***

The City receives income from investing available funds through a cash management plan. This

## **GENERAL FUND REVENUES**

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includes investing funds in U.S. Treasury securities, as well as the Local Government Investment pool, and through overnight repurchase agreements that are made by the City's banking institution on a daily basis. This revenue source can fluctuate from year to year depending on prevailing interest rates. The 2009 revenue is expected to total approximately \$150,000; approximately \$540,000 less than budgeted due to falling interest rates. As interest rate have continued to decline, the 2010 expected interest income for the General Fund is \$75,000.

### ***Miscellaneous Revenues***

All revenues that do not fall under any of the prior categories are classified under miscellaneous.

### ***Other Financing Sources***

TRANSFER FROM WORKING CAPITAL BALANCE of \$1,500,000 will be used to reduce the property tax levy for 2010. This source of funding is the result of revenues over expenditures from prior years.



## GENERAL FUND REVENUES

### Analysis of Major Revenue Sources

Revenue	2008 Actual	2009 Budget	2010 Adopted Budget	2009 vs 2010	
				\$ Change	% Change
Tax Levy – Operating	\$30,350,243	\$35,332,509	\$35,588,570	\$256,061	0.7%
Tax Levy – Debt Service	8,075,233	7,499,567	7,541,504	41,937	0.6%
Total Tax Levy	38,425,476	42,832,076	43,130,074	297,998	1.28%
 <u>Major Revenues</u>					
Exempt Computer Aid Payment	138,811	120,000	300,000	180,000	150.0%
Payment in Lieu of Taxes	1,729,140	1,675,000	1,735,000	60,000	3.6%
Dog Track Admission Tax	58,304	63,000	—	(63,000)	-100.0%
State Shared Revenues	13,785,328	13,784,966	13,279,000	(505,966)	-3.7%
Expenditure Restraint Payment	2,440,381	2,399,494	2,517,000	117,506	4.9%
State Aid – Local & Conn. Streets	2,702,836	2,666,133	2,583,823	(82,310)	-3.1%
Municipal Services Payment	382,533	401,500	321,160	(80,340)	-20.0%
Building & Structure Permits	1,326,459	1,143,900	922,500	(221,400)	-19.4%
Court Fines & Costs	959,150	915,300	1,000,000	84,700	9.3%
Parking Violations	522,171	590,000	527,000	(63,000)	-10.7%
Cable TV Franchise Fee	897,552	1,000,000	950,000	(50,000)	-5.0%
Interest Income	724,583	761,369	145,560	(615,809)	-80.9%
Total Major Revenues	25,667,248	25,520,662	24,281,043	(1,239,619)	-4.9%
All Other Revenue Sources *	5,847,733	3,208,577	3,576,216	367,639	11.5%
Total Revenues	<u>\$69,940,457</u>	<u>\$71,561,315</u>	<u>\$70,987,333</u>	<u>-\$573,982</u>	<u>-0.8%</u>

\* - Includes Appropriations from Working Capital.

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**CITY OF KENOSHA, WISCONSIN**

**2010 GENERAL FUND BUDGET**

## GENERAL FUND

## 2010 GENERAL FUND OPERATING BUDGET - REVENUES

TAXES  
TAXES

	2008 ACTUAL REVENUES	2009 BUDGETED REVENUES	2009 ACTUAL RECEIVED 06/30/09	2009 ESTIMATED REVENUES	2010 ADOPTED BUDGETED REVENUES
<b>REAL &amp; PERSONAL PROPERTY</b>					
41101 TAX LEVY-GENERAL	30,350,243-	35,332,509-	35,332,509-	35,332,509-	35,588,570-
41102 TAX LEVY-DEBT SERVICE	8,075,233-	7,499,567-	3,749,784-	7,499,567-	7,541,504-
41103 TAX CREDIT OVER/UNDER APPLIED	142-		90-	90-	
41107 AG USE VALUE PENALTY	50,998-		9,057-	9,057-	
41124 PEN & INT DELQ BONDED SP ASMT	26,850-	20,000-	12,387-	20,000-	20,000-
41125 PEN & INT CURRENT TAX ROLL	205,326-	160,000-	154,444-	215,000-	200,000-
41126 PEN & INT DELQ PER PROPERTY	11,055-	10,000-	8,678-	11,500-	10,000-
41150 EXEMPT COMPUTER AID PAYMENT	138,811-	120,000-		314,388-	300,000-
41151 PAYMENT IN LIEU OF TAXES	1,729,140-	1,675,000-		1,675,000-	1,735,000-
**REAL & PERSONAL PROPERTY	40,587,798-	44,817,076-	39,266,949-	45,077,111-	45,395,074-
<b>TAXES - OTHER</b>					
41201 MOBILE HOME FEES/LOT CR.	129,247-	132,000-	175,116-	132,000-	132,000-
41202 FIRE DEPT DUES	203,521-	200,000-		203,894-	200,000-
41203 DOG TRACK ADMISSION TAX	58,304-	63,000-	15,154-	50,000-	
41204 HOTEL/MOTEL TAX ORD #44-81	8,905-	40,000-	90,402	40,000-	40,000-
**TAXES - OTHER	399,977-	435,000-	99,868-	425,894-	372,000-
<b>STATE TAXES</b>					
43201 STATE SHARED TAXES	13,785,328-	13,784,966-		13,783,497-	13,279,000-
43202 EXPEND RESTRAINT PROGRAM (ERP)	2,440,381-	2,399,494-		2,398,661-	2,517,000-
**STATE TAXES	16,225,709-	16,184,460-		16,182,158-	15,796,000-
<b>STATE GRANTS &amp; REVENUES</b>					
43401 STATE AID LOCAL STREETS	2,388,845-	2,353,339-	1,176,936-	2,353,872-	2,287,150-
43402 STATE AID CONNECTING STREETS	313,991-	312,794-	156,397-	312,794-	296,673-
43411 STATE REIMB POLICE TRAING	12,834-	4,000-			
43421 FEMA-DISASTER PROGRAM	1,068-				
43447 GAS TANK INSPECTIONS	8,908-	7,500-	7,510-	8,928-	8,000-
43492 MUNICIPAL SERVICES PROGRAM	382,533-	401,500-		380,000-	321,160-
**STATE GRANTS & REVENUES	3,108,179-	3,079,133-	1,340,843-	3,055,594-	2,912,983-
<b>COUNTY REVENUES</b>					
43507 HAZ MAT TEAM CONTR	12,500-				
43599 OTHER COUNTY REVENUE	3,226-				
**COUNTY REVENUES	15,726-				
<b>OTHER INTERGOVERNMENT REVENUE</b>					
43602 GEN CITY SERV WATER UTILITY	138,140-	138,140-		138,140-	138,140-
43606 BUILDING RENTAL KHA	4,604-	4,250-	2,125-	4,250-	16,080-
43614 INDIRECT COST REIMBURSEMENT	384,580-	384,000-		384,000-	384,000-
**OTHER INTERGOVERNMENT REV	527,324-	526,390-	2,125-	526,390-	538,220-
<b>STREET USE</b>					
44101 LOADING ZONES	2,715-		150-	150-	150-
44102 TAXICABS	140-	140-	195-	195-	140-

GENERAL FUND  
 LICENSES AND PERMITS  
 LICENSES AND PERMITS

2010 GENERAL FUND OPERATING BUDGET - REVENUES

	2008 ACTUAL REVENUES	2009 BUDGETED REVENUES	2009 ACTUAL RECEIVED 06/30/09	2009 ESTIMATED REVENUES	2010 ADOPTED BUDGETED REVENUES
STREET USE					
44106 STREET OPENING PERMITS	39,430-	28,000-	20,150-	28,000-	28,000-
44107 PARKING L CURB O. & SIDEWALK P	19,785-	23,500-	5,685-	12,000-	15,000-
44109 STREET PARTY PERMITS	2,250-	2,200-	810-	2,200-	2,200-
**STREET USE	64,320-	53,840-	26,990-	42,545-	45,490-
ALCOHOLIC BEVERAGE LICENSES					
44202 CLASS "A" BEER	10,333-	10,200-	10,216-	10,300-	10,200-
44203 CLASS "B" BEER TAVERN	94,316-	94,000-	92,163-	95,000-	94,000-
44204 CLASS "A" LIQUOR	8,542-	8,100-	8,500-	9,400-	9,000-
44207 TAVERN TRANSFER	207-	200-	120-	200-	200-
44208 SPECIAL BEER	200-	200-	20-	50-	100-
44210 SPECIAL WINE	510-	400-	320-	400-	400-
44211 CLASS "C" WINE	1,100-	1,000-	1,000-	1,300-	1,000-
**ALCOHOLIC BEVERAGE LICENS	115,208-	114,100-	112,339-	116,650-	114,900-
HEALTH LICENSES					
44301 LODGING/ROOMING HOUSES	2,650-	2,600-		2,500-	2,500-
44304 DOG LICENSES	11,870-	11,400-	4,915-	11,400-	21,400-
44305 MOBILE HOME LICENSES	1,100-	1,100-	1,100-	1,100-	1,100-
44308 KENNEL LICENSE	1,100-	1,500-	25-	1,100-	2,200-
44310 LATE FEES 44301	60-		15-	45-	
44313 VIETNAMESE POTBELLIED PIG			100-	100-	
44315 OUTDOOR DINING PERMIT	1,575-	1,200-	450-	1,200-	1,200-
**HEALTH LICENSES	18,355-	17,800-	6,605-	17,445-	28,400-
POLICE & PROTECTIVE LICENSES					
44401 PEDDLERS	4,975-	6,000-	5,520-	6,000-	9,600-
44402 JUNK DEALERS	1,550-	1,550-	1,550-	1,550-	1,550-
**POLICE & PROTECTIVE LICEN	6,525-	7,550-	7,070-	7,550-	11,150-
AMUSEMENTS LICENSES					
44501 THEATRES	150-	150-	300-	300-	500-
44502 AMUSEMENT LICENSES					30,000-
44504 CIRCUS			100-	100-	
44507 CABARETS	16,800-	16,000-	15,300-	16,000-	24,750-
44509 YOUTH AMUSEMENT ENTERPRISES	1,725-	2,100-	1,525-	1,700-	1,700-
**AMUSEMENTS LICENSES	18,675-	18,250-	17,225-	18,100-	56,950-
MERCHANDISING LICENSES/PERMITS					
44601 CIGARETTES	16,725-	16,000-	13,900-	16,000-	16,000-
44602 CHRISTMAS TREES	320-	200-		200-	250-
**MERCHANDISING LICENSES/PE	17,045-	16,200-	13,900-	16,200-	16,250-
PROF & OCCUPATIONAL PERMITS					
44702 TOWING TRUCK SERVICE	800-	800-	800-	800-	800-
44703 PRIVATE WASTE COLLECTORS	395-	395-	625-	625-	625-

## GENERAL FUND

## 2010 GENERAL FUND OPERATING BUDGET - REVENUES

## LICENSES AND PERMITS

## LICENSES AND PERMITS

	2008 ACTUAL REVENUES	2009 BUDGETED REVENUES	2009 ACTUAL RECEIVED 06/30/09	2009 ESTIMATED REVENUES	2010 ADOPTED BUDGETED REVENUES
PROF & OCCUPATIONAL PERMI					
44704 SIGN CONTRACTORS	1,890-	1,650-	1,200-	1,650-	1,650-
44705 SIDEWALK LAYERS	3,000-	3,000-	2,210-	3,000-	3,000-
44707 HEATING CONTRACTOR	420-	390-	330-	390-	390-
44708 TAXI DRIVERS	805-	725-	545-	725-	725-
44709 TAVERN OPERATORS	77,075-	81,000-	59,515-	78,000-	78,000-
44710 TEMP CEMENT PLANT BATCH PERMIT			50-	50-	
44712 MASSAGE THERAPY-ESTBLSH/TECH	100-	200-		100-	100-
44715 2ND HAND ARTICLE DEALERS LIC	248-		138-	135-	
44716 2ND HAND JEWELRY DEALERS LIC	60-		90-	85-	
44718 PAWN BROKERS LIC	210-			210-	
**PROF & OCCUPATIONAL PERMI	85,003-	88,160-	65,503-	85,770-	85,290-
BUILDINGS & STRUCTURE PERMITS					
44801 VACANT BUILDING PERMIT	4,675-	5,000-	2,730-	2,730-	2,500-
44802 BUILDING PERMITS	999,400-	836,500-	293,730-	535,200-	650,000-
44803 PLUMBING PERMITS	94,810-	101,100-	38,811-	68,710-	82,800-
44804 ELECTRICAL PERMITS	102,101-	112,500-	39,041-	79,710-	96,000-
44805 HEATING PERMITS	83,800-	80,800-	36,547-	60,880-	73,200-
44806 RE-INSPECTION FEE	13,170-	8,000-	17,528-	18,000-	18,000-
44809 TEMP OCCUPANCY PERMITS	19,300-		3,600-		
44810 UNPAID PERMIT FEES	9,203-		4,785-	4,785-	
**BUILDINGS & STRUCTURE PER	1,326,459-	1,143,900-	436,772-	770,015-	922,500-
COURT FINES AND COSTS					
45103 M/C FINES SUBJECT TO SURCHARGE	750,644-	730,000-	366,305-	730,000-	810,000-
45104 MUNICIPAL COURT COSTS	205,879-	185,300-	93,271-	190,000-	190,000-
45106 MUNICIPAL COURT WITNESS FEES	308		63-	150-	
45108 INTEREST/FILING FEES	2,935-		5,370-	5,500-	
**COURT FINES AND COSTS	959,150-	915,300-	465,009-	925,650-	1,000,000-
PARKING					
45203 PARKING VIOLATIONS-OTHER	522,171-	590,000-	332,295-	527,000-	527,000-
**PARKING	522,171-	590,000-	332,295-	527,000-	527,000-
FIRE DEPARTMENT					
46205 GAS TANK INSPECTION FEE	1,730-		560-	1,600-	1,600-
46207 FIRE PREV. INSPEC FEES	11,160-	7,500-	3,540-	9,000-	10,800-
46208 BONFIRE PERMIT			150-	150-	
46209 MOTOR VEHICLE ACCIDENT FEES	64,613-	102,000-	32,059-	57,000-	57,000-
46210 SPRINKLER SYSTEMS			3,400-	7,000-	7,000-
46211 FIRE ALARM SYSTEMS			450-	3,700-	4,000-
46212 ANSUL SYSTEMS			300-	1,000-	1,000-
46213 FIREWORKS			500-	1,200-	1,200-
**FIRE DEPARTMENT	77,503-	109,500-	40,959-	80,650-	82,600-
PUBLIC WORKS					
46394 WHITE GOODS PICKUP FEES	3,645-	4,000-	1,800-	4,000-	4,000-

GENERAL FUND  
PUBLIC CHARGES FOR SERVICES  
PUBLIC CHARGES FOR SERVICES

2010 GENERAL FUND OPERATING BUDGET - REVENUES

	2008 ACTUAL REVENUES	2009 BUDGETED REVENUES	2009 ACTUAL RECEIVED 06/30/09	2009 ESTIMATED REVENUES	2010 ADOPTED BUDGETED REVENUES
<b>PUBLIC WORKS</b>					
**PUBLIC WORKS	3,645-	4,000-	1,800-	4,000-	4,000-
<b>PARKS DEPARTMENT</b>					
46504 PARK CHARGES	4,715-	4,000-	3,443-	5,500-	5,500-
46506 CONCESSION-PARKS	2,654-	2,500-		900-	900-
46511 LOCKER FEES	1,473-	900-		1,133-	1,000-
46512 POOL FEES-ANDERSON PL CHILDREN	39,417-	38,000-	11,379-	33,700-	35,000-
46513 POOL FEES-WASHINGTON PL CH	27,078-	27,000-	7,032-	21,000-	23,000-
46514 POOL FEES ANDERSON POOL ADULT	17,592-	17,600-	5,654-	16,300-	16,000-
46515 POOL FEES WASHINGTON POOL ADUL	13,205-	13,000-	4,023-	10,900-	11,000-
46516 POOL RENTAL	1,200-	1,000-	1,400-	1,700-	1,200-
46517 \$25 POOL PASS\$30PUNCH	14,115-	14,000-	11,824-	12,200-	14,000-
46519 TWILIGHT FEES	8,204-	8,000-	2,324-	6,900-	6,500-
**PARKS DEPARTMENT	129,653-	126,000-	47,079-	110,233-	114,100-
<b>BUILDING &amp; ZONING</b>					
46602 ZONING PETITION FEES	14,065-	12,500-	5,540-	12,500-	12,500-
46603 DEVELOPER FEES	86,501-	60,000-	21,935-	55,000-	60,000-
**BUILDING & ZONING	100,566-	72,500-	27,475-	67,500-	72,500-
<b>OTHER SERVICES</b>					
46703 SALE POLL LISTS-ORD/COPIES	4,101-	2,200-	932-	2,500-	4,000-
46705 CUSTOMER SEARCH FEES	635-	400-	321-	450-	2,450-
**OTHER SERVICES	4,736-	2,600-	1,253-	2,950-	6,450-
<b>SPECIAL CHARGES</b>					
46801 RAZING CONDEMNED BUILDINGS	89,467-		2,931-	2,931-	
46802 WEED CUTTING	81,648-		6,700-	6,700-	
46803 OTHER SPECIAL CHARGES	21,800-		202-	405-	100,000-
46806 TRASH REMOVAL	31,101-		12,150-	12,150-	
46807 REINSPECTION FEES S.A.	62,160-		22,000-	22,000-	
46808 BOARDING/SECURING S.A.	30,886-		8,481-	8,481-	
**SPECIAL CHARGES	317,062-		52,464-	52,667-	100,000-
<b>OTHER SERVICES</b>					
46901 INS REIMB LIGHT POLE/TRAF SIG	64,867-		37,612-	40,000-	
46904 DAMAGE TO CITY PROPERTY	23,763-		1,867-	4,000-	
46905 INS. REIMB.-POLICE DEPT.			1,417-	1,417-	
46906 INS. REIMB.-PUBLIC WORKS	150-		3,000-	3,000-	
46907 INS. REIMB.-PARKS DEPT.	1,790-		617-	617-	
46908 INS. REIMB.-OTHER	148-		5,497-	5,497-	
**OTHER SERVICES	90,422-		50,010-	54,531-	
<b>COMMERCIAL REVENUES</b>					
47104 SALE OF PROPERTY-NON-TAXABLE	51,551-	40,000-	13,950-	30,000-	30,000-
47106 COMSYS INC RENT	8,148-	7,000-	7,566-	7,000-	20,128-

GENERAL FUND  
NON-GOVERNMENTAL GRANTS  
NON-GOVERNMENTAL GRANTS

2010 GENERAL FUND OPERATING BUDGET - REVENUES

	2008 ACTUAL REVENUES	2009 BUDGETED REVENUES	2009 ACTUAL RECEIVED 06/30/09	2009 ESTIMATED REVENUES	2010 ADOPTED BUDGETED REVENUES
<b>COMMERCIAL REVENUES</b>					
47107 RENTAL OF PROPERTY-OTHER	741-	100-		700-	500-
47108 CABLE TV FRANCHISE FEE	897,552-	1,000,000-	262,310-	950,000-	950,000-
47116 SUBDIVISION FILING FEES	14,875-	10,000-	1,605-	3,000-	5,000-
47118 PICNIC PERMIT & OTHER PK FEES	19,340-	19,000-	11,780-	19,000-	19,000-
47119 RENTAL-BASEBALL GAMES	23,780-	22,000-	4,970-	10,000-	20,000-
47120 RENTAL-SOCCER	1,960-	1,800-	290-	1,000-	1,000-
47122 RENTAL - SOUTHPORT BEACH HOUSE	17,605-	15,000-	11,245-	15,000-	15,000-
47199 MISC LEASE REVENUES	1-			1-	6,992-
**COMMERCIAL REVENUES	1,035,553-	1,114,900-	313,716-	1,035,701-	1,067,620-
<b>HARBOR REVENUES</b>					
47307 PARKSIDE HOTEL LIMITED	12,000-	12,000-	7,000-	12,000-	12,000-
47308 KENOSHA YACHT CLUB LEASE	1,487-	1,600-	1,487-	1,487-	1,500-
**HARBOR REVENUES	13,487-	13,600-	8,487-	13,487-	13,500-
<b>SALE OF FIXED ASSETS</b>					
47704 SALE F.A.-POLICE-NONTAXABLE	6,650-		19,862-	19,862-	
**SALE OF FIXED ASSETS	6,650-		19,862-	19,862-	
<b>INTEREST INCOME</b>					
48101 INTEREST ON INVESTMENTS	719,504-	690,000-	116,089-	146,300-	75,000-
48102 INT CREDITED TO OTHER FUNDS			41,443		
48103 INTEREST ON SPEC ASSMTS	5,082-		9,320-	9,400-	
48109 DIVIDEND INCOME		71,369-	6,061-	77,430-	70,560-
**INTEREST INCOME	724,586-	761,369-	90,027-	233,130-	145,560-
<b>MISCELLANEOUS REVENUES</b>					
49102 PRIOR YEAR EXP REIMB	25,056-		3,748-	164,733-	
49107 RESTITUTION-CIRCUIT COURT	85-		65-	65-	
49108 LABOR/OVERHEAD CHARGED OUT			9,807-	29,000-	
49110 TELEPHONE COMMISSIONS	63-		45-	68-	
49111 MISCELLANEOUS	9,356-	5,000-	34,024-	37,100-	7,000-
49115 MOTOR FUEL TAX REFUND	35,060-	35,000-	6,763-	20,000-	20,000-
49118 EMP WITNESS & JURY FEES RET'D	1,479-	600-	446-	820-	500-
49150 WAGE ASSIGNMENT FEE	5,655-	5,000-	2,528-	5,000-	5,000-
**MISCELLANEOUS REVENUES	76,754-	45,600-	57,426-	256,786-	32,500-
<b>OTHER FINANCING PROCEEDS</b>					
49841 INTER FUND TRANSFER - IN	105,000-	454,100-		454,100-	26,296-
**OTHER FINANCING PROCEEDS	105,000-	454,100-		454,100-	26,296-
<b>FUND BALANCE TRANSFERS</b>					
49999 TRANSFER FROM WORKING CAPITAL	3,257,216-	849,987-			1,500,000-
**FUND BALANCE TRANSFERS	3,257,216-	849,987-			1,500,000-
***GENERAL FUND	69,940,457-	71,561,315-	42,904,051-	70,179,669-	70,987,333-



2010 GENERAL FUND OPERATING BUDGET-EXPENDITURES

	2008 ACTUAL EXPEND.	2009 REVISED BUDGET	EXPEND. TO 6/30/2009	2009 ESTIMATED EXPEND.	2010 ADOPTED BUDGET
GENERAL GOVERNMENT					
COUNCIL	176,741	196,946	89,118	185,567	197,522
LEGAL	676,723	641,692	363,421	641,870	685,277
BOARD OF REVIEW	6,359	6,384	998	5,786	8,295
KEEP KENOSHA BEAUTIFUL	40,221	46,202	21,380	46,040	35,328
MAYOR'S YOUTH COMMISSION	1,065	1,415	1,126	1,415	1,415
INDEPENDENT AUDIT	43,490	51,500	53,382	51,000	49,100
ASSESSING	538,086	547,812	264,347	545,999	568,885
LABOR NEGOTIATIONS	27,194	9,900	7,531	16,940	16,200
BUDGET/FINANCIAL SERVICES	698,279	754,888	333,237	677,355	740,417
INFORMATION TECHNOLOGY	633,177	733,297	360,817	732,753	731,288
CLERK TREASURER	381,063	392,306	198,014	384,926	396,695
ADMINISTRATION	439,132	600,175	279,651	599,306	598,307
HR & LABOR RELATIONS	597,132	615,095	294,226	598,992	610,228
CABLE COORDINATION & LEG LIAIS	133,591				
MAIL	113,235	118,383	46,691	116,020	113,537
DEPT CITY DEVELOPMENT-PLAN DV	851,688	820,549	452,458	794,222	673,480
MUNICIPAL BUILDING FACILITY	413,519	501,296	216,687	454,143	477,351
OTHER FACILITIES	42,749	36,758	15,377	30,909	24,800
ELECTIONS	206,627	112,581	77,787	97,834	118,200
MUNICIPAL COURT	294,607	322,799	148,975	310,738	304,488
****GENERAL GOVERNMENT	6,314,678	6,509,978	3,225,223	6,291,815	6,350,813

## 2010 GENERAL FUND OPERATING BUDGET-EXPENDITURES

	2008 ACTUAL EXPEND.	2009 REVISED BUDGET	EXPEND. TO 6/30/2009	2009 ESTIMATED EXPEND.	2010 ADOPTED BUDGET
PUBLIC SAFETY					
POLICE DEPT					
POLICE ADMINISTRATION	750,632	777,729	391,798	774,219	700,481
INVESTIGATIONS DIVISION	3,913,347	4,021,530	1,974,981	4,026,691	4,051,765
POLICE PATROL	14,356,422	14,999,596	6,654,126	14,928,704	15,374,833
COUNTER SERVICES	237,754	255,706	130,598	255,726	259,470
SAFETY BLDG OCCUPANCY EXPENSE	91,714	94,593	47,297	94,593	97,874
PLANNING, RESEARCH & TRAINING	567,322	615,078	278,634	590,453	596,077
AUXILIARY SERVICES	156,980	194,075	101,704	192,383	198,227
KENOSHA STREET CRIMES UNIT	1,158,946	1,221,233	594,080	1,209,663	1,257,726
COMMUNITY SERVICES	356,452	358,821	149,210	341,696	365,429
POLICE SHARE JOINT SERVICE CST	2,399,700	2,812,986	1,406,493	2,812,986	3,096,942
**POLICE DEPT	23,989,269	25,351,347	11,728,921	25,227,114	25,998,824
FIRE DEPT					
FIRE ADMINISTRATION	464,153	443,554	226,954	443,192	444,328
DISPATCHING & COMMUNICATIONS	599,925	703,247	351,623	703,247	774,236
FIRE SUPPRESSION	10,107,391	10,169,944	4,734,583	10,041,133	10,075,134
FIRE PREVENTION	393,205	406,249	198,044	399,158	406,534
TRAINING & EDUCATION	293,582	355,681	221,372	344,468	327,789
**FIRE DEPT	11,858,256	12,078,675	5,732,576	11,931,198	12,028,021

2010 GENERAL FUND OPERATING BUDGET-EXPENDITURES

	2008 ACTUAL EXPEND.	2009 REVISED BUDGET	EXPEND. TO 6/30/2009	2009 ESTIMATED EXPEND.	2010 ADOPTED BUDGET
NEIGHBORHOOD SERV & INSP					
NEIGHBORHOOD SERV & INSP	1,437,292	1,515,195	758,001	1,501,328	1,437,516
**NEIGHBORHOOD SERV & INSP	1,437,292	1,515,195	758,001	1,501,328	1,437,516
****PUBLIC SAFETY	37,284,817	38,945,217	18,219,498	38,659,640	39,464,361
PUBLIC WORKS & SANITATION					
PUBLIC WORKS ADMINISTRATION	531,128	421,366	234,080	433,103	362,902
ENGINEERING	261,168	350,000	112,077	350,000	350,000
ROADWAYS & BRIDGES	1,445,566	1,566,926	825,620	1,229,948	1,337,532
SNOW & ICE REMOVAL	1,013,575	949,765	885,997	1,071,754	1,031,601
ELECTRICAL MAINT & SERVICE	1,491,021	1,594,731	627,639	1,591,921	1,633,971
STREET SIGNS & MARKINGS	226,641	247,036	78,368	248,036	248,665
STORM SEWER-MAINTENANCE					
AUXILIARY SERVICES	104,111	60,186	29,966	58,336	54,706
WASTE COLLECTIONS	2,211,329	2,367,494	924,404	2,266,441	2,248,507
SOLID WASTE DISPOSAL	1,186,616	1,294,385	505,943	1,248,873	1,567,650
****PUBLIC WORKS & SANITATION	8,471,155	8,851,889	4,224,094	8,498,412	8,835,534

2010 GENERAL FUND OPERATING BUDGET-EXPENDITURES

	2008 ACTUAL EXPEND.	2009 REVISED BUDGET	EXPEND. TO 6/30/2009	2009 ESTIMATED EXPEND.	2010 ADOPTED BUDGET
HEALTH					
HEALTH ADM - COUNTY SERVICES	1,103,226	993,234	496,617	993,234	1,086,234
ANIMAL CONTROL	317,971	344,000	130,783	344,000	344,000
****HEALTH	1,421,197	1,337,234	627,400	1,337,234	1,430,234
CULTURE & RECREATION					
PARKS-ADMINISTRATION	188,136	219,120	110,971	210,623	218,646
BASEBALL DIAMONDS	289,838	257,194	129,833	272,323	246,212
FLOWER GARDENS	129,944	128,557	59,265	124,857	121,496
SOCCER	93,556	89,465	31,948	93,975	88,446
BEACHES	70,073	67,062	32,972	66,662	66,774
PARKS SPEC AREAS & ACTIVITIES	130,174	150,953	37,508	142,755	138,165
PARKS GENERAL MAINTENANCE	2,631,386	2,531,205	1,000,566	2,354,630	2,371,319
SWIMMING POOLS	416,823	422,906	95,485	416,919	303,413
FORESTRY/STORM WATER UTILITY		32			
****CULTURE & RECREATION	3,949,930	3,866,494	1,498,548	3,682,744	3,554,471

2010 GENERAL FUND OPERATING BUDGET-EXPENDITURES

	2008 ACTUAL EXPEND.	2009 REVISED BUDGET	EXPEND. TO 6/30/2009	2009 ESTIMATED EXPEND.	2010 ADOPTED BUDGET
OTHER					
ENTERP-MASS TRANSIT	1,827,825	1,819,200	_____	1,418,163	1,572,600
ENTERP-AIRPORT	466,728	428,591	_____	340,575	456,054
I.S.F.-CENTRAL STORES	57,038	85,610	_____	87,035	85,950
CENTRAL GARAGE	85,811	227,830	_____	196,818	_____
GROUP LIFE INSURANCE	69,907	78,000	40,890	74,000	84,000
ST UNEMPLOY COMP	189,320	160,000	132,109	217,500	280,600
PERSONAL USE OF CITY CARS	838	1,190	274	650	760
FLEX BENEFIT PROGRAM COSTS	6,303	7,000	3,175	7,000	7,400
GENERAL INS COSTS	316,664	338,220	318,899	324,775	299,597
GEN'L INS.-ADMINISTRATIVE	231,834	263,321	162,286	201,881	104,911
GEN'L INS.-CLAIMS PAID	263,326	150,000	35,717	150,000	150,000
WORKER'S COMP EXPENSES	681,053	517,700	483,930	627,700	572,700
DEPT HSING/STREET SPEC CHARGES	167,074	_____	185,372	_____	_____
TAX ROLL REFUNDS	1,269	15,000	1,618	2,000	15,000
CLAIMS & SETTLEMENTS	_____	5,000	_____	_____	_____
SALES TAX	16,383	10,000	5,743	10,000	10,000
BAD DEBT EXPENSE	38,551	90,000	2,305	3,500	40,000
MISCELLANEOUS EXPENSE	3,732	30,000	6,108	15,000	20,000
CONTINGENCY RESERVE	_____	235,000	_____	_____	250,000
SALARY & FRINGE BENEFIT RESERV	_____	89,274	_____	89,274	139,156-
DEBT SERVICE NET OF REVENUES	8,075,233	7,499,567	3,749,784	7,499,567	7,541,504
****OTHER	12,498,889	12,050,503	5,128,210	11,265,438	11,351,920
****TOTAL GENERAL FUND	69,940,666	71,561,315	32,922,973	69,735,283	70,987,333

**CITY OF KENOSHA, WISCONSIN**

**2010 GENERAL FUND BUDGET**

**SUPPLEMENTARY INFORMATION**

**ANALYSIS OF PROJECTED GENERAL FUND WORKING  
CAPITAL BALANCE AS OF DECEMBER 31, 2009**

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<b>General Fund Working Capital Balance per Audit as of December 31, 2008</b>	<b>\$ 6,035,850</b>
<b>Less: Estimated expenditures for the year ended December 31, 2009</b>	<b>(69,735,283)</b>
<b>Plus: Estimated revenues for year the ended December 31, 2009</b>	<b>70,179,669</b>
<b>Estimated General Fund Working Capital Balance at December 31, 2009 before appropriation to 2010 Budget</b>	<b>6,480,236</b>
<b>Less: Amount appropriated from General Fund Working Capital Balance to the 2010 City of Kenosha General Fund Budget</b>	<b>( 1,500,000)</b>
<b>Estimated General Fund Working Capital Balance at December 31, 2009 after deducting amount applied to the 2010 City of Kenosha General Fund Budget</b>	<b>4,980,236</b>
<b>Adopted 2010 Budget</b>	<b>70,987,333</b>
<b>Estimated General Fund Working Capital Balance at December 31, 2009 as a percent of 2010 Adopted City of Kenosha General Fund Budget</b>	<b>7.02%</b>

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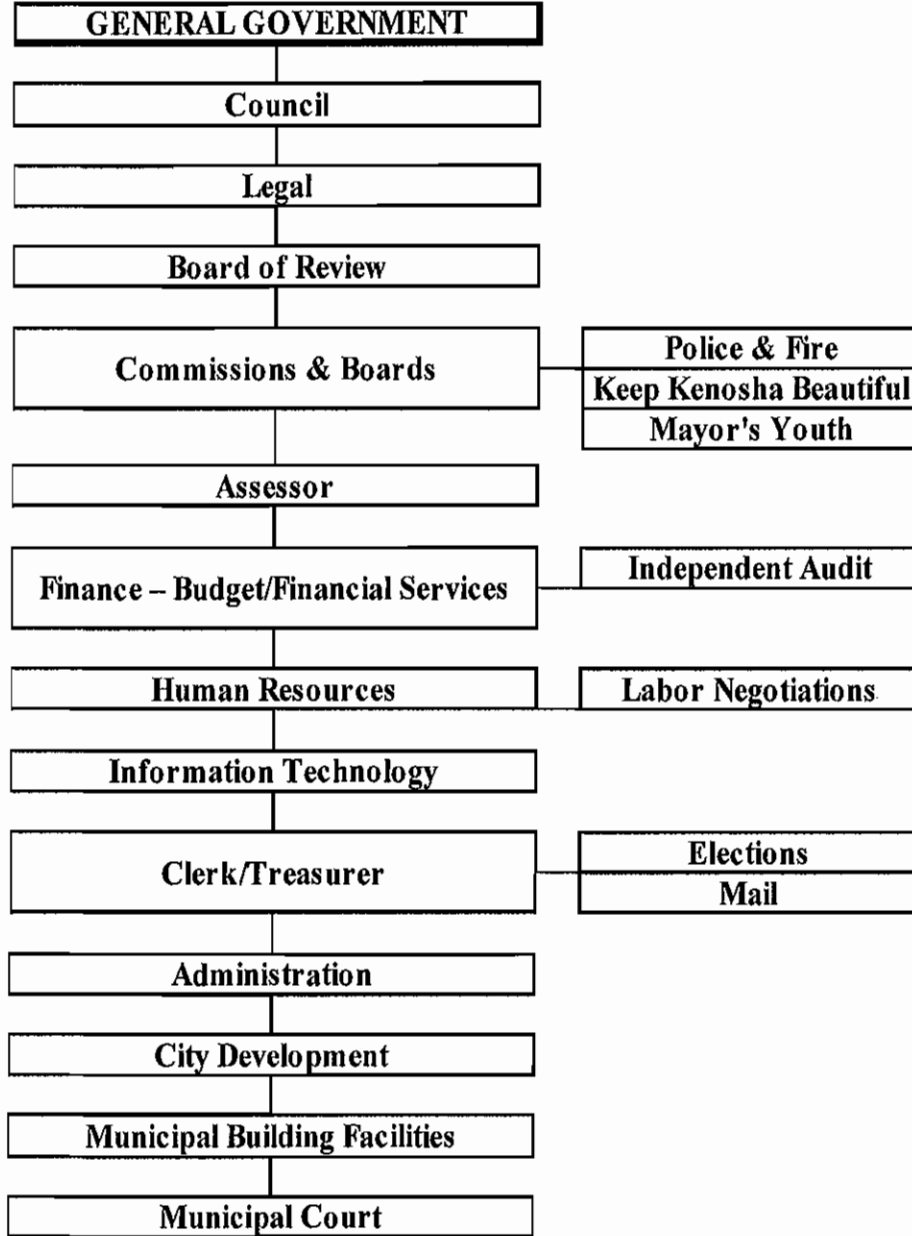


# GENERAL GOVERNMENT

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The General Government service area includes departments that provide administrative and support services to departments of the City of Kenosha. Primary responsibilities include policy development, accounts payable, payroll, legal services, personnel administration, planning, cash management, elections, and city assessing, among others.

## Organization



## COMMON COUNCIL

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The Common Council is the elected legislative body of the City of Kenosha. The seventeen members of the Common Council are elected by their respective Aldermanic districts for two year terms every even numbered year. The Common Council acts under the authority granted by Wisconsin State Statutes.

### ***Responsibilities/Activities***

First and foremost, the Common Council's major focus is to respond to citizens' concerns regarding municipal operations. Citizens are invited to attend Council meetings, which are held on the first and third Monday of each month. Additional meetings are held as they are needed.

Members of the Common Council serve to fill the membership on four standing committees that send recommendations to the Council on various matters affecting the City. Various members of the Council also serve on other Boards and Commissions as required.

Council members work to pass all City Ordinances and to insure their enforcement. The Council members also review and approve all City Budgets and claims against the City of Kenosha. The Common Council also levies taxes in order to provide City services to Kenosha residents. The Council also votes on all matters regarding land usage. The members of Council provide overall policy direction of municipal operations.

110 GENERAL FUND  
01 GENERAL GOVERNMENT

1 COUNCIL

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
50101 COUNCIL					
112 SALARIES-ALDERMAN REGULAR	113,901	113,900	56,951	113,902	113,902
133 PER DIEM		3,000			3,000
145 SECRETARIAL ALLOWANCE	720	3,240	870	2,000	3,240
151 WRS/RETIREMENT	12,182	13,791	6,256	13,310	14,270
152 F.I.C.A.	7,105	7,458	3,585	7,200	7,450
158 MEDICARE CONTRIBUTION	1,660	1,749	838	1,685	1,750
TOTAL PERSONAL SERVICES	135,568	143,138	68,500	138,097	143,612
219 OTHER PROFESSIONAL SERVICES	12,337	15,000	11,619	15,000	15,000
232 OFFICE EQUIPMENT	1,371	2,101	488	2,000	1,900
235 EQUIPMENT REPAIRS/MAINT.		3,007		3,007	3,310
261 MILEAGE		500			500
262 COMMERCIAL TRAVEL		1,000			1,000
263 MEALS & LODGING	425	2,000			2,000
264 REGISTRATION	90	500			500
TOTAL CONTRACTUAL SERVICES	14,223	24,108	12,107	20,007	24,210
311 OFFICE SUPPLIES/PRINTING	3,905	4,800	353	4,800	4,800
321 PUBLICATION OF LEGAL NOTICES	20,813	24,000	8,008	22,000	24,000
322 SUBSCRIPTIONS & BOOKS	1,922	600		513	600
323 MEMBERSHIP DUES	310	300	150	150	300
TOTAL MATERIALS AND SUPPLIES	26,950	29,700	8,511	27,463	29,700
DEPARTMENT TOTAL	176,741	196,946	89,118	185,567	197,522

## **LEGAL**

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The City Attorney's Office provides comprehensive legal services to the City of Kenosha, its governing body and subunits. This includes the Water Utility, Library, Museum, Redevelopment Authority and Housing Authority, its department heads, and approximately twenty-five (25) Boards and Commissions. The only areas in which the office is not involved are labor contract negotiations, grievances and arbitration; bonding, areas involving special expertise; and in areas which the office is legally or ethically precluded from handling, due to a conflict of interest.

### **Responsibilities/Activities**

The City Attorney's Office provides accurate and complete legal advice on matters affecting the City. The Office also provides legal defense to the City, its officers and employees before Federal, State, and Appellate Courts.

The Office represents the City's interest in State and City administrative hearings. Violations of City Ordinances are diligently prosecuted and delinquent accounts receivables and personal property taxes are fervently collected.

The Office drafts and/or approves all ordinances, resolutions, contracts, leases and other legal documents.

The City Attorney's Office assists in zoning and land use issues, negotiating boundary adjustment agreements, and assists in redevelopment activities including, but not limited to, lake front property.

Other major activities include attending to intergovernmental relations issues and defending the City in discrimination claims.

The City Attorney also handles environmental remediation issues, as well as advise on sanitary sewer and water service issues.

### **Authorized Full-Time Positions**

	<u>2008</u>	<u>2009</u>	<u>Adopted 2010</u>
City Attorney	1	1	1
Deputy City Attorney	1	1	1
Assistant City Attorney II (1)	2	2	2
Legal Secretary	2	2	2
Total Legal Department	<u>6</u>	<u>6</u>	<u>6</u>

*(1) Position may be under filled as an Assistant City Attorney I*

110 GENERAL FUND  
01 GENERAL GOVERNMENT

3 LEGAL

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
50301 LEGAL					
111 SALARIES-PERMANENT REGULAR	433,833	407,015	223,500	403,915	438,518
131 OVERTIME	1,888	6,300	5,883	10,000	2,000
132 TEMP/SEAS/L.T.E.	5,001	10,000	6,874	10,000	21,600
135 LONGEVITY	480	515	245	515	240
146 PRODUCTIVITY INCENTIVE	2,000	375	375	375	
151 WRS/RETIREMENT	46,448	43,038	23,921	44,180	48,390
152 F.I.C.A.	27,042	25,663	14,224	26,340	28,670
155 HEALTH INSURANCE EXPENSE	91,682	84,042	50,400	84,042	80,222
158 MEDICARE CONTRIBUTION	6,418	6,146	3,426	6,160	6,710
TOTAL PERSONAL SERVICES	614,792	583,094	328,848	585,527	626,350
219 OTHER PROFESSIONAL SERVICES	20,740	18,000	10,524	18,000	16,000
232 OFFICE EQUIPMENT	538	1,380	302	1,200	1,470
261 MILEAGE	179	500	125	250	500
263 MEALS & LODGING	30	1,450	15	300	1,450
264 REGISTRATION	1,622	2,375	20	1,700	2,375
TOTAL CONTRACTUAL SERVICES	23,109	23,705	10,986	21,450	21,795
311 OFFICE SUPPLIES/PRINTING	1,684	2,200	1,381	2,200	2,400
322 SUBSCRIPTIONS & BOOKS	19,675	16,600	6,836	16,600	18,600
323 MEMBERSHIP DUES	16,523	16,093	15,370	16,093	16,132
362 OFFICE FURNITURE & EQUIPMENT	940				
TOTAL MATERIALS AND SUPPLIES	38,822	34,893	23,587	34,893	37,132
DEPARTMENT TOTAL	676,723	641,692	363,421	641,870	685,277

## **BOARD OF REVIEW**

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The primary function of the Board of Review budget is to provide funding for legal counsel and clerical support to the board during assessment hearings.

### ***Responsibilities/Activities***

A City-wide revaluation is performed every two years. It is the responsibility of the Board of Review to hear all objections to the valuation of property and determine, based upon oral testimony, if the assessment is fair and equitable.

110 GENERAL FUND  
01 GENERAL GOVERNMENT

4 BOARD OF REVIEW

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
50401 BOARD OF REVIEW					
132 TEMP/SEAS/L.T.E.	468	723	496	496	1,445
151 WRS/RETIREMENT	<u>          </u>	<u>          </u>	52	52	100
152 F.I.C.A.	<u>          </u>	<u>          </u>	31	31	80
158 MEDICARE CONTRIBUTION	7	11	7	7	20
TOTAL PERSONAL SERVICES	475	734	586	586	1,645
219 OTHER PROFESSIONAL SERVICES	5,738	5,000	370	5,000	6,000
263 MEALS & LODGING	126	300	<u>          </u>	100	300
264 REGISTRATION	<u>          </u>	50	<u>          </u>	<u>          </u>	50
TOTAL CONTRACTUAL SERVICES	5,864	5,350	370	5,100	6,350
311 OFFICE SUPPLIES/PRINTING	20	200	42	100	250
321 PUBLICATION OF LEGAL NOTICES	<u>          </u>	100	<u>          </u>	<u>          </u>	50
TOTAL MATERIALS AND SUPPLIES	20	300	42	100	300
DEPARTMENT TOTAL	6,359	6,384	998	5,786	8,295

## **KEEP KENOSHA BEAUTIFUL**

Established in 1988, Keep Kenosha Beautiful is an eleven member advisory commission representing civic organizations, local government, business and private citizens. The commission initiates and directs beautification and litter prevention projects in public areas throughout the City of Kenosha. KKB's budget is derived from nominal city funding, a trust fund, as well as in-kind and cash donations.

### **Responsibilities/Activities**

The focus of Keep Kenosha Beautiful is litter prevention, city-wide beautification, and promoting community pride through volunteerism.

#### Volunteer Gardens

“Adopt-A-Spot” gardens are scattered throughout the City of Kenosha. They are located around our parks, museums, municipal buildings and our neighborhoods. Groups or individuals can adopt an existing garden. Adopting a garden gives people the opportunity to plant and maintain flowers in a public space. Volunteer's nurturing spirit will help water, weed, arrange, and clean-up the Adopt-A-Spot gardens for everyone to enjoy!

#### Clean Ups

Neighborhoods, schools, and civic groups work together to keep our beautiful city clean. KKB provides gloves, bags, educational worksheets, and games to make clean ups fun as well as rewarding.

#### Community Outreach

The part-time coordinator provides programs and presents information regarding clean-ups, volunteer gardening, and the reduce, reuse and recycle program.

#### Cigarette Litter Prevention Campaign

Cigarette litter ranks number ONE as the worst litter in the United States. Some of the toxins from cigarette litter that leech into our waterways are lead, cadmium, and arsenic. The litter takes years to decompose and hours of hard work to clean up. Keep Kenosha Beautiful has created a campaign to educate citizens about cigarette litter prevention.

#### Nice Job Neighbor

Kenosha is rewarding it's citizens for their beautification efforts regarding residential or commercial properties. Look in the Thursday Kenosha News, May through October, for recognition of their hard work.

#### Special Events

KKB partners with many events throughout the city. Look for us at Earth Day celebrations, Bloomin Days, Festival of Arts & Flowers, and the Harbor Market.

### **Authorized Positions**

	2008	2009	Adopted 2010
KKB Coordinator ( <i>part-time</i> )	<u>1</u>	<u>1</u>	<u>1</u>
Total Keep Kenosha Beautiful	<u>1</u>	<u>1</u>	<u>1</u>



110 GENERAL FUND  
01 GENERAL GOVERNMENT

6 COMMUNITY PROMOTION

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
50602 KEEP KENOSHA BEAUTIFUL					
132 TEMP/SEAS/L.T.E.	27,318	31,410	15,827	31,410	22,063
151 WRS/RETIREMENT	2,895	3,270	1,631	3,270	2,427
152 F.I.C.A.	1,694	1,950	972	1,950	1,368
158 MEDICARE CONTRIBUTION	396	460	229	460	320
TOTAL PERSONAL SERVICES	32,303	37,090	18,659	37,090	26,178
259 OTHER	270	1,000		800	1,000
262 COMMERCIAL TRAVEL	20	50	26	30	50
263 MEALS & LODGING	6	20	16	20	20
264 REGISTRATION	190	20		20	170
TOTAL CONTRACTUAL SERVICES	486	1,090	42	870	1,240
311 OFFICE SUPPLIES/PRINTING	841	1,000	513	1,000	800
322 SUBSCRIPTIONS & BOOKS	46	60			60
323 MEMBERSHIP DUES	51	65			
353 HORTICULTURAL SUPP-FERT ETC	4,478	4,322	714	4,530	4,500
361 SMALL TOOLS		200	50	200	200
388 PHOTOGRAPHIC EQUIP & SUPPLIES		25			
389 OTHER	2,016	2,350	1,402	2,350	2,350
TOTAL MATERIALS AND SUPPLIES	7,432	8,022	2,679	8,080	7,910
DIVISION TOTAL	40,221	46,202	21,380	46,040	35,328

## MAYOR'S YOUTH COMMISSION

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The Mayor's Youth Commission was formed to address community concerns of our youth through formal government input.

The Commission assists in the identification of societal problems as they directly affect minors and young adults, proposes solutions to such problems to any appropriate government or private agency, identifies and recognizes worthy organizations for minors and young adults, identifies and recognizes individual minors and young adults who excel in any field of worthy endeavor, and generally acts as a resource for youth in City government matters.

### ***Responsibilities/Activities***

The Commission creates and maintains a data bank of all bona fide youth organizations in the City of Kenosha which have youth as their primary membership and officers. It works to publicize and promote bona fide youth organizations.

The Commission identifies and recommends to the Mayor the commendations of various individuals under the age of twenty-one who excel in any field or worthy endeavor, or who are of any age and have contributed in an outstanding manner to the youth of the City of Kenosha, in a manner outside the scope of his or her employment.

The Mayor's Youth Commission seeks to identify the social and economic concerns of youth and make appropriate recommendations to public or private agencies on how the agency may better serve Kenosha's youth. It also makes recommendations to youth organizations as to how they may better serve the City by suggesting service projects.

Active enlistment and encouragement of the cooperation of local agencies, organization councils, and other public or private groups are done to effectuate the purpose of this Commission.

The Commission holds public hearings and conferences and conducts research consistent with the purpose of the Mayor's Youth Commission. Reports are made to the Mayor as requested or as needed.

110 GENERAL FUND  
01 GENERAL GOVERNMENT

6 COMMUNITY PROMOTION

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
50605 MAYOR'S YOUTH COMMISSION					
145 SECRETARIAL ALLOWANCE	405	450	225	450	450
151 WRS/RETIREMENT	43	50	23	50	50
152 F.I.C.A.	25	30	14	30	30
158 MEDICARE CONTRIBUTION	6	10	3	10	10
TOTAL PERSONAL SERVICES	479	540	265	540	540
219 OTHER PROFESSIONAL SERVICES	192	600	638	600	600
263 MEALS & LODGING	394	275	223	275	275
TOTAL CONTRACTUAL SERVICES	586	875	861	875	875
DIVISION TOTAL	1,065	1,415	1,126	1,415	1,415

## **INDEPENDENT AUDIT**

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The City of Kenosha is required by Wisconsin State Statutes to have an annual independent audit of the City's financial condition. In addition, an annual independent audit for federal and state funded programs is required. Budget and Financial Services is responsible for obtaining an independent audit firm to provide these services, preparing all lead schedules and work papers for audit and completing the Single Audit Report and Comprehensive Annual Financial Reports (CAFR).

### ***Responsibilities/Activities***

According to Wisconsin State Statutes, the City of Kenosha is required to provide an independent audit and opinion on the financial position of the City. An independent audit firm conducts on-site audits of the City's financial records.

110 GENERAL FUND  
 01 GENERAL GOVERNMENT

7 INDEPENDENT AUDIT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
50701 INDEPENDENT AUDIT					
211 AUDITING SERVICES	42,955	50,000	53,000	50,000	48,100
219 OTHER PROFESSIONAL SERVICES	535	1,500	382	1,000	1,000
TOTAL CONTRACTUAL SERVICES	43,490	51,500	53,382	51,000	49,100
DEPARTMENT TOTAL	43,490	51,500	53,382	51,000	49,100

## ASSESSING

The mission of the Assessing Department is to administer the assessment program in a manner that assures public confidence in accuracy, fairness, and productivity in accordance with Wisconsin State Statutes.

### ***Responsibilities/Activities***

One of the Assessing Department's primary objectives is to discover, list, and value all real and personal property in an equitable manner that is understandable and explainable to the public. The Department strives to effectively manage all assessment processes, personnel procedures, data systems, and public relations. It also functions to maintain and provide accurate and current assessment information and service internally and externally.

	2008 Actual	2009 Actual	2010 Estimated
Total Assessed Values, January 1	6,633,850,400	6,781,834,300	6,140,000,000
Real Estate:	6,485,666,800	6,629,275,500	6,000,000,000
Residential	4,706,833,200	4,747,066,400	4,336,000,000
Commercial	1,612,164,000	1,720,320,700	1,500,000,000
Agricultural, Undeveloped and Other	547,900	746,400	450,000
Manufacturing (assessed by state)	166,121,700	161,142,000	164,000,000
Personal Property (includes manufacturing)	148,183,600	152,558,800	140,000,000
Mobile Homes (not included in total assessed value)	8,955,000	9,000,000	9,000,000
Parcel Count, January 1			
Residential	29,494	29,570	29,600
Commercial	2,465	2,453	2,460
Agricultural	51	58	58
Manufacturing	113	113	113
Personal Property (includes manufacturing)	2,526	2,488	2,450
Mobile Homes	455	455	455
TOTAL	35,104	35,137	35,136
Sales Inspections	2,019	1,700	1,500
Building Permit Inspections	4,129	3,700	3,500
Other Property Inspections	5,000	5,000	5,000
Assessment Information Requests	12,324	11,000	15,000
Board of Assessors	616	340	800
Board of Review	202	237	300

## ASSESSING

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### ***Authorized Full Time Positions***

	<u>2008</u>	<u>2009</u>	<u>Adopted 2010</u>
City Assessor (1)	0.5	0.5	0.5
Deputy City Assessor	1.0	1.0	1.0
Appraiser II	3.0	3.0	3.0
Clerk Typist (1)	0.5	0.5	0.5
Assessment Aide II	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
Total Assessing Department	<u>6.0</u>	<u>6.0</u>	<u>6.0</u>

*(1) Positions are budgeted 50% Assessing, 50% City Clerk/Treasurer*

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110 GENERAL FUND  
01 GENERAL GOVERNMENT

9 ASSESSING

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
50901 ASSESSING					
111 SALARIES-PERMANENT REGULAR	343,129	356,182	177,453	356,182	359,903
131 OVERTIME	53				
132 TEMP/SEAS/L.T.E.	3,156				2,890
135 LONGEVITY	250	305	150	305	400
146 PRODUCTIVITY INCENTIVE	2,313	625	625	625	
151 WRS/RETIREMENT	36,642	37,075	18,536	37,140	39,960
152 F.I.C.A.	21,422	22,110	11,005	22,140	22,520
155 HEALTH INSURANCE EXPENSE	91,682	91,682	50,400	91,682	91,682
158 MEDICARE CONTRIBUTION	5,056	5,173	2,574	5,180	5,270
TOTAL PERSONAL SERVICES	503,703	513,152	260,743	513,254	522,625
219 OTHER PROFESSIONAL SERVICES	23,587	16,000		16,000	19,500
227 TELEPHONE - EQUIPMENT/OTHER	168	1,000	77	400	1,000
232 OFFICE EQUIPMENT	382	610	369	610	710
261 MILEAGE	3,718	5,000	1,222	4,500	5,000
262 COMMERCIAL TRAVEL		400		400	400
263 MEALS & LODGING	84	2,000	88	2,000	2,000
264 REGISTRATION	720	2,000	85	2,000	2,000
283 OFFICE SPACE RENTAL					7,500
TOTAL CONTRACTUAL SERVICES	28,659	27,010	1,841	25,910	38,110
311 OFFICE SUPPLIES/PRINTING	2,578	3,500	1,163	3,500	4,500
316 COMPUTER SOFTWARE	1,599	2,500		1,700	2,000
321 PUBLICATION OF LEGAL NOTICES	40	50	35	35	50
322 SUBSCRIPTIONS & BOOKS	789	800	390	800	800
323 MEMBERSHIP DUES	718	800	175	800	800
TOTAL MATERIALS AND SUPPLIES	5,724	7,650	1,763	6,835	8,150
DEPARTMENT TOTAL	538,086	547,812	264,347	545,999	568,885

## LABOR NEGOTIATIONS

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Under Charter Ordinance 29, Human Resources is responsible for directing and coordinating all labor negotiations and labor contract administration activities for the City of Kenosha's seven bargaining units. In addition, Human Resources assists the Library Director in labor negotiations and labor contract administration activities for two Library bargaining units and also functions as the City's representative for labor negotiations and labor contract administration with the City/County Joint Services organization.

### ***Responsibilities/Activities***

Human Resources works to establish and maintain a positive labor relations atmosphere, to provide one clear and consistent management position across all departments in all dealings with City bargaining units. The Department acts as the City's chief negotiator in all labor contract negotiations, and serves to coordinate and approve any grievance settlements at all steps of the grievance and arbitration process. Human Resources works with both labor and management on the daily matters involving operations as they affect issues related to contract language, national and state bargaining laws, and grievance and arbitration precedents.

The Department conducts labor negotiations with seven City bargaining units, two Library bargaining units and the Joint Services unit. Human Resources maintains a dialogue with Union Officials to solve employee concerns and problems, participating, and, as necessary, in step 1-4 grievance appeal hearings.

The Department represents the City's positions at Civil Service Commission grievance hearings. It also negotiates modifications to labor agreements during the term or conclusion of a contract, and acts to resolve problems and disputes.

Human Resources continuously researches and advises labor and management on matters involving labor laws. It also handles contract administration questions posed by department managers and supervisors and conducts training as appropriate.

The Department also meets and confers, as appropriate, with non-represented employees on compensation and employment benefits matters.

110 GENERAL FUND  
01 GENERAL GOVERNMENT

10 LABOR NEGOTIATIONS

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
51001 LABOR NEGOTIATIONS					
212 LEGAL-LABOR/PERSONNEL	20,627	8,000	6,878	15,800	15,000
219 OTHER PROFESSIONAL SERVICES			400		
261 MILEAGE	<u>194</u>	<u>500</u>	<u>          </u>	<u>200</u>	<u>          </u>
262 COMMERCIAL TRAVEL	300				
263 MEALS & LODGING	1,450	850	63	400	650
264 REGISTRATION	654	150		150	150
TOTAL CONTRACTUAL SERVICES	23,225	9,500	7,341	16,550	15,800
322 SUBSCRIPTIONS & BOOKS	3,939	200	<u>          </u>	200	200
323 MEMBERSHIP DUES	30	200	190	190	200
TOTAL MATERIALS AND SUPPLIES	3,969	400	190	390	400
DEPARTMENT TOTAL	27,194	9,900	7,531	16,940	16,200

## **FINANCE - BUDGET / FINANCIAL SERVICES**

Budget and Financial Services is responsible for the financial operations of the City, including budgeting, internal controls, payroll, accounts payable, accounts receivable, internal and external financial reporting, debt management, investments, financial forecasting, developing and implementing City-wide financial procedures, general risk management health and fringe benefit management, the financial operation of the Storm Water Utility Fund, and a centralized purchasing system.

Budget and Financial Services is responsible for the recording and processing of City-wide financials, procurement, health and benefit management, and risk management activities. This includes on-going monitoring to ensure compliance with City-wide accounting, purchasing, and risk management policies and procedures, while meeting GASB, GAAP, and grantor agencies requirements as well as other external customers, by coordinating efforts with other City departments.

### **Responsibilities/Activities**

Budget and Financial Services is responsible for the preparation and issuance of employee payroll and required benefit payments. The Department also audits, prepares, and issues all accounts payable checks.

Acquisition of all goods and services for the City and disposal of surplus equipment are the responsibilities of Budget and Financial Services.

The Department reviews and reports the fiscal impact of federal and state legislation; prepares Annual Financial Statements and manages the annual audit; develops long-term financing plans in support of the Capital Improvement Program; and records and accounts for all assets of the City.

Budget and Financial Services also reviews departmental budgets and makes recommendations to City Administration. Preparation of statistical information for budgeting and financial statements also falls under the Departmental responsibilities. The Department analyzes the City's annual borrowing needs as determined by the Capital Improvement Program and operating cash flow analysis. Budget and Financial Services plans and coordinates the annual financing through financial advisors and bond attorneys. Bond ratings are obtained for each issue from rating agencies.

Risk Management Services and the financial operations of the Storm Water Utility also fall under the jurisdiction of Budget and Financial Services.

### **Authorized Full-Time Positions**

	2008	2009	Adopted 2010
Director of Finance	1.0	1.0	1.0
Administrative Secretary	1.0	0.0	0.0
Purchasing Manager	0.0	1.0	1.0
Buyer	1.0	0.0	0.0
Accountant	2.0	2.0	2.0
Account Clerk Coordinator	1.0	1.0	1.0
Account Clerk II (1)	2.4	2.4	2.4
Account Clerk II (2)	1.0	1.0	1.0
<b>Total Finance Department</b>	<b>9.4</b>	<b>8.4</b>	<b>8.4</b>

(1) One position is budgeted 40% to Budget/Financial Services and 60% to Transit.

(2) Position is authorized in Budget/Financial Services, position is funded in Storm Water Utility.

110 GENERAL FUND  
01 GENERAL GOVERNMENT

11 FINANCE DEPT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
51101 BUDGET/FINANCIAL SERVICES					
111 SALARIES-PERMANENT REGULAR	393,137	462,832	198,413	397,500	459,044
131 OVERTIME	10,144	5,000	1,632	5,000	5,000
132 TEMP/SEAS/L.T.E.	29,390	32,900	14,538	32,900	32,058
135 LONGEVITY	480	480	240	480	480
146 PRODUCTIVITY INCENTIVE	2,100	500	500	500	
148 VACATION BUY BACK	714	1,250		1,250	
151 WRS/RETIREMENT	46,155	52,264	22,394	45,525	54,635
152 F.I.C.A.	26,170	31,165	13,220	27,150	30,800
155 HEALTH INSURANCE EXPENSE	128,355	113,075	62,160	113,075	107,995
158 MEDICARE CONTRIBUTION	6,271	7,307	3,092	6,350	7,210
TOTAL PERSONAL SERVICES	642,916	706,773	316,189	629,730	697,222
219 OTHER PROFESSIONAL SERVICES	26,501	22,850	1,130	22,850	15,250
232 OFFICE EQUIPMENT	3,006	3,015	1,190	3,000	3,320
261 MILEAGE		100			100
262 COMMERCIAL TRAVEL		500		425	500
263 MEALS & LODGING	18	1,000	25	1,050	1,625
264 REGISTRATION	80	500	434	500	700
TOTAL CONTRACTUAL SERVICES	29,605	27,965	2,779	27,825	21,495
311 OFFICE SUPPLIES/PRINTING	14,532	15,000	11,774	15,000	16,350
314 MICRO-FICHE CHARGES	2,976	3,000	1,382	3,000	3,100
322 SUBSCRIPTIONS & BOOKS	558	1,050	408	1,000	1,050
323 MEMBERSHIP DUES	665	1,100	705	800	1,200
362 OFFICE FURNITURE & EQUIPMENT	7,027				
TOTAL MATERIALS AND SUPPLIES	25,758	20,150	14,269	19,800	21,700
DIVISION TOTAL	698,279	754,888	333,237	677,355	740,417

## INFORMATION TECHNOLOGY

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Information Technology requirements of the City of Kenosha are fulfilled through a contract with ComSys, Inc. The contract provides for the development of new programs, maintenance and enhancement of existing programs and maintenance of hardware.

### ***Responsibilities/Activities***

Information Technology services are provided to all departments of the City of Kenosha.

Information Technology (I.T.) analyzes and designs the computer programs and its respective support systems in order to provide the most efficient methods of fulfilling the City's data processing needs.

I.T. plans and implements new technologies, administers and manages the City's various information systems, and maintains computer hardware and provides recommendations for all computer equipment.

The Department also provides training for in-house applications, desktop application software and any other training as needed by City employees. I.T. also provides City personnel assistance with various aspects of computerization and analysis of manual procedures with respect to the automation of the same.

Providing guidance in the long range planning of the computerization of City functions, as well as maintaining the City's website and intranet are additional responsibilities of the I.T. Department. The Department also creates an interface and data exchange with outside agencies as needed.

### ***Authorized Full-Time Positions***

	<u>2008</u>	<u>2009</u>	<u>Adopted 2010</u>
Technology & Media Specialist(1)	<u>0.0</u>	<u>1.0</u>	<u>1.0</u>
Total Information Technology	<u>0.0</u>	<u>1.0</u>	<u>1.0</u>

*(1) Position formerly budgeted in Cable Communication, moved in 2009.*

110 GENERAL FUND  
01 GENERAL GOVERNMENT

11 FINANCE DEPT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
51102 INFORMATION TECHNOLOGY					
111 SALARIES-PERMANENT REGULAR		57,228	28,614	57,228	57,228
131 OVERTIME			1,323	1,400	
146 PRODUCTIVITY INCENTIVE	125	125	125	125	
151 WRS/RETIREMENT	13	5,964	3,127	6,115	6,300
152 F.I.C.A.	8	3,560	1,864	3,650	3,550
155 HEALTH INSURANCE EXPENSE		15,280	8,400	15,280	15,280
158 MEDICARE CONTRIBUTION	2	831	436	855	830
TOTAL PERSONAL SERVICES	148	82,988	43,889	84,653	83,188
215 DATA PROCESSING	412,920	433,600	216,083	433,000	433,000
226 CELLULAR/WIRELESS SERVICE COST		26,500		26,500	26,500
233 LICENSING/MAINT AGREEMENTS	40,293	66,609	47,503	66,000	66,000
TOTAL CONTRACTUAL SERVICES	453,213	526,709	263,586	525,500	525,500
311 OFFICE SUPPLIES/PRINTING	526	2,000	427	1,000	1,000
TOTAL MATERIALS AND SUPPLIES	526	2,000	427	1,000	1,000
539 DATA PROCESSING - OTHER	179,290	121,600	52,915	121,600	121,600
TOTAL CAPITAL OUTLAY-PURCHASE	179,290	121,600	52,915	121,600	121,600
DIVISION TOTAL	633,177	733,297	360,817	732,753	731,288

## **CITY CLERK/TREASURER**

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The City Clerk/Treasurer Department is responsible for tax collection, the management of the City's cash and assets, receipt of all revenues received by the City, municipal Court fine collection, licensing, Common Council, standing committees and election administration. This office is often a citizen's first point of contact with City Hall.

The City Clerk/Treasurer provides accurate, timely collection and recording of taxes as well as other funds due to the City along with the issuance and administration of various business, personal and pet licenses. It also serves to support and administer meetings of the Common Council, standing committees, Board of Review and Canvass Board. The Department also works to ensure the proper coordination and administration of the election process.

### ***Responsibilities/Activities***

The Department is responsible for the preparation, mailing and collection of approximately 34,000 real estate and business personal property tax bills, as well as numerous special assessments. Following collection periods, settlement statements and payments to overlapping governmental units are prepared and disbursed.

More than 30 types of licenses are processed and issued by the department. Official records and archives are maintained, including, but not limited to, ordinances, resolutions, agreements, leases, contracts, easements, annexations, attachments, surveys and other City business.

Annually, over 72,000 receipt transactions occur, totaling over \$150 million in deposits.

Due to the Help America Vote Act (HAVA) of 2002, voter registration, absentee ballots and elections are now administered by certified staff members through the use of SVRS (Statewide Voter Registration System). SVRS is a comprehensive solution that collects and manages voter registration, absentee ballot requests, poll lists, voting jurisdiction/districts, and other information needed to administer elections. Projections for 2010 include processing of approximately 6,800 registration applications and 8,700 absentee ballot requests.

### ***Authorized Full-Time Positions***

	<u>2008</u>	<u>2009</u>	<u>Adopted 2010</u>
Clerk/Treasurer (1)	0.5	0.5	0.5
Deputy Clerk/Treasurer	1.0	1.0	1.0
Cashier	1.0	1.0	1.0
Clerk Typist III	1.0	1.0	1.0
Clerk Typist I(1)	1.5	1.5	1.5
Total City Clerk/Treasurer	<u>5.0</u>	<u>5.0</u>	<u>5.0</u>

*(1) Positions are budgeted 50% City Clerk/Treasurer/50% Assessing.*



110 GENERAL FUND  
01 GENERAL GOVERNMENT

12 CLERK TREASURER

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
51201 CLERK TREASURER					
111 SALARIES-PERMANENT REGULAR	236,531	249,095	124,155	245,500	254,170
131 OVERTIME	7,813		22		
132 TEMP/SEAS/L.T.E.		2,408			
135 LONGEVITY	360	380	180	380	420
146 PRODUCTIVITY INCENTIVE	1,563	500	500	500	
151 WRS/RETIREMENT	26,103	25,988	12,985	25,625	28,010
152 F.I.C.A.	15,246	15,514	7,702	15,280	15,790
155 HEALTH INSURANCE EXPENSE	76,402	76,402	42,000	76,402	76,402
158 MEDICARE CONTRIBUTION	3,566	3,656	1,801	3,575	3,695
TOTAL PERSONAL SERVICES	367,584	373,943	189,345	367,262	378,487
219 OTHER PROFESSIONAL SERVICES	3,432	4,000	1,761	3,500	3,600
232 OFFICE EQUIPMENT	265	923		923	923
261 MILEAGE	90	200	47	200	200
263 MEALS & LODGING	31	300		300	300
264 REGISTRATION	25	200	28	50	200
TOTAL CONTRACTUAL SERVICES	3,843	5,623	1,836	4,973	5,223
311 OFFICE SUPPLIES/PRINTING	8,972	10,175	4,413	10,175	11,500
322 SUBSCRIPTIONS & BOOKS	195	1,510	1,454	1,510	1,400
323 MEMBERSHIP DUES	130	130	45	85	85
362 OFFICE FURNITURE & EQUIPMENT	339	925	921	921	
TOTAL MATERIALS AND SUPPLIES	9,636	12,740	6,833	12,691	12,985
DEPARTMENT TOTAL	381,063	392,306	198,014	384,926	396,695

## CITY ADMINISTRATION

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The Mayor is the Chief Executive of the City of Kenosha. The City Administrator, who is the Chief Operating Officer of the City of Kenosha, reports directly to the Mayor. All department heads, I.T., Community Promotion, and the Mayor's Youth Commission report to the Mayor and the City Administrator.

***Responsibilities/Activities***

City Administration works to provide citizens with a clean, safe, well-managed, fiscally sound and environmentally pleasant city in which to reside.

Administration receives and responds to all Aldermanic concerns, develops policies for Common Council review and adoption, and implements the procedures to enact the policies adopted by the Common Council. The Administration develops and submits the Annual Budget to the Common Council as well.

The Department of Administration coordinates the activities and overall coordination of City Departments that provide essential services to citizens of Kenosha and including providing overall direction in organizational planning. City Administration works to promote the economic development and manage the growth in the City of Kenosha.

The Department of Administration serves as legislative liaison with elected officials and agencies of the state and federal governments. Administration strives to promote intergovernmental cooperation and provide for the overall management of City government.

***Authorized Full-Time Positions***

	<u>2008</u>	<u>2009</u>	<u>Adopted 2010</u>
Mayor	1.0	1.0	1.0
City Administrator	1.0	1.0	1.0
Executive Assistant (1)	0.75	1.0	1.0
Administrative Assistant (1)	0.75	1.0	1.0
Community Relations Liaison (2)	<u>0.00</u>	<u>1.0</u>	<u>1.0</u>
Total Administration	<u>3.5</u>	<u>5.0</u>	<u>5.0</u>

*(1) Positions were budgeted 75% Administration, 25% Public Information & Cable in 2008.*

*(2) Position transferred from Special Revenue fund Recycling in 2008.*

110 GENERAL FUND  
01 GENERAL GOVERNMENT

13 GENERAL ADMINISTRATION

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
51301 ADMINISTRATION					
111 SALARIES-PERMANENT REGULAR	290,871	377,622	187,812	377,622	379,620
135 LONGEVITY	435	780	390	780	830
142 CAR/CELL PHONE/MOTORCYCLE ALLW	75				
146 PRODUCTIVITY INCENTIVE	781	375	375	375	
151 WRS/RETIREMENT	28,335	40,187	20,048	40,270	42,570
152 F.I.C.A.	17,974	23,439	11,554	23,485	23,590
155 HEALTH INSURANCE EXPENSE	53,481	76,402	42,000	76,402	76,402
158 MEDICARE CONTRIBUTION	4,204	5,491	2,702	5,495	5,520
TOTAL PERSONAL SERVICES	396,156	524,296	264,881	524,429	528,532
219 OTHER PROFESSIONAL SERVICES	10,010	50,000	16	50,000	45,000
227 TELEPHONE - EQUIPMENT/OTHER		104		104	
232 OFFICE EQUIPMENT	888	1,754	477	1,754	1,754
261 MILEAGE	734	775	17	775	775
262 COMMERCIAL TRAVEL	878	1,750	397	1,750	1,750
263 MEALS & LODGING	2,826	3,146	721	3,146	3,146
264 REGISTRATION	305	850	454	850	850
TOTAL CONTRACTUAL SERVICES	15,641	58,379	2,082	58,379	53,275
311 OFFICE SUPPLIES/PRINTING	4,352	3,700	1,081	3,470	3,700
322 SUBSCRIPTIONS & BOOKS	566				
323 MEMBERSHIP DUES	18,718	10,300	10,650	10,300	10,300
341 VEHICLE FUEL CHARGE/OIL/ETC	2,040	2,400	580	1,400	1,400
342 CENTRAL GARAGE LABOR CHARGES	525	500	39	500	500
343 CENT.GARAGE-PARTS&MAT. CHARGES	161	200	19	200	200
344 OUTSIDE MATERIAL & LABOR	234	400	91	400	400
362 OFFICE FURNITURE & EQUIPMENT	739		228	228	
TOTAL MATERIALS AND SUPPLIES	27,335	17,500	12,688	16,498	16,500
DIVISION TOTAL	439,132	600,175	279,651	599,306	598,307

## **HUMAN RESOURCES & LABOR RELATIONS**

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Human Resources & Labor Relations, under Charter Ordinance 29, provides for the management, administration and coordination of the broad areas of personnel management, including job evaluation, recruitment, selection, test development and validation, job classification and compensation, activities associated with Equal Employment Opportunity, policy development, training activities and administering compliance with federal laws. Through all of the above activities, it is expected that the City of Kenosha will employ and retain well qualified and productive employees, enhance diversity, maintain a positive and effective labor relations atmosphere, and achieve compliance with applicable State and Federal laws.

### **Responsibilities/Activities**

Human Resources and Labor Relations functions to provide a full range of human resource services to user departments, while establishing and maintaining an environment in which the full potential of individual employees can be maximized.

The Department recruits and screens applicants for City positions, as well as developing methods of selection for both original and promotional hires. The Department conducts departmental and position reviews; recommends and implements salary changes; and oversees the City's classification and compensation plan.

The Department is responsible for training and counseling managers, supervisors and employees on personnel related policies, procedures, disciplinary matters, rules and regulations. The Department also trains managers, supervisors and employees on various topics and laws such as FMLA, ADA, COBRA, HIPPA, and FLSA, harassment training, conducting investigations and performance evaluations, etc.

The Department oversees all third-party administration of Worker's Compensation claims, unemployment insurance claims, and staffs the Civil Service and Police and Fire Commission meetings and hearings.

The Department assists in the resolution of employee disputes and concerns. The Department also controls unnecessary absences from work by closely monitoring all injury reports, investigating accidents or reviewing such investigations performed by departmental supervisors, and by reviewing medical substantiation of disability claims. Reviewing temporarily disabled employees and rehabilitation progress, implementing appropriate light duty work assignments and ensuring return to full unrestricted duty as soon as possible is another way the Department of Human Resources & Labor Relations maintains a productive workforce.

Human Resources & Labor Relations maintains random drug and alcohol testing programs for employees covered under those applicable Federal laws. Where appropriate, the Department administers, trains and investigates various personnel-related resolutions and ordinances.

The Department is responsible for regularly meeting with community agencies, to discuss job recruitments, civil rights matters, ADA compliance, citizen complaints and issues concerning youth and community partnerships. The department also acts as a liaison for City administration to answer questions, give presentations and facilitate meetings concerning personnel matters. The Department coordinates and tracks all activities/complaints related to Equal Employment Opportunity Commission and/or Equal Rights Division.

## HUMAN RESOURCES & LABOR RELATIONS

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### ***Authorized Full-Time Positions***

	<u>2008</u>	<u>2009</u>	<u>Adopted 2010</u>
Director of Human Resources & Labor Relations	1.0	1.0	1.0
Human Resources Analyst	2.0	2.0	2.0
Equal Employment Coordinator	1.0	1.0	1.0
Human Resources Secretary	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
Total Human Resources & Labor Relations	<u>5.0</u>	<u>5.0</u>	<u>5.0</u>

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110 GENERAL FUND  
01 GENERAL GOVERNMENT

13 GENERAL ADMINISTRATION

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
51303 HR & LABOR RELATIONS					
111 SALARIES-PERMANENT REGULAR	340,068	350,256	175,128	350,256	350,256
131 OVERTIME	381				
144 EDUCATION REIMB ALLOWANCE	24,862	30,000	13,277	25,000	29,000
146 PRODUCTIVITY INCENTIVE	1,000	500	500	500	
151 WRS/RETIREMENT	36,193	36,427	18,266	36,480	38,530
152 F.I.C.A.	20,822	21,716	10,762	21,750	21,720
155 HEALTH INSURANCE EXPENSE	76,402	76,402	42,000	76,402	76,402
158 MEDICARE CONTRIBUTION	4,870	5,079	2,517	5,090	5,080
163 EMPLOYEE WATCHES	3,783	5,750	4,875	4,875	5,800
164 SAFETY PRESCRIPTION GLASSES	744	2,000	567	1,570	
TOTAL PERSONAL SERVICES	509,125	528,130	267,892	521,923	526,788
212 LEGAL-LABOR/PERSONNEL	39,044	35,000	10,630	35,000	35,000
216 MEDICAL EXAMS/VACCINATIONS/ETC	23,248	17,100	8,721	17,100	16,240
219 OTHER PROFESSIONAL SERVICES	10,618	19,900	1,101	12,000	17,000
232 OFFICE EQUIPMENT	925	1,600	543	1,200	1,600
261 MILEAGE	1,705	1,816	408	1,200	1,200
263 MEALS & LODGING	869	1,800	856	1,200	1,800
264 REGISTRATION	1,645	2,000	296	1,600	1,500
TOTAL CONTRACTUAL SERVICES	78,054	79,216	22,555	69,300	74,340
311 OFFICE SUPPLIES/PRINTING	5,460	4,000	1,454	4,000	5,750
322 SUBSCRIPTIONS & BOOKS	745	399	399	399	200
323 MEMBERSHIP DUES	345	340	360	360	150
326 ADVERTISING	2,913	3,010	1,566	3,010	3,000
362 OFFICE FURNITURE & EQUIPMENT	490				
TOTAL MATERIALS AND SUPPLIES	9,953	7,749	3,779	7,769	9,100
DIVISION TOTAL	597,132	615,095	294,226	598,992	610,228

## OFFICE OF PUBLIC INFORMATION & CABLE COMMUNICATION

The Office of Public Information & Cable Communication is responsible for operations of the City government offices telephone system, information and education to citizens on City activities and events. The Office also oversees the cable television franchise agreement, management and programming of the City government channel on cable television, and assistance of audio/visual services to City departments.

This budget has been moved to the Information Technology budget in 2009.

### **Authorized Full-Time Positions**

	<u>2008</u>	<u>2009</u>	Adopted <u>2010</u>
Communications Specialist (2)	1.00	0.00	0.00
Executive Secretary (1)	0.00	0.00	0.00
Legal Secretary(1)	0.25	0.00	0.00
Administrative Assistant(1)	0.25	0.00	0.00
 Total Office of Public Information & Cable Communication	 <u>1.5</u>	 <u>0.0</u>	 <u>0.00</u>

- 1) *Positions were budgeted 25% Public Information & Cable, 75% Administration in 2008, 100% Administration beginning in 2009.*
- 2) *Position transferred to Information Technology in 2009.*



110 GENERAL FUND  
01 GENERAL GOVERNMENT

13 GENERAL ADMINISTRATION

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
51304 CABLE COORDINATION & LEG LIAIS					
111 SALARIES-PERMANENT REGULAR	82,266	_____	_____	_____	_____
131 OVERTIME	3,813	_____	_____	_____	_____
135 LONGEVITY	120	_____	_____	_____	_____
146 PRODUCTIVITY INCENTIVE	94	_____	_____	_____	_____
151 WRS/RETIREMENT	9,147	_____	_____	_____	_____
152 F. I. C. A.	5,303	_____	_____	_____	_____
155 HEALTH INSURANCE EXPENSE	22,921	_____	_____	_____	_____
158 MEDICARE CONTRIBUTION	1,240	_____	_____	_____	_____
TOTAL PERSONAL SERVICES	124,904	_____	_____	_____	_____
219 OTHER PROFESSIONAL SERVICES	4,488	_____	_____	_____	_____
235 EQUIPMENT REPAIRS/MAINT.	638	_____	_____	_____	_____
261 MILEAGE	46	_____	_____	_____	_____
TOTAL CONTRACTUAL SERVICES	5,172	_____	_____	_____	_____
311 OFFICE SUPPLIES/PRINTING	1,170	_____	_____	_____	_____
322 SUBSCRIPTIONS & BOOKS	156	_____	_____	_____	_____
323 MEMBERSHIP DUES	125	_____	_____	_____	_____
326 ADVERTISING	1,746	_____	_____	_____	_____
384 AUDIO & VIDEO CASSETTES	190	_____	_____	_____	_____
389 OTHER	128	_____	_____	_____	_____
TOTAL MATERIALS AND SUPPLIES	3,515	_____	_____	_____	_____
DIVISION TOTAL	133,591	_____	_____	_____	_____

## MAIL

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The Mail Department is operated under the direction of the City Clerk/Treasurer and performs related work as required. The Mail Department serves all City of Kenosha departments, alderman, and several outside agencies located in the municipality.

### ***Responsibilities/Activities***

The Mail Department processes all incoming and outgoing mail quickly and efficiently. It does so by sorting all incoming and inter-office mail for distribution; applying postage to all outgoing mail; and emptying the outside mail drop-boxes.

The Mail Department also accepts and processes all shipping/insurance requests; receives, signs for, and distributes all incoming mail/packages as required; records all postage used and invoices outside agencies quarterly.

Other responsibilities include maintaining mail room supplies and arranging for the maintenance of all postage equipment; and corresponding with the U.S. Postal Service concerning rate changes, special mailing, etc.

110 GENERAL FUND  
01 GENERAL GOVERNMENT

13 GENERAL ADMINISTRATION

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
51306 MAIL					
132 TEMP/SEAS/L.T.E.	17,742	18,960	3,230	17,200	15,017
151 WRS/RETIREMENT	1,880	1,972	336	1,800	1,655
152 F.I.C.A.	1,100	1,176	200	1,070	945
158 MEDICARE CONTRIBUTION	257	275	47	250	220
TOTAL PERSONAL SERVICES	20,979	22,383	3,813	20,320	17,837
282 EQUIPMENT RENTAL	4,368	4,500	1,820	4,500	4,500
TOTAL CONTRACTUAL SERVICES	4,368	4,500	1,820	4,500	4,500
311 OFFICE SUPPLIES/PRINTING	923	1,500	627	1,200	1,200
312 POSTAGE	86,965	90,000	40,431	90,000	90,000
TOTAL MATERIALS AND SUPPLIES	87,888	91,500	41,058	91,200	91,200
DIVISION TOTAL	113,235	118,383	46,691	116,020	113,537

## CITY DEVELOPMENT

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The Department of City Development consists of two divisions - the City Planning Division with eight employees and the Community Development Division with five employees.

### ***City Planning Division***

The City Planning Division is responsible for current development review, long-range planning and policy and implementation strategies. Division staff provides direct professional assistance to various boards, commissions and committees as identified by ordinance, resolution, statute or administrative directive. Technical assistance is also provided to various City departments.

***City Plan Commission.*** Division staff provides direct support to the commission in fulfilling their responsibilities defined in the State Statutes, City Code of General Ordinances and City Zoning Ordinance. The commission consists of eleven members comprised of the Mayor (chairman), three aldermen, the City Engineer and six citizens. The commission provides recommendations to the Common Council or takes final action on those matters authorized by law. Examples of matters considered by the City Plan Commission include: Annexations/Attachments; Conditional Use Permits; Rezoning; Street/Alley Vacations; Neighborhood Plans; Subdivision Plats/Certified Survey Maps; Developers Agreements; and Public Building Reviews.

***Historic Preservation Commission.*** Staff assistance is provided to the commission in support of their responsibilities prescribed by City ordinance. The commission consists of seven members comprised of one alderman and six citizens having qualifications in architecture, history and real estate, including one past or present owner of historic property. Responsibilities of the commission include the nomination of historic buildings or districts for historic designation, plan review of modification to historic buildings and issuance of Certificates of Appropriateness.

City Planning Division staff is also responsible for taking on a variety of special projects or studies as directed by the City Plan Commission and City Administration. Representative activities include 2010 census; Zoning Ordinance amendments; development and impact fee analysis; traditional neighborhood development design; intergovernmental agreements; "smart growth" planning; and neighborhood plans and corridor studies.

### ***Community Development Division***

The Community Development Division is responsible for the Community Development Block Grant Program, HOME Program, real estate acquisition, brownfield and environmental issues and redevelopment.

***Kenosha Redevelopment Authority.*** Division staff provides assistance to the Authority for redevelopment projects which they accomplish in blighted areas within the City of Kenosha. The Authority defines areas where redevelopment should occur, prepares redevelopment plans, assembles blighted property and implements redevelopment. The Redevelopment Authority consists of seven members residing within the City.

***Community Development Block Grant (CDBG).*** Staff administers the City's Community Development Block Grant (CDBG) Program. The CDBG Program provides funds to not-for-profit organizations, businesses and homeowners through loans and grants that primarily benefit low-to-moderate income persons.

## CITY DEVELOPMENT

The CDBG funds are allocated through a seven-member Committee consisting of members from the Finance Committee, the City Plan Commission and one citizen member.

**HOME Program.** Division staff administers the HOME Program which provides funds for the creation of affordable housing opportunities. The HOME Program is recommended by the HOME Commission. Both the CDBG and HOME Programs are approved by the Common Council.

**TID Housing Rehabilitation Loan Program.** Division staff oversees the \$4 million Lender Services Agreement between the City and AM Community Credit Union which administers the loan program for the City.

**HELP Program.** Division staff oversees the \$450,000 Lender Services Agreement between the City and AM Community Credit Union. Community Development staff is also responsible for taking on a variety of special projects. Representative activities include neighborhood revitalization strategies; redevelopment plans and implementation; TIF district designations; environmental cleanups and Capital Improvement Plan development.

### **Responsibilities and Activities**

	2008 Actual	2009 Projected	2010 Estimated
Annexation/Attachments	7	5	6
Rezoning	14	15	20
Vacations (Streets and Alleys)	5	5	5
Subdivisions/Certified Surveys/Lot Line Adjustment Survey	23	15	20
Conditional Use Permits/Airport Plan Reviews/ Site Plan Reviews	132	100	125
Future Street Designations	1	1	1
Industrial Park Projects	12	6	8
Historic Nominations/Certifications	8	4	5
CDBG Program Annual Allocation	\$1,041,463	\$1,070,918	\$1,070,918
CDBG Projects	22	24	24
HOME Program Annual Allocation	\$477,496	\$532,934	\$532,934
Affordable Housing Units Created and Sold	4	5	8
Housing Rehabilitation Grant Projects	22	22	25

### **Authorized Full-Time Positions**

	2008	2009	Adopted 2010
Director of City Development	1	1	1
Assistant City Planner	1	1	1
Planner II	3	3	3
Planning Technician	1	1	1
Community Development Specialist III	4	4	4
Real Estate Agent	1	1	1
Secretary II	1	1	1
Secretary III	1	1	1
<b>Total City Development</b>	<b>13</b>	<b>13</b>	<b>13</b>

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110 GENERAL FUND  
01 GENERAL GOVERNMENT

17 DEPT CITY DEVELOPMENT-PLAN DV

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
51701 DEPT CITY DEVELOPMENT-PLAN DV					
111 SALARIES-PERMANENT REGULAR	740,956	772,760	378,599	744,000	735,948
131 OVERTIME	201	1,000	305	800	1,000
135 LONGEVITY	1,140	1,165	570	1,165	1,170
146 PRODUCTIVITY INCENTIVE	3,625	875	875	875	
148 VACATION BUY BACK	833				
151 WRS/RETIREMENT	79,153	80,650	39,557	77,700	81,198
152 F.I.C.A.	46,060	48,100	23,445	46,320	45,769
155 HEALTH INSURANCE EXPENSE	198,645	198,645	109,200	198,645	183,365
158 MEDICARE CONTRIBUTION	10,772	11,250	5,483	10,850	10,709
TOTAL PERSONAL SERVICES	1,081,385	1,114,445	558,034	1,080,355	1,059,159
219 OTHER PROFESSIONAL SERVICES	417	600	59	300	400
226 CELLULAR/WIRELESS SERVICE COST	176	512	125	250	250
227 TELEPHONE - EQUIPMENT/OTHER	135				
232 OFFICE EQUIPMENT	3,393	4,700	3,771	4,700	7,270
233 LICENSING/MAINT AGREEMENTS	3,153	3,600	1,425	3,600	1,425
261 MILEAGE	3,209	3,300	1,150	3,300	3,300
263 MEALS & LODGING	160	1,000	586	700	1,000
264 REGISTRATION	1,308	2,000	275	1,500	2,000
TOTAL CONTRACTUAL SERVICES	11,951	15,712	7,391	14,350	15,645
311 OFFICE SUPPLIES/PRINTING	8,857	9,300	2,473	9,000	9,300
321 PUBLICATION OF LEGAL NOTICES	1,075	1,300	181	1,000	1,300
322 SUBSCRIPTIONS & BOOKS	2,469	3,733	1,009	3,000	3,314
323 MEMBERSHIP DUES	3,232	3,520	1,745	3,520	3,350
384 AUDIO & VIDEO CASSETTES	279	150		150	150
388 PHOTOGRAPHIC EQUIP & SUPPLIES	502				
TOTAL MATERIALS AND SUPPLIES	16,414	18,003	5,408	16,670	17,414
525 COPIER/FAX/BLEUPRINT EQUIPMENT	11,951				
TOTAL CAPITAL OUTLAY-PURCHASE	11,951				
931 CDBG FUND	207,947-	208,292-	97,255-	208,292-	208,292-
935 SPECIAL REV FUND	184,877-	119,319-	31,578-	119,319-	119,319-
941 GRANT EQUIP/SERVICES	122,811		10,458	10,458	91,127-
TOTAL OTHER	270,013-	327,611-	118,375-	317,153-	418,738-
DEPARTMENT TOTAL	851,688	820,549	452,458	794,222	673,480

## **PUBLIC WORKS – MUNICIPAL BUILDING FACILITY**

The Municipal Building staff is responsible for the maintenance of the Municipal Office Building and grounds, including parking lots and the Veteran's Memorial Fountain. Municipal Office Building maintenance falls under the direction of the Public Works Department.

### ***Responsibilities/Activities***

The major activities accomplished by Municipal Office Building staff are to maintain boilers, heaters, air conditioners, and other mechanical equipment of the building; plow, shovel, and remove ice from building parking lot and walkways; oversee contracted janitorial services; coordinate remodeling projects; assist in the production of special events as directed by City Administration; maintain and operate the Veteran's Memorial Fountain; support the operations of additional agencies located within the Municipal Office Building, such as Information Technology (I. T.), City Employee's Credit Union, Police and Firemen's Credit Union, Kenosha Housing Authority and the offsite storage facility; and general repair and maintenance duties.

### ***Authorized Full-Time Positions***

	<u>2008</u>	<u>2009</u>	<u>Adopted 2010</u>
Chief Custodian	1	1	1
Building Maintenance Helper II	<u>1</u>	<u>1</u>	<u>1</u>
Total MUNICIPAL OFFICE BUILDING	<u>2</u>	<u>2</u>	<u>2</u>



110 GENERAL FUND  
01 GENERAL GOVERNMENT

18 FACILITIES MANAGEMENT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
51801 MUNICIPAL BUILDING FACILITY					
111 SALARIES-PERMANENT REGULAR	51,264	52,800	26,400	52,800	52,800
121 WAGES PERMANENT REGULAR	26,219	43,164	20,032	43,164	47,175
131 OVERTIME	4,089	7,500	1,244	5,000	5,000
132 TEMP/SEAS/L.T.E.			2,551	4,000	
135 LONGEVITY	<u>300</u>	<u>360</u>	180	360	<u>360</u>
146 PRODUCTIVITY INCENTIVE	500				
151 WRS/RETIREMENT	8,728	10,799	5,243	10,540	11,590
152 F.I.C.A.	5,106	6,437	3,124	6,285	6,540
155 HEALTH INSURANCE EXPENSE	30,561	29,231	16,800	29,231	30,561
158 MEDICARE CONTRIBUTION	1,265	1,505	730	1,470	1,530
TOTAL PERSONAL SERVICES	128,032	151,796	76,304	152,850	155,556
221 ELECTRICAL	60,663	64,000	22,464	61,000	62,500
222 NATURAL GAS	39,705	45,000	35,961	45,000	46,500
223 STORM WATER UTILITY	3,932	4,000	2,016	4,000	4,100
224 WATER	6,703	5,900	2,443	5,900	6,100
225 TELE-LONG DISTANCE/LOCAL CALLS	22,906	35,000	10,391	25,000	30,000
226 CELLULAR/WIRELESS SERVICE COST	1,221	1,600	665	1,600	1,600
227 TELEPHONE - EQUIPMENT/OTHER	53,957	81,500	18,791	50,000	50,000
241 HEATING & AIR CONDITIONING	15,549	11,200	7,101	11,200	14,700
242 ELEVATOR	7,457	7,700	7,693	7,693	7,920
243 CLEANING CONTRACT-BLDG	45,675	51,100	16,615	51,100	50,475
245 ROOF REPAIRS		500		500	1,200
246 OTHER BLDG MAINTENANCE	<u>13,581</u>	15,600	9,763	15,600	15,000
249 OTHER GROUNDS MAINTENANCE	1,453	2,600		2,600	8,000
TOTAL CONTRACTUAL SERVICES	272,802	325,700	133,903	281,193	298,095
341 VEHICLE FUEL CHARGE/OIL/ETC	1,333	1,900	339	1,300	1,300
342 CENTRAL GARAGE LABOR CHARGES	350	1,200	117	500	1,200
343 CENT.GARAGE-PARTS&MAT. CHARGES	422	600		200	600
351 ROAD SALT	879	600		600	600
357 BUILDING MATERIALS	272	500	47	500	1,000
361 SMALL TOOLS	256	1,000	56	500	1,000
367 CLOTHING & UNIFORM REPLACEMENT	296	500	200	500	500
382 HOUSEKEEPING-JANITORIAL SUPPLI	6,025	7,500	3,089	8,000	7,500
389 OTHER	2,852	10,000	2,632	8,000	10,000
TOTAL MATERIALS AND SUPPLIES	12,685	23,800	6,480	20,100	23,700
DIVISION TOTAL	413,519	501,296	216,687	454,143	477,351

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110 GENERAL FUND  
01 GENERAL GOVERNMENT

18 FACILITIES MANAGEMENT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
51802 OTHER FACILITIES					
221 ELECTRICAL	5,592	7,800	3,828	7,500	6,000
222 NATURAL GAS	29,957	13,600	6,853	10,000	5,000
223 STORM WATER UTILITY	5,037	6,333	1,681	5,300	5,300
224 WATER	1,481	525	1,657	3,500	1,500
241 HEATING & AIR CONDITIONING		1,500			1,000
246 OTHER BLDG MAINTENANCE	<u>581</u>	2,900		<u>2,900</u>	2,000
249 OTHER GROUNDS MAINTENANCE		2,000			2,000
271 STATE INS POLICY FIRE&EXT COV		1,500	1,358	1,359	1,500
TOTAL CONTRACTUAL SERVICES	<u>42,648</u>	36,158	15,377	30,559	24,300
357 BUILDING MATERIALS		100		100	
389 OTHER	<u>101</u>	500		250	<u>500</u>
TOTAL MATERIALS AND SUPPLIES	101	600		350	500
DIVISION TOTAL	42,749	36,758	15,377	30,909	24,800
DEPARTMENT TOTAL	456,268	538,054	232,064	485,052	502,151

## ELECTIONS

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The City of Kenosha and the City Clerk have statutory responsibility to conduct all elections within the corporate limits of the City. The Clerk is also the filing officer for all candidates running for municipal office. Generally, all matters regarding elections are administered through the City Clerk's Office.

### **Responsibilities/Activities**

Implementation of the voting process so that citizens have confidence in the execution and accuracy of the results is a vital duty of the Office of the City Clerk.

The Office of City Clerk also has the responsibility of conducting voter registration and maintaining poll lists as required by the Wisconsin State Statutes. Working with political parties to insure there is a sufficient number of poll workers and providing poll worker classes for each election also falls under the duties of the City Clerk.

In addition to making sure that the voting equipment is in proper working order, the City Clerk's Office also prepares all materials necessary for each election and conducting the absentee voting system. This would include home bound absentee as well as insuring nursing home voting, as required by Wisconsin State Statutes.

Election Statistics	2008 Actual	2009 Estimated	2010 Estimated
Number of Elections	5	2	4
Total Voting:	94,746	14,352	48,506

110 GENERAL FUND  
01 GENERAL GOVERNMENT

19 ELECTIONS

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
51901 ELECTIONS					
121 WAGES PERMANENT REGULAR	50,439	18,927	18,928	18,928	
131 OVERTIME	9,678	4,200	1,846	1,846	4,200
132 TEMP/SEAS/L.T.E.	106,724	59,027	50,316	50,316	86,050
151 WRS/RETIREMENT	7,164	2,418	2,673	2,673	470
152 F.I.C.A.	4,478	1,631	1,600	1,600	460
155 HEALTH INSURANCE EXPENSE		6,284		6,284	
158 MEDICARE CONTRIBUTION	1,100	1,194	389	389	920
TOTAL PERSONAL SERVICES	179,583	93,681	75,752	82,036	92,100
219 OTHER PROFESSIONAL SERVICES					10,000
232 OFFICE EQUIPMENT	17,852	11,000		11,000	17,900
263 MEALS & LODGING	76	100			100
264 REGISTRATION	419	400			400
283 OFFICE SPACE RENTAL	1,248	700	498	498	1,000
TOTAL CONTRACTUAL SERVICES	19,595	12,200	498	11,498	29,400
311 OFFICE SUPPLIES/PRINTING	6,984	6,000	1,537	4,000	6,000
341 VEHICLE FUEL CHARGE/OIL/ETC	465	300		300	300
342 CENTRAL GARAGE LABOR CHARGES		200			200
343 CENT.GARAGE-PARTS&MAT. CHARGES		200			200
TOTAL MATERIALS AND SUPPLIES	7,449	6,700	1,537	4,300	6,700
934 OTHER CHARGE BACKS					10,000-
TOTAL OTHER					10,000-
DEPARTMENT TOTAL	206,627	112,581	77,787	97,834	118,200

## MUNICIPAL COURT

Municipal Court handles all noncriminal traffic and local ordinance violations in the City of Kenosha. The Court is overseen by a municipal judge who is elected to a term of four years. The Court Office is staffed by three full-time clerks who are responsible for record keeping, state reporting, and scheduling. The Court has only civil jurisdiction and imposes fines and, in some cases, community service on individuals who are found guilty. The Court can, however, either suspend a driver's license or impose jail time on defendants who fail to pay their fines.

Municipal Court handles more than 14,000 cases per year. Only seven other municipal courts in the State of Wisconsin have a large case load. Approximately 75 percent of all cases are traffic related, while 25 percent involve City Ordinance violations. Speeding is the most common type of traffic offense, while juvenile violations, disorderly conduct, retail theft, and housing code violations are the most frequently heard City Ordinance offenses. The Court also has jurisdiction over juvenile offenders ages 12-16.

### ***Responsibilities/Activities***

Municipal Court collects and processes over \$1,400,000 in forfeitures and fees each year. The Court also conducts approximately 150 trials each year and approximately 2,000 other hearings ranging from motions to reopen, modify, and determine indigency/good cause.

Sending license suspensions to the Department of Transportation and issuing jail commitments for failure to pay are other duties of the Court.

The Judge holds court every weekday morning from 8:30 A.M. until noon and at 5:00 P.M. on the last Tuesday of each month.

### ***Authorized Full-Time Positions***

	<u>2008</u>	<u>2009</u>	<u>Adopted 2010</u>
Municipal Judge	1	1	1
Court Clerk II	1	1	1
Court Clerk I	2	2	2
Total Municipal Court	<u>4</u>	<u>4</u>	<u>4</u>

110 GENERAL FUND  
01 GENERAL GOVERNMENT

20 MUNICIPAL COURT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
52001 MUNICIPAL COURT					
111 SALARIES-PERMANENT REGULAR	182,903	194,424	93,242	187,500	188,727
135 LONGEVITY	470	540	210	420	420
146 PRODUCTIVITY INCENTIVE	1,125	125	125	125	
151 WRS/RETIREMENT	20,063	20,860	10,051	19,600	21,290
152 F.I.C.A.	11,394	12,100	5,779	11,700	11,730
155 HEALTH INSURANCE EXPENSE	61,122	61,121	33,600	61,121	61,121
158 MEDICARE CONTRIBUTION	2,665	2,830	1,352	2,730	2,750
TOTAL PERSONAL SERVICES	279,742	292,000	144,359	283,196	286,038
219 OTHER PROFESSIONAL SERVICES	6,985	8,900	1,880	7,000	9,200
232 OFFICE EQUIPMENT	796	888	576	800	835
261 MILEAGE	263	300		300	300
263 MEALS & LODGING	284	400	53	300	400
264 REGISTRATION	36	200		200	200
TOTAL CONTRACTUAL SERVICES	8,364	10,688	2,509	8,600	10,935
311 OFFICE SUPPLIES/PRINTING	5,422	6,595	1,324	6,000	6,600
322 SUBSCRIPTIONS & BOOKS	394	300	93	150	150
323 MEMBERSHIP DUES	685	690	690	690	765
TOTAL MATERIALS AND SUPPLIES	6,501	7,585	2,107	6,840	7,515
528 AUDIO EQUIP/CAMERAS/ETC.		12,526		12,102	
TOTAL CAPITAL OUTLAY-PURCHASE		12,526		12,102	
DEPARTMENT TOTAL	294,607	322,799	148,975	310,738	304,488

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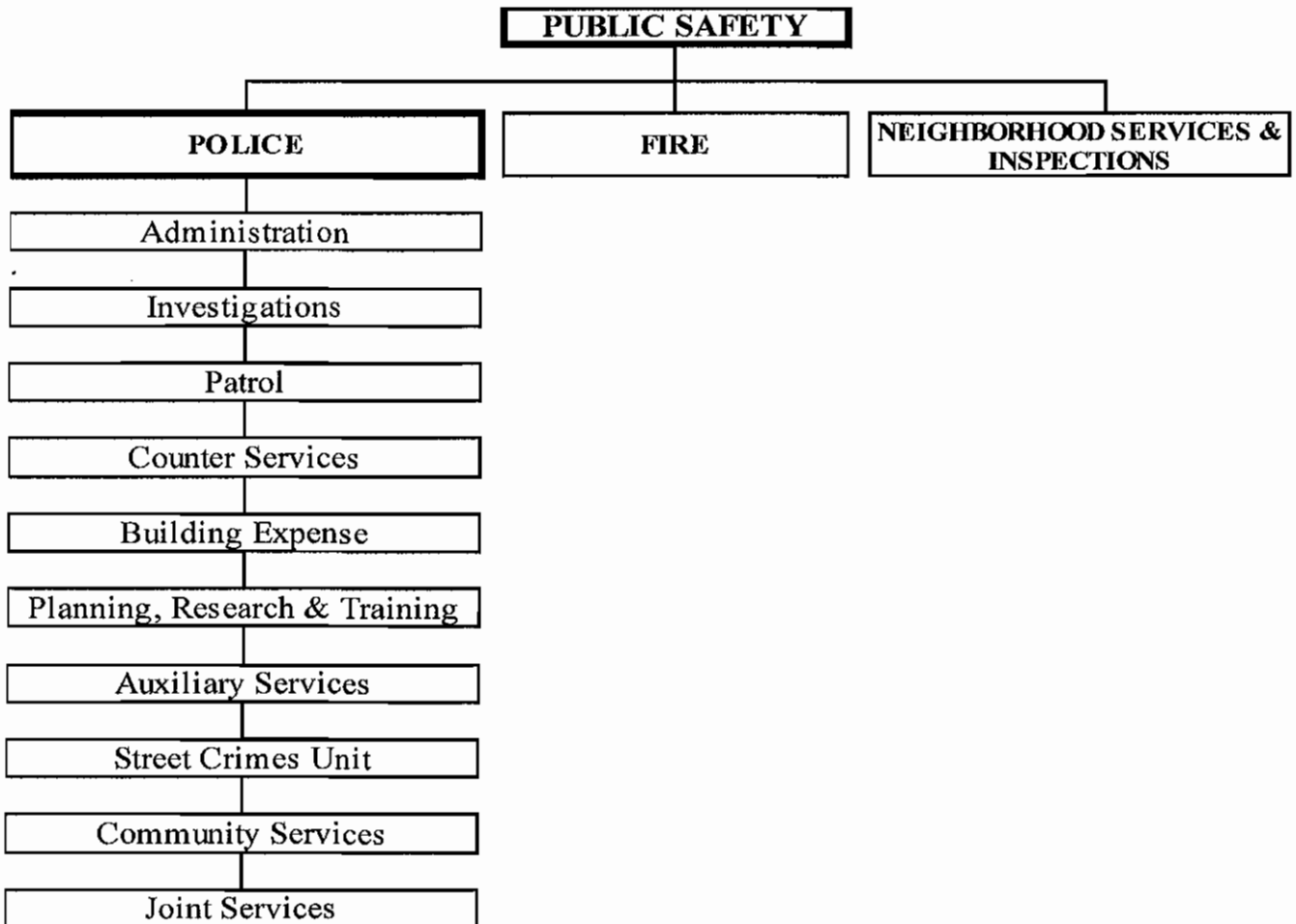


# POLICE DEPARTMENT

The mission of the Kenosha Police Department is to serve all people with respect, fairness and compassion. We are committed to preserving peace, order and safety; enforcing laws and ordinances; and safeguarding constitutional rights.

The Police Department's main function is to provide a safe environment in the City of Kenosha. This is achieved by maintaining a patrol force, apprehending criminal offenders, investigating and preventing criminal activity and facilitation of the safe movement of vehicles and pedestrians.

## Organization



## POLICE DEPARTMENT

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### Authorized Full-Time Positions

	2008	2009	Adopted 2010
<u>Administration</u>			
Police Chief	1	1	1
Assistant Police Chief	2	2	2
Captain	1	1	1
Clerical Supervisor	2	2	1
Total Administration	6	6	5
 <u>Investigations</u>			
Captain	1	1	1
Lieutenant	1	1	1
Sergeant	3	3	3
Detective	29	29	29
Police Officer	3	2	2
Clerk Typist I/II	1	1	1
Total Investigations	38	37	37
 <u>Patrol</u>			
Captain	3	3	3
Lieutenant	6	6	6
Sergeant	9	9	9
Police Officer	112	116	116
Crime Prevention Officer	0	2	2
Clerk Typist I/II	1	1	1
Parking Enforcement Aide	3	3	3
Court Officer	2	2	2
Total Patrol	136	142	142
 <u>Counter Services</u>			
Clerk Typist I	4	4	4
Total Counter Services	4	4	4
 <u>Planning, Research &amp; Training</u>			
Captain	1	1	1
Lieutenant	2	2	2
Sergeant	1	1	1
Total Planning, Research & Training	4	4	4

## POLICE DEPARTMENT

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### Authorized Full-Time Positions continued

	<u>2008</u>	<u>2009</u>	<u>Adopted 2010</u>
<u>Kenosha Street Crimes Unit</u>			
Sergeant	1	1	1
Detective	4	4	4
Police Officer	6	6	6
Total Kenosha Street Crimes Unit	<u>11</u>	<u>11</u>	<u>11</u>
 <u>Community Services</u>			
Lieutenant	1	1	1
Police Officer	4	4	4
Safety Officer	1	1	1
Total Community Services	<u>6</u>	<u>6</u>	<u>6</u>
 Total Police Department	 <u>205</u>	 <u>210</u>	 <u>209</u>

110 GENERAL FUND  
02 PUBLIC SAFETY

21 POLICE DEPT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
52100 POLICE DEPT					
111 SALARIES--PERMANENT REGULAR	12,066,131	12,899,459	6,367,876	12,853,805	13,180,198
131 OVERTIME	773,638	705,600	245,836	695,200	734,600
132 TEMP/SEAS/L.T.E.	149,824	166,904	91,962	165,530	170,329
135 LONGEVITY	18,020	18,180	8,870	18,510	19,135
136 SHIFT DIFFERENTIAL	74,920	77,760	37,720	77,520	76,800
137 EDUCATION PAY	9,300	9,300	4,500	9,480	9,480
138 SPECIAL PAY	76,645	13,140	5,430	13,500	13,575
142 CAR/CELL PHONE/MOTORCYCLE ALLW	2,070	2,160	810	2,160	2,760
143 DRY CLEANING/CLOTHING ALLOW	104,052	106,410	3,801	106,410	109,197
146 PRODUCTIVITY INCENTIVE	44,250	9,750	9,750	9,750	
147 COMP TIME BUY BACK	147,795	119,901		119,901	19,901
151 WRS/RETIREMENT	2,592,086	2,708,454	1,296,295	2,698,270	2,895,235
152 F.I.C.A.	818,453	865,911	410,864	862,805	879,110
153 62:13 PENSION PAYMENTS	36,232	36,232	14,869	34,400	33,600
154 62:13 SUPPLEMENTAL PENSION PAY	475	476	238	476	476
155 HEALTH INSURANCE EXPENSE	3,720,745	3,956,314	1,730,400	3,956,314	3,941,034
158 MEDICARE CONTRIBUTION	193,388	204,736	97,325	203,910	207,930
TOTAL PERSONAL SERVICES	20,828,024	21,900,687	10,326,546	21,827,941	22,293,360
215 DATA PROCESSING	17,220	10,000	10,000	10,000	10,000
216 MEDICAL EXAMS/VACCINATIONS/ETC	151	200		200	200
219 OTHER PROFESSIONAL SERVICES	60,477	82,543	8,849	75,942	75,907
221 ELECTRICAL	4,470	5,300	2,561	4,600	5,300
222 NATURAL GAS	1,810	2,350	1,477	2,050	2,350
223 STORM WATER UTILITY	410	350	215	350	420
224 WATER	232	300	104	300	300
225 TELE-LONG DISTANCE/LOCAL CALLS	7,986	9,120	2,462	5,645	5,640
226 CELLULAR/WIRELESS SERVICE COST	9,005	9,745	4,298	9,745	20,496
227 TELEPHONE - EQUIPMENT/OTHER	1,680	1,540	586	1,540	1,540
231 COMMUNICATIONS EQUIPMENT	24,719	13,550	10,833	13,550	50,250
232 OFFICE EQUIPMENT	5,596	6,513	3,255	6,503	6,703
235 EQUIPMENT REPAIRS/MAINT.	2,231	3,800	213	2,000	3,300
246 OTHER BLDG MAINTENANCE	251	275	115	275	275
251 CITY SHARE-JOINT SERVICES	2,399,700	2,812,986	1,406,493	2,812,986	3,096,942
256 PRISONER MEALS	12,062	30,823	11,838	30,823	30,823
257 TRAFFIC VIOLATION REG PROGRAM	15,000	20,000	10,000	20,000	20,000
259 OTHER	38	70	64	70	
261 MILEAGE	311	2,865	3	810	850
262 COMMERCIAL TRAVEL	290	2,825	885	2,000	2,000
263 MEALS & LODGING	13,552	23,475	7,233	17,330	22,600
264 REGISTRATION	9,473	40,242	3,664	39,775	20,300
282 EQUIPMENT RENTAL	5,087	5,238	2,566	5,238	1,404
283 OFFICE SPACE RENTAL	91,714	94,593	47,297	94,593	97,874
289 OTHER RENT/LEASES	240	200		200	200
TOTAL CONTRACTUAL SERVICES	2,683,705	3,178,903	1,535,011	3,156,525	3,475,674

110 GENERAL FUND  
02 PUBLIC SAFETY

21 POLICE DEPT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
52100 POLICE DEPT					
311 OFFICE SUPPLIES/PRINTING	36,179	34,600	15,944	34,000	41,000
316 COMPUTER SOFTWARE	7,181	4,600	400	2,700	2,200
322 SUBSCRIPTIONS & BOOKS	1,361	2,155	417	1,500	1,685
323 MEMBERSHIP DUES	1,535	1,975	955	1,975	2,175
341 VEHICLE FUEL CHARGE/OIL/ETC	317,304	332,480	63,547	332,480	277,080
344 OUTSIDE MATERIAL & LABOR	7,952	31,060	3,531	31,060	48,000
345 JOINT SERVICE EQUIP CHARGES	102,818	120,934	28,191	119,950	120,934
363 COMPUTER HARDWARE	823				
364 REVOLVERS ETC	3,610	4,000	3,982	4,000	4,000
365 POLICE OFFICERS EQUIPMENT	44,293	53,021	9,571	53,251	53,360
367 CLOTHING & UNIFORM REPLACEMENT	57,527	58,260	21,142	58,260	58,660
369 OTHER NON CAPITAL EQUIPMENT	56,335	48,090	31,219	48,090	42,200
381 CANINE SERVICES & SUPPLIES	142	3,000	1,301	3,000	4,500
384 AUDIO & VIDEO CASSETTES	71	800	70	400	800
385 BATTERIES	2,440	4,500	419	4,500	4,500
389 OTHER	1,941	2,200	784	2,000	2,450
TOTAL MATERIALS AND SUPPLIES	641,512	701,675	181,473	697,166	663,544
539 DATA PROCESSING - OTHER	7,679	8,665		8,665	8,665
561 AUTOMOBILES	266,308				
565 MOTORCYCLES/BICYCLES		3,477		3,477	16,581
TOTAL CAPITAL OUTLAY-PURCHASE	273,987	12,142		12,142	25,246
711 INSURED LOSSES-ACCIDENT CAUSED	34,337	15,738	12,121	15,738	
714 UNINSURED LOSSES		1,202	1,497	1,202	
TOTAL INSURED LOSSES	34,337	16,940	13,618	16,940	
935 SPECIAL REV FUND	518,468-	459,000-	327,727-	483,600-	459,000-
941 GRANT EQUIP/SERVICES	46,172				
TOTAL OTHER	472,296-	459,000-	327,727-	483,600-	459,000-
DEPARTMENT TOTAL	23,989,269	25,351,347	11,728,921	25,227,114	25,998,824

## **POLICE – ADMINISTRATION**

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The Administration Division is comprised of the Chief of Police, two Assistant Police Chiefs, and an Administrative Captain. The Division is responsible for the planning, coordination, and execution of the Police Department operations.

### ***Responsibilities/Activities***

Police Administration provides support services for other divisions in the Department, as well as providing liaison services with other agencies housed in the Public Safety Building. It also serves as the liaison with other City agencies and departments, and with citizens and civic organizations.

Police Administration plans and implements the Police Department budget, maintains the quality and efficiency of police services in the community, and develops and maintains computers and network systems (both stand alone and mobile computer systems.)

110 GENERAL FUND  
02 PUBLIC SAFETY

21 POLICE DEPT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
52101 POLICE ADMINISTRATION					
111 SALARIES-PERMANENT REGULAR	483,436	513,200	256,392	513,200	459,372
131 OVERTIME	164	600		200	600
135 LONGEVITY	780	800	390	800	840
137 EDUCATION PAY	600	600	300	600	600
138 SPECIAL PAY	1,440				
143 DRY CLEANING/CLOTHING ALLOW	2,112	2,112		2,112	2,112
146 PRODUCTIVITY INCENTIVE	1,750	375	375	375	
151 WRS/RETIREMENT	87,225	91,935	45,681	91,860	90,715
152 F.I.C.A.	30,189	32,100	15,836	32,075	28,740
155 HEALTH INSURANCE EXPENSE	91,682	91,682	50,400	91,682	76,402
158 MEDICARE CONTRIBUTION	7,060	7,510	3,703	7,510	6,730
TOTAL PERSONAL SERVICES	706,438	740,914	373,077	740,414	666,111
215 DATA PROCESSING	17,220	10,000	10,000	10,000	10,000
216 MEDICAL EXAMS/VACCINATIONS/ETC	151	200		200	200
219 OTHER PROFESSIONAL SERVICES	7,176	7,725	3,315	7,725	7,690
226 CELLULAR/WIRELESS SERVICE COST	1,505	1,600	733	1,600	1,600
232 OFFICE EQUIPMENT	3,294	4,025	2,132	4,025	4,125
235 EQUIPMENT REPAIRS/MAINT.	339	500		300	500
263 MEALS & LODGING	247	800		800	800
TOTAL CONTRACTUAL SERVICES	29,932	24,850	16,180	24,650	24,915
316 COMPUTER SOFTWARE	7,181	4,600	400	2,700	2,200
322 SUBSCRIPTIONS & BOOKS	627	910	334	700	700
323 MEMBERSHIP DUES	855	855	855	855	955
341 VEHICLE FUEL CHARGE/OIL/ETC	2,428	2,300	498	2,300	2,300
345 JOINT SERVICE EQUIP CHARGES	191	1,200	54	500	1,200
363 COMPUTER HARDWARE	823				
367 CLOTHING & UNIFORM REPLACEMENT	1,600	1,600	400	1,600	1,600
389 OTHER	557	500		500	500
TOTAL MATERIALS AND SUPPLIES	14,262	11,965	2,541	9,155	9,455
DIVISION TOTAL	750,632	777,729	391,798	774,219	700,481

## **POLICE – INVESTIGATIONS**

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The Division is responsible for successfully concluding investigations initiated by the Patrol Division and/or Gang Unit. Specialized skills such as interrogation techniques, informant management and crime analysis are required. Additionally, the formation of specialized units, such as the Sensitive Crimes Unit, Street Crimes Unit and the Fraud Unit are necessary.

### ***Responsibilities/Activities***

The Division identifies and monitors individuals and groups involved in criminal activities. The Division is also called to investigate criminal and misdemeanor cases initiated by the Patrol Division by using specialized skills and personnel. Officers are responsible for the apprehension of perpetrators of crimes and misdemeanors.

Intergovernmental agencies may call upon the Division to provide expert computerized polygraph examinations and services to other area law enforcement agencies. The Division may be asked to assist other agencies, including the FBI Counter Terrorism Task Force of Kenosha County and the U.S. Marshall's Fugitive Task Force.

The District Attorney calls on the Division to prepare investigative cases for presentation. The Division also investigates complaints of police wrongdoings and misconduct and also investigates any Internal Affairs complaints for the Kenosha Police Department, and other agencies upon request and with the approval of the Chief of Police.

The Division also investigates municipal ordinance violations, conducts sensitive crime, drug and gang investigations; works to recover stolen property and investigates hazardous device incidents. The Division conducts criminal traffic investigations, investigates complaints of fraud and computer crimes.



110 GENERAL FUND  
02 PUBLIC SAFETY

21 POLICE DEPT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
52102 INVESTIGATIONS DIVISION					
111 SALARIES-PERMANENT REGULAR	2,280,269	2,460,607	1,236,297	2,466,000	2,462,426
131 OVERTIME	128,199	100,000	46,915	100,000	120,000
135 LONGEVITY	5,585	5,645	2,885	5,975	6,385
136 SHIFT DIFFERENTIAL	6,680	6,240	2,920	6,000	6,240
137 EDUCATION PAY	2,880	2,880	1,530	3,060	3,060
138 SPECIAL PAY	14,840	1,260	810	1,620	1,620
143 DRY CLEANING/CLOTHING ALLOW	18,480	19,008		19,008	19,008
146 PRODUCTIVITY INCENTIVE	8,000	1,625	1,625	1,625	
147 COMP TIME BUY BACK	34,512	19,290		19,290	1,290
151 WRS/RETIREMENT	489,381	512,197	251,587	513,100	538,755
152 F.I.C.A.	153,994	162,234	79,750	162,600	162,445
155 HEALTH INSURANCE EXPENSE	565,374	565,374	310,800	565,374	565,374
158 MEDICARE CONTRIBUTION	36,015	37,946	18,651	38,030	38,000
TOTAL PERSONAL SERVICES	3,744,209	3,894,306	1,953,770	3,901,682	3,924,603
219 OTHER PROFESSIONAL SERVICES	35,400	57,797	1,689	57,797	57,797
226 CELLULAR/WIRELESS SERVICE COST	1,069	1,000	443	1,000	10,936
232 OFFICE EQUIPMENT	200	220	210	210	210
235 EQUIPMENT REPAIRS/MAINT.	349	1,000		500	500
261 MILEAGE	60	365	3	60	100
262 COMMERCIAL TRAVEL		1,825	885	1,000	1,000
263 MEALS & LODGING	420	1,175	827	730	750
282 EQUIPMENT RENTAL	4,220	4,212	2,176	4,212	936
TOTAL CONTRACTUAL SERVICES	41,718	67,594	6,233	65,509	72,229
322 SUBSCRIPTIONS & BOOKS	83	460	83	100	200
323 MEMBERSHIP DUES	325	400	100	400	500
341 VEHICLE FUEL CHARGE/OIL/ETC	29,945	31,000	6,783	31,000	25,833
345 JOINT SERVICE EQUIP CHARGES	6,151	12,100	2,324	12,100	12,100
365 POLICE OFFICERS EQUIPMENT	992	2,070	188	2,300	2,300
367 CLOTHING & UNIFORM REPLACEMENT	13,131	13,600	5,500	13,600	14,000
TOTAL MATERIALS AND SUPPLIES	50,627	59,630	14,978	59,500	54,933
561 AUTOMOBILES	76,793				
TOTAL CAPITAL OUTLAY-PURCHASE	76,793				
DIVISION TOTAL	3,913,347	4,021,530	1,974,981	4,026,691	4,051,765

## **POLICE – PATROL**

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The Patrol Division is comprised of Patrol, Parking Enforcement, and an Accident Investigation/Evidence Unit. The Patrol Division responds to calls for emergency and non-emergency services 24 hours per day. The addition of Bike Patrols in 1997 and Motorcycle Patrols in 1998 has increased efficiency and enhanced public relations. The unit investigates complaints, detects violations of laws and ordinances, and initiates corrective actions.

### ***Responsibilities/Activities***

The Patrol Division is also active in foot Patrol assignments. These assignments take place in various sections of the City of Kenosha, to curtail criminal activity and to open lines of communications with the public.

Parking Enforcement is responsible for monitoring and enforcing appropriate regulations in both public and private parking lots and on street parking, and responding to parking complaints.

The Accident Investigation/Evidence Unit is responsible for investigation of hit and run accidents as well as the technical investigation/reconstruction of serious injury or fatal accidents. The officers assigned to this unit are also responsible for collection of evidence at major crime scenes as well as technical analysis of the evidence. These officers also provide expert court testimony when called upon.

The Patrol Division helps to support and staff the Hazardous Device Squad, as well as the Tactical Response Team. Both of these specialized units are part of a City of Kenosha Police/Kenosha County Sheriff operation.

It is the responsibility of the Patrol Division to enforce the laws, monitor crimes, preserve peace, promote public relations, protect the public, and provide traffic and pedestrian control. The role of the Patrol force is synonymous with the mission of the Police Department.

110 GENERAL FUND  
02 PUBLIC SAFETY

21 POLICE DEPT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
52103 POLICE PATROL					
111 SALARIES-PERMANENT REGULAR	7,804,290	8,331,907	4,089,464	8,300,000	8,662,932
131 OVERTIME	497,503	450,000	131,383	450,000	450,000
135 LONGEVITY	9,330	9,315	4,475	9,315	9,790
136 SHIFT DIFFERENTIAL	61,960	65,280	32,280	65,280	65,280
137 EDUCATION PAY	4,860	4,860	2,190	4,860	4,860
138 SPECIAL PAY	49,685	8,640	3,120	8,640	8,640
142 CAR/CELL PHONE/MOTORCYCLE ALLW	2,070	2,160	810	2,160	2,760
143 DRY CLEANING/CLOTHING ALLOW	68,772	70,224	176	70,224	72,864
146 PRODUCTIVITY INCENTIVE	28,000	6,250	6,250	6,250	
147 COMP TIME BUY BACK	98,252	90,000		90,000	8,000
151 WRS/RETIREMENT	1,689,487	1,764,597	834,529	1,761,000	1,908,975
152 F.I.C.A.	527,322	559,832	263,131	558,200	575,685
153 62:13 PENSION PAYMENTS	36,232	36,232	14,869	34,400	33,600
154 62:13 SUPPLEMENTAL PENSION PAY	475	476	238	476	476
155 HEALTH INSURANCE EXPENSE	2,681,679	2,917,250	1,159,200	2,917,250	2,917,250
158 MEDICARE CONTRIBUTION	123,324	130,922	61,539	130,550	134,640
TOTAL PERSONAL SERVICES	13,683,241	14,447,945	6,603,654	14,408,605	14,855,752
219 OTHER PROFESSIONAL SERVICES	17,901	16,601	3,426	10,000	10,000
222 NATURAL GAS	104	150	53	150	150
226 CELLULAR/WIRELESS SERVICE COST	1,144	1,625	515	1,625	1,600
227 TELEPHONE - EQUIPMENT/OTHER	665	840	210	840	840
231 COMMUNICATIONS EQUIPMENT	24,719	13,550	10,833	13,550	50,250
232 OFFICE EQUIPMENT	1,702	1,860	747	1,860	1,960
235 EQUIPMENT REPAIRS/MAINT.	1,362	1,500	154	1,000	1,500
257 TRAFFIC VIOLATION REG PROGRAM	15,000	20,000	10,000	20,000	20,000
259 OTHER	38	70	64	70	
263 MEALS & LODGING	715	1,200	96	500	750
264 REGISTRATION		25,942		27,475	
282 EQUIPMENT RENTAL		156		156	234
TOTAL CONTRACTUAL SERVICES	63,350	83,494	26,098	77,226	87,284
311 OFFICE SUPPLIES/PRINTING	27,098	24,000	11,550	24,000	26,000
341 VEHICLE FUEL CHARGE/OIL/ETC	268,261	282,380	53,442	282,380	234,947
344 OUTSIDE MATERIAL & LABOR	7,952	31,060	3,531	31,060	48,000
345 JOINT SERVICE EQUIP CHARGES	93,290	99,134	24,763	98,850	99,134
364 REVOLVERS ETC	3,610	4,000	3,982	4,000	4,000
365 POLICE OFFICERS EQUIPMENT	41,775	47,451	8,903	47,451	47,560
367 CLOTHING & UNIFORM REPLACEMENT	33,736	33,160	14,042	33,160	33,160
369 OTHER NON CAPITAL EQUIPMENT	56,335	48,090	31,219	48,090	42,200

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110 GENERAL FUND  
02 PUBLIC SAFETY

21 POLICE DEPT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
381 CANINE SERVICES & SUPPLIES	142	3,000	1,301	3,000	4,500
384 AUDIO & VIDEO CASSETTES	71	800	70	400	800
385 BATTERIES	2,440	4,500	419	4,500	4,500
389 OTHER	1,384	1,500	784	1,500	1,750
TOTAL MATERIALS AND SUPPLIES	536,094	579,075	154,006	578,391	546,551
539 DATA PROCESSING - OTHER	7,679	8,665		8,665	8,665
561 AUTOMOBILES	189,515				
565 MOTORCYCLES/BICYCLES		3,477		3,477	16,581
TOTAL CAPITAL OUTLAY-PURCHASE	197,194	12,142		12,142	25,246
711 INSURED LOSSES-ACCIDENT CAUSED	34,337	15,738	12,121	15,738	
714 UNINSURED LOSSES		1,202	1,497	1,202	
TOTAL INSURED LOSSES	34,337	16,940	13,618	16,940	
935 SPECIAL REV FUND	203,966-	140,000-	143,250-	164,600-	140,000-
941 GRANT EQUIP/SERVICES	46,172				
TOTAL OTHER	157,794-	140,000-	143,250-	164,600-	140,000-
DIVISION TOTAL	14,356,422	14,999,596	6,654,126	14,928,704	15,374,833

## **POLICE COUNTER SERVICES**

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Counter services staff has the responsibility of greeting citizens, answering phone calls, providing information based on knowledge of Police policies, and referring citizen inquires to appropriate channels. The purpose of the Police Counter is to provide clerical and administrative support to other divisions in the Department by maintaining proper records, including leave records of all officers in the Department.

### ***Responsibilities/Activities***

The Police Counter performs various functions to foster positive public relations with the community. This includes addressing all inquires from the citizens, either through phone calls or face-to-face encounters.

Counter employees assist in processing citizens for court. This includes addressing questions regarding parking tickets and directing citizens to the Citation Management system, or sending the citizens to a Court Officer for any follow-up that may be needed.

Police Counter also provides for departmental support by maintaining the files for equipment violations, entering data and compiling various reports. Counter employees also assist Parking Enforcement Aides with paperwork, and the Fraud Unit by processing worthless check packets. In addition, monthly parking tickets statistics are compiled for each Parking Enforcement shift.

110 GENERAL FUND  
02 PUBLIC SAFETY

21 POLICE DEPT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
52104 COUNTER SERVICES					
111 SALARIES-PERMANENT REGULAR	148,616	164,605	81,978	164,605	166,979
135 LONGEVITY	75	115	85	115	180
146 PRODUCTIVITY INCENTIVE	750	125	125	125	
151 WRS/RETIREMENT	15,840	17,135	8,548	17,150	18,390
152 F.I.C.A.	9,200	10,215	5,075	10,220	10,370
155 HEALTH INSURANCE EXPENSE	61,122	61,121	33,600	61,121	61,121
158 MEDICARE CONTRIBUTION	2,151	2,390	1,187	2,390	2,430
TOTAL PERSONAL SERVICES	237,754	255,706	130,598	255,726	259,470
DIVISION TOTAL	237,754	255,706	130,598	255,726	259,470

## **POLICE – SAFETY BUILDING OCCUPANCY**

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The Police Department pays annual rent to Kenosha County for occupancy in the Public Safety Building. The Safety Building houses the City of Kenosha Police Department, the Kenosha County Sheriff's Department, the Kenosha City/County Joint Services, and the Kenosha County Jail.



110 GENERAL FUND  
02 PUBLIC SAFETY

21 POLICE DEPT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
52105 SAFETY BLDG OCCUPANCY EXPENSE					
283 OFFICE SPACE RENTAL	91,714	94,593	47,297	94,593	97,874
TOTAL CONTRACTUAL SERVICES	91,714	94,593	47,297	94,593	97,874
DIVISION TOTAL	91,714	94,593	47,297	94,593	97,874

## **POLICE – PLANNING, TRAINING AND SERVICE BUREAU**

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The Planning Unit is responsible for all planning and research services, providing staff reports, policy and procedures, proposals, needs assessments, and risk evaluations. The Training Unit provides in-service training, specialized training, and personnel development training. The Community Service Unit provides support to the Police School Resource Officer Program and Safety Education Program.

### ***Responsibilities/Activities***

The Division develops new programs and evaluates current programs. It strives to research, develop and improve its existing policies and procedures, insuring that all Police Department personnel are informed of the dynamic changes in the laws in order to maintain current and modern police practices.

In addition, it provides in-service, specialized, and personnel development (F.T.O. Program) training and testing for prospective officers and is responsible for writing and administering Federal and State Grants.

It is also responsible for safety services throughout the City, which includes, supervising Kenosha Unified School District Resource Officer program, and other crime prevention initiatives.

110 GENERAL FUND  
02 PUBLIC SAFETY

21 POLICE DEPT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
52107 PLANNING, RESEARCH & TRAINING					
111 SALARIES-PERMANENT REGULAR	307,640	319,320	158,353	317,000	318,669
131 OVERTIME	63,605	80,000	25,135	70,000	60,000
135 LONGEVITY	1,010	1,020	465	1,020	780
137 EDUCATION PAY	600	600	300	600	600
138 SPECIAL PAY	1,600				
143 DRY CLEANING/CLOTHING ALLOW	2,112	2,112		2,112	2,112
146 PRODUCTIVITY INCENTIVE	1,375	375	375	375	
151 WRS/RETIREMENT	74,771	79,480	36,372	77,050	79,110
152 F.I.C.A.	23,425	25,015	11,395	24,250	23,700
155 HEALTH INSURANCE EXPENSE	61,122	61,121	33,600	61,121	61,121
158 MEDICARE CONTRIBUTION	5,479	5,850	2,665	5,675	5,550
TOTAL PERSONAL SERVICES	542,739	574,893	268,660	559,203	551,642
235 EQUIPMENT REPAIRS/MAINT.		100			100
261 MILEAGE	251	2,500		750	750
262 COMMERCIAL TRAVEL	290	1,000		1,000	1,000
263 MEALS & LODGING	12,120	20,000	6,310	15,000	20,000
264 REGISTRATION	9,431	14,000	3,664	12,000	20,000
289 OTHER RENT/LEASES	240	200		200	200
TOTAL CONTRACTUAL SERVICES	22,332	37,800	9,974	28,950	42,050
322 SUBSCRIPTIONS & BOOKS	651	785		700	785
367 CLOTHING & UNIFORM REPLACEMENT	1,600	1,600		1,600	1,600
TOTAL MATERIALS AND SUPPLIES	2,251	2,385		2,300	2,385
DIVISION TOTAL	567,322	615,078	278,634	590,453	596,077

## **POLICE – AUXILIARY SERVICES**

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The Auxiliary Services Division is comprised of the school crossing guards and the Police Explorer Post 509. The purpose of these units is to provide support services for the Police Department. The Explorer Post is utilized for parking/traffic control as well as assistance at numerous departmental special events, i.e. , bike rodeos, Law Day, neighborhood meetings, July 4<sup>th</sup> activities, Halloween safety patrols, and Easter egg hunt safety at the Kenosha Youth Foundation. The Auxiliary services lend special assistance at City sanctioned events, providing crowd control at all major events. The school crossing guards are utilized throughout the school year, providing safe pedestrian crossing at all the schools in the City of Kenosha. They may also be called on to assist in the crossing of pedestrians at special events in the City.

The use of crossing guards and the Explorers reduces the need for law enforcement Officers for traffic control. This facilitates the safe movement of vehicles and pedestrian traffic and also includes the security of vehicles in parking lots during special events.

110 GENERAL FUND  
02 PUBLIC SAFETY

21 POLICE DEPT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
52108 AUXILIARY SERVICES					
132 TEMP/SEAS/L.T.E.	132,747	149,374	82,839	148,000	153,329
143 DRY CLEANING/CLOTHING ALLOW	3,600	4,000	3,625	4,000	4,125
158 MEDICARE CONTRIBUTION	1,977	2,218	1,236	2,100	2,290
TOTAL PERSONAL SERVICES	138,324	155,592	87,700	154,100	159,744
225 TELE-LONG DISTANCE/LOCAL CALLS	4,653	4,800	1,963	4,800	4,800
226 CELLULAR/WIRELESS SERVICE COST	373	360	203	360	360
256 PRISONER MEALS	12,062	30,823	11,838	30,823	30,823
TOTAL CONTRACTUAL SERVICES	17,088	35,983	14,004	35,983	35,983
367 CLOTHING & UNIFORM REPLACEMENT	1,568	2,300		2,300	2,300
389 OTHER		200			200
TOTAL MATERIALS AND SUPPLIES	1,568	2,500		2,300	2,500
DIVISION TOTAL	156,980	194,075	101,704	192,383	198,227

## **POLICE – KENOSHA STREET CRIMES UNIT**

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The Street Crimes Unit was formed to target street level narcotics violators and drug houses, gather gang information, and conduct special surveillance operations. They are responsible for identifying, monitoring, and suppressing criminal activity in the Kenosha area.

The Division is comprised of a Sergeant, Detectives, and Gang Unit Police Officers, who are under the direction of the Captain of Investigations. The Division strives to successfully investigate drug and gang activity in Kenosha. Members of this unit are specially trained in drug enforcement, gang activity and terrorism and utilize specialized equipment to successfully complete their missions, investigations, and assignments.

The Street Crimes Unit investigates criminal and misdemeanor cases that are self-initiated and other cases referred to them by the Patrol Division, the Investigations Division or outside law enforcement agencies.

### ***Responsibilities/Activities***

The unit strives to develop intelligence in their crime busting capabilities including, but not limited to, investigating criminal activities and conducting analyses by areas and type of crimes. They monitor individuals and groups, making cases against perpetrators of illegal and criminal activities. They are engaged in clandestine undercover activities to successfully conclude investigations.

The Street Crimes Unit also functions to assist and train other law enforcement agencies as required.

110 GENERAL FUND  
02 PUBLIC SAFETY

21 POLICE DEPT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
52109 KENOSHA STREET CRIMES UNIT					
111 SALARIES-PERMANENT REGULAR	657,517	711,060	350,374	705,000	711,060
131 OVERTIME	56,760	55,000	32,321	55,000	84,000
135 LONGEVITY	700	720	300	720	560
136 SHIFT DIFFERENTIAL	6,280	6,240	2,520	6,240	5,280
137 EDUCATION PAY	180	180	90	180	180
138 SPECIAL PAY	6,140	2,700	1,230	2,700	2,700
143 DRY CLEANING/CLOTHING ALLOW	5,808	5,786		5,786	5,808
146 PRODUCTIVITY INCENTIVE	3,000	500	500	500	
147 COMP TIME BUY BACK	11,118	10,000		10,000	10,000
151 WRS/RETIREMENT	149,916	156,065	77,142	154,810	169,660
152 F.I.C.A.	46,997	49,120	23,077	48,730	50,820
155 HEALTH INSURANCE EXPENSE	168,084	168,084	92,400	168,084	168,084
158 MEDICARE CONTRIBUTION	10,991	11,490	5,397	11,400	11,890
TOTAL PERSONAL SERVICES	1,123,491	1,176,945	585,351	1,169,150	1,220,042
225 TELE-LONG DISTANCE/LOCAL CALLS	2,581	3,600	121	125	
226 CELLULAR/WIRELESS SERVICE COST	4,914	5,160	2,404	5,160	6,000
227 TELEPHONE - EQUIPMENT/OTHER	499		35		
232 OFFICE EQUIPMENT	400	408	166	408	
235 EQUIPMENT REPAIRS/MAINT.	181	500	59	200	500
282 EQUIPMENT RENTAL	867	870	390	870	234
TOTAL CONTRACTUAL SERVICES	9,442	10,538	3,175	6,763	6,734
323 MEMBERSHIP DUES	275	550		550	550
341 VEHICLE FUEL CHARGE/OIL/ETC	16,670	16,800	2,824	16,800	14,000
345 JOINT SERVICE EQUIP CHARGES	3,186	8,500	1,050	8,500	8,500
365 POLICE OFFICERS EQUIPMENT	1,526	3,500	480	3,500	3,500
367 CLOTHING & UNIFORM REPLACEMENT	4,356	4,400	1,200	4,400	4,400
TOTAL MATERIALS AND SUPPLIES	26,013	33,750	5,554	33,750	30,950
DIVISION TOTAL	1,158,946	1,221,233	594,080	1,209,663	1,257,726

## **POLICE – COMMUNITY SERVICES**

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The Community Services Division is comprised of Public Relations and Crime Prevention programs, School Liaison programs, and Safety Education programs for children and adults utilizing trained officers to convey a positive image of the Kenosha Police Department. One of the major purposes of the Community Services Division is to teach kids and adults to be alert and aware of the things they can do to build our community up and stop the things that tear our community down. They encourage a positive relationship between the children and the Kenosha Police Department and instill important safety values.

This unit also assists in the prevention of crimes from occurring at and around our area schools. They allow educators the opportunity to work with a police officer on problems regarding students.

Community Services also strives to organize and develop relationships with all media (i.e., radio, television, and print).

### **Responsibilities/Activities**

Major initiatives and programs that are ongoing are Crime Stoppers, Operation I.D., Neighborhood Watch Program, Business Watch Program and Realtor Watch Program.

The Division serves as a liaison between the Kenosha Police Department, civic groups and the Kenosha Unified School District; supervises the School Resource officers; conducts background checks; provides a Public Information Officer; provides home and business security checks; and reviews requests from citizens for open records relating to Police reports.

The Community Services Division is active in officer recruitment and crime prevention, and attend various public speaking engagements in both the schools and various organizations, as a representative of the Kenosha Police Department.



110 GENERAL FUND  
02 PUBLIC SAFETY

21 POLICE DEPT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
52110 COMMUNITY SERVICES					
111 SALARIES-PERMANENT REGULAR	384,363	398,760	195,018	388,000	398,760
131 OVERTIME	27,407	20,000	10,082	20,000	20,000
132 TEMP/SEAS/L.T.E.	17,077	17,530	9,123	17,530	17,000
135 LONGEVITY	540	565	270	565	600
137 EDUCATION PAY	180	180	90	180	180
138 SPECIAL PAY	2,940	540	270	540	615
143 DRY CLEANING/CLOTHING ALLOW	3,168	3,168		3,168	3,168
146 PRODUCTIVITY INCENTIVE	1,375	500	500	500	
147 COMP TIME BUY BACK	3,913	611		611	611
151 WRS/RETIREMENT	85,466	87,045	42,436	83,300	89,630
152 F.I.C.A.	27,326	27,395	12,600	26,730	27,350
155 HEALTH INSURANCE EXPENSE	91,682	91,682	50,400	91,682	91,682
158 MEDICARE CONTRIBUTION	6,391	6,410	2,947	6,255	6,400
TOTAL PERSONAL SERVICES	651,828	654,386	323,736	639,061	655,996
219 OTHER PROFESSIONAL SERVICES		420	419	420	420
221 ELECTRICAL	4,470	5,300	2,561	4,600	5,300
222 NATURAL GAS	1,706	2,200	1,424	1,900	2,200
223 STORM WATER UTILITY	410	350	215	350	420
224 WATER	232	300	104	300	300
225 TELE-LONG DISTANCE/LOCAL CALLS	752	720	378	720	840
227 TELEPHONE - EQUIPMENT/OTHER	516	700	341	700	700
232 OFFICE EQUIPMENT					408
235 EQUIPMENT REPAIRS/MAINT.		200			200
246 OTHER BLDG MAINTENANCE	251	275	115	275	275
263 MEALS & LODGING	50	300		300	300
264 REGISTRATION	42	300		300	300
TOTAL CONTRACTUAL SERVICES	8,429	11,065	5,557	9,865	11,663
311 OFFICE SUPPLIES/PRINTING	9,081	10,600	4,394	10,000	15,000
323 MEMBERSHIP DUES	80	170		170	170
367 CLOTHING & UNIFORM REPLACEMENT	1,536	1,600		1,600	1,600
TOTAL MATERIALS AND SUPPLIES	10,697	12,370	4,394	11,770	16,770
935 SPECIAL REV FUND	314,502-	319,000-	184,477-	319,000-	319,000-
TOTAL OTHER	314,502-	319,000-	184,477-	319,000-	319,000-
DIVISION TOTAL	356,452	358,821	149,210	341,696	365,429

## **POLICE – JOINT SERVICES OPERATIONS**

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In 1981, the City of Kenosha and Kenosha County signed an agreement to a Joint Services Board to provide joint service functions, supporting the operations of the the City of Kenosha Police Department and the Kenosha County Sheriff's Department. The Board consists of three members appointed by the City, three by the County and one independent member mutually confirmed by both parties.

The Joint Services operations provide communications, records management, evidence and identification, property room evidence, collection of money from citations, vehicle maintenance and general administrative services.

110 GENERAL FUND  
02 PUBLIC SAFETY

21 POLICE DEPT

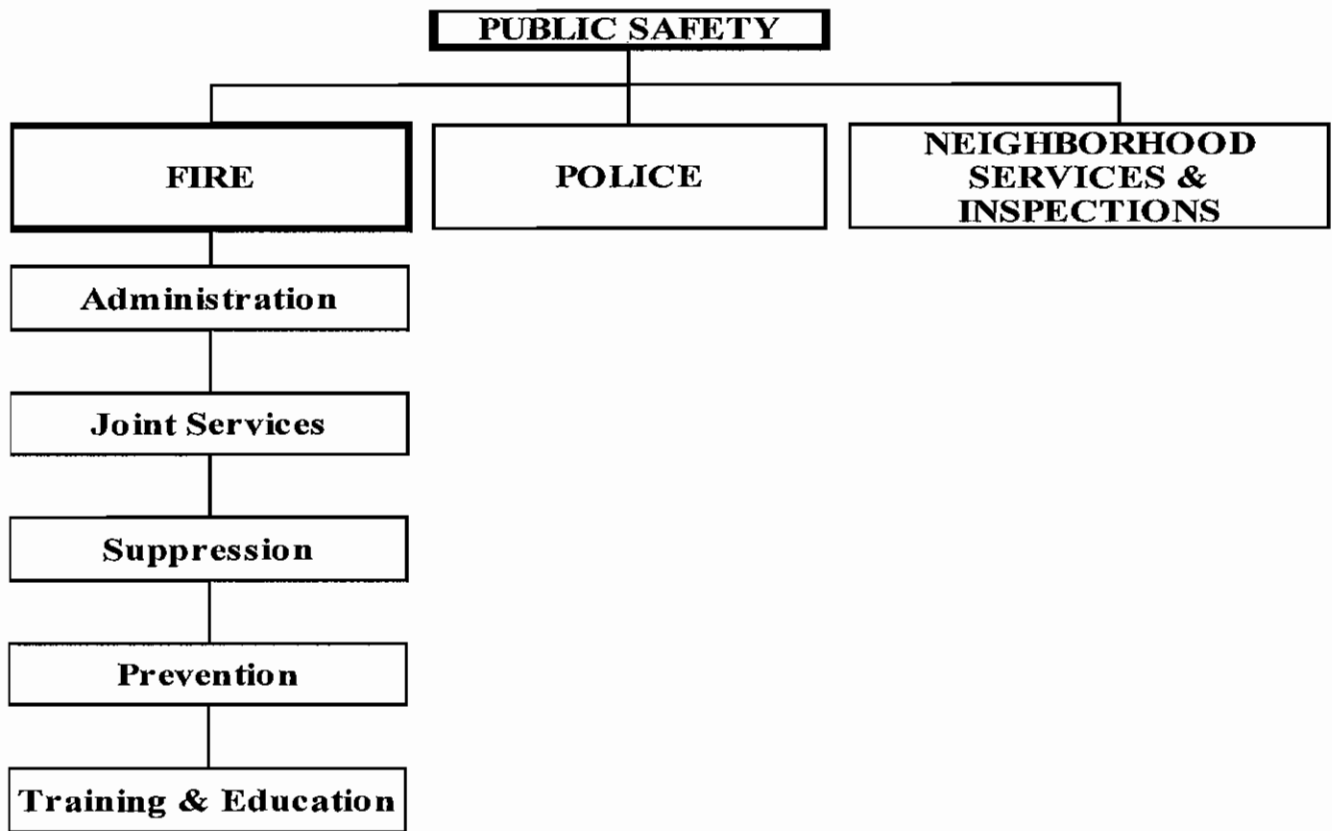
DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
52111 POLICE SHARE JOINT SERVICE CST					
251 CITY SHARE-JOINT SERVICES	2,399,700	2,812,986	1,406,493	2,812,986	3,096,942
TOTAL CONTRACTUAL SERVICES	2,399,700	2,812,986	1,406,493	2,812,986	3,096,942
DIVISION TOTAL	2,399,700	2,812,986	1,406,493	2,812,986	3,096,942
DEPARTMENT TOTAL	23,989,269	25,351,347	11,728,921	25,227,114	25,998,824

# FIRE DEPARTMENT

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The Fire Department provides fire prevention, fire suppression, emergency medical services, and the development of fire safety programs. Emergency Medical Services is a Special Revenue Fund.

## **Organization**



## FIRE DEPARTMENT

### Authorized Full-Time Positions

	2008	2009	Adopted 2010
<u>Administration</u>			
Fire Chief	1	1	1
Deputy Chief	1	1	1
Clerk Typist II	2	2	2
Total Administration	4	4	4
<u>Suppression</u>			
House Captain	1	1	1
Line Captain	3	3	3
Mechanic Supervisor	1	1	1
Mechanic II	1	1	1
Lieutenant	20	18	18
Apparatus Operator	29	28	28
Firefighter	35	38	38
Total Suppression	90	90	90
<u>Fire Prevention</u>			
Division Chief	1	1	1
Inspector	2	2	2
Total Fire Prevention	3	3	3
<u>Emergency Medical Services (1)</u>			
Division Chief – EMS	1	0	0
Division Chief – Quality Control & Public Health	0	1	1
Emergency Medical Service Officer	1	1	1
Battalion Chief	3	3	3
Lead EMS Instructor	1	0	0
House Captain	5	5	5
Line Captain	4	3	3
Lieutenant	6	6	6
Apparatus Operator	10	10	10
Firefighter	28	29	29
Total Emergency Medical Services	59	58	58
<u>Training &amp; Education</u>			
Division Chief – Training	1	1	1
Total Training & Education	1	1	1
Total Fire Department	157	156	156

(1) Budget found in Special Revenue Fund

110 GENERAL FUND  
02 PUBLIC SAFETY

22 FIRE DEPT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
52200 FIRE DEPT					
111 SALARIES-PERMANENT REGULAR	6,295,454	6,366,373	3,142,475	6,307,977	6,370,577
121 WAGES PERMANENT REGULAR	48,095	48,488	23,663	48,488	50,212
131 OVERTIME	409,481	446,000	186,377	446,000	373,916
132 TEMP/SEAS/L.T.E.	4,620	14,759	3,882	10,748	
135 LONGEVITY	11,660	12,000	5,745	12,000	12,145
137 EDUCATION PAY	2,290	2,640	1,320	2,640	2,640
138 SPECIAL PAY	8,372	9,900	4,090	9,000	9,000
141 TOOL ALLOWANCE	600	600	300	600	600
146 PRODUCTIVITY INCENTIVE	27,250	6,125	6,125	6,125	
149 HOLIDAY BUY BACK	150,871	135,000	575	135,000	120,870
151 WRS/RETIREMENT	1,383,825	1,415,323	677,778	1,402,560	1,490,500
152 F.I.C.A.	11,956	11,803	6,107	11,803	11,436
153 62:13 PENSION PAYMENTS	256,170	174,500	72,505	174,500	174,500
154 62:13 SUPPLEMENTAL PENSION PAY	18,429	18,625	4,487	8,100	7,200
155 HEALTH INSURANCE EXPENSE	1,741,666	1,873,315	848,400	1,873,315	1,873,191
158 MEDICARE CONTRIBUTION	65,606	71,923	32,527	70,059	73,322
165 DEATH/DISABILITY MONTHLY	29,186	29,200	14,593	29,200	29,200
TOTAL PERSONAL SERVICES	10,465,531	10,636,574	5,030,949	10,548,115	10,599,309
215 DATA PROCESSING	48,756	10,120	10,120	10,120	10,000
219 OTHER PROFESSIONAL SERVICES	200	1,500	476	1,000	1,000
221 ELECTRICAL	54,095	58,500	25,728	58,500	60,000
222 NATURAL GAS	49,260	52,000	38,132	52,000	53,700
223 STORM WATER UTILITY	4,150	4,500	2,251	4,500	5,400
224 WATER	7,029	7,900	3,518	7,100	7,200
225 TELE-LONG DISTANCE/LOCAL CALLS	4,905	5,800	2,616	5,882	5,800
231 COMMUNICATIONS EQUIPMENT	7,570	7,000	4,705	7,000	7,000
232 OFFICE EQUIPMENT	1,476	4,036	718	3,900	3,700
233 LICENSING/MAINT AGREEMENTS	299				
235 EQUIPMENT REPAIRS/MAINT.	9,455	19,010	4,513	17,060	15,400
241 HEATING & AIR CONDITIONING	1,986	8,582	2,655	9,000	3,300
244 PAINTING & CARPETING	3,746				
245 ROOF REPAIRS		1,725		1,725	800
246 OTHER BLDG MAINTENANCE	57,960	32,170	21,885	32,170	36,725
251 CITY SHARE-JOINT SERVICES	599,925	703,247	351,623	703,247	774,236
259 OTHER	25,999	22,425	7,086	18,300	19,275
261 MILEAGE	1,503	3,050	412	2,160	1,310
262 COMMERCIAL TRAVEL	3,757	7,180	2,151	3,546	2,350
263 MEALS & LODGING	15,640	19,955	7,417	15,125	8,100
264 REGISTRATION	19,979	30,100	18,694	25,265	12,780
282 EQUIPMENT RENTAL	2,253	1,190	504	1,190	1,100
289 OTHER RENT/LEASES	900	900			
TOTAL CONTRACTUAL SERVICES	920,843	1,000,890	505,204	978,790	1,029,176

110 GENERAL FUND  
02 PUBLIC SAFETY

22 FIRE DEPT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
52200 FIRE DEPT					
311 OFFICE SUPPLIES/PRINTING	15,762	15,131	7,163	15,130	5,600
316 COMPUTER SOFTWARE	4,382	1,600		1,600	5,380
322 SUBSCRIPTIONS & BOOKS	7,310	4,370	2,749	4,288	4,090
323 MEMBERSHIP DUES	2,170	3,010	1,719	3,008	3,910
341 VEHICLE FUEL CHARGE/OIL/ETC	88,489	76,500	19,949	50,500	55,250
342 CENTRAL GARAGE LABOR CHARGES	70	500		250	550
343 CENT.GARAGE-PARTS&MAT. CHARGES	52	2,500		1,250	2,500
344 OUTSIDE MATERIAL & LABOR	72,574	78,870	29,930	78,460	82,200
353 HORTICULTURAL SUPP-FERT ETC	843	2,600	605	2,000	2,600
357 BUILDING MATERIALS	744	2,580	1,176	2,580	2,580
358 FIRE FOAM	3,480	5,000	4,992	4,992	5,000
361 SMALL TOOLS	7,258	6,660	4,756	6,660	6,450
362 OFFICE FURNITURE & EQUIPMENT	3,504	3,238	3,135	3,238	2,900
363 COMPUTER HARDWARE	18,805	8,220	510	1,500	8,000
366 FIRE PREV & TRNG EQUIPMENT	6,401	2,078	294	2,000	2,900
367 CLOTHING & UNIFORM REPLACEMENT	97,517	117,100	77,634	117,100	104,950
369 OTHER NON CAPITAL EQUIPMENT	86,548	70,290	17,812	70,290	63,518
382 HOUSEKEEPING-JANITORIAL SUPPLI	15,517	17,695	13,293	17,695	20,078
383 PREV&TRAIN-BOOK/SUPPLY/EQUIP.	15,725	16,577	5,106	16,560	15,680
385 BATTERIES	1,637	1,700	548	1,700	1,900
388 PHOTOGRAPHIC EQUIP & SUPPLIES	1,540	1,000	24	500	500
389 OTHER	1,341	3,000	1,123	2,000	3,000
TOTAL MATERIALS AND SUPPLIES	451,669	440,219	192,518	403,301	399,536
579 OTHER MISC EQUIPMENT	4,527				
582 BUILDINGS		992	3,905	992	
592 COPIERS	10,730				
TOTAL CAPITAL OUTLAY-PURCHASE	15,257	992	3,905	992	
711 INSURED LOSSES-ACCIDENT CAUSED	1,500				
TOTAL INSURED LOSSES	1,500				
935 SPECIAL REV FUND	16,241-				
941 GRANT EQUIP/SERVICES	19,697				
TOTAL OTHER	3,456				
DEPARTMENT TOTAL	11,858,256	12,078,675	5,732,576	11,931,198	12,028,021

## FIRE - ADMINISTRATION

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Fire Administration is responsible for administering the total system of fire, emergency medical services (EMS), prevention and operations for the Kenosha Fire Department. This includes planning, training support services, program development, record keeping and reporting, budgeting and the management of personnel, buildings and apparatus.

### **Responsibilities/Activities**

Fire Administration plans, organizes, staffs, directs and evaluates all Department functions, ensuring fiscally responsible emergency responses by the Department.

Fire Administration coordinates, maintains, and properly reports from the record system all emergencies, procurement, expenditures, and other required records of the Department. Administration also plans, organizes, and provides training and development for personnel which provide the City of Kenosha with highly trained, safe, and productive emergency responders.

Administration addresses federal, state, and local legislative concerns that affect the safety and welfare of citizens and employees. This helps in maintaining a well-balanced and current understanding of the laws and legislation that affect the overall Department's ability to provide effective service.

To ensure a proper level of emergency protection for the City of Kenosha and surrounding regions, Administration develops and maintains contractual agreements with other area fire departments and contractors. This creates an environment that fosters a fluid working relationship with the surrounding communities.

There is a check and balance process for all activities throughout the Department. Administration oversees and coordinates appropriate activities with other departments and agencies, ensuring continuity and good working relationships. The Division provides a conduit of constant communication throughout the community.

	2008 Actual	2009 Estimated	2010 Estimated
Approximate square miles served	25.56	25.56	25.56
Total fire stations	6	6	6
Total front line response apparatus	13	13	13
Mutual aid agreement with other departments	2	2	2



110 GENERAL FUND  
02 PUBLIC SAFETY

22 FIRE DEPT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
52201 FIRE ADMINISTRATION					
111 SALARIES-PERMANENT REGULAR	273,988	290,145	143,076	290,145	294,252
135 LONGEVITY	600	720	320	720	735
146 PRODUCTIVITY INCENTIVE	1,500	375	375	375	
151 WRS/RETIREMENT	49,570	51,311	25,325	51,385	55,500
152 F.I.C.A.	4,763	4,980	2,475	4,980	5,060
155 HEALTH INSURANCE EXPENSE	61,122	61,121	33,600	61,121	61,121
158 MEDICARE CONTRIBUTION	1,114	4,207	579	4,207	4,290
TOTAL PERSONAL SERVICES	392,657	412,859	205,750	412,933	420,958
215 DATA PROCESSING	39,548	10,120	10,120	10,120	10,000
225 TELE-LONG DISTANCE/LOCAL CALLS	325	400	164	350	400
232 OFFICE EQUIPMENT	728	1,336	718	1,200	1,000
261 MILEAGE	70			110	110
263 MEALS & LODGING	1,672	905	619	725	800
264 REGISTRATION	1,090	525	350	350	2,000
TOTAL CONTRACTUAL SERVICES	43,433	13,286	11,971	12,855	14,310
311 OFFICE SUPPLIES/PRINTING	15,715	15,131	7,163	15,130	5,600
322 SUBSCRIPTIONS & BOOKS	437	245	243	243	260
323 MEMBERSHIP DUES	995	1,225	1,019	1,223	2,800
341 VEHICLE FUEL CHARGE/OIL/ETC	113				
362 OFFICE FURNITURE & EQUIPMENT	73	808	808	808	400
TOTAL MATERIALS AND SUPPLIES	17,333	17,409	9,233	17,404	9,060
592 COPIERS	10,730				
TOTAL CAPITAL OUTLAY-PURCHASE	10,730				
DIVISION TOTAL	464,153	443,554	226,954	443,192	444,328

## **FIRE – DISPATCHING & COMMUNICATIONS**

---

In 1981, the City of Kenosha and Kenosha County signed an agreement to form a Joint Services Board to provide joint service functions supporting the operations of the City of Kenosha Fire Department. The Board consists of three members appointed by the City, three by the County and one independent member mutually confirmed by both parties.

The Joint Services Operations provides fire suppression and emergency medical dispatching, and communication services to the Fire Department.

110 GENERAL FUND  
02 PUBLIC SAFETY

22 FIRE DEPT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
52202 DISPATCHING & COMMUNICATIONS					
251 CITY SHARE-JOINT SERVICES	599,925	703,247	351,623	703,247	774,236
TOTAL CONTRACTUAL SERVICES	599,925	703,247	351,623	703,247	774,236
DIVISION TOTAL	599,925	703,247	351,623	703,247	774,236

## FIRE – SUPPRESSION

---

The Suppression Division is the largest unit within the Fire Department and includes Level B hazardous materials response. The Suppression Division's purpose is to minimize loss of life and property during emergencies and is interrelated with, and provides support to all other divisions.

### **Responsibilities/Activities**

The Suppression Division responds with a modern fleet of fire apparatus from six fire stations. The Suppression Division responds to all reports of fire, aircraft emergencies, water emergencies, motor vehicle accidents and other emergencies within the City of Kenosha.

All Suppression Division personnel conduct regular fire inspections of all commercial buildings to ensure these buildings are safe and in compliance with state laws and regulations.

Continuous readiness training is conducted to ensure responding personnel apply the most modern and safe practices of emergency response and mitigation.

Under the directions of the House Captains fire fighters provide preventive maintenance and routine care of the facilities and the apparatus housed there to ensure maximum fleet readiness and a clean, safe and properly maintained work environment.

	2008 Actual	2009 Estimated	2010 Estimated
Fire related incidents	1,983	1,842	1,842
EMS first response incidents	6,189	6,189	6,189
Hazardous conditions incidents	76	76	76
Service Calls	948	900	900
Personnel with EMT-DA certification	149	149	149

110 GENERAL FUND  
02 PUBLIC SAFETY

22 FIRE DEPT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
52203 FIRE SUPPRESSION					
111 SALARIES-PERMANENT REGULAR	5,716,608	5,758,396	2,840,747	5,700,000	5,756,285
121 WAGES PERMANENT REGULAR	48,095	48,488	23,663	48,488	50,212
131 OVERTIME	356,497	375,000	131,611	375,000	282,916
132 TEMP/SEAS/L.T.E.	4,620	5,729	439	3,500	
135 LONGEVITY	10,785	10,980	5,275	10,980	11,110
137 EDUCATION PAY	1,870	2,220	1,110	2,220	2,220
138 SPECIAL PAY	8,372	9,900	4,090	9,000	9,000
141 TOOL ALLOWANCE	600	600	300	600	600
146 PRODUCTIVITY INCENTIVE	24,250	5,250	5,250	5,250	
149 HOLIDAY BUY BACK	150,871	135,000	575	135,000	120,870
151 WRS/RETIREMENT	1,259,369	1,282,494	608,740	1,271,600	1,345,283
152 F.I.C.A.	7,193	6,823	3,632	6,823	6,376
153 62:13 PENSION PAYMENTS	256,170	174,500	72,505	174,500	174,500
154 62:13 SUPPLEMENTAL PENSION PAY	18,429	18,625	4,487	8,100	7,200
155 HEALTH INSURANCE EXPENSE	1,619,423	1,751,073	781,200	1,751,073	1,750,949
158 MEDICARE CONTRIBUTION	60,554	61,932	29,457	61,120	62,907
165 DEATH/DISABILITY MONTHLY	29,186	29,200	14,593	29,200	29,200
TOTAL PERSONAL SERVICES	9,572,892	9,676,210	4,527,674	9,592,454	9,609,628
215 DATA PROCESSING	9,208				
221 ELECTRICAL	54,095	58,500	25,728	58,500	60,000
222 NATURAL GAS	49,260	52,000	38,132	52,000	53,700
223 STORM WATER UTILITY	4,150	4,500	2,251	4,500	5,400
224 WATER	7,029	7,900	3,518	7,100	7,200
225 TELE-LONG DISTANCE/LOCAL CALLS	4,580	5,400	2,452	5,532	5,400
231 COMMUNICATIONS EQUIPMENT	7,570	7,000	4,705	7,000	7,000
233 LICENSING/MAINT AGREEMENTS	299				
235 EQUIPMENT REPAIRS/MAINT.	9,455	18,510	4,513	16,560	14,100
241 HEATING & AIR CONDITIONING	1,986	8,582	2,655	9,000	3,300
244 PAINTING & CARPETING	3,746				
245 ROOF REPAIRS		1,725		1,725	800
246 OTHER BLDG MAINTENANCE	57,960	32,170	21,885	32,170	32,075
259 OTHER	17,989	21,225	7,086	18,300	18,275
261 MILEAGE	245	500			500
262 COMMERCIAL TRAVEL	313	1,000			1,000
263 MEALS & LODGING	3,010	2,050	415	900	2,950
264 REGISTRATION	1,290	4,600	380	3,100	4,000
282 EQUIPMENT RENTAL	1,163	1,100	504	1,100	1,100
289 OTHER RENT/LEASES	900	900			
TOTAL CONTRACTUAL SERVICES	234,248	227,662	114,224	217,487	216,800

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110 GENERAL FUND  
02 PUBLIC SAFETY

22 FIRE DEPT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
316 COMPUTER SOFTWARE	4,382	1,600		1,600	5,380
322 SUBSCRIPTIONS & BOOKS	1,652				
341 VEHICLE FUEL CHARGE/OIL/ETC	88,376	76,500	19,949	50,500	55,250
342 CENTRAL GARAGE LABOR CHARGES	70	500		250	550
343 CENT.GARAGE-PARTS&MAT. CHARGES	52	2,500		1,250	2,500
344 OUTSIDE MATERIAL & LABOR	70,006	73,060	29,005	74,000	76,400
353 HORTICULTURAL SUPP-FERT ETC	843	2,600	605	2,000	2,600
357 BUILDING MATERIALS	744	2,580	1,176	2,580	2,580
361 SMALL TOOLS	7,258	6,660	4,756	6,660	6,450
362 OFFICE FURNITURE & EQUIPMENT		2,430	2,327	2,430	2,500
363 COMPUTER HARDWARE	18,805	8,220	510	1,500	8,000
367 CLOTHING & UNIFORM REPLACEMENT	4,099				
369 OTHER NON CAPITAL EQUIPMENT	79,527	66,535	15,488	66,535	62,018
382 HOUSEKEEPING-JANITORIAL SUPPLI	15,517	17,695	13,293	17,695	20,078
385 BATTERIES	1,552	1,200	548	1,200	1,400
389 OTHER	1,341	3,000	1,123	2,000	3,000
TOTAL MATERIALS AND SUPPLIES	294,224	265,080	88,780	230,200	248,706
579 OTHER MISC EQUIPMENT	4,527				
582 BUILDINGS		992	3,905	992	
TOTAL CAPITAL OUTLAY-PURCHASE	4,527	992	3,905	992	
711 INSURED LOSSES-ACCIDENT CAUSED	1,500				
TOTAL INSURED LOSSES	1,500				
 DIVISION TOTAL	 10,107,391	 10,169,944	 4,734,583	 10,041,133	 10,075,134

## **FIRE - FIRE PREVENTION BUREAU**

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The Fire Prevention Bureau's mission is to reduce life and property loss by the elimination of hazards. This is accomplished by increasing public awareness through education and training of the public in emergency life saving techniques, fire evacuation drills, inspections and fire investigations.

### **Responsibilities/Activities**

The Fire Prevention Bureau performs a multitude of services to the community. The inspection of new and existing buildings for occupancy purposes and monitoring of life safety components is a daily event. Records of all inspections are maintained in a computer database.

The Fire Prevention Bureau currently has five investigators available 24 hours per day responding to investigation requests by line personnel for fires of an unknown origin.

Currently the Fire Prevention Bureau has a grant writer who researches potential funding resources, develops organizational programs, develops, writes and submits grant applications and keeps abreast of available resources for the Department.

Fire prevention programs are continuous throughout the year with programs such as the Children's Fire Safety House, City sponsored public events, community service events, institutional instruction on the use of fire extinguishers, and public speaking engagements. The Fire Prevention Bureau has four Juvenile Fire Setter counselors trained to educate children on the dangers of fire play.

Future goals of the Fire Prevention Bureau are to continue quality inspections of all new and existing buildings and enhance public education programs.

On January 30, 2009 an updated chapter of the City ordinance (Chapter III Fire Prevention Bureau) was approved by the City Council and went into effect March 1, 2009. This chapter includes life safety requirements that supersede state codes.

	2008 Actual	2009 Estimated	2010 Estimated
Fire Department inspections	9,850	9,850	9,850
Building/Sprinkler plan review	105	75	75
Educational/Evacuation Drills Attendance	51,736	35,000	35,000
Fire Investigations	85	80	78
Juvenile Fire Setter Program Cases	20	18	20



110 GENERAL FUND  
02 PUBLIC SAFETY

22 FIRE DEPT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
52204 FIRE PREVENTION					
111 SALARIES-PERMANENT REGULAR	232,906	239,688	120,264	239,688	240,528
131 OVERTIME	23,645	27,000	11,034	27,000	27,000
135 LONGEVITY	275	300	150	300	300
137 EDUCATION PAY	420	420	210	420	420
146 PRODUCTIVITY INCENTIVE	1,125	375	375	375	
151 WRS/RETIREMENT	53,740	56,600	26,935	54,630	58,480
155 HEALTH INSURANCE EXPENSE	45,841	45,841	25,200	45,841	45,841
158 MEDICARE CONTRIBUTION	2,538	3,880	1,296	2,828	3,900
TOTAL PERSONAL SERVICES	360,490	374,104	185,464	371,082	376,469
261 MILEAGE	191	800	163	300	700
262 COMMERCIAL TRAVEL	2,194	1,800	1,046	1,046	1,350
263 MEALS & LODGING	5,090	5,350	2,280	4,500	4,350
264 REGISTRATION	1,824	1,850	1,165	1,815	2,000
TOTAL CONTRACTUAL SERVICES	9,299	9,800	4,654	7,661	8,400
311 OFFICE SUPPLIES/PRINTING	47				
322 SUBSCRIPTIONS & BOOKS	2,022	2,080	1,294	2,000	2,080
323 MEMBERSHIP DUES	715	955	240	955	1,030
344 OUTSIDE MATERIAL & LABOR	1,981	4,350	189	3,000	4,000
362 OFFICE FURNITURE & EQUIPMENT	499				
369 OTHER NON CAPITAL EQUIPMENT	4,211	1,450	1,319	1,450	
383 PREV&TRAIN-BOOK/SUPPLY/EQUIP.	12,428	12,010	4,860	12,010	13,555
385 BATTERIES	85	500		500	500
388 PHOTOGRAPHIC EQUIP & SUPPLIES	1,428	1,000	24	500	500
TOTAL MATERIALS AND SUPPLIES	23,416	22,345	7,926	20,415	21,665
DIVISION TOTAL	393,205	406,249	198,044	399,158	406,534

## FIRE - TRAINING

The Training Division of the Fire Department is responsible for developing, coordinating, evaluating, administering, and conducting all training for the members of the City of Kenosha Fire Department.

### Responsibilities/Activities

The purpose of the Training Division is to deliver effective training to develop and maintain necessary job skills of the Department's firefighters in order to provide the highest level of fire and rescue service to the citizens and visitors of Kenosha. The Division researches, evaluates and implements new suppression and rescue methods to improve fire fighter safety while meeting operational requirements to effectively serve our customers.

The Kenosha Fire Department Training Division continuously meets evolving operational requirements by developing and updating and improving the following areas of training:

- Airport Firefighting and Rescue
- Basic Recruit Training
- Emergency Medical Services
- Fire Suppression Operations (including but not limited to): Engine Company Operations, Truck Company Operations, Fire Apparatus Operations and Hazardous Materials Operations
- Flight for Life
- Live Fire Training
- National Incident Management Systems Compliance (NIMS)
- Vehicular Entrapment/ Extrication Emergency Operations
- City Transit Emergencies: Trolley & Bus Emergencies
- Special Rescue Emergencies (including but not limited to): Surface Water Rescue, Elevator Rescue, Trench Rescue, Building Collapse Rescue, Confined Space Rescue, and High Angle Rope Rescue.

	2008 Actual	2009 Estimated	2010 Estimated
Total Training Hours – Division level	10,389	9,032	8,612
Basic Recruit Academy	1,080	840	840
Emergency Medical Services	1,224	4,130	1,200
Fire Prevention	80	450	350
Fire Suppression	6,783	3,000	3,000
Hazardous Material	564	540	540
National Incident Management System (NIMS)	96	72	72
Surface Water Rescue	442	0	450
Special Rescue Operations	120	0	200

110 GENERAL FUND  
02 PUBLIC SAFETY

22 FIRE DEPT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
52206 TRAINING & EDUCATION					
111 SALARIES-PERMANENT REGULAR	71,952	78,144	38,388	78,144	79,512
131 OVERTIME	29,339	44,000	43,732	44,000	64,000
132 TEMP/SEAS/L.T.E.		9,030	3,443	7,248	
146 PRODUCTIVITY INCENTIVE	375	125	125	125	
151 WRS/RETIREMENT	21,146	24,918	16,778	24,945	31,237
155 HEALTH INSURANCE EXPENSE	15,280	15,280	8,400	15,280	15,280
158 MEDICARE CONTRIBUTION	1,400	1,904	1,195	1,904	2,225
TOTAL PERSONAL SERVICES	139,492	173,401	112,061	171,646	192,254
219 OTHER PROFESSIONAL SERVICES	200	1,500	476	1,000	1,000
232 OFFICE EQUIPMENT	748	2,700		2,700	2,700
235 EQUIPMENT REPAIRS/MAINT.		500		500	1,300
246 OTHER BLDG MAINTENANCE					4,650
259 OTHER	8,010	1,200			1,000
261 MILEAGE	997	1,750	249	1,750	
262 COMMERCIAL TRAVEL	1,250	4,380	1,105	2,500	
263 MEALS & LODGING	5,868	11,650	4,103	9,000	
264 REGISTRATION	15,775	23,125	16,799	20,000	4,780
282 EQUIPMENT RENTAL	1,090	90		90	
TOTAL CONTRACTUAL SERVICES	33,938	46,895	22,732	37,540	15,430
322 SUBSCRIPTIONS & BOOKS	3,199	2,045	1,212	2,045	1,750
323 MEMBERSHIP DUES	460	830	460	830	80
344 OUTSIDE MATERIAL & LABOR	587	1,460	736	1,460	1,800
358 FIRE FOAM	3,480	5,000	4,992	4,992	5,000
362 OFFICE FURNITURE & EQUIPMENT	2,932				
366 FIRE PREV & TRNG EQUIPMENT	6,401	2,078	294	2,000	2,900
367 CLOTHING & UNIFORM REPLACEMENT	93,418	117,100	77,634	117,100	104,950
369 OTHER NON CAPITAL EQUIPMENT	2,810	2,305	1,005	2,305	1,500
383 PREV&TRAIN-BOOK/SUPPLY/EQUIP.	3,297	4,567	246	4,550	2,125
388 PHOTOGRAPHIC EQUIP & SUPPLIES	112				
TOTAL MATERIALS AND SUPPLIES	116,696	135,385	86,579	135,282	120,105
935 SPECIAL REV FUND	16,241				
941 GRANT EQUIP/SERVICES	19,697				
TOTAL OTHER	3,456				
DIVISION TOTAL	293,582	355,681	221,372	344,468	327,789
DEPARTMENT TOTAL	11,858,256	12,078,675	5,732,576	11,931,198	12,028,021

## DEPARTMENT OF NEIGHBORHOOD SERVICES & INSPECTIONS

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The Department of Neighborhood Services and Inspections ensures the health, safety, and welfare of the buildings that are lived in, worked in, and visited everyday. The Department is a code enforcement, project review, and approval agency for a variety of municipal and State codes and ordinances.

### **Responsibilities/Activities**

The Department of Neighborhood Services & Inspections (NS&I) processes building permit applications and collects fees. They also review construction plans, and issue permits to contractors and property owners.

Inspections of new and existing buildings are performed to ensure compliance with building safety, zoning and property maintenance codes. Any complaints from citizens regarding substandard buildings and premises are thoroughly investigated and code compliance is strongly enforced.

	2008 Actual	2009 Estimated	2010 Estimated
Complaints	1,264	1,550	1,640
Permits Issued	3,607	3,237	3,300
Certificates of Occupancy Issued	522	447	450
Construction Plans Reviewed	616	532	540
Site Plan/C.U.P. Review	161	102	140
Tall Grass and Weed Cases	1,245	1,200	1,200
Licensed Properties Inspected	115	125	125
Lodging Houses Inspected	17	16	14
Manufactured Homes Inspected	132	117	215
Neighborhood Inspection Program Cases	0	1,290	0
Code Violations Complied	5,885	5,000	5,500
Unsafe Buildings Razed	3	4	4
Zoning Variance/Exception Applications	5	5	5

**DEPARTMENT OF NEIGHBORHOOD  
SERVICES & INSPECTIONS**

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***Authorized Full-Time Positions***

	2008	2009	Adopted 2010
Director	1	1	1
Supervisor of Building Inspection	1	1	1
Supervisor of Property Maintenance	1	1	1
Clerical Supervisor	1	1	1
Senior Building Inspector (1)	3	3	3
Senior Electrical Inspector (1)	2	2	2
Senior Plumbing Inspector (1)	1	1	1
Zoning Coordinator	1	1	1
Housing Inspector II (2)	4	4	4
Soil Erosion Inspector (3)	1	1	1
Clerk Typist II	1	1	1
Secretary II	1	1	1
<b>Total Neighborhood Services &amp; Inspections</b>	<b>18</b>	<b>18</b>	<b>18</b>

(1) Position may be under-filled at the Inspector I or II level.

(2) Position may be under-filled as a Housing Inspector I.

(3) Position authorized in Neighborhood Services & Inspections, 100 % funded in Stormwater Utility.

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110 GENERAL FUND  
02 PUBLIC SAFETY

26 NEIGHBORHOOD SERV & INSP

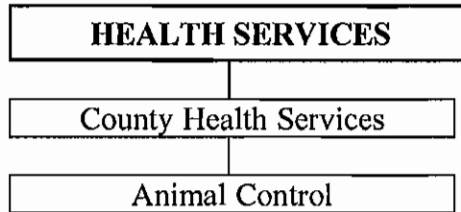
DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
52601 NEIGHBORHOOD SERV & INSP					
111 SALARIES-PERMANENT REGULAR	913,438	975,496	485,093	975,496	947,009
121 WAGES PERMANENT REGULAR		507	508	508	
131 OVERTIME	2,597				
132 TEMP/SEAS/L.T.E.	31,803	42,662	14,597	36,000	14,184
135 LONGEVITY	1,185	1,315	630	1,260	1,310
146 PRODUCTIVITY INCENTIVE	4,866	1,911	1,910	1,911	
151 WRS/RETIREMENT	99,069	106,082	52,224	105,600	105,886
152 F.I.C.A.	58,123	62,321	30,721	62,945	59,678
155 HEALTH INSURANCE EXPENSE	259,767	259,934	151,200	259,934	248,309
158 MEDICARE CONTRIBUTION	13,672	14,777	7,201	14,725	13,962
TOTAL PERSONAL SERVICES	1,384,520	1,465,005	744,084	1,458,379	1,390,338
226 CELLULAR/WIRELESS SERVICE COST	3,822	4,350	1,635	3,925	3,925
232 OFFICE EQUIPMENT	1,232	1,792	417	1,100	1,100
261 MILEAGE	40,524	49,143	15,823	38,000	41,473
263 MEALS & LODGING	379	280		100	200
264 REGISTRATION	2,884	3,850	1,330	2,100	2,490
TOTAL CONTRACTUAL SERVICES	48,841	59,415	19,205	45,225	49,188
311 OFFICE SUPPLIES/PRINTING	5,726	8,761	4,584	8,000	9,000
316 COMPUTER SOFTWARE		89	94	95	
321 PUBLICATION OF LEGAL NOTICES	269	555	164	164	170
322 SUBSCRIPTIONS & BOOKS	1,607	1,555	1,115	1,400	1,500
323 MEMBERSHIP DUES	775	970	350	970	970
361 SMALL TOOLS		200	60	200	200
362 OFFICE FURNITURE & EQUIPMENT	1,134	1,095	845	1,095	
367 CLOTHING & UNIFORM REPLACEMENT		2,000		1,000	2,000
388 PHOTOGRAPHIC EQUIP & SUPPLIES		550		550	200
TOTAL MATERIALS AND SUPPLIES	9,511	15,775	7,212	13,474	14,040
592 COPIERS	5,920				
TOTAL CAPITAL OUTLAY-PURCHASE	5,920				
935 SPECIAL REV FUND	11,500-	25,000-	12,500-	15,750-	16,050-
TOTAL OTHER	11,500-	25,000-	12,500-	15,750-	16,050-
DEPARTMENT TOTAL	1,437,292	1,515,195	758,001	1,501,328	1,437,516

# HEALTH SERVICES

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In 1991, the City of Kenosha contracted with the Kenosha County Health Department to provide health services to City residents. The City also contracts for animal control services.

## **Organization**





110 GENERAL FUND  
04 HEALTH

41 HEALTH SERVICES

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
54100 HEALTH SERVICES					
252 CITY SHARE-COUNTY HEALTH DEPT.	1,103,226	993,234	496,617	993,234	1,086,234
254 ANIMAL CONTROL COSTS	317,971	344,000	130,783	344,000	344,000
TOTAL CONTRACTUAL SERVICES	1,421,197	1,337,234	627,400	1,337,234	1,430,234
DEPARTMENT TOTAL	1,421,197	1,337,234	627,400	1,337,234	1,430,234

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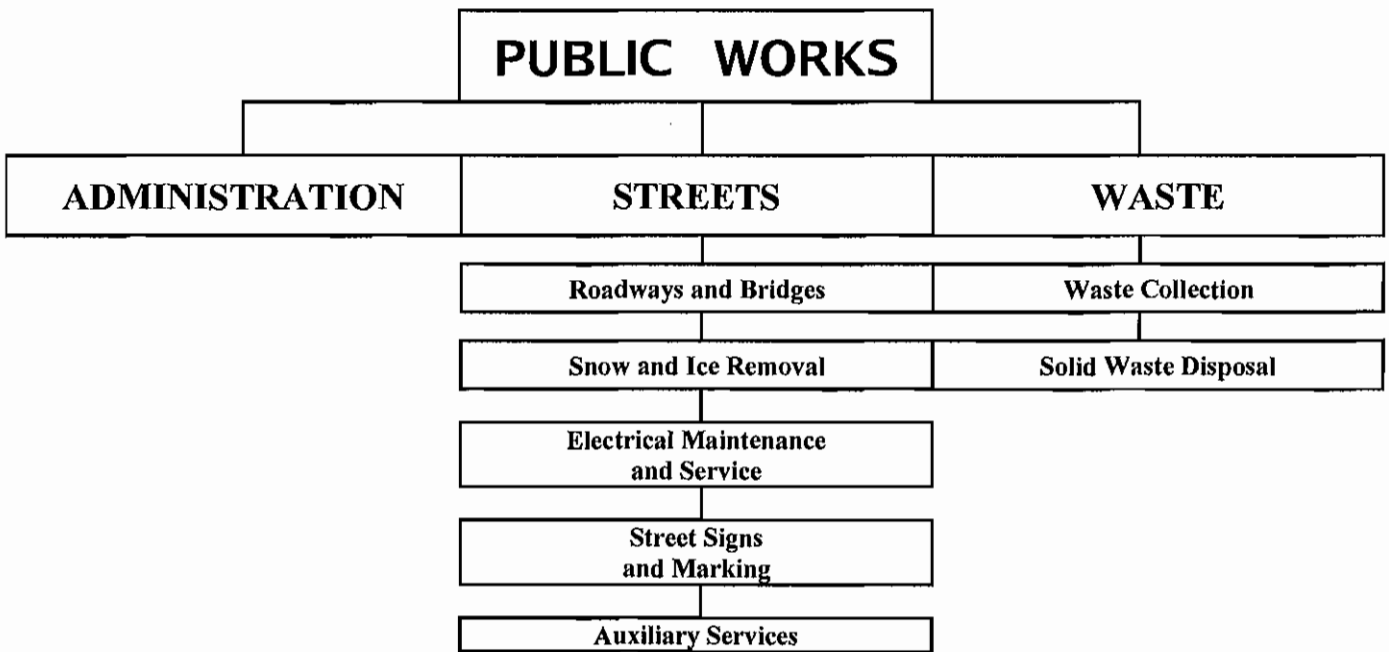
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# PUBLIC WORKS DEPARTMENT

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The Department of Public Works consists of the divisions of Administration, Engineering, Fleet Maintenance/Central Stores, Streets and Waste. Administration is responsible for the coordination of Public Works operations. Streets and Waste Divisions are responsible for maintaining the City of Kenosha's streets, snow and ice control, and waste disposal services. The Waste Division is responsible for the Recycling Program, and the Street Division manages the Yard Waste Program. The Divisions of Engineering, Central Stores and Fleet Maintenance are Internal Services Funds divisions. Public Works is responsible for the management of the Kenosha Stormwater Utility and also oversees the Municipal Office Building.

## **Organization**



## PUBLIC WORKS DEPARTMENT

### Authorized Full-Time Positions

<u>Administration</u>	2008	2009	Adopted 2010
Director of Public Works (4)	1	1	1
Operations Coordinator (4)	1	0	0
Administrative Supervisor – Public Works (4)	0	1	1
Traffic Engineer	1	0	0
Clerk Typist III	1	1	1
Clerk Typist III (5)	1	1	1
Clerk Typist II	2	2	1
Total Administration	7	6	5
<u>Streets</u>			
Superintendent of Streets (4)	1	1	1
Field Supervisor	2	2	2
Field Supervisor (5)	1	1	1
Electrical Repairer (1)	5	5	5
Dispatcher II (1) (4)	1	1	1
Construction and Maintenance Worker III (1) (2)	1	1	1
Construction and Maintenance Worker III (4)	2	2	2
Construction and Maintenance Worker II (1) (2)	1	1	1
Construction and Maintenance Worker II (4)	6	6	6
Equipment Operator (1)	6	6	6
Equipment Operator (4)	9	9	9
Equipment Operator (7)	1	1	1
Total Streets	36	36	36
<u>Waste Collections</u>			
Superintendent of Waste	1	1	1
Field Supervisor	1	1	1
Clerk Typist II	1	1	1
Waste Collector	17	17	17
Total Waste Collections	20	20	20
<u>Waste Disposal</u>			
Equipment Operator	2	2	2
Total Waste Disposal	2	2	2
<u>Recycling Program (3)</u>			
Public Service Project Coordinator (6)	1	0	0
Waste Collector	6	6	6
Total Recycling Program	7	6	6
Total Public Works	72	70	69

- (1) Positions distributed among Roadways & Bridges, Street Cleaning, Snow & Ice Removal, Electrical Maintenance, Street Signs & Markings, Storm Sewer Maintenance, and Auxiliary Services Divisions.
- (2) May be filled at a lower level.
- (3) Special Revenue Fund Budget.
- (4) Position is authorized in Public Works, a portion of position is funded in Public Works for allocation to Storm Water Utility.
- (5) Position is authorized in Public Works, 100 % of position is funded in Stormwater Utility.
- (6) Position transferred to Administration.
- (7) Position is dedicated and funded through Stormwater Utility.

110 GENERAL FUND  
03 PUBLIC WORKS & SANITATION

31 PUBLIC WORKS DEPT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
53100 PUBLIC WORKS DEPT					
111 SALARIES-PERMANENT REGULAR	843,331	788,253	381,884	772,467	728,444
121 WAGES PERMANENT REGULAR	2,286,646	2,531,637	1,139,492	2,408,344	2,504,696
131 OVERTIME	347,906	215,810	215,475	274,849	245,475
132 TEMP/SEAS/L.T.E.	199,167	165,600	49,817	165,600	155,465
135 LONGEVITY	8,250	9,320	4,080	9,075	8,980
146 PRODUCTIVITY INCENTIVE	15,750	3,375	3,375	3,375	
148 VACATION BUY BACK	2,385	1,382		1,382	
151 WRS/RETIREMENT	394,102	381,965	183,587	371,588	396,436
152 F.I.C.A.	230,032	227,711	108,301	221,459	223,436
155 HEALTH INSURANCE EXPENSE	962,664	1,195,038	512,576	1,195,038	1,171,761
158 MEDICARE CONTRIBUTION	55,374	53,831	25,603	52,393	52,358
TOTAL PERSONAL SERVICES	5,345,607	5,573,922	2,624,190	5,475,570	5,487,051
219 OTHER PROFESSIONAL SERVICES	292,104	371,573	130,471	375,750	375,680
221 ELECTRICAL	951,320	978,050	444,048	979,000	1,017,925
222 NATURAL GAS	93,602	67,000	63,701	67,000	68,000
223 STORM WATER UTILITY	19,981	18,850	12,138	23,150	24,275
224 WATER	7,915	4,860	3,260	4,860	4,900
225 TELE-LONG DISTANCE/LOCAL CALLS	1,359	1,550	1,185	1,950	2,575
226 CELLULAR/WIRELESS SERVICE COST	4,625	4,500	1,979	4,500	4,500
227 TELEPHONE - EQUIPMENT/OTHER	2,128	1,500	920	1,846	1,925
231 COMMUNICATIONS EQUIPMENT	9,374	9,975	5,544	9,973	10,700
232 OFFICE EQUIPMENT	2,782	2,372	1,676	2,372	2,840
235 EQUIPMENT REPAIRS/MAINT.	1,548	4,150	1,950	4,150	4,000
241 HEATING & AIR CONDITIONING	3,530	1,850		1,850	1,900
246 OTHER BLDG MAINTENANCE	5,792	6,200	433	4,700	4,700
249 OTHER GROUNDS MAINTENANCE		400	375	375	500
253 WASTE DISPOSAL CHARGES	870,244	995,150	370,589	975,000	1,280,550
259 OTHER	3,838	4,600	929	3,900	3,900
261 MILEAGE	3,301	3,100	998	2,800	3,200
262 COMMERCIAL TRAVEL	263				
263 MEALS & LODGING	1,128	1,100	240	650	950
264 REGISTRATION	3,763	2,200	370	1,100	1,200
282 EQUIPMENT RENTAL	4,049	10,750	7,224	10,750	1,000
TOTAL CONTRACTUAL SERVICES	2,282,646	2,489,730	1,048,030	2,475,676	2,815,220
311 OFFICE SUPPLIES/PRINTING	6,851	6,925	3,700	6,925	8,100
316 COMPUTER SOFTWARE	34	50			50
317 SHOP SUPPLIES	1,836				
321 PUBLICATION OF LEGAL NOTICES	65	150	58	120	150
322 SUBSCRIPTIONS & BOOKS	672	300			300
323 MEMBERSHIP DUES		250			400
326 ADVERTISING		100			
341 VEHICLE FUEL CHARGE/OIL/ETC	321,287	340,025	82,859	268,900	240,250
342 CENTRAL GARAGE LABOR CHARGES	465,983	672,400	265,743	537,400	539,000
343 CENT.GARAGE-PARTS&MAT. CHARGES	345,371	537,700	210,724	496,000	470,000

110 GENERAL FUND  
03 PUBLIC WORKS & SANITATION

31 PUBLIC WORKS DEPT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
344 OUTSIDE MATERIAL & LABOR	59,712	101,600	61,497	101,565	102,500
349 EQUIP OPERATING EXPENSES-OTHER	2,529	16,000	3,309	16,000	16,000
351 ROAD SALT	168,365	241,550	241,407	241,408	280,000
352 CALCIUM CHLORIDE	2,450	4,800	4,811	4,811	4,800
353 HORTICULTURAL SUPP-FERT ETC	3,260	8,100	621	8,100	6,400
354 GRAVEL, SAND, STONE	2,993	7,500		7,500	7,500
355 CEMENT ASPHALT&CRACKFILL	53,512	53,000	27,917	50,000	60,000
357 BUILDING MATERIALS	803	2,500	892	2,500	2,500
361 SMALL TOOLS	9,621	10,400	6,614	10,400	10,400
362 OFFICE FURNITURE & EQUIPMENT	871				4,552
367 CLOTHING & UNIFORM REPLACEMENT	6,371	5,307	410	5,250	7,500
369 OTHER NON CAPITAL EQUIPMENT	9,530	15,000		13,300	1,700
371 PAVEMENT MARKINGS	24,987	26,000		26,000	26,000
372 TRAFFIC SIGNS & HARDWARE	29,147	32,000	11,223	32,000	32,000
373 TRAFFIC SIGNALS	19,716	20,000	544	20,000	20,000
374 STREET LIGHTING	69,181	40,000	6,163	40,000	40,000
375 ELECTRICAL SUPL TRAF&ST LHTG	23,716	30,000	8,498	30,000	30,000
378 BARRICADES, CONES, FLASHERS, ETC	3,328	3,000		3,000	3,000
382 HOUSEKEEPING-JANITORIAL SUPPLI	3,970	3,500	1,861	3,500	3,500
385 BATTERIES	314	600	293	600	800
387 EQUIPMENT CLEANING SUPPLIES	1,743	3,000	2,840	3,000	1,500
388 PHOTOGRAPHIC EQUIP & SUPPLIES	425	250			
389 OTHER	15,538	19,350	10,186	19,350	19,200
TOTAL MATERIALS AND SUPPLIES	1,654,181	2,201,357	952,170	1,947,629	1,938,102
579 OTHER MISC EQUIPMENT					16,000
TOTAL CAPITAL OUTLAY-PURCHASE					16,000
711 INSURED LOSSES-ACCIDENT CAUSED	19,395				
714 UNINSURED LOSSES	1,368		320	320	
716 FIRE LOSS	161,688				
TOTAL INSURED LOSSES	182,451		320	320	
934 OTHER CHARGE BACKS	993,730-	1,413,120-	400,616-	1,400,783-	1,420,839-
TOTAL OTHER	993,730-	1,413,120-	400,616-	1,400,783-	1,420,839-
DEPARTMENT TOTAL	8,471,155	8,851,889	4,224,094	8,498,412	8,835,534

## **PUBLIC WORKS – ADMINISTRATION**

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Public Works Administration is responsible for administrative coordination of all Public Works Divisions' operations. The policies established by the Mayor and Common Council, in addition to Departmental policies established by the Director, are implemented by the administrative staff and assigned Divisions of Administration, Engineering, Central Stores, Fleet Maintenance, Park, Municipal Office Building, Streets, Waste and Recycling.

Public Works administrates a \$25 million operating budget and a \$13 million capital improvement program.

### ***Responsibilities/Activities***

The Administration Division develops and administrates major infrastructure programs, including: Engineering (project management) Street (construction, resurfacing, traffic, crackfilling, yardwaste collection), Fleet Maintenance (planning, procurement, maintenance), Park (parks, pools and golf course) and Waste (collection, disposal, recycling). It also manages aspects of engineering design/construction coordination, snow removal, concrete repair, drainage repairs, ice control and sidewalk replacement/repairs.

Administration provides operational and clerical support to the Storm Water Utility and administers projects for other city departments, such as Library, Museum and Transit.

Administration also implements additionally assigned projects, as requested by the Mayor, and continually analyzes city service operations to seek more efficient processes and cost-saving measures.



110 GENERAL FUND  
03 PUBLIC WORKS & SANITATION

31 PUBLIC WORKS DEPT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
53101 PUBLIC WORKS ADMINISTRATION					
111 SALARIES-PERMANENT REGULAR	397,122	333,261	170,053	333,261	289,533
131 OVERTIME	7,306	1,000	1,420	2,000	2,000
132 TEMP/SEAS/L.T.E.	4,906	6,300	1,770	6,300	6,300
135 LONGEVITY	170	180	90	180	180
146 PRODUCTIVITY INCENTIVE	1,375	125	125	125	
151 WRS/RETIREMENT	43,032	34,785	17,856	34,785	32,090
152 F.I.C.A.	23,799	20,736	10,322	20,736	18,090
155 HEALTH INSURANCE EXPENSE	91,682	74,882	50,330	74,882	59,602
158 MEDICARE CONTRIBUTION	5,780	4,944	2,439	4,944	4,325
TOTAL PERSONAL SERVICES	575,172	476,213	254,405	477,213	412,120
226 CELLULAR/WIRELESS SERVICE COST	291	300	49	300	300
232 OFFICE EQUIPMENT	1,834	1,252	1,170	1,252	1,560
261 MILEAGE	3,168	3,100	998	2,800	3,000
262 COMMERCIAL TRAVEL	263				
263 MEALS & LODGING	1,120	800	160	500	750
264 REGISTRATION	2,608	1,200	190	600	800
TOTAL CONTRACTUAL SERVICES	9,284	6,652	2,567	5,452	6,410
311 OFFICE SUPPLIES/PRINTING	4,047	4,000	2,632	4,000	4,000
316 COMPUTER SOFTWARE	34	50			50
322 SUBSCRIPTIONS & BOOKS	339				
323 MEMBERSHIP DUES		250			300
326 ADVERTISING		100			
362 OFFICE FURNITURE & EQUIPMENT	200				4,552
TOTAL MATERIALS AND SUPPLIES	4,620	4,400	2,632	4,000	8,902
934 OTHER CHARGE BACKS	57,948-	65,899-	25,524-	53,562-	64,530-
TOTAL OTHER	57,948-	65,899-	25,524-	53,562-	64,530-
DIVISION TOTAL	531,128	421,366	234,080	433,103	362,902

## **PUBLIC WORKS – ENGINEERING**

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The Engineering Division coordinates and/or provides engineering services for the City. Its responsibilities include: technical reviews and studies; stormwater management; permit issuance and enforcement for work in the City right-of-way, such as street openings, sidewalks, etc.; plan review activities for new development; design and construction of public works improvement projects, and capital improvements for City facilities. The Engineering Division reports to the Director of Public Works.

### ***Responsibilities/Activities***

The Engineering Division is responsible for providing municipal engineering services for the City of Kenosha. Within budget restrictions, emphasis is placed upon providing technical review and analysis to justify and support policies, procedures and strategic decision-making, along with the responsibility of supporting the Stormwater Utility. In general, services include, but are not limited to, design, plan preparation, bidding and management of construction for public works and capital improvement projects; conducting technical analysis and producing technical reports as needed to support and justify strategic decision-making; reviewing plans for new development and subdivisions for compliance with City of Kenosha construction and drainage standards and stormwater management criteria; implementing of stormwater management activities and stormwater discharge permit conditions; responding to neighborhood and backyard drainage complaints; sidewalk, driveway and curb and gutter permit issuance and inspections; street opening permit issuance and inspections; traffic engineering including signals, signing and marking; surveying services, including field surveys, construction staking, subdividing City parcels, property descriptions, right-of-way plats, annexations, street and alley vacations, and other work as needed.

This budget provides for general engineering projects, permit work and activities that do not pertain to a specific Capital Improvement Project.

110 GENERAL FUND  
 03 PUBLIC WORKS & SANITATION

31 PUBLIC WORKS DEPT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
53102 ENGINEERING					
219 OTHER PROFESSIONAL SERVICES	261,168	350,000	112,077	350,000	350,000
TOTAL CONTRACTUAL SERVICES	261,168	350,000	112,077	350,000	350,000
DIVISION TOTAL	261,168	350,000	112,077	350,000	350,000

## PUBLIC WORKS – ROADWAYS & BRIDGES

The Street Division is responsible for the maintenance and repair of City streets, alleys, and bridges. Maintenance crews perform a wide variety of concrete and asphalt repairs. City personnel supervise and direct contractors who perform mudjacking and crackfilling to City specifications. Approximately 24 miles of gravel roads and alleys are graded and maintained. Alleys are periodically widened to their legal right-of-way width, cleaned of debris and trimmed of overgrown vegetation. The Street Division picks up discarded appliances daily and disposes of them properly. Street Division equipment is used to assist the Fire Department when fighting major fires. Historical paving bricks are occasionally replaced or installed on brick streets and parkways. The previous two winter seasons were exceptionally harsh, which contributed to potholes becoming a chronic problem. Pothole repair remained a top priority throughout the year.

### **Responsibilities/Activities**

The Street Division is responsible for the repair and maintenance of streets and alleys, which includes coordinating pothole repairs and prevention programs. The Division also responds to emergencies such as storm damages, street buckling and pavement cave-ins. They also remove dead animals and objects from City streets.

	2008 Actual	2009 Estimated	2010 Estimated
Miles of streets maintained	310	312	313
Miles of alleys maintained	24	24	24
Number of individual alleys	436	433	431
Number of alleys graded	102	100	100
Square feet of street slab replaced	1,008	1,000	1000
Square feet of paving bricks installed	200	600	400
Square feet of sidewalk replaced	484	500	500
Number of handicapped ramps installed	3	6	6
Cubic yards of concrete poured	210	200	200
Tons of asphalt used (hot mix)	433	475	500
Tons of asphalt used (cold mix)	400	300	350
Number of heat buckles repaired	6	2	4
Gallons of asphalt emulsion ( <i>potholes</i> )	350	1,000	1,000
Tons of Stone	970	3,000	2,500

110 GENERAL FUND  
03 PUBLIC WORKS & SANITATION

31 PUBLIC WORKS DEPT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
53103 ROADWAYS & BRIDGES					
111 SALARIES--PERMANENT REGULAR	199,403	204,142	102,629	204,142	201,456
121 WAGES PERMANENT REGULAR	819,714	1,042,142	480,199	959,799	1,074,778
131 OVERTIME	47,585	9,000	18,254	14,768	15,500
132 TEMP/SEAS/L.T.E.	100,465	52,820	20,056	52,066	33,976
135 LONGEVITY	4,785	5,210	2,435	5,100	5,082
146 PRODUCTIVITY INCENTIVE	8,000	1,625	1,625	1,625	
148 VACATION BUY BACK	2,385	1,382		1,382	
151 WRS/RETIREMENT	118,225	134,977	64,043	130,497	142,731
152 F.I.C.A.	68,981	80,475	38,189	77,810	81,716
155 HEALTH INSURANCE EXPENSE	337,146	596,976	217,208	596,976	605,664
158 MEDICARE CONTRIBUTION	17,106	19,073	9,041	18,463	19,108
TOTAL PERSONAL SERVICES	1,723,795	2,147,822	953,679	2,062,628	2,180,011
219 OTHER PROFESSIONAL SERVICES	2,803	5,173		9,500	9,430
221 ELECTRICAL	35,111	18,900	19,651	18,900	18,900
222 NATURAL GAS	70,893	35,000	44,367	35,000	35,000
223 STORM WATER UTILITY	16,525	14,700	9,951	19,000	20,000
224 WATER	6,021	3,000	2,317	3,000	3,000
225 TELE-LONG DISTANCE/LOCAL CALLS	1,164	1,350	1,114	1,800	2,400
226 CELLULAR/WIRELESS SERVICE COST	4,334	4,200	1,930	4,200	4,200
227 TELEPHONE - EQUIPMENT/OTHER	1,613	900	723	1,446	1,500
231 COMMUNICATIONS EQUIPMENT	5,903	6,800	3,645	6,800	6,800
232 OFFICE EQUIPMENT	776	770	322	750	900
235 EQUIPMENT REPAIRS/MAINT.	969	1,450	579	1,450	1,500
241 HEATING & AIR CONDITIONING	2,498	750		750	800
246 OTHER BLDG MAINTENANCE	3,885	2,700	83	1,200	1,200
249 OTHER GROUNDS MAINTENANCE		400	375	375	500
259 OTHER	651	700	176	700	700
282 EQUIPMENT RENTAL	849	1,000	205	1,000	1,000
TOTAL CONTRACTUAL SERVICES	153,995	97,793	85,438	105,871	107,830
311 OFFICE SUPPLIES/PRINTING	1,585	1,700	669	1,700	1,700
341 VEHICLE FUEL CHARGE/OIL/ETC	73,136	87,025	18,899	80,000	67,000
342 CENTRAL GARAGE LABOR CHARGES	99,256	270,000	43,895	110,000	110,000
343 CENT.GARAGE-PARTS&MAT. CHARGES	55,932	165,000	29,126	75,000	80,000
344 OUTSIDE MATERIAL & LABOR	10,191	52,400	26,790	52,400	53,000
353 HORTICULTURAL SUPP-FERT ETC	500	4,700		4,700	3,000
354 GRAVEL, SAND, STONE	2,993	7,500		7,500	7,500
355 CEMENT ASPHALT&CRACKFILL	53,512	53,000	27,917	50,000	60,000
357 BUILDING MATERIALS	803	2,500	892	2,500	2,500

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110 GENERAL FUND  
03 PUBLIC WORKS & SANITATION

31 PUBLIC WORKS DEPT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
361 SMALL TOOLS	5,701	5,500	5,258	5,500	5,500
362 OFFICE FURNITURE & EQUIPMENT	491				
367 CLOTHING & UNIFORM REPLACEMENT	3,374	2,057	135	2,000	2,000
369 OTHER NON CAPITAL EQUIPMENT	7,874	2,600		2,600	
378 BARRICADES, CONES, FLASHERS, ETC	3,328	3,000		3,000	3,000
382 HOUSEKEEPING-JANITORIAL SUPPLI	1,886	1,500	1,259	1,500	1,500
385 BATTERIES	314	600	293	600	800
387 EQUIPMENT CLEANING SUPPLIES	1,743	3,000	2,840	3,000	1,500
388 PHOTOGRAPHIC EQUIP & SUPPLIES	152	100			
389 OTHER	5,612	6,350	3,302	6,350	7,000
TOTAL MATERIALS AND SUPPLIES	328,383	668,532	161,275	408,350	406,000
711 INSURED LOSSES-ACCIDENT CAUSED	12,119				
714 UNINSURED LOSSES	1,368		320	320	
716 FIRE LOSS	161,688				
TOTAL INSURED LOSSES	175,175		320	320	
934 OTHER CHARGE BACKS	935,782-	1,347,221-	375,092-	1,347,221-	1,356,309-
TOTAL OTHER	935,782-	1,347,221-	375,092-	1,347,221-	1,356,309-
DIVISION TOTAL	1,445,566	1,566,926	825,620	1,229,948	1,337,532

## **PUBLIC WORKS – SNOW AND ICE REMOVAL**

Snow and ice control operations provide for efficient and timely removal of snow and ice from streets, alleys, and bridges. The Street Division removes snow from safety islands, subways, parking lots, and City-owned sidewalks. Sand barrels are placed at crossing guard locations throughout the City and refilled when necessary. Snow is loaded into dump trucks and hauled away when storage space along roads is no longer available. Sump pump ice is cut with graders throughout the winter to minimize the traffic hazards. Designated streets are salted to provide for a safe vehicular traffic flow. The winter of 2008-2009 received a higher than normal amount of snow, which resulted in additional salting and plowing operations.

### **Responsibilities/Activities**

The Street Division plows all City streets within 24 hours after a significant snowfall has ended. They are also responsible for salting designated salt routes within 8 hours after a snowfall has ended, providing safe and open roads throughout the winter season.

The Division also responds to emergency calls, which include, removing ice hazards such as sump pump ice, ice from broken water mains, ice storm glaze, fire fighting over spray, bridge glazing, and drifting.

	Actual 2008 – 2009 Snow Season	Estimated 2009 – 2010 Snow Season	Estimated 2010 – 2011 Snow Season
Miles of streets maintained	310	312	313
Miles of alleys maintained	24	24	24
Number of full plow runs	9	6	6
Number of salt runs	17	12	12
Tons of salt used	8,025	7,000	7,000
Tons of sand used	100	100	100
Seasonal inches of snowfall	75	44	44
Number of declared snow emergencies	3	2	2



110 GENERAL FUND  
03 PUBLIC WORKS & SANITATION

31 PUBLIC WORKS DEPT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
53107 SNOW & ICE REMOVAL					
121 WAGES PERMANENT REGULAR	211,771	161,866	76,744	161,866	156,888
131 OVERTIME	208,978	110,000	164,421	164,421	128,650
132 TEMP/SEAS/L.T.E.	1,572		314	314	
151 WRS/RETIREMENT	59,299	28,274	24,146	28,274	29,450
152 F.I.C.A.	34,713	16,850	14,128	16,850	16,600
155 HEALTH INSURANCE EXPENSE	58,455	51,933	19,286	51,933	51,933
158 MEDICARE CONTRIBUTION	8,137	3,942	3,308	3,942	3,880
TOTAL PERSONAL SERVICES	582,925	372,865	302,347	427,600	387,401
219 OTHER PROFESSIONAL SERVICES	15,002	2,350	15,562	2,350	2,350
282 EQUIPMENT RENTAL	3,200	9,750	7,019	9,750	
TOTAL CONTRACTUAL SERVICES	18,202	12,100	22,581	12,100	2,350
311 OFFICE SUPPLIES/PRINTING	72	400	41	400	400
321 PUBLICATION OF LEGAL NOTICES	65	150	58	120	150
341 VEHICLE FUEL CHARGE/OIL/ETC	36,100	53,000	18,815	30,000	30,000
342 CENTRAL GARAGE LABOR CHARGES	89,000	110,000	124,483	150,000	151,600
343 CENT.GARAGE-PARTS&MAT. CHARGES	80,000	100,000	131,746	150,000	120,000
344 OUTSIDE MATERIAL & LABOR	27,994	36,000	34,707	36,415	36,000
349 EQUIP OPERATING EXPENSES-OTHER	2,529	16,000	3,309	16,000	16,000
351 ROAD SALT	168,365	241,550	241,407	241,408	280,000
352 CALCIUM CHLORIDE	2,450	4,800	4,811	4,811	4,800
353 HORTICULTURAL SUPP-FERT ETC	385	400	95	400	400
361 SMALL TOOLS	998	1,000	575	1,000	1,000
389 OTHER	1,391	1,500	1,022	1,500	1,500
TOTAL MATERIALS AND SUPPLIES	409,349	564,800	561,069	632,054	641,850
711 INSURED LOSSES-ACCIDENT CAUSED	3,099				
TOTAL INSURED LOSSES	3,099				
DIVISION TOTAL	1,013,575	949,765	885,997	1,071,754	1,031,601

## **PUBLIC WORKS – ELECTRICAL MAINTENANCE AND SERVICE**

The majority of this budget pays for approximately 4,145 city-leased, WEPCO-owned, street lights. The Street Division maintains 54 street light stations, which control an additional 3,000 City-owned street lights. The Street Division is responsible for the maintenance of 63 traffic signals, operated by computerized traffic controllers. There are approximately 50 City-owned buildings serviced by Street Division electricians. Electrical work is performed in connection with new structures and during remodeling and renovation of older facilities. Street Division electricians respond to Digger's Hotline requests for locating all City-owned underground electrical wiring.

### **Responsibilities/Activities**

The Street Division provides emergency repairs and routine electrical maintenance of all traffic signals, street lights, City-owned buildings and equipment. The Division also provides electrical maintenance and repairs for all City Departments, including Transit, Fire, City Development and various special events.

City electrical crews are continuing a streetlight pole replacement program replacing deteriorated steel and concrete light poles. In 2009, city electrical crews began replacing obsolete traffic signal controllers with new factory-supported units. This program, funded through the Capital Improvement Project Budget, will continue until all 30 obsolete units are replaced.

	2008 Actual	2009 Estimated	2010 Estimated
Traffic signal knock-downs	31	35	35
Light pole knock-downs	36	40	40
New pole installations	35	55	55

110 GENERAL FUND  
03 PUBLIC WORKS & SANITATION

31 PUBLIC WORKS DEPT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
53109 ELECTRICAL MAINT & SERVICE					
111 SALARIES-PERMANENT REGULAR	61,140	64,466	31,488	64,466	67,152
121 WAGES PERMANENT REGULAR	194,280	275,172	77,681	275,172	276,711
131 OVERTIME	19,554	12,000	6,736	12,000	7,750
132 TEMP/SEAS/L.T.E.	30		80	440	
135 LONGEVITY	240	515	120	515	503
146 PRODUCTIVITY INCENTIVE	125				
151 WRS/RETIREMENT	29,176	36,548	12,076	36,548	38,510
152 F.I.C.A.	17,005	21,788	7,196	21,788	21,705
155 HEALTH INSURANCE EXPENSE	97,443	96,565	34,946	96,565	96,565
158 MEDICARE CONTRIBUTION	3,977	5,177	1,682	5,177	5,075
TOTAL PERSONAL SERVICES	422,970	512,231	172,005	512,671	513,971
221 ELECTRICAL	903,647	945,000	417,839	945,000	985,000
223 STORM WATER UTILITY			497		
224 WATER			43		
TOTAL CONTRACTUAL SERVICES	903,647	945,000	418,379	945,000	985,000
322 SUBSCRIPTIONS & BOOKS	33				300
341 VEHICLE FUEL CHARGE/OIL/ETC	11,009	9,800	2,345	7,000	7,000
342 CENTRAL GARAGE LABOR CHARGES	26,810	24,000	15,874	24,000	24,000
343 CENT.GARAGE-PARTS&MAT. CHARGES	8,175	9,000	3,100	9,000	9,000
344 OUTSIDE MATERIAL & LABOR	2,060	2,500		2,050	2,500
361 SMALL TOOLS	996	1,200	469	1,200	1,200
373 TRAFFIC SIGNALS	19,716	20,000	544	20,000	20,000
374 STREET LIGHTING	69,181	40,000	6,163	40,000	40,000
375 ELECTRICAL SUPL TRAF&ST LHTG	23,716	30,000	8,498	30,000	30,000
389 OTHER	1,031	1,000	262	1,000	1,000
TOTAL MATERIALS AND SUPPLIES	162,727	137,500	37,255	134,250	135,000
711 INSURED LOSSES-ACCIDENT CAUSED	1,677				
TOTAL INSURED LOSSES	1,677				
DIVISION TOTAL	1,491,021	1,594,731	627,639	1,591,921	1,633,971

## PUBLIC WORKS – STREET SIGNS AND MARKINGS

The Street Division is responsible for the maintenance, installation and repair of all traffic control signs, including the emergency replacement of stop signs damaged during traffic accidents or vandalism. Pavement or traffic control markings, such as lane lines, pavement arrows, center lines, stop bars, traffic islands, parking stalls, and school crosswalks are installed using pavement tape or paint. Unnecessary markings are removed and pavement preparation is completed using a grinding machine.

Raised pavement markers, marking tape, epoxy markings, and paint are all used to mark roads and direct traffic. All raised pavement markers and epoxy markings are installed by a contractor, whereas, painting and tape projects are done by City forces. All arterial streets are marked with either tape or epoxy.

### **Responsibilities/Activities**

The Street Division provides for the maintenance, repair, and installation of roadway traffic signs and pavement markings, installs traffic monitor trailers on request, and installs traffic counters for Engineering data collection.

	2008 Actual	2009 Estimated	2010 Estimated
Number of stop signs replaced or installed	258	300	300
Number of yield signs replaced or installed	38	40	40
Number of other miscellaneous signs replaced or installed	1158	1,200	1,200
Number of sign posts replaced or installed	562	600	600
<b>TOTAL number of signs/posts replace/or installed</b>	<b>2,016</b>	<b>2,140</b>	<b>2,140</b>
Linear feet of pavement marking installed	11,000	12,000	12,000
Legends installed (turn arrows, railroad markings, etc.)	65	60	60
Linear feet of pavement markings removed with grinder	595	700	700
Gallons of traffic paint used	50	50	50
Linear feet of sheeting used to fabricate signs	2,200	3,000	3,000

110 GENERAL FUND  
03 PUBLIC WORKS & SANITATION

31 PUBLIC WORKS DEPT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
53110 STREET SIGNS & MARKINGS					
121 WAGES PERMANENT REGULAR	89,435	97,119	35,889	97,119	94,133
131 OVERTIME	6,509	5,000	1,715	5,000	3,100
132 TEMP/SEAS/L.T.E.	2,800	8,340	3,506	8,340	5,365
151 WRS/RETIREMENT	10,187	10,749	4,166	10,749	13,590
152 F.I.C.A.	5,960	6,408	2,484	6,408	6,380
155 HEALTH INSURANCE EXPENSE	33,426	29,697	11,025	29,697	29,697
158 MEDICARE CONTRIBUTION	1,432	1,523	596	1,523	1,500
TOTAL PERSONAL SERVICES	149,749	158,836	59,381	158,836	153,765
219 OTHER PROFESSIONAL SERVICES	6,864	7,000		7,000	7,000
TOTAL CONTRACTUAL SERVICES	6,864	7,000		7,000	7,000
341 VEHICLE FUEL CHARGE/OIL/ETC	5,843	5,200	1,151	4,400	4,000
342 CENTRAL GARAGE LABOR CHARGES	6,808	5,000	3,705	5,000	5,000
343 CENT.GARAGE-PARTS&MAT. CHARGES	2,175	2,200	2,717	4,000	3,000
361 SMALL TOOLS	310	700	95	700	700
369 OTHER NON CAPITAL EQUIPMENT		8,900		8,900	
371 PAVEMENT MARKINGS	24,987	26,000		26,000	26,000
372 TRAFFIC SIGNS & HARDWARE	29,147	32,000	11,223	32,000	32,000
389 OTHER	758	1,200	96	1,200	1,200
TOTAL MATERIALS AND SUPPLIES	70,028	81,200	18,987	82,200	71,900
579 OTHER MISC EQUIPMENT					16,000
TOTAL CAPITAL OUTLAY-PURCHASE					16,000
DIVISION TOTAL	226,641	247,036	78,368	248,036	248,665

## **PUBLIC WORKS – AUXILIARY SERVICES**

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Weeds are cut regularly along parkways, streets, and City-owned properties. Safety islands and other areas are chemically treated for weed control. American flags are placed along main streets during holidays. The City is a member of Digger's Hotline and is responsible for locating all City-owned underground utilities upon request.

### **Responsibilities/Activities**

Public Works Auxiliary Services crews work to control the growth of noxious weeds on City property. Sight and vehicle hazards, caused by vegetation, are removed in order to provide a positive image of a well-maintained and beautiful City. Auxiliary Services personnel work to promote pride and patriotism in the community by placing American Flags along the City's main streets.

	2008 Actual	2009 Estimated	2010 Estimated
Holiday/Special Events when flags are put out	7	7	7
Miscellaneous other City-owned properties	66	66	68
Digger's Hotline request for markings	9,422	10,000	10,000

110 GENERAL FUND  
03 PUBLIC WORKS & SANITATION

31 PUBLIC WORKS DEPT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
53113 AUXILIARY SERVICES					
121 WAGES PERMANENT REGULAR	28,862	16,187	15,069	16,187	15,689
131 OVERTIME		300	261	400	300
132 TEMP/SEAS/L.T.E.	<u>12,267</u>	8,340	1,373	8,340	5,365
151 WRS/RETIREMENT	4,346	1,715	1,737	1,715	2,265
152 F.I.C.A.	2,541	1,022	1,034	1,022	1,275
155 HEALTH INSURANCE EXPENSE	8,343	7,412	3,381	7,412	7,412
158 MEDICARE CONTRIBUTION	595	360	242	360	300
TOTAL PERSONAL SERVICES	56,954	35,336	23,097	35,436	32,606
235 EQUIPMENT REPAIRS/MAINT.	343	500	467	500	500
259 OTHER	3,187	3,900	753	3,200	3,200
TOTAL CONTRACTUAL SERVICES	3,530	4,400	1,220	3,700	3,700
341 VEHICLE FUEL CHARGE/OIL/ETC	4,057	3,250	224	2,500	3,500
342 CENTRAL GARAGE LABOR CHARGES	17,446	3,400	1,833	3,400	3,400
343 CENT.GARAGE-PARTS&MAT. CHARGES	13,550	3,500	280	3,000	3,000
353 HORTICULTURAL SUPP-FERT ETC	2,375	3,000	526	3,000	3,000
361 SMALL TOOLS	1,032	1,000		1,000	1,000
369 OTHER NON CAPITAL EQUIPMENT		1,800		1,800	
389 OTHER	<u>5,167</u>	4,500	<u>2,786</u>	4,500	<u>4,500</u>
TOTAL MATERIALS AND SUPPLIES	43,627	20,450	5,649	19,200	18,400
DIVISION TOTAL	104,111	60,186	29,966	58,336	54,706

## **PUBLIC WORKS – WASTE COLLECTIONS**

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The Waste Division is responsible for the curbside collection of residential solid waste. This service is offered weekly in all kinds of weather. There are nine waste routes and four recycling routes. The Waste Division also provides curbside collection of bulk items and a drop off at the City drop off site, located at 1001 - 50<sup>th</sup> Street.

### ***Responsibilities/Activities***

The Waste Division functions to maintain a clean and healthy environment through the collection of bulk, brush, solid waste, and recycling.

The Waste Division collects weekly curbside waste and scheduled bulk pickup. The tonnage of material is based upon projected tonnages from 2000 to 2008, including additional collections due to the City's growth.

Daily Collection	2008 Actual	2009 Estimated	2010 Estimated
Curbside waste collection (tons)	23,687	25,500	25,700
Curbside bulk collection (tons)	5,579	2,800	2,800
Curbside waste collection (stops/wk)	30,761	30,900	31,000



110 GENERAL FUND  
03 PUBLIC WORKS & SANITATION

31 PUBLIC WORKS DEPT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
53116 WASTE COLLECTIONS					
111 SALARIES-PERMANENT REGULAR	185,666	186,384	77,714	170,598	170,303
121 WAGES PERMANENT REGULAR	828,204	839,568	398,416	805,318	787,863
131 OVERTIME	51,449	70,250	20,048	68,000	79,925
132 TEMP/SEAS/L.T.E.	77,127	89,800	22,718	89,800	104,459
135 LONGEVITY	2,575	2,910	1,305	2,775	2,755
146 PRODUCTIVITY INCENTIVE	6,000	1,625	1,625	1,625	
151 WRS/RETIREMENT	117,046	123,648	53,566	118,448	125,990
152 F.I.C.A.	69,583	73,713	31,392	70,543	71,010
155 HEALTH INSURANCE EXPENSE	305,608	306,697	159,600	306,697	290,327
158 MEDICARE CONTRIBUTION	16,605	17,239	7,463	16,509	16,610
TOTAL PERSONAL SERVICES	1,659,863	1,711,834	773,847	1,650,313	1,649,242
219 OTHER PROFESSIONAL SERVICES	1,703	3,000	1,209	3,000	3,000
221 ELECTRICAL	12,025	13,500	4,831	13,000	13,260
222 NATURAL GAS	22,709	32,000	19,334	32,000	33,000
223 STORM WATER UTILITY	3,456	4,150	1,690	4,150	4,275
224 WATER	1,894	1,860	900	1,860	1,900
225 TELE-LONG DISTANCE/LOCAL CALLS	195	200	71	150	175
227 TELEPHONE - EQUIPMENT/OTHER	515	600	197	400	425
231 COMMUNICATIONS EQUIPMENT	3,471	3,175	1,899	3,173	3,900
232 OFFICE EQUIPMENT	172	350	184	370	380
235 EQUIPMENT REPAIRS/MAINT.	236	2,200	904	2,200	2,000
241 HEATING & AIR CONDITIONING	1,032	1,100		1,100	1,100
246 OTHER BLDG MAINTENANCE	1,246	1,500	350	1,500	1,500
261 MILEAGE	133				200
263 MEALS & LODGING	8	300	80	150	200
264 REGISTRATION	1,155	1,000	180	500	400
TOTAL CONTRACTUAL SERVICES	49,950	64,935	31,829	63,553	65,715
311 OFFICE SUPPLIES/PRINTING	1,147	825	358	825	2,000
317 SHOP SUPPLIES	1,836				
322 SUBSCRIPTIONS & BOOKS	300	300			
323 MEMBERSHIP DUES					100
341 VEHICLE FUEL CHARGE/OIL/ETC	139,585	133,000	30,502	115,000	91,250
342 CENTRAL GARAGE LABOR CHARGES	170,713	215,000	55,361	200,000	200,000
343 CENT.GARAGE-PARTS&MAT. CHARGES	156,615	223,000	28,695	220,000	220,000
344 OUTSIDE MATERIAL & LABOR	19,467	5,700		5,700	6,000
361 SMALL TOOLS	584	1,000	217	1,000	1,000
362 OFFICE FURNITURE & EQUIPMENT	180				
367 CLOTHING & UNIFORM REPLACEMENT	2,997	3,250	275	3,250	5,500

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110 GENERAL FUND  
03 PUBLIC WORKS & SANITATION

31 PUBLIC WORKS DEPT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
369 OTHER NON CAPITAL EQUIPMENT	1,656	1,700			1,700
382 HOUSEKEEPING-JANITORIAL SUPPLI	2,084	2,000	602	2,000	2,000
388 PHOTOGRAPHIC EQUIP & SUPPLIES	273	150			
389 OTHER	1,579	4,800	2,718	4,800	4,000
TOTAL MATERIALS AND SUPPLIES	499,016	590,725	118,728	552,575	533,550
711 INSURED LOSSES-ACCIDENT CAUSED	2,500				
TOTAL INSURED LOSSES	2,500				
DIVISION TOTAL	2,211,329	2,367,494	924,404	2,266,441	2,248,507

## **PUBLIC WORKS – SOLID WASTE DISPOSAL**

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The City of Kenosha operates a bulk waste site located at 1001 - 50<sup>th</sup> Street. Waste collected curbside and solid waste collected from City Departments are dumped at the Waste Division transfer station. The solid waste is loaded into semi-tractor trailers and taken to the landfill location, which is approximately 11 miles from the Waste Division.

### **Responsibilities/Activities**

The Waste Division functions to remove all solid and bulk waste from the curb and dispose of it at the landfill or recycling facilities. The Division collects waste at the transfer station and hauls it to the landfill. The waste brought to the landfill includes curbside waste, curbside bulk, municipal dumpster collection, bulk drop-off and miscellaneous disposal by City Departments.

The number of trips to the landfill are estimated by taking the total tonnage of the curbside waste, curbside bulk and municipal dumpster collection and dividing by the maximum load allowed of 20 tons. The tonnage of material is based upon the 2000-2008 projected tonnages, plus additional tonnage due to the growth of the City.

	2008 Actual	2009 Estimated	2010 Estimated
Total waste landfilled (tons)	30,058	34,000	34,000
Trips to landfill	1,402	1,750	1,700
Bulk drop off (tons)	3,766	3,800	4,000
Tonnage (Dump Trucks)	100	1,500	1,000
Bulk drop off (pulls)	493	480	480

110 GENERAL FUND  
03 PUBLIC WORKS & SANITATION

31 PUBLIC WORKS DEPT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
53117 SOLID WASTE DISPOSAL					
121 WAGES PERMANENT REGULAR	114,380	99,583	55,494	92,883	98,634
131 OVERTIME	6,525	8,260	2,620	8,260	8,250
135 LONGEVITY	480	505	130	505	460
146 PRODUCTIVITY INCENTIVE	250				
151 WRS/RETIREMENT	12,791	11,269	5,997	10,572	11,810
152 F.I.C.A.	7,450	6,719	3,556	6,302	6,660
155 HEALTH INSURANCE EXPENSE	30,561	30,876	16,800	30,876	30,561
158 MEDICARE CONTRIBUTION	1,742	1,573	832	1,475	1,560
TOTAL PERSONAL SERVICES	174,179	158,785	85,429	150,873	157,935
219 OTHER PROFESSIONAL SERVICES	4,564	4,050	1,623	3,900	3,900
221 ELECTRICAL	537	650	1,727	2,100	765
246 OTHER BLDG MAINTENANCE	661	2,000		2,000	2,000
253 WASTE DISPOSAL CHARGES	870,244	995,150	370,589	975,000	1,280,550
TOTAL CONTRACTUAL SERVICES	876,006	1,001,850	373,939	983,000	1,287,215
341 VEHICLE FUEL CHARGE/OIL/ETC	51,557	48,750	10,923	30,000	37,500
342 CENTRAL GARAGE LABOR CHARGES	55,950	45,000	20,592	45,000	45,000
343 CENT.GARAGE-PARTS&MAT. CHARGES	28,924	35,000	15,060	35,000	35,000
344 OUTSIDE MATERIAL & LABOR		5,000		5,000	5,000
TOTAL MATERIALS AND SUPPLIES	136,431	133,750	46,575	115,000	122,500
DIVISION TOTAL	1,186,616	1,294,385	505,943	1,248,873	1,567,650
DEPARTMENT TOTAL	8,471,155	8,851,889	4,224,094	8,498,412	8,835,534

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# PARKS

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The Parks service area is responsible for maintaining the City of Kenosha's park system, including the beaches, athletic fields, swimming pools, and other public areas. It is also responsible for overseeing the planting of trees on streets and in parks, as well as for maintaining existing trees.

## **Organization**





## PARKS

### Authorized Full-Time Positions

	2008	2009	Adopted 2010
<u>Administration</u>			
Director of Parks	1.0	0.0	0.0
Superintendent of Parks	0.0	1.0	1.0
Field Supervisor (5)	0.7	1.0	1.0
Total Administration	1.7	2.0	2.0
<u>General Parks</u>			
Field Supervisor (1) (3)	1.0	1.0	1.0
Golf Course Supervisor (2)	0.5	0.5	0.5
Construction & Maintenance Worker (3) (4)	13.0	12.0	12.0
Athletic Facilities Coordinator	1.0	1.0	1.0
Beach & Pool Supervisor	2.0	1.0	1.0
Equipment Operator (3)	5.0	2.0	2.0
Skilled Maintenance Repairer II (3)	1.0	1.0	1.0
Skilled Maintenance Repairer I (3)	1.0	0.0	0.0
Nursery Worker (3)	1.0	1.0	1.0
Stockroom Clerk	1.0	0.0	0.0
Arborist II (6)	1.0	1.0	1.0
Arborist I (6)	2.0	2.0	2.0
Total General Parks	29.5	22.5	22.5
Total Parks	31.2	24.5	24.5

(1) Position is budgeted 50 % Park, 50 % Forestry.

(2) Position is budgeted 50 % Park, 50 % Golf Course.

(3) Positions are authorized in Parks, a portion of the position is funded in Parks for allocation to Storm Water Utility.

(4) May be filled at a lower level.

(5) Position is budgeted 100% in Park Administration.

(6) Positions are authorized in Parks, funded in Parks for allocation to Storm Water Utility.

110 GENERAL FUND  
05 CULTURE & RECREATION

51 PARKS DEPT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
55100 PARKS DEPT					
111 SALARIES-PERMANENT REGULAR	261,093	236,142	116,868	230,938	236,208
121 WAGES PERMANENT REGULAR	1,182,012	1,023,080	475,494	982,413	971,383
131 OVERTIME	73,037	70,070	14,195	70,070	29,520
132 TEMP/SEAS/L.T.E.	707,524	741,102	247,821	741,102	630,409
135 LONGEVITY	5,689	6,440	2,336	6,490	5,220
136 SHIFT DIFFERENTIAL	297	500	145	500	500
146 PRODUCTIVITY INCENTIVE	4,426	565	562	565	
151 WRS/RETIREMENT	196,626	178,161	77,789	172,977	175,236
152 F.I.C.A.	114,501	106,349	47,116	103,276	98,832
155 HEALTH INSURANCE EXPENSE	476,747	486,133	205,801	486,133	469,351
158 MEDICARE CONTRIBUTION	32,252	30,140	12,384	29,424	27,211
TOTAL PERSONAL SERVICES	3,054,204	2,878,682	1,200,511	2,823,888	2,643,870
219 OTHER PROFESSIONAL SERVICES	198,132	187,235	37,822	185,100	76,200
221 ELECTRICAL	143,820	148,600	58,992	152,150	137,740
222 NATURAL GAS	58,743	68,700	38,867	60,500	64,400
223 STORM WATER UTILITY	83,802	102,300	51,363	102,300	105,354
224 WATER	72,474	69,568	14,507	65,068	66,200
225 TELE-LONG DISTANCE/LOCAL CALLS	1,241	1,125	534	1,050	1,250
226 CELLULAR/WIRELESS SERVICE COST	2,976	3,525	878	2,125	2,125
227 TELEPHONE - EQUIPMENT/OTHER	2,003	1,965	920	1,840	1,840
231 COMMUNICATIONS EQUIPMENT	5,080	5,500	2,637	5,240	5,500
232 OFFICE EQUIPMENT	1,845	2,350	485	1,490	1,860
235 EQUIPMENT REPAIRS/MAINT.	10,427	9,700	3,954	10,600	9,500
241 HEATING & AIR CONDITIONING	2,669	4,000		1,600	2,500
244 PAINTING & CARPETING	11,813	10,000	3,463	9,000	9,000
245 ROOF REPAIRS	2,394	3,000		1,000	3,000
246 OTHER BLDG MAINTENANCE	16,987	14,800	1,972	10,500	13,800
247 BALL DIAMOND LIGHT REPAIRS	5,648	7,000	541	5,000	7,500
248 OUTSIDE LIGHTING REPAIRS	5,492	4,200	3,316	6,500	4,200
249 OTHER GROUNDS MAINTENANCE	33,836	35,145	3,885	33,045	34,500
253 WASTE DISPOSAL CHARGES	255	2,500		2,500	3,585
259 OTHER	876	1,000	17	500	500
261 MILEAGE	2,082	2,600	365	1,500	650
262 COMMERCIAL TRAVEL	40	300	30	30	
263 MEALS & LODGING	1,680	2,850	67	560	600
264 REGISTRATION	1,950	2,750	693	1,140	875
282 EQUIPMENT RENTAL	9,697	11,525	797	8,180	11,100
TOTAL CONTRACTUAL SERVICES	675,962	702,238	226,105	668,518	563,779

110 GENERAL FUND  
05 CULTURE & RECREATION

51 PARKS DEPT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
55100 PARKS DEPT					
311 OFFICE SUPPLIES/PRINTING	4,119	4,330	1,298	4,220	4,250
322 SUBSCRIPTIONS & BOOKS		280	75	75	
323 MEMBERSHIP DUES	819	1,225	983	985	1,000
326 ADVERTISING	227	100			100
341 VEHICLE FUEL CHARGE/OIL/ETC	125,811	111,784	21,839	85,500	81,500
342 CENTRAL GARAGE LABOR CHARGES	161,577	226,522	92,840	212,515	217,578
343 CENT.GARAGE-PARTS&MAT. CHARGES	85,348	108,000	24,822	62,760	77,500
344 OUTSIDE MATERIAL & LABOR	24,227	36,072	7,742	24,725	28,000
353 HORTICULTURAL SUPP-FERT ETC	67,467	95,000	29,379	92,000	91,000
354 GRAVEL, SAND, STONE	3,815	5,800	1,784	5,600	5,800
355 CEMENT ASPHALT&CRACKFILL	429	1,500	262	1,500	1,500
356 F. MARKING LIME & DIAMOND DRY		2,014	1,635	2,014	2,200
357 BUILDING MATERIALS	7,932	16,400	2,026	12,500	15,000
359 OTHER	1,686	1,275		875	1,000
361 SMALL TOOLS	11,171	12,228	6,049	12,184	11,175
362 OFFICE FURNITURE & EQUIPMENT		75	44	50	
367 CLOTHING & UNIFORM REPLACEMENT	2,719	3,000	794	2,000	4,500
368 SNOW FENCE & STREET POSTS	1,256	2,000		1,000	1,500
369 OTHER NON CAPITAL EQUIPMENT	45,348	38,595	24,971	38,929	47,450
382 HOUSEKEEPING-JANITORIAL SUPPLI	6,820	7,000	2,893	7,000	7,000
386 RECREATION EQUIPMENT SUPPLIES	3,010	12,000	408	10,000	11,500
388 PHOTOGRAPHIC EQUIP & SUPPLIES		470	372	372	
389 OTHER	10,568	12,400	3,993	11,900	11,900
TOTAL MATERIALS AND SUPPLIES	564,349	698,070	224,209	588,704	621,453
579 OTHER MISC EQUIPMENT	32,483	11,459	6,773	11,440	
TOTAL CAPITAL OUTLAY-PURCHASE	32,483	11,459	6,773	11,440	
711 INSURED LOSSES-ACCIDENT CAUSED	6,140				
719 SELF-INSURANCE LOSSES	205				
TOTAL INSURED LOSSES	6,345				
934 OTHER CHARGE BACKS	383,413-	423,955-	159,050-	409,806-	274,631-
TOTAL OTHER	383,413-	423,955-	159,050-	409,806-	274,631-
DEPARTMENT TOTAL	3,949,930	3,866,494	1,498,548	3,682,744	3,554,471

## **PARKS - ADMINISTRATION**

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Park Administration functions to support all park operations and provide the citizens of Kenosha with a quality system of parks and related services.

### **Responsibilities/Activities**

Parks Administration is responsible for Parks Division budget planning and Capital Improvement Program implementation. Their website is updated yearly with changes to programming and information as changes are approved by the Board of Park Commissioners or Park Director. The website will be expanded to provide more information and photos regarding the park system. Administration reviews and formulates the fees and charges on rentals and equipment for the next calendar year and forwards them to the Board of Park Commissioners for approval. Parks Administration strives for continued Park Development.

The Park Administration is responsible for ensuring that a broad base of leisure opportunities exist through the provision of quality facilities, and environmental stewardship. The Division facilitates a broad range of program activities including sport activities and tournaments, special events, volunteer activities, public facility use permits, swimming pools, golf, and beaches. The goal is to keep pace with community growth through park acquisition, facility development and improvements. The 2010 activities will include Days of Discovery (Tall Ship Event), expanding the community partnership program with Parkside University, and continuing to upgrade existing parks and facilities. Staff will continue to secure park development and acquisition grants. Each park will be evaluated with proposed changes to make sure each one is more user friendly and esthetically pleasing.

110 GENERAL FUND  
05 CULTURE & RECREATION

51 PARKS DEPT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
55101 PARKS-ADMINISTRATION					
111 SALARIES-PERMANENT REGULAR	122,199	141,204	69,399	136,000	141,270
132 TEMP/SEAS/L.T.E.	9,778	10,942	9,916	10,942	12,090
135 LONGEVITY	154	240	145	415	540
146 PRODUCTIVITY INCENTIVE	550				
151 WRS/RETIREMENT	14,064	15,859	6,750	15,325	16,930
152 F.I.C.A.	8,081	9,453	4,857	9,150	9,575
155 HEALTH INSURANCE EXPENSE	25,976	30,561	16,800	30,561	30,561
158 MEDICARE CONTRIBUTION	1,890	2,211	1,136	2,140	2,235
TOTAL PERSONAL SERVICES	182,692	210,470	109,003	204,533	213,201
226 CELLULAR/WIRELESS SERVICE COST	468	700	137	700	700
232 OFFICE EQUIPMENT	1,179	1,500	485	1,200	1,570
261 MILEAGE	2,082	2,600	365	1,500	500
262 COMMERCIAL TRAVEL	40	300	30	30	
263 MEALS & LODGING	309	600		400	300
264 REGISTRATION	275	750		300	375
TOTAL CONTRACTUAL SERVICES	4,353	6,450	1,017	4,130	3,445
311 OFFICE SUPPLIES/PRINTING	1,107	1,500	291	1,300	1,300
323 MEMBERSHIP DUES	620	700	660	660	700
TOTAL MATERIALS AND SUPPLIES	1,727	2,200	951	1,960	2,000
934 OTHER CHARGE BACKS	636-				
TOTAL OTHER	636-				
DIVISION TOTAL	188,136	219,120	110,971	210,623	218,646

## PARKS - BASEBALL

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The Parks Division crews are responsible for preparation and maintenance of all baseball & softball diamonds. It also provides a myriad of services for various organizations at all the athletic fields throughout the City.

### **Responsibilities/Activities**

The Park Division facilitates many annual events and activities for baseball and softball at various City of Kenosha's parks. They include the Western Kiwanis Baseball Organization at Nash Park, the Optimist Youth Baseball at the new Kenosha Sports Complex and the Wisconsin Shores Challenger Baseball program at Forest Park. A few of these programs have also extended into the fall season. They also do preparation of diamonds for several groups under the direction of the Kenosha Unified School District, including Tremper and Bradford baseball, Middle School softball programs and the Adult Recreational softball season at Anderson and Lincoln. Several tournaments are held throughout the year, the Western Kiwanis at Nash Complex, Rotary Softball at Anderson and Lincoln parks, City Softball Tournament at Poerio Park and Kenosha Area Athletics at Lincoln Park.

A few of the Park Division's year-end and future objectives for the baseball fields city wide include repairing and upgrading diamond conditions by leveling, improving drainage and weed removal. Plans are to continue the replacement of backstops and player benches at the diamonds in Lincoln Park – Diamonds 1 and 2 are completed.

	2008 Actual	2009 Estimated	2010 Estimated
Baseball fields maintained	32	32	32
Football fields maintained	3	3	3
Flag football games played	25	25	25
Tournaments supported	12	12	12
Baseball/Softball games played	1,600	1,600	1,600

110 GENERAL FUND  
05 CULTURE & RECREATION

51 PARKS DEPT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
55102 BASEBALL DIAMONDS					
111 SALARIES-PERMANENT REGULAR	24,507	15,981	7,990	15,981	15,981
121 WAGES PERMANENT REGULAR	41,284	39,110	20,590	39,110	41,030
131 OVERTIME	11,327	12,000	5,229	12,000	3,825
132 TEMP/SEAS/L.T.E.	88,830	78,000	38,478	78,000	71,400
135 LONGEVITY	119	80	38	80	62
146 PRODUCTIVITY INCENTIVE	63	32	31	32	
151 WRS/RETIREMENT	11,985	8,794	5,701	8,794	10,900
152 F.I.C.A.	7,078	5,300	3,430	5,300	6,100
155 HEALTH INSURANCE EXPENSE	17,220	20,094	8,373	20,094	20,094
158 MEDICARE CONTRIBUTION	2,408	2,110	1,049	2,110	1,770
TOTAL PERSONAL SERVICES	204,821	181,501	90,909	181,501	171,162
221 ELECTRICAL	19,050	23,000	6,942	21,000	23,500
224 WATER	7,226	5,068	843	5,068	5,000
226 CELLULAR/WIRELESS SERVICE COST	826	900	565	900	900
244 PAINTING & CARPETING	2,867	3,000	812	3,000	3,500
247 BALL DIAMOND LIGHT REPAIRS	5,648	7,000	541	5,000	7,500
249 OTHER GROUNDS MAINTENANCE	3,243	4,500	446	2,500	3,500
TOTAL CONTRACTUAL SERVICES	38,860	43,468	10,149	37,468	43,900
341 VEHICLE FUEL CHARGE/OIL/ETC	512	3,200	138	1,500	1,500
342 CENTRAL GARAGE LABOR CHARGES	10,850	3,000	15,054	25,600	5,000
343 CENT.GARAGE-PARTS&MAT. CHARGES	4,554	900	2,867	5,010	1,500
344 OUTSIDE MATERIAL & LABOR	1,678	2,500	50	1,000	2,500
353 HORTICULTURAL SUPP-FERT ETC	4,821	6,000	589	5,000	6,000
354 GRAVEL, SAND, STONE	2,479	4,000	1,742	4,000	4,000
356 F. MARKING LIME & DIAMOND DRY		2,014	1,635	2,014	2,200
357 BUILDING MATERIALS	271	800	54	300	800
361 SMALL TOOLS	429	800	108	800	1,150
369 OTHER NON CAPITAL EQUIPMENT	6,184	7,011	6,130	6,130	5,000
386 RECREATION EQUIPMENT SUPPLIES	1,179	2,000	408	2,000	1,500
TOTAL MATERIALS AND SUPPLIES	32,957	32,225	28,775	53,354	31,150
579 OTHER MISC EQUIPMENT	13,200				
TOTAL CAPITAL OUTLAY-PURCHASE	13,200				
DIVISION TOTAL	289,838	257,194	129,833	272,323	246,212

## PARKS - FLOWER GARDENS

One aspect of the Parks Division's focus is to beautify the City of Kenosha by planting colorful and creative community-wide flower beds.

### ***Responsibilities/Activities***

The Parks Division is responsible for the design, layout, planting and maintenance of all City of Kenosha flower beds and gardens. In March begins the preparation of Warren Taylor Flower Garden in Lincoln Park and the Wolfenbuttel Park Formal Floral Gardens. These sites are used from June 1 through October 1 of each year, many times with more than 3 uses a day. Staff also plants and maintains the Troha Flower Garden in Harbor Park, the beautiful beds at the Street Car stops along 54th Street, and the flower planters installed at all new park sign locations.

The Parks Division will continue the maintenance and winterization of existing flower beds, will critique old designs and create new planting designs for the coming year. Staff will continue to assist the Keep Kenosha Beautiful Coordinator.

	2008 Actual	2009 Estimated	2010 Estimated
City-wide flower beds	118	128	134
Formal floral gardens	2	2	2
Circular entryway beds	2	2	2
Kenosha sign entryway beds	3	3	5



110 GENERAL FUND  
05 CULTURE & RECREATION

51 PARKS DEPT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
55103 FLOWER GARDENS					
121 WAGES PERMANENT REGULAR	38,471	35,662	16,109	35,662	32,825
131 OVERTIME	72	1,000	383	800	225
132 TEMP/SEAS/L.T.E.	41,091	35,000	17,401	35,000	33,325
151 WRS/RETIREMENT	5,443	6,938	2,732	6,938	6,830
152 F.I.C.A.	3,205	4,136	1,625	4,136	4,625
155 HEALTH INSURANCE EXPENSE	12,712	12,081	5,027	12,081	12,081
158 MEDICARE CONTRIBUTION	1,148	1,040	488	1,040	885
TOTAL PERSONAL SERVICES	102,142	95,857	43,765	95,657	90,796
222 NATURAL GAS	2,477	2,800	1,334	2,100	2,200
224 WATER	780	3,200	137	1,000	2,200
246 OTHER BLDG MAINTENANCE	583	300		200	300
249 OTHER GROUNDS MAINTENANCE	179	200		100	200
TOTAL CONTRACTUAL SERVICES	4,019	6,500	1,471	3,400	4,900
353 HORTICULTURAL SUPP-FERT ETC	21,530	25,000	14,029	25,000	25,000
357 BUILDING MATERIALS	1,637	600		200	200
361 SMALL TOOLS	616	600		600	600
TOTAL MATERIALS AND SUPPLIES	23,783	26,200	14,029	25,800	25,800
DIVISION TOTAL	129,944	128,557	59,265	124,857	121,496

## PARKS - SOCCER

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The Parks Division crews are responsible for preparation and maintenance of all soccer fields that are enjoyed by a variety of organizations for games and practice.

### Responsibilities/Activities

The Parks Division provides athletic field services to various organizations through out the City, including but not limited to: Kenosha Area Soccer League with over 1,800 players at Anderson Park; St. Joseph High School, Bethany Lutheran and Frieden's at Lincoln and Nash parks; the Battle of the Borders Tournament.

The Parks Division maintains all soccer fields during the season and will renovate after the end of the KASL (Kenosha Area Soccer League) and high school seasons. Maintenance will include, but not be limited to, upgrading of playing surfaces (turf), fertilization, weed control, irrigating and leveling all fields by filling holes with topsoil, seed and cover.

	2008 Actual	2009 Estimated	2010 Estimated
Number of competitive fields maintained	16	16	16
Number of games	1,500	1,600	1,600
Number of tournaments	3	1	1

110 GENERAL FUND  
05 CULTURE & RECREATION

51 PARKS DEPT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
55104 SOCCER					
121 WAGES PERMANENT REGULAR	18,575	13,036	3,648	13,036	16,400
131 OVERTIME	130	850		850	200
132 TEMP/SEAS/L.T.E.	29,040	29,000	11,774	29,000	28,565
151 WRS/RETIREMENT	3,111	4,500	1,371	4,500	4,100
152 F.I.C.A.	1,844	2,845	822	2,845	2,300
155 HEALTH INSURANCE EXPENSE	5,409	5,141	2,136	5,141	5,141
158 MEDICARE CONTRIBUTION	693	630	224	630	440
TOTAL PERSONAL SERVICES	58,802	56,002	19,975	56,002	57,146
224 WATER	14,640	10,000	1,005	10,000	10,000
249 OTHER GROUNDS MAINTENANCE	2,298	6,743	2,462	6,743	6,800
282 EQUIPMENT RENTAL		300			
TOTAL CONTRACTUAL SERVICES	16,938	17,043	3,467	16,743	16,800
342 CENTRAL GARAGE LABOR CHARGES	105	200	2,769	4,915	2,500
343 CENT.GARAGE-PARTS&MAT. CHARGES	12	100	541	750	1,000
344 OUTSIDE MATERIAL & LABOR		500	336	500	500
353 HORTICULTURAL SUPP-FERT ETC	13,347	10,000	95	10,000	10,000
354 GRAVEL, SAND, STONE	177	300		100	300
361 SMALL TOOLS	50	200		200	200
369 OTHER NON CAPITAL EQUIPMENT	4,125	5,120	4,765	4,765	
TOTAL MATERIALS AND SUPPLIES	17,816	16,420	8,506	21,230	14,500
DIVISION TOTAL	93,556	89,465	31,948	93,975	88,446

## PARKS – BEACHES/SOUTHPORT BEACH HOUSE

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The Parks Division strives to provide local residents and visitors to the City of Kenosha access to clean and safe beaches. The Southport Beachhouse is maintained as a place for activities and education.

### ***Responsibilities/Activities***

The Parks Division staff is responsible for the maintenance and operation of Kenosha's public beaches along the lakefront and the Southport Beachhouse. Their activities include cleaning of the beaches from Southport to Alford Park along the shoreline, monitoring the water quality and posting the conditions of the water. Elections are conducted at the Southport Beachhouse building each year. The building is closed each year in January, February and March. Maintenance for the interior of the building is done in March.

	2008 Actual	2009 Estimated	2010 Estimated
Attendance Estimates	7,000	7,000	7,000
Beach House Rentals	105	130	125

110 GENERAL FUND  
05 CULTURE & RECREATION

51 PARKS DEPT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
55106 BEACHES					
121 WAGES PERMANENT REGULAR	35,584	34,522	18,270	34,522	32,825
131 OVERTIME	165				
132 TEMP/SEAS/L.T.E.			73		
151 WRS/RETIREMENT	3,710	3,590	1,908	3,590	4,100
152 F.I.C.A.	2,216	2,140	1,137	2,140	2,300
155 HEALTH INSURANCE EXPENSE	14,425	13,709	5,708	13,709	13,709
158 MEDICARE CONTRIBUTION	518	501	266	501	440
TOTAL PERSONAL SERVICES	56,618	54,462	27,362	54,462	53,374
222 NATURAL GAS	8,470	8,400	4,735	8,400	8,900
224 WATER	4,486	3,500	875	3,500	4,000
227 TELEPHONE - EQUIPMENT/OTHER	109	200			
246 OTHER BLDG MAINTENANCE	390	500		300	500
TOTAL CONTRACTUAL SERVICES	13,455	12,600	5,610	12,200	13,400
DIVISION TOTAL	70,073	67,062	32,972	66,662	66,774

## PARKS - SPECIAL EVENTS

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The Parks Division staff aims to provide exceptional park support services that enhance the use of public parks and City's resources for the benefit of residents and visitors to Kenosha.

### ***Responsibilities/Activities***

Parks Division staff members attend meetings with various organizations about their events. Employees set up equipment, may remain during the event and take down the equipment. There are several events that occur each year for the enjoyment of the public. These events include, Civic Parade, 4<sup>th</sup> of July activities, Food Folks & Spokes, Pike River Rendezvous and several art fairs and other events. Parks Division, in association with the Kenosha Unified School District, holds the Festival of Arts and Flowers in Lincoln Park. Peanut Butter and Jam concerts at noon and in the evening on Thursdays are very popular. Parks also provides equipment each year for Relay for Life and Laborfest events that are not held in the park system. There are several other events that are held in the parks by other organizations for which support is provided with labor and equipment.

The Parks Division will continue to evaluate and repair existing equipment (Showmobile, picnic tables, benches). Parks Division will continue working in conjunction with other City Departments, such as Fire, Police, and Administration, on special City-sanctioned events.

## PARKS - SPECIAL EVENTS

PARK	2008 Actual	2009 Estimate	2010 Estimate
Lincoln Park Flower Garden (Weddings)	25	30	35
Wolfenbittel Park Flower Garden (Weddings)	42	40	45
Lincoln Gazebo	1	1	1
Alford Park Area #1	10	9	10
Alford Park Area #6 North (Picnic)	17	20	20
Alford Park Area #6 South (Picnic)	12	20	20
Anderson Park Shelter #1	17	35	35
Anderson Park Shelter #2	2	3	3
Baker Park	7	10	10
Hobbs Park	3	3	3
Kennedy Park	10	15	15
Lincoln Park Picnic Shelter & Concessions	8	8	8
Nash Park – Picnic Area	14	15	16
Poerio Nature Center	6	10	12
Roosevelt Park	2	10	10
Simmons Park	5	10	10
Southport Picnic Shelter	5	10	15
Washington Park Area #1 *	1	25	25
Washington Park Area #2	16	22	25
Note: these figures do not include non-rental usage of all Park areas.			

\* This area replaces #3 in Washington Park

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110 GENERAL FUND  
05 CULTURE & RECREATION

51 PARKS DEPT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
55108 PARKS SPEC AREAS & ACTIVITIES					
111 SALARIES-PERMANENT REGULAR	3,821	15,744	7,872	15,744	15,744
121 WAGES PERMANENT REGULAR	22,760	18,870	3,286	18,870	16,400
131 OVERTIME	18,315	28,900	872	28,900	9,200
132 TEMP/SEAS/L.T.E.	32,991	30,766	8,373	30,766	28,565
135 LONGEVITY		75		75	47
146 PRODUCTIVITY INCENTIVE	31	32	31	32	
151 WRS/RETIREMENT	6,205	7,823	1,569	7,823	10,900
152 F.I.C.A.	3,653	5,850	935	5,850	6,100
155 HEALTH INSURANCE EXPENSE	7,212	10,584	4,404	10,584	10,584
158 MEDICARE CONTRIBUTION	1,129	1,370	297	1,370	1,105
TOTAL PERSONAL SERVICES	96,117	120,014	27,639	120,014	98,645
219 OTHER PROFESSIONAL SERVICES	3,643	6,500		4,200	8,000
221 ELECTRICAL	558	700	286	650	720
248 OUTSIDE LIGHTING REPAIRS		200	100	300	200
282 EQUIPMENT RENTAL	8,994	10,725	392	7,500	10,400
TOTAL CONTRACTUAL SERVICES	13,195	18,125	778	12,650	19,320
368 SNOW FENCE & STREET POSTS	1,256	2,000		1,000	1,500
369 OTHER NON CAPITAL EQUIPMENT	19,606	10,814	9,091	9,091	18,700
TOTAL MATERIALS AND SUPPLIES	20,862	12,814	9,091	10,091	20,200
DIVISION TOTAL	130,174	150,953	37,508	142,755	138,165

## **PARKS - GENERAL MAINTENANCE**

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The Parks Division provides quality maintenance care and services of the Kenosha park system to meet the broad variety of leisure and sport needs for the citizens of Kenosha. Parks Division staff is responsible for a wide variety of services associated with the maintenance of over 900 acres of park lands at 75 park locations. Their responsibilities also include maintenance of boulevards, 52 park buildings, bikeways, a velodrome, HarborPark common areas' landscape, the Sesquicentennial Bandshell and other facilities.

### ***Responsibilities/Activities***

Work activities include, but are not limited to, park renovations and improvements; mowing; plumbing; procuring, installing and maintaining play equipment; developing and maintaining ice skating and sledding facilities; snow removal; small engine repair; park signs; trash collection; carpentry; and painting. These activities are performed mostly by seasonal employees. Without the support of our seasonal employees, the park system could not perform all these services during the summer season.

Playground equipment maintenance includes equipment inspection, painting, and replacement of parts as necessary due to vandalism, graffiti, and safety issues. Wood chips are placed and replenished under and around all the playground equipment as well as around trees in the parks.

Park maintenance services include fence line clearing, topdressing and seeding, repair and removal of fencing around athletic fields and playgrounds in various parks.

Carpentry projects will include building maintenance, repairs to benches, tables, signs and other items as needed throughout the year.

The water system is turned on and off each year for buildings, drinking fountains and irrigation systems throughout the park system including Harbor Park, museum fountains and boulevards.

The Park Division had several projects this year. These include: chain link fence removal and replacement with rail fencing in Cicchini, Streeter, Limpert and Washington Parks; playground upgrades including mulch around equipment and new installation of equipment; drinking fountains city wide were evaluated and will be removed and replaced as necessary; an enclosure to contain the dumpster and portable toilet enclosure at Southport Park will be built during the winter.

## PARKS - GENERAL MAINTENANCE

Program Objectives	2008 Actual	2009 Estimated	2010 Estimated
City parks maintained	73	75	75
Park buildings	54	54	54
Acreage mowed	916	917	957
Boulevards maintained	37	37	37
Ponds maintained	4	4	4
Tennis courts maintained	16	16	16
Park lights maintained	1,145	1,165	1,165
Flagpoles	36	38	38
Miles of walkways	14	16	16
Bike trails	17	17	17
Basketball courts	16	16	16
Velodrome	1	1	1
Spray parks (Roosevelt and Southport Marina)	2	2	2
Skateboard park	1	1	2
Fountain – Museum & Piazza Cosenza	1	2	2

110 GENERAL FUND  
05 CULTURE & RECREATION

51 PARKS DEPT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
55109 PARKS GENERAL MAINTENANCE					
111 SALARIES-PERMANENT REGULAR	101,650	31,725	23,735	31,725	31,725
121 WAGES PERMANENT REGULAR	781,563	678,996	324,344	638,329	631,930
131 OVERTIME	22,518	6,406	5,918	6,606	4,570
132 TEMP/SEAS/L.T.E.	288,333	325,173	120,512	325,171	314,243
135 LONGEVITY	5,416	6,045	2,153	5,920	4,571
136 SHIFT DIFFERENTIAL	297	500	145	500	500
146 PRODUCTIVITY INCENTIVE	3,688	469	469	469	
151 WRS/RETIREMENT	122,410	106,413	46,958	98,737	93,076
152 F.I.C.A.	70,834	61,306	27,910	57,595	51,822
155 HEALTH INSURANCE EXPENSE	374,861	333,971	138,386	333,971	317,189
158 MEDICARE CONTRIBUTION	17,368	15,200	6,898	15,153	13,726
TOTAL PERSONAL SERVICES	1,788,938	1,566,204	697,428	1,514,176	1,463,352
219 OTHER PROFESSIONAL SERVICES	76,534	60,000	5,469	60,000	45,000
221 ELECTRICAL	89,325	91,400	45,777	97,000	93,000
222 NATURAL GAS	36,151	42,500	30,851	38,000	44,000
223 STORM WATER UTILITY	83,802	102,300	51,363	102,300	105,354
224 WATER	41,422	40,300	10,951	40,000	40,500
225 TELE-LONG DISTANCE/LOCAL CALLS	909	600	384	700	900
226 CELLULAR/WIRELESS SERVICE COST	1,417	1,600	136	200	200
227 TELEPHONE - EQUIPMENT/OTHER	1,759	1,600	854	1,700	1,700
231 COMMUNICATIONS EQUIPMENT	5,080	5,500	2,637	5,240	5,500
232 OFFICE EQUIPMENT	376	500			
235 EQUIPMENT REPAIRS/MAINT.	2,064	1,500	918	2,400	1,500
241 HEATING & AIR CONDITIONING	2,104	3,000		1,000	1,500
244 PAINTING & CARPETING	4,774	5,000	2,611	5,000	5,000
245 ROOF REPAIRS	2,394	3,000		1,000	3,000
246 OTHER BLDG MAINTENANCE	12,475	10,000	1,586	8,000	10,000
248 OUTSIDE LIGHTING REPAIRS	5,492	4,000	3,216	6,200	4,000
249 OTHER GROUNDS MAINTENANCE	27,496	22,572	837	22,572	23,000
253 WASTE DISPOSAL CHARGES	255	2,500		2,500	3,585
259 OTHER	876	1,000	17	500	500
263 MEALS & LODGING	1,149	1,500	16	100	
264 REGISTRATION	1,025	1,000	253	400	
282 EQUIPMENT RENTAL	703	500	405	680	700
TOTAL CONTRACTUAL SERVICES	397,582	401,872	158,281	395,492	388,939
311 OFFICE SUPPLIES/PRINTING	2,941	2,430	636	2,500	2,500
322 SUBSCRIPTIONS & BOOKS		70	70	70	
323 MEMBERSHIP DUES	199	275	178	180	300

110 GENERAL FUND  
05 CULTURE & RECREATION

51 PARKS DEPT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
341 VEHICLE FUEL CHARGE/OIL/ETC	120,515	98,000	19,320	75,000	80,000
342 CENTRAL GARAGE LABOR CHARGES	135,456	200,000	66,437	170,000	210,078
343 CENT.GARAGE-PARTS&MAT. CHARGES	77,006	97,000	17,430	50,000	75,000
344 OUTSIDE MATERIAL & LABOR	18,323	30,000	4,133	20,000	25,000
353 HORTICULTURAL SUPP-FERT ETC	26,760	52,000	13,816	50,000	50,000
354 GRAVEL, SAND, STONE	1,159	1,500	42	1,500	1,500
355 CEMENT ASPHALT&CRACKFILL	429	1,500	262	1,500	1,500
357 BUILDING MATERIALS	6,024	15,000	1,972	12,000	14,000
361 SMALL TOOLS	8,287	9,000	5,066	9,000	9,000
362 OFFICE FURNITURE & EQUIPMENT		75	44	50	
367 CLOTHING & UNIFORM REPLACEMENT	1,998	2,000	613	1,000	4,000
369 OTHER NON CAPITAL EQUIPMENT	9,217	14,950	1,692	14,950	18,750
382 HOUSEKEEPING-JANITORIAL SUPPLI	6,820	7,000	2,893	7,000	7,000
386 RECREATION EQUIPMENT SUPPLIES	1,831	10,000		8,000	10,000
388 PHOTOGRAPHIC EQUIP & SUPPLIES		470	372	372	
389 OTHER	8,578	10,400	3,108	10,400	10,400
TOTAL MATERIALS AND SUPPLIES	425,543	551,670	138,084	433,522	519,028
579 OTHER MISC EQUIPMENT	13,183	11,459	6,773	11,440	
TOTAL CAPITAL OUTLAY-PURCHASE	13,183	11,459	6,773	11,440	
711 INSURED LOSSES-ACCIDENT CAUSED	6,140				
TOTAL INSURED LOSSES	6,140				
DIVISION TOTAL	2,631,386	2,531,205	1,000,566	2,354,630	2,371,319

## PARKS - POOLS

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The Parks Division works to provide safe and enjoyable water facilities for adults and children for fun and fitness. There are two outdoor facilities, one in Anderson Park and at Washington Park. The Barracuda Swim Team practices prior to pool openings during the week.

### ***Responsibilities/Activities***

All Lifeguards receive In-Service training prior to pool openings and weekly training during the season. The Division, throughout the year as needed, interviews and hires pool managers, lifeguards and concession attendants.

There has been great success in the promotion of Seasonal Swim passes. Staff will continue to market these passes along with Gift Certificates. There also, will be a development of 5 or 10 punch card for those that do not wish to purchase a yearly pass.

The Parks Division regularly reviews the policies and procedures for pool operations for staff and the general public and adjusts as necessary.

Anderson and Washington Pools are drained at the end of each season for maintenance work. Pool heaters at both locations will need replacement, with more energy efficient systems and are planned as future CIP projects.

At Anderson Park Pool there is a fenced area that will be promoted for usage as a birthday party area during open public hours.

POOL	2008 Actual	2009 Estimated	2010 Estimated
Anderson	16,550	17,000	17,000
Washington	9,653	11,000	11,000
Total	26,203	28,000	28,000

Please note that these figures do not include the attendance of Season Pass Holders, which would be approximately an additional 10,000 in total attendance

110 GENERAL FUND  
05 CULTURE & RECREATION

51 PARKS DEPT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
55111 SWIMMING POOLS					
121 WAGES PERMANENT REGULAR	56,936	52,146	16,479	52,146	49,235
131 OVERTIME	12,863	13,914	669	13,914	4,500
132 TEMP/SEAS/L.T.E.	209,192	225,395	38,500	225,397	135,395
151 WRS/RETIREMENT	7,893	5,423	2,017	6,870	6,830
152 F.I.C.A.	4,655	4,100	1,187	4,100	3,850
155 HEALTH INSURANCE EXPENSE	18,932	17,993	7,484	17,993	17,993
158 MEDICARE CONTRIBUTION	4,036	4,230	803	3,630	3,760
TOTAL PERSONAL SERVICES	314,507	323,201	67,139	324,050	221,563
219 OTHER PROFESSIONAL SERVICES	15,908	20,735	10,963	20,900	23,200
221 ELECTRICAL	34,887	33,500	5,987	33,500	20,520
222 NATURAL GAS	11,645	15,000	1,947	12,000	9,300
224 WATER	3,920	7,500	696	5,500	4,500
225 TELE-LONG DISTANCE/LOCAL CALLS	332	525	150	350	350
226 CELLULAR/WIRELESS SERVICE COST	265	325	40	325	325
227 TELEPHONE - EQUIPMENT/OTHER	135	165	66	140	140
232 OFFICE EQUIPMENT	290	350		290	290
235 EQUIPMENT REPAIRS/MAINT.	8,363	8,200	3,036	8,200	8,000
241 HEATING & AIR CONDITIONING	565	1,000		600	1,000
244 PAINTING & CARPETING	4,172	2,000	40	1,000	500
246 OTHER BLDG MAINTENANCE	3,539	4,000	386	2,000	3,000
249 OTHER GROUNDS MAINTENANCE	620	1,130	140	1,130	1,000
261 MILEAGE					150
263 MEALS & LODGING	222	300			300
264 REGISTRATION	650	500	190	190	500
TOTAL CONTRACTUAL SERVICES	85,513	95,230	23,641	86,125	73,075
311 OFFICE SUPPLIES/PRINTING	71	400	371	420	450
326 ADVERTISING	227	100			100
359 OTHER	1,686	1,275		875	1,000
361 SMALL TOOLS	324	200	156	156	225
367 CLOTHING & UNIFORM REPLACEMENT	189	500		500	500
369 OTHER NON CAPITAL EQUIPMENT	6,216		3,293	3,293	5,000
389 OTHER	1,990	2,000	885	1,500	1,500
TOTAL MATERIALS AND SUPPLIES	10,703	4,475	4,705	6,744	8,775
579 OTHER MISC EQUIPMENT	6,100				
TOTAL CAPITAL OUTLAY-PURCHASE	6,100				
DIVISION TOTAL	416,823	422,906	95,485	416,919	303,413

## **PARKS – FORESTRY/STORM WATER UTILITY**

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The Parks Division Forestry Unit functions to promote and manage a vigorous, healthy, safe urban forest through professional care.

The Forestry Division became part of the Storm Water Utility in 2007.



110 GENERAL FUND  
05 CULTURE & RECREATION

51 PARKS DEPT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
55113 FORESTRY/STORM WATER UTILITY					
111 SALARIES-PERMANENT REGULAR	8,916	31,488	7,872	31,488	31,488
121 WAGES PERMANENT REGULAR	186,839	150,738	72,768	150,738	150,738
131 OVERTIME	7,647	7,000	1,124	7,000	7,000
132 TEMP/SEAS/L.T.E.	8,269	6,826	2,794	6,826	6,826
146 PRODUCTIVITY INCENTIVE	94	32	31	32	
151 WRS/RETIREMENT	21,805	18,821	8,783	20,400	21,570
152 F.I.C.A.	12,935	11,219	5,213	12,160	12,160
155 HEALTH INSURANCE EXPENSE		41,999	17,483	41,999	41,999
158 MEDICARE CONTRIBUTION	3,062	2,848	1,223	2,850	2,850
TOTAL PERSONAL SERVICES	249,567	270,971	117,291	273,493	274,631
219 OTHER PROFESSIONAL SERVICES	102,047	100,000	21,390	100,000	
263 MEALS & LODGING		450	51	60	
264 REGISTRATION		500	250	250	
TOTAL CONTRACTUAL SERVICES	102,047	100,950	21,691	100,310	
322 SUBSCRIPTIONS & BOOKS		210	5	5	
323 MEMBERSHIP DUES		250	145	145	
341 VEHICLE FUEL CHARGE/OIL/ETC	4,784	10,584	2,381	9,000	
342 CENTRAL GARAGE LABOR CHARGES	15,166	23,322	8,580	12,000	
343 CENT.GARAGE-PARTS&MAT. CHARGES	3,776	10,000	3,984	7,000	
344 OUTSIDE MATERIAL & LABOR	4,226	3,072	3,223	3,225	
353 HORTICULTURAL SUPP-FERT ETC	1,009	2,000	850	2,000	
361 SMALL TOOLS	1,465	1,428	719	1,428	
367 CLOTHING & UNIFORM REPLACEMENT	532	500	181	500	
369 OTHER NON CAPITAL EQUIPMENT		700		700	
TOTAL MATERIALS AND SUPPLIES	30,958	52,066	20,068	36,003	
719 SELF-INSURANCE LOSSES	205				
TOTAL INSURED LOSSES	205				
934 OTHER CHARGE BACKS	382,777-	423,955-	159,050-	409,806-	274,631-
TOTAL OTHER	382,777-	423,955-	159,050-	409,806-	274,631-
DIVISION TOTAL		32			
DEPARTMENT TOTAL	3,949,930	3,866,494	1,498,548	3,682,744	3,554,471

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## OTHER SERVICE ACCOUNTS

The other service area accounts for all expenditures that do not fall under the major service categories. This includes accounting for certain fringe benefits, general liability insurance, contributions made to subsidize other funds and the amount needed for retirement of debt payments, among others.

### CONTRIBUTIONS TO OTHER FUNDS

The General fund makes contributions to other funds (primarily Enterprise and Internal Service Funds) when revenues from user charges and other financing sources are not sufficient to cover expenses of these funds.

### EMPLOYEE FRINGE BENEFITS

The General Fund Budget includes amounts for various fringe benefits received by City of Kenosha employees. Most of these benefits are budgeted directly in the departments, while others are budgeted and expensed from this section. Fringe benefits include:

<u>Benefit</u>	<u>Where Budgeted</u>
Wisconsin Retirement	Within departmental budgets
F.I.C.A. and Medicare	Within departmental budgets
Health Insurance	Within departmental budgets
Group Life Insurance	Budgeted separately
Worker's Compensation	Budgeted separately
Unemployment Compensation	Budgeted separately
125 Flex Plan	Administrative cost budgeted separately

### GENERAL INSURANCE

The City maintains liability insurance coverage for all City owned properties, administers a self-insured liability program and reviews potential risks and hazards. The purpose of General Insurance is to ensure that the City is not exposed to hazards and risks that could result in financial liability.

#### *Responsibilities/Activities*

General Insurance administers and coordinates all damage and liability claims presented to the City. Investigation of the circumstances and facts associated with claims are conducted and appropriate recommendations are made. Processes claims by the City against other parties, as well as initiates and follows through on claims by the City against insurance companies for which it has purchased insurance for reimbursement of losses.

## OTHER SERVICE ACCOUNTS

Coordinating the defense of all suits against the City resulting from alleged acts of negligence are reviewed by the department's staff along with the City Attorney. Staff reviews, analyzes, and obtains the appropriate level of insurance coverage.

### Authorized Full-Time Positions

	<u>2008</u>	<u>2009</u>	<u>Adopted 2010</u>
Risk, Safety & Environmental Manager	0	1	0
Risk Analyst	1	0	0
Risk Technician	0	1	1
Human Resources Secretary	1	1	0
Risk Assistant	0	0	1
Total General Insurance	<u>2</u>	<u>3</u>	<u>2</u>

### MISCELLANEOUS NON-DEPARTMENTAL

This category is for General Fund expenditures that do not relate to any one department, which includes:

Tax Roll Refunds

Public Claims and Settlements

Sales Tax

Bad Debt Expense and Accounts Receivable Collections

### RESERVES

Reserves are maintained to provide for unanticipated expenditures of a nonrecurring basis or to meet unforeseen increases in service delivery costs. This category includes:

Contingency Reserve

Salary and Fringe Benefit Reserve

### DEBT SERVICE

This is an amount equal to the Debt Service Tax Levy that is needed for the retirement of the City of Kenosha's long-term debt due in 2010.

110 GENERAL FUND  
09 OTHER

61 CONTRIBUTION TO OTHER FUNDS

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
56100 CONTRIBUTION TO OTHER FUNDS					
611 CENTRAL STORES	57,038	85,610	_____	87,035	85,950
613 CENTRAL GARAGE	85,811	227,830	_____	196,818	_____
622 MASS TRANSIT-OPERATING	1,827,825	1,819,200	_____	1,418,163	1,572,600
624 AIRPORT FUND	466,728	428,591	_____	340,575	456,054
TOTAL CONTRIBUTIONS TO OTHER	2,437,402	2,561,231	_____	2,042,591	2,114,604
DEPARTMENT TOTAL	2,437,402	2,561,231	_____	2,042,591	2,114,604

## 110 GENERAL FUND

## 09 OTHER

## 63 EMPLOYEE FRINGE BENEFITS

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
56300 EMPLOYEE FRINGE BENEFITS					
151 WRS/RETIREMENT	498	700	155	400	450
152 F.I.C.A.	274	400	98	200	250
156 GROUP LIFE INSURANCE	69,907	78,000	40,890	74,000	84,000
157 STATE UNEMPLOYMENT COMP	189,320	160,000	132,109	217,500	280,600
158 MEDICARE CONTRIBUTION	66	90	21	50	60
TOTAL PERSONAL SERVICES	260,065	239,190	173,273	292,150	365,360
219 OTHER PROFESSIONAL SERVICES	6,303	7,000	3,175	7,000	7,400
TOTAL CONTRACTUAL SERVICES	6,303	7,000	3,175	7,000	7,400
DEPARTMENT TOTAL	266,368	246,190	176,448	299,150	372,760

110 GENERAL FUND  
09 OTHER

63 EMPLOYEE FRINGE BENEFITS

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
56304 GROUP LIFE INSURANCE					
156 GROUP LIFE INSURANCE	69,907	78,000	40,890	74,000	84,000
TOTAL PERSONAL SERVICES	69,907	78,000	40,890	74,000	84,000
DIVISION TOTAL	69,907	78,000	40,890	74,000	84,000

110 GENERAL FUND  
09 OTHER

63 EMPLOYEE FRINGE BENEFITS

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
56308 ST UNEMPLOY COMP					
157 STATE UNEMPLOYMENT COMP	189,320	160,000	132,109	217,500	280,600
TOTAL PERSONAL SERVICES	189,320	160,000	132,109	217,500	280,600
DIVISION TOTAL	189,320	160,000	132,109	217,500	280,600



## 110 GENERAL FUND

09 OTHER

## 63 EMPLOYEE FRINGE BENEFITS

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
56309 PERSONAL USE OF CITY CARS					
151 WRS/RETIREMENT	498	700	155	400	450
152 F.I.C.A.	274	400	98	200	250
158 MEDICARE CONTRIBUTION	66	90	21	50	60
TOTAL PERSONAL SERVICES	838	1,190	274	650	760
DIVISION TOTAL	838	1,190	274	650	760

110 GENERAL FUND  
09 OTHER

63 EMPLOYEE FRINGE BENEFITS

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
56310 FLEX BENEFIT PROGRAM COSTS					
219 OTHER PROFESSIONAL SERVICES	6,303	7,000	3,175	7,000	7,400
TOTAL CONTRACTUAL SERVICES	6,303	7,000	3,175	7,000	7,400
DIVISION TOTAL	6,303	7,000	3,175	7,000	7,400
DEPARTMENT TOTAL	266,368	246,190	176,448	299,150	372,760

110 GENERAL FUND  
09 OTHER

64 GENERAL INSURANCE/WC EXPENSES

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
56400 GENERAL INSURANCE/WC EXPENSES					
111 SALARIES-PERMANENT REGULAR	121,404	209,440	85,422	155,700	49,944
135 LONGEVITY	300	300	125	125	
146 PRODUCTIVITY INCENTIVE	375				
151 WRS/RETIREMENT	12,940	21,818	8,897	16,210	5,503
152 F.I.C.A.	7,470	13,008	5,294	9,670	3,095
155 HEALTH INSURANCE EXPENSE	30,561	47,361	16,800	47,361	16,801
158 MEDICARE CONTRIBUTION	1,747	3,044	1,238	2,260	728
161 WORKMEN'S COMP MEDICAL SERVICE	452,904	300,000	211,180	300,000	300,000
162 STATE W C ASSESSMENT	8,369	15,000		15,000	15,000
164 SAFETY PRESCRIPTION GLASSES					2,000
166 DEATH/DISABILITY - OTHER	143,984	150,000	186,704	205,000	150,000
TOTAL PERSONAL SERVICES	780,054	759,971	515,660	751,326	543,071
212 LEGAL-LABOR/PERSONNEL	45,149	20,000	67,348	75,000	75,000
219 OTHER PROFESSIONAL SERVICES	237,764	162,700	61,499	162,700	162,700
261 MILEAGE			699	1,200	3,015
262 COMMERCIAL TRAVEL					975
263 MEALS & LODGING			655	1,000	2,000
264 REGISTRATION					8,175
271 STATE INS POLICY FIRE&EXT COV	71,323	73,325	69,401	69,401	41,732
273 CVMIC LIABILITY	127,562	135,960	133,194	137,000	139,679
276 AUTO POLICY	58,615	67,400	64,654	64,654	63,292
277 BOILER INSURANCE	2,484	2,610	1,905	1,905	1,982
278 EXCESS W.C./W.C. PREMIUM	54,788	56,980	49,605	49,920	50,967
279 EMPLOYEE BLANKET BONDS-ETC	1,892	1,945	140	1,895	1,945
299 OTHER	150,430-	162,000-		162,000-	121,000-
TOTAL CONTRACTUAL SERVICES	449,147	358,920	449,100	402,675	430,462
311 OFFICE SUPPLIES/PRINTING					400
322 SUBSCRIPTIONS & BOOKS					825
323 MEMBERSHIP DUES	350	350			1,850
362 OFFICE FURNITURE & EQUIPMENT					100
367 CLOTHING & UNIFORM REPLACEMENT			355	355	
389 OTHER					500
TOTAL MATERIALS AND SUPPLIES	350	350	355	355	3,675
719 SELF-INSURANCE LOSSES	263,326	150,000	35,717	150,000	150,000
TOTAL INSURED LOSSES	263,326	150,000	35,717	150,000	150,000
DEPARTMENT TOTAL	1,492,877	1,269,241	1,000,832	1,304,356	1,127,208

110 GENERAL FUND  
09 OTHER

64 GENERAL INSURANCE/WC EXPENSES

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
56401 GENERAL INS COSTS					
271 STATE INS POLICY FIRE&EXT COV	71,323	73,325	69,401	69,401	41,732
273 CVMIC LIABILITY	127,562	135,960	133,194	137,000	139,679
276 AUTO POLICY	58,615	67,400	64,654	64,654	63,292
277 BOILER INSURANCE	2,484	2,610	1,905	1,905	1,982
278 EXCESS W.C./W.C. PREMIUM	54,788	56,980	49,605	49,920	50,967
279 EMPLOYEE BLANKET BONDS-ETC	1,892	1,945	140	1,895	1,945
TOTAL CONTRACTUAL SERVICES	316,664	338,220	318,899	324,775	299,597
DIVISION TOTAL	316,664	338,220	318,899	324,775	299,597

110 GENERAL FUND  
09 OTHER

64 GENERAL INSURANCE/WC EXPENSES

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
56402 GEN'L INS.-ADMINISTRATIVE					
111 SALARIES-PERMANENT REGULAR	121,404	209,440	85,422	155,700	49,944
135 LONGEVITY	300	300	125	125	
146 PRODUCTIVITY INCENTIVE	375				
151 WRS/RETIREMENT	12,940	21,818	8,897	16,210	5,503
152 F.I.C.A.	7,470	13,008	5,294	9,670	3,095
155 HEALTH INSURANCE EXPENSE	30,561	47,361	16,800	47,361	16,801
158 MEDICARE CONTRIBUTION	1,747	3,044	1,238	2,260	728
164 SAFETY PRESCRIPTION GLASSES					2,000
TOTAL PERSONAL SERVICES	174,797	294,971	117,776	231,326	78,071
219 OTHER PROFESSIONAL SERVICES	207,117	130,000	42,801	130,000	130,000
261 MILEAGE			699	1,200	3,015
262 COMMERCIAL TRAVEL					975
263 MEALS & LODGING			655	1,000	2,000
264 REGISTRATION					8,175
299 OTHER	150,430-	162,000-		162,000-	121,000-
TOTAL CONTRACTUAL SERVICES	56,687	32,000-	44,155	29,800-	23,165
311 OFFICE SUPPLIES/PRINTING					400
322 SUBSCRIPTIONS & BOOKS					825
323 MEMBERSHIP DUES	350	350			1,850
362 OFFICE FURNITURE & EQUIPMENT					100
367 CLOTHING & UNIFORM REPLACEMENT			355	355	
389 OTHER					500
TOTAL MATERIALS AND SUPPLIES	350	350	355	355	3,675
DIVISION TOTAL	231,834	263,321	162,286	201,881	104,911

110 GENERAL FUND  
09 OTHER

64 GENERAL INSURANCE/WC EXPENSES

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
56404 GEN'L INS.-CLAIMS PAID					
719 SELF-INSURANCE LOSSES	263,326	150,000	35,717	150,000	150,000
TOTAL INSURED LOSSES	263,326	150,000	35,717	150,000	150,000
DIVISION TOTAL	263,326	150,000	35,717	150,000	150,000

## 110 GENERAL FUND

## 09 OTHER

## 64 GENERAL INSURANCE/WC EXPENSES

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
56405 WORKER'S COMP EXPENSES					
161 WORKMEN'S COMP MEDICAL SERVICE	452,904	300,000	211,180	300,000	300,000
162 STATE W C ASSESSMENT	8,369	15,000		15,000	15,000
166 DEATH/DISABILITY - OTHER	143,984	150,000	186,704	205,000	150,000
TOTAL PERSONAL SERVICES	605,257	465,000	397,884	520,000	465,000
212 LEGAL-LABOR/PERSONNEL	45,149	20,000	67,348	75,000	75,000
219 OTHER PROFESSIONAL SERVICES	30,647	32,700	18,698	32,700	32,700
TOTAL CONTRACTUAL SERVICES	75,796	52,700	86,046	107,700	107,700
DIVISION TOTAL	681,053	517,700	483,930	627,700	572,700
DEPARTMENT TOTAL	1,492,877	1,269,241	1,000,832	1,304,356	1,127,208

110 GENERAL FUND  
09 OTHER

65 MISC NON-DEPARTMENTAL

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
56500 MISC NON-DEPARTMENTAL					
259 OTHER	185,074	30,000	192,593	15,000	20,000
TOTAL CONTRACTUAL SERVICES	185,074	30,000	192,593	15,000	20,000
411 CLAIMS & SETTLEMENTS		5,000			
421 ACCOUNTS RECEIVABLE		20,000	925	2,000	20,000
422 DELQ P.P. TAX/S.A. CHARGES	38,551	70,000	1,380	1,500	20,000
423 W/O-REAL ESTATE TAX		15,000	1,618	2,000	15,000
431 ASSESSING ERRORS	1,269				
TOTAL CLAIMS & LOSSES	39,820	110,000	3,923	5,500	55,000
909 MISCELLANEOUS	2,115	10,000	4,630	10,000	10,000
TOTAL OTHER	2,115	10,000	4,630	10,000	10,000
DEPARTMENT TOTAL	227,009	150,000	201,146	30,500	85,000



110 GENERAL FUND  
09 OTHER

65 MISC NON-DEPARTMENTAL

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
56501 DEPT HSING/STREET SPEC CHARGES					
259 OTHER	167,074	_____	185,372	_____	_____
TOTAL CONTRACTUAL SERVICES	167,074	_____	185,372	_____	_____
DIVISION TOTAL	167,074	_____	185,372	_____	_____

110 GENERAL FUND  
09 OTHER

65 MISC NON-DEPARTMENTAL

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
56505 TAX ROLL REFUNDS					
423 W/O-REAL ESTATE TAX		15,000	1,618	2,000	15,000
431 ASSESSING ERRORS	<u>1,269</u>				
TOTAL CLAIMS & LOSSES	1,269	<u>15,000</u>	<u>1,618</u>	<u>2,000</u>	<u>15,000</u>
DIVISION TOTAL	1,269	15,000	1,618	2,000	15,000

110 GENERAL FUND

09 OTHER

65 MISC NON-DEPARTMENTAL

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
56506 CLAIMS & SETTLEMENTS					
411 CLAIMS & SETTLEMENTS	_____	5,000	_____	_____	_____
TOTAL CLAIMS & LOSSES	_____	5,000	_____	_____	_____
DIVISION TOTAL	_____	5,000	_____	_____	_____

110 GENERAL FUND  
09 OTHER

65 MISC NON-DEPARTMENTAL

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
56507 SALES TAX					
259 OTHER	16,383	10,000	5,743	10,000	10,000
TOTAL CONTRACTUAL SERVICES	16,383	10,000	5,743	10,000	10,000
DIVISION TOTAL	16,383	10,000	5,743	10,000	10,000

110 GENERAL FUND  
09 OTHER

65 MISC NON-DEPARTMENTAL

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
56508 BAD DEBT EXPENSE					
421 ACCOUNTS RECEIVABLE	<u>          </u>	20,000	925	2,000	20,000
422 DELQ P.P. TAX/S.A. CHARGES	38,551	70,000	1,380	1,500	20,000
TOTAL CLAIMS & LOSSES	38,551	90,000	2,305	3,500	40,000
DIVISION TOTAL	38,551	90,000	2,305	3,500	40,000

110 GENERAL FUND  
09 OTHER

65 MISC NON-DEPARTMENTAL

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
56519 MISCELLANEOUS EXPENSE					
259 OTHER	1,617	20,000	1,478	5,000	10,000
TOTAL CONTRACTUAL SERVICES	1,617	20,000	1,478	5,000	10,000
909 MISCELLANEOUS	2,115	10,000	4,630	10,000	10,000
TOTAL OTHER	2,115	10,000	4,630	10,000	10,000
DIVISION TOTAL	3,732	30,000	6,108	15,000	20,000
DEPARTMENT TOTAL	227,009	150,000	201,146	30,500	85,000

110 GENERAL FUND  
09 OTHER

67 RESERVES

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
56700 RESERVES					
146 PRODUCTIVITY INCENTIVE	_____	89,274	_____	89,274	115,000
TOTAL PERSONAL SERVICES		89,274		89,274	115,000
901 CONTINGENCY RESERVE	_____	235,000	_____	_____	250,000
934 OTHER CHARGE BACKS	_____		_____	_____	254,156-
TOTAL OTHER		235,000			4,156-
DEPARTMENT TOTAL	_____	324,274	_____	89,274	110,844

## 110 GENERAL FUND

09 OTHER

## 69 DEBT SERVICE NET OF REVENUES

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
56901 DEBT SERVICE NET OF REVENUES					
908 DEBT SERVICE NET OF REVENUES	8,075,233	7,499,567	3,749,784	7,499,567	7,541,504
TOTAL OTHER	8,075,233	7,499,567	3,749,784	7,499,567	7,541,504
DEPARTMENT TOTAL	8,075,233	7,499,567	3,749,784	7,499,567	7,541,504



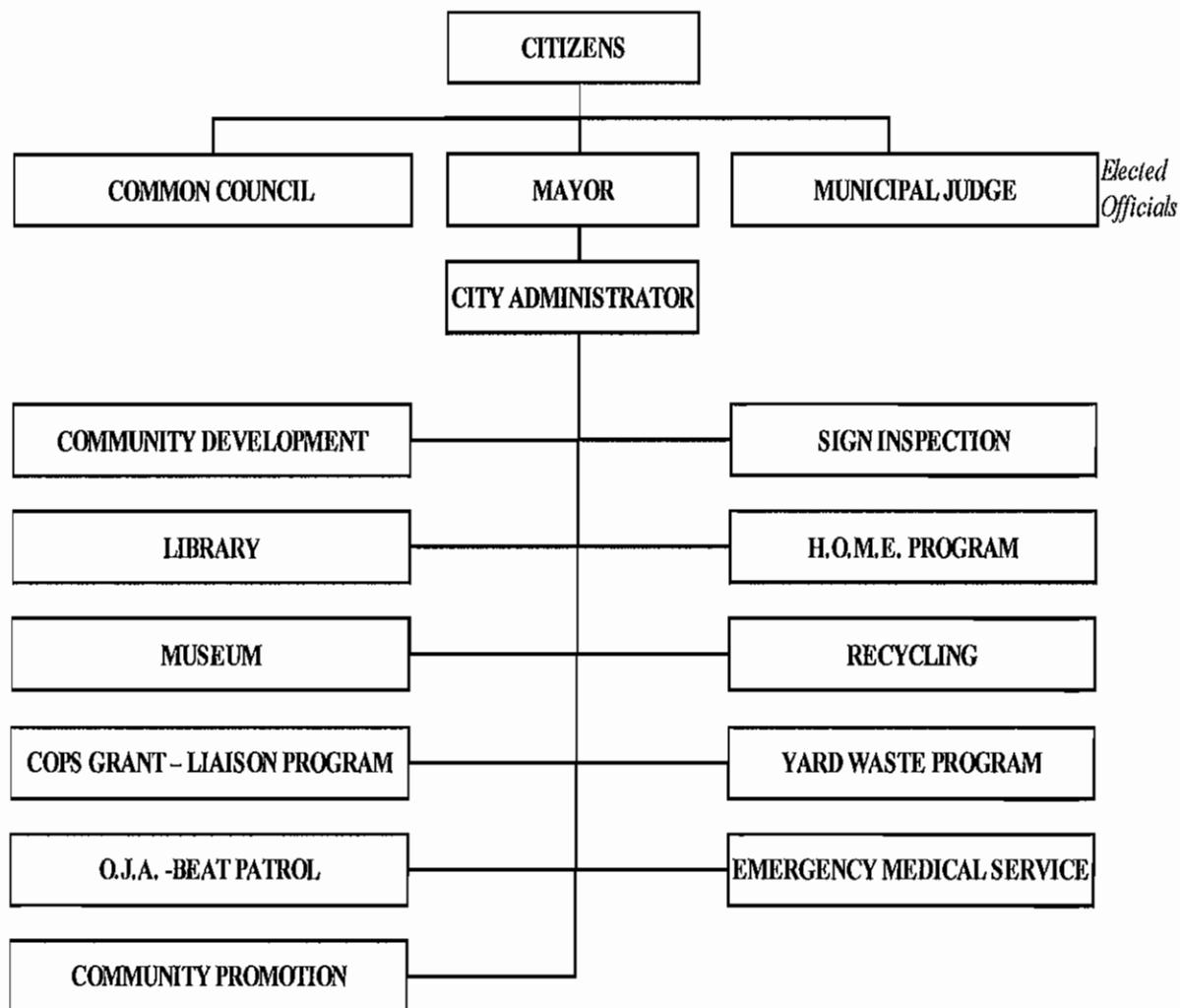
## SPECIAL REVENUE FUNDS

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Special revenue funds are used to account for revenues from specific sources that are designated to finance certain functions or activities of the City of Kenosha.

These funds are maintained and budgeted on the modified accrual basis of accounting with the exception of the Community Development Block Grant Program. This program is maintained on the modified accrual basis of accounting and established as a project-length budget.

### **Organization**



## **SPECIAL REVENUE FUNDS MAJOR REVENUES**

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### ***Taxes***

The Special Revenue funds – Library, Museum, Recycling, EMS, and Community Promotion derive a portion of their revenues from a PROPERTY TAX LEVY. In 2010, \$11,488,492 must be levied to support these operations.

### ***Community Development Block Grant Funding***

The City has received funds from this allocation through the U.S. Department of Housing & Urban Development since 1974. These funds are used to benefit low and moderate income families and as an aid in the elimination of blight in neighborhoods. The \$1,070,918 estimated to be received in 2010 is the same amount as the 2009 actual subsidy.

### ***State and County Revenues***

This revenue source is received by the Library system under a contract with the Kenosha County Library System to offset the operation of a county-wide library computer network system. The \$1,554,588 for 2010 is up slightly from 2009.

### ***Recycling & Volume Based Grant***

This is a State grant payment to support the City's recycling program

### ***EMS – Ambulance User Fees***

This is a user fee charged to the individual for an Emergency Medical Service Call.

## COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

The City of Kenosha has received funds from the Community Development Block Grant Program (CDBG) through the U.S. Department of Housing and Urban Development since the inception of the program in 1974. Since that time the City has received funds to benefit low and moderate income people and aid in the elimination of slums and blight.

### **Responsibilities/Activities**

Staff administers the City's Community Development Block Grant (CDBG) Program. The CDBG Program provides funds to not-for-profit organizations, businesses and homeowners through loans and grants that primarily benefit low-to-moderate income persons.

	<i>2008 Actual</i>	<i>2009 Actual</i>	<i>2010 Estimated</i>
Annual CDBG Allocation	\$1,041, 463	\$1,070,918	\$1,070,918

### 2010 CDBG PROGRAM

The 2010 CDBG Program is not approved at the time of printing the Adopted 2010 Budget.

## KENOSHA PUBLIC LIBRARY

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The Kenosha Public Library (KPL) provides the highest quality library resources for information, recreation, and lifelong learning for residents of all ages in the City and County of Kenosha. In upholding the Library Bill of Rights and the Freedom to Read and Freedom to View statements, the Library assures that library services are available to everyone.

### ***Responsibilities/Activities***

The Kenosha Public Library provides high quality library services in a timely and cost effective manner. Building, organizing, and maintaining high interest library collections which represent diverse points of view, for reading, viewing, and listening is an important focus of the Library. The Library also builds, organizes, and maintains an up-to-date collection of informational and factual resources.

Kenosha Public Library builds, organizes, and maintains up-to-date library collections for children, young adults, and adults of all skill levels to pursue self-guided learning. The Library provides elementary and secondary level students access to library collections and services which help them meet their formal educational objectives. The Library works to enhance the educational and personal development of school age and preschool children by providing high quality, high interest children's programming to foster reading readiness and encourage reading.

The Library provides high quality customer assistance in utilizing the collections, reference information, and readers' advisory services, as well as a wide range of current information on community organizations, activities, issues, and services in order to better assist its customers.

The Library provides well maintained facilities for quiet study and research, as well as for appropriate civic and community group activities contributing to the community's overall cultural life.

In 2010, the Library will continue to operate comprehensive library services for the City and County of Kenosha for 69 hours a week during the school year and 65 hours a week in the summer. The Library will administer federal grants on special needs services, literacy and children, and computerized services and resources. The Library will also administer the Gates Foundation's Opportunity Online PC Grant Program and The Big Read program of the National Endowment for the Arts. The Library will continue to manage the countywide library computer network under contract with the Kenosha County Library System.

The Library expects to checkout 1,225,000 items from its collections, answer 175,000 reference and information questions, provide 330,000 computer workstation sessions, welcome customers to the library 860,000 times, conduct over 900 storytimes and programs for more than 29,500 children and adults. Due to budgetary constraints, the Library will close to the public five additional days in 2010 to allow for furloughs of Library employees.

The Library will repair plaster and paint in the east and west wings and workroom at Simmons Library. The carpet will be replaced in the AV area of Northside Library. The parking lot at Uptown Library will be resurfaced and striped, and the Southwest Library will have its parking lot sealed and restriped.

## KENOSHA PUBLIC LIBRARY

### ***Responsibilities/Activities (continued)***

	2008 Actual	2009 Estimate	2010 Goal
Checkout of library materials	1,157,686	1,200,000	1,225,000
Reference and information questions	178,693	173,000	175,000
Computer workstation sessions	325,205	327,000	330,000
Library visits	846,285	855,000	860,000
Program attendance	27,851	29,000	29,500
Library collection (by volumes)	405,934	404,000	404,000

### ***Authorized Full-Time Positions***

	2008 Actual	2009 Estimated	2010 Adopted
Library Director	1	1	1
Principal Librarian	2	2	2
Maintenance Superintendent	1	1	1
Head of Administrative Services	1	1	1
Senior Librarian	6	6	6
Supervising Library Clerk	4	4	4
Administrative Secretary	1	1	1
Accounting Assistant	1	1	1
Administrative Assistant	1	1	1
Librarian	9	8	8
Library Assistant	2	2	2
Technical Specialist	3	3	3
Building Maintenance	3	3	3
Clerks	8	8	8
Total Library Full-time Positions	43	42	42

## KENOSHA PUBLIC LIBRARY

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### Total Revenues

	2008 Actual	2009 Revised Budget	2009 Actual 6/30/2009	2009 Estimated	2010 Adopted Budget
Tax Levy	\$4,615,988	\$4,578,890	\$2,289,600	\$4,578,890	\$4,557,290
Tax Levy – Debt Service	578,329	445,901	445,901	445,901	476,849
State & County Revenue	1,477,302	1,521,395	760,698	1,521,395	1,554,588
Photocopy Revenue	10,429	11,200	5,910	11,850	12,500
Interest	31,389	38,000	3,791	7,600	8,500
Other Revenues	161,802	172,200	86,624	175,770	176,600
Appropriation from Working Capital	26,524	230,858	–	221,762	151,465
Total Revenues	<u>\$6,901,763</u>	<u>\$6,998,444</u>	<u>\$3,592,524</u>	<u>\$6,963,168</u>	<u>\$6,937,792</u>

## KENOSHA PUBLIC LIBRARY

### Total Expenditures

	<u>2008 Actual</u>	<u>2009 Revised Budget</u>	<u>2009 Actual 6/30/2009</u>	<u>2009 Estimated</u>	<u>2010 Adopted Budget</u>
Personnel					
Salaries	\$3,232,769	\$3,429,596	\$1,688,661	\$3,429,596	\$3,408,211
Health Insurance	843,707	806,400	386,713	805,100	803,400
Other Benefits	681,526	721,838	329,362	722,206	743,778
Library Materials	562,804	602,728	314,320	602,728	523,509
Library Supplies	142,434	179,012	78,912	177,095	165,675
Buildings & Grounds	549,872	515,761	290,250	503,719	534,651
Computer & Equipment					
Maintenance	192,104	209,925	118,567	198,506	206,344
Professional Services	55,464	55,625	24,834	56,525	57,225
Travel & Training	21,494	21,500	6,639	11,250	15,500
Capital Outlay	6,974	8,000	8,000	8,000	-
Other Expenses	1,869	2,158	971	2,542	2,650
Operating Transfer	32,417				
Debt Service	578,329	445,901	445,901	445,901	476,849
	<u>578,329</u>	<u>445,901</u>	<u>445,901</u>	<u>445,901</u>	<u>476,849</u>
Total Expenditures	<u>\$6,901,763</u>	<u>\$6,998,444</u>	<u>\$3,693,130</u>	<u>\$6,963,168</u>	<u>\$6,937,792</u>

## **KENOSHA PUBLIC MUSEUMS**

The Kenosha Public Museums are a community treasure and regional tourist attractions. All three of the public museums - Kenosha Public Museum, Dinosaur Discovery Museum and Civil War Museum - have been featured in regional and national travel magazines, newspapers and specialty journals, as well as related websites. The Kenosha Public Museum is a Smithsonian Affiliate and is accredited by the American Association of Museums. The Kenosha Public Museums are listed as one of top tourist attractions by the Kenosha Area Convention and Visitors Bureau, UW-Milwaukee, Milwaukee Journal Sentinel, Daily News Group and others.

The KPM offers outstanding changing exhibits, a variety of free public programs and a full complement of classes and workshops designed for ages 9 months to 99 years. The DDM added *Carnotaurus* to the collection of dinosaur replicas in the main gallery. The DDM has the nation's largest display of meat eating theropods and nine of them can't be seen anywhere else. "The Fiery Trial" exhibit at the CWM received the 2009 Museum Exhibits Award from the Wisconsin State Historical Society. The award recognizes historical accuracy, significance of subject matter, relevance to audience conservation of artifacts and overall communication and design. The Veterans Gallery at the CWM is one of the most mentioned "favorite spots" in the Museum and is poignant reminder of the sacrifices of our soldiers throughout our nation's history.

The Kenosha Public Museums Foundation, Inc. continues to generate revenues for the ongoing operations of the Museums independent of the City tax levy. The Friends of the Kenosha Public Museums, Inc. with over 2500 households as members, is recruiting and supporting members for all three Museums. The Kenosha Public Museums are a dynamic and vibrant community resource growing and changing as does Kenosha.

### ***Responsibilities/Activities***

#### **KENOSHA PUBLIC MUSEUMS**

The mission of the Kenosha Public Museums is to enrich the cultural and community life of the Kenosha area, the greater region, Museum visitors and patrons. The Kenosha Public Museums fulfill this mission through the collection and conservation of artifacts and specimens, the development of diverse displays and exhibits, and the presentation of educational programs.

##### **KENOSHA PUBLIC MUSEUM**

The Kenosha Public Museum collects, preserves and interprets decorative and fine arts, natural science, and cultural artifacts from around the world and throughout time.

##### **DINOSAUR DISCOVERY MUSEUM**

The Dinosaur Discovery Museum collects, and preserves dinosaur specimens and interprets their development over time. The Dinosaur Discovery Museum collaborates with the Carthage Institute of Paleontology in research and educational programs.

##### **CIVIL WAR MUSEUM**

The Civil War Museum collects, preserves and interprets artifacts relating to the social, economic and cultural experiences of the people of the upper middle west as affected by the Civil War. A special gallery honors and recognizes the contributions of American veterans from all wars.



## KENOSHA PUBLIC MUSEUMS

### ***Responsibilities/Activities (continued)***

	2008 Actual	2009 Estimated	2010 Estimated
Museum Attendance – Total	243,532	278,600	305,000
Visitors - KPM	136,119	136,600	140,000
Visitors - DDM	39,249	42,000	45,000
Visitors – CWM	68,164	100,000	120,000
Travelogues	6,100	7,000	7,450
Tours/Group Programs	9,626	12,800	15,000
Outreach Programs	819	1,000	2,000
Rentals	5,445	6,400	7,500
Community Events	7,309	9,000	11,000
Adult, Children & Family Programs	27,609	29,500	32,000
Number of Classes	115	125	130
Number of Friends of Museum Members	2,410	2,800	3,000

### ***Authorized Full-Time Positions***

	2008	2009	Adopted 2010
Director	1	1	1
Sr Curator Exhibits/Collections & Education	2	2	2
Development Coordinator	1	1	1
Clerical Supervisor	1	1	1
Chief Custodian	1	1	1
Curator II (Civil War)	1	1	1
Operations Manager	1	1	1
Curator I	3	3	3
Building Maintenance Helper	2	2	2
Clerk Typist II	1	1	1
Customer Relations-Retail	1	1	1
Total Museums	15	15	15

## KENOSHA PUBLIC MUSEUMS

### Total Revenues

	<u>2008 Actual</u>	<u>2009 Revised Budget</u>	<u>2009 Actual 6/30/09</u>	<u>2009 Estimated</u>	<u>2010 Adopted Budget</u>
Tax Levy	\$1,794,593	\$1,786,142	\$893,400	\$1,786,142	\$1,727,759
Educational Programs	146,880	155,100	88,316	145,690	161,000
Sales Gallery	146,220	199,950	76,724	173,100	185,500
Admissions	21,527	250,000	58,000	138,000	180,000
Interest	18,736	20,000	2,043	4,000	5,000
Kenosha Public					
Museum Foundation	40,000	50,000	—	50,000	232,000
Other Revenues	232,424	130,100	38,772	162,566	128,500
Appropriation from Working Capital	<u>200,000</u>	<u>250,000</u>	<u>—</u>	<u>125,000</u>	<u>—</u>
Total Revenues	<u>\$2,600,380</u>	<u>\$2,841,292</u>	<u>\$1,157,255</u>	<u>\$2,584,498</u>	<u>\$2,619,759</u>

## KENOSHA PUBLIC MUSEUMS

### Total Expenditures

	2008 Actual	2009 Revised Budget	2009 Actual 6/30/09	2009 Estimated	2010 Adopted Budget
Administration					
Salaries	\$1,173,402	\$1,315,552	\$586,988	\$1,256,854	\$1,245,751
Health Insurance	275,540	285,600	135,800	280,000	285,600
Other Benefits	217,385	244,094	112,082	237,191	240,894
Admin – Services & Materials	216,102	98,623	48,426	87,750	86,112
Gift Shop	85,850	98,350	28,065	73,650	90,500
Education	141,633	126,200	33,459	89,938	90,100
Exhibits/Collections	72,729	90,470	14,089	44,000	87,000
Development/Public Relations	95,918	82,350	73,524	117,237	81,850
Utilities	328,867	386,290	127,371	301,900	313,150
Building & Grounds	91,934	113,763	28,290	95,978	98,802
Total Expenditures	<u>\$2,699,360</u>	<u>\$2,841,292</u>	<u>\$1,188,094</u>	<u>\$2,584,498</u>	<u>\$2,619,759</u>

## **SCHOOL RESOURCE OFFICERS PROGRAM**

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The program provides uniformed police officers to provide liaison services to be placed at sites designated by the Kenosha Unified School District. Originally, the program was funded through a federal COPS program, school district funding and city participation. The City and the Kenosha Unified School District have an agreement that continues the use of the four full time resource officers to be billed at their rate of pay plus fringes for the days worked in the schools.

### ***Responsibilities/Activities***

The School Resource Officers Program provides for four uniformed law enforcement officers whose primary duty is liaison services for the Kenosha Unified School District. The agreement with KUSD is expected to provide \$319,000 in funding to offset the salaries and fringes of the School Resource Officers.

## **O.J.A. BEAT PATROL GRANT**

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The State of Wisconsin Office of Justice Assistance, under Wisconsin Act 193, continues to provide grant funding for four beat patrol officers. The award covers a maximum of 75 percent of the salary and fringe cost of the officers.

### ***Responsibilities/Activities***

The O.J.A. Beat Patrol Grant provides for four uniformed law enforcement officers whose primary duty is beat patrol within the City of Kenosha. The City expects to receive \$140,000 in revenues from the grant. These funds are used to offset the salaries and fringes of the four Beat Patrol Officers.

## **SIGN INSPECTION PROGRAM**

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All temporary and permanent signs are regulated per local ordinance. The revenue from the required permit is dedicated to supporting the cost of the enforcement of this program.

### ***Responsibilities/Activities***

The Sign Inspection Program provides for the enforcement of the City of Kenosha's sign ordinance for all temporary and permanent signs. It is expected that \$16,050 in revenues will be used to offset the salary and fringes of the Zoning Coordinator position.

## HOME PROGRAM

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The HOME Investment Partnership program was created under Title II of the National Affordable Housing Act of 1990 and provides funds to cities for expanding the supply of affordable housing.

### ***Responsibilities/Activities***

The HOME Program strengthens public/private partnerships and provides more affordable rental and home ownership housing through acquisition, rehabilitation and new construction. It is expected that \$119,319 in revenues from the HOME program will be used for administration cost for the program.

## PUBLIC WORKS - RECYCLING

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The City provides curbside single-stream recycling, which incorporates recyclable glass containers, plastic containers #1 through #7, newspapers, magazines, books with hard covers removed, mixed paper i.e., junk mail, unlined soda or merchandise boxes, corrugated cardboard, steel containers and aluminum cans. The Waste Division and a private contracted company also provide drop-off sites for recyclables. The City contracts with a private company to process and market the recyclables.

The City also provides two drop-off sites for waste oil. Waste tires are collected curbside with a scheduled pickup or the tires can be taken to the Waste Division drop-off site. The City allows residents to drop off scrap metal and clean wood at the Waste Division drop-off site. The City also offers a concrete, brick and stone drop off at the Street Division yard.

### **Responsibilities/Activities**

The City provides curbside collection and drop-off of recyclable materials at two drop-off sites. Kenosha residents are provided with up-to-date local and state recycling initiatives. The City ensures compliance with local recycling ordinances and state recycling mandates.

The estimated tonnages are based upon a projection of the tonnages collected from 2000 to 2008 at each location. The City receives 144 recycling pulls free of charge annually. Remaining pulls are charged at a per pull rate. The amount provided includes 144 pulls.

	2008 Actual	2009 Estimated	2010 Estimated
Curbside stops (per week)	30,912	31,000	31,250
Number of tons collected-Curbside	5,606	5,800	5,850
Number of tons collected-Waste Drop-Off Site	308	350	350
Number of tons collected-Private Company Drop-Off Site	131	200	100
Number of tons collected at Waste Drop-Off Site (tires, oil, metal, wood, brick)	551	1,200	1,200
Recycling pulls	192	200	200



## **PUBLIC WORKS – YARD WASTE COLLECTIONS**

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Yard waste is collected at the curb by the Street Division in the spring and fall, and is also accepted at a drop-off site. Cut and bundled brush, less than 6" in diameter, is collected curbside May through November.

The Yard Waste Drop-Off Site is located at 4071-88th Avenue. Brush no longer needs to be bundled or cut into short lengths at the drop-off site. On Wednesdays, an extra attendant is available to assist the elderly and disabled unload their yard waste and brush.

Yard Waste Collections became a function of the Storm Water Utility in 2008.

TAXES

TAXES

	2008 ACTUAL REVENUES	2009 BUDGETED REVENUES	2009 ACTUAL RECEIVED 06/30/09	2009 ESTIMATED REVENUES	2010 ADOPTED BUDGETED REVENUES
REAL & PERSONAL PROPERTY					
41101 TAX LEVY-GENERAL	196,343-				72,726-
**REAL & PERSONAL PROPERTY	196,343-				72,726-
STATE GRANTS & REVENUES					
43409 RECYCLING/VOLUME BASED GRANTS	592,006-	590,000-	532,873-	532,873-	532,000-
**STATE GRANTS & REVENUES	592,006-	590,000-	532,873-	532,873-	532,000-
PUBLIC WORKS					
46395 BULK WASTE PICKUP FEES	150-	100-			100-
46396 SALE-COMPOST	4,036-	3,300-	645-	1,000-	1,000-
46398 YARDWASTE DISPOSAL AGREEMENTS	1,152-				
46399 BULK WASTE CHARGES	93,840-	100,000-	53,887-	102,000-	136,500-
**PUBLIC WORKS	99,178-	103,400-	54,532-	103,000-	137,600-
FUND BALANCE TRANSFERS					
49999 TRANSFER FROM WORKING CAPITAL		309,000-		309,000-	
**FUND BALANCE TRANSFERS		309,000-		309,000-	
****PS-RECYCLING/YARDWASTE GR	887,527-	1,002,400-	587,405-	944,873-	742,326-

205 PS-RECYCLING/YARDWASTE GRANT  
03 PUBLIC WORKS & SANITATION

31 RECYCLING/YARDWASTE GRANT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
53100 RECYCLING/YARDWASTE GRANT					
111 SALARIES-PERMANENT REGULAR	51,564				
121 WAGES PERMANENT REGULAR	319,017	298,023	148,174	378,023	298,026
131 OVERTIME	9,040	20,200	5,037	20,800	23,975
132 TEMP/SEAS/L.T.E.	76,205	110,500	25,399	87,500	90,200
135 LONGEVITY	780	480	240	480	360
146 PRODUCTIVITY INCENTIVE	500	750		750	750
151 WRS/RETIREMENT	44,908	41,601	17,383	49,989	44,650
152 F.I.C.A.	26,237	24,801	10,356	29,803	25,170
155 HEALTH INSURANCE EXPENSE	106,963	117,600	58,800	117,600	117,600
158 MEDICARE CONTRIBUTION	6,619	6,238	2,593	7,074	6,000
TOTAL PERSONAL SERVICES	641,833	620,193	267,982	692,019	606,731
219 OTHER PROFESSIONAL SERVICES	63,974	73,510	25,811	69,000	138,100
223 STORM WATER UTILITY	4,764	6,000	3,009	6,000	10,000
224 WATER	149	200	46	200	500
226 CELLULAR/WIRELESS SERVICE COST	534	850	235	680	700
253 WASTE DISPOSAL CHARGES	369	1,739	391	1,000	1,355
261 MILEAGE		100			
263 MEALS & LODGING	143	600	232	232	300
264 REGISTRATION	470	600	205	205	250
282 EQUIPMENT RENTAL	740	900	313	900	900
TOTAL CONTRACTUAL SERVICES	71,143	84,499	30,242	78,217	152,105
311 OFFICE SUPPLIES/PRINTING	4,759	4,658	56	4,558	5,850
323 MEMBERSHIP DUES	95	100		100	100
326 ADVERTISING		1,000	277	500	500
341 VEHICLE FUEL CHARGE/OIL/ETC	69,997	81,440	15,005	52,000	72,000
342 CENTRAL GARAGE LABOR CHARGES	83,565	70,000	61,776	87,000	80,000
343 CENT.GARAGE-PARTS&MAT. CHARGES	52,745	54,000	30,774	54,000	65,000
344 OUTSIDE MATERIAL & LABOR		5,000			5,000
349 EQUIP OPERATING EXPENSES-OTHER		7,000	6,984	7,000	7,000
353 HORTICULTURAL SUPP-FERT ETC	492	500	249	500	500
357 BUILDING MATERIALS	296	500	224	500	500
367 CLOTHING & UNIFORM REPLACEMENT	1,102	1,842	236	1,500	3,500
389 OTHER	10,651	1,000	268	1,000	1,000
TOTAL MATERIALS AND SUPPLIES	223,702	227,040	115,849	208,658	240,950
662 INTER FUND TRANSFER - OUT		309,000		309,000	
TOTAL CONTRIBUTIONS TO OTHER		309,000		309,000	
934 OTHER CHARGE BACKS	319,888-	248,774-	153,560-	329,730-	257,460-
TOTAL OTHER	319,888-	248,774-	153,560-	329,730-	257,460-
DEPARTMENT TOTAL	616,790	991,958	260,513	958,164	742,326

205 PS-RECYCLING/YARDWASTE GRANT  
03 PUBLIC WORKS & SANITATION

31 RECYCLING/YARDWASTE GRANT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
53118 RECYCLING					
111 SALARIES-PERMANENT REGULAR	51,564				
121 WAGES PERMANENT REGULAR	232,726	298,023	118,906	298,023	298,026
131 OVERTIME	8,261	18,800	4,386	18,800	22,575
132 TEMP/SEAS/L.T.E.	7,910	7,500	3,384	7,500	7,800
135 LONGEVITY	780	480	240	480	360
146 PRODUCTIVITY INCENTIVE	500	750		750	750
151 WRS/RETIREMENT	31,946	33,889	13,148	33,889	36,250
152 F.I.C.A.	18,649	20,203	7,831	20,203	20,430
155 HEALTH INSURANCE EXPENSE	106,963	117,600	58,800	117,600	117,600
158 MEDICARE CONTRIBUTION	4,366	4,724	1,839	4,724	4,780
TOTAL PERSONAL SERVICES	463,665	501,969	208,534	501,969	508,571
219 OTHER PROFESSIONAL SERVICES	43,244	48,510	14,621	44,000	111,900
226 CELLULAR/WIRELESS SERVICE COST	431	650	188	500	500
253 WASTE DISPOSAL CHARGES	369	1,739	391	1,000	1,355
261 MILEAGE		100			
263 MEALS & LODGING	143	600	232	232	300
264 REGISTRATION	470	600	205	205	250
TOTAL CONTRACTUAL SERVICES	44,657	52,199	15,637	45,937	114,305
311 OFFICE SUPPLIES/PRINTING	4,425	4,158	56	4,158	5,350
323 MEMBERSHIP DUES	95	100		100	100
326 ADVERTISING		500	277	500	500
341 VEHICLE FUEL CHARGE/OIL/ETC	36,499	52,190	7,894	30,000	40,000
342 CENTRAL GARAGE LABOR CHARGES	40,524	35,000	16,575	35,000	35,000
343 CENT.GARAGE-PARTS&MAT. CHARGES	25,823	30,000	11,304	30,000	30,000
344 OUTSIDE MATERIAL & LABOR		5,000			5,000
367 CLOTHING & UNIFORM REPLACEMENT	1,102	1,842	236	1,500	3,500
TOTAL MATERIALS AND SUPPLIES	108,468	128,790	36,342	101,258	119,450
662 INTER FUND TRANSFER - OUT		309,000		309,000	
TOTAL CONTRIBUTIONS TO OTHER		309,000		309,000	
DIVISION TOTAL	616,790	991,958	260,513	958,164	742,326

205 PS-RECYCLING/YARDWASTE GRANT  
03 PUBLIC WORKS & SANITATION

31 RECYCLING/YARDWASTE GRANT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
53119 YARD WASTE MANAGEMENT					
121 WAGES PERMANENT REGULAR	86,291		29,268	80,000	
131 OVERTIME	779	1,400	651	2,000	1,400
132 TEMP/SEAS/L.T.E.	68,295	103,000	22,015	80,000	82,400
151 WRS/RETIREMENT	12,962	7,712	4,235	16,100	8,400
152 F.I.C.A.	7,588	4,598	2,525	9,600	4,740
158 MEDICARE CONTRIBUTION	2,253	1,514	754	2,350	1,220
TOTAL PERSONAL SERVICES	178,168	118,224	59,448	190,050	98,160
219 OTHER PROFESSIONAL SERVICES	20,730	25,000	11,190	25,000	26,200
223 STORM WATER UTILITY	4,764	6,000	3,009	6,000	10,000
224 WATER	149	200	46	200	500
226 CELLULAR/WIRELESS SERVICE COST	103	200	47	180	200
282 EQUIPMENT RENTAL	740	900	313	900	900
TOTAL CONTRACTUAL SERVICES	26,486	32,300	14,605	32,280	37,800
311 OFFICE SUPPLIES/PRINTING	334	500		400	500
326 ADVERTISING		500			
341 VEHICLE FUEL CHARGE/OIL/ETC	33,498	29,250	7,111	22,000	32,000
342 CENTRAL GARAGE LABOR CHARGES	43,041	35,000	45,201	52,000	45,000
343 CENT.GARAGE-PARTS&MAT. CHARGES	26,922	24,000	19,470	24,000	35,000
349 EQUIP OPERATING EXPENSES-OTHER		7,000	6,984	7,000	7,000
353 HORTICULTURAL SUPP-FERT ETC	492	500	249	500	500
357 BUILDING MATERIALS	296	500	224	500	500
389 OTHER	10,651	1,000	268	1,000	1,000
TOTAL MATERIALS AND SUPPLIES	115,234	98,250	79,507	107,400	121,500
934 OTHER CHARGE BACKS	319,888-	248,774-	153,560-	329,730-	257,460-
TOTAL OTHER	319,888-	248,774-	153,560-	329,730-	257,460-
DEPARTMENT TOTAL					
FUND TOTAL	616,790	991,958	260,513	958,164	742,326

## EMERGENCY MEDICAL SERVICES

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The Emergency Medical Services Division is responsible for the planning, coordination and administration of all pre-hospital emergency services delivered by the Kenosha Fire Department.

### **Responsibilities/Activities**

The purpose of the EMS Division is to ensure that the highest level and best quality pre-hospital care is delivered to the citizens and visitors of Kenosha as quickly as possible. The Division is deeply committed to continually improving its services and uses national performance excellence criteria as its benchmarks.

The Kenosha Fire Department Emergency Medical Services Division engages in a strategic planning process to meet the changing population demographic and needs in the community. The EMS Division strives to achieve this through ongoing improvements in the following areas: Increasing the number of Paramedics on the Department, increasing the number of Paramedic-level ambulances serving the City, improving the quality and content of EMS refresher training, ongoing skills-based EMS training, improving the data collection ability of the Division to allow for data-driven decision-making and enhance strategic planning, offering extensive public education programs in areas of first aid and CPR, setting the goal of accreditation through the Commission of the Accreditation of Ambulance Standards and building new strategic alliances and partnerships within the community that will enable the Kenosha Fire Department to meet its vision.

	2008 Actual	2009 Estimated	2010 Estimated
Paramedic level ambulances	4	4	4
Total EMS annual incidents	9,554	10,500	10,500
Basic life support calls	6,250	6,700	6,700
Advanced life support calls	2,750	3,200	3,200
Total Patients	10,000	10,250	10,250
Personnel with EMT-P certification	60	67	70
EMT-P refresher training hours	1,920	1,608	2,500
EMT-B refresher training hours	1,488	1,300	1,520
New EMS training	5,500	2,500	2,000

FIRE-EMERGENCY MED SERVICE

2010 GENERAL FUND OPERATING BUDGET - REVENUES

TAXES

TAXES

	2008 ACTUAL REVENUES	2009 BUDGETED REVENUES	2009 ACTUAL RECEIVED 06/30/09	2009 ESTIMATED REVENUES	2010 ADOPTED BUDGETED REVENUES
REAL & PERSONAL PROPERTY					
41101 TAX LEVY-GENERAL	4,406,634-	3,433,091-	3,433,091-	3,433,091-	4,518,868-
**REAL & PERSONAL PROPERTY	4,406,634-	3,433,091-	3,433,091-	3,433,091-	4,518,868-
FIRE DEPARTMENT					
46202 EMS-AMBULANCE USER FEES	3,178,104-	3,100,000-	1,119,389-	2,700,000-	2,710,000-
46206 CPR OUTREACH CLASS TUITION	142,675				
**FIRE DEPARTMENT	3,035,429-	3,100,000-	1,119,389-	2,700,000-	2,710,000-
MISCELLANEOUS REVENUES					
49111 MISCELLANEOUS	3,023-		610-	900-	
**MISCELLANEOUS REVENUES	3,023-		610-	900-	
FUND BALANCE TRANSFERS					
49999 TRANSFER FROM WORKING CAPITAL		799,000-		799,000-	
**FUND BALANCE TRANSFERS		799,000-		799,000-	
****FIRE-EMERGENCY MED SERVIC	7,445,086-	7,332,091-	4,553,090-	6,932,991-	7,228,868-

206 FIRE-EMERGENCY MED SERVICE  
02 PUBLIC SAFETY

22 FIRE-EMERGENCY MED SERVICE

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
52205 FIRE-EMERGENCY MED SERVICE					
111 SALARIES-PERMANENT REGULAR	3,874,115	4,152,162	2,021,625	4,152,162	4,177,328
131 OVERTIME	291,631	384,000	109,774	290,000	265,957
132 TEMP/SEAS/L.T.E.	16,995				
135 LONGEVITY	4,185	4,800	2,140	4,800	4,425
137 EDUCATION PAY	1,610	1,680	630	1,680	1,680
138 SPECIAL PAY	1,550	1,600	600	1,600	1,600
139 RESCUE PAY	44,155	62,080	21,965	47,530	47,530
146 PRODUCTIVITY INCENTIVE	15,750	15,875	3,750	15,875	15,875
148 VACATION BUY BACK	2,165	1,143		1,143	
149 HOLIDAY BUY BACK	96,009	89,000		96,000	76,000
151 WRS/RETIREMENT	871,892	962,580	440,713	940,610	1,000,720
152 F.I.C.A.	1,054	38		38	
155 HEALTH INSURANCE EXPENSE	901,542	1,092,000	537,600	1,092,000	1,092,000
158 MEDICARE CONTRIBUTION	50,290	46,568	24,663	46,568	44,715
TOTAL PERSONAL SERVICES	6,172,943	6,813,526	3,163,460	6,690,006	6,727,830
216 MEDICAL EXAMS/VACCINATIONS/ETC	298	1,500		500	1,620
219 OTHER PROFESSIONAL SERVICES	354,622	241,415	85,691	241,415	241,950
225 TELE-LONG DISTANCE/LOCAL CALLS	829	1,800	391	1,000	900
226 CELLULAR/WIRELESS SERVICE COST	4,396	5,500	1,876	5,100	4,500
227 TELEPHONE - EQUIPMENT/OTHER	18,047	18,000	9,058	18,000	18,000
233 LICENSING/MAINT AGREEMENTS	914				
235 EQUIPMENT REPAIRS/MAINT.	184	5,000	3,800	3,800	5,250
246 OTHER BLDG MAINTENANCE	250				
259 OTHER	2,943	1,000	650	650	1,000
261 MILEAGE	462	750	478	750	750
262 COMMERCIAL TRAVEL	395	656	383	620	
263 MEALS & LODGING	2,488	1,594	380	1,000	1,750
264 REGISTRATION	13,813	4,440	2,522	3,500	1,250
TOTAL CONTRACTUAL SERVICES	399,641	281,655	105,229	276,335	276,970
311 OFFICE SUPPLIES/PRINTING			768		
316 COMPUTER SOFTWARE		750		750	400
318 MEDICAL SUPPLIES	99,806	122,000	45,293	122,000	123,500
322 SUBSCRIPTIONS & BOOKS	4,730	2,000	735	2,000	2,000
323 MEMBERSHIP DUES	759	650	75	300	375
341 VEHICLE FUEL CHARGE/OIL/ETC	33,324	37,000	7,127	25,000	28,130
342 CENTRAL GARAGE LABOR CHARGES	70	200		200	500
343 CENT.GARAGE-PARTS&MAT. CHARGES	5	1,500	103	1,500	1,500
344 OUTSIDE MATERIAL & LABOR	25,634	32,300	7,598	30,200	38,213



206 FIRE-EMERGENCY MED SERVICE  
02 PUBLIC SAFETY

22 FIRE-EMERGENCY MED SERVICE

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
361 SMALL TOOLS	685	1,000	344	1,000	1,000
362 OFFICE FURNITURE & EQUIPMENT	235	500	115	500	
363 COMPUTER HARDWARE					350
366 FIRE PREV & TRNG EQUIPMENT	1,509				
369 OTHER NON CAPITAL EQUIPMENT	18,495	19,797	7,742	19,597	14,100
382 HOUSEKEEPING-JANITORIAL SUPPLI		3,500	811	2,500	3,500
383 PREV&TRAIN-BOOK/SUPPLY/EQUIP.		2,210		2,000	
385 BATTERIES	255	2,503	2,503	2,503	2,000
389 OTHER	5,711	8,500	1,752	5,200	8,500
TOTAL MATERIALS AND SUPPLIES	191,218	234,410	74,966	215,250	224,068
421 ACCOUNTS RECEIVABLE	128,000				
TOTAL CLAIMS & LOSSES	128,000				
711 INSURED LOSSES-ACCIDENT CAUSED	2,258	2,500	534	2,500	
TOTAL INSURED LOSSES	2,258	2,500	534	2,500	
936 OTHER OUTSIDE FUNDING	40,600-				
TOTAL OTHER	40,600-				
DEPARTMENT TOTAL	6,853,460	7,332,091	3,344,189	7,184,091	7,228,868

## COMMUNITY PROMOTION

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Community Promotion provides a variety of high-quality special events to Kenosha citizens and visitors. The City considers special events an enhancement to the quality of life for residents within our community, and to attract visitors and visitor expenditures to our community.

### ***Responsibilities/Activities***

Kenosha residents and visitors truly enjoy the July 4<sup>th</sup> Star Spangled Spectacular, July 4<sup>th</sup> Fireworks, and Civic Veterans Parade every year.

Music fills the air with the Peanut Butter & Jam Noontime and After Hours Concert Series, and everyone enjoys the Kenosha Pops Concert Band Performances.

In addition to our musical offerings, our community continues to enjoy the Pike River Rendezvous and the Civil War Days: A Salute to Freedom.

Many other events are held on a periodic or a one-time basis, such as Kenosha's Adventures in Flight, the Florentine Opera Company Season Preview Concert and the Kenosha Days of Discovery Tall Ships Festival.

COMMUNITY PROMOTION  
 TAXES  
 TAXES

2010 GENERAL FUND OPERATING BUDGET - REVENUES

	2008 ACTUAL REVENUES	2009 BUDGETED REVENUES	2009 ACTUAL RECEIVED 06/30/09	2009 ESTIMATED REVENUES	2010 ADOPTED BUDGETED REVENUES
REAL & PERSONAL PROPERTY					
41101 TAX LEVY-GENERAL	132,295-	164,650-	164,650-	164,650-	135,000-
**REAL & PERSONAL PROPERTY	132,295-	164,650-	164,650-	164,650-	135,000-
COUNTY REVENUES					
43599 OTHER COUNTY REVENUE	12,000-	24,500-	12,000-	24,500-	24,500-
**COUNTY REVENUES	12,000-	24,500-	12,000-	24,500-	24,500-
COMMERCIAL REVENUES					
47131 STALL/FOOD VENDOR FEES	800-	_____	400-	400-	_____
**COMMERCIAL REVENUES	800-	_____	400-	400-	_____
FUND BALANCE TRANSFERS					
49999 TRANSFER FROM WORKING CAPITAL	_____	18,900-	_____	18,900-	_____
**FUND BALANCE TRANSFERS	_____	18,900-	_____	18,900-	_____
****COMMUNITY PROMOTION	145,095-	208,050-	177,050-	208,450-	159,500-

222 COMMUNITY PROMOTION  
09 OTHER

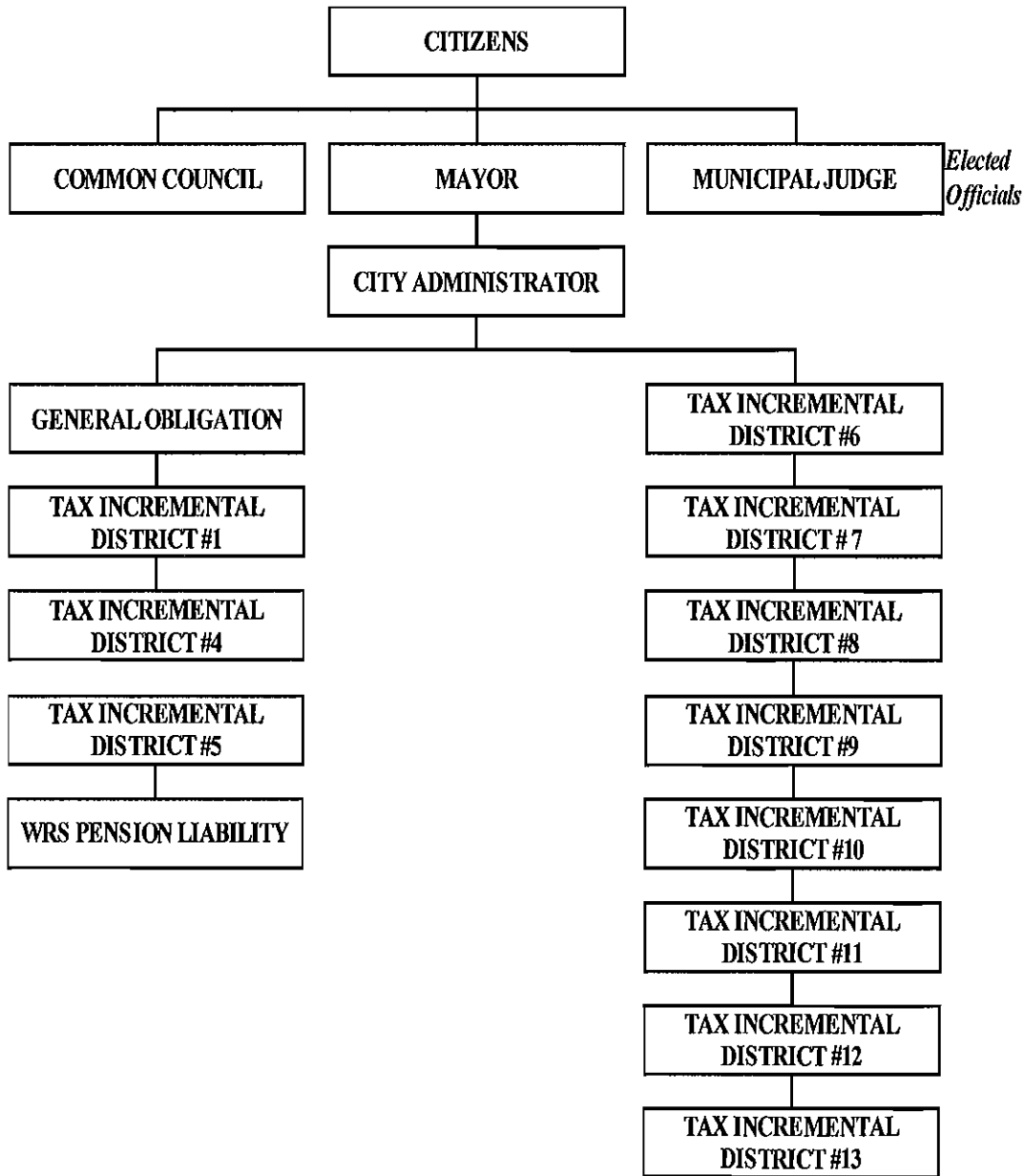
1 COMMUNITY PROMOTION

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
50101 COMMUNITY PROMOTION-EXPENSES					
219 OTHER PROFESSIONAL SERVICES	2,024	2,300	1,660	2,300	3,000
226 CELLULAR/WIRELESS SERVICE COST					300
259 OTHER	28,105	49,907	4,255	29,198	43,500
261 MILEAGE				100	150
262 COMMERCIAL TRAVEL		500		200	500
263 MEALS & LODGING	356	1,500	22	200	1,500
264 REGISTRATION	224	750		750	750
291 FIREWORKS	33,000	41,300		41,300	41,300
292 KENOSHA POPS BAND	38,000	36,000		36,000	36,000
293 KENOSHA SYMPHONY		2,000	2,000	2,000	2,000
294 BOY SCOUTS RESCUE SQUAD	5,000	5,000	2,500	5,000	5,000
295 JULY 4 PARADE	10,000	25,000	22,180	23,000	25,000
296 S. BANDSHELL & CONCERTS		2,000			
297 SISTER CITIES	15,000	15,000	15,000	15,000	
299 OTHER		25,000	25,000	25,000	
TOTAL CONTRACTUAL SERVICES	131,709	206,257	72,617	180,048	159,000
311 OFFICE SUPPLIES/PRINTING	328	408	206	300	500
323 MEMBERSHIP DUES	185	185		185	
362 OFFICE FURNITURE & EQUIPMENT		1,200		1,200	
389 OTHER	21,684				
TOTAL MATERIALS AND SUPPLIES	22,197	1,793	206	1,685	500
DEPARTMENT TOTAL	153,906	208,050	72,823	181,733	159,500

# DEBT SERVICE FUND

Debt Service Funds are established to account for the payment of principal and interest on all long-term debt issued by the City of Kenosha other than that payable from revenues of enterprise funds.

## Organization



## DEBT SERVICE

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### *Taxes*

The revenues for the Debt Service funds are derived from a property tax levy.

**DEBT SERVICE FUNDS**

	General Obligation	Tax Increment District #1	Tax Increment District #4	Tax Increment District #5	Tax Increment District #8	Tax Increment District #7	Tax Increment District #9	Tax Increment District #9	Tax Increment District #10	Total
<b>Adopted Revenues – 2010</b>										
Tax Levy – Debt Service	\$8,018,369	\$—	\$—	\$—	\$—	\$—	\$—	\$—	\$—	\$8,018,369
Tax Increments	—	1,631,455	2,722,201	2,246,291	217,233	388,235	432,888	700,123	41,478	8,377,900
WRS Liability Repayment	209,000	—	—	—	—	—	—	—	—	209,000
Special Assessments	40,000	—	—	—	—	—	—	—	—	40,000
Interest	65,000	—	—	—	—	—	—	—	—	65,000
Miscellaneous	1,613,879	—	552,312	—	—	—	—	—	—	2,066,191
Transfer of Tax Increment	—	(1,631,455)(a)	1,631,455 (a)	—	—	—	—	—	—	—
<b>Total Revenues</b>	<b>\$9,630,232</b>	<b>\$—</b>	<b>\$4,005,008</b>	<b>\$2,246,291</b>	<b>\$217,233</b>	<b>\$388,235</b>	<b>\$432,888</b>	<b>\$700,123</b>	<b>\$41,478</b>	<b>\$18,760,444</b>
<b>Adopted Expenditures – 2010</b>										
Principal	\$8,786,556	\$—	\$4,361,850	\$1,313,980	\$669,802	\$—	\$170,163	\$410,521	\$—	\$13,732,672
Interest	2,392,207	—	1,811,183	314,496	97,168	224,105	29,837	173,604	77,174	4,819,674
<b>Total Expenditures</b>	<b>\$9,178,763</b>	<b>\$—</b>	<b>\$5,992,833</b>	<b>\$1,628,476</b>	<b>\$766,970</b>	<b>\$224,105</b>	<b>\$200,000</b>	<b>\$584,325</b>	<b>\$77,174</b>	<b>\$18,652,646</b>

**SUMMARY OF 2010 DEBT RETIREMENT**

Total Principal	\$13,732,672
Total Interest	\$4,919,674
<b>Total Debt Service</b>	<b>\$18,652,346</b>

(a) – The tax increment collected for TID #1 is transferred to TID #4.

**SUMMARY OF 2009 DEBT RETIREMENT FUNDING AND  
STATUTORY DEBT LIMIT**

	<u>As of 1-1-06</u>	<u>As of 1-1-07</u>	<u>As of 1-1-08</u>	<u>As of 1-1-09</u>
Assessed Value – Real Estate	\$6,053,522,400	\$6,204,312,700	\$6,485,666,800	\$6,629,275,500
Assessed Value – Personal Property	\$140,880,900	\$137,500,600	\$148,183,600	\$152,558,800
<b>Total Assessed Value</b>	<b>\$6,194,403,300</b>	<b>\$6,341,813,300</b>	<b>\$6,633,850,400</b>	<b>\$6,781,834,300</b>
Total Equalized Value without TID	5,942,894,600	6,290,374,100	6,401,748,300	6,313,920,600
Total Equalized Value with TID	6,218,398,100	6,593,676,500	6,770,637,300	6,799,688,900

**STATUTORY DEBT LIMIT**

	<u>12-31-06</u>	<u>12-31-07</u>	<u>12-31-08</u>	<u>12-31-09*</u>
Maximum Allowable Debt (5% of Total Equalized Value)	310,919,905	329,683,825	338,531,865	339,984,445
Total City Debt as of	147,804,742	145,636,742	151,225,080	152,367,695
Percent of Allowable Debt	47.54%	44.17%	44.67%	44.82%
Balance of Allowable Debt	\$163,115,163	\$184,047,083	\$187,306,785	\$187,616,750

\* Outstanding as of date of budget publication



**SCHEDULE OF DEBT SERVICE REQUIREMENTS**

	State Trust		Promissory Notes – 2000A		Promissory Notes – 2001A		Promissory Notes – 2002B	
	Fund Loan – 1990B		Principal	Interest	Principal	Interest	Principal	Interest
	Principal	Interest						
2010	43,910	3,184	1,520,000	39,140	925,000	74,019	650,000	161,756
2011	—	—	—	—	1,225,000	26,950	800,000	131,550
2012	—	—	—	—	—	—	2,700,000	57,375
2013	—	—	—	—	—	—	—	—
2014	—	—	—	—	—	—	—	—
2015	—	—	—	—	—	—	—	—
2016	—	—	—	—	—	—	—	—
2017	—	—	—	—	—	—	—	—
2018	—	—	—	—	—	—	—	—
2019	—	—	—	—	—	—	—	—
2020	—	—	—	—	—	—	—	—
2021-2025	—	—	—	—	—	—	—	—
	<u>\$43,910</u>	<u>\$3,184</u>	<u>\$1,520,000</u>	<u>\$39,140</u>	<u>\$2,150,000</u>	<u>\$100,989</u>	<u>\$4,150,000</u>	<u>\$350,681</u>
	Promissory Notes – 2002C		Promissory Notes – 2003		Refunding Bonds – 2003B		Promissory Notes – 2004	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2010	425,000	62,130	600,000	228,200	2,540,000	283,000	400,000	134,700
2011	425,000	42,580	600,000	208,550	3,120,000	156,000	500,000	121,200
2012	435,000	21,968	2,400,000	155,750	—	—	300,000	109,050
2013	—	—	3,100,000	56,575	—	—	300,000	99,450
2014	—	—	—	—	—	—	2,700,000	47,250
2015	—	—	—	—	—	—	—	—
2016	—	—	—	—	—	—	—	—
2017	—	—	—	—	—	—	—	—
2018	—	—	—	—	—	—	—	—
2019	—	—	—	—	—	—	—	—
2020	—	—	—	—	—	—	—	—
2021-2025	—	—	—	—	—	—	—	—
	<u>\$1,285,000</u>	<u>\$126,678</u>	<u>\$6,700,000</u>	<u>\$649,075</u>	<u>\$5,680,000</u>	<u>\$439,000</u>	<u>\$4,200,000</u>	<u>\$511,650</u>
	Refunding Bonds – 2004B		Refunding Bonds – 2005		Promissory Notes – 2005A		Promissory Notes – 2005B	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2010	700,000	247,500	2,100,000	1,217,250	300,000	410,625	195,421	4,579
2011	900,000	223,500	2,200,000	1,112,250	300,000	399,000	282,513	17,487
2012	1,000,000	185,000	2,300,000	1,002,250	300,000	387,000	362,137	37,863
2013	1,500,000	122,500	2,425,000	887,250	800,000	365,000	434,083	65,917
2014	1,700,000	42,500	2,550,000	766,000	2,000,000	299,000	498,238	101,782
2015	—	—	3,070,000	638,500	4,980,000	124,500	2,524,721	860,279
2016	—	—	3,225,000	485,000	—	—	—	—
2017	—	—	3,385,000	323,750	—	—	—	—
2018	—	—	3,090,000	154,500	—	—	—	—
2019	—	—	—	—	—	—	—	—
2020	—	—	—	—	—	—	—	—
2021-2025	—	—	—	—	—	—	—	—
	<u>\$5,800,000</u>	<u>\$821,000</u>	<u>\$24,345,000</u>	<u>\$6,586,750</u>	<u>\$8,680,000</u>	<u>\$1,985,125</u>	<u>\$4,297,113</u>	<u>\$887,867</u>

**SCHEDULE OF DEBT SERVICE REQUIREMENTS**

	Promissory Notes – 2005C		Promissory Notes – 2005D		Promissory Notes – 2006		Promissory Notes – 2007A	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2010	1,000,000	301,400	—	—	678,589	21,411	—	—
2011	1,900,000	266,050	—	—	653,251	46,749	—	—
2012	1,900,000	190,050	—	—	354,310	40,890	—	—
2013	700,000	114,050	1,712,142	287,858	862,608	137,392	—	—
2014	500,000	86,050	2,853,692	646,308	828,825	171,175	—	—
2015	1,600,000	64,800	15,967,127	4,627,873	—	—	—	—
2016	—	—	—	—	1,701,051	528,949	—	—
2017	—	—	—	—	—	—	5,256,830	2,413,170
2018	—	—	—	—	—	—	—	—
2019	—	—	—	—	—	—	—	—
2020	—	—	—	—	—	—	—	—
2021-2025	—	—	—	—	—	—	—	—
	<u>\$7,600,000</u>	<u>\$1,022,400</u>	<u>\$20,532,961</u>	<u>\$5,562,039</u>	<u>\$5,078,634</u>	<u>\$946,366</u>	<u>\$5,256,830</u>	<u>\$2,413,170</u>
	Refunding Bonds – 2007		Promissory Notes – 2007		Promissory Notes – 2007B		Promissory Notes – 2008AA	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2010	—	167,625	—	192,625	—	—	—	330,500
2011	—	167,625	—	192,625	—	—	—	330,500
2012	—	167,625	1,000,000	172,625	—	—	600,000	318,500
2013	450,000	158,625	1,100,000	130,625	—	—	—	306,500
2014	595,000	137,725	—	108,625	—	—	—	306,500
2015	620,000	113,425	—	108,625	1,611,149	388,851	1,500,000	280,250
2016	645,000	88,125	1,000,000	81,125	1,540,743	459,257	2,100,000	212,000
2017	1,770,000	37,612	975,000	28,812	2,391,355	853,645	1,000,000	145,000
2018	—	—	—	—	—	—	2,400,000	60,000
2019	—	—	—	—	—	—	—	—
2020	—	—	—	—	—	—	—	—
2021-2025	—	—	—	—	—	—	—	—
	<u>\$4,080,000</u>	<u>\$1,038,387</u>	<u>\$4,075,000</u>	<u>\$1,013,687</u>	<u>\$5,543,247</u>	<u>\$1,701,753</u>	<u>\$7,600,000</u>	<u>\$2,289,750</u>
	Promissory Notes – 2008B		Refunding Notes – 2009A		Refunding Bonds – 2009		Promissory Notes – 2009	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2010	—	164,000	400,000	53,100	600,000	316,188	700,000	377,550
2011	—	164,000	300,000	42,600	625,000	297,031	400,000	361,050
2012	—	164,000	300,000	32,100	625,000	275,937	1,000,000	340,050
2013	—	164,000	300,000	21,600	650,000	252,000	500,000	317,550
2014	—	164,000	300,000	12,600	675,000	224,658	1,100,000	293,550
2015	—	164,000	270,000	4,050	700,000	194,583	100,000	275,550
2016	300,000	158,000	—	—	725,000	160,688	1,125,000	251,550
2017	300,000	146,000	—	—	775,000	121,250	625,000	218,550
2018	2,800,000	70,000	—	—	825,000	76,219	2,125,000	168,025
2019	—	—	—	—	875,000	26,250	3,300,000	66,000
2020	—	—	—	—	—	—	—	—
2021-2025	—	—	—	—	—	—	—	—
	<u>\$3,400,000</u>	<u>\$1,358,000</u>	<u>\$1,870,000</u>	<u>\$166,050</u>	<u>\$7,075,000</u>	<u>\$1,944,782</u>	<u>\$10,975,000</u>	<u>\$2,667,425</u>

**SCHEDULE OF DEBT SERVICE REQUIREMENTS**

	TOTAL			
	\$450,000 Promissory Notes – 2009		GENERAL OBLIGATION	
	Principal	Interest	Principal	Interest
2010	—	24,750	13,777,920	4,815,232
2011	—	24,750	14,230,764	4,332,047
2012	—	24,750	15,578,447	3,682,583
2013	—	24,750	14,833,833	3,511,642
2014	—	24,750	16,300,755	3,432,451
2015	—	24,750	32,942,997	7,670,016
2016	—	24,750	12,361,794	2,449,444
2017	—	24,750	16,478,185	4,308,539
2018	—	24,750	11,240,000	553,494
2019	450,000	12,375	4,625,000	104,625
2020	—	—	—	—
2021-2025	—	—	—	—
	<u>\$450,000</u>	<u>\$235,125</u>	<u>\$152,367,695</u>	<u>\$34,860,073</u>

**Revenue Debt**

The following revenue bond issues are not general obligations of the City. These bonds are totally supported by the respective system revenue, and are shown here for informational purposes. At the present time the Sewer System meets the required minimum debt service coverage covenant of 1.20, and the Water System meets the minimum required debt service coverage covenant of 1.30.

	WATER UTILITY					
	State Clean Water		Sewer Refunding		Water System	
	Fund Loans (3)		Revenue Bonds – 2003		Revenue Bonds – 2008	
	Principal	Interest	Principal	Interest	Principal	Interest
2010	2,007,319	247,879	1,200,000	79,263	1,790,000	914,575
2011	2,086,992	166,624	1,175,000	26,731	1,850,000	856,400
2012	2,169,832	82,138	—	—	1,900,000	791,650
2013	461,212	30,169	—	—	1,975,000	715,650
2014	87,139	19,888	—	—	2,080,000	616,900
2015	89,900	17,082	—	—	2,165,000	533,700
2016	92,749	14,188	—	—	2,250,000	447,100
2017	95,888	11,202	—	—	2,350,000	353,750
2018	98,721	8,122	—	—	4,725,000	236,250
2019	101,849	4,944	—	—	—	—
2020	105,077	1,665	—	—	—	—
	<u>\$7,396,478</u>	<u>\$603,901</u>	<u>\$2,375,000</u>	<u>\$105,994</u>	<u>\$21,085,000</u>	<u>\$5,465,975</u>

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## **CAPITAL IMPROVEMENT PROGRAM**

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The capital improvement program is used to account for major construction, acquisition, and renovation activities which add value to the City's physical assets or significantly increases their useful life.

The capital improvement program covers a five-year period, and the first year becomes the annual capital budget. Capital project funds are created to record the revenues and expenditures for the project.

These funds are maintained on a modified accrual basis of accounting and on a project-length basis of budgeting.

## **CAPITAL IMPROVEMENT PROJECT MAJOR REVENUES**

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### ***State and Federal Revenues***

State and Federal revenues will be used to fund approximately 41% of the total capital improvement projects for 2010.

### ***Bonded Revenues***

The remaining major revenue source of the 2010 capital improvement projects will be through the issuance of general obligation long term debt.

## NON-ROUTINE 2010 CAPITAL IMPROVEMENT PROJECTS

1) 38<sup>th</sup> Street - County Highway S to I-94, East Frontage Road

Purpose: Improvements to infrastructure to accommodate a new food distribution development.

2010 Budget:	Construction	\$ 2,375,000
	Funding From County	(\$ 380,000)
	Grant Funds	(\$ 1,000,000)
	Stimulus Funds	<u>(\$ 995,000)</u>
	Local Funding	\$ 0

Operating Budget Impact: As the County is transferring this road to the City, the City will have new operating costs relative to street lighting, snow removal, and general road maintenance.

2) West Side Frontage Road Between County K and Highway 50

Purpose: Improvements to meet safety standards, new development, and freeway reconstruction.

2010 Budget:	Construction	\$ 2,300,000
	State Funding	<u>(\$2,300,000)</u>
	Local Funding	\$ 0

Operating Budget Impact: This project should not result in additional operating costs as the jurisdiction of the road is to be transferred to the State.

3) 30<sup>th</sup> Avenue - 80<sup>th</sup> Street to 89<sup>th</sup> Street

Purpose: Resurface 30 year old concrete pavement project through American Recovery and Reinvestment Act funding.

2010 Budget:	Construction	\$ 1,442,070
	Stimulus Funding	<u>(\$1,352,070)</u>
	Local Funding	\$ 90,000

Operating Budget Impact: This project will avoid the patching cost that would be required to keep the road passable. It is estimated this cost could have been approximately \$80,000 per year.

## NON-ROUTINE 2010 CAPITAL IMPROVEMENT PROJECTS

4) 80<sup>th</sup> Street - 30<sup>th</sup> Avenue to 39<sup>th</sup> Avenue

Purpose: Resurface existing concrete pavement project through American Recovery and Reinvestment Act funding.

2010 Budget:	Construction	\$ 553,500
	Stimulus Funding	<u>(\$ 553,500)</u>
	Local Funding	\$ 0

Operating Budget Impact: This project will avoid a cost of approximately \$40,000 per year in repairs to keep the road passable.



**RESOLUTION NO. 154-09**

**BY: FINANCE COMMITTEE**

**RESOLUTION TO APPROVE  
THE 2010 - 2014 CAPITAL IMPROVEMENT PLAN**

**WHEREAS**, the 2010 - 2014 Capital Improvement Plan was reviewed by the City Plan Commission on October 29, 2009; and

**WHEREAS**, the 2010 - 2014 Capital Improvement Plan was reviewed by the Public Safety and Welfare Committee on November 9, 2009; and

**WHEREAS**, the 2010 - 2014 Capital Improvement Plan was reviewed by the Public Works Committee on November 10, 2009; and

**WHEREAS**, the 2010 - 2014 Capital Improvement Plan was reviewed by the Finance Committee on November 12, 2009; and

**WHEREAS**, the 2010 - 2014 Capital Improvement Plan was reviewed by the Committee as a Whole on December 1, 2009;

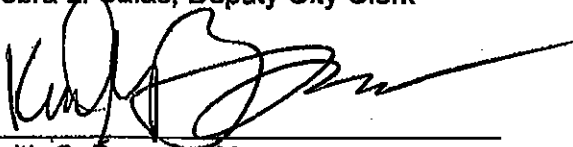
**NOW, THEREFORE, BE IT RESOLVED** by the Common Council of the City of Kenosha, Wisconsin, that the 2010 - 2014 Capital Improvement Plan is hereby approved with final adoption on December 2, 2009.

Dated this 2<sup>nd</sup> day of December, 2009

ATTEST:

  
Debra L. Salas, Deputy City Clerk

APPROVE:

  
Keith G. Bosman, Mayor

CITY OF KENOSHA, WISCONSIN  
2010-2014 CAPITAL IMPROVEMENT PLAN  
**SUMMARY**

<i>Department</i>	<i>Source</i>	<i>Budget 2009</i>	<i>Requested 2010</i>	<i>Requested 2011</i>	<i>Requested 2012</i>	<i>Requested 2013</i>	<i>Requested 2014</i>	<i>Total Requested 2010-2014</i>
<b>ADMINISTRATION</b>	<i>Gross Funds</i>			250,000	500,000	250,000		1,000,000
	<i>Outside Funds</i>							
	<i>Net CIP Funds</i>			250,000	500,000	250,000		1,000,000
<b>AIRPORT</b>	<i>Gross Funds</i>	200,000	20,000	20,000	20,000	20,000	260,000	340,000
	<i>Outside Funds</i>	(80,000)					(192,000)	(192,000)
	<i>Net CIP Funds</i>	120,000	20,000	20,000	20,000	20,000	68,000	148,000
<b>CITY DEVELOPMENT</b>	<i>Gross Funds</i>	3,304,967	967,500	1,092,500	1,317,500	1,342,500	1,367,500	6,087,500
	<i>Outside Funds</i>	(2,712,467)	(950,000)	(975,000)	(1,200,000)	(1,225,000)	(1,250,000)	(5,600,000)
	<i>Net CIP Funds</i>	592,500	17,500	117,500	117,500	117,500	117,500	487,500
<b>FIRE DEPARTMENT</b>	<i>Gross Funds</i>	768,700	146,660	1,206,947	1,296,746	872,423	1,480,280	5,006,056
	<i>Outside Funds</i>							
	<i>Net CIP Funds</i>	768,700	146,660	1,206,947	1,296,746	872,423	1,480,280	5,006,056
<b>LIBRARY</b>	<i>Gross Funds</i>	190,000		110,000	100,000			210,000
	<i>Outside Funds</i>	(16,000)						
	<i>Net CIP Funds</i>	174,000		110,000	100,000			210,000
<b>MUSEUMS</b>	<i>Gross Funds</i>		50,000		1,250,000	795,000	750,000	2,845,000
	<i>Outside Funds</i>				(1,250,000)	(300,000)	(300,000)	(1,850,000)
	<i>Net CIP Funds</i>		50,000			495,000	450,000	995,000

CITY OF KENOSHA, WISCONSIN  
2010-2014 CAPITAL IMPROVEMENT PLAN  
**SUMMARY**

Department	Source	Budget 2009	Requested 2010	Requested 2011	Requested 2012	Requested 2013	Requested 2014	Total Requested 2010-2014
<b>POLICE DEPARTMENT</b>	<b>Gross Funds</b>	848,000	620,000	600,000	275,000	275,000	300,000	2,070,000
	<b>Outside Funds</b>							
	<b>Net CIP Funds</b>	848,000	620,000	600,000	275,000	275,000	300,000	2,070,000
<b>PUBLIC WORKS - COMPOSITE</b>	<b>Gross Funds</b>	6,761,000	11,604,570	3,570,000	2,600,000	75,000	1,805,000	19,654,570
	<b>Outside Funds</b>	(4,421,146)	(8,834,570)	(940,000)	(1,437,500)			(11,212,070)
	<b>Net CIP Funds</b>	2,339,854	2,770,000	2,630,000	1,162,500	75,000	1,805,000	3,442,500
<b>PUBLIC WORKS - OTHER</b>	<b>Gross Funds</b>	3,125,000	2,292,500	1,951,500	2,070,000	2,050,000	1,681,000	10,045,000
	<b>Outside Funds</b>	(920,000)	(438,900)	(243,300)	(338,000)	(341,000)	(338,500)	(1,699,700)
	<b>Net CIP Funds</b>	2,205,000	1,853,600	1,708,500	1,732,000	1,709,000	1,342,500	8,345,300
<b>PUBLIC WORKS - PARKS</b>	<b>Gross Funds</b>	880,000	1,334,000	1,010,000	655,000	1,592,000	750,000	5,341,000
	<b>Outside Funds</b>	(12,735)	(321,100)	(170,000)	(390,000)	(225,000)	(175,000)	(1,281,100)
	<b>Net CIP Funds</b>	867,265	1,012,900	840,000	265,000	1,367,000	575,000	4,059,900
<b>PUBLIC WORKS - PARKS OTHER</b>	<b>Gross Funds</b>	118,000	146,000	147,000	185,000	239,000	97,000	814,000
	<b>Outside Funds</b>		(1,000)		(3,000)			(4,000)
	<b>Net CIP Funds</b>	118,000	145,000	147,000	182,000	239,000	97,000	810,000
<b>PUBLIC WORKS - STREETS</b>	<b>Gross Funds</b>	2,927,939	3,130,000	2,950,000	3,130,000	2,980,000	3,160,000	15,350,000
	<b>Outside Funds</b>	(747,087)	(480,000)	(300,000)	(480,000)	(300,000)	(480,000)	(2,040,000)
	<b>Net CIP Funds</b>	2,180,852	2,650,000	2,650,000	2,650,000	2,680,000	2,680,000	13,310,000

CITY OF KENOSHA, WISCONSIN  
2010-2014 CAPITAL IMPROVEMENT PLAN  
**SUMMARY**

<i>Department</i>	<i>Source</i>	<i>Budget 2009</i>	<i>Requested 2010</i>	<i>Requested 2011</i>	<i>Requested 2012</i>	<i>Requested 2013</i>	<i>Requested 2014</i>	<i>Total Requested 2010-2014</i>
<b>REDEVELOPMENT AUTHORITY</b>	<b>Gross Funds</b>	225,000	225,000	225,000	225,000	225,000	225,000	1,125,000
	<b>Outside Funds</b>							
	<b>Net CIP Funds</b>	225,000	225,000	225,000	225,000	225,000	225,000	1,125,000
<b>TRANSIT</b>	<b>Gross Funds</b>	4,630,750	2,015,900	2,203,200	2,195,500	2,302,800	2,417,940	11,135,340
	<b>Outside Funds</b>	(3,915,100)	(1,596,720)	(1,647,560)	(1,756,400)	(1,842,220)	(1,934,352)	(8,804,252)
	<b>Net CIP Funds</b>	680,650	419,180	556,640	439,100	460,580	483,588	2,331,088
<b>TOTAL</b>	<b>Gross Funds</b>	23,979,356	22,552,130	15,336,147	15,819,746	13,018,723	14,293,720	81,020,466
	<b>Outside Funds</b>	(12,859,535)	(12,622,290)	(4,302,860)	(6,854,900)	(4,233,220)	(4,669,852)	(32,683,122)
	<b>Net CIP Funds</b>	11,119,821	9,929,840	11,033,287	8,964,846	8,785,503	9,623,868	48,337,344
<b>STORM WATER UTILITY</b>	<b>Gross Funds</b>	1,340,000	4,358,000	3,271,000	3,570,000	3,830,000	3,871,000	18,900,000
	<b>Outside Funds</b>		(25,000)	(11,000)	(8,000)	(18,500)	(8,000)	(70,500)
	<b>SW Funds</b>	1,340,000	4,333,000	3,260,000	3,562,000	3,811,500	3,863,000	18,829,500
<b>TIF DISTRICTS</b>	<b>Gross Funds</b>	1,150,000	1,140,000					1,140,000
	<b>Outside Funds</b>	(50,000)	(920,000)					(920,000)
	<b>TIF Funds</b>	1,100,000	220,000					220,000

CITY OF KENOSHA, WISCONSIN  
 2010-2014 CAPITAL IMPROVEMENT PLAN  
**ADMINISTRATION**

Project Number	Project	Budget 2009
AD-09-001	<b>New Accounting Software (ERP Software)</b>	
	Software	
	Funding: CIP	
	Gross Funds	
	Outside Funds	
	<b>Net CIP Funds</b>	

	Requested 2010	Requested 2011	Requested 2012	Requested 2013	Requested 2014	Total Requested 2010-2014
	250,000	500,000	250,000			1,000,000
	250,000	500,000	250,000			1,000,000
	250,000	500,000	250,000			1,000,000
	250,000	500,000	250,000			1,000,000
	250,000	500,000	250,000			1,000,000





CITY OF KENOSHA, WISCONSIN  
 2010-2014 CAPITAL IMPROVEMENT PLAN  
**CITY DEVELOPMENT**

<i>Project Number</i>	<i>Project</i>	<i>Budget 2009</i>
	Gross Funds	3,304,967
	Outside Funds	(2,712,467)
	<b>Net CIP Funds</b>	<b>592,500</b>

<i>Requested 2010</i>	<i>Requested 2011</i>	<i>Requested 2012</i>	<i>Requested 2013</i>	<i>Requested 2014</i>	<i>Total Requested 2010-2014</i>
1,067,500	1,092,500	1,317,500	1,342,500	1,367,500	6,187,500
(950,000)	(975,000)	(1,200,000)	(1,225,000)	(1,250,000)	(5,600,000)
<b>117,500</b>	<b>117,500</b>	<b>117,500</b>	<b>117,500</b>	<b>117,500</b>	<b>587,500</b>



CITY OF KENOSHA, WISCONSIN  
2010-2014 CAPITAL IMPROVEMENT PLAN  
**FIRE DEPARTMENT**

Project Number	Project	Budget 2009
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Requested 2010	Requested 2011	Requested 2012	Requested 2013	Requested 2014	Total Requested 2010-2014
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FI-96-004	Assistant Division Chief Vehicle - FPB	40,000
	Funding: CIP	40,000
FI-06-001	Self-Contained Breathing Apparatus	442,900
	Funding: CIP	442,900
FI-07-001	Battalion Chief Command Vehicle	
	Funding: CIP	
FI-07-004	Rescue Squad Replacement	
	Funding: CIP	
FI-07-006	Engine Company Replacement (2)	
	Funding: CIP	
FI-07-009	Rescue Squad Replacement (2)	
	Funding: CIP	

	76,880			81,360	158,240
	76,880			81,360	158,240
			307,514		307,514
				307,514	307,514
	385,435	1,156,306			1,541,741
	385,435	1,156,306			1,541,741
	549,132				549,132
	549,132				549,132

CITY OF KENOSHA, WISCONSIN  
2010-2014 CAPITAL IMPROVEMENT PLAN  
**FIRE DEPARTMENT**

Project Number	Project	Budget 2009
FI-07-010	Administrative Staff Vehicle	
	Funding: CIP	
FI-09-002	Thermal Imaging Camera Replacements	
	Funding: CIP	
FI-09-003	Administrative Staff Vehicle	
	Funding: CIP	
FI-09-004	Administrative Staff Vehicle	
	Funding: CIP	
FI-09-005	EMS Reporting Hardware/Software	50,000
	Funding: CIP	50,000
FI-09-006	Fire Station Building and Grounds Improvements	55,800
	Funding: CIP	55,800

	Requested 2010	Requested 2011	Requested 2012	Requested 2013	Requested 2014	Total Requested 2010-2014
		30,000				30,000
		30,000				30,000
	38,160		25,440			63,600
	38,160		25,440			63,600
				35,000		35,000
				35,000		35,000
				35,000		35,000
				35,000		35,000
	60,000	60,000	60,000	60,000	60,000	300,000
	60,000	60,000	60,000	60,000	60,000	300,000

CITY OF KENOSHA, WISCONSIN  
2010-2014 CAPITAL IMPROVEMENT PLAN  
**FIRE DEPARTMENT**

6-15

Project Number	Project	Budget 2009
FI-09-007	Tone Alert System	100,000
	Funding: CIP	100,000
FI-09-008	Fire Radio Equipment	80,000
	Funding: CIP	80,000
FI-10-001	Administrative Staff Vehicle	
	Funding: CIP	
FI-10-002	Maintenance Field Service Vehicle	
	Funding: CIP	
FI-10-003	Engine Company Replacement (2)	
	Funding: CIP	
	Gross Funds	768,700
	Outside Funds	
	Net CIP Funds	768,700

Requested 2010	Requested 2011	Requested 2012	Requested 2013	Requested 2014	Total Requested 2010-2014
48,500	105,500				154,000
48,500	105,000				154,000
				35,000	35,000
				35,000	35,000
		55,000			55,000
		55,000			55,000
			434,639	1,303,920	1,738,559
			434,639	1,303,920	1,738,559
146,660	1,206,947	1,296,746	872,423	1,480,280	5,003,056
146,660	1,206,947	1,296,746	872,423	1,480,280	5,003,056



CITY OF KENOSHA, WISCONSIN  
2010-2014 CAPITAL IMPROVEMENT PLAN  
**MUSEUMS**

Project Number	Project	Budget 2009
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Requested 2010	Requested 2011	Requested 2012	Requested 2013	Requested 2014	Total Requested 2010-2014
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MU-07-001	<b>Public Museum Exhibit Our Global Home</b>	
	Exhibits	
	Funding: CIP	
	Other	
MU-09-001	<b>Dinosaur Discovery Museum Roof</b>	
	Roof Replacement	
	Funding: CIP	
MU-10-001	<b>Public Museum HVAC Compressor Replacement</b>	
	Equipment	
	Funding: CIP	
MU-10-002	<b>Civil War Museum Multi-Media Exhibit</b>	
	Equipment	
	Funding: Other	
	Gross Funds	
	Outside Funds	
	<b>Net CIP Funds</b>	

			750,000	750,000	1,500,000
			750,000	750,000	1,500,000
			450,000	450,000	900,000
			300,000	300,000	600,000
			45,000		45,000
			45,000		45,000
			45,000		45,000
			50,000		50,000
			50,000		50,000
			50,000		50,000
					1,250,000
			1,250,000		1,250,000
			1,250,000		1,250,000
			50,000	1,250,000	795,000
			(1,250,000)	(300,000)	(300,000)
			50,000	495,000	450,000
			50,000	495,000	995,000



CITY OF KENOSHA, WISCONSIN  
 2010-2014 CAPITAL IMPROVEMENT PLAN  
**POLICE DEPARTMENT**

Project Number	Project	Budget 2009
PD-09-008	Police Squad Cars	275,000
	Funding: CIP	275,000
PD-09-009	Police Furniture Safety Building	250,000
	Funding: CIP	250,000
	Gross Funds	848,000
	Outside Funds	
	<b>Net CIP Funds</b>	<b>848,000</b>

Requested 2010	Requested 2011	Requested 2012	Requested 2013	Requested 2014	Total Requested 2010-2014
275,000	275,000	275,000	275,000	300,000	1,400,000
275,000	275,000	275,000	275,000	300,000	1,400,000
620,000	600,000	275,000	275,000	300,000	2,070,000
620,000	600,000	275,000	275,000	300,000	2,070,000







CITY OF KENOSHA, WISCONSIN  
 2010-2014 CAPITAL IMPROVEMENT PLAN  
**PUBLIC WORKS - COMPOSITE**

Project Number	Project	Budget 2009
<b>CO-08-002</b>	<b>38th St. County HWY. S to I-94 E Frontage Rd.</b>	<b>1,525,000</b>
	Construction-Road	880,000
	Construction-Bridge	
	Developer Required Off Site Work	185,000
	Design/Engineering	360,000
	Construction Management	
	Contingency	100,000
	Funding: Kenosha County	1,525,000
	Stimulus Funds	
	TEA Grant	
<b>CO-09-001</b>	<b>West Frontage Road Between CTH K and STH 50</b>	<b>1,500,000</b>
	Real Estate Acquisition	
	Construction	1,100,000
	Design/Engineering	200,000
	Contingency	200,000
	Funding: State	1,500,000

Requested 2010	Requested 2011	Requested 2012	Requested 2013	Requested 2014	Total Requested 2010-2014
<b>2,375,000</b>	<b>840,000</b>				<b>3,215,000</b>
1,190,000	770,000				1,960,000
810,000					810,000
90,000	30,000				120,000
65,000					65,000
220,000	40,000				260,000
380,000	840,000				1,220,000
995,000					995,000
1,000,000					1,000,000
<b>2,300,000</b>					<b>2,300,000</b>
1,000,000					1,000,000
900,000					900,000
200,000					200,000
200,000					200,000
2,300,000					2,300,000

6-22

CITY OF KENOSHA, WISCONSIN  
 2010-2014 CAPITAL IMPROVEMENT PLAN  
**PUBLIC WORKS - COMPOSITE**

Project Number	Project	Budget 2009
<b>CO-09-004</b>	<b>56th Street - 64th Avenue to 68th Avenue</b>	<b>23,000</b>
	Construction	
	Design/Engineering	23,000
	Contingency	
	Funding: KUSD	23,000
<b>CO-09-005</b>	<b>30th Avenue - 80th Street to 89th Street</b>	<b>70,000</b>
	Construction	
	Design/Engineering	70,000
	Contingency	
	Funding: CIP	70,000
	Stimulus Funds	
<b>CO-09-006</b>	<b>80th Street - 30th Avenue to 39th Avenue</b>	<b>110,000</b>
	Design/Engineering	110,000
	Construction	
	Contingency	
	Funding: CIP	110,000
	Stimulus Funds	

Requested 2010	Requested 2011	Requested 2012	Requested 2013	Requested 2014	Total Requested 2010-2014
<b>554,000</b>					<b>554,000</b>
458,000					458,000
23,000					23,000
73,000					73,000
554,000					554,000
<b>1,442,070</b>					<b>1,442,070</b>
1,150,000					1,150,000
165,000					165,000
127,070					127,070
90,000					90,000
1,352,070					1,352,070
<b>553,500</b>					<b>553,500</b>
45,000					45,000
450,000					450,000
58,500					58,500
553,500					553,500

CITY OF KENOSHA, WISCONSIN  
2010-2014 CAPITAL IMPROVEMENT PLAN  
**PUBLIC WORKS - COMPOSITE**

Project Number	Project	Budget 2009
<b>CO-10-001</b>	<b>39th Avenue: 67th Street to 75th Street</b>	
	Construction	
	Design/Engineering	
	Contingency	
	Funding: CIP	
<b>CO-10-002</b>	<b>I-94: East Frontage Road</b>	
	Construction	
	Funding: CIP	
<b>CO-10-003</b>	<b>60th Street: Sheridan Road to 39th Avenue</b>	
	Construction	
	Design/Engineering	
	Contingency	
	Funding: CIP	
<b>CO-10-004</b>	<b>22nd Avenue: 60th Street to 75th Street</b>	
	Construction	
	Design/Engineering	
	Contingency	
	Funding: CIP	

Requested 2010	Requested 2011	Requested 2012	Requested 2013	Requested 2014	Total Requested 2010-2014
<b>150,000</b>	<b>1,650,000</b>				<b>1,800,000</b>
	1,400,000				1,400,000
150,000	110,000				260,000
	140,000				140,000
150,000	1,650,000				1,800,000
<b>120,000</b>					<b>120,000</b>
120,000					120,000
120,000					120,000
<b>60,000</b>	<b>980,000</b>	<b>980,000</b>			<b>2,020,000</b>
	850,000	850,000			1,700,000
60,000	30,000	30,000			120,000
	100,000	100,000			200,000
60,000	980,000	980,000			2,020,000
			<b>75,000</b>	<b>1,805,000</b>	<b>1,880,000</b>
				1,550,000	1,550,000
			75,000	100,000	175,000
				155,000	155,000
			75,000	1,805,000	1,880,000

6-24

CITY OF KENOSHA, WISCONSIN  
 2010-2014 CAPITAL IMPROVEMENT PLAN  
**PUBLIC WORKS - COMPOSITE**

Project Number	Project	Budget 2009
<b>CO-10-005</b>	<b>27th Street - 43rd Avenue to 47th Avenue</b>	
	Construction	
	Design/Engineering	
	Contingency	
	Funding: Assessment	
	Gross Funds	6,761,000
	Outside Funds	(4,421,146)
	<b>Net CIP Funds</b>	<b>2,339,854</b>

Requested 2010	Requested 2011	Requested 2012	Requested 2013	Requested 2014	Total Requested 2010-2014
<b>750,000</b>					<b>750,000</b>
515,000					515,000
160,000					160,000
75,000					75,000
750,000					750,000
11,604,570	3,570,000	2,600,000	75,000	1,805,000	19,654,570
(8,834,570)	(940,000)	(1,437,500)			(11,212,070)
<b>2,770,000</b>	<b>2,630,000</b>	<b>1,162,500</b>	<b>75,000</b>	<b>1,805,000</b>	<b>8,442,500</b>

CITY OF KENOSHA, WISCONSIN  
2010-2014 CAPITAL IMPROVEMENT PLAN  
**PUBLIC WORKS - OTHER**

Project Number	Project	Budget 2009
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Requested 2010	Requested 2011	Requested 2012	Requested 2013	Requested 2014	Total Requested 2010-2014
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OT-96-001	Equipment	790,000
OT-07-003	Bike and Pedestrian Plan Implementation	
	Construction	
	Design/Engineering	
	Funding: CIP	
	State	
OT-07-004	Municipal Office Building Improvements	250,000
	Facility Improvements	250,000
	Funding: CIP	250,000
OT-08-002	Salt Shed	500,000
	Building Replacement	500,000
	Retaining Wall	
	Funding: CIP	500,000
OT-08-003	Salt Dome Demolition and Fence Replacement	
	Construction	
	Funding: CIP	

715,000	694,000	710,000	700,000	811,000	3,630,000
40,000	290,000	400,000	400,000	400,000	1,530,000
	230,000	350,000	350,000	350,000	1,280,000
40,000	60,000	50,000	50,000	50,000	250,000
9,100	64,200	80,000	80,000	80,000	313,300
30,900	225,800	320,000	320,000	320,000	1,216,700
50,000					50,000
50,000					50,000
50,000					50,000
50,000					50,000



CITY OF KENOSHA, WISCONSIN  
2010-2014 CAPITAL IMPROVEMENT PLAN  
**PUBLIC WORKS - OTHER**

6-28

Project Number	Project	Budget 2009
<b>OT-09-005</b>	<b>Street Division Yard Resurfacing</b>	
	Resurfacing	
	Funding: CIP	
<b>OT-09-006</b>	<b>Intersection Signal Control</b>	<b>100,000</b>
	Equipment	100,000
	Funding: CIP	100,000
<b>OT-10-001</b>	<b>Overpass Painting</b>	
	Painting	
	Design/Engineering	
	Funding: CIP	
<b>OT-10-002</b>	<b>Asphalt Cap at Street Division East Campus</b>	
	Paving	
	Storm Sewer	
	Design/Engineering	
	Contingency	
	Funding: CIP	
	State	

Requested 2010	Requested 2011	Requested 2012	Requested 2013	Requested 2014	Total Requested 2010-2014
		<b>500,000</b>	<b>250,000</b>		<b>750,000</b>
		500,000	250,000		750,000
		500,000	250,000		750,000
<b>100,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>900,000</b>
100,000	200,000	200,000	200,000	200,000	900,000
100,000	200,000	200,000	200,000	200,000	900,000
<b>132,500</b>	<b>132,500</b>				<b>265,000</b>
130,000	130,000				260,000
2,500	2,500				5,000
132,500	132,500				265,000
<b>585,000</b>					<b>585,000</b>
450,000					450,000
70,000					70,000
15,000					15,000
50,000					50,000
385,000					385,000
200,000					200,000



CITY OF KENOSHA, WISCONSIN  
2010-2014 CAPITAL IMPROVEMENT PLAN  
**PUBLIC WORKS - OTHER**

Project Number	Project	Budget 2009
<b>OT-10-003</b>	<b>Site Remediation</b>	
	Soil Remediation	
	Design/Engineering	
	Contingency	
	Funding: CIP	
	State	
<b>OT-10-004</b>	<b>Street Division Campus Extension</b>	
	Acquisition	
	Funding: CIP	
<b>OT-10-005</b>	<b>GPS Vehicle Tracking System</b>	
	Equipment	
	Funding: CIP	
<b>OT-10-006</b>	<b>Computerized Lube Dispensing System</b>	
	Equipment	
	Funding: CIP	

Requested 2010	Requested 2011	Requested 2012	Requested 2013	Requested 2014	Total Requested 2010-2014
360,000					360,000
320,000					320,000
10,000					10,000
30,000					30,000
160,000					160,000
200,000					200,000
	250,000				250,000
	250,000				250,000
	250,000				250,000
	125,000				125,000
	125,000				125,000
	125,000				125,000
				70,000	70,000
				70,000	70,000
				70,000	70,000

CITY OF KENOSHA, WISCONSIN  
 2010-2014 CAPITAL IMPROVEMENT PLAN  
**PUBLIC WORKS - OTHER**

<i>Project Number</i>	<i>Project</i>	<i>Budget 2009</i>
	Gross Funds	3,125,000
	Outside Funds	(920,000)
	<b>Net CIP Funds</b>	<b>2,205,000</b>

<i>Requested 2010</i>	<i>Requested 2011</i>	<i>Requested 2012</i>	<i>Requested 2013</i>	<i>Requested 2014</i>	<i>Total Requested 2010-2014</i>
2,292,500	1,951,500	2,070,000	2,050,000	1,681,000	10,045,000
(438,900)	(243,300)	(338,000)	(341,000)	(338,500)	(1,699,700)
<b>1,853,600</b>	<b>1,708,500</b>	<b>1,732,000</b>	<b>1,709,000</b>	<b>1,342,500</b>	<b>8,345,300</b>

CITY OF KENOSHA, WISCONSIN  
 2010-2014 CAPITAL IMPROVEMENT PLAN  
**PUBLIC WORKS - PARKS**

Project Number	Project	Budget 2009
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Requested 2010	Requested 2011	Requested 2012	Requested 2013	Requested 2014	Total Requested 2010-2014
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<b>PK-93-004</b>	<b>Reforestation</b>	135,000
	Tree Reforestation	75,000
	Tree/Stump Removal	60,000
	Funding: CIP	135,000
<b>PK-93-007</b>	<b>Charles Nash Park</b>	115,000
	Develop Nature Trail Area	100,000
	Picnic Shelter	
	Design/Engineering	15,000
	Contingency	
	Funding: CIP	102,265
	Park Impact Fees	12,735
<b>PK-93-008</b>	<b>Anderson Park</b>	25,000
	Pool Heater	25,000
	Pool Anti-Entrapment Device	
	Pool Replacement	
	Design/Engineering	
	Funding: CIP	25,000

135,000	140,000	165,000	175,000	175,000	790,000
75,000	80,000	85,000	90,000	90,000	420,000
60,000	60,000	80,000	85,000	85,000	370,000
135,000	140,000	165,000	175,000	175,000	790,000
80,000	180,000				260,000
40,000					40,000
	180,000				180,000
40,000					40,000
80,000	180,000				260,000







CITY OF KENOSHA, WISCONSIN  
 2010-2014 CAPITAL IMPROVEMENT PLAN  
**PUBLIC WORKS - PARKS**

Project Number	Project	Budget 2009
<b>PK-09-001</b>	<b>Kenosha Harbor and Southport Marina Dredging</b>	390,000
	Dredging	390,000
	Design/Engineering	
	Contingency	
	Funding: CIP	390,000
<b>PK-10-001</b>	<b>Field Office Buildings</b>	
	Building Rehabilitation	
	Design/Engineering	
	Funding: CIP	
<b>PK-10-002</b>	<b>Lakefront Water Feature</b>	
	Beaver Pond	
	Design/Engineering	
	Funding: CIP	
<b>PK-10-003</b>	<b>Penhoyer Park</b>	
	Band Shell	
	Design/Engineering	
	Funding: CIP	

Requested 2010	Requested 2011	Requested 2012	Requested 2013	Requested 2014	Total Requested 2010-2014
			340,000		340,000
			300,000		300,000
			10,000		10,000
			30,000		30,000
			340,000		340,000
100,000			367,000		467,000
95,000			320,000		415,000
5,000			47,000		52,000
100,000			367,000		467,000
250,000					250,000
210,000					210,000
40,000					40,000
250,000					250,000
60,000					60,000
50,000					50,000
10,000					10,000
60,000					60,000

CITY OF KENOSHA, WISCONSIN  
 2010-2014 CAPITAL IMPROVEMENT PLAN  
**PUBLIC WORKS - PARKS**

Project Number	Project	Budget 2009
<b>PK-10-004</b>	<b>Petzke Park</b>	
	Park Development	
	Funding: Developer	
<b>PK-10-005</b>	<b>Parks Master Plan</b>	
	Funding: CIP	
	Gross Funds	880,000
	Outside Funds	(12,735)
	<b>Net CIP Funds</b>	<b>867,265</b>

Requested 2010	Requested 2011	Requested 2012	Requested 2013	Requested 2014	Total Requested 2010-2014
250,000					250,000
250,000					250,000
250,000					250,000
140,000					140,000
140,000					140,000
1,334,000	1,010,000	655,000	1,592,000	750,000	5,341,000
(321,100)	(170,000)	(390,000)	(225,000)	(175,000)	(1,281,100)
<b>1,012,900</b>	<b>840,000</b>	<b>265,000</b>	<b>1,367,000</b>	<b>575,000</b>	<b>4,059,900</b>



CITY OF KENOSHA, WISCONSIN  
 2010-2014 CAPITAL IMPROVEMENT PLAN  
**PUBLIC WORKS - PARKS OTHER**

<i>Project Number</i>	<i>Project</i>	<i>Budget 2009</i>
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<i>Requested 2010</i>	<i>Requested 2011</i>	<i>Requested 2012</i>	<i>Requested 2013</i>	<i>Requested 2014</i>	<i>Total Requested 2010-2014</i>
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PO-96-001	Equipment	118,000
	Gross Funds	118,000
	Outside Funds	(118,000)
	<b>Net CIP Funds</b>	<b>118,000</b>

146,000	147,000	185,000	239,000	97,000	814,000
146,000	147,000	185,000	239,000	97,000	814,000
(146,000)	(147,000)	(185,000)	(239,000)	(97,000)	(814,000)
<b>145,000</b>	<b>147,000</b>	<b>182,000</b>	<b>239,000</b>	<b>97,000</b>	<b>810,000</b>

CITY OF KENOSHA, WISCONSIN  
2010-2014 CAPITAL IMPROVEMENT PLAN  
**PUBLIC WORKS - STREETS**

Project Number	Project	Budget 2009
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Requested 2010	Requested 2011	Requested 2012	Requested 2013	Requested 2014	Total Requested 2010-2014
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<b>ST-93-002</b>	<b>Resurfacing</b>	2,082,939
	Construction	1,851,789
	Design/Engineering	154,100
	Contingency	77,050
	Funding: CIP	1,335,852
	CDBG	(747,087)
	State	
<b>ST-93-004</b>	<b>Sidewalk Repair</b>	415,000
	Construction	355,000
	Design/Engineering	45,000
	Contingency	15,000
	Funding: CIP	415,000
<b>ST-93-012</b>	<b>Miscellaneous Right of Way Purchases</b>	40,000
	Real Estate Acquisition	40,000
	Funding: CIP	40,000

2,180,000	2,000,000	2,180,000	2,000,000	2,180,000	10,540,000
1,960,000	1,800,000	1,960,000	1,800,000	1,960,000	9,480,000
220,000	200,000	220,000	200,000	220,000	1,060,000
1,700,000	1,700,000	1,700,000	1,700,000	1,700,000	8,500,000
(300,000)	(300,000)	(300,000)	(300,000)	(300,000)	(1,500,000)
180,000		180,000		180,000	540,000
510,000	510,000	510,000	510,000	510,000	2,550,000
450,000	450,000	450,000	450,000	450,000	2,250,000
60,000	60,000	60,000	60,000	60,000	300,000
510,000	510,000	510,000	510,000	510,000	2,550,000
40,000	40,000	40,000	40,000	40,000	200,000
40,000	40,000	40,000	40,000	40,000	200,000
40,000	40,000	40,000	40,000	40,000	200,000

CITY OF KENOSHA, WISCONSIN  
2010-2014 CAPITAL IMPROVEMENT PLAN  
**PUBLIC WORKS - STREETS**

Project Number	Project	Budget 2009
<b>ST-95-012</b>	<b>Crackfilling - Various Streets</b>	<b>125,000</b>
	Construction	118,000
	Design/Engineering	7,000
	Funding: CIP	125,000
<b>ST-09-001</b>	<b>Street Light Relamping</b>	<b>215,000</b>
	Construction	200,000
	Design/Engineering	10,000
	Contingency	5,000
	Funding: CIP	215,000
<b>ST-09-002</b>	<b>Pavement Markings</b>	<b>50,000</b>
	Parking Lot/Road Improvements	50,000
	Design/Engineering	
	Funding: CIP	50,000
	Gross Funds	2,927,939
	Outside Funds	(747,087)
	<b>Net CIP Funds</b>	<b>2,180,852</b>

Requested 2010	Requested 2011	Requested 2012	Requested 2013	Requested 2014	Total Requested 2010-2014
<b>135,000</b>	<b>135,000</b>	<b>135,000</b>	<b>165,000</b>	<b>165,000</b>	<b>735,000</b>
125,000	125,000	125,000	150,000	150,000	675,000
10,000	10,000	10,000	15,000	15,000	60,000
135,000	135,000	135,000	165,000	165,000	735,000
<b>215,000</b>	<b>215,000</b>	<b>215,000</b>	<b>215,000</b>	<b>215,000</b>	<b>1,075,000</b>
200,000	200,000	200,000	200,000	200,000	1,000,000
10,000	10,000	10,000	10,000	10,000	50,000
5,000	5,000	5,000	5,000	5,000	25,000
215,000	215,000	215,000	215,000	215,000	1,075,000
<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>250,000</b>
48,000	48,000	48,000	48,000	48,000	240,000
2,000	2,000	2,000	2,000	2,000	10,000
50,000	50,000	50,000	50,000	50,000	250,000
3,130,000	2,950,000	3,130,000	2,980,000	3,160,000	15,350,000
(480,000)	(300,000)	(480,000)	(300,000)	(480,000)	(2,040,000)
<b>2,650,000</b>	<b>2,650,000</b>	<b>2,650,000</b>	<b>2,680,000</b>	<b>2,680,000</b>	<b>13,310,000</b>

CITY OF KENOSHA, WISCONSIN  
 2010-2014 CAPITAL IMPROVEMENT PLAN  
**REDEVELOPMENT AUTHORITY**

Project Number	Project	Budget 2009
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Requested 2010	Requested 2011	Requested 2012	Requested 2013	Requested 2014	Total Requested 2010-2014
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RA-95-001	General Acquisition	225,000
	Real Estate Acquisition	225,000
	Funding: CIP	225,000
	Gross Funds	225,000
	Outside Funds	
	<b>Net CIP Funds</b>	<b>225,000</b>

225,000	225,000	225,000	225,000	225,000	1,125,000
225,000	225,000	225,000	225,000	225,000	1,125,000
225,000	225,000	225,000	225,000	225,000	1,125,000
225,000	225,000	225,000	225,000	225,000	1,125,000





CITY OF KENOSHA, WISCONSIN  
2010-2014 CAPITAL IMPROVEMENT PLAN  
**STORM WATER UTILITY**

Project Number	Project	Budget 2009
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Requested 2010	Requested 2011	Requested 2012	Requested 2013	Requested 2014	Total Requested 2010-2014
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<b>SW-93-005</b>	<b>Curb Gutter and Conveyance</b>	<b>104,000</b>
	Construction	85,000
	Design/Engineering	15,000
	Contingency	4,000
	Funding: Storm Water Utility	104,000
<b>SW-95-001</b>	<b>Storm Sewers/Inlet Lead</b>	<b>300,000</b>
	Construction	266,000
	Design/Engineering	30,000
	Contingency	4,000
	Funding: Storm Water Utility	300,000
<b>SW-96-001</b>	<b>Equipment</b>	<b>386,000</b>
<b>SW-08-001</b>	<b>Detention Basin Modification</b>	
	Construction	
	Design/Engineering	
	Contingency	
	Funding: Storm Water Utility	

<b>105,000</b>	<b>115,000</b>	<b>115,000</b>	<b>115,000</b>	<b>125,000</b>	<b>575,000</b>
85,000	90,000	90,000	90,000	95,000	450,000
15,000	20,000	20,000	20,000	25,000	100,000
5,000	5,000	5,000	5,000	5,000	25,000
105,000	115,000	115,000	115,000	125,000	575,000
<b>1,000,000</b>	<b>1,000,000</b>	<b>1,020,000</b>	<b>1,020,000</b>	<b>1,035,000</b>	<b>5,075,000</b>
850,000	850,000	860,000	860,000	870,000	4,290,000
65,000	65,000	70,000	70,000	75,000	345,000
85,000	85,000	90,000	90,000	90,000	440,000
1,000,000	1,000,000	1,020,000	1,020,000	1,035,000	5,075,000
<b>350,000</b>	<b>444,000</b>	<b>275,000</b>	<b>335,000</b>	<b>351,000</b>	<b>1,755,000</b>
	<b>247,000</b>	<b>700,000</b>	<b>700,000</b>	<b>700,000</b>	<b>2,347,000</b>
	200,000	600,000	600,000	600,000	2,000,000
	30,000	60,000	60,000	60,000	210,000
	17,000	40,000	40,000	40,000	137,000
	247,000	700,000	700,000	700,000	2,347,000





CITY OF KENOSHA, WISCONSIN  
2010-2014 CAPITAL IMPROVEMENT PLAN  
**STORM WATER UTILITY**

Project Number	Project	Budget 2009
<b>SW-10-002</b>	<b>Creek Stabilization</b>	
	Construction	
	Design/Engineering	
	Contingency	
	Funding: Storm Water Utility	
<b>SW-10-003</b>	<b>Pollution Prevention</b>	
	Construction	
	Design/Engineering	
	Contingency	
	Funding: Storm Water Utility	
<b>SW-10-004</b>	<b>Flood Control Management</b>	
	Construction	
	Design/Engineering	
	Contingency	
	Funding: Storm Water Utility	

Requested 2010	Requested 2011	Requested 2012	Requested 2013	Requested 2014	Total Requested 2010-2014
<b>150,000</b>	<b>340,000</b>	<b>335,000</b>	<b>630,000</b>	<b>630,000</b>	<b>2,085,000</b>
60,000	300,000	300,000	500,000	500,000	1,660,000
84,000	10,000	5,000	80,000	80,000	259,000
6,000	30,000	30,000	50,000	50,000	166,000
150,000	340,000	335,000	630,000	630,000	2,085,000
<b>108,000</b>					<b>108,000</b>
80,000					80,000
20,000					20,000
8,000					8,000
108,000					108,000
<b>2,000,000</b>	<b>1,030,000</b>	<b>1,030,000</b>	<b>1,030,000</b>	<b>1,030,000</b>	<b>6,120,000</b>
1,730,000	900,000	900,000	900,000	900,000	5,330,000
100,000	40,000	40,000	40,000	40,000	260,000
170,000	90,000	90,000	90,000	90,000	530,000
2,000,000	1,030,000	1,030,000	1,030,000	1,030,000	6,120,000

CITY OF KENOSHA, WISCONSIN  
2010-2014 CAPITAL IMPROVEMENT PLAN  
**STORM WATER UTILITY**

Project Number	Project	Budget 2009
<b>SW-10-005</b>	<b>River Crossing Ditch Restoration</b>	
	Construction	
	Design/Engineering	
	Contingency	
	Funding: Storm Water Utility	
<b>SW-10-006</b>	<b>39th Avenue Sewer Improvement</b>	
	Construction	
	Design/Engineering	
	Funding: Storm Water Utility	
	Gross Funds	1,340,000
	Outside Funds	(386,000)
	<b>Net Storm Water Utility Funds</b>	<b>1,340,000</b>

Requested 2010	Requested 2011	Requested 2012	Requested 2013	Requested 2014	Total Requested 2010-2014
<b>160,000</b>					<b>160,000</b>
100,000					100,000
50,000					50,000
10,000					10,000
160,000					160,000
<b>305,000</b>					<b>305,000</b>
300,000					300,000
5,000					5,000
305,000					305,000
4,358,000	3,271,000	3,570,000	3,830,000	3,871,000	18,900,000
(350,000)	(444,000)	(275,000)	(335,000)	(351,000)	(1,755,000)
<b>4,333,000</b>	<b>3,260,000</b>	<b>3,562,000</b>	<b>3,811,500</b>	<b>3,863,000</b>	<b>18,829,500</b>

6-46



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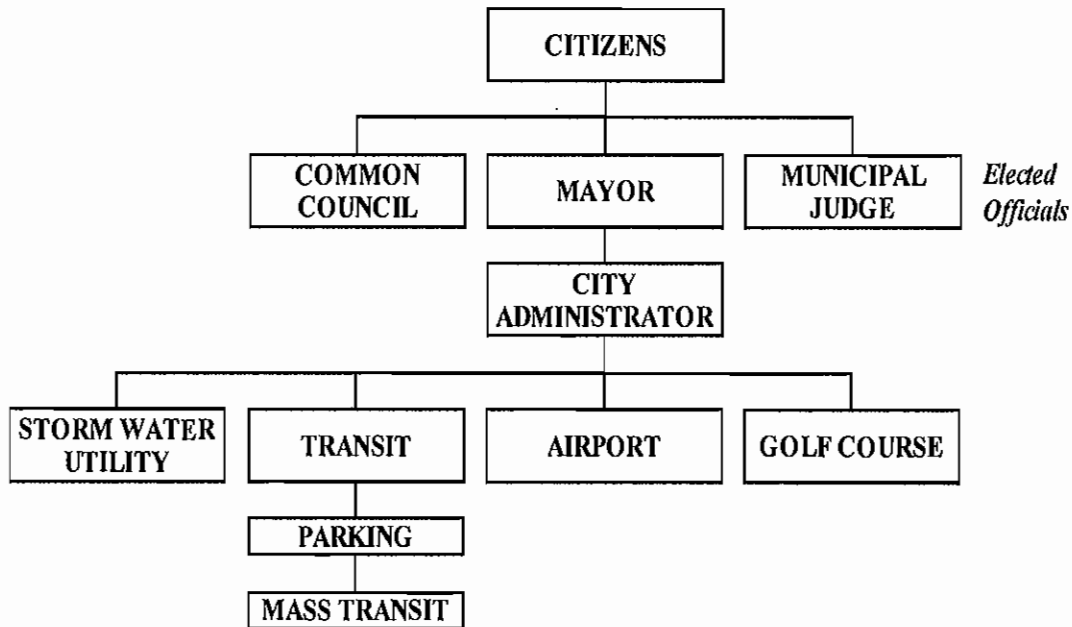
## ENTERPRISE FUNDS

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Enterprise funds are established to account for operations financed and operated in a manner similar to private business enterprises. (ex. water, gas, and electric utilities; airports; parking garages; or transit systems). In practice, enterprise funds frequently are used to account for activities whose costs are only partially funded by fees and charges. For example, transit districts commonly are reported in enterprise funds, even though their primary source of financing often comes from subsidies rather than fare box revenues. Enterprise funds are considered useful in such cases because they focus attention on the cost of providing services, and they serve to highlight the portion of that cost being borne by taxpayers. These funds are maintained and budgeted on an accrual basis of accounting.

The Water Utility is an enterprise fund of the City of Kenosha. Its budget is approved separately by Board of Water Commissioners and is shown here for informational purposes only.

### **Organization**



## ENTERPRISE FUNDS MAJOR REVENUES

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### ***Federal and State Operating Grants***

The Mass Transit Enterprise fund is subsidized approximately 58% from Federal and State operating grants. The amount estimated for 2010 is less than the actual amount received in 2008 and the amount expected to be received in 2009.

### ***Operating Assistance – General Fund***

Mass Transit and Airport receive a subsidy from the General Fund for operating purposes.

### ***Airport Lease Revenues***

The Airport receives lease payments for land leased to hangar owners. The 2010 budget includes approximately \$333,000, which is a decrease from the \$337,000 estimate for 2009.

### ***Golf Course Revenues***

Various fees collected for the City-operated golf course are estimated at approximately \$264,000 for 2010.

### ***Storm Water Utility Revenues***

Fees are collected from citizens and property owners for the costs associated with providing storm water management systems, facilities, and services to address water quality and volume impacts of storm water runoff. The 2010 budget includes approximately \$5.1M in storm water charges.

## STORMWATER UTILITY

The Federal Clean Water Pollution Control Act has enacted more stringent water quality criteria for stormwater runoff. The Wisconsin Department of Natural Resources is responsible for the implementation of the federal regulations as enacted under NR 216, to meet permitting requirements, and under NR 151, for performance standards. These regulations required the City of Kenosha to enhance current practices and implement new programs to reduce stormwater pollution runoff. All the new stormwater regulations must be fully implemented. This mandate significantly increases stormwater management operating expenses for the City of Kenosha.

The Stormwater Utility is also responsible for the maintenance, repair and analysis of the City of Kenosha's overall stormwater conveyance systems, to ensure that the system is functioning to provide quantity and quality controls.

The creation of the Stormwater Utility is a fair and equitable means of funding the current and new stormwater requirements.

### Responsibilities/Activities

#### Program Management

The Program Management Division of the Stormwater Utility is responsible for the daily operations of the Stormwater Utility system, permit compliance, program scheduling and supervising utility activities. Program Management is responsible for handling customer's questions regarding stormwater utility bills, equivalent hydrologic unit (EHU) computations and credit or adjustment applications.

	2008 Actual	2009 Estimated	2010 Estimated
Total No. of EHUs	76,374	77,247	78,300
Total No. of Customers	32,123	32,315	32,500
Parcels Receiving Credits	68	68	80

#### NR 216/151 Compliance

The NR 216/151 Division of Stormwater Utility develops, implements and manages the requirements of the Construction Erosion Control and Post Construction Controls; develops, implements and manages the Illicit Discharge Detection and Elimination program; develops, implements and manages the Public Education and Outreach program including the Public Participation portion; develops, implements and manages a stormwater facilities maintenance schedule and inventory program; develops, implements and manages a pollution prevention program including a staff educational program; and develops public information brochures, newsletters, and website updates.

# STORMWATER UTILITY

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## Engineering, Inspection and Enforcement

The Engineering, Inspection and Enforcement Division of the Stormwater Utility manages the Stormwater Utility Database of parcel information for approximately 32,500 stormwater customers; reviews, permits and inspects construction site's erosion control; responds to complaints regarding construction erosion control; responds to drainage complaints in the right-of-way and private property; is responsible for designing, bidding, inspecting and managing stormwater capital improvement projects; is responsible for designing and coordinating utility projects that utilize Stormwater Utility personnel; manages the Stormwater Utility credit and adjustment application submittals; manages the inspection of city owned stormwater management facilities; implements and enforces the requirements of the long term maintenance procedures; and implements and manages a stormwater quality management program for compliance with permit requirements.

## Street Cleaning

The Street Cleaning division of the Stormwater Utility is responsible for managing and performing pollution prevention activities within the road right-of-ways. These activities include, but are not limited to, street sweeping and structure cleaning and debris collection and disposal from the storm sewer conveyance systems.

Sweepers maintain both streets and paved alleys to provide for the safe and smooth movement of vehicular and pedestrian traffic within the City of Kenosha. Street cleaning provides for the removal of sand, leaves and other debris from the streets to prevent the plugging of storm sewers. Crews frequently respond to emergency calls to clean up oil spills and glass resulting from traffic accidents.

	2008 Actual	2009 Estimated	2010 Estimated
Total street miles swept	21,730	26,000	30,000
Miles of streets maintained	310	312	313
Tons of sweeper dumps	2,046	2,500	3,000



## STORMWATER UTILITY

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### Storm Sewer Maintenance

The Storm Sewer Maintenance division of the Stormwater Utility is responsible for managing and performing maintenance activities of the stormwater conveyance system. This includes replacement of collapsed sewers, inlet inspection, storm sewer and structure cleaning, preventative maintenance program, detention basin maintenance, and responding to flooding issues.

Maintenance crews inspect, clean, and repair storm sewers to help maintain the full flow capacity of storm sewers. Detention basins are regularly checked and cleaned. Culverts are cleaned or installed when necessary. Ditches are cleaned with a backhoe and sewers are treated for pest control. Missing or broken catch basin grates are retrieved or replaced. Noisy or worn manhole castings are replaced. Faulty catch basin leads, broken tiles, and cave-ins are repaired. Maintenance crews tuck-point the inside of inlets and manholes to extend their life and reduce pavement undermining. Crews redirect nuisance sump pumps directly into the storm sewer to prevent chronic standing water in the summer and ice buildup during the winter. Approximately 10,000 Digger's Hotline requests for locating storm sewers are received annually. The Stormwater Utility assumed responsibility for maintaining 28 detention basins.

	2008 Actual	2009 Estimated	2010 Estimated
Miles of streets maintained	310	312	313
Number of catch basins or manholes replaced	68	77	75
Number of castings replaced	102	92	95
Linear feet of storm sewer replaced	4,917	4,100	4,200
Digger's Hotline locating requests	9,422	10,000	10,000
Detention basins maintained	27	28	30
Number of sump pumps directed to storm sewers	12	20	20
Square feet of street slab replaced	8,488	11,600	11,000
Linear feet of curb replaced	715	1,100	1,200
Cubic yards of concrete poured	618	640	650

## STORMWATER UTILITY

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### Forestry

The Forestry division removes high-risk trees and ones that are deemed hazardous to public safety. They also work to keep stop signs and traffic signals clear of limbs and branches to promote public safety. New subdivisions continue to come on-line and the department works with developers to select species and to place the street trees in appropriate locations.

Pruning of young trees continues with the knowledge that this activity prevents many future problems in our urban forest. The Forestry division continues to answer questions and educate the public. The City of Kenosha continues to contract out the pruning and removal of street trees. The funding for these programs are funded through the Capital Improvement Program. The contract for pruning is to be sure that the street trees are in compliance with the City ordinances for height restrictions over the street and sidewalks.

The Forestry division bought and planted 270 various street trees as part of the reforestation program, that is operated by Park Department staff. This program is partially funded from the Capital Improvement Program.

	2008 Actual	2009 Estimated	2010 Estimated
Total estimated park trees	17,000	17,000	17,000
Park trees pruned	300	300	400
Park trees removed	150	120	100
Park trees planted	60	100	100

	2008 Actual	2009 Estimated	2010 Estimated
Total estimated street trees	34,000	35,000	35,000
Street trees pruned -- City	2,000	1,500	1,600
Street trees removed	200	350	200
Development plan reviews	200	60	75
Stump grinding	190	250	200
Tree maintenance/investigations	2,000	1,800	2,000
Contractor removals	120	130	140
Street trees planted	250	100	150

## STORMWATER UTILITY

### Yard Waste

The program is provided to assist citizens in removing yard waste from their property by providing spring and fall curbside collection, as well as having a public yard waste drop-off site open 60 hours a week. The program provides a 4-week-long curbside Spring Yard Waste collection program, and an 8-week-long Fall Yard Waste collection program. Bundled brush are collected curbside May through November by appointment. In addition, the City operates a public Yard Waste Drop-Off Site consistent with Department of Natural Resources (DNR) standards. The Division also educates the public on the benefits of composting.

Yard Waste	2008 Actual	2009 Estimate	2010 Estimated
Daily Curbside (tons)	1,350	1,440	1,400
Drop-off Site Participation	77,000	78,000	80,000
Weekly Curbside Stops (homes)	30,912	31,000	31,250
Compost Sold (cubic yard)	240	225	500
Compost Provided Free to Public	5,000	5,000	5,000
Compost Revenue Due to Sales	\$1,411.00	\$1,500.00	\$3,000.00

### *Stormwater Utility Full Time Positions*

	Public Works	Engineering	Finance	Neighbor- hood Services & Inspections	2010 Total
Civil Engineer II	—	1.00	—	—	1.00
Clerk Typist III	1.00	—	—	—	1.00
Account Clerk II	—	—	1.00	—	1.00
Engineering Tech IV	—	1.00	—	—	1.00
Equipment Operator	1.00	—	—	—	1.00
Soil Erosion Specialist	—	—	—	1.00	1.00
<b>Total Positions</b>	<b>2.00</b>	<b>2.00</b>	<b>1.00</b>	<b>1.00</b>	<b>6.00</b>

In addition to the positions authorized to the Stormwater Utility, there are positions in the departments of Public Works Administration, Street Division, Parks, and Engineering that are dedicated and funded through the Stormwater Utility.

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STORM WATER UTILITY  
 TAXES  
 TAXES

2010 GENERAL FUND OPERATING BUDGET - REVENUES

	2008 ACTUAL REVENUES	2009 BUDGETED REVENUES	2009 ACTUAL RECEIVED 06/30/09	2009 ESTIMATED REVENUES	2010 ADOPTED BUDGETED REVENUES
REAL & PERSONAL PROPERTY					
41127 PEN & INT DELQ SWU BILLINGS	74,863-	30,000-	22,486-	60,000-	60,000-
**REAL & PERSONAL PROPERTY	74,863-	30,000-	22,486-	60,000-	60,000-
BUILDINGS & STRUCTURE PERMITS					
44806 RE-INSPECTION FEE	13,330-	6,000-	1,650-	2,000-	4,000-
**BUILDINGS & STRUCTURE PER	13,330-	6,000-	1,650-	2,000-	4,000-
PUBLIC WORKS					
46392 SWU APPLICATION FILING FEES	525-		102-	102-	
46393 STORM WATER UTILITY CHARGES	4,874,016-	5,113,750-	1,966,384-	5,113,750-	5,127,207-
**PUBLIC WORKS	4,874,541-	5,113,750-	1,966,486-	5,113,852-	5,127,207-
BUILDING & ZONING					
46605 EROSION CONTROL PLAN REVIEW	19,600-	15,000-	9,590-	19,000-	19,000-
46606 EROSION CONTROL INSP FEE	48,305-	30,000-	16,770-	35,000-	35,000-
**BUILDING & ZONING	67,905-	45,000-	26,360-	54,000-	54,000-
****STORM WATER UTILITY	5,030,639-	5,194,750-	2,016,982-	5,229,852-	5,245,207-

501 STORM WATER UTILITY  
09 OTHER

1 STORM WATER UTILITY

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
50100 STORM WATER UTILITY					
111 SALARIES-PERMANENT REGULAR	219,946	133,856	66,984	133,856	138,861
121 WAGES PERMANENT REGULAR	27,763		19,790	24,032	
131 OVERTIME	900	29,800	17,430	24,200	22,300
132 TEMP/SEAS/L.T.E.		88,050		88,050	90,400
135 LONGEVITY	70	60	60	60	120
146 PRODUCTIVITY INCENTIVE	1,539		504	750	1,125
148 VACATION BUY BACK		1,382		1,382	
151 WRS/RETIREMENT	26,518	24,636	10,831	28,052	27,885
152 F.I.C.A.	15,384	14,686	6,424	16,722	15,725
155 HEALTH INSURANCE EXPENSE	91,680	117,600	44,404	126,304	117,600
156 GROUP LIFE INSURANCE	294		244	349	560
158 MEDICARE CONTRIBUTION	3,599	3,672	1,505	4,002	3,690
TOTAL PERSONAL SERVICES	387,693	413,742	168,176	447,759	418,266
215 DATA PROCESSING	103,217	115,100	54,177	115,100	115,100
219 OTHER PROFESSIONAL SERVICES	2,795,984	2,964,260	701,531	2,895,977	2,720,915
221 ELECTRICAL		16,900			
222 NATURAL GAS		21,000			
224 WATER		4,500			
225 TELE-LONG DISTANCE/LOCAL CALLS	170	1,850	392	1,850	1,850
226 CELLULAR/WIRELESS SERVICE COST	496	1,965	361	1,965	2,100
227 TELEPHONE - EQUIPMENT/OTHER	698	1,650	338	1,650	1,650
231 COMMUNICATIONS EQUIPMENT	1,418	1,600	761	1,600	1,600
232 OFFICE EQUIPMENT	606	1,220	434	1,220	1,235
233 LICENSING/MAINT AGREEMENTS	725	6,400	9,260	6,400	7,600
235 EQUIPMENT REPAIRS/MAINT.	1,058	3,000	3,656	3,000	3,000
241 HEATING & AIR CONDITIONING	172	875		875	875
246 OTHER BLDG MAINTENANCE	853	1,200	124	3,000	3,000
253 WASTE DISPOSAL CHARGES	68,628	108,900	24,088	106,000	143,580
259 OTHER	3,850	4,700	857	4,700	4,700
261 MILEAGE	4,687	1,270	617	1,300	1,650
262 COMMERCIAL TRAVEL	295				
263 MEALS & LODGING	522	950	418	915	1,550
264 REGISTRATION	1,289	4,965	4,061	5,300	5,550
273 CVMIC LIABILITY	10,797				
276 AUTO POLICY		667	667	667	
282 EQUIPMENT RENTAL	17,707	210,000	5,794	30,000	30,000
TOTAL CONTRACTUAL SERVICES	3,013,172	3,472,972	807,536	3,181,519	3,045,955

501 STORM WATER UTILITY  
09 OTHER

1 STORM WATER UTILITY

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
50100 STORM WATER UTILITY					
311 OFFICE SUPPLIES/PRINTING	6,860	19,800	2,123	19,800	15,300
312 POSTAGE	1,507	5,250	35	5,250	6,550
316 COMPUTER SOFTWARE	68	450		450	850
322 SUBSCRIPTIONS & BOOKS	267	300	98	300	700
323 MEMBERSHIP DUES					200
326 ADVERTISING		800	278	800	800
341 VEHICLE FUEL CHARGE/OIL/ETC	70,771	84,500	9,444	74,500	92,600
342 CENTRAL GARAGE LABOR CHARGES	134,219	126,000	26,052	126,000	149,400
343 CENT.GARAGE-PARTS&MAT. CHARGES	83,230	77,000	10,070	77,000	87,000
344 OUTSIDE MATERIAL & LABOR	21,524	72,000	13,542	72,000	77,000
353 HORTICULTURAL SUPP-FERT ETC	45	500		500	4,500
354 GRAVEL, SAND, STONE	20,836	20,000	1,528	20,000	20,000
355 CEMENT ASPHALT&CRACKFILL	63,832	40,000	16,652	55,000	70,000
357 BUILDING MATERIALS	2,059	2,200	610	2,200	2,200
359 OTHER	36,627	42,000	3,105	42,000	42,000
361 SMALL TOOLS	4,077	6,100	2,660	6,100	7,600
362 OFFICE FURNITURE & EQUIPMENT	1,213	2,000	75	1,000	9,053
363 COMPUTER HARDWARE	5,783				
367 CLOTHING & UNIFORM REPLACEMENT	2,541	2,940	147	3,040	3,315
369 OTHER NON CAPITAL EQUIPMENT	6,752	16,000		16,000	16,000
378 BARRICADES, CONES, FLASHERS, ETC	2,980	3,000		3,000	3,000
382 HOUSEKEEPING-JANITORIAL SUPPLI	1,107	1,200	843	1,200	1,200
385 BATTERIES	530	1,000	89	900	1,000
387 EQUIPMENT CLEANING SUPPLIES	1,584	1,500	258	1,500	3,000
388 PHOTOGRAPHIC EQUIP & SUPPLIES	2,119	1,200	17	1,350	1,000
389 OTHER	17,407	20,000	436	19,500	22,000
TOTAL MATERIALS AND SUPPLIES	487,938	545,740	88,062	549,390	636,268
421 ACCOUNTS RECEIVABLE	1,871	1,000	1,183	1,183	1,100
433 STORM WATER UTILITY REFUNDS	14,093	10,000	7,674	10,000	10,000
TOTAL CLAIMS & LOSSES	15,964	11,000	8,857	11,183	11,100
579 OTHER MISC EQUIPMENT	4,246				
TOTAL CAPITAL OUTLAY-PURCHASE	4,246				
661 INTRA FUND TRANSFER - OUT	937,881				
TOTAL CONTRIBUTIONS TO OTHER	937,881				
714 UNINSURED LOSSES	336				
TOTAL INSURED LOSSES	336				
811 PRINCIPAL PAYMENTS-NOTES		471,313		471,313	655,782
821 DEBT SERVICE PYMTS-INTEREST		84,248		84,248	232,874
TOTAL DEBT SERVICE PAYMENTS		555,561		555,561	888,656

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501 STORM WATER UTILITY  
09 OTHER

1 STORM WATER UTILITY

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
913 DEPR SERVICE VEHICLES	5,323	_____	_____	5,323	5,323
917 DEPR LAND IMPROVEMENTS	1,030,299	_____	_____	1,030,165	1,030,165
919 DEPR OTHER EQUIPMENT	18,277	14,735	_____	25,929	25,929
933 INDIRECT COST ALLOCATION	100,000	100,000	_____	100,000	100,000
934 OTHER CHARGE BACKS	123,050-	_____	_____	_____	_____
TOTAL OTHER	1,030,849	114,735	_____	1,161,417	1,161,417
DEPARTMENT TOTAL	5,878,079	5,113,750	1,072,631	5,906,829	6,161,662

501 STORM WATER UTILITY  
09 OTHER

1 STORM WATER UTILITY

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
50101 SWU-ADMINISTRATION					
111 SALARIES-PERMANENT REGULAR	87,204	83,502	41,519	83,502	85,737
131 OVERTIME	52	5,200		5,200	5,200
135 LONGEVITY	70	60	60	60	120
146 PRODUCTIVITY INCENTIVE	563		250	250	750
151 WRS/RETIREMENT	9,316	9,232	4,444	9,232	10,100
152 F.I.C.A.	5,321	5,504	2,574	5,504	5,700
155 HEALTH INSURANCE EXPENSE	34,380	102,320	27,300	102,320	102,320
156 GROUP LIFE INSURANCE	145		142	260	260
158 MEDICARE CONTRIBUTION	1,245	1,288	602	1,288	1,340
TOTAL PERSONAL SERVICES	138,296	207,106	76,891	207,616	211,527
215 DATA PROCESSING	103,217	115,100	54,177	115,100	115,100
219 OTHER PROFESSIONAL SERVICES	247,334	229,744	49,506	229,744	224,530
225 TELE-LONG DISTANCE/LOCAL CALLS	170	500	66	500	500
226 CELLULAR/WIRELESS SERVICE COST	83	300	57	300	300
227 TELEPHONE - EQUIPMENT/OTHER	677	750	329	750	750
232 OFFICE EQUIPMENT		595	112	595	610
246 OTHER BLDG MAINTENANCE	155				
261 MILEAGE	164	800	617	800	1,000
263 MEALS & LODGING	83	500	304	500	750
264 REGISTRATION	435	2,500	2,133	2,500	2,250
273 CVMIC LIABILITY	10,797				
TOTAL CONTRACTUAL SERVICES	363,115	350,789	107,301	350,789	345,790
311 OFFICE SUPPLIES/PRINTING	6,789	19,800	2,123	19,800	15,300
312 POSTAGE	1,507	5,250	35	5,250	6,550
316 COMPUTER SOFTWARE	68				
322 SUBSCRIPTIONS & BOOKS	267	300	98	300	500
326 ADVERTISING		800	278	800	800
362 OFFICE FURNITURE & EQUIPMENT	808	500	75	500	5,553
363 COMPUTER HARDWARE	2,008				
367 CLOTHING & UNIFORM REPLACEMENT	548	600	76	600	600
388 PHOTOGRAPHIC EQUIP & SUPPLIES	737	100		100	100
TOTAL MATERIALS AND SUPPLIES	12,732	27,350	2,685	27,350	29,403
421 ACCOUNTS RECEIVABLE	1,871	1,000	1,183	1,183	1,100
433 STORM WATER UTILITY REFUNDS	14,093	10,000	7,674	10,000	10,000
TOTAL CLAIMS & LOSSES	15,964	11,000	8,857	11,183	11,100
661 INTRA FUND TRANSFER - OUT	937,881				

501 STORM WATER UTILITY  
09 OTHER

1 STORM WATER UTILITY

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
TOTAL CONTRIBUTIONS TO OTHER	937,881				
811 PRINCIPAL PAYMENTS-NOTES		471,313		471,313	655,782
821 DEBT SERVICE PYMTS-INTEREST		84,248		84,248	232,874
TOTAL DEBT SERVICE PAYMENTS		555,561		555,561	888,656
933 INDIRECT COST ALLOCATION	100,000	100,000		100,000	100,000
934 OTHER CHARGE BACKS	13,374-				
TOTAL OTHER	86,626	100,000		100,000	100,000
DIVISION TOTAL	1,554,614	1,251,806	195,734	1,252,499	1,586,476

501 STORM WATER UTILITY  
09 OTHER

1 STORM WATER UTILITY

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
50102 SWU-NR216 & 151 COMPLIANCE					
111 SALARIES-PERMANENT REGULAR	23,547	_____	_____	_____	_____
146 PRODUCTIVITY INCENTIVE	88	_____	_____	_____	_____
151 WRS/RETIREMENT	2,505	_____	_____	_____	_____
152 F.I.C.A.	1,465	_____	_____	_____	_____
155 HEALTH INSURANCE EXPENSE	6,876	_____	_____	_____	_____
156 GROUP LIFE INSURANCE	25	_____	_____	_____	_____
158 MEDICARE CONTRIBUTION	343	_____	_____	_____	_____
TOTAL PERSONAL SERVICES	34,849	_____	_____	_____	_____
219 OTHER PROFESSIONAL SERVICES	124,242	173,450	46,468	174,850	35,950
264 REGISTRATION	_____	300	300	300	_____
TOTAL CONTRACTUAL SERVICES	124,242	173,750	46,768	175,150	35,950
362 OFFICE FURNITURE & EQUIPMENT	_____	1,100	_____	_____	_____
TOTAL MATERIALS AND SUPPLIES	_____	1,100	_____	_____	_____
DIVISION TOTAL	159,091	174,850	46,768	175,150	35,950

501 STORM WATER UTILITY  
09 OTHER

1 STORM WATER UTILITY

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
50103 SWU-ENG. INSP. ENFORCEMENT					
111 SALARIES-PERMANENT REGULAR	109,195	50,354	25,465	50,354	53,124
132 TEMP/SEAS/L.T.E.		32,750		32,750	32,750
146 PRODUCTIVITY INCENTIVE	763		254	500	375
151 WRS/RETIREMENT	11,655	8,645	2,668	8,645	9,490
152 F.I.C.A.	6,817	5,153	1,546	5,153	5,350
155 HEALTH INSURANCE EXPENSE	34,953	15,280	8,400	15,280	15,280
156 GROUP LIFE INSURANCE	101		82	69	195
158 MEDICARE CONTRIBUTION	1,594	1,205	362	1,205	1,255
TOTAL PERSONAL SERVICES	165,078	113,387	38,777	113,956	117,819
219 OTHER PROFESSIONAL SERVICES	1,083,601	2,490,716	332,927	2,197,254	2,339,435
226 CELLULAR/WIRELESS SERVICE COST	413	1,665	304	1,665	1,800
233 LICENSING/MAINT AGREEMENTS	725	6,400	9,260	6,400	7,600
261 MILEAGE	4,188	320		500	500
262 COMMERCIAL TRAVEL	295				
263 MEALS & LODGING	439	300		300	200
264 REGISTRATION	495	1,365	1,290	2,000	2,000
276 AUTO POLICY		667	667	667	
TOTAL CONTRACTUAL SERVICES	1,090,156	2,501,433	344,448	2,208,786	2,351,535
311 OFFICE SUPPLIES/PRINTING	58				
316 COMPUTER SOFTWARE		450		450	850
341 VEHICLE FUEL CHARGE/OIL/ETC	6,206	4,500	453	4,500	4,000
342 CENTRAL GARAGE LABOR CHARGES	11,329	2,000		2,000	2,000
343 CENT.GARAGE-PARTS&MAT. CHARGES	2,971	3,000		3,000	3,000
361 SMALL TOOLS					
362 OFFICE FURNITURE & EQUIPMENT	405	400		500	3,500
363 COMPUTER HARDWARE	3,775				
367 CLOTHING & UNIFORM REPLACEMENT		340		340	215
388 PHOTOGRAPHIC EQUIP & SUPPLIES	770	600		750	700
TOTAL MATERIALS AND SUPPLIES	25,514	11,290	453	11,540	14,265
934 OTHER CHARGE BACKS	109,676-				
TOTAL OTHER	109,676-				
DIVISION TOTAL	1,171,072	2,626,110	383,678	2,334,282	2,483,619

501 STORM WATER UTILITY  
09 OTHER

1 STORM WATER UTILITY

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
50104 SWU - STREET CLEANING					
121 WAGES PERMANENT REGULAR	2,422		2,212	2,032	
131 OVERTIME		7,500			
151 WRS/RETIREMENT	256	780	230	780	
152 F.I.C.A.	150	465	137	465	
155 HEALTH INSURANCE EXPENSE	15,471				
158 MEDICARE CONTRIBUTION	35	109	32	109	
TOTAL PERSONAL SERVICES	18,334	8,854	2,611	3,386	
219 OTHER PROFESSIONAL SERVICES	751,165		87,711	109,210	
224 WATER		2,000			
253 WASTE DISPOSAL CHARGES	61,946	97,900	23,016	97,000	129,080
282 EQUIPMENT RENTAL		108,000	94		
TOTAL CONTRACTUAL SERVICES	813,111	207,900	110,821	206,210	129,080
341 VEHICLE FUEL CHARGE/OIL/ETC	31,599	27,000	5,216	27,000	30,000
342 CENTRAL GARAGE LABOR CHARGES	49,715	54,000	20,514	54,000	54,000
343 CENT.GARAGE-PARTS&MAT. CHARGES	41,752	34,000	8,248	34,000	34,000
344 OUTSIDE MATERIAL & LABOR	12,771	19,000	8,346	19,000	20,000
361 SMALL TOOLS	591	600		600	600
389 OTHER	1,429	2,000		1,500	2,000
TOTAL MATERIALS AND SUPPLIES	137,857	136,600	42,324	136,100	140,600
913 DEPR SERVICE VEHICLES					
919 DEPR OTHER EQUIPMENT	15,560	14,735		24,936	24,936
TOTAL OTHER	15,560	14,735		24,936	24,936
DIVISION TOTAL	984,862	368,089	155,756	370,632	294,616

## 501 STORM WATER UTILITY

## 09 OTHER

## 1 STORM WATER UTILITY

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
50105 SWU-STORM SEWER MAINTENANCE					
121 WAGES PERMANENT REGULAR	25,341		17,578	22,000	
131 OVERTIME	848	17,100	17,430	19,000	17,100
132 TEMP/SEAS/L.T.E.		55,300		55,300	57,650
146 PRODUCTIVITY INCENTIVE	125				
148 VACATION BUY BACK		1,382		1,382	
151 WRS/RETIREMENT	2,786	5,979	3,489	9,395	8,295
152 F.I.C.A.	1,631	3,564	2,167	5,600	4,675
155 HEALTH INSURANCE EXPENSE			8,704	8,704	
156 GROUP LIFE INSURANCE	23		20	20	105
158 MEDICARE CONTRIBUTION	382	1,070	509	1,400	1,095
TOTAL PERSONAL SERVICES	31,136	84,395	49,897	122,801	88,920
219 OTHER PROFESSIONAL SERVICES	589,642	70,350	184,919	184,919	21,000
221 ELECTRICAL		16,900			
222 NATURAL GAS		21,000			
224 WATER		2,500			
225 TELE-LONG DISTANCE/LOCAL CALLS		1,350	326	1,350	1,350
227 TELEPHONE - EQUIPMENT/OTHER	21	900	9	900	900
231 COMMUNICATIONS EQUIPMENT	1,418	1,600	761	1,600	1,600
232 OFFICE EQUIPMENT	606	625	322	625	625
235 EQUIPMENT REPAIRS/MAINT.	1,058	3,000	3,656	3,000	3,000
241 HEATING & AIR CONDITIONING	172	875		875	875
246 OTHER BLDG MAINTENANCE	698	1,200	124	3,000	3,000
253 WASTE DISPOSAL CHARGES	6,682	11,000	1,072	9,000	14,500
259 OTHER	3,850	4,700	857	4,700	4,700
261 MILEAGE	335	150			150
263 MEALS & LODGING		150	114	115	150
264 REGISTRATION	359	800	338	500	800
282 EQUIPMENT RENTAL	17,707	102,000	5,700	30,000	30,000
TOTAL CONTRACTUAL SERVICES	622,548	239,100	198,198	240,584	82,650
311 OFFICE SUPPLIES/PRINTING	13				
341 VEHICLE FUEL CHARGE/OIL/ETC	32,966	53,000	3,775	43,000	48,000
342 CENTRAL GARAGE LABOR CHARGES	73,175	70,000	5,538	70,000	70,000
343 CENT.GARAGE-PARTS&MAT. CHARGES	38,507	40,000	1,822	40,000	40,000
344 OUTSIDE MATERIAL & LABOR	8,753	53,000	5,196	53,000	53,000
353 HORTICULTURAL SUPP-FERT ETC	45	500		500	2,500
354 GRAVEL, SAND, STONE	20,836	20,000	1,528	20,000	20,000
355 CEMENT ASPHALT&CRACKFILL	63,832	40,000	16,652	55,000	70,000
357 BUILDING MATERIALS	2,059	2,200	610	2,200	2,200

501 STORM WATER UTILITY  
09 OTHER

1 STORM WATER UTILITY

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
359 OTHER	36,627	42,000	3,105	42,000	42,000
361 SMALL TOOLS	3,486	5,500	2,660	5,500	5,500
367 CLOTHING & UNIFORM REPLACEMENT	1,993	2,000	71	2,100	2,000
369 OTHER NON CAPITAL EQUIPMENT	6,752	16,000		16,000	16,000
378 BARRICADES, CONES, FLASHERS, ETC	2,980	3,000		3,000	3,000
382 HOUSEKEEPING-JANITORIAL SUPPLI	1,107	1,200	843	1,200	1,200
385 BATTERIES	530	1,000	89	900	1,000
387 EQUIPMENT CLEANING SUPPLIES	1,584	1,500	258	1,500	3,000
388 PHOTOGRAPHIC EQUIP & SUPPLIES	612	500	17	500	200
389 OTHER	15,978	18,000	436	18,000	20,000
TOTAL MATERIALS AND SUPPLIES	311,835	369,400	42,600	374,400	399,600
579 OTHER MISC EQUIPMENT	4,246				
TOTAL CAPITAL OUTLAY-PURCHASE	4,246				
714 UNINSURED LOSSES	336				
TOTAL INSURED LOSSES	336				
913 DEPR SERVICE VEHICLES	5,323			5,323	5,323
917 DEPR LAND IMPROVEMENTS	1,030,299			1,030,165	1,030,165
919 DEPR OTHER EQUIPMENT	2,717			993	993
TOTAL OTHER	1,038,339			1,036,481	1,036,481
DIVISION TOTAL	2,008,440	692,895	290,695	1,774,266	1,607,651



501 STORM WATER UTILITY  
09 OTHER

1 STORM WATER UTILITY

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
50106 FORESTRY					
219 OTHER PROFESSIONAL SERVICES					100,000
263 MEALS & LODGING					450
264 REGISTRATION					500
TOTAL CONTRACTUAL SERVICES					100,950
322 SUBSCRIPTIONS & BOOKS					200
323 MEMBERSHIP DUES					200
341 VEHICLE FUEL CHARGE/OIL/ETC					10,600
342 CENTRAL GARAGE LABOR CHARGES					23,400
343 CENT.GARAGE-PARTS&MAT. CHARGES					10,000
344 OUTSIDE MATERIAL & LABOR					4,000
353 HORTICULTURAL SUPP-FERT ETC					2,000
361 SMALL TOOLS					1,500
367 CLOTHING & UNIFORM REPLACEMENT					500
TOTAL MATERIALS AND SUPPLIES					52,400
DIVISION TOTAL					153,350
DEPARTMENT TOTAL	5,878,079	5,113,750	1,072,631	5,906,829	6,161,662

## **TRANSIT – PARKING**

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The Transit Department has the responsibility of operating and maintaining City of Kenosha owned parking lots. Revenues are derived from annual leases, and monthly permits and are estimated to be about \$10,000 for 2010. Four lots provide free parking.

The revenue received from leases and permits is used to pay utility bills and maintenance of the parking lots.

### ***Responsibilities/Activities***

The Parking Division of the Department of Transit functions to provide safe and convenient off street parking in support of local commerce.

## MASS TRANSIT

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Mass Transit provides and arranges for public transportation services. Fixed route service is provided six days per week, Monday through Saturday, on regularly scheduled routes. Hours of operation are: Monday-Friday (6:00 A.M. to 7:30 P.M.) and Saturday (6:00 A.M. to 6:00 P.M.). The Streetcar runs on a Sunday through Saturday schedule year round. Complementary services for the disabled community are provided under contract seven days a week during the same hours as our fixed route or streetcar services. These services to the disabled community are provided in a partnership with Kenosha County.

Approximately 60% of the funding for operations comes from federal and state sources. Capital projects, eligible for funding by the federal government, are generally funded with a 80% federal share and 20% local share.

### **Responsibilities/Activities**

Mass Transit functions to provide safe and efficient public transportation to the community for access to jobs, schools, medical services, and business establishments. A mass transit system is an integral part of helping the area meet the requirements of the Clean Air Act.

Mass Transit provides regularly scheduled bus and streetcar service to all citizens. It also functions to supplement Kenosha Unified Schools' bus system with additional service to Middle and High Schools. It continues to maintain our fleet of passenger buses and streetcars, and to provide service for special events as required.

#### Buses

Operating Statistics	2008 Actual	2009 Estimated	2010 Estimated
Revenue Miles	1,039,020	1,040,000	1,040,000
Revenue Hours	70,405	70,400	70,400
Riders	1,725,054	1,625,000	1,625,000
Passengers/Hour	25	23	23

#### Streetcars

Operating Statistics	2008 Actual	2009 Estimated	2010 Estimated
Revenue Miles	19,786	20,000	20,000
Revenue Hours	2,767	2,800	2,800
Riders	65,759	67,000	69,000
Passengers/Hour	24	24	25

## MASS TRANSIT

### *Authorized Full-Time Positions*

	2008	2009	Adopted 2010
<u>Operators</u>			
Bus Drivers	39.5	39.5	39.5
Total Operators	39.5	39.5	39.5
 <u>Dispatching</u>			
Supervisor of Operations	1.0	1.0	1.0
Route Supervisor	1.0	1.0	1.0
Transit Dispatcher	2.0	2.0	2.0
Total Dispatching	4.0	4.0	4.0
 <u>Garage &amp; Maintenance</u>			
Mechanic Supervisor	1.0	1.0	1.0
Mechanic II	5.0	5.0	5.0
Service Attendant	4.0	4.0	4.0
Total Garage & Maintenance	10.0	10.0	10.0
 <u>Administration</u>			
Director of Transportation	1.0	1.0	1.0
Administrative Secretary	1.0	1.0	1.0
Account Clerk II (1)	0.6	0.6	0.6
Total Administration	2.6	2.6	2.6
 <u>Streetcar Operations</u>			
Operator	1.5	1.5	1.5
Total Streetcar Services	1.5	1.5	1.5
 <u>Streetcar Maintenance</u>			
Mechanic II	1.0	1.0	1.0
Total Streetcar Maintenance	1.0	1.0	1.0
Total Mass Transit	58.6	58.6	58.6

*(1) Position budgeted 60% Mass Transit, 40% Budget/Financial Service*

MASS TRANSIT FUND  
 INTERGOVERNMENTAL REVENUES  
 INTERGOVERNMENTAL REVENUES

2010 GENERAL FUND OPERATING BUDGET - REVENUES

	2008 ACTUAL REVENUES	2009 BUDGETED REVENUES	2009 ACTUAL RECEIVED 06/30/09	2009 ESTIMATED REVENUES	2010 ADOPTED BUDGETED REVENUES
<b>FEDERAL GRANTS</b>					
43302 UMTA OPERATING ASSISTANCE	2,062,644-	2,145,150-	_____	2,414,096-	2,414,096-
43305 UMTA-CAPITAL/OPERATING FUNDING	14,253-	21,680-	_____	10,000-	14,400-
**FEDERAL GRANTS	2,076,897-	2,166,830-	_____	2,424,096-	2,428,496-
<b>STATE GRANTS &amp; REVENUES</b>					
43404 STATE OPERATING ASSISTANCE	1,888,083-	1,937,343-	462,182-	1,848,726-	1,668,086-
**STATE GRANTS & REVENUES	1,888,083-	1,937,343-	462,182-	1,848,726-	1,668,086-
<b>OTHER INTERGOVERNMENT REVENUE</b>					
43616 PLEASANT PRAIRIE REIMB	7,392-	9,000-	2,464-	7,400-	9,000-
43621 WISPAK REIMB	7,150-	7,500-	_____	7,150-	7,500-
**OTHER INTERGOVERNMENT REV	14,542-	16,500-	2,464-	14,550-	16,500-
<b>TRANSIT REVENUES</b>					
47411 FULL ADULT-CASH TOKEN PASS	326,254-	351,800-	170,975-	353,000-	353,000-
47412 SENIOR/DISABLED FARES	84,719-	91,560-	40,721-	83,400-	83,400-
47413 STUDENT - CASH PASS	132,998-	147,800-	64,095-	127,000-	127,000-
47421 UNIFIED SCHOOLS	567,627-	609,010-	311,554-	609,010-	639,450-
47431 CHARTER SERVICE	_____	4,000-	_____	1,000-	1,000-
47452 RENTAL OF BUILDINGS	2,400-	2,400-	1,000-	2,400-	2,400-
47453 SALE OF TRANSIT ASSETS	150-	_____	_____	_____	_____
47454 PARK-N-RIDE LOT#23	49,243-	57,000-	21,493-	45,000-	45,000-
**TRANSIT REVENUES	1,163,391-	1,263,570-	609,838-	1,220,810-	1,251,250-
<b>MISCELLANEOUS REVENUES</b>					
49111 MISCELLANEOUS	872-	_____	618-	800-	_____
49115 MOTOR FUEL TAX REFUND	70,698-	_____	26,308-	26,308-	_____
49117 CASH OVERAGE & SHORTAGE	204-	_____	132-	150-	_____
49118 EMP WITNESS & JURY FEES RET'D	23-	_____	61-	61-	_____
**MISCELLANEOUS REVENUES	71,797-	_____	27,119-	27,319-	_____
<b>OTHER FINANCING PROCEEDS</b>					
49811 OPERATING ASSISTANCE-GEN FUND	1,827,825-	1,819,118-	_____	1,418,163-	1,572,600-
**OTHER FINANCING PROCEEDS	1,827,825-	1,819,118-	_____	1,418,163-	1,572,600-
***MASS TRANSIT FUND	7,042,535-	7,203,361-	1,101,603-	6,953,664-	6,936,932-

MASS TRANSIT FUND

OBJECT SUMMARY BY FUND 2010

	2008	2009	EXPEND.	2009	2010
	ACTUAL	REVISED	TO	ESTIMATED	ADOPTED
	EXPEND.	BUDGET	6/30/09	EXPEND.	BUDGET
<b>PERSONAL SERVICES</b>					
111 SALARIES-PERMANENT REGULAR	447,031	464,576	230,233	464,576	456,170
121 WAGES PERMANENT REGULAR	2,165,320	2,298,361	1,111,595	2,298,361	2,209,734
131 OVERTIME	228,899	204,948	84,526	204,948	140,668
132 TEMP/SEAS/L.T.E.	182,102	216,169	108,660	216,169	223,407
135 LONGEVITY	1,400	1,390	690	1,390	1,520
136 SHIFT DIFFERENTIAL	3,837	4,336	1,961	4,336	4,336
141 TOOL ALLOWANCE	3,600	3,600	1,800	3,600	3,600
142 CAR/CELL PHONE/MOTORCYCLE ALLW	1,080	1,080	540	1,080	1,080
144 EDUCATION REIMB ALLOWANCE		1,580		1,580	1,580
146 PRODUCTIVITY INCENTIVE	14,400	14,000	1,875	14,000	14,000
151 WRS/RETIREMENT	378,653	390,245	158,048	390,245	392,422
152 F.I.C.A.	187,657	199,060	95,244	199,060	189,511
155 HEALTH INSURANCE EXPENSE	895,407	1,075,200	551,040	1,075,200	1,058,400
156 GROUP LIFE INSURANCE	9,913	9,920	6,004	9,920	10,970
157 STATE UNEMPLOYMENT COMP	26,399	20,100	12,222	28,000	29,000
158 MEDICARE CONTRIBUTION	43,959	46,585	22,278	46,585	44,352
161 WORKMEN'S COMP MEDICAL SERVICE	199,966	75,000	24,306	75,000	75,000
165 DEATH/DISABILITY MONTHLY	56,593				
** TOTAL PERSONAL SERVICES	4,846,216	5,026,150	2,411,022	5,034,050	4,855,750
<b>CONTRACTUAL SERVICES</b>					
211 AUDITING SERVICES	16,065	16,900		16,900	17,745
216 MEDICAL EXAMS/VACCINATIONS/ETC	4,063	3,400	1,906	3,400	4,400
219 OTHER PROFESSIONAL SERVICES	25,433	19,280	10,925	17,000	8,280
221 ELECTRICAL	72,912	81,665	36,881	77,000	83,670
222 NATURAL GAS	50,430	57,000	38,759	53,000	59,070
223 STORM WATER UTILITY	7,948	6,800	4,140	8,800	8,900
224 WATER	19,596	6,550	4,098	8,400	8,550
225 TELE-LONG DISTANCE/LOCAL CALLS	1,552	1,900	1,024	1,900	2,000
227 TELEPHONE - EQUIPMENT/OTHER	3,143	4,000	1,443	3,100	3,820
231 COMMUNICATIONS EQUIPMENT	7,861	8,810	3,974	8,000	9,470
232 OFFICE EQUIPMENT	1,656	2,100	1,337	2,200	2,300
233 LICENSING/MAINT AGREEMENTS	5,633	5,600	2,436	5,600	5,820
235 EQUIPMENT REPAIRS/MAINT.	4,888	4,800	199	4,500	4,800
246 OTHER BLDG MAINTENANCE	40,268	40,750	30,882	47,200	39,000
248 OUTSIDE LIGHTING REPAIRS		200			200
249 OTHER GROUNDS MAINTENANCE	15,403	15,660	6,211	15,660	15,660
258 PURCHASED TRANSPORTATION-TRANS	178,183	204,000	76,814	204,000	204,000
261 MILEAGE	1,362	2,020	1,272	2,020	2,020
262 COMMERCIAL TRAVEL	1,374	1,400	822	1,400	1,400
263 MEALS & LODGING	2,811	4,300	2,917	4,300	4,300
264 REGISTRATION	815	1,200	194	900	900
271 STATE INS POLICY FIRE&EXT COV	5,571	5,850	15,078	14,920	15,660

MASS TRANSIT FUND

OBJECT SUMMARY BY FUND 2010

	2008	2009	EXPEND.	2009	2010
	ACTUAL	REVISED	TO	ESTIMATED	ADOPTED
	EXPEND.	BUDGET	6/30/09	EXPEND.	BUDGET
<b>CONTRACTUAL SERVICES</b>					
273 CVMIC LIABILITY	18,507	19,430	20,153	19,520	20,500
276 AUTO POLICY	291,794	315,968	339,047	287,552	332,407
277 BOILER INSURANCE	155	200		636	700
278 EXCESS W.C./W.C. PREMIUM	4,256	4,500	3,854	3,854	4,200
279 EMPLOYEE BLANKET BONDS-ETC	166	200		166	200
** TOTAL CONTRACTUAL SERVICES	781,845	834,483	604,366	811,928	859,972
<b>MATERIALS AND SUPPLIES</b>					
311 OFFICE SUPPLIES/PRINTING	4,917	20,800	6,269	12,600	18,400
316 COMPUTER SOFTWARE	3,226	270	53	253	260
317 SHOP SUPPLIES	13,345	13,600	6,591	13,600	13,750
322 SUBSCRIPTIONS & BOOKS		200			200
323 MEMBERSHIP DUES	5,195	5,400	5,240	5,240	5,400
327 ADV & PROMOTION-G & A TRANSIT	15,001		206	200	200
328 NONADVERT PUBLICATIONS-TRANSIT	136	500	76	500	500
341 VEHICLE FUEL CHARGE/OIL/ETC	802,160	749,900	205,867	444,100	578,850
342 CENTRAL GARAGE LABOR CHARGES	245	200		200	200
343 CENT.GARAGE-PARTS&MAT. CHARGES	107	100	29	100	100
344 OUTSIDE MATERIAL & LABOR	72,581	78,500	48,674	88,500	70,152
346 TIRES & TUBES-TRANSIT	55,874	52,793	17,913	52,793	55,383
347 PARTS PURCHASED-TRANSIT	194,342	174,750	143,131	237,000	233,000
361 SMALL TOOLS	915	1,300	482	650	1,000
367 CLOTHING & UNIFORM REPLACEMENT	12,173	17,630	5,147	17,630	17,630
369 OTHER NON CAPITAL EQUIPMENT	2,204	2,050		2,050	350
382 HOUSEKEEPING-JANITORIAL SUPPLI	316	1,700	692	1,700	1,700
387 EQUIPMENT CLEANING SUPPLIES	125	500		500	800
388 PHOTOGRAPHIC EQUIP & SUPPLIES		100		100	100
389 OTHER	1,883	1,600	543	2,200	2,400
** TOTAL MATERIALS AND SUPPLIES	1,184,745	1,121,893	440,913	879,916	1,000,375
<b>INSURED LOSSES</b>					
711 INSURED LOSSES-ACCIDENT CAUSED	8,890		5,572	6,935	
** TOTAL INSURED LOSSES	8,890		5,572	6,935	
<b>OTHER</b>					
911 DEPR UNMANNED PASSENGER SHELTE	111,904				
912 DEPR REVENUE VEHICLES	660,032				
914 DEPR OFFICE EQUIPMENT	774				
916 DEPR BLDGS & MAINTENANCE AREA	306,940				
917 DEPR LAND IMPROVEMENTS	7,626				
919 DEPR OTHER EQUIPMENT	140,094				
933 INDIRECT COST ALLOCATION	220,835	220,835		220,835	220,835
** TOTAL OTHER	1,448,205	220,835		220,835	220,835
***TOTAL MASS TRANSIT FUND	8,269,901	7,203,361	3,461,873	6,953,664	6,936,932

520 MASS TRANSIT FUND  
09 OTHER

1 MASS TRANSIT OPERATIONS

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
50101 OPERATIONS-OPERATORS-REG					
121 WAGES PERMANENT REGULAR	1,659,223	1,755,760	859,004	1,755,760	1,678,399
131 OVERTIME	206,173	170,240	74,569	170,240	116,160
132 TEMP/SEAS/L.T.E.	263				
135 LONGEVITY	30				
146 PRODUCTIVITY INCENTIVE	9,250	7,775	750	7,775	7,775
151 WRS/RETIREMENT	254,799	257,440	94,841	257,440	254,471
152 F.I.C.A.	115,229	119,900	57,658	119,900	111,752
155 HEALTH INSURANCE EXPENSE	603,559	783,345	390,600	783,345	766,545
156 GROUP LIFE INSURANCE	7,189	7,000	4,287	7,000	8,000
157 STATE UNEMPLOYMENT COMP	26,399	20,100	12,222	28,000	29,000
158 MEDICARE CONTRIBUTION	26,949	28,050	13,485	28,050	26,138
161 WORKMEN'S COMP MEDICAL SERVICE	199,966	75,000	24,306	75,000	75,000
165 DEATH/DISABILITY MONTHLY	56,593				
TOTAL PERSONAL SERVICES	3,165,622	3,224,610	1,531,722	3,232,510	3,073,240
216 MEDICAL EXAMS/VACCINATIONS/ETC	4,063	3,400	1,906	3,400	4,400
278 EXCESS W.C./W.C. PREMIUM	4,256	4,500	3,854	3,854	4,200
TOTAL CONTRACTUAL SERVICES	8,319	7,900	5,760	7,254	8,600
367 CLOTHING & UNIFORM REPLACEMENT	7,524	12,230	3,727	12,230	12,230
389 OTHER	374	200			300
TOTAL MATERIALS AND SUPPLIES	7,898	12,430	3,727	12,230	12,530
933 INDIRECT COST ALLOCATION	66,250	66,250		66,250	66,250
TOTAL OTHER	66,250	66,250		66,250	66,250
DIVISION TOTAL	3,248,089	3,311,190	1,541,209	3,318,244	3,160,620



520 MASS TRANSIT FUND  
09 OTHER

1 MASS TRANSIT OPERATIONS

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
50103 OPERATIONS-OPERATORS-TEMP					
132 TEMP/SEAS/L.T.E.	104,274	124,606	67,949	124,606	130,165
151 WRS/RETIREMENT	11,008	13,000	7,066	13,000	14,324
152 F.I.C.A.	6,465	7,730	4,213	7,730	8,073
158 MEDICARE CONTRIBUTION	1,512	1,810	985	1,810	1,897
TOTAL PERSONAL SERVICES	123,259	147,146	80,213	147,146	154,459
DIVISION TOTAL	123,259	147,146	80,213	147,146	154,459

520 MASS TRANSIT FUND  
09 OTHER

1 MASS TRANSIT OPERATIONS

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
50105 OPERATIONS-SUPV & DISPATCHING					
111 SALARIES-PERMANENT REGULAR	225,652	232,608	116,304	232,608	228,126
131 OVERTIME	2,236	3,338		3,338	3,338
132 TEMP/SEAS/L.T.E.	31,594	33,255	16,495	33,255	34,183
135 LONGEVITY	230	180	90	180	180
136 SHIFT DIFFERENTIAL	704	800	301	800	800
146 PRODUCTIVITY INCENTIVE	1,250	1,500	125	1,500	1,500
151 WRS/RETIREMENT	27,458	28,260	13,839	28,260	29,500
152 F.I.C.A.	16,062	16,850	8,250	16,850	16,627
155 HEALTH INSURANCE EXPENSE	61,120	61,121	33,600	61,121	61,121
156 GROUP LIFE INSURANCE	619	500	471	500	830
158 MEDICARE CONTRIBUTION	3,794	3,950	1,933	3,950	3,892
TOTAL PERSONAL SERVICES	370,719	382,362	191,408	382,362	380,097
261 MILEAGE		200		200	200
TOTAL CONTRACTUAL SERVICES		200		200	200
DIVISION TOTAL	370,719	382,562	191,408	382,562	380,297

## 520 MASS TRANSIT FUND

## 09 OTHER

## 1 MASS TRANSIT OPERATIONS

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
50106 OPERATIONS-MATERIALS & SUPPLIE					
235 EQUIPMENT REPAIRS/MAINT.	256				
TOTAL CONTRACTUAL SERVICES	256				
311 OFFICE SUPPLIES/PRINTING	3,618	11,600	4,724	9,000	11,600
341 VEHICLE FUEL CHARGE/OIL/ETC	795,175	743,000	204,390	440,000	574,550
346 TIRES & TUBES-TRANSIT	55,874	52,793	17,913	52,793	55,383
369 OTHER NON CAPITAL EQUIPMENT		350		350	350
389 OTHER	83		154	200	200
TOTAL MATERIALS AND SUPPLIES	854,750	807,743	227,181	502,343	642,083
DIVISION TOTAL	855,006	807,743	227,181	502,343	642,083

520 MASS TRANSIT FUND  
09 OTHER

1 MASS TRANSIT OPERATIONS

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
50107 DEPRECIATION EXPENSE					
911 DEPR UNMANNED PASSENGER SHELTE	111,904	_____	_____	_____	_____
912 DEPR REVENUE VEHICLES	627,331	_____	_____	_____	_____
914 DEPR OFFICE EQUIPMENT	107	_____	_____	_____	_____
917 DEPR LAND IMPROVEMENTS	7,626	_____	_____	_____	_____
919 DEPR OTHER EQUIPMENT	5,365	_____	_____	_____	_____
TOTAL OTHER	752,333	_____	_____	_____	_____
DIVISION TOTAL	752,333	_____	_____	_____	_____

520 MASS TRANSIT FUND  
09 OTHER

2 MASS TRANSIT-MAINTENANCE

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
50201 TRANSIT GARAGE-MAINTENANCE					
111 SALARIES-PERMANENT REGULAR	63,120	65,016	32,508	65,016	63,763
121 WAGES PERMANENT REGULAR	414,020	425,714	208,585	425,714	418,735
131 OVERTIME	7,330	18,858	3,342	18,858	18,858
132 TEMP/SEAS/L.T.E.	19,560	25,600	10,644	25,600	26,363
135 LONGEVITY	840	910	450	910	1,040
136 SHIFT DIFFERENTIAL	3,133	3,536	1,660	3,536	3,536
141 TOOL ALLOWANCE	3,000	3,000	1,500	3,000	3,000
146 PRODUCTIVITY INCENTIVE	3,125	3,750	875	3,750	3,750
151 WRS/RETIREMENT	54,423	56,825	27,041	56,825	59,305
152 F.I.C.A.	31,847	33,880	16,090	33,880	33,425
155 HEALTH INSURANCE EXPENSE	152,800	152,804	84,000	152,804	152,804
156 GROUP LIFE INSURANCE	1,097	1,200	648	1,200	1,250
158 MEDICARE CONTRIBUTION	7,482	7,925	3,763	7,925	7,820
TOTAL PERSONAL SERVICES	761,777	799,018	391,106	799,018	793,649
219 OTHER PROFESSIONAL SERVICES	180	280			280
231 COMMUNICATIONS EQUIPMENT	7,831	8,740	3,974	8,000	9,400
233 LICENSING/MAINT AGREEMENTS	3,829	3,800	1,708	3,800	4,020
235 EQUIPMENT REPAIRS/MAINT.	4,632	4,800	199	4,500	4,800
246 OTHER BLDG MAINTENANCE		10,250	10,250	10,700	
261 MILEAGE	120	120		120	120
263 MEALS & LODGING	72	300		300	300
264 REGISTRATION	200	200	99	200	200
276 AUTO POLICY	33,344	35,687	33,481	33,481	55,920
TOTAL CONTRACTUAL SERVICES	50,208	64,177	49,711	61,101	75,040
316 COMPUTER SOFTWARE	3,173	200		200	200
317 SHOP SUPPLIES	12,700	13,000	6,346	13,000	13,000
341 VEHICLE FUEL CHARGE/OIL/ETC	6,985	6,600	1,477	3,800	4,000
342 CENTRAL GARAGE LABOR CHARGES	245	200		200	200
343 CENT.GARAGE-PARTS&MAT. CHARGES	107	100	29	100	100
344 OUTSIDE MATERIAL & LABOR	66,085	72,000	42,783	82,000	65,000
347 PARTS PURCHASED-TRANSIT	201,768	157,750	133,783	220,000	216,000
361 SMALL TOOLS	915	1,000	450	450	1,000
367 CLOTHING & UNIFORM REPLACEMENT	4,649	5,400	1,420	5,400	5,400
369 OTHER NON CAPITAL EQUIPMENT	2,204	1,200		1,200	
382 HOUSEKEEPING-JANITORIAL SUPPLI	316	1,700	692	1,700	1,700
387 EQUIPMENT CLEANING SUPPLIES	125	500		500	800
389 OTHER	1,148	1,200	389	1,800	1,900
TOTAL MATERIALS AND SUPPLIES	300,420	260,850	187,369	330,350	309,300

520 MASS TRANSIT FUND  
09 OTHER

2 MASS TRANSIT-MAINTENANCE

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
711 INSURED LOSSES-ACCIDENT CAUSED	6,390	_____	6,935	6,935	_____
TOTAL INSURED LOSSES	6,390	_____	6,935	6,935	_____
914 DEPR OFFICE EQUIPMENT	587	_____	_____	_____	_____
916 DEPR BLDGS & MAINTENANCE AREA	274,749	_____	_____	_____	_____
919 DEPR OTHER EQUIPMENT	12,984	_____	_____	_____	_____
933 INDIRECT COST ALLOCATION	33,125	33,125	_____	33,125	33,125
TOTAL OTHER	321,445	33,125	_____	33,125	33,125
DIVISION TOTAL	1,440,240	1,157,170	635,121	1,230,529	1,211,114

520 MASS TRANSIT FUND  
09 OTHER

2 MASS TRANSIT-MAINTENANCE

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
50202 MAINT-NON-TRANSPORTATION					
132 TEMP/SEAS/L.T.E.	19,676	17,612	13,125	17,612	18,144
151 WRS/RETIREMENT	2,084	1,840	1,365	1,840	2,000
152 F.I.C.A.	1,220	1,100	814	1,100	1,130
158 MEDICARE CONTRIBUTION	285	260	190	260	270
TOTAL PERSONAL SERVICES	23,265	20,812	15,494	20,812	21,544
246 OTHER BLDG MAINTENANCE	27,514	18,000	12,848	24,000	25,000
248 OUTSIDE LIGHTING REPAIRS		200			200
249 OTHER GROUNDS MAINTENANCE	15,110	14,860	5,588	14,860	14,860
TOTAL CONTRACTUAL SERVICES	42,624	33,060	18,436	38,860	40,060
711 INSURED LOSSES-ACCIDENT CAUSED	2,500				
TOTAL INSURED LOSSES	2,500				
DIVISION TOTAL	68,389	53,872	33,930	59,672	61,604

520 MASS TRANSIT FUND  
09 OTHER

3 MASS TRANSIT-ADMINISTRATION

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
50301 TRANSIT ADMINISTRATION					
111 SALARIES-PERMANENT REGULAR	158,259	166,952	81,421	166,952	164,281
135 LONGEVITY	300	300	150	300	300
142 CAR/CELL PHONE/MOTORCYCLE ALLW	1,080	1,080	540	1,080	1,080
144 EDUCATION REIMB ALLOWANCE		1,580		1,580	1,580
146 PRODUCTIVITY INCENTIVE	775	975	125	975	975
151 WRS/RETIREMENT	17,003	17,780	8,553	17,780	18,506
152 F.I.C.A.	9,887	10,600	5,036	10,600	10,434
155 HEALTH INSURANCE EXPENSE	39,728	39,729	21,840	39,729	39,729
156 GROUP LIFE INSURANCE	934	1,000	568	1,000	700
158 MEDICARE CONTRIBUTION	2,312	2,480	1,178	2,480	2,441
TOTAL PERSONAL SERVICES	230,278	242,476	119,411	242,476	240,026
211 AUDITING SERVICES	16,065	16,900		16,900	17,745
219 OTHER PROFESSIONAL SERVICES	25,253	17,000	10,925	17,000	8,000
221 ELECTRICAL	48,646	53,000	23,516	50,000	55,650
222 NATURAL GAS	45,362	48,000	34,007	46,000	50,400
223 STORM WATER UTILITY	7,948	6,800	4,140	8,800	8,900
224 WATER	19,448	6,000	4,098	8,000	8,000
225 TELE-LONG DISTANCE/LOCAL CALLS	1,552	1,900	1,024	1,900	2,000
227 TELEPHONE - EQUIPMENT/OTHER	2,454	3,200	1,106	2,300	3,000
232 OFFICE EQUIPMENT	1,656	2,100	1,337	2,200	2,300
233 LICENSING/MAINT AGREEMENTS	1,804	1,800	728	1,800	1,800
258 PURCHASED TRANSPORTATION-TRANS	178,183	204,000	76,814	204,000	204,000
261 MILEAGE	1,242	1,700	1,272	1,700	1,700
262 COMMERCIAL TRAVEL	1,374	1,400	822	1,400	1,400
263 MEALS & LODGING	2,739	4,000	2,917	4,000	4,000
264 REGISTRATION	615	1,000	95	700	700
271 STATE INS POLICY FIRE&EXT COV	5,571	5,850	15,078	14,920	15,660
273 CVMIC LIABILITY	18,507	19,430	20,153	19,520	20,500
276 AUTO POLICY	222,379	239,281	269,495	218,000	236,787
277 BOILER INSURANCE	155	200		636	700
279 EMPLOYEE BLANKET BONDS-ETC	166	200		166	200
TOTAL CONTRACTUAL SERVICES	601,119	633,761	467,527	619,942	643,442
311 OFFICE SUPPLIES/PRINTING	960	1,500	1,545	2,000	1,800
316 COMPUTER SOFTWARE	53	70	53	53	60
322 SUBSCRIPTIONS & BOOKS		200			200
323 MEMBERSHIP DUES	5,195	5,400	5,240	5,240	5,400
327 ADV & PROMOTION-G & A TRANSIT	15,001		206	200	200
328 NONADVERT PUBLICATIONS-TRANSIT	136	500	76	500	500



520 MASS TRANSIT FUND  
09 OTHER

3 MASS TRANSIT-ADMINISTRATION

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
388 PHOTOGRAPHIC EQUIP & SUPPLIES		100		100	100
TOTAL MATERIALS AND SUPPLIES	<u>21,345</u>	<u>7,770</u>	<u>7,120</u>	<u>8,093</u>	<u>8,260</u>
914 DEPR OFFICE EQUIPMENT	80	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
919 DEPR OTHER EQUIPMENT	809	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
933 INDIRECT COST ALLOCATION	121,460	<u>121,460</u>	<u>          </u>	<u>121,460</u>	<u>121,460</u>
TOTAL OTHER	122,349	<u>121,460</u>	<u>          </u>	<u>121,460</u>	<u>121,460</u>
DEPARTMENT TOTAL	975,091	1,005,467	594,058	991,971	1,013,188

520 MASS TRANSIT FUND  
09 OTHER

4 STREET CARS

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
50401 STREET CARS SYSTEM					
121 WAGES PERMANENT REGULAR	50,281	66,675	21,533	66,675	62,388
131 OVERTIME	9,125	4,800	4,477	4,800	1,800
132 TEMP/SEAS/L.T.E.	1,563	15,096	447	15,096	14,552
151 WRS/RETIREMENT	6,457	9,010	2,752	9,010	8,668
152 F.I.C.A.	3,776	5,370	1,639	5,370	4,886
155 HEALTH INSURANCE EXPENSE	22,920	22,921	8,400	22,921	22,921
156 GROUP LIFE INSURANCE	74	110	30	110	80
158 MEDICARE CONTRIBUTION	883	1,260	383	1,260	1,149
TOTAL PERSONAL SERVICES	95,079	125,242	39,661	125,242	116,444
219 OTHER PROFESSIONAL SERVICES		2,000			
221 ELECTRICAL	24,266	28,665	13,365	27,000	28,020
222 NATURAL GAS	5,068	9,000	4,752	7,000	8,670
224 WATER	148	550		400	550
227 TELEPHONE - EQUIPMENT/OTHER	689	800	337	800	820
231 COMMUNICATIONS EQUIPMENT	30	70			70
246 OTHER BLDG MAINTENANCE	12,754	12,500	7,784	12,500	14,000
249 OTHER GROUNDS MAINTENANCE	293	800	623	800	800
276 AUTO POLICY	36,071	41,000	36,071	36,071	39,700
TOTAL CONTRACTUAL SERVICES	79,319	95,385	62,932	84,571	92,630
311 OFFICE SUPPLIES/PRINTING	339	7,700		1,600	5,000
317 SHOP SUPPLIES	645	600	245	600	750
341 VEHICLE FUEL CHARGE/OIL/ETC		300		300	300
344 OUTSIDE MATERIAL & LABOR	6,496	6,500	5,891	6,500	5,152
347 PARTS PURCHASED-TRANSIT	7,426	17,000	9,348	17,000	17,000
361 SMALL TOOLS		300	32	200	
369 OTHER NON CAPITAL EQUIPMENT		500		500	
389 OTHER	278	200		200	
TOTAL MATERIALS AND SUPPLIES	332	33,100	15,516	26,900	28,202
711 INSURED LOSSES-ACCIDENT CAUSED			1,363-		
TOTAL INSURED LOSSES			1,363-		
DIVISION TOTAL	174,730	253,727	116,746	236,713	237,276

520 MASS TRANSIT FUND  
09 OTHER

4 STREET CARS

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
50402 DEPRECIATION EXPENSE					
912 DEPR REVENUE VEHICLES	32,701	_____	_____	_____	_____
916 DEPR BLDGS & MAINTENANCE AREA	32,191	_____	_____	_____	_____
919 DEPR OTHER EQUIPMENT	120,936	_____	_____	_____	_____
TOTAL OTHER	185,828	_____	_____	_____	_____
DIVISION TOTAL	185,828	_____	_____	_____	_____

520 MASS TRANSIT FUND  
09 OTHER

4 STREET CARS

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
50403 STREET CAR MAINTENANCE					
121 WAGES PERMANENT REGULAR	41,796	50,212	22,473	50,212	50,212
131 OVERTIME	4,035	7,712	2,138	7,712	512
132 TEMP/SEAS/L.T.E.	5,172				
141 TOOL ALLOWANCE	600	600	300	600	600
151 WRS/RETIREMENT	5,421	6,090	2,591	6,090	5,648
152 F.I.C.A.	3,171	3,630	1,544	3,630	3,184
155 HEALTH INSURANCE EXPENSE	15,280	15,280	12,600	15,280	15,280
156 GROUP LIFE INSURANCE		110		110	110
158 MEDICARE CONTRIBUTION	742	850	361	850	745
TOTAL PERSONAL SERVICES	76,217	84,484	42,007	84,484	76,291
DIVISION TOTAL	76,217	84,484	42,007	84,484	76,291
FUND TOTAL	8,269,901	7,203,361	3,461,873	6,953,664	6,936,932

## AIRPORT

The Airport provides the administrative, technical, and supervisory support necessary to ensure an efficient, well maintained, and safe operation of the Kenosha Regional Airport. The Department manages the development, leasing, and maintenance of all airport properties.

The Department provides a modern airport facility offering a variety of services required by airport users. An important part of the Airport's mission is to support local area economic development through the services available at the Airport. It is also a designated reliever airport for corporate, freight, and general aviation activity in the Chicago to Milwaukee corridor.

### ***Responsibilities/Activities***

The Airport is currently home to (10) ten aviation service businesses, three flight schools including helicopter, and several corporate flight departments. The Airport is also home to over 250 based aircraft, more than any other airport in Wisconsin.

	2008 Actual	2009 Estimated	2010 Estimated
Hangar leases managed and enforced	50	50	50
Fuel flowage fees (gallons)	1,040,473	802,000	850,000
Aircraft Operations	56,649	58,000	59,000

### ***Authorized Full-Time Positions***

	2008	2009	Adopted 2010
Airport Director	1	1	1
Supervisor of Operations - Airport	1	1	1
Airport Maintenance Technician	2	2	2
Total Airport	4	4	4

AIRPORT FUND  
 NON-GOVERNMENTAL GRANTS  
 NON-GOVERNMENTAL GRANTS

2010 GENERAL FUND OPERATING BUDGET - REVENUES

	2008 ACTUAL REVENUES	2009 BUDGETED REVENUES	2009 ACTUAL RECEIVED 06/30/09	2009 ESTIMATED REVENUES	2010 ADOPTED BUDGETED REVENUES
COMMERCIAL REVENUES					
47107 RENTAL OF PROPERTY-OTHER			3,150-		
**COMMERCIAL REVENUES			3,150-		
AIRPORT REVENUES					
47201 LEASE - FARM LAND	5,968-	5,968-		3,760-	3,760-
47203 9400-10-20 KENEVAN	8,933-	9,188-	9,188-	9,188-	9,188-
47204 10310 DRAUPNIR SERVICES, LLC	3,605-	7,209-	7,209-	7,209-	7,209-
47206 4940 88 AVE G.T.C.	6,000-	6,000-	6,000-	6,000-	6,000-
47207 10290 HANGAR 3000 LLC	4,594-	4,725-	4,725-	4,725-	4,725-
47209 9516 BIRDS ROOST	2,577-	2,650-	2,650-	2,651-	2,651-
47210 9770 D&J	3,500-	3,600-	3,600-	3,600-	3,600-
47211 9890 BEARDSLEY	2,066-	2,125-	2,125-	2,126-	2,126-
47212 9820 SZENDROI	5,251-	4,520-			
47213 9910 KENOSHA JET CTR	9,115-	9,375-	9,375-	9,376-	9,376-
47214 9940 FRANK ALLSEITS CORP.	4,620-	4,752-	4,752-	4,752-	4,752-
47215 FUEL FARM-FRANK ALLSEITS CORP.			1,500-	2,000-	2,000-
47216 FUEL FLOW-FRANK ALLSEITS CORP.	1,436-	2,000-	1,438-	2,000-	2,000-
47217 9604-08 MANGELSDORF	555-				
47218 10030 ERICSON	3,458-	3,557-	3,557-	3,557-	3,557-
47219 10010 KENO T-HANGAR	3,458-	3,557-	3,557-	3,557-	3,557-
47220 10070 HANGAR FIFTEEN	3,458-	3,557-	3,557-	3,557-	3,557-
47221 10050 HANGAR EIGHTEEN	3,458-	3,557-	3,557-	3,557-	3,557-
47222 10090-10110 HANGAR 90	6,916-	7,114-	7,114-	7,114-	7,114-
47223 9390 PARTNERSHIP LLC	2,673-	2,749-	2,749-	2,749-	2,749-
47224 INDIVIDUAL TIE-DOWN RENTAL	94-				
47225 10150 HANGAR 51	3,868-	3,978-	3,978-	3,978-	3,978-
47226 9522 SEACORD	3,082-	3,171-	3,171-	3,171-	3,171-
47227 10130 HANGAR 30	3,458-	3,557-	3,557-	3,557-	3,557-
47228 9830 RAFFEL	1,750-	1,800-	1,800-	1,800-	1,800-
47230 FUEL FARM KENO JET CTR	4,000-	4,000-	3,000-	4,000-	4,000-
47231 KENO AERO FUEL FARM FEE	2,000-	2,000-	1,500-	2,000-	2,000-
47232 KENO JET - FUEL FLOWAGE	23,789-	25,000-	7,211-	24,000-	24,000-
47233 HANGAR 4000 LLC (JEROLD JACKS)	3,833-	3,942-	3,942-	3,942-	3,942-
47234 10270 HANGAR 5000	4,585-	4,716-	4,716-	4,716-	4,716-
47235 9870 AVIATION PLUS	2,573-	2,646-	2,646-	2,646-	2,646-
47239 9604-08 SMERNOFF	588-	1,175-	1,175-	1,176-	1,176-
47241 10190 SECURITY	3,458-	3,557-	3,557-	3,557-	3,557-
47243 9820 ACME AIR VENTURE	1,130-	4,521-	4,521-	4,521-	4,521-
47244 10210 HANGAR 2000 NORTH	3,458-	3,557-	3,557-	3,557-	3,557-
47245 10230 EXEC AIRCRFT	3,458-	3,557-	3,557-	3,557-	3,557-
47246 10170 SECURITY HANGARS	3,458-	3,557-	3,557-	3,557-	3,557-
47248 9840 OCKER/CUMMINGS	2,188-	2,250-	2,250-	2,250-	2,250-
47252 9894 FUEL FLOWAGE FEES	35,248-	32,000-	11,337-	34,000-	35,000-
47253 9894 PROP. LLC/LAND LEASE	9,887-	10,170-	10,170-	10,170-	10,170-
47254 9894 PROP/FUEL FARM FACILITY	6,000-	6,000-	3,000-	6,000-	6,000-
47255 9850 BAKENG DEUCE	2,188-	2,250-	2,250-	2,250-	2,250-

AIRPORT FUND  
NON-GOVERNMENTAL GRANTS  
NON-GOVERNMENTAL GRANTS

2010 GENERAL FUND OPERATING BUDGET - REVENUES

	2008 ACTUAL REVENUES	2009 BUDGETED REVENUES	2009 ACTUAL RECEIVED 06/30/09	2009 ESTIMATED REVENUES	2010 ADOPTED BUDGETED REVENUES
<b>AIRPORT REVENUES</b>					
47256 9530 SOUTHPORT HANGER CONDO	5,394-	5,549-	5,549-	5,549-	5,549-
47258 9846 ERIC WOELBING	2,520-	2,592-	2,592-	2,592-	2,592-
47260 RAMP FEES	7,084-	2,576-	2,411-	2,576-	2,576-
47262 9952 AMPHIB	5,180-	5,328-	5,328-	5,328-	5,328-
47265 9962 ZENO AIRE	14,486-	14,900-	14,900-	14,900-	14,900-
47266 ZENO FUEL FLOW	16,311-	21,000-	4,139-	15,000-	10,000-
47267 ZENO FUEL TANK FEE	4,000-	4,000-	3,000-	4,000-	4,000-
47270 10460 SSR PROPERTIES	4,445-	4,572-	4,572-	4,572-	4,572-
47274 9950 BURTON BUCHER	3,780-	3,888-	3,888-	3,888-	3,888-
47277 10430 RKJ ENTERPRISES	3,942-	4,050-	4,050-	4,050-	4,050-
47278 10440-CAPITAL 1ST AVIATION	4,305-	4,428-	4,428-	4,428-	4,428-
47280 9960-WM KNAUZ TRUST	4,721-	4,845-	4,845-	4,845-	4,845-
47282 10400 RCF INVESTMENT INC	3,404-				
47284 9904-JOHN S. SWIFT CO	2,454-	2,525-	2,525-	2,525-	2,525-
47285 10420-IAN J.A.SCOTT INS TRUST	2,651-	2,727-	2,727-	2,727-	2,727-
47286 10450-PARRISH PROPERTIES XI	4,305-	4,428-	4,428-	4,428-	4,428-
47288 9880-CASPER AVIATION	2,363-	2,430-	2,430-	2,430-	2,430-
47291 MITCH AND CHRIS LLC - 9500	6,092-	6,267-	6,267-	6,267-	6,267-
47293 NEW CINGULAR WIRELESS PSC LLC	15,000-	15,000-	7,500-	15,000-	15,000-
47294 10330 ROBERT COOK TRUST	5,040-	5,184-	5,184-	5,184-	5,184-
47295 10320 WOELBING	4,174-	4,293-	4,293-	4,293-	4,293-
47296 9612 - SUNSTAR AERO SERVICES	7,150-	7,354-	7,354-	7,355-	7,355-
47298 KENOSHA HANGAR LLC	5,608-	5,608-	5,608-	5,608-	5,608-
**AIRPORT REVENUES	340,143-	347,151-	269,123-	337,428-	333,428-
<b>SALE OF FIXED ASSETS</b>					
47706 SALE F.A.-OTHER-NONTAXABLE	135-		105-	105-	
47711 SALE OF LAND			93,750-	93,750-	
**SALE OF FIXED ASSETS	135-		93,855-	93,855-	
<b>INTEREST INCOME</b>					
48108 INTEREST ON ACCOUNTS REC.	187-		661-	1,445-	
**INTEREST INCOME	187-		661-	1,445-	
<b>MISCELLANEOUS REVENUES</b>					
49111 MISCELLANEOUS			1,980-	2,030-	
49115 MOTOR FUEL TAX REFUND	1,356-		356-	356-	
**MISCELLANEOUS REVENUES	1,356-		2,336-	2,386-	
<b>OTHER FINANCING PROCEEDS</b>					
49811 OPERATING ASSISTANCE-GEN FUND	466,728-	427,610-		340,575-	456,054-
**OTHER FINANCING PROCEEDS	466,728-	427,610-		340,575-	456,054-
****AIRPORT FUND	808,549-	774,761-	369,125-	775,689-	789,482-

## 521 AIRPORT FUND

## 09 OTHER

## 1 AIRPORT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
50101 AIRPORT					
111 SALARIES-PERMANENT REGULAR	137,737	138,540	69,270	138,540	141,408
121 WAGES PERMANENT REGULAR	69,627	47,175	20,786	47,175	47,175
131 OVERTIME	34,223	9,106	22,543	22,550	9,106
132 TEMP/SEAS/L.T.E.	89,964	115,654	61,690	101,000	115,285
135 LONGEVITY	405	420	210	420	420
146 PRODUCTIVITY INCENTIVE	875	1,500	250	875	1,500
151 WRS/RETIREMENT	32,866	32,492	17,114	32,300	34,640
152 F.I.C.A.	20,489	19,373	10,201	19,260	19,535
155 HEALTH INSURANCE EXPENSE	61,120	50,400	25,200	50,400	50,400
156 GROUP LIFE INSURANCE	733	925	364	675	700
158 MEDICARE CONTRIBUTION	4,827	4,534	2,534	4,510	4,575
TOTAL PERSONAL SERVICES	452,866	420,119	230,162	417,705	424,744
219 OTHER PROFESSIONAL SERVICES	3,680	3,500	1,071	3,500	1,937
221 ELECTRICAL	37,086	42,000	21,231	40,000	42,000
222 NATURAL GAS	16,894	18,000	16,217	19,000	20,000
223 STORM WATER UTILITY	98,739	118,605	61,102	120,805	120,805
224 WATER	3,579	3,800	1,791	3,800	3,800
225 TELE-LONG DISTANCE/LOCAL CALLS	1,773	2,200	788	2,000	2,200
227 TELEPHONE - EQUIPMENT/OTHER	1,416	1,450	1,124	1,700	1,450
231 COMMUNICATIONS EQUIPMENT	43				300
232 OFFICE EQUIPMENT	433	650	176	550	650
241 HEATING & AIR CONDITIONING	7,736	4,000	857	4,000	4,000
242 ELEVATOR	1,358	2,200	219	1,800	2,200
243 CLEANING CONTRACT-BLDG	575	600		600	600
246 OTHER BLDG MAINTENANCE	6,868	6,250	1,834	6,250	6,350
248 OUTSIDE LIGHTING REPAIRS	2,323	4,000		2,000	4,000
249 OTHER GROUNDS MAINTENANCE	3,166	3,800	1,049	3,800	3,800
261 MILEAGE	840	1,700	505	1,000	1,700
263 MEALS & LODGING	52	500	269	500	500
264 REGISTRATION	95	350	95	350	120
271 STATE INS POLICY FIRE&EXT COV	3,720	3,835	3,887	3,887	3,835
273 CVMIC LIABILITY	1,773	1,900	2,051	2,051	2,051
275 AVIATION LIABILITY	10,873	10,500	10,329	10,329	10,500
276 AUTO POLICY	717	825	843	843	850
277 BOILER INSURANCE	78	85		85	85
278 EXCESS W.C./W.C. PREMIUM	350	365	317	317	365
279 EMPLOYEE BLANKET BONDS-ETC	24	25		25	25
282 EQUIPMENT RENTAL	11,280	16,710	13,887	16,710	13,000
TOTAL CONTRACTUAL SERVICES	215,471	247,850	139,642	245,902	247,123



521 AIRPORT FUND  
09 OTHER

1 AIRPORT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
311 OFFICE SUPPLIES/PRINTING	830	750	438	750	750
322 SUBSCRIPTIONS & BOOKS	325	67	18	67	
323 MEMBERSHIP DUES	414	710	225	500	710
341 VEHICLE FUEL CHARGE/OIL/ETC	30,022	21,125	7,658	21,125	17,605
342 CENTRAL GARAGE LABOR CHARGES	31,745	4,000	6,708	9,200	11,000
343 CENT.GARAGE-PARTS&MAT. CHARGES	34,078	6,000	3,912	6,000	6,000
344 OUTSIDE MATERIAL & LABOR	14,192	9,790	6,015	9,790	12,000
351 ROAD SALT	6,993	7,500	7,053	7,500	12,000
353 HORTICULTURAL SUPP-FERT ETC	1,550	2,000	1,324	2,350	2,500
355 CEMENT ASPHALT&CRACKFILL		300			300
357 BUILDING MATERIALS	195	400	445	450	500
361 SMALL TOOLS	430	600	558	600	600
367 CLOTHING & UNIFORM REPLACEMENT		750	490	750	750
369 OTHER NON CAPITAL EQUIPMENT	1,320				
371 PAVEMENT MARKINGS	1,715	3,000	2,477	3,000	3,000
372 TRAFFIC SIGNS & HARDWARE	507	700	679	700	700
375 ELECTRICAL SUPL TRAF&ST LHTG	5,955	7,000	2,874	6,000	7,000
382 HOUSEKEEPING-JANITORIAL SUPPLI	1,892	1,700	1,198	1,700	1,700
385 BATTERIES	276	400	468	600	500
TOTAL MATERIALS AND SUPPLIES	132,439	66,792	42,540	71,082	77,615
421 ACCOUNTS RECEIVABLE	7,304				
TOTAL CLAIMS & LOSSES	7,304				
512 PORTABLE RECEIVER TRANSMITTERS	10,537	3,084	2,930	2,930	
562 PICK-UP TRUCKS		19,600			47,500
576 MOWERS		21,238	18,819	18,819	
579 OTHER MISC EQUIPMENT		18,832		17,936	
TOTAL CAPITAL OUTLAY-PURCHASE	10,537	62,754	21,749	39,685	47,500
713 INSURED LOSSES-OTHER CAUSES	3,429				
TOTAL INSURED LOSSES	3,429				
916 DEPR BLDGS & MAINTENANCE AREA	34,281	34,281		32,285	32,285
917 DEPR LAND IMPROVEMENTS	649,320	648,815		649,320	649,320
919 DEPR OTHER EQUIPMENT	15,090	15,090		15,090	15,090
920 DEPR CONTRA CONTRIBUTED CAP	671,631-	673,356-		671,650-	671,650-
933 INDIRECT COST ALLOCATION	38,961	40,000		40,000	40,000
TOTAL OTHER	66,021	64,830		65,045	65,045
DEPARTMENT TOTAL	888,067	862,345	434,093	839,419	862,027

## PARKS – WASHINGTON PARK GOLF COURSE

The Parks Division functions to provide affordable recreational opportunities for the community's golf enthusiasts.

### **Responsibilities/Activities**

Under the direction of the Golf Course Supervisor, the facility is staffed entirely with seasonal employees on a seven day per week operation (March through December).

Major Tournaments held include the Men's, Ladies' City Open and Junior City Opens. Additional tournaments would include 2 and 4 person scrambles throughout the year. There are several leagues that play at the course which include: a Senior League; Ladies Leagues on Wednesday and Thursday; Kenosha Unified School District; Tavern; Mount Zion (2); City Employees; Danish Brotherhood; Finney's; and Bane Nelson.

Among the Parks Division's objectives are fairway and sand trap improvements, as well as tree removal.

	2008 Actual	2009 Estimated	2010 Estimated
Total Golfers	27,000	27,000	28,000
Number of Tournaments	13	14	14

### **Authorized Full-Time Positions**

	<u>2008</u>	<u>2009</u>	Adopted <u>2010</u>
Golf Course Supervisor (1)	0.5	0.5	0.5
Total Golf Course	<u>0.5</u>	<u>0.5</u>	<u>0.5</u>

*(1) Position is budgeted 50% Golf Course,; 50% Park Division*

GOLF COURSE  
PUBLIC CHARGES FOR SERVICES  
PUBLIC CHARGES FOR SERVICES

2010 GENERAL FUND OPERATING BUDGET - REVENUES

	2008 ACTUAL REVENUES	2009 BUDGETED REVENUES	2009 ACTUAL RECEIVED 06/30/09	2009 ESTIMATED REVENUES	2010 ADOPTED BUDGETED REVENUES
<b>PARKS DEPARTMENT</b>					
46551 GOLF COURSE FEES-ADULT MON-FRI	38,307-	47,500-	20,662-	47,000-	47,500-
46552 GOLF COURSE FEES-CHILD W/PASS	1,892-	2,000-	56-	2,000-	2,000-
46553 GOLF COURSE SEASON PASS-SENIOR	5,650-	4,600-	4,525-	4,800-	4,600-
46554 GOLF EQUIPMENT RENTAL FEES	2,163-	2,000-	1,026-	2,100-	2,100-
46555 SALE OF GOLF EQUIPMENT	3,524-	2,800-	1,480-	3,000-	3,000-
46556 CONCESSIONS-GOLF COURSE	23,415-	23,500-	7,753-	23,000-	23,000-
46557 GOLF COURSE FEES SENIOR W/PASS	33,573-	26,500-	11,394-	28,000-	29,500-
46558 GLF COUR FEES-ADULT-WKEND-HOL	46,799-	49,000-	19,597-	48,000-	48,500-
46559 GLF COUR FEES-CHILD-W/O PASS	7,379-	7,000-	2,818-	7,000-	7,000-
46560 GLF COUR FEES SR-W/O PASS	8,687-	9,000-	2,940-	8,500-	8,500-
46561 GLF COUR SEASON PASS-JUNIOR	150-	125-	100-	150-	150-
46562 GREEN FEE TICKET-TEN PUNCH	6,690-	6,500-	3,325-	6,900-	7,000-
46564 GOLF CART RENTAL FEES-ADULT	40,251-	36,000-	13,490-	33,200-	34,000-
46566 GLF CART RENT-SENIORS-WEEKDAYS	21,038-	16,000-	6,504-	17,500-	17,500-
46567 ADV-TEE SIGNS & FLOWER BEDS	1,800-	1,800-	1,500-	1,632-	1,600-
46568 CITY EMPLOYEE W/SEASON PASS	1,809-	1,700-	917-	2,270-	2,200-
46569 CITY EMPLOYEE SEASON PASS SALES	660-	660-	600-	690-	690-
46570 GOLF COURSE FEES - FALL RATE		15,500-		15,500-	15,500-
46571 GOLF CART FEES - FALL RATE	1,365-	5,700-		5,700-	5,700-
46572 GAS CAR-10 PUNCH TICKET	480-	200-		130-	130-
46573 GREEN FEE-SUNRISE	33,026-	15,000-	6,841-	16,000-	16,000-
46598 SALES TAX-CONTRA REVENUE	13,645	12,000		12,000	12,000
**PARKS DEPARTMENT	265,013-	261,085-	105,528-	261,072-	264,170-
<b>COMMERCIAL REVENUES</b>					
47198 CELL TOWER LEASE	20,744-	21,000-	10,475-	21,000-	21,000-
**COMMERCIAL REVENUES	20,744-	21,000-	10,475-	21,000-	21,000-
<b>INTEREST INCOME</b>					
48101 INTEREST ON INVESTMENTS	4,123-	3,400-	251-	300-	300-
**INTEREST INCOME	4,123-	3,400-	251-	300-	300-
<b>MISCELLANEOUS REVENUES</b>					
49107 RESTITUTION-CIRCUIT COURT			250-		
49117 CASH OVERAGE & SHORTAGE	1-				
**MISCELLANEOUS REVENUES	1-		250-		
<b>FUND BALANCE TRANSFERS</b>					
49999 TRANSFER FROM WORKING CAPITAL				17,361-	19,708-
**FUND BALANCE TRANSFERS				17,361-	19,708-
***GOLF COURSE	289,881-	285,485-	116,504-	299,733-	305,178-

524 GOLF COURSE  
05 CULTURE & RECREATION

1 GOLF COURSE

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
50101 GOLF COURSE					
111 SALARIES-PERMANENT REGULAR	30,972	31,962	15,981	31,962	31,962
121 WAGES PERMANENT REGULAR	846		23	23	
131 OVERTIME	4,649	9,237	1,840	9,237	9,237
132 TEMP/SEAS/L.T.E.	66,811	74,695	26,708	74,695	71,738
135 LONGEVITY	150	150	75	150	150
136 SHIFT DIFFERENTIAL	14				
146 PRODUCTIVITY INCENTIVE	125	185	63	185	185
151 WRS/RETIREMENT	9,742	9,770	4,322	9,770	10,015
152 F.I.C.A.	5,714	5,825	2,577	5,825	5,640
155 HEALTH INSURANCE EXPENSE	7,640	8,400	4,200	8,400	8,400
158 MEDICARE CONTRIBUTION	1,502	1,690	649	1,690	1,645
TOTAL PERSONAL SERVICES	128,165	141,914	56,438	141,937	138,972
219 OTHER PROFESSIONAL SERVICES	15,504	15,000	1,583	15,000	15,000
221 ELECTRICAL	4,974	5,400	1,314	5,400	5,500
222 NATURAL GAS	2,839	3,000	1,121	3,000	3,100
223 STORM WATER UTILITY	4,514	4,900	3,027	4,900	5,700
224 WATER	10,150	10,000	692	10,000	10,000
225 TELE-LONG DISTANCE/LOCAL CALLS	167	80	58	80	80
227 TELEPHONE - EQUIPMENT/OTHER	399	400	197	400	400
235 EQUIPMENT REPAIRS/MAINT.	410	750	199	750	750
244 PAINTING & CARPETING		1,100	21	100	100
246 OTHER BLDG MAINTENANCE	11	200		200	200
249 OTHER GROUNDS MAINTENANCE	3,410	2,000		2,000	2,000
271 STATE INS POLICY FIRE&EXT COV	1,636	1,700	1,436	1,700	1,700
273 CVMIC LIABILITY	3,295	3,525	3,612	3,612	3,525
277 BOILER INSURANCE	78	100		100	100
278 EXCESS W.C./W.C. PREMIUM	55	60	50	60	60
282 EQUIPMENT RENTAL	15,132	16,000	7,040	16,000	16,000
TOTAL CONTRACTUAL SERVICES	62,574	64,215	20,350	63,302	64,215
311 OFFICE SUPPLIES/PRINTING	1,572	400	156	400	400
322 SUBSCRIPTIONS & BOOKS	221	250			
323 MEMBERSHIP DUES	210	240	225	225	240
326 ADVERTISING	218	300	95	250	250
341 VEHICLE FUEL CHARGE/OIL/ETC	480	600	168	600	600
342 CENTRAL GARAGE LABOR CHARGES	1,365	800	9,516	13,500	800
343 CENT.GARAGE-PARTS&MAT. CHARGES	134	400	5,168	5,700	400
344 OUTSIDE MATERIAL & LABOR	8,563	10,000	428	2,500	10,000
353 HORTICULTURAL SUPP-FERT ETC	6,332	7,000	3,389	8,000	9,000

524 GOLF COURSE  
05 CULTURE & RECREATION

1 GOLF COURSE

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
354 GRAVEL, SAND, STONE		6,000		6,000	1,000
357 BUILDING MATERIALS	46	400		400	400
361 SMALL TOOLS	13	300		300	300
362 OFFICE FURNITURE & EQUIPMENT				50	
369 OTHER NON CAPITAL EQUIPMENT	2,200				15,000
382 HOUSEKEEPING-JANITORIAL SUPPLI	523	500		500	500
389 OTHER	280	500		500	500
397 GOLF CONCESSIONS	11,288	12,500	5,183	12,500	12,500
398 GOLF EQUIPMENT	3,416	3,000	450	3,000	3,000
TOTAL MATERIALS AND SUPPLIES	36,861	43,190	24,778	54,425	54,890
579 OTHER MISC EQUIPMENT					8,645
TOTAL CAPITAL OUTLAY-PURCHASE					8,645
916 DEPR BLDGS & MAINTENANCE AREA	1,347	1,347		1,350	1,350
917 DEPR LAND IMPROVEMENTS	1,574	1,574		1,575	1,575
919 DEPR OTHER EQUIPMENT	6,736	7,053		6,737	6,655
933 INDIRECT COST ALLOCATION	13,887	23,507		23,507	23,507
TOTAL OTHER	23,544	33,481		33,169	33,087
DEPARTMENT TOTAL	251,144	282,800	101,566	292,833	299,809

**2010 ADOPTED BUDGET**

DESCRIPTION	ACTUALS 2008	ADJUSTED 2009	ESTIMATED 2009	PROPOSED 2010	BOARD ADOPTED
<b>WATER SYSTEM</b>					
<b>DIVISION OPERATING EXPENSES</b>					
PRODUCTION DIVISION EXPENSE	2,187,752	2,091,376	2,076,242	2,166,323	2,166,323
ADMINISTRATION DIVISION EXPENSE	760,499	883,671	879,166	885,178	885,178
DISTRIBUTION DIVISION EXPENSE	<u>1,513,809</u>	<u>1,828,040</u>	<u>1,726,040</u>	<u>1,753,840</u>	1,753,840
<b>TOTAL DIVISION OPERATING EXPENSES</b>	<b>4,462,060</b>	<b>4,803,087</b>	<b>4,681,448</b>	<b>4,805,341</b>	<b>4,805,341</b>
<b>NON-DIVISION OPERATING EXPENSES</b>					
DEPRECIATION	2,105,634	2,095,000	2,169,100	2,234,300	2,234,300
TAXES	1,664,945	1,665,500	1,665,500	1,706,500	1,706,500
DEBT SERVICE	3,070,989	2,700,498	2,700,500	2,925,000	2,925,000
INSURANCE	1,283,002	1,126,385	1,126,385	1,132,848	1,132,848
<b>TOTAL NON-DIVISION OPERATING EXPENSES</b>	<b>8,124,570</b>	<b>7,587,383</b>	<b>7,661,485</b>	<b>7,998,648</b>	<b>7,998,648</b>
<b>TOTAL WATER OPERATING EXPENSES</b>	<b>12,586,630</b>	<b>12,390,470</b>	<b>12,342,933</b>	<b>12,803,989</b>	<b>12,803,989</b>
<b>OTHER EXPENSES</b>					
CAPITAL IMPROVEMENTS	2,478,848	2,013,500	1,500,000	2,074,500	2,074,500
CONTINGENCY	<u>0</u>	<u>0</u>	<u>0</u>	<u>200,000</u>	200,000
<b>TOTAL OTHER EXPENSES</b>	<b>2,478,848</b>	<b>2,013,500</b>	<b>1,500,000</b>	<b>2,274,500</b>	<b>2,274,500</b>
<b>TOTAL WATER SYSTEM EXPENSES</b>	<b>15,065,478</b>	<b>14,403,970</b>	<b>13,842,933</b>	<b>15,078,489</b>	<b>15,078,489</b>
<b>SOURCE OF FUNDS</b>					
TOTAL OPERATING REVENUES	13,625,267	13,796,050	13,772,900	14,171,400	14,171,400
ADJUSTMENTS TO RENEWAL & REPLACEMENT FUND	<u>1,440,211</u>	<u>607,920</u>	<u>70,033</u>	<u>907,089</u>	<u>907,089</u>
<b>TOTAL WATER SYSTEM SOURCE OF FUNDS</b>	<b>15,065,478</b>	<b>14,403,970</b>	<b>13,842,933</b>	<b>15,078,489</b>	<b>15,078,489</b>
<b>SEWER SYSTEM</b>					
<b>OPERATING EXPENSES</b>					
WASTEWATER TREATMENT	6,957,032	7,088,770	7,050,064	7,264,518	7,264,518
<b>TOTAL OPERATING EXPENSES</b>	<b>6,957,032</b>	<b>7,088,770</b>	<b>7,050,064</b>	<b>7,264,518</b>	<b>7,264,518</b>
<b>NON-DIVISION OPERATING EXPENSES</b>					
DEPRECIATION	2,293,699	2,668,000	2,363,000	2,434,000	
DEBT SERVICE	3,537,397	3,602,554	3,538,400	3,534,900	<u>3,534,900</u>
<b>TOTAL NON-DIVISION OPERATING EXPENSES</b>	<b>5,831,096</b>	<b>6,270,554</b>	<b>5,901,400</b>	<b>5,968,900</b>	<b>5,968,900</b>
<b>TOTAL SEWER SYSTEM OPERATING EXPENSES</b>	<b>12,788,128</b>	<b>13,359,324</b>	<b>12,951,464</b>	<b>13,233,418</b>	<b>13,233,418</b>
<b>OTHER EXPENSES:</b>					
CAPITAL IMPROVEMENTS	2,665,326	7,484,500	3,100,000	5,464,500	5,464,500
CONTINGENCY	<u>0</u>	<u>0</u>	<u>0</u>	<u>200,000</u>	<u>200,000</u>
<b>TOTAL OTHER EXPENSES</b>	<b>2,665,326</b>	<b>7,484,500</b>	<b>3,100,000</b>	<b>5,664,500</b>	<b>5,664,500</b>
<b>TOTAL SEWER SYSTEM EXPENSES</b>	<b>15,453,454</b>	<b>20,843,824</b>	<b>16,051,464</b>	<b>18,897,918</b>	<b>18,897,918</b>
<b>SOURCE OF FUNDS</b>					
TOTAL OPERATING REVENUES	14,374,938	15,116,469	14,316,866	14,401,816	14,401,816
ADJUSTMENTS TO RENEWAL & REPLACEMENT FUND	<u>1,078,516</u>	<u>5,727,355</u>	<u>1,734,598</u>	<u>4,496,102</u>	<u>4,496,102</u>
<b>TOTAL SEWER SYSTEM SOURCE OF FUNDS</b>	<b>15,453,454</b>	<b>20,843,824</b>	<b>16,051,464</b>	<b>18,897,918</b>	<b>18,897,918</b>
<b>HOUSEHOLD HAZARDOUS WASTE SYSTEM</b>					
<b>EXPENSES</b>	<b>146,140</b>	<b>152,541</b>	<b>140,974</b>	<b>140,507</b>	<b>140,507</b>
<b>TOTAL HOUSEHOLD HAZARDOUS WASTE EXPENSES</b>	<b>146,140</b>	<b>152,541</b>	<b>140,974</b>	<b>140,507</b>	<b>140,507</b>
<b>SOURCE OF FUNDS</b>					
TOTAL OPERATING REVENUES	187,858	186,700	184,500	184,500	184,500
ADJUSTMENTS TO FUND	<u>(41,718)</u>	<u>(34,159)</u>	<u>(43,526)</u>	<u>(43,993)</u>	<u>(43,993)</u>
<b>TOTAL HHW SOURCE OF FUNDS</b>	<b>146,140</b>	<b>152,541</b>	<b>140,974</b>	<b>140,507</b>	<b>140,507</b>
<b>TOTAL WATER UTILITY</b>	<b>30,665,072</b>	<b>35,400,335</b>	<b>30,035,371</b>	<b>34,116,914</b>	<b>34,116,914</b>

## KENOSHA WATER UTILITY PERSONNEL PLAN

**Adjusted 2009**

**Proposed 2010**

### ADMINISTRATION/ENGINEERING

1 General Manager	1 General Manager
1 Assistant General Manager	1 Assistant General Manager
1 Director of Engineering	1 Director of Engineering
1 GIS Director	1 GIS Director
2 Water Engineer	2 Water Engineer
1 Computer/Instrumentation System Specialist	1 Computer/Instrumentation System Specialist
5 Engineering Technician I - V	6 Engineering Technician I - V
1 Customer Service Supervisor	1 Customer Service Supervisor
1 Administrative Secretary	1 Administrative Secretary
<b>14 Total</b>	<b>15 Total</b>

### BUSINESS SERVICES

1 Director of Business Services	1 Director of Business Services
1 Customer Service Supervisor	1 Customer Service Supervisor
1 Meter Services Supervisor	1 Meter Services Supervisor
1 Water Finance & Purchasing Supervisor	1 Water Finance & Purchasing Supervisor
1 Water Utility Accountant	1 Water Utility Accountant
2 Account Clerk II	2 Account Clerk II
4 Clerk Typist III	4 Clerk Typist III
4 Water Meter Maintainer I/II	4 Water Meter Maintainer I/II
2 Water Meter Reader	2 Water Meter Reader
<b>17 Total</b>	<b>17 Total</b>

### WATER DISTRIBUTION & SEWER COLLECTION

1 Director of Water Distribution & Sewer Collection	1 Director of Water Distribution & Sewer Collection
3 Water Dist & Sewer Coll. Supervisor	3 Water Dist & Sewer Coll. Supervisor
5 Water Const. & Maint. Worker I/II	4 Water Const. & Maint. Worker I/II
8 Water Equipment Operator	8 Water Equipment Operator
<b>17 Total</b>	<b>16 Total</b>

### WASTEWATER TREATMENT

1 Director of Operations	1 Director of Operations
1 Laboratory Supervisor	1 Laboratory Supervisor
0 Utility Operations & Maintenance Supervisor	0 Utility Operations & Maintenance Supervisor
7 Sewage Plant Operator I	7 Sewage Plant Operator I
3 Assistant Plant Operator	3 Assistant Plant Operator
4 Water Utility Mechanic II	4 Water Utility Mechanic II
3 Chemist	3 Chemist
2 Utility Worker	2 Utility Worker
2 Electrical Repairer	2 Electrical Repairer
2 Laboratory Aide II	2 Laboratory Aide II
1 Stockroom Clerk	1 Stockroom Clerk
<b>26 Total</b>	<b>26 Total</b>

### WATER PRODUCTION

1 Director of Water Production	1 Director of Water Production
1 Lead Chemist	1 Lead Chemist
6 Water Plant Operator I	6 Water Plant Operator I
1 Chemist	1 Chemist
1 Utility Worker	1 Utility Worker
<b>10 Total</b>	<b>10 Total</b>

**84 Total Employees**

**84 Total Employees**

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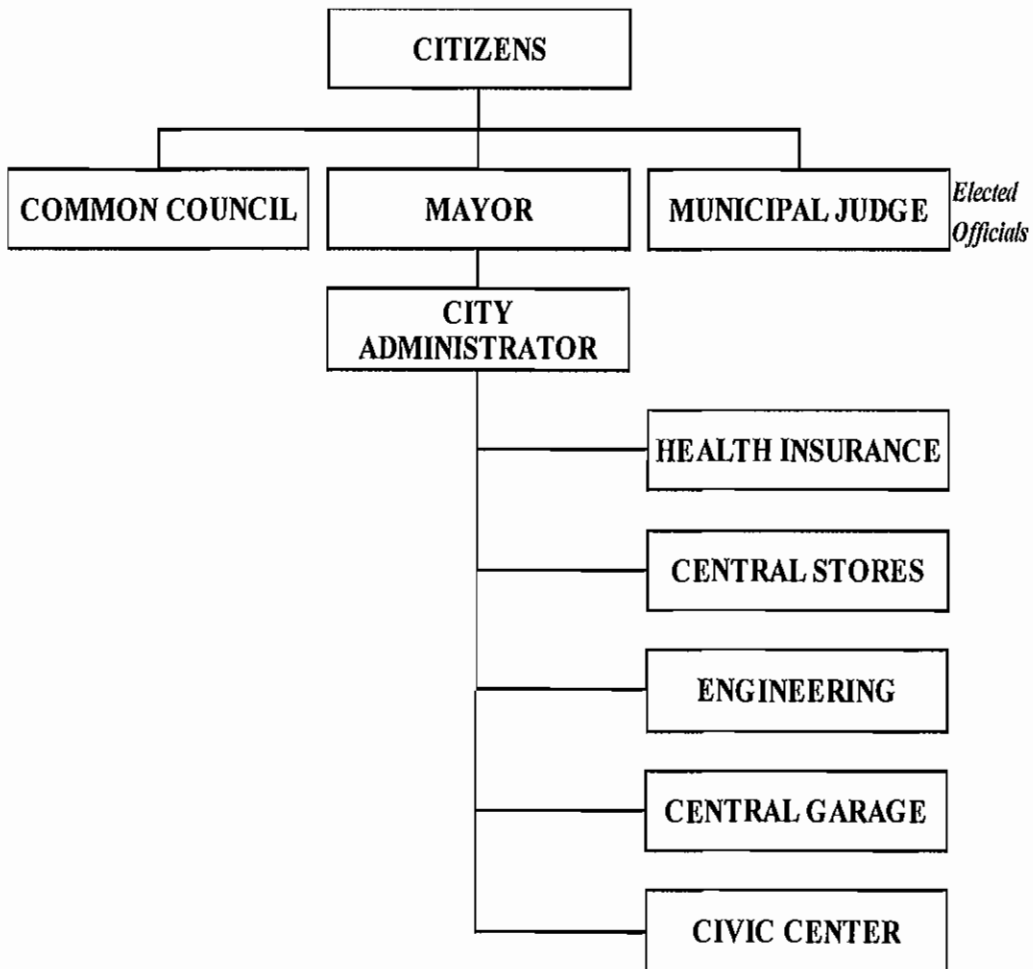


# INTERNAL SERVICE FUNDS

Internal Service Funds are established to account for activities of those City of Kenosha operations deriving their revenues from billings to departments that purchase the goods and services.

These funds are maintained and budgeted on an accrual basis of accounting.

## Organization



## INTERNAL SERVICE FUNDS MAJOR REVENUES

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### ***Inter-Fund Service Charges***

The Internal Service funds derive revenues from the service that they provide to all operations of the City on a cost reimbursement basis.

## **HEALTH INSURANCE FUND**

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The Health Insurance Fund is established to account for health and dental insurance benefits for all full time employees and retirees of the City. Expenditures recorded in this fund are allocated to benefiting departments.

The City of Kenosha maintains a self-funded health insurance plan and a premium based dental plan for all permanent full-time employees and retirees. The 2010 Budget represents 771 active positions, plus 177 retirees.

Active employees do not pay a premium contribution. Retirees pay a premium based on age and dependents per an annual ratings calculation.

A preventative wellness program is being developed to promote a healthier life style. The program will become available in 2010.

HEALTH INSURANCE FUND  
 MISCELLANEOUS REVENUES  
 MISCELLANEOUS REVENUES

2010 GENERAL FUND OPERATING BUDGET - REVENUES

	2008 ACTUAL REVENUES	2009 BUDGETED REVENUES	2009 ACTUAL RECEIVED 06/30/09	2009 ESTIMATED REVENUES	2010 ADOPTED BUDGETED REVENUES
MISCELLANEOUS REVENUES					
49103 HEALTH INS REIMB-PRIOR YEAR	27,859-	_____	2,150-	3,121-	_____
49111 MISCELLANEOUS	10,456-	_____	_____	_____	_____
49134 LATE CHANGE FEE-H.I.	500-	_____	_____	_____	_____
49135 RETIREE BILL OUTS	698,272-	704,258-	537,424-	719,000-	740,000-
**MISCELLANEOUS REVENUES	737,087-	704,258-	539,574-	722,121-	740,000-
INTERNAL SERVICE FUND CHARGES					
49201 INTER - FUND SERVICE CHARGES	13,320,558-	14,386,472-	6,776,700-	14,894,209-	15,238,000-
**INTERNAL SERVICE FUND CHA	13,320,558-	14,386,472-	6,776,700-	14,894,209-	15,238,000-
FUND BALANCE TRANSFERS					
49999 TRANSFER FROM WORKING CAPITAL	_____	583,670-	_____	583,670-	222,000-
**FUND BALANCE TRANSFERS	_____	583,670-	_____	583,670-	222,000-
***HEALTH INSURANCE FUND	14,057,645-	15,674,400-	7,316,274-	16,200,000-	16,200,000-

611 HEALTH INSURANCE FUND  
09 OTHER

1 HEALTH INSURANCE EXP

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
50101 HEALTH INSURANCE EXP					
155 HEALTH INSURANCE EXPENSE	13,286,443	15,674,400	6,591,821	16,200,000	16,200,000
TOTAL PERSONAL SERVICES	13,286,443	15,674,400	6,591,821	16,200,000	16,200,000
DEPARTMENT TOTAL	13,286,443	15,674,400	6,591,821	16,200,000	16,200,000

## **PUBLIC WORKS - CENTRAL STORES**

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Central Stores stocks various items that are used by a majority of City departments. Items are picked up by the departments as needed.

Central Stores is responsible for dispensing gasoline and diesel fuel to City departments, except the Police and Transit, and is responsible for maintaining the fuel islands. In addition, Kenosha Unified Schools and the Humane Society utilize fuel from Central Stores. Bids are requested from various vendors to obtain the best price and bulk purchases allow for a better cost compared to retail.

Central Stores maintains a current list of all City-owned equipment and archives all related records.

### ***Responsibilities/Activities***

Central Stores stocks items such as: batteries, tires, light bulbs, first aid supplies, paper, envelopes, various City forms, spray paint, bolts, screws, washers, nuts, small tools, janitorial supplies, safety equipment, and maintains the listing of all items available through Central Stores for City departments use by utilizing in-house computerized inventory program.

This division orders all supplies and maintains this inventory. With City's purchasing power, Central Stores is able to keep costs low by ordering in large quantities. It coordinates with Purchasing in Finance, as well as with other City departments. Central Stores requests quotes for delivery of diesel and unleaded gasoline as needed, and awards delivery to the lowest bidder. Fuel tanks are stocked for dispensing diesel fuel and unleaded gasoline for all departments, except the Police Department.

Central Stores prepares monthly fuel billing reports and stores billing reports, with individual department reports provided to each City department.

### ***Authorized Full-time Positions***

	<u>2008</u>	<u>2009</u>	<u>Adopted 2010</u>
Supervisor – Fleet Maintenance & Central Stores (1)	0.5	0.5	0.5
Stockroom Clerk (1)	0.5	0.5	0.5
 Total Central Stores	 <u>1.0</u>	 <u>1.0</u>	 <u>1.0</u>

*(1) Positions are budgeted 50% Central Stores, 50% Fleet Maintenance*

## STORES FUND

## 2010 GENERAL FUND OPERATING BUDGET - REVENUES

MISCELLANEOUS REVENUES

MISCELLANEOUS REVENUES

	2008 ACTUAL REVENUES	2009 BUDGETED REVENUES	2009 ACTUAL RECEIVED 06/30/09	2009 ESTIMATED REVENUES	2010 ADOPTED BUDGETED REVENUES
INTERNAL SERVICE FUND CHA					
49201 INTER - FUND SERVICE CHARGES	2,022,586-	1,920,500-	563,380-	1,450,000-	2,054,000-
**INTERNAL SERVICE FUND CHA	2,022,586-	1,920,500-	563,380-	1,450,000-	2,054,000-
OTHER FINANCING PROCEEDS					
49811 OPERATING ASSISTANCE-GEN FUND	57,038-	85,610-	<u>                    </u>	87,035-	85,950-
**OTHER FINANCING PROCEEDS	57,038-	85,610-	<u>                    </u>	87,035-	85,950-
****STORES FUND	2,079,624-	2,006,110-	563,380-	1,537,035-	2,139,950-

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630 STORES FUND  
09 OTHER

1 CENTRAL STORES

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
50101 CENTRAL STORES					
111 SALARIES-PERMANENT REGULAR	53,274	54,870	27,435	54,870	54,870
135 LONGEVITY	253	270	135	270	270
146 PRODUCTIVITY INCENTIVE	125	375		125	375
151 WRS/RETIREMENT	5,687	5,780	2,867	5,750	6,110
152 F.I.C.A.	3,259	3,445	1,663	3,430	3,450
155 HEALTH INSURANCE EXPENSE	15,280	16,800	8,400	16,800	16,800
156 GROUP LIFE INSURANCE	245	260	146	260	270
158 MEDICARE CONTRIBUTION	762	810	389	810	805
TOTAL PERSONAL SERVICES	78,885	82,610	41,035	82,315	82,950
235 EQUIPMENT REPAIRS/MAINT.	4,699	3,000	2,972	4,500	3,000
TOTAL CONTRACTUAL SERVICES	4,699	3,000	2,972	4,500	3,000
361 SMALL TOOLS			220	220	
391 GASOLINE	307,173	350,000	95,696	230,000	328,000
392 DIESEL FUEL	808,869	670,500	188,109	420,000	680,000
393 PARTS, SUPPLIES, ETC.	879,999	900,000	390,644	800,000	1,046,000
TOTAL MATERIALS AND SUPPLIES	1,996,041	1,920,500	674,669	1,450,220	2,054,000
579 OTHER MISC EQUIPMENT					11,500
TOTAL CAPITAL OUTLAY-PURCHASE					11,500
DEPARTMENT TOTAL	2,079,625	2,006,110	718,676	1,537,035	2,151,450

## **PUBLIC WORKS - ENGINEERING SERVICES**

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The Engineering Division coordinates and/or provides design and construction engineering services for public works and stormwater utility improvement projects and capital improvements for City facilities. City growth, compliance with mandates from state and federal agencies has expanded the workload for the Engineering Division in recent years. Responsibilities include preparation of plans and specifications for capital projects, contract administration and construction management of capital projects; technical analysis and reports, stormwater management implementation, and plan reviews and inspection services for new developments. The Engineering Division reports to the Director of Public Works.

As required for implementation of the Capital Improvement Plan, the Engineering Division is responsible for providing municipal engineering services including, but not limited to, design, bidding and management of construction for public works and capital improvement projects; conducting technical analysis and producing technical reports; reviewing plans for new development and subdivisions for compliance with City of Kenosha drainage standards and stormwater management criteria; implementing of stormwater management activities and stormwater discharge permit conditions; inspecting new subdivisions for compliance with approved drainage plans; traffic engineering including signals, signing and marking; and surveying services, including field surveys, construction staking, subdividing City parcels, property descriptions, right-of-way plats, and other work as needed.

### **Responsibilities/Activities**

Some of the major activities undertaken by the Engineering Division are: composite streets resurfacing (including Concrete Street Repairs) streets, and crack sealing. They also function to maintain storm sewer and drainage (including Stormwater Management), as well as repair sidewalk curb and gutters.

### **Authorized Full Time Positions**

	2008	2009	Adopted 2010
Director of Engineering (1)	1	1	1
Deputy Director of Engineering (1)	1	2	2
Civil Engineer III(2)(1)	4	4	4
Civil Engineer II (1)	1	1	1
Engineering Technician V (1)	1	1	1
Engineering Technician IV (1)	3	3	3
Engineering Technician IV (1)	1	1	1
Engineering Technician IV (2) (1)	1	1	1
 Total Engineering	 <u>13</u>	 <u>14</u>	 <u>14</u>

*(1) Position is authorized in Engineering, a portion of position is funded in Engineering for allocation to Storm Water Utility.*

*(2) Position may be filled at a lower level.*

ENGINEERING SERVICES FUND  
 MISCELLANEOUS REVENUES  
 MISCELLANEOUS REVENUES

2010 GENERAL FUND OPERATING BUDGET - REVENUES

	2008 ACTUAL REVENUES	2009 BUDGETED REVENUES	2009 ACTUAL RECEIVED 06/30/09	2009 ESTIMATED REVENUES	2010 ADOPTED BUDGETED REVENUES
INTERNAL SERVICE FUND CHA					
49201 INTER - FUND SERVICE CHARGES	1,078,094-	989,325-	496,736-	979,515-	1,095,494-
**INTERNAL SERVICE FUND CHA	1,078,094-	989,325-	496,736-	979,515-	1,095,494-
****ENGINEERING SERVICES FUND	1,078,094-	989,325-	496,736-	979,515-	1,095,494-

## 631 ENGINEERING SERVICES FUND

## 09 OTHER

## 1 ENGINEERING SERVICES FUND

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
50101 ENGINEERING SERVICES					
111 SALARIES-PERMANENT REGULAR	650,613	862,428	409,220	862,428	928,656
131 OVERTIME	48,710	31,072	18,854	31,072	34,850
132 TEMP/SEAS/L.T.E.	48,948	42,592	18,154	42,592	42,592
135 LONGEVITY	1,500	1,540	760	1,540	1,675
146 PRODUCTIVITY INCENTIVE	1,625	3,237	750	2,875	2,875
151 WRS/RETIREMENT	78,704	96,622	46,168	96,585	109,880
152 F.I.C.A.	45,812	57,600	27,272	57,578	61,935
155 HEALTH INSURANCE EXPENSE	168,080	201,600	126,000	201,600	216,880
156 GROUP LIFE INSURANCE	3,009	2,980	1,906	2,980	3,500
158 MEDICARE CONTRIBUTION	10,843	13,644	6,433	13,644	14,660
TOTAL PERSONAL SERVICES	1,057,844	1,313,315	655,517	1,312,894	1,417,503
226 CELLULAR/WIRELESS SERVICE COST	1,436	1,800	421	1,800	1,950
231 COMMUNICATIONS EQUIPMENT	834	965	482	965	965
232 OFFICE EQUIPMENT		336	149	336	550
233 LICENSING/MAINT AGREEMENTS	4,869	5,000	4,941	5,000	5,000
235 EQUIPMENT REPAIRS/MAINT.		115			200
261 MILEAGE	1,096	1,350	62	1,000	1,350
262 COMMERCIAL TRAVEL	119				
263 MEALS & LODGING	380	800		300	500
264 REGISTRATION	663	2,650	475	920	2,650
282 EQUIPMENT RENTAL	93	132	78	120	
TOTAL CONTRACTUAL SERVICES	9,490	13,148	6,608	10,441	13,165
311 OFFICE SUPPLIES/PRINTING	2,459	2,500	1,605	2,500	2,500
316 COMPUTER SOFTWARE	322	150		150	150
322 SUBSCRIPTIONS & BOOKS		300			
323 MEMBERSHIP DUES	1,437	1,650	1,230	1,480	1,500
341 VEHICLE FUEL CHARGE/OIL/ETC	6,778	8,500	1,486	7,000	7,000
342 CENTRAL GARAGE LABOR CHARGES	6,350	6,500	1,599	6,500	6,500
343 CENT.GARAGE-PARTS&MAT. CHARGES	2,089	2,500	499	1,500	2,500
361 SMALL TOOLS	1,204	1,000	515	1,000	1,000
362 OFFICE FURNITURE & EQUIPMENT		700	221	700	5,002
363 COMPUTER HARDWARE	1,932	1,500		1,500	1,500
385 BATTERIES	275	250	96	250	250
388 PHOTOGRAPHIC EQUIP & SUPPLIES		150		150	
TOTAL MATERIALS AND SUPPLIES	22,846	25,700	7,251	22,730	27,902
913 DEPR SERVICE VEHICLES	9,647	1,250		4,824	4,825
919 DEPR OTHER EQUIPMENT	7,287	7,596		310	6,660

631 ENGINEERING SERVICES FUND  
09 OTHER

1 ENGINEERING SERVICES FUND

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
934 OTHER CHARGE BACKS	33,240-	371,684-	10,274-	371,684-	374,561-
TOTAL OTHER	16,306-	362,838-	10,274-	366,550-	363,076-
DEPARTMENT TOTAL	1,073,874	989,325	659,102	979,515	1,095,494

## **PUBLIC WORKS - FLEET MAINTENANCE**

The Fleet Maintenance Division of the Public Works Department performs the majority of the preventative maintenance, diagnostic repair work, and fabrication for approximately 450 pieces of equipment for the Public Works Divisions of Engineering, Municipal Office Building, Park, Street, Waste and other City of Kenosha Departments, such as Administration, Airport, Election and Museum. This division also provides maintenance, recovery services, and support for the Transit, Police and Fire Departments, as requested.

### ***Responsibilities/Activities***

Fleet Maintenance maintains a high level of equipment availability, reliability and longevity through the utilization of our Fleet Maintenance program and support from a skilled and dedicated staff. Fleet Maintenance personnel are available 24 hours a day, seven days a week to assist and aid City departments with their fleet issues and during emergencies. Fleet Maintenance assists City departments/divisions with new equipment purchases by providing the informational resources for appropriate equipment purchase and utilization.

Fleet Maintenance communicates and provides feedback to all departments regarding equipment status and provides solutions and suggestions for improving fleet efficiency. It also assists and advises in problem solving with regard to fleet equipment or projects. Fleet Maintenance participates in the development and implementation of the equipment replacement program, and provides necessary information to help develop a satisfactory, cost effective and workable equipment replacement plan.

The major activities of Fleet Maintenance are to perform equipment repairs and preventative maintenance for all departments/divisions; coordinate Fleet activities with departments for the purpose of minimizing downtime by effective scheduling and prioritizing repairs/maintenance; offer low-cost towing/recovery services, which are available 24 hours a day, seven days a week through the use of city-owned light duty and heavy duty recovery equipment; provide respective departments with bi-monthly maintenance reports for scheduling required equipment services; provide support to the Street Division during snow and ice removal operations; stock and maintain an inventory of parts and supplies for general/specific applications of light and heavy duty equipment.

### ***Authorized Full-Time Positions***

	<u>2008</u>	<u>2009</u>	<u>Adopted 2010</u>
Superintendent of Fleet Maintenance	1.0	1.0	1.0
Supervisor – Fleet Maintenance & Central Stores (1)	0.5	0.5	0.5
Mechanic II	9.0	9.0	8.0
Building Maintenance Helper	1.0	1.0	0.0
Stock room Clerk (1)	0.5	0.5	0.5
<b>Total FLEET MAINTENANCE</b>	<u>12.0</u>	<u>12.0</u>	<u>10.0</u>

*(1) Positions are budgeted 50% Fleet Maintenance, 50% Central Stores.*

CENTRAL GARAGE FUND  
 NON-GOVERNMENTAL GRANTS  
 NON-GOVERNMENTAL GRANTS

2010 GENERAL FUND OPERATING BUDGET - REVENUES

	2008 ACTUAL REVENUES	2009 BUDGETED REVENUES	2009 ACTUAL RECEIVED 06/30/09	2009 ESTIMATED REVENUES	2010 ADOPTED BUDGETED REVENUES
SALE OF FIXED ASSETS					
47702 SALE F.A.-P.W.-NONTAXABLE	2,000-	_____	_____	_____	_____
**SALE OF FIXED ASSETS	2,000-	_____	_____	_____	_____
INTERNAL SERVICE FUND CHARGES					
49201 INTER - FUND SERVICE CHARGES	1,085,573-	971,522-	463,906-	999,635-	1,007,428-
**INTERNAL SERVICE FUND CHA	1,085,573-	971,522-	463,906-	999,635-	1,007,428-
OTHER FINANCING PROCEEDS					
49811 OPERATING ASSISTANCE-GEN FUND	85,811-	226,451-	_____	180,635-	_____
**OTHER FINANCING PROCEEDS	85,811-	226,451-	_____	180,635-	_____
****CENTRAL GARAGE FUND	1,173,384-	1,197,973-	463,906-	1,180,270-	1,007,428-

632 CENTRAL GARAGE FUND  
09 OTHER

1 CENTRAL EQUIPMENT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
50101 CENTRAL EQUIPMENT					
111 SALARIES-PERMANENT REGULAR	130,638	134,550	67,275	134,550	134,550
121 WAGES PERMANENT REGULAR	473,462	486,644	240,981	486,644	401,696
131 OVERTIME	57,107	36,000	23,071	36,000	28,000
132 TEMP/SEAS/L.T.E.	7,962	15,877	10,426	15,877	
135 LONGEVITY	1,708	1,770	1,005	2,010	2,085
136 SHIFT DIFFERENTIAL	512		384	384	384
141 TOOL ALLOWANCE	5,400	5,400	2,700	5,400	4,800
146 PRODUCTIVITY INCENTIVE	2,625	2,500	375	2,500	2,500
151 WRS/RETIREMENT	71,130	69,950	34,907	71,070	63,215
152 F.I.C.A.	41,276	41,700	20,667	42,370	35,635
155 HEALTH INSURANCE EXPENSE	183,360	218,400	108,720	218,400	184,800
156 GROUP LIFE INSURANCE	1,885	1,900	1,254	1,900	2,350
158 MEDICARE CONTRIBUTION	9,770	9,905	4,987	9,905	8,340
TOTAL PERSONAL SERVICES	986,835	1,024,596	516,752	1,027,010	868,355
219 OTHER PROFESSIONAL SERVICES					515
221 ELECTRICAL	16,606	19,000	9,734	17,000	17,000
222 NATURAL GAS	24,390	27,000	21,386	27,000	27,000
224 WATER	804	1,050	310	900	900
225 TELE-LONG DISTANCE/LOCAL CALLS	494	500	327	650	700
226 CELLULAR/WIRELESS SERVICE COST	244	300	86	250	250
227 TELEPHONE - EQUIPMENT/OTHER	1,763	1,300	460	1,000	1,600
231 COMMUNICATIONS EQUIPMENT	423	501	251	501	550
232 OFFICE EQUIPMENT	747	846	493	900	900
235 EQUIPMENT REPAIRS/MAINT.	7,141	5,015	3,509	5,500	5,500
241 HEATING & AIR CONDITIONING	4,638	4,000	452	3,500	2,000
246 OTHER BLDG MAINTENANCE	2,486	4,985	956	2,000	4,500
259 OTHER	6,055	7,000	2,171	7,000	7,000
261 MILEAGE	1,274	1,000	278	800	800
263 MEALS & LODGING	421	700	462	700	600
264 REGISTRATION	1,912	2,899	1,944	2,600	2,500
TOTAL CONTRACTUAL SERVICES	69,398	76,096	42,819	70,301	72,315
311 OFFICE SUPPLIES/PRINTING	3,417	1,919	1,612	1,919	2,000
322 SUBSCRIPTIONS & BOOKS	2,486	2,535	2,535	2,535	4,000
341 VEHICLE FUEL CHARGE/OIL/ETC	5,936	4,100	1,066	3,500	3,500
343 CENT.GARAGE-PARTS&MAT. CHARGES	5,709	2,500	853	2,000	2,000
344 OUTSIDE MATERIAL & LABOR	6,384	2,300	2,123	2,300	1,000
357 BUILDING MATERIALS	251	484	34	300	
361 SMALL TOOLS	2,401	3,500	2,207	3,500	2,000



632 CENTRAL GARAGE FUND  
09 OTHER

1 CENTRAL EQUIPMENT

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
362 OFFICE FURNITURE & EQUIPMENT		1,300	1,274	1,300	
363 COMPUTER HARDWARE					700
367 CLOTHING & UNIFORM REPLACEMENT	659				500
369 OTHER NON CAPITAL EQUIPMENT	911	1,016	1,016	1,016	
382 HOUSEKEEPING-JANITORIAL SUPPLI	3,585	4,000	1,540	4,000	4,000
389 OTHER	9,933	8,000	3,560	8,000	8,000
393 PARTS, SUPPLIES, ETC.	686				
TOTAL MATERIALS AND SUPPLIES	42,358	31,654	17,820	30,370	27,700
575 SHOP EQUIPMENT	9,749				
583 BUILDING IMPROVEMENTS	12,438				
589 CAPITAL IMPROVEMENTS-OTHER					8,100
TOTAL CAPITAL OUTLAY-PURCHASE	22,187				8,100
913 DEPR SERVICE VEHICLES	19,561	33,114		19,561	6,010
916 DEPR BLDGS & MAINTENANCE AREA	14,192	14,192		14,192	14,192
917 DEPR LAND IMPROVEMENTS	9,026	9,026		9,026	9,026
919 DEPR OTHER EQUIPMENT	9,829	9,295		9,830	9,830
TOTAL OTHER	52,608	65,627		52,609	39,058
DEPARTMENT TOTAL	1,173,386	1,197,973	577,391	1,180,290	1,015,528

## **CIVIC CENTER BUILDING FUND**

In 1997, the City of Kenosha purchased from the Kenosha Water Utility, the Water Center facility, currently known as the Civic Center Building. In 2001, the City and the Kenosha Public Library reviewed and extended the Library's lease for space in this building.

The City leases space to the Kenosha Public Library for administrative offices, support service functions, and miscellaneous library storage. The City also leases to the Kenosha Area Tourism Corporation for commercial office space and the American Red Cross to continue its humanitarian efforts in our community.

<b>CIVIC CENTER OCCUPANCY</b>	<b>SQUARE FOOTAGE</b>
<b>BASEMENT</b>	
Kenosha Public Library (incl. Delivery area)	4,100
City of Kenosha (storage)	2,400
<b>FIRST FLOOR</b>	
Kenosha Public Library	2,635
Kenosha Area Convention & Visitors Bureau	2,200
Meeting Room	700
American Red Cross	250
<b>SECOND FLOOR</b>	
Kenosha Public Library	4,690
Vacant Area	3,200
<b>THIRD FLOOR</b>	
Kenosha Public Library	2,400
<b>TOTAL USEABLE SPACE CIVIC CENTER BUILDING</b>	<b>22,575</b>

CIVIC CENTER BUILDING  
 NON-GOVERNMENTAL GRANTS  
 NON-GOVERNMENTAL GRANTS

2010 GENERAL FUND OPERATING BUDGET - REVENUES

	2008 ACTUAL REVENUES	2009 BUDGETED REVENUES	2009 ACTUAL RECEIVED 06/30/09	2009 ESTIMATED REVENUES	2010 ADOPTED BUDGETED REVENUES
CIVIC CENTER BUILDING REV					
47501 LEASE-KENO PUBLIC LIBRARY	98,197-	101,144-	101,144-	101,144-	104,178-
47502 LEASE - KENO AREA TOURISM CORP	31,993-	32,960-	16,273-	32,960-	33,945-
**CIVIC CENTER BUILDING REV	130,190-	134,104-	117,417-	134,104-	138,123-
****CIVIC CENTER BUILDING	130,190-	134,104-	117,417-	134,104-	138,123-

633 CIVIC CENTER BUILDING  
09 OTHER

1 CIVIC CENTER BUILDING EXPENSE

DESCRIPTION	ACTUAL 2008	REVISED 2009	6 MO YTD 6/09	ESTIMATED 2009	2010 ADOPTED BUDGET
50101 CIVIC CENTER BUILDING EXPENSE					
121 WAGES PERMANENT REGULAR	_____	_____	_____	_____	_____
151 WRS/RETIREMENT	_____	_____	_____	_____	_____
152 F.I.C.A.	_____	_____	_____	_____	_____
158 MEDICARE CONTRIBUTION	_____	_____	_____	_____	_____
TOTAL PERSONAL SERVICES	_____	_____	_____	_____	_____
221 ELECTRICAL	30,495	32,000	13,149	31,100	32,700
222 NATURAL GAS	22,140	24,000	17,191	26,100	27,000
223 STORM WATER UTILITY	633	700	331	700	700
224 WATER	1,331	1,400	643	1,350	1,350
241 HEATING & AIR CONDITIONING	6,369	7,400	1,212	7,000	7,400
242 ELEVATOR	3,349	3,600	3,488	3,490	3,600
243 CLEANING CONTRACT-BLDG	13,008	13,300	6,504	13,010	13,010
244 PAINTING & CARPETING	_____	1,000	_____	1,000	5,000
245 ROOF REPAIRS	_____	1,000	_____	1,000	1,000
246 OTHER BLDG MAINTENANCE	1,529	1,800	288	1,000	1,800
249 OTHER GROUNDS MAINTENANCE	1,286	2,350	209	2,150	2,350
253 WASTE DISPOSAL CHARGES	668	800	343	700	750
259 OTHER	10,901	8,500	3,821	8,500	10,000
271 STATE INS POLICY FIRE&EXT COV	4,191	4,300	2,594	4,300	4,300
277 BOILER INSURANCE	311	320	238	240	275
TOTAL CONTRACTUAL SERVICES	96,211	102,470	50,011	101,640	111,235
382 HOUSEKEEPING-JANITORIAL SUPPLI	1,631	1,300	1,034	1,300	1,430
TOTAL MATERIALS AND SUPPLIES	1,631	1,300	1,034	1,300	1,430
662 INTER FUND TRANSFER - OUT	105,000	_____	_____	_____	26,296
TOTAL CONTRIBUTIONS TO OTHER	105,000	_____	_____	_____	26,296
DEPARTMENT TOTAL	202,842	103,770	51,045	102,940	138,961

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## 2010 CAPITAL OUTLAY SUMMARY

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		Adopted 2010
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<b>INFORMATION TECHNOLOGY</b>		
110-01-51102-539	Desktop Application Server-3	36,000
110-01-51102-539	USB/NAS Backup	25,000
110-01-51102-539	Waste/Assessing/Transit Servers	18,000
110-01-51102-539	Photo Database Server	10,000
110-01-51102-539	Photo Database	5,000
110-01-51102-539	Printers/UPS/Monitors	15,000
110-01-51102-539	Miscellaneous Equipment	12,600
	TOTAL IT	<hr/> 121,600
 <b>POLICE</b>		
110-02-52103-539	Laptop Computers (Grant Match)	8,665
110-02-52103-565	Motorcycle-3	16,581
	TOTAL POLICE	<hr/> 25,246
 <b>PUBLIC WORKS</b>		
110-03-53110-579	Pavement Striping Machine	16,000
	 <b>TOTAL GENERAL FUND</b>	 <b>162,846</b>

## **2010 CAPITAL OUTLAY SUMMARY**

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		Adopted 2010
<b>AIRPORT</b>		
521-09-50101-562	Pickup Truck With Plow	47,500
<b>GOLF COURSE</b>		
524-05-50101-579	Utility Vehicle (Gator)	8,645
<b>CENTRAL STORES</b>		
630-09-50101-579	Underground Tank Monitoring System Upgrade	11,500
<b>CENTRAL GARAGE</b>		
632-09-50101-589	Sprinkler Monitoring System	8,100
	<b>TOTAL OTHER FUNDS</b>	<b>75,745</b>

## **SUMMARY OF OBJECT CODE 362 – 2010 ADOPTED BUDGET**

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		Object Code 362
		<hr/>
<b>FIRE</b>		
110-02-52201	Chair Mat – 3	400
110-02-52203	Day Chairs – 12	2,500
	<b>TOTAL FIRE</b>	<hr/> 2,900
 <b>PUBLIC WORKS</b>		
110-03-53101	Copier	4,552
 <b>GENERAL INSURANCE</b>		
110-09-56402	Floor Mats	100
	<b>TOTAL GENERAL FUND</b>	<b>7,552</b>



## **SUMMARY OF OBJECT CODE 362 – 2010 ADOPTED BUDGET**

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		Object Code 362
		<hr/>
<b>STORM WATER UTILITY</b>		
501-09-50101	File Cabinet/Chair	250
501-09-50101	Desk Hutch	750
501-09-50101	Copier	4,553
501-09-50103	Rain Gauge – 4	3,500
	<b>TOTAL STORM WATER</b>	<hr/> 9,053
 <b>ENGINEERING</b>		
631-09-50101	Office Chair – 3	450
631-09-50101	Copier	4,552
	<b>TOTAL ENGINEERING</b>	<hr/> 5,002
	 <b>TOTAL OTHER FUNDS</b>	 <b>14,055</b>

## SUMMARY OF OBJECT CODE 369 – 2010 ADOPTED BUDGET

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		Object Code 369
<b>POLICE</b>		
110-02-52103	Cages, Light Bars & Sirens	40,000
110-02-52103	K-9 Equipment	2,200
	TOTAL POLICE	<hr/> 42,200
 <b>FIRE</b>		
110-02-52203	Facepiece Pouches – 12	175
110-02-52203	SCBA Facepieces – 5	2,200
110-02-52203	Miscellaneous Air Tools	500
110-02-52203	Air Monitoring Equipment	2,500
110-02-52203	Loose Equipment	4,600
110-02-52203	Fire Ground Red CM200 Installation	1,900
110-02-52203	Radio Battery – 28	3,360
110-02-52203	Head Set Parts	1,000
110-02-52203	Radio Software/Cables	600
110-02-52203	License Renewal	650
110-02-52203	Repeater Tune-up – 2	1,000
110-02-52203	Radio Tools	953

## SUMMARY OF OBJECT CODE 369 – 2010 ADOPTED BUDGET

		Object Code 369
<b>FIRE CONTINUED</b>		
110-02-52203	Travel Charger – 28	2,800
110-02-52203	VHF Whip – 28	280
110-02-52203	Aerial Platform Intercom – Truck 7	4,000
110-02-52203	Mattress/Box Spring/ Frame – 20	7,500
110-02-52203	Station Chair – 6	4,200
110-02-52203	Storage Shed – Station 2	2,200
110-02-52203	Highway Safety Vests	3,450
110-02-52203	Piercing Nozzles – 7	5,950
110-02-52203	Hose Replacement	5,500
110-02-52203	RIT Rope Bags	2,200
110-02-52203	Generator Lights – 2	4,500
110-02-52206	Safety Training Equipment	1,500
TOTAL FIRE		<u>63,518</u>
<b>PUBLIC WORKS</b>		
110-03-53116	Brooms – 2 sets	1,700
<b>PARKS</b>		
110-05-55102	Groomer Lift Arm & Replacement Brushes	5,000
110-05-55108	Plastic Picnic Table – 10	6,700
110-05-55108	Bench – 22	4,400
110-05-55108	Drum Can – 200	3,000
110-05-55108	Portable Fence Panel – 20	3,200
110-05-55108	Table/Chair Racks	1,400

## SUMMARY OF OBJECT CODE 369 – 2010 ADOPTED BUDGET

		Object Code 369
<b>PARKS CONTINUED</b>		
110-05-55109	Trimmer – 20	4,800
110-05-55109	Lawn Mower – 20	6,600
110-05-55109	Blower – 10	1,600
110-05-55109	Stainless Steel Spreader	500
110-05-55109	Hand-Held Sprayer – 25	1,250
110-05-55109	Pressure Washer	4,000
110-05-55111	Deck Chair – 12	1,500
110-05-55111	Chaise Lounge Chairs	3,050
110-05-55111	Rescue Tube – 10	450
TOTAL PARKS		<u>47,450</u>
<b>TOTAL GENERAL FUND</b>		<b>154,868</b>
<b>EMERGENCY MEDICAL SERVICES</b>		
206-02-52205	Airway Bags	1500
206-02-52205	EKG Monitor Cable Replacements	600
206-02-52205	Spine Board – 2	200
206-02-52205	Prosplint Kits	400
206-02-52205	Airway Device – 6	300
206-02-52205	Blood Pressure Cuff – 5	250
206-02-52205	Med Bag – 2	500
206-02-52205	EKG Trunk Cable – 2	350
206-02-52205	Miscellaneous Replacement Equipment	10,000
TOTAL EMS		<u>14,100</u>

**SUMMARY OF OBJECT CODE 369 – 2010 ADOPTED BUDGET**

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		Object Code 369
		<hr/>
<b>STORM WATER UTILITY</b>		
501-09-50105	Rammer	3,000
501-09-50105	Generator – 2	5,200
501-09-50105	Cut off Saw – 2	1,600
501-09-50105	Pipe Beveler	1,900
501-09-50105	Plate Compactor	1,700
501-09-50105	Harnesses, Snap-Links, Fall Safety Equipment, Webbing, Rope, Pulleys, Respirators, Winch	2,600
TOTAL STORM WATER		<hr/> 16,000
<b>TRANSIT</b>		
520-09-50106	Filters	350
<b>GOLF COURSE</b>		
524-05-50101	Tables & Chairs	11,000
524-05-50101	Television	4,000
TOTAL GOLF COURSE		<hr/> 15,000
<b>TOTAL OTHER FUNDS</b>		<b>45,450</b>

## 2010 PERSONAL SERVICES - OVERTIME SUMMARY

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	2009 Adopted Budget	2010 Adopted Budget
Budget/Financial Services	5,000	5,000
City Development	1,000	1,000
Elections	4,200	4,200
<u>Fire Department</u>		
Suppression	375,000	282,916
Prevention	27,000	27,000
Training & Education	44,000	64,000
Total Fire	446,000	373,916
Legal	1,000	2,000
Parks	70,070	29,520
<u>Police Department</u>		
Administration	600	600
Investigations	100,000	120,000
Patrol	450,000	450,000
Planning & Training	80,000	60,000
Street Crimes Unit	55,000	84,000
Community Services	20,000	20,000
Total Police	705,600	734,600

**2010 PERSONAL SERVICES - OVERTIME SUMMARY**

	2009 Adopted Budget	2010 Adopted Budget
<u>Public Works Department</u>		
Municipal Building	7,500	5,000
Administration	1,000	2,000
Street Division	136,300	155,300
Waste Collections	70,250	79,925
Solid Waste Disposal	8,260	8,250
Total Public Works	223,310	250,475
<b>TOTAL GENERAL FUND</b>	<b>1,456,180</b>	<b>1,400,711</b>
Recycling	18,800	22,575
Yard Waste	1,400	1,400
Emergency Medical Services	384,000	265,957
Storm Water Utility	29,800	22,300
Transit	204,948	140,668
Airport	9,106	9,106
Golf Course	9,237	9,237
Engineering	31,072	34,850
Central Garage	36,000	28,000
<b>TOTAL OTHER FUNDS</b>	<b>724,363</b>	<b>534,093</b>

## 2010 PERSONAL SERVICES - TEMPORARY & SEASONAL SUMMARY

	2009 Adopted Budget	2010 Adopted Budget
Assessing	—	2,890
Board of Review	723	1,445
Budget/Financial Services	32,900	32,058
City Clerk	2,408	—
Elections	59,027	86,050
<u>Fire Department</u>		
Suppression	5,729	—
Training	9,030	—
Total Fire	14,759	—
Keep Kenosha Beautiful	31,410	22,063
Neighborhood Services & Inspections	42,662	14,184
Legal	10,000	21,600
Mail	18,960	15,017
<u>Parks Division</u>		
Administration	10,942	12,090
Parks	730,160	618,319
Total Parks	741,102	630,409
<u>Police Department</u>		
Auxiliary Services (Crossing Guards)	149,374	153,329
Community Services	17,530	17,000
Total Police	166,904	170,329



## 2010 PERSONAL SERVICES - TEMPORARY & SEASONAL SUMMARY

	2009 Adopted Budget	2010 Adopted Budget
<u>Public Works Department</u>		
Administration	6,300	6,300
Street Division	69,500	44,706
Waste Collections	89,800	104,459
Total Public Works	165,600	155,465
<b>TOTAL GENERAL FUND</b>	<b>1,286,455</b>	<b>1,151,510</b>
Recycling	7,500	7,800
Yard Waste	103,000	82,400
Storm Water Utility	88,050	90,400
Transit	216,169	223,407
Airport	115,654	115,285
Golf Course	74,695	71,738
Engineering	42,592	42,592
Central Garage	15,877	—
<b>TOTAL OTHER FUNDS</b>	<b>663,537</b>	<b>633,622</b>

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## BUDGET HISTORY – BY MAJOR FUNCTION

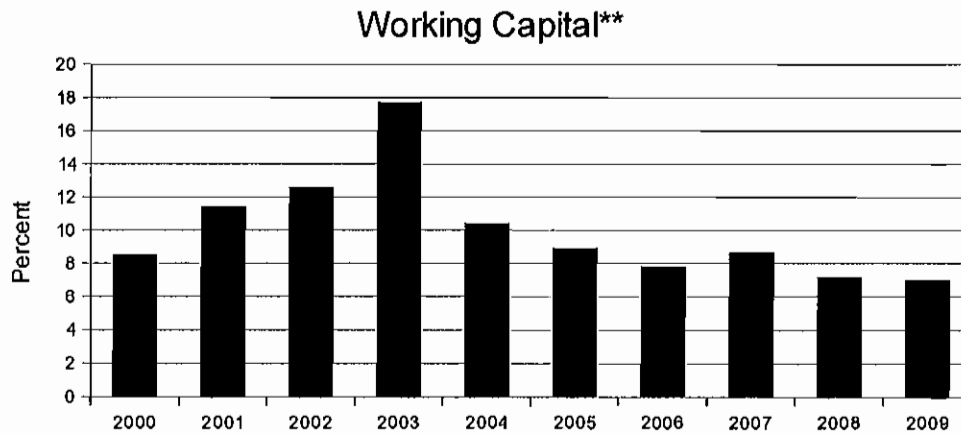
	Total Adopted Budget	General Government	Police Protection	Fire Protection	Other Public Safety	Public Works & Sanitation	Health	Parks & Culture	Debt Service	Other
2001	59,371,447	5,927,261	16,593,022	9,412,835	1,237,788	7,568,828	988,800	3,890,914	8,400,000	5,354,221
2002	61,964,901	5,945,456	18,397,148	9,788,293	1,270,728	8,224,314	998,935	4,181,735	8,700,000	4,480,294
2003	63,885,281	6,099,468	19,906,375	10,344,198	1,264,030	8,311,095	951,837	4,168,769	9,000,000	3,619,511
2004	83,328,219	6,268,414	19,830,830	10,072,944	1,291,198	6,187,482	983,000	4,162,106	9,300,000	3,450,447
2005	65,038,930	6,468,384	20,438,049	10,135,423	1,427,365	8,224,807	1,117,200	4,088,258	9,237,700	3,903,744
2006	66,676,639	6,378,143	21,463,380	10,895,700	1,438,892	6,988,285	1,184,697	4,429,355	7,956,579	3,965,628
2007	68,813,198	6,193,176	21,706,494	10,628,627	1,464,061	7,519,180	1,211,607	4,245,084	8,351,803	7,492,966
2008	70,403,592	6,314,732	23,073,951	11,156,484	1,566,459	8,038,425	1,398,776	4,179,469	8,075,233	6,600,063
2009	71,561,315	8,483,419	25,341,595	12,071,980	1,512,516	8,881,693	1,337,234	3,659,085	7,499,567	4,574,220
2010	70,987,333	6,350,813	25,998,624	12,026,021	1,437,516	8,835,534	1,430,234	3,554,471	7,541,504	3,810,416

Note: - Health function includes animal control costs and a contribution to the County for health services.  
 - Prior to 2000 Recycling and Yardwaste were budgeted in Public Service.  
 - Prior to 2001 Emergency Medical Service was budgeted in Fire Protection.

## FUND BALANCE

12/31	Fund Balance			Subsequent Year's Budget	Working Capital as a Percent of Budget
	Total	Reserved	Working Capital		
2000	10,342,049	5,289,192	5,052,857	59,371,447	8.5%
2001	12,487,393	5,416,318	7,071,075	61,964,901	11.4%
2002	14,373,660	6,352,902	8,020,676	63,665,281	12.6%
2003	16,594,742	5,405,767	11,188,975	63,326,219	17.7%
2004	14,534,252	7,787,547	6,746,705	65,038,930	10.4%
2005	10,862,891	4,920,542	5,942,349	66,676,639	8.9%
2006	10,681,795	5,322,059	5,359,736	68,813,198	7.8%
2007	10,585,159	4,470,871	6,114,288	70,403,592	8.7%
2008	7,327,947	2,142,084	5,185,863	71,561,315	7.2%
2009*	7,772,333	2,792,097	4,980,236	70,987,333	7.0%

\*Estimated Fund Balance

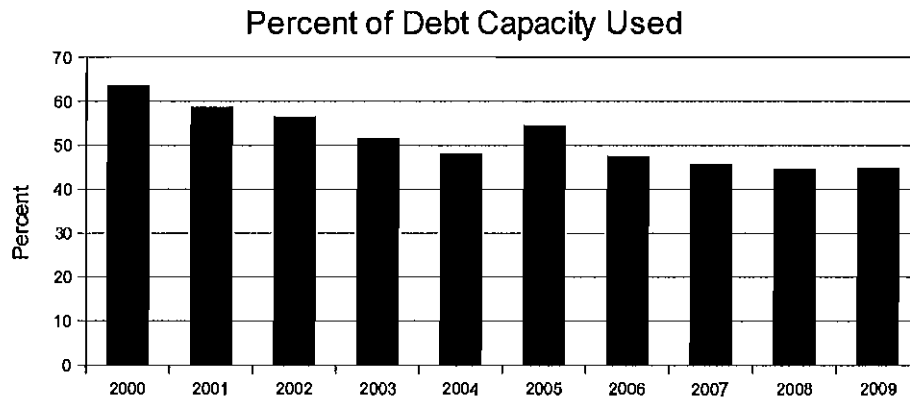


\*\* Working Capital shown as a percent of Subsequent Year's Budget on Graph

## OUTSTANDING DEBT AND DEBT RATIOS

	Outstanding Debt 12/31 (000)	Equalized Values, 1/1 (000)	Debt as a Percent of Equalized Values	Population	Debt Per Capita	Legal Debt Capacity	Percent of Legal Debt Capacity Used
2000	118,726.1	3,726,987	3.19%	90,352	1,314.04	186,349.4	63.7%
2001	117,776.1	4,009,981	2.94%	90,550	1,300.67	200,499.1	58.7%
2002	123,510.1	4,371,065	2.83%	91,853	1,344.65	218,554.3	56.5%
2003	122,396.9	4,731,980	2.59%	92,073	1,329.35	236,598.0	51.7%
2004	124,037.9	5,149,078	2.41%	92,808	1,336.50	257,453.9	48.2%
2005	154,142.3	5,659,982	2.72%	93,785	1,643.57	282,999.1	54.5%
2006	147,804.7	6,218,398	2.38%	94,450	1,564.90	310,919.9	47.5%
2007	150,762.3	6,593,677	2.29%	95,530	1,578.17	329,683.9	45.7%
2008	151,225.1	6,770,637	2.23%	95,910	1,576.74	338,531.9	44.7%
2009*	152,367.6	6,799,689	2.24%	96,000	1,567.16	339,984.5	44.8%

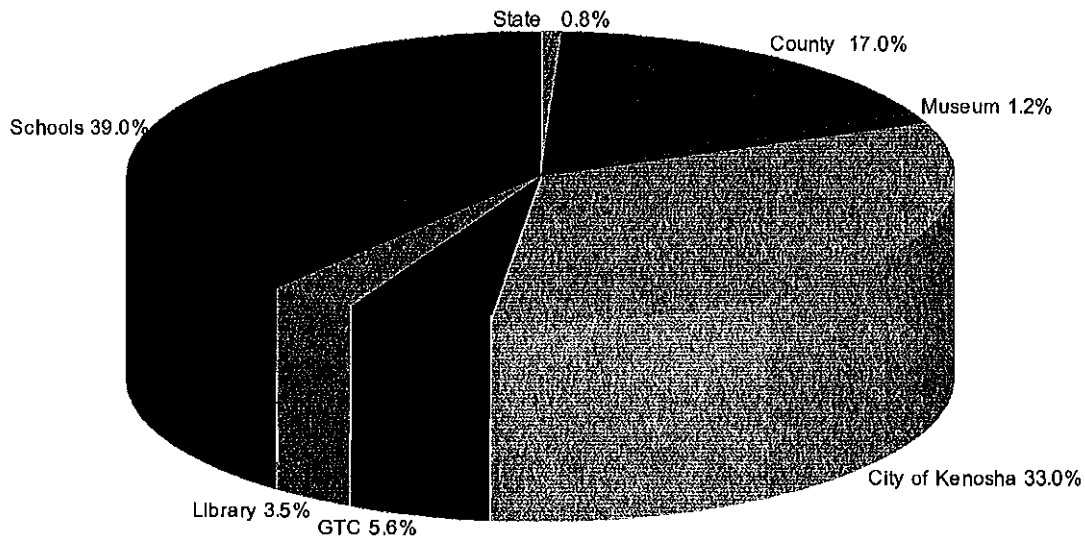
\*Outstanding as of date of budget publication



## COMPARATIVE TAX LEVIES\*

	2006	2007	2008	2009	2010
Kenosha Unified Schools	45,679,480	51,226,417	54,935,019	58,494,782	61,099,778
County of Kenosha	23,078,169	23,734,642	24,475,252	25,331,315	26,578,877
State of Wisconsin	1,061,700	1,092,019	1,118,987	1,149,020	1,153,949
Gateway Technical College	7,527,479	7,682,867	7,895,990	8,303,926	8,717,337
Library	4,841,694	5,113,637	5,444,771	5,314,336	5,421,446
Museum	1,533,245	1,680,205	1,881,123	1,889,065	1,860,686
City of Kenosha	41,840,360	43,346,354	45,241,826	49,105,250	51,538,573
<b>Gross Tax Levy (KUSD)</b>	<b>125,562,127</b>	<b>133,876,141</b>	<b>140,992,968</b>	<b>149,587,694</b>	<b>156,370,646</b>
Bristol School District #1	308,144	398,677	506,439	699,188	753,506
Paris School District	4,818	19,549	45,102	53,447	77,760
Westosha-Bristol	192,394	226,147	325,103	397,175	505,159
<b>Total Tax Levy</b>	<b>126,067,483</b>	<b>134,520,514</b>	<b>141,869,612</b>	<b>150,737,504</b>	<b>157,707,071</b>
Less:					
School Tax Credit	(5,741,500)	(7,315,728)	(8,472,529)	(9,574,762)	(9,778,343)
General Property Tax Credit					
<b>Net Tax Levy</b>	<b>120,325,983</b>	<b>127,204,786</b>	<b>133,397,083</b>	<b>141,162,742</b>	<b>147,928,728</b>

### Distribution of City of Kenosha 2010 Tax Bill



\*Represents year of collection

Note: This table includes amounts collected for City of Kenosha Tax Incremental Districts

**COMPARATIVE TAX LEVIES\* (Continued)**

	Comparative Tax Rates				
	2006	2007	2008	2009	2010
Kenosha Unified Schools	8.7071	8.3766	8.8117	8.9963	9.2006
County of Kenosha	4.3521	3.8316	3.8593	3.8185	3.9191
State of Wisconsin	0.2002	0.1763	0.1764	0.1732	0.1702
Gateway Technical College	1.4195	1.2403	1.2451	1.2517	1.2854
Library	0.9130	0.8255	0.8586	0.8011	0.7994
Museum	0.2891	0.2713	0.2966	0.2848	0.2744
City of Kenosha	7.8902	6.9977	7.1339	7.4022	7.5995
<b>Gross Tax Rate (KUSD)</b>	<b>23.7712</b>	<b>21.7193</b>	<b>22.3816</b>	<b>22.7278</b>	<b>23.2486</b>
Bristol School District #1	5.5158	5.2649	5.0437	5.6764	5.7362
Paris School District	6.5525	6.0555	6.3708	6.2501	8.0886
Westosha – Bristol	3.3991	2.8644	3.0245	3.0152	3.5834
<b>Gross Tax Rate (Bristol)</b>	<b>23.9790</b>	<b>21.4720</b>	<b>21.6380</b>	<b>22.4230</b>	<b>23.3675</b>
<b>Gross Tax Rate (Paris)</b>	<b>25.0157</b>	<b>22.2626</b>	<b>22.9651</b>	<b>22.9967</b>	<b>25.7199</b>
Less:					
School Tax Credit	(1.083)	(1.181)	(1.336)	(1.443)	(1.442)
General Property Tax Credit	-	-	-	-	-
<b>Net Tax Rate (KUSD)</b>	<b>22.6882</b>	<b>20.5383</b>	<b>21.0455</b>	<b>21.2847</b>	<b>21.8065</b>
<b>Net Tax Rate (Bristol)</b>	<b>22.8960</b>	<b>20.2910</b>	<b>20.3018</b>	<b>20.9798</b>	<b>21.9253</b>
<b>Net Tax Rate (Paris)</b>	<b>23.9327</b>	<b>21.0816</b>	<b>21.6290</b>	<b>21.5536</b>	<b>24.2778</b>
	<u>01/01/05</u>	<u>01/01/06</u>	<u>01/01/07</u>	<u>01/01/08</u>	<u>01/01/09</u>
Assessed Values:					
Real Estate	5,180,020,900	6,053,522,400	6,204,312,700	6,485,666,800	6,629,275,500
Personal Property	122,805,800	140,880,900	137,500,600	148,183,600	152,558,800
Assessed Values – Total	5,302,826,700	6,194,403,300	6,341,813,300	6,633,850,400	6,781,834,300
Assessed Values – KUSD	5,246,225,600	6,115,450,700	6,234,323,400	6,502,124,400	6,640,861,800
Assessed Values – Bristol	55,865,800	75,724,300	100,410,400	123,174,600	131,359,000
Assessed Values – Paris	735,300	3,228,300	7,079,500	8,551,400	9,613,500
Equalized Values – Total	5,659,982,400	6,218,398,100	6,593,676,500	6,770,637,300	6,799,688,900
Equalized Values – KUSD	5,599,562,704	6,139,139,650	6,481,947,010	6,636,160,712	6,658,381,089
Equalized Values – Bristol	59,634,789	76,017,644	104,370,763	125,746,625	131,671,445
Equalized Values – Paris	784,907	3,240,806	7,358,727	8,729,963	9,636,366
Assessment Ratio	93.69%	99.61%	96.18%	97.98%	99.74%

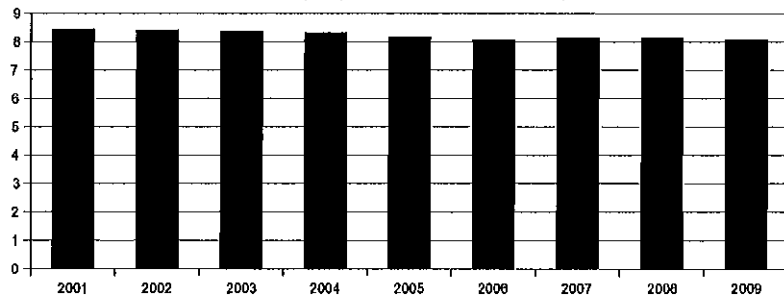
\*Represents year of collection

Note: This table includes amounts collected for City of Kenosha Tax Incremental Districts

## SERVICE LEVELS

	<u>Population</u>	<u>Square Miles</u>	<u>Total</u>	<u>Police</u>	<u>Fire</u>	<u>Public Works</u>	<u>Parks</u>	<u>Water Utility</u>	<u>Transit</u>	<u>Library</u>	<u>All Others</u>
2001	90,550	23.28	765.0	191.0	154.0	137.5	NA	80.0	57.6	41.0	101.4
2002	91,653	24.90	772.0	197.0	155.0	98.0	37.0	80.0	57.6	42.0	103.9
2003	92,078	25.10	771.0	197.0	156.0	98.0	35.8	80.0	58.8	42.0	105.4
2004	92,808	25.43	773.0	197.0	156.0	98.0	35.8	80.0	58.6	43.0	103.7
2005	93,785	25.43	785.0	197.0	156.0	90.0	32.8	80.0	58.8	43.0	104.8
2008	94,450	25.71	782.0	197.0	156.0	95.0	32.0	82.0	58.6	43.0	101.6
2007	95,530	25.88	776.0	203.0	156.0	99.0	31.2	83.0	58.6	43.0	102.2
2008	95,910	25.56	781.0	205.0	157.0	100.0	31.2	84.0	58.6	43.0	102.2
2009	96,000	26.60	777.0	210.0	156.0	99.0	25.0	84.0	58.6	42.0	102.4
2010	NA	NA	772.0	209.0	156.0	96.0	25.0	84.0	58.6	42.0	101.4

Full Time Employees Per 1,000 Population



Effective 2001 Public Service became Public Works and Parks Department

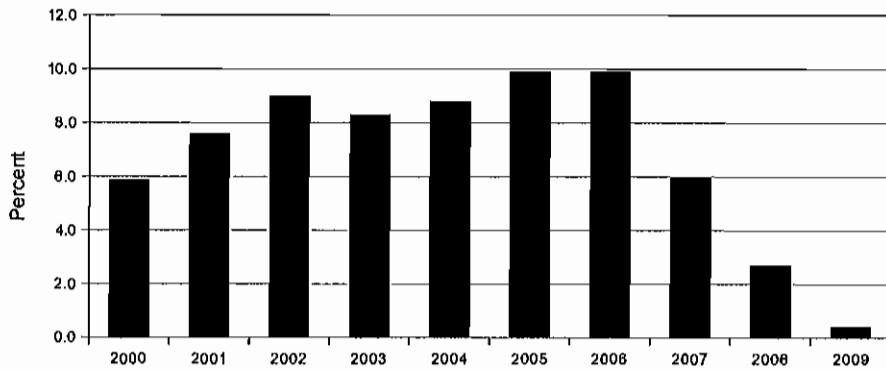


## PROPERTY VALUATIONS

(In Thousands)

Jan 1	Equalized Values**								Assessment Ratio
	Real Estate				Personal Property	Total	Percent Change	Total Assessed	
	Residential Agricultural* Other*	Commercial	Manufacturing	Total					
2000	2,615,557	670,302	130,517	3,616,376	110,325	3,726,701	#DIV/0!	3,714,997	99.69%
2001	2,634,208	900,211	147,345	3,881,764	127,242	4,009,008	7.6%	3,813,219	95.12%
2002	3,054,601	1,048,978	148,996	4,252,775	118,310	4,371,085	9.0%	4,346,974	99.45%
2003	3,336,229	1,111,462	151,013	4,600,704	131,256	4,731,960	6.3%	4,444,482	93.92%
2004	3,670,734	1,192,175	152,389	5,015,298	133,780	5,149,078	8.6%	5,120,051	99.44%
2005	4,076,367	1,299,216	151,931	5,527,536	132,446	5,659,982	9.9%	5,302,827	93.69%
2006	4,499,994	1,430,861	146,565	6,077,420	140,978	6,218,398	9.9%	6,194,403	99.61%
2007	4,798,602	1,490,601	164,663	6,451,868	141,811	6,593,677	8.0%	6,341,813	98.18%
2008	4,845,106	1,608,640	187,756	8,621,502	149,136	6,770,836	2.7%	6,633,850	97.98%
2009	4,891,102	1,794,478	161,765	6,647,345	152,344	6,799,889	0.4%	6,781,834	99.74%

Percent Change in Equalized Values



Source: Department of Revenue, State Supervisor of Assessments.

\*2008 was the first year to include Agricultural, Other Property, and Undeveloped.

\*2009 was the first year to include Agricultural, Other Property, Undeveloped, and AG Forest.

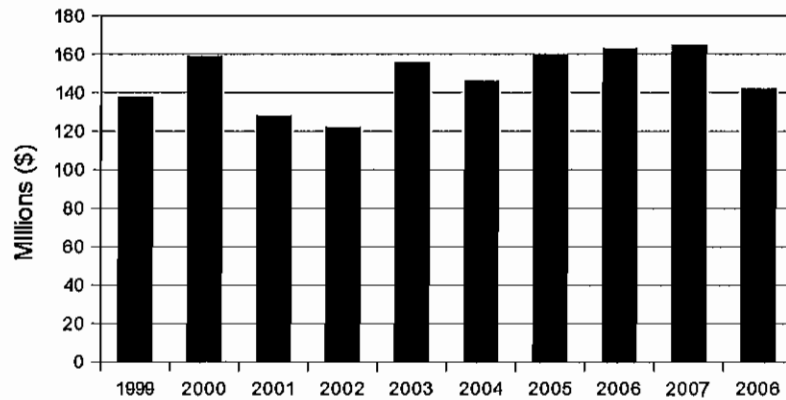
\*\* Equalized Values include all TIF Districts

## BUILDING PERMITS ISSUED

	Total		Single Family			Multifamily		Commercial & Industrial (\$000) Value)	
	# Permits	\$ Value (000)	# Units	\$ Value (000)	\$ Value/ # Units	# Units	\$ Value (000)	New	Additions & Alterations
1999	6,153	138,008	237	27,474	115.9	32	7,253	26,674	35,484
2000	5,820	159,885	207	23,102	111.6	138	10,372	65,302	15,558
2001	5,358	128,155	195	24,054	123.4	178	16,830	36,146	10,039
2002	5,644	122,983	205	24,258	118.3	195	12,751	35,226	8,348
2003	6,024	156,095	215	33,382	155.3	441	39,340	26,660	12,748
2004	6,529	146,082	303	50,538	166.8	361	18,833	22,533	10,743
2005	6,673	160,117	357	58,655	164.3	131	13,793	23,672	12,292
2006	6,080	163,216	331	58,960	178.1	105	11,155	30,749	15,649
2007	5,587	165,023	273	52,074	190.7	45	3,722	47,473	12,281
2008	4,129	141,587	136	26,433	194.4	5	973	45,915	23,948

Source: City of Kenosha Department of Neighborhood Services & Inspections

### Value of Building Permits

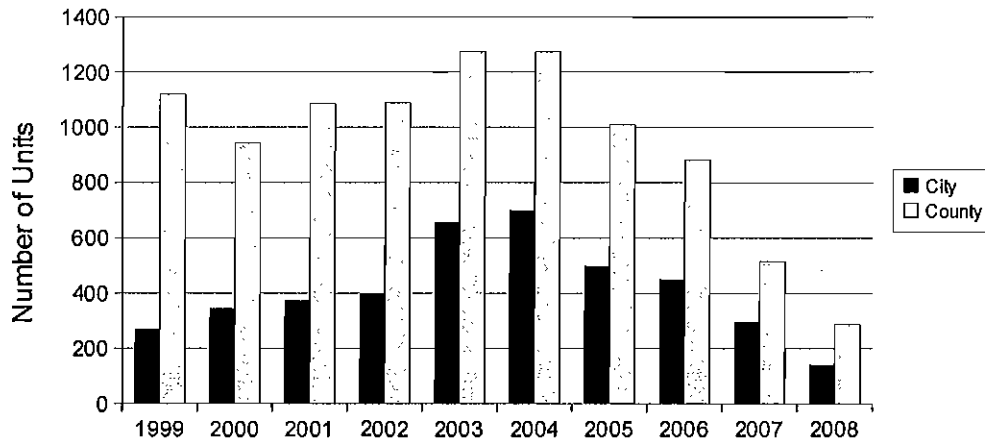


## NEW RESIDENTIAL PERMITS ISSUED AND EXISTING HOME SALES

City of Kenosha and Kenosha County

Year	New Residential Units						Existing Homes (County)			
	Total	City Single Family	Multi- Family	Total	County Single Family	Multi- Family	Sales	Average Sales Price	Percent Change	Average Days on Market
1999	289	237	32	1,121	667	454	1,907	130,122	#DIV/0!	72
2000	345	207	138	942	594	348	1,672	134,937	3.70%	68
2001	373	195	178	1,086	894	392	1,763	163,100	20.87%	83
2002	416	205	211	1,088	701	387	2,370	153,904	-5.64%	70
2003	656	215	441	1,274	745	529	2,868	162,304	5.46%	91
2004	700	303	397	1,273	801	472	2,988	176,544	8.77%	89
2005	498	357	141	1,010	807	203	3,451	195,967	11.00%	92
2006	449	331	118	882	846	236	3,704	200,349	2.24%	100
2007	296	273	23	515	495	20	2,798	193,649	-3.34%	73
2008	141	136	5	289	277	12	1,787	197,701	2.09%	105

### New Residential Permits And Existing Home Sales



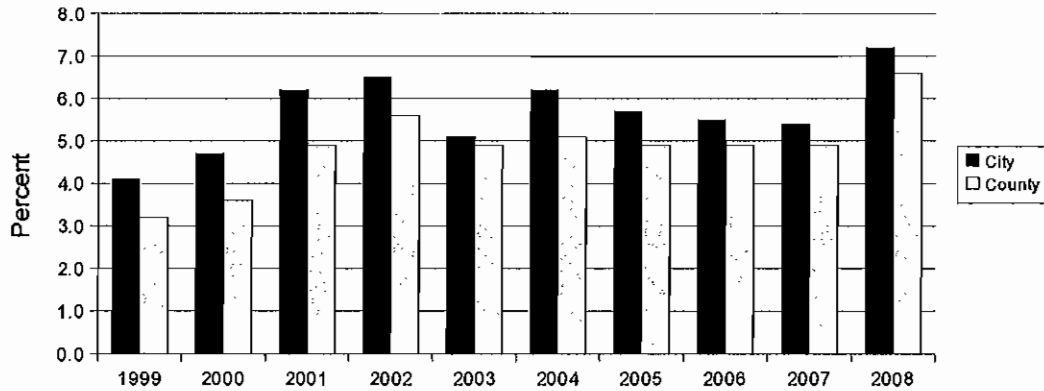
Source: City of Kenosha Department of Neighborhood Services & Inspections  
 City of Kenosha Department of City Development  
 U.S. Bureau of Census, Construction Statistics

## EMPLOYMENT AND UNEMPLOYMENT

City of Kenosha and Kenosha County  
Household Data

Year	Labor Force (000)		Employed (000)		Unemployment Rates			
	City	County	City	County	City	County	Wisconsin	U.S.
1999	47.2	80.3	45.3	77.7	4.1%	3.2%	3.0%	4.2%
2000	50.5	84.1	46.9	80.4	4.7%	3.6%	3.4%	3.7%
2001	49.2	83.1	45.9	78.5	6.2%	4.9%	4.6%	4.8%
2002	48.6	82.3	45.2	77.3	6.5%	5.6%	4.6%	6.0%
2003	48.3	83.4	45.2	79.1	5.1%	4.9%	5.5%	5.7%
2004	49.0	84.0	45.0	80.0	6.2%	5.1%	4.3%	5.1%
2005	48.3	83.3	45.6	79.2	5.7%	4.9%	4.4%	4.8%
2006	48.4	83.4	45.7	79.3	5.5%	4.9%	4.5%	4.3%
2007	46.1	82.9	45.5	78.8	5.4%	4.9%	4.6%	4.6%
2008	49.2	85.2	45.7	79.6	7.2%	6.6%	5.8%	7.1%

### Unemployment Rates - City & County



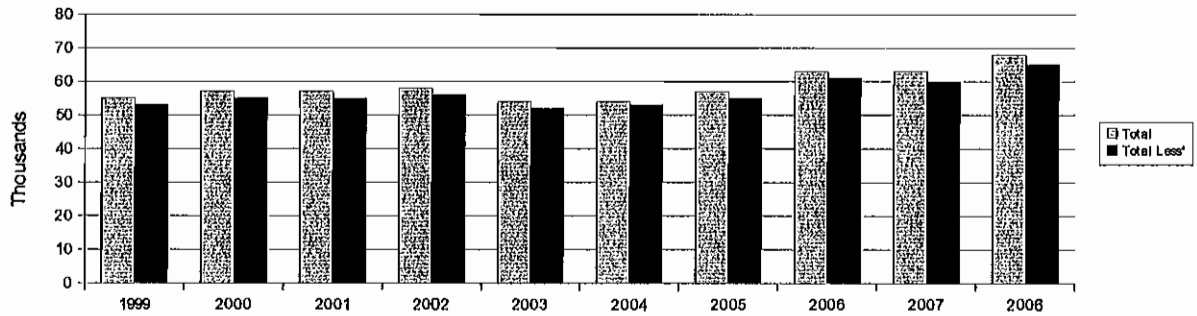
Source: Wisconsin Department of Workforce Development  
U.S. Bureau of Labor Statistics

## NON-AGRICULTURE EMPLOYMENT IN KENOSHA COUNTY

Establishment Data  
(In Thousands)

Year	Total	Construc- tion	Manufacturing		Wholesale/ Retail Trade	Finance Insurance & Real Estate	Services	Govern- ment	Total Less Trans- portation Equipment
			Total	Trans- portation Equipment					
1999	55.0	2.4	12.2	2.2	14.0	1.8	14.4	8.5	52.8
2000	58.7	2.5	11.0	1.8	15.4	1.5	14.7	9.4	54.9
2001	57.2	2.4	11.0	2.3	11.7	1.5	18.7	9.3	54.9
2002	58.1	3.2	9.8	2.1	11.3	1.3	14.2	9.8	58.0
2003	53.6	2.2	6.7	1.8	9.2	2.0	19.2	9.0	52.0
2004	54.3	2.2	9.2	1.5	9.4	1.8	21.0	9.2	52.8
2005	57.2	2.4	9.8	1.9	9.2	1.7	23.5	9.0	55.3
2006	63.1	2.3	10.0	2.1	8.8	1.8	28.5	9.8	61.0
2007	62.5	3.1	9.4	2.2	9.1	2.0	27.4	9.3	60.3
2008	68.0	2.6	8.3	2.5	9.8	2.1	32.8	9.6	65.0

Non-Agricultural Employment (Total/Total Less Transp Equip)



\*Total Less Transportation Equipment

Source: Wisconsin Department of Workforce Development  
U.S. Bureau of Labor Statistics

**City of Kenosha Major Employers – 2008**

<u>Employer</u>	<u>Nature of Business</u>	<u>Employment</u>
Kenosha Unified School District	Education	Over 1,000
United Hospital System	Medical Facility	Over 1,000
City of Kenosha	City Government	500 – 999
County of Kenosha	County Government	500 – 999
University of Wisconsin-Parkside	Education	500 – 999
Carthage College	Education	500 – 999
Aurora Health Care	Health Care Clinic	500 – 999
Gateway Technical College	Education	500 – 999
Chrysler LLC	Automobile Manufacturer	500 – 999
Vencor	Nursing Homes & Rehabilitation Centers	250 – 499
Jockey International	Clothing Manufacturer	250 – 499
Ocean Spray Cranberries, Inc.	Food Processing	250 – 499
Roundy's Supermarkets Inc.	Retail Grocer	250 – 499
Woodman's Market	Retail Grocer	250 – 499
Kenosha News	Newspaper Publishing	100 – 249
Snap-On Inc	Tool Manufacturing	100 – 249

Source: Wisconsin Department of Workforce Development  
Kenosha Area Business Alliance

**City of Kenosha Largest Taxpayers – 2009\***

<b>Name</b>	<b>2008 Assessed Valuation</b>	<b>Net Taxes Due</b>
Petretti Realty (Multi-Family Housing)	\$45,158,900	\$980,981
Southport Plaza Ltd, Partners (Commercial Retail Development)	44,425,400	945,373
Edward Rose Associates (Multi-Family Housing)	30,788,800	654,758
Chrysler LLC (Automobile Manufacturer)	22,771,600	484,584
Dairyland Greyhound Park (Greyhound Racing Track)	22,397,500	476,819
Kenosha Business Park (Industrial Park Land)	22,375,700	476,155
Shagbark Apartments LLC (Multi-Family Housing)	21,871,000	461,589
Plaza 50 Property Associates (Commercial Retail Development)	20,603,600	436,445
DS – Riverwood Apartments LLC (Multi-Family Housing)	20,155,200	428,903
Badger RE Portfolio III LLC	<u>19,324,800</u>	<u>411,232</u>
<b>Total of Top Ten Taxpayers</b>	<b><u>\$269,852,500</u></b>	<b><u>\$5,738,837</u></b>
Total City of Kenosha Assessed Values, 1/1/08	\$6,833,850,400	
Top Ten As a Percent of Total	4.08%	

\* - Taxes levied in 2008 for 2009 Collection

Source: City of Kenosha Assessor's Office  
City of Kenosha Clerk/Treasurer's Office

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## **GLOSSARY**

### **ACCRETED VALUE**

An amount of interest on Capital Appreciation Notes, that when added to the original amount of principal, produces a yield on a date in time approximately equal to the yield to maturity as set forth on the original date of issue. This full accreted amount is considered general obligation debt of the City.

### **ACCRUAL BASIS OF ACCOUNTING AND BUDGETING**

Whereby revenues are recognized when earned and expenses are recorded as liabilities are incurred. Earned but unbilled revenues are recorded as receivables at year end.

### **APPROPRIATION**

An authorization made by the City Council which permits officials to incur obligations and to expend governmental resources. Appropriations are usually made for fixed amounts and are typically granted for a one year period in operating funds.

### **ASSESSED VALUATION**

The estimated value placed upon real and personal property by the City assessors as the basis for levying property taxes.

### **BALANCED BUDGET**

A budget in which current revenues (including possible transfers from working capital) equal current expenditures.

### **BONDS AND NOTES**

A written promise to pay a specified sum of money at a future date along with periodic interest. Proceeds from bonds and notes are typically used for long-term debt to pay for construction of capital projects.

### **BUDGET (OPERATING)**

A plan of financial operation embodying proposed expenditures for a given period, typically a fiscal year, and the proposed means of financing them (revenue estimates). The term is also used to denote the officially approved expenditure ceilings under which the City and its departments operate.

### **CAPITAL OUTLAY**

The purchase, acquisition, or construction of any item having a unit cost of \$5,000 or more and a useful life of more than three years. Typical capital outlay items include vehicles, construction equipment, and certain office equipment.

### **CAPITAL PROJECT (CAPITAL IMPROVEMENT)**

Major construction, acquisition, or renovation activities which add value to the City's physical assets or significantly increase their useful life. Projects normally have a cost in excess of \$25,000 and a useful life of at least five years.

## **GLOSSARY**

### **CONTINGENCY**

Funds set aside, but not appropriated or approved for use. These funds could be used for unanticipated expenditure requirements, new programs, or to absorb unexpected revenue losses only with specific Council authorization.

### **CONTRACTUAL SERVICE**

Expenditures related to daily routine operation such as utilities, printing, employee travel, repairs etc., and services which are purchased from private contractors.

### **DEBT SERVICE**

Payment of principal and interest to holders of the City debt instruments.

### **DEFICIT**

Excess of an entity's liabilities over its assets (a negative fund balance). The term may also be used to describe a situation where expenditures exceed revenues.

### **DEPARTMENT**

A major organizational unit in the City comprised of related work activities aimed at accomplishing a major service or regulatory program.

### **DIVISION**

An organizational subdivision of a department.

### **EMPLOYEE BENEFITS**

Contributions made by the City to designated funds to meet commitments or obligations for employee fringe benefits. Included are the City's share or costs for Social Security, Wisconsin Retirement System, and the other pension, medical, and life insurance plans.

### **ENCUMBRANCES**

Obligations in the form of purchase orders, contracts or salary commitments which are chargeable to an appropriation. Encumbrances are used for budget-control during the year and are only carried on the balance sheet at year-end. Goods and services received after the close of the fiscal year are charged to the next year's budget, unless Council approves an encumbrance carry over.

### **ENTERPRISE FUND (PROPRIETARY FUND)**

Separate financial entity used for government operations that are financed and operated in a manner similar to business enterprises, and for which preparation of an income statement is desirable.

### **EQUALIZED VALUES**

The estimated full market value placed on real and personal property by the State Department of Revenue to insure that property is equitably appraised across jurisdictions. These values are used in formulas to distribute state aid and to properly apportion tax levies of units of governments

## **GLOSSARY**

across jurisdictions.

### **EQUITY TRANSFERS**

Nonrecurring or non-routine transfers of equity between funds.

### **EXPENDITURES (EXPENSES)**

For funds using the modified accrual basis of accounting, the cost of goods received and services rendered are recognized when measurable, except unmatured interest on debt, which is recognized when due. Funds using full accrual accounting (Proprietary funds) measure cost for operations, capital outlay and debt service as resources expire or are consumed.

### **FISCAL YEAR**

A twelve month period to which the annual operating budget applies. The fiscal year is also the calendar year for all City funds.

### **FULL-TIME EQUIVALENT POSITIONS**

A part-time position converted to the decimal equivalent position based on total hours per year. Full-time positions charged to more than one program are shown as an appropriate fraction in each program.

### **FUND**

An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources together with all related liabilities, obligations, reserves, and equities which are segregated for the purpose of carrying on specific activities or attaining certain objectives.

### **FUND BALANCE**

A fund will have balance sheet accounts consisting of assets, liabilities, and fund balance, and a series of revenue and expenditure accounts. A fund balance is created or increased when fund revenues exceed fund expenditures for a fiscal period. Correspondingly, a fund's balance is decreased when fund expenditures exceed fund revenues. The balance sheet accounts identify the assets that belong to a fund, such as cash or a grant payment receivable; and what liabilities it owes, such as an accounts payable to a supplier. The difference between a fund's assets and liabilities equals fund balance. A positive fund balance represents a financial resource available to finance expenditures of a following fiscal period. A deficit balance can only be recovered by having revenues exceed expenditures in a following fiscal period.

### **GENERAL FUND**

The fund supported by taxes, fees, and other revenues that may be used for any lawful purpose.

### **GENERAL OBLIGATION DEBT**

When the city pledges its full faith and credit to the repayment of the debt it issues, then this debt is a general obligation.

## **GLOSSARY**

### **GRANTS**

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

### **INTERGOVERNMENTAL REVENUE**

A contribution of assets (usually cash) by one governmental unit to another. Typically, these contributions are made to local governments from the State and Federal governments. Grants are usually made for specified purposes.

### **INTERNAL SERVICE FUND**

Funds used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the City, on a cost reimbursement basis.

### **MILL RATE**

Property tax levy stated in terms of dollars and cents for every thousand dollars of assessed property value.

### **MODIFIED ACCRUAL BASIS OF ACCOUNTING AND BUDGETING**

Whereby revenues are recorded when received in cash, except for revenues considered susceptible to accrual, which are those revenues that are both measurable and available. Revenues considered susceptible to accrual consist primarily of reimbursements for expenditures under federal and state grants. Expenditures are recognized when a liability is incurred, except for sick pay, pension expenditures and interest on long-term debt are recognized when paid.

### **NON-DEPARTMENTAL**

Program costs that do not relate to any one department, but represent costs of a general City-wide nature.

### **OPERATING TRANSFER**

Routine and/or recurring transfers of assets between funds.

### **PAYMENT IN LIEU OF TAXES**

Charges to an enterprise Fund which the City would receive in property taxes if the Enterprise were a private sector operation. Enterprise Funds are assessed a Payment in Lieu of Property Tax based on the value of the real property assets of the fund.

### **PERSONAL SERVICES**

Services rendered by full-time and part-time employees to support the functions of City departments. Costs include salaries, fringes, and other related benefits.

### **PROGRAM**

A distinct function of City government provided to the public or a function providing support to the direct services of other City departments.

## **GLOSSARY**

### **REVENUE BONDS**

A bond that is payable from a specific source of revenue and to which the full faith and credit of the City is not pledged.

### **REVENUE**

Income derived from taxes, fees, and charges, In the broader sense, "revenue" refers to all government income, regardless of source, used to fund services.

### **SPECIAL ASSESSMENT**

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

### **TAX INCREMENTAL FINANCING DISTRICT (T.I.F.)**

A geographical area designated for public and private development. Public improvements are funded by debt which is repaid through segregating the increased property taxes resulting from private development.

### **WORKING CAPITAL**

The excess of total current assets over total current liabilities to be used.

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