

## Mayor & Common Council

51101, 51102

**Department:** Mayor & Common Council

**Program Manager:** Mayor & Common Council

### **General Program Description:**

The Mayor is the Chief Executive Officer of the City assuring that all City ordinances and State laws are observed and enforced and that all City officers, boards and commission properly discharge their duties. The Mayor nominates to Council the appointment of Board and Commission members and is a voting member of the Plan Commission. The Mayor presides at the meeting of the Common Council voting only in the case of a tie vote. The Mayor is elected for a three-year term.

The Common Council is the legislative branch of City government. Its primary purpose is the passage of laws, ordinances and polices, establishment of pay ranges for City employees and official management of the City's financial affairs; its budget, its revenues and the raising of funds for the operation of the City. The Common Council is comprised of nine council members.

### **Mission Statement:**

*Brillion --- dedicated to being a GREAT place to  
Live, Work, Learn and Play --- together*

### **Staffing:**

1 PT -Mayor  
7 PT -Councilpersons

### **Functions & Responsibilities:**

- Represent the people of the City of Brillion, be accountable to and involve the public
- Adopt and regulate policies and services to meet the needs of the City and its citizens
- Levy taxes and appropriate monies for the operations of the City
- Cooperate with other Governments

City of Brillion  
2017 Budget  
General Fund Expenditures /Detail

	Account Description	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2016 6/30/2016	2016 Est. Yr End	2017 Proposed
<b>51101 - Council</b>								
110	Salaries & Wages	\$ 7,179	\$ 8,774	\$ 8,199	\$ 11,288	\$ 3,724	\$ 11,288	\$ 11,535
151	Social Security	\$ 549	\$ 672	\$ 627	\$ 864	\$ 285	\$ 864	\$ 882
180	Board of Review	\$ -						
313	Supplies, Fees & Expenses	\$ 252	\$ 152	\$ 60	\$ 100	\$ 73	\$ 132	\$ 100
321	Membership Dues (League Dues)	\$ 534	\$ 567	\$ 560	\$ 560	\$ 487	\$ 487	\$ 560
322	Education	\$ -	\$ 55	\$ 20	\$ 50	\$ 70	\$ 70	\$ 50
330	Mileage	\$ -	\$ -	\$ -	\$ 50	\$ -	\$ -	\$ 50
		<b>\$ 8,514</b>	<b>\$ 10,220</b>	<b>\$ 9,466</b>	<b>\$ 12,912</b>	<b>\$ 4,639</b>	<b>\$ 12,841</b>	<b>\$ 13,177</b>

2.06%

Note: #110 - 2017 Wages:

Council Meeting - \$52.00 - (Est. 12 Council mtgs + 3 Special Council mtgs)  
Committee Mtg - \$41.00 - (Est. 12 COW mtgs + 3 Special Cow mtgs)  
Board of Review - \$56.00  
Per Diem \$100.00 / \$50.00 - (2 days)  
League Dues - \$72.75 per member/7 members - \$50 - Chamber Dues

	Account Description	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2016 6/30/2016	2016 Est. Yr End	2017 Proposed
<b>51102 - Mayor</b>								
110	Salaries & Wages	\$ 5,314	\$ 5,405	\$ 5,262	\$ 5,832	\$ 2,662	\$ 5,832	\$ 5,879
151	Social Security	\$ 406	\$ 414	\$ 403	\$ 446	\$ 204	\$ 446	\$ 450
180	Board of Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
220	Telephone (cellphone)	\$ 995	\$ 992	\$ 832	\$ 780	\$ 352	\$ 637	\$ 780
313	Supplies, Fees & Expenses	\$ -	\$ 37	\$ 132	\$ 50	\$ 28	\$ 51	\$ 50
321	Membership Dues (League Dues)	\$ 129	\$ 134	\$ 73	\$ 135	\$ 73	\$ 132	\$ 75
322	Education	\$ -	\$ 511	\$ 593	\$ 500	\$ -	\$ 500	\$ 500
330	Mileage	\$ -	\$ 227	\$ 40	\$ 50	\$ -	\$ 50	\$ 50
		<b>\$ 6,844</b>	<b>\$ 7,720</b>	<b>\$ 7,335</b>	<b>\$ 7,793</b>	<b>\$ 3,319</b>	<b>\$ 7,648</b>	<b>\$ 7,784</b>

-0.11%

Note: #110 - 2017 Wages:

Council Meeting - \$78.00 - (Est. 12 Council mtgs + 3 Special Council mtgs)  
Committee Mtg - \$41.00 - (Est. 12 COW mtgs + 3 Special Cow mtgs)  
Board of Review - \$56.00  
Per Diem \$100.00 / \$50.00 - (2 days)  
Annual Salary - \$3,600  
Membership - League Dues - \$72.75

**Judicial – Municipal Court**  
**51200**

**Department:** Municipal Court

**Program Manager:** Municipal Judge

**General Program Description:**

The Municipal Court is responsible for conducting Municipal Court sessions once a month, which includes juvenile and adult citations. The Municipal Court adjudicates citations written by the Brillion Police Department.

**Staffing:**

Municipal Judge  
Court Clerk

**Legal- City Attorney**  
**51301**

**Department:** City Attorney

**Program Manager:** Mayor/City Administrator

**General Program Description:**

The City Attorney is responsible for conducting most of the legal business in which the City is involved; such as legal opinions, ordinances, resolutions, general legal counsel, purchase and sale of property, prosecution of ordinance and traffic violations. The City Attorney may also serve as special counsel at the request of the Mayor or City Administrator.

Legal services also include funds for special counsel outside the scope of the City Attorney's duties, labor counsel for general personnel matters and collective bargaining matters. Legal services also cover the updating and revisions to the City's Municipal Code.

**Staffing:**

Contracted Service.

City of Brillion  
2017 Budget  
General Fund Expenditures /Detail

Account Description		2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2016 6/30/2016	2016 Est. Yr End	2017 Proposed
<b>51200 - Judicial</b>								
110	Salaries & Wages - Judge	\$ 3,900	\$ 3,903	\$ 3,981	\$ 4,058	\$ 2,029	\$ 4,058	\$ 4,099
112	Salaries & Wages - Clerk	\$ 4,418	\$ 5,241	\$ 4,305	\$ 4,390	\$ 2,331	\$ 4,390	\$ 4,434
150	Wisconsin Retirement	\$ 342	\$ 367	\$ 381	\$ 290	\$ 154	\$ 290	\$ 302
151	Social Security	\$ 671	\$ 700	\$ 697	\$ 646	\$ 323	\$ 646	\$ 653
220	Telephone	\$ 147	\$ 149	\$ 149	\$ 160	\$ 120	\$ 216	\$ 350
310	Office Supplies	\$ 180	\$ 229	\$ 121	\$ 225	\$ 97	\$ 181	\$ 225
311	Postage	\$ 152	\$ 146	\$ 73	\$ 150	\$ 50	\$ 90	\$ 125
312	Printing & Notices	\$ -	\$ 119	\$ -	\$ 125	\$ -	\$ -	\$ 125
313	Supplies, Fees & Expenses	\$ 4	\$ 5	\$ 237	\$ 100	\$ -	\$ -	\$ 100
320	Publications & Subscriptions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
321	Membership Dues	\$ 40	\$ 40	\$ 40	\$ 75	\$ 75	\$ 75	\$ 75
322	Education	\$ 1,024	\$ 645	\$ 743	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200
330	Mileage	\$ 273	\$ 74	\$ 104	\$ 400	\$ -	\$ -	\$ 250
332	Jail Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ 11,151	\$ 11,617	\$ 10,831	\$ 11,819	\$ 6,379	\$ 11,146	\$ 11,937

0.99%

51301 - Legal								
201	City Attorney	\$ 4,073	\$ 3,165	\$ 2,274	\$ 3,000	\$ 2,680	\$ 5,430	\$ 5,000
202	Labor Negotiator	\$ 562	\$ 2,338	\$ -	\$ 1,000	\$ -	\$ -	\$ -
203	Legal - Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
204	Code of Ordinances	\$ 3,305	\$ 2,122	\$ 2,920	\$ 3,000	\$ 2,234	\$ 2,234	\$ 2,500
206	Legal - Municipal Court	\$ 1,380	\$ 1,140	\$ 1,328	\$ 1,500	\$ 960	\$ 1,738	\$ 1,500
		\$ 9,320	\$ 8,765	\$ 6,522	\$ 8,500	\$ 5,874	\$ 9,402	\$ 9,000

#202

5.88%

# City Administrator

51400

**Department:** City Administrator

**Program Manager:** City Administrator/Clerk-Treasurer

**General Program Description:**

The City Administrator serves as the Chief Administrative Officer of the City of Brillion; leading, planning, organizing and directing the administration of the City of Brillion towards the fulfillment of goals and policies determined by the City Council. The City Administrator manages/coordinates the day-to-day activities of the City, and apprises the Mayor and the Common Council on operating results. The Administrator, in conjunction with the City Clerk-Treasurer office, oversees management of financial resources and is responsible for the preparation of the annual budget. Serves as the Personnel Director and Department of Public Works Director and oversees all DPW activities. Serves as the main liaison/communication coordinator with all elements of non-governmental units, businesses, industry, service clubs, citizens of the community and other area and regional governmental agencies.

**Staffing:**

.55 Administrator/Clerk-Treasurer\*  
.55 FTE

\*Other .22 in City Clerk-Treasurer and .23 in Water and Sewer Utility budgets

**Functions & Responsibilities:**

- Carry out the directives of the Mayor and Common Council.
- Be responsibility for the administration of all day-to-day operations of the City government.
- Prepare a plan of administration, including an organization chart. Establish administrative procedures to increase the effectiveness and efficiency of the City government.
- Attend all meetings of the Common Council. Serve as ex officio, nonvoting member of all boards, commission and committees of the City.
- Keep informed concerning current federal, state and county legislation and represent the City in matters involving legislative and intergovernmental affairs.
- Act as public information officer for the City and establish and maintain procedures to facilitate communications between citizens and City government.
- Promote the economic well-being and growth of the City.
- Keep the Mayor and Common Council regularly informed about the activities of the administrator's office.
- Serve as personnel officer for the City. In consultation with the appropriate department head, be responsible for the appointment, promotion and, when necessary for the good of the City, the suspension or termination of employees below the department head level. Recommend salary and wage scales for City employees not covered by collective bargaining agreements.
- Be responsible for preparation, posting and publishing, including all official notices required, of the annual City budget and City proceedings.

- Administer the budgets as adopted by the Common Council and Utility Commission.
- Report regularly to the Common Council on the current fiscal position of the City.
- Supervise the accounting system of the City and ensure that the system employs methods in accordance with current professional accounting practices.
- Serve as the purchasing agent for the City, supervising all purchasing and contracting for supplies and services.

**Management Focus:**

Provide high quality cost effective service delivery to City residents. Develop a planning process to move the City toward objective/performance based budgeting and decision-making. Facilitate open, participative and affirming personnel management throughout the organization.

City of Brillion  
2017 Budget  
General Fund Expenditures /Detail

Account Description		2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2016 6/30/2016	2016 Est. Yr End	2017 Proposed
<b>51400 City Administrator</b>								
110	Salaries & Wages	\$ 38,100	\$ 34,677	\$ 29,545	\$ 30,139	\$ 15,106	\$ 30,139	\$ 41,238
150	Wisconsin Retirement	\$ 2,534	\$ 2,427	\$ 2,088	\$ 1,989	\$ 997	\$ 1,989	\$ 2,804
151	Social Security	\$ 2,915	\$ 2,653	\$ 2,349	\$ 2,306	\$ 1,156	\$ 2,306	\$ 3,155
153	Health & Life Insurance	\$ 2,132	\$ 2,139	\$ 1,156	\$ 1,548	\$ 984	\$ 1,129	\$ 1,491
220	Telephone (cellphone)	\$ 747	\$ 810	\$ 815	\$ 860	\$ 322	\$ 645	\$ 720
310	Office Supplies	\$ 32	\$ 6	\$ 5	\$ 30	\$ 3	\$ 10	\$ 30
313	Supplies, Fees & Expenses	\$ -	\$ -	\$ 44	\$ 60	\$ -	\$ -	\$ 50
320	Publications & Subscriptions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
321	Membership Dues	\$ 198	\$ 195	\$ 181	\$ 200	\$ 183	\$ 183	\$ 200
322	Education	\$ 153	\$ 129	\$ 246	\$ 400	\$ -	\$ 400	\$ 400
330	Mileage	\$ 212	\$ 207	\$ 419	\$ 200	\$ 82	\$ 148	\$ 200
		<b>\$ 47,023</b>	<b>\$ 43,243</b>	<b>\$ 36,848</b>	<b>\$ 37,732</b>	<b>\$ 18,833</b>	<b>\$ 36,949</b>	<b>\$ 50,288</b>

33.28%

Note: #110 = 65% City Administration/55% City, 5% Water & 5% Sewer



# CITY CLERK/TREASURER

51420 - 51440

**Department:** City Clerk/Treasurer's Office

**Program Manager:** Clerk/Treasurer

## **General Program Description:**

The City Clerk/Treasurer is the legal custodian of the City's official records, including the Water & Sewer Utility information, serves as the public information officer and liaison between the City and State agencies, is responsible for the administration of elections, legal notification to the public, the issuance of licenses and permits, the preparation of the official minutes, responsible for the accounting and financial reporting of all City operations. The Clerk/Treasurer's office staff maintains all financial records for the general government and Sewer & Water Utilities, billing and collections, accounts payable, payroll and related records for all City employees, collection and settlement of taxes for the City and other governments. In addition the City Clerk/Treasurer invests all City funds and coordinates the annual audit, assists with the preparation of the annual budget and the administration of the City's insurance programs. The City Clerk/Treasurer's office provides administrative support to the City Administrator, Mayor, and Common Council, Boards, Commissions and Committees, and responds to informational requests from the general public in a courteous and timely manner.

## **Staffing:**

.22 Administrator/Clerk-Treasurer\*  
.60 Deputy Clerk/Treasurer\*\*  
.29 Part-time Administrative Assistant\*\*\*  
1.11 FTE

\* Other .55 FTE of Administrator/Clerk-Treasurer is in City Administrator and .23 in Water and Sewer Utility budgets

\*\* Other .40 FTE of Deputy Clerk/Treasurer is in Water and Sewer Utility budgets

\*\*\*Other .20 FTE of Part-time Administrative Assistant is in Water and Sewer utility budgets

## **Functions & Responsibilities:**

- Responsible for performing those duties required by Wis. Stats. 62.09(9) and (11).
- Administration of all election activities.
- Publish all legal notices unless otherwise provided; file and preserve all contracts, bonds, oaths of office and other documents not required to be filed elsewhere.
- Issue all licenses required by ordinance and statute.
- Prepare the tax roll and tax notices required by the State. Collect all taxes for the City and other taxing bodies. Make property tax settlements with the County Treasurer and turn over to school district and other taxing units their proportionate share of property tax collection.
- Attend meetings, take minutes and maintain a file of all City records, ordinances, resolutions and vouchers.
- Type and distribute reports for the Council and federal and state agencies.
- Prepare financial and bank statements. Maintain fiscal records of the City. Prepare monthly financial reports.
- Assist the City Assessor in maintaining property assessment records. Make reports to the State on assessments.

- Perform recordkeeping, billing, collections, banking, investments, accounting and financial reporting of all City operations, including utilities.
- Develop and implement internal control and financial reporting procedures as necessary or as required. Invest idle funds per the City investment policy.
- Maintain payroll records and prepare payroll checks from approved employee time sheets.
- Assist City Administrator with the preparation and compilation of the annual City budget.
- Risk management administration and file insurance claims on behalf of the City. Audit and obtain approval on claims charged against the City.
- Advertise for bids, receive them and summarize the results.
- Oversee the issuance of purchase orders. Prepare check vouchers for payment of approved claims for signature.

City of Brillion  
2017 Budget  
General Fund Expenditures /Detail

	Account Description	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2016 6/30/2016	2016 Est. Yr End	2017 Proposed
<b>51420 - City Clerk/Treasurer</b>								
110	Salaries & Wages (Clerk/Treasurer)	\$ 14,545	\$ 15,134	\$ 15,856	\$ 16,172	\$ 8,086	\$ 16,172	\$ 16,495
111	Salaries & Wages (Deputy Clerk/Treasurer)	\$ 23,615	\$ 22,154	\$ 22,696	\$ 24,860	\$ 11,395	\$ 24,860	\$ 25,799
121	Wages - Part Time (Admin Assistant)	\$ 5,332	\$ 5,545	\$ 4,510	\$ 7,794	\$ -	\$ 3,897	\$ 7,803
150	Wisconsin Retirement	\$ 2,522	\$ 2,613	\$ 2,269	\$ 3,223	\$ 1,286	\$ 2,965	\$ 3,407
151	Social Security	\$ 3,196	\$ 3,147	\$ 3,057	\$ 3,735	\$ 1,439	\$ 3,437	\$ 3,832
153	Health & Life Insurance	\$ 12,743	\$ 12,835	\$ 12,351	\$ 12,700	\$ 7,280	\$ 12,700	\$ 13,202
156	Income Continuation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
180	Board of Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
240	Computer Software Agreement/Upgrades	\$ 2,375	\$ 525	\$ 1,995	\$ 2,270	\$ 1,470	\$ 1,995	\$ 2,270
241	Computer Maint/Upgrades/Internet	\$ 788	\$ 752	\$ 742	\$ 820	\$ 1,034	\$ 939	\$ 820
242	Copier Maintenance Contract	\$ 2,638	\$ 2,737	\$ 3,194	\$ 3,000	\$ 1,900	\$ 3,757	\$ 3,000
310	Office Supplies	\$ 4,283	\$ 3,530	\$ 3,939	\$ 4,000	\$ 1,375	\$ 2,661	\$ 4,000
311	Postage	\$ 1,451	\$ 2,073	\$ 2,229	\$ 1,600	\$ 766	\$ 1,387	\$ 1,600
312	Printing - Notices, Etc.	\$ 11,492	\$ 9,570	\$ 7,933	\$ 7,000	\$ 2,958	\$ 8,349	\$ 7,000
313	Supplies, Fees & Expense	\$ 721	\$ 1,049	\$ 741	\$ 600	\$ 396	\$ 716	\$ 600
320	Publications & Subscriptions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
321	Membership Dues	\$ 410	\$ 450	\$ 480	\$ 500	\$ 203	\$ 367	\$ 500
322	Education	\$ 57	\$ 20	\$ 421	\$ 200	\$ -	\$ -	\$ 200
330	Mileage	\$ 279	\$ 334	\$ 260	\$ 400	\$ 26	\$ 258	\$ 400
358	Misc. Repairs - Office Equipment	\$ 175	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ 86,622	\$ 82,468	\$ 82,673	\$ 88,874	\$ 39,614	\$ 84,460	\$ 90,928

2.31%

Note: #111 - #153 = 60% (City) & 40% (Water & Sewer)  
#110 = 35% Clerk/Treasurer/22% (City) & 13% (Water & Sewer)

<b>51440 - Elections</b>								
123	Wages - Part Time	\$ 1,588	\$ 1,504	\$ 511	\$ 2,366	\$ 1,060	\$ 2,366	\$ 1,204
150	Wisconsin Retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
151	Social Security	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
240	Computer Software Agreement/Upgrade	\$ -	\$ -	\$ -	\$ 745	\$ -	\$ -	\$ -
310	Office Supplies	\$ 10	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
313	Supplies, Fees & Expense	\$ 934	\$ 1,094	\$ 813	\$ 900	\$ 483	\$ 873	\$ 1,000
322	Education	\$ -	\$ -	\$ -	\$ 100	\$ -	\$ -	\$ 100
330	Mileage	\$ 160	\$ 152	\$ 69	\$ 150	\$ 51	\$ 92	\$ 150
353	Small Equipment R & M	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ 2,692	\$ 2,750	\$ 1,393	\$ 4,261	\$ 1,594	\$ 3,331	\$ 2,454

-42.41%

Note: #123 PT Wages: 2017 - (2 - Elections)  
\$86 per day  
\$35.50 meal allowance  
\$7.25 per session + mileage

City of Brillion  
2017 Budget  
General Fund Expenditures /Detail

	Account Description	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2016 6/30/2016	2016 Est. Yr End	2017 Proposed
<b>51450 - IT Support</b>								
216	Professional Services - IT Support	\$ 9,714	\$ 14,007	\$ 3,625	\$ 6,000	\$ 599	\$ 1,514	\$ 5,000
231	Website Management	\$ 1,260	\$ 2,595	\$ 900	\$ -	\$ 900	\$ 900	\$ 1,000
		<b>\$ 10,974</b>	<b>\$ 16,602</b>	<b>\$ 4,525</b>	<b>\$ 6,000</b>	<b>\$ 1,499</b>	<b>\$ 2,414</b>	<b>\$ 6,000</b>

Note: #216 IT Dept / #231 Infinity

0.00%

	Account Description	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2016 6/30/2016	2016 Est. Yr End	2017 Proposed
<b>51510 - Accounting &amp; Audit</b>								
210	Audit - Annual	\$ 13,970	\$ 12,870	\$ 15,928	\$ 13,522	\$ 13,600	\$ 13,600	\$ 13,930
212	Audit - Misc. Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		<b>\$ 13,970</b>	<b>\$ 12,870</b>	<b>\$ 15,928</b>	<b>\$ 13,522</b>	<b>\$ 13,600</b>	<b>\$ 13,600</b>	<b>\$ 13,930</b>

Note: 3% increase

3.02%

	Account Description	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2016 6/30/2016	2016 Est. Yr End	2017 Proposed
<b>51530 - Assessment of Property</b>								
217	Assessor Services	\$ 10,289	\$ 10,164	\$ 10,121	\$ 10,858	\$ 10,278	\$ 10,278	\$ 10,158
312	Printing - Notices, Etc.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
313	Supplies, Fees & Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
320	Publications & Subscriptions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		<b>\$ 10,289</b>	<b>\$ 10,164</b>	<b>\$ 10,121</b>	<b>\$ 10,858</b>	<b>\$ 10,278</b>	<b>\$ 10,278</b>	<b>\$ 10,158</b>

-6.45%

City of Brillion  
2017 Budget  
General Fund Expenditures /Detail

	Account Description	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2016 6/30/2016	2016 Est. Yr End	2017 Proposed
<b>51601 - City Hall</b>								
120	Wages - Custodian (Regular)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
122	Wages - Bldg/Grounds drw	\$ 711	\$ 1,776	\$ 2,582	\$ 2,724	\$ 954	\$ 1,950	\$ 2,639
125	Wages - Custodian Helper	\$ 5,099	\$ 5,208	\$ 4,429	\$ 5,421	\$ 2,648	\$ 5,167	\$ 5,529
150	Wisconsin Retirement	\$ 359	\$ 489	\$ 469	\$ 538	\$ 233	\$ 470	\$ 555
151	Social Security	\$ 444	\$ 532	\$ 535	\$ 623	\$ 275	\$ 544	\$ 625
153	Health & Life Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
220	Telephone	\$ 1,390	\$ 1,052	\$ 1,504	\$ 1,400	\$ 1,029	\$ 1,863	\$ 1,400
221	Electricity / Gas	\$ 10,221	\$ 10,653	\$ 8,326	\$ 7,911	\$ 3,682	\$ 7,835	\$ 8,227
224	Water & Sewer Utilities	\$ 958	\$ 1,407	\$ 1,418	\$ 1,500	\$ 590	\$ 1,068	\$ 1,500
231	Contracted Services - Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
244	HVAC Contracted Services	\$ 2,976	\$ 2,976	\$ 2,976	\$ 2,976	\$ 1,488	\$ 2,976	\$ 2,976
313	Supplies, Fees & Expense	\$ 220	\$ 38	\$ 136	\$ 100	\$ 17	\$ 32	\$ 100
322	Education	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
350	Bldg Maintenance Supplies	\$ 758	\$ 1,924	\$ 1,835	\$ 1,600	\$ 762	\$ 1,559	\$ 1,600
351	Bldg Structure R & M	\$ 1,164	\$ 1,156	\$ 1,294	\$ 1,500	\$ 228	\$ 420	\$ 1,500
390	Sundry Misc.	\$ 135	\$ 336	\$ 246	\$ 500	\$ 90	\$ 163	\$ 500
393	Fire Extinguishers Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
724	Humane Society Contribution	\$ 1,459	\$ 1,328	\$ 1,925	\$ 1,350	\$ 1,587	\$ 1,587	\$ 1,500
		\$ 25,894	\$ 28,875	\$ 27,675	\$ 28,143	\$ 13,583	\$ 25,634	\$ 28,651

1.81%

Note: #244 - (1/3 - City Hall, 1/3 - Fire Dept., 1/3 Ambulance)

#724 offset by revenue acct #44201

#120 - 5% of Maintenance Custodian Wages

	Account Description	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2016 6/30/2016	2016 Est. Yr End	2017 Proposed
<b>51940 - Insurance</b>								
510	Property Liability (Bldg.)	\$ 10,672	\$ 9,215	\$ 9,892	\$ 10,881	\$ 10,522	\$ 10,522	\$ 11,259
511	Vehicle (Auto) & Equipment	\$ 3,767	\$ 3,816	\$ 2,677	\$ 2,798	\$ 2,991	\$ 3,988	\$ 4,044
512	General Liability (Public/Umbrella-E&O,OffLiab)	\$ 17,121	\$ 17,380	\$ 17,796	\$ 17,792	\$ 13,344	\$ 17,792	\$ 17,793
514	Police Professional Liability	\$ 5,136	\$ 5,212	\$ 5,138	\$ 5,136	\$ 3,852	\$ 5,136	\$ 5,136
515	Workers Compensation	\$ 33,544	\$ 31,131	\$ 24,254	\$ 32,390	\$ 23,693	\$ 31,382	\$ 35,133
516	Boiler	\$ (681)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
518	Crime (Employee)	\$ 1,699	\$ 1,368	\$ 1,436	\$ 1,436	\$ 1,508	\$ 1,508	\$ 1,508
519	Miscellaneous (EAP)	\$ 375	\$ 375	\$ 375	\$ 375	\$ 188	\$ 375	\$ 375
520	Employee Bonds	\$ 1,286	\$ 618	\$ 668	\$ 618	\$ -	\$ 618	\$ 618
523	Employment Comp Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
522	Income Continuation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ 72,919	\$ 69,115	\$ 62,236	\$ 71,426	\$ 56,098	\$ 71,321	\$ 75,866

6.22%

Note: #511 - Fire Dept. Vehicle Premium is allocated to Acct # 52201-511

#511 - Ambulance Vehicles Premium is allocated to Acct # - 52301-511