

Village of Hartland



2019 Budget



On April 23, 2018 Trustee Michael Meyers, Trustee Donna Dorau and Trustee Jeffrey Anson took their oath of office.

2019 Budget Information

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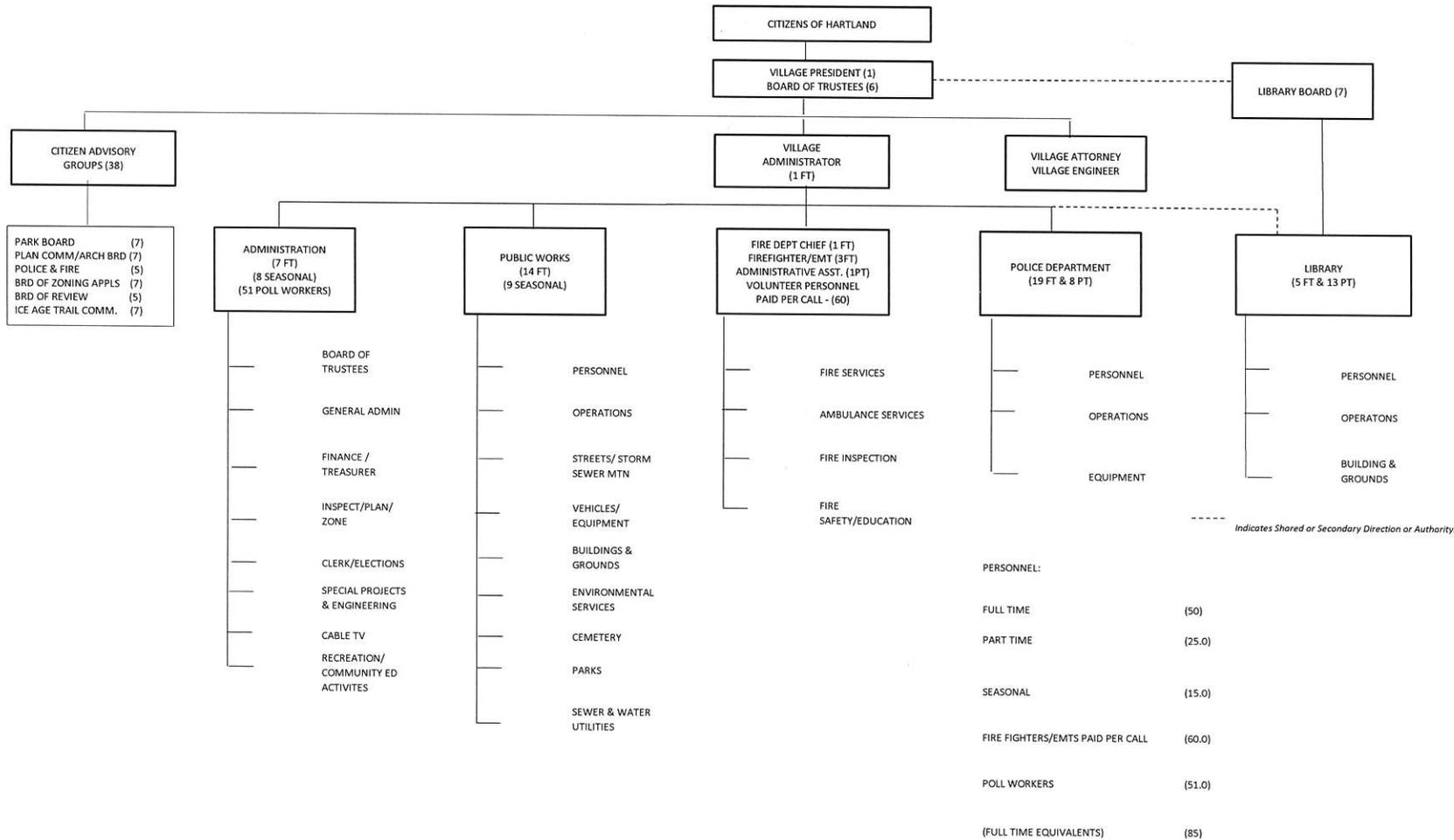
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**VILLAGE OF HARTLAND
2019 BUDGET**



**VILLAGE OF HARTLAND
2019 BUDGET RECAP**

Expenditures

General Govt	1,192,080
Public Safety	3,676,885
Public Works	1,640,535
Culture & Recreation	1,181,455

Contingency	108,882
Operating Total	7,799,837

Fund 201: Garbage Fund	428,500
Fund 204: Sewer Utility	1,671,300
Fund 205: Special Library	1,200
Fund 206: Impact Fees	1,750
Fund 207: Dental Fund	61,000
Fund 214: TIF #4 Fund	320
Fund 215: TIF #5 Fund	320
Fund 216: TIF #6 Fund	103,820
Fund 301: Debt Service	1,481,700
Fund 401: Cap Improvements	1,754,354
Fund 402: Corporate Reserve	1,286,650
Fund 403: Developers Fund	30,000
Fund 620: Water Utility	1,804,010
Fund 802;Fund 803;Fund 804	110,125
Fund Expenses	8,735,049

Total Expenditures	\$ 16,534,886
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Operating Budget	\$ 7,799,837
Water Utility Budget	1,804,010
Sewer Utility Budget	1,671,300
Other Funds Budget	5,258,539
	\$ 16,533,686

Revenues

Property Taxes for Operating	4,512,167
State Shared Revenue	244,000
Transportation Aids	648,500
Licenses, Permits, Fines	277,500
Investments	85,000
Other	2,032,670
Operating Revenues	7,799,837

Fund 201: Garbage Fund	423,955
Fund 204: Sewer Utility	1,756,150
Fund 205: Special Library	6,000
Fund 206: Impact Fees	50,500
Fund 207: Dental Fund	61,000
Fund 214: TIF #4 Fund	20,300
Fund 215: TIF #5 Fund	22,075
Fund 216: TIF #6 Fund	115,000
Fund 301: Debt Service	1,481,700
Fund 401: Cap Improvements	4,294,208
Fund 402: Corporate Reserve	1,171,240
Fund 403: Developers Fund	30,000
Fund 620: Water Utility	1,809,812
Fund 802;Fund 803;Fund 804	97,250
Fund Revenues	11,339,190

Total Revenues	\$ 19,139,027
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Revenues (Non Property Tax)	13,158,910
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Amount Required for Tax Levy	5,980,117
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Total	\$ 19,139,027
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BUDGET COMPARISONS

	2001	2002	2003	2004	2005	2006
Operating Expenditures	4,373,355	4,883,740	4,991,330	4,960,500	5,123,790	5,476,170
Property Tax Levy	2,778,617	3,088,534	3,401,912	3,494,520	3,658,790	3,902,130
State Shared Revenue	446,700	451,000	455,510	359,690	362,700	359,970
Village Tax Rate	5.12	5.43	5.69	4.39	4.48	4.59
Village Share Total Tax Bill	23.13%	22.12%	22.87%	22.86%	22.39%	23.11%

BUDGET COMPARISONS

	2007	2008	2009	2010	2011	2012
Operating Expenditures	5,644,980	5,924,300	6,199,930	6,331,860	6,468,482	6,446,256
Property Tax Levy	4,093,563	4,259,610	4,652,220	4,831,871	4,976,827	5,009,674
State Shared Revenue	359,430	358,900	358,930	304,980	305,440	229,080
Village Tax Rate	3.88	3.98	3.97	4.09	4.23	4.26
Village Share Total Tax Bill	23.30%	25.50%	23.00%	22.00%	22.97%	25.50%

BUDGET COMPARISONS

	2013	2014	2015	2016	2017	2018
Operating Expenditures	6,442,142	6,565,240	6,658,230	6,757,149	7,296,374	7,799,837
Property Tax Levy	5,143,812	5,195,250	5,221,226	5,357,668	5,465,692	5,980,117
State Shared Revenue	232,500	233,000	240,000	240,000	244,000	244,000
Village Tax Rate	4.37	4.41	4.48	4.57	4.59	4.78
Village Share Total Tax Bill	25.68%	25.99%	25.13%	25.59%	25.91%	27.83%

BUDGET COMPARISONS

	2019
Operating Expenditures	7,799,837
Property Tax Levy	5,805,720
State Shared Revenue	244,000
Village Tax Rate	4.88
Village Share Total Tax Bill	28.00%

**VILLAGE OF HARTLAND
2019 BUDGET SUMMARY**

FUND/DEPT	OPERATING EXPENSES	CAPITAL EXPENSES	REVENUES	FUND TRANSFERS	STATE AIDS	GRANTS	SURPLUS APPLIED/ (INCR)	TAX LEVY NEEDED	CORP RESRV PURCHASE
General Fund (101)									
General Government									
51100	Village Board	42,650	-	122,750	-	244,000			
51440	Elections	7,280	-	-	-	-			
51400	Gen Adm	395,600	-	34,000	-	-			
51500	Finance/Contingency	766,732	-	135,000	588,250	162,641			
51600	Municipal Building	88,700	-	-	-	-			
Subtotal									
Public Safety									
52100	Police	2,552,875	8,500	109,300	-	2,550			39,650
52200	Fire/Ambulance	949,810	45,700	307,375	-	59,000			800,000
51500	Inspection	120,000	-	165,000	-	-			
Public Works									
53000	Gen Public Works	1,556,415	3,850	-	-	648,500			
53635	Environmental Servc	63,900	-	6,000	-	-			447,000
54910	Cemetery	16,020	350	9,000	-	-	50,000		
Culture & Recreation									
55110	Library	701,550	-	17,000	-	242,004			
55200	Parks	110,875	6,500	26,500	-	-			
55300	Recreation	354,100	-	280,800	-	-			
55370	Cable TV	8,430	-	78,000	-	-			
Total Operating									
		7,734,937	64,900	1,290,725	588,250	1,358,695	50,000		
2019 Expenses		7,799,837		3,287,670	Revenues	4,512,167	Levy for Operations	Corp Reserve	1,286,650
2018 Expenses		7,811,069							
Expense Increase		-0.14%		(11,232)					

Other Funds									
201	Garbage Spec Rev	428,500	-	423,955					
204	Sewer Utility	1,344,300	327,000	1,756,150			4,545		
205	Special Library Fund	1,200	-	6,000			(84,850)		
206	Impact Fee Fund	1,750	-	50,500			(4,800)		
207	Dental Fund	61,000	-	61,000			(48,750)		
214	TIF #4	320	-	20,300			-		
215	TIF #5	320	-	22,075			(19,980)		
216	TIF #6	103,820	-	115,000			(21,755)		
301	Debt Service	1,481,700	-	12,000	1,750		(11,180)		
401	Capital Improvements	-	1,754,354	4,294,208	-		-	1,467,950	
402	Corp Reserve Fund	-	1,286,650	676,000	495,240		(2,539,854)		
403	Developers Fund	-	30,000	30,000			115,410		
620	Water Utility	1,291,421	512,589	1,809,812			-		
802;803;804	Other Funds	110,125	-	97,250			(5,802)		
Total		12,559,393	3,975,493	10,664,975	1,085,240	1,358,695	50,000	(2,604,141)	5,980,117
		16,534,886	Total Expenses						1,286,650

Summary		Operations	Debt	2019 Tax Rate Est	2018 Tax Rate	LEVY
Expenses		7,799,837	1,467,950	4.8875	4.7810	5,980,117
Revenues		3,287,670	-	4.7810	4.7810	
Levy Amount		4,512,167	1,467,950	Increase	2.23%	Estimated
2019 Tax Levy		5,980,117				
2018 Tax Levy		5,805,720				
Levy Increase		174,397	3.004%			

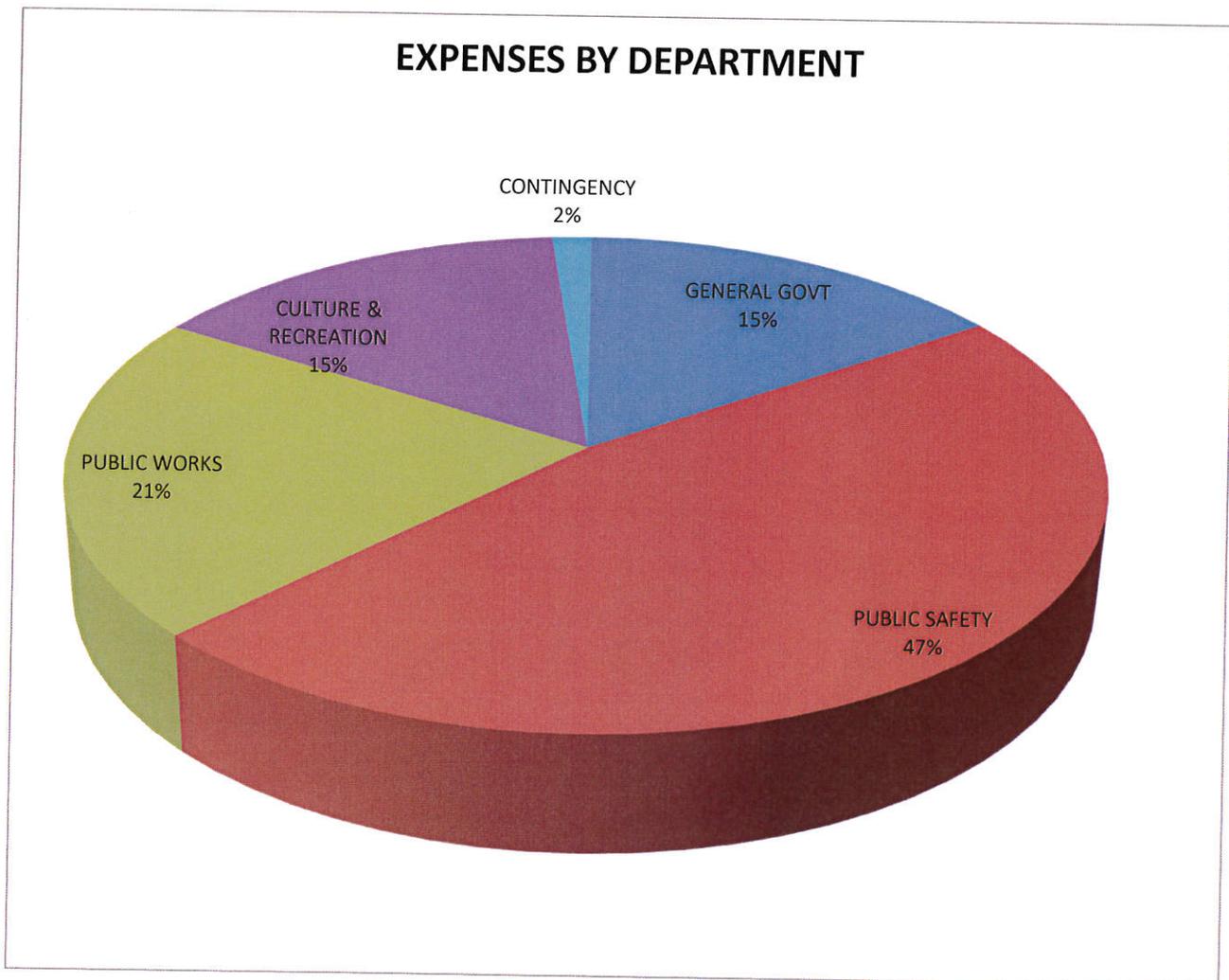
NOTE:

Village of Hartland Levy for 2018 Tax Bill	5,371,993
1.01836926763% Levy Increase Cap	98,680
Pre-2005 Allowable Levy Increase	-
Post-2005 Allowable Levy Increase	1,480,300
Levy Allowed	6,950,972
Actual Levy	5,980,117
Less than Allowed	970,855

VILLAGE OF HARTLAND BUDGET

2019 Expenses by Dept

	2019 Budg	% Of Budg	2018 Budg	% Change
GENERAL GOVT	1,192,080	15.28%	1,446,718	-17.60%
PUBLIC SAFETY	3,676,885	47.14%	3,544,000	3.75%
PUBLIC WORKS	1,640,535	21.03%	1,576,935	4.03%
CULTURE & RECREATION	1,181,455	15.15%	1,147,300	2.98%
CONTINGENCY	108,882	1.40%	96,116	13.28%
	7,799,837	100.00%	7,811,069	-0.14%



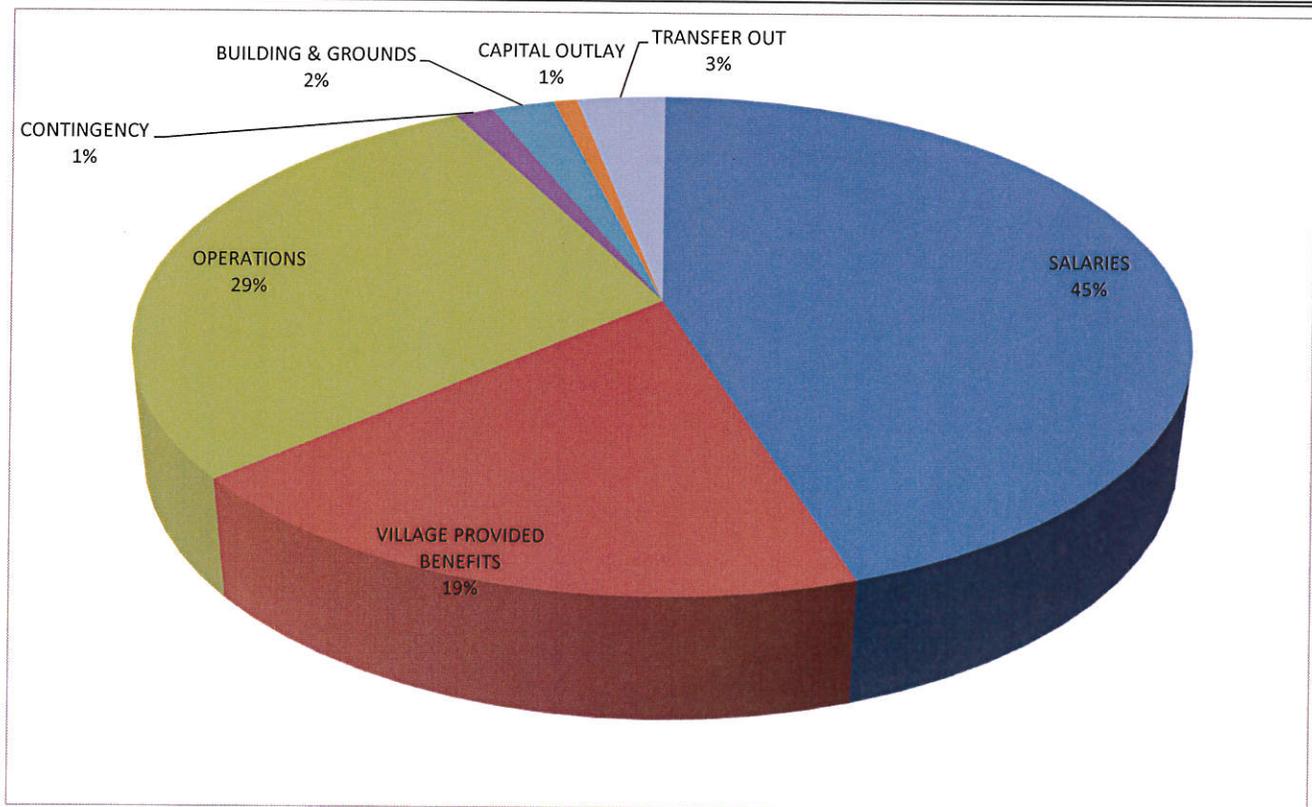
Village Cost per Person per Day for Providing Services	\$	2.32
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VILLAGE OF HARTLAND BUDGET

2019 Expenses by Category

GENERAL GOVERNMENT, PUBLIC SAFETY, PUBLIC WORKS, AND CULTURE AND RECREATION

	2019 Budg	% Of Budg	2018 Budg	% Change
SALARIES	3,506,200	44.95%	3,387,875	3.49%
VILLAGE PROVIDED BENEFITS	1,451,685	18.61%	1,421,938	2.09%
OPERATIONS	2,237,820	28.69%	2,173,740	2.95%
CONTINGENCY	108,882	1.40%	96,116	13.28%
BUILDING & GROUNDS	178,350	2.29%	210,300	-15.19%
CAPITAL OUTLAY	66,900	0.86%	57,700	15.94%
TRANSFER OUT	250,000	3.21%	463,400	0.00%
	7,799,837	100.00%	7,811,069	-0.14%



VILLAGE OF HARTLAND PUBLISHED 2019 BUDGET SUMMARY

GENERAL, TIF, DEBT SERVICE, CAPITAL IMPROVEMENTS, IMPACT FEES, WATER AND SEWER UTILITIES AND OTHER FUNDS

		ADOPTED 2018 BUDG	PROPOSED 2019 BUDG	PERCENT CHANGE							
REVENUES	PROPERTY TAXES										
	OTHER TAXES	4,454,624	4,512,167	1.29%							
	INTERGOVERNMENTAL REVENUE	230,000	230,000	0.00%							
	LICENSES & PERMITS	1,362,445	1,408,695	3.39%							
	FINES & FORFEITURES	197,500	188,500	-4.56%							
	PUBLIC CHARGES FOR SERVICES	87,000	89,000	2.30%							
	INTERGOVERNMENTAL CHARGES FOR SERVICES	517,100	564,600	9.19%							
	MISCELLANEOUS	109,000	112,375	3.10%							
OTHER FINANCING SOURCES	354,000	390,250	10.24%								
TOTAL GENERAL FUND REVENUE		499,400	304,250	-39.08%							
		7,811,069	7,799,837	-0.14%							
EXPENDITURES	GENERAL GOVERNMENT										
	PUBLIC SAFETY	1,542,834	1,300,962	-15.68%							
	PUBLIC WORKS	3,544,000	3,676,885	3.75%							
	CULTURE & RECREATION	1,576,935	1,640,535	4.03%							
TOTAL GENERAL FUND EXPENDITURES		1,147,300	1,181,455	2.98%							
		7,811,069	7,799,837	-0.14%							
SUMMARY ALL FUNDS											
	GENERAL FUND	TIF #4 SPECIAL REV FUND	TIF #5 SPECIAL REV FUND	TIF #6 SPECIAL REV FUND	DEBT SERVICE	CAPITAL IMPROVEMENTS	IMPACT FEE FUND	SPECIAL REV AND OTHER	WATER UTILITY	SEWER UTILITY	TOTAL
REVENUES	7,799,837	20,300	22,075	115,000	1,481,700	5,495,448	50,500	586,205	1,809,812	1,756,150	19,137,027
EXPENDITURES	7,799,837	320	320	103,820	1,481,700	3,071,004	1,750	600,575	1,804,010	1,671,300	16,534,636
EXCESS REVENUES OVER/(UNDER) EXPEND	-	19,980	21,755	11,180	-	2,424,444	48,750	(14,370)	5,802	84,850	2,602,391
FUND BAL/CASH BEG BAL (CASH FOR (WATER AND SEWER)	5,604,261	(602,893)	(41,310)	(953,653)	160,404	4,741,541	390,929	405,155	1,573,881	2,154,368	13,432,683
FUND BAL/CASH ENDING BAL	5,604,261	(582,913)	(19,555)	(942,473)	160,404	7,165,985	439,679	390,785	1,579,683	2,239,218	16,035,074
TAX LEVY	4,512,167	-	-	-	1,467,950	-	-	-	-	-	5,980,117

A Public Hearing on the proposed 2019 Budget will be held Monday, October 22, 2018 during the regularly scheduled meeting of the Hartland Village Board. The meeting is at 7:00 PM in the Board Room of the Hartland Municipal Building located at 210 Cottonwood Avenue, Hartland, WI 53029. Copies of the budget are available for review at the Administrative offices in the Municipal Building.

VILLAGE OF HARTLAND BOARD APPROVED 2019 BUDGET SUMMARY

GENERAL, TIF'S, DEBT SERVICE, CAPITAL IMPROVEMENTS, IMPACT FEE, SPECIAL REV AND OTHER, WATER UTILITY AND SEWER UTILITY

		ADOPTED 2018 BUDG	ADOPTED 2019 BUDG	PERCENT CHANGE
REVENUES	PROPERTY TAXES	4,454,624	4,512,167	1.29%
	OTHER TAXES	230,000	230,000	0.00%
	INTERGOVERNMENTAL REVENUE	1,362,445	1,408,695	3.39%
	LICENSES & PERMITS	197,500	188,500	-4.56%
	FINES & FORFEITURES	87,000	89,000	2.30%
	PUBLIC CHARGES FOR SERVICES	517,100	564,600	9.19%
	INTERGOVERNMENTAL CHARGES FOR SERVICES	109,000	112,375	3.10%
	MISCELLANEOUS	354,000	390,250	10.24%
OTHER FINANCING SOURCES	499,400	304,250	-39.08%	
TOTAL GENERAL FUND REVENUE		7,811,069	7,799,837	-0.14%
EXPENDITURES	GENERAL GOVERNMENT	1,542,834	1,300,962	-15.68%
	PUBLIC SAFETY	3,544,000	3,676,885	3.75%
	PUBLIC WORKS	1,576,935	1,640,535	4.03%
	CULTURE & RECREATION	1,147,300	1,181,455	2.98%
TOTAL GENERAL FUND EXPENDITURES		7,811,069	7,799,837	-0.14%

SUMMARY OF BOARD APPROVED FUNDS

	GENERAL FUND	TIF #4 SPECIAL REVENUE FUND	TIF #5 SPECIAL REVENUE FUND	TIF #6 SPECIAL REVENUE FUND	DEBT SERVICE	CAPITAL IMPROVEMENTS	IMPACT FEE FUND	SPECIAL REV AND OTHER	WATER UTILITY	SEWER UTILITY	TOTAL
REVENUES	7,799,837	20,300	22,075	115,000	1,481,700	5,495,448	50,500	588,205	1,809,812	1,756,150	19,139,027
EXPENDITURES	7,799,837	320	320	103,820	1,481,700	3,071,004	1,750	600,825	1,804,010	1,671,300	16,534,886
EXCESS REVENUES OVER/(UNDER) EXPEND	-	19,980	21,755	11,180	-	2,424,444	48,750	(12,620)	5,802	84,850	2,604,141
FUND BAL/RETAINED EARNINGS BEG BAL	5,604,261	(602,893)	(41,310)	(953,653)	160,404	4,741,541	390,929	405,155	1,573,881	2,154,368	13,432,683
FUND BAL/RETAINED EARNINGS ENDING BAL	5,604,261	(582,913)	(19,555)	(942,473)	160,404	7,165,985	439,679	392,535	1,579,683	2,239,218	16,036,824
TAX LEVY	4,512,167	-	-	-	1,467,950	-	-	-	-	-	5,980,117

The funds listed above were approved by the Village Board Monday November 12, 2018. Only the above fund information was approved as part of the budget process. The following tabs showing detail are for informational purposes only.

2018 BUDGET CALENDAR FOR 2019 BUDGET

- Fri Jul 13 Budget Books Distributed to Dept Heads
{Develop Revenue Projections}*
- Wed Aug 8 Departmental Budgets including budget narratives are returned to Finance Director {Budgets may be turned in before the 8th if completed earlier.}*
- Mon Aug 13 Budget Reviews all this Week with Department Heads*
- Mon Sep 10 Distribute Budget Books to Board Members during this week*
- Wed Sep 19 Village Board - Budget Workshop (Police, Fire Department and Public Works, 5:00 PM Start Time)*
- Thur Sep 20 Village Board - Budget Workshop (All Remaining Departments and Funds, 5:00 PM Start Time)*
- Mon Sep 24 Send Budget Summary to Local Newspapers*
- Thurs Oct 4 Publish Proposed Budget*
- Mon Oct 22 Village Board - Budget Meeting
Budget Public Hearing*
- Mon Nov 12 Village Board - Budget Meeting
Motion to Approve 2019 Budget*



VILLAGE OF HARTLAND - ASSESSMENT RATIO & VALUE

2018	EQUALIZED VALUES 8/15/2018	EQUALIZED VALUES STATE ASSESSED MANUFACTURING	EQUALIZED VALUES LESS STATE ASSESSED MANUFACTURING
REAL ESTATE	1,302,543,700.00	76,901,800.00	1,225,641,900.00
PERSONAL PROP	19,741,000.00	5,781,100.00	13,959,900.00
TOTAL	1,322,284,700.00	82,682,900.00	1,239,601,800.00
	2.58% Increase	1.19% Increase	

2018	EQUALIZED VALUES REDUCED BY TID
Real Estate	1,289,818,200.00
Personal Property	19,741,000.00
TOTAL	1,309,559,200.00
2018	
Total Tid Incr	12,725,500.00
TIF #4 INCRMNT	1,487,500.00
TIF #5 INCRMNT	1,227,600.00
TIF #6 INCRMNT	10,010,400.00

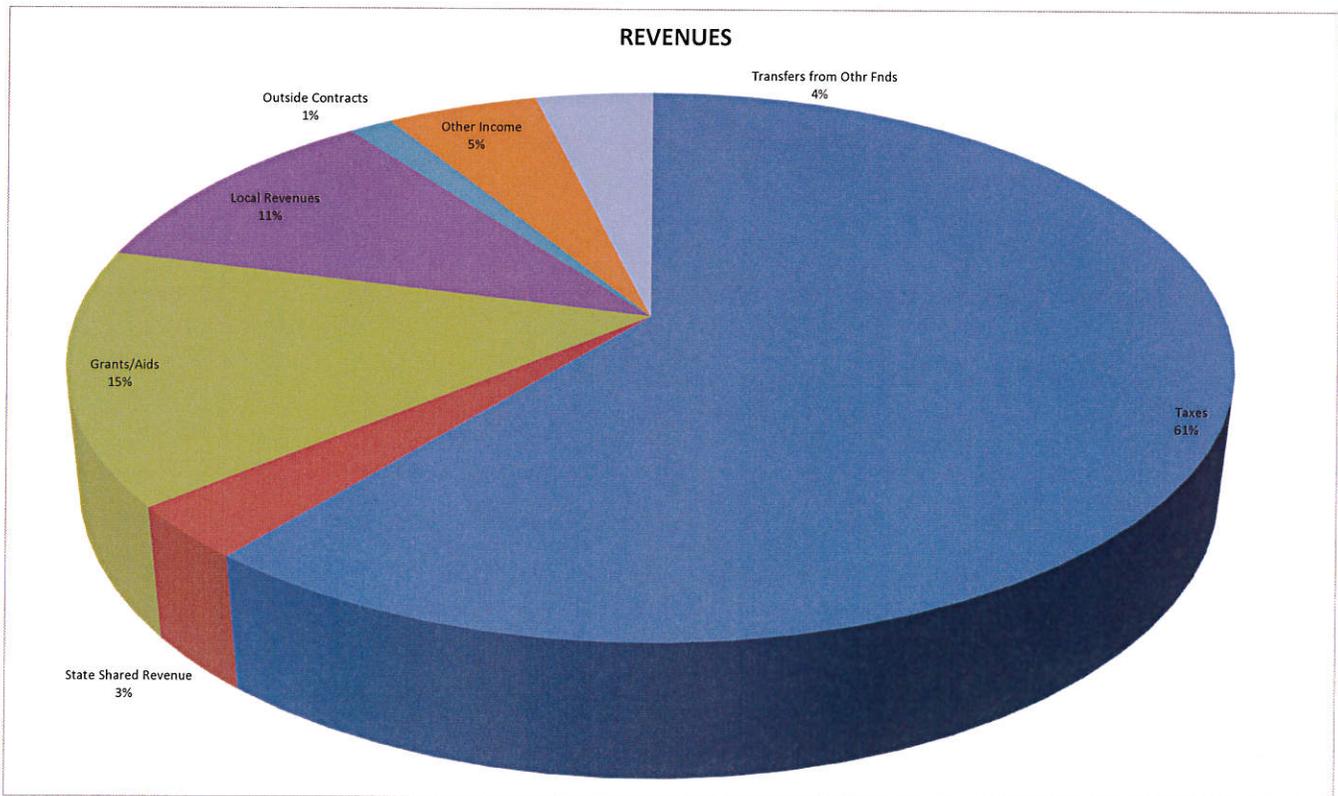
\$ 1,158,207,351
ASSESSSED VALUE STATEMENT OF ASSESSMENT
2017 \$1,143,118,700 1.30% Increase
2018 TAX ROLL FOR 2019 BUDGET

EST ASSESSMENT RATIO 0.934338229
1.03% DECREASE
ACTUAL ASSESSMENT RATIO 0.934069975

ESTIMATED TOTAL ASSESSSED VALUE 1,235,461,145.39
1.2% INCREASE
ACTUAL 2018 TOTAL ASSESSSED VALUE 1,235,439,551.00

2019 Budget Revenues

GENERAL FUND	2018 Budget	% of Budg	2019 Budget	% of Budg	% Incr/Decr
Taxes	4,684,624	59.97%	4,742,167	60.80%	1.23%
State Shared Revenue	243,466	3.12%	244,000	3.13%	0.22%
Grants/Aids	1,118,979	14.33%	1,164,695	14.93%	4.09%
Local Revenues	801,600	10.26%	842,100	10.80%	5.05%
Outside Contracts	109,000	1.40%	112,375	1.44%	3.10%
Other Income	354,000	4.53%	390,250	5.00%	10.24%
Transfers from Othr Fnds	499,400	6.39%	304,250	3.90%	0.00%
	7,811,069	100%	7,799,837	100%	-0.14%



Village of Hartland - Revenue Budget 2019

Revenues

Account Description	2017 Actual	2018 Budget	Thru 6/30/18	% Used	Full Yr Est	2019 Adopted
Taxes						
101-41110 GEN PROPERTY TAX	\$ 4,258,660	\$ 4,454,624	\$ 3,379,857	76%	\$ 4,454,624	\$ 4,512,167 ⁽¹⁾
101-41111 OMITTED TAX	-	-	-	0%	-	- ⁽²⁾
101-41112 OTHER TAXES - AG	10,626	-	-	0%	-	-
101-41310 WATER UTIL TAX EQUIV	232,283	230,000	-	0%	230,000	230,000 ⁽³⁾
Sub-Total Taxes	\$ 4,501,569	\$ 4,684,624	\$ 3,379,857	76%	\$ 4,684,624	\$ 4,742,167

Grants and Aids

101-43410 STATE SHARED REV	\$ 244,263	\$ 243,466	\$ -	0%	\$ 243,466	\$ 244,000 ⁽⁴⁾
101-43420 FIRE INSURANCE DUES	59,104	58,000	-	0%	59,000	59,000 ⁽⁵⁾
101-43520 POLICE TRAINING	2,400	2,560	-	0%	2,550	2,550
101-43530 TRANSPORTATION AID	594,287	648,500	324,062	50%	648,500	648,500 ⁽⁶⁾
101-43575 EXEMPT COMPUTER AID	119,571	121,328	-	0%	121,328	121,500 ⁽⁷⁾
101-43576 EXEMPT PERSONAL PROP AID	-	-	-	#DIV/0!	-	41,141 ⁽⁸⁾
101-43590 OTH GRANTS & AIDS	74,931	50,000	44,093	88%	65,000	50,000 ⁽⁹⁾
101-43710 LOCAL ROAD GRANT	-	-	-	0%	-	- ⁽¹⁰⁾
101-43720 COUNTY AID - LIBRARY	231,033	231,690	115,845	50%	231,690	231,695 ⁽¹¹⁾
101-43730 INTER-COUNTY LIBR FND	4,785	6,901	6,897	100%	6,897	10,309
Sub-Total Grants & Aids	\$ 1,330,374	\$ 1,362,445	\$ 490,897	36%	\$ 1,378,431	\$ 1,408,695

Local Revenues

101-44100 LICENSES	\$ 23,564	\$ 23,500	\$ 24,915	106%	\$ 28,500	\$ 23,500 ⁽¹²⁾
101-44300 PERMITS	277,612	174,000	100,875	58%	185,000	165,000 ⁽¹³⁾
101-45110 CRT FINES & FORFEITS	70,500	65,000	31,825	49%	70,000	67,000
101-45130 PARKING VIOLATIONS	4,571	5,000	2,942	59%	4,800	5,000
101-46110 ADM SERVICE FEES	17,668	10,000	6,588	66%	10,000	10,000
101-46115 STREET TREES	26,663	-	-	#DIV/0!	-	6,000 ⁽¹⁴⁾
101-46210 POLICE DEPT FEES	2,077	2,300	868	38%	2,100	2,300
101-46230 AMBULANCE FEES	234,309	228,000	130,860	57%	230,000	230,000 ⁽¹⁵⁾
101-46440 WEED & NUISANCE CONTROL	-	-	-	#DIV/0!	-	-
101-46540 CEMETERY FEES	12,750	6,000	6,000	100%	9,000	9,000
101-46710 LIBR FINES/MISC REV	16,351	17,000	7,902	46%	17,000	17,000
101-46720 PARK RENTALS	6,840	6,500	5,288	81%	7,500	7,500
101-46725 PARK RENTS-TAX EXMPT	18,947	16,000	19,317	121%	20,000	19,000
101-46730 RECREATION CLASSES	140,772	115,000	79,334	69%	136,000	130,000 ⁽¹⁶⁾
101-46735 DANCE ACADEMY	35,299	35,000	16,885	48%	38,100	35,000 ⁽¹⁷⁾
101-46740 RECREATION TRIPS	19,047	20,000	5,820	29%	15,000	20,000
101-46750 RECREATION-SUMMER	51,570	35,000	13,991	40%	63,000	55,000
101-46760 RECREATION-OTHER	2,950	5,000	1,019	20%	2,100	2,500
101-46770 BEFORE/AFTER SCHOOL	33,259	38,000	19,939	52%	37,500	38,000 ⁽¹⁸⁾
101-46780 NON-RESIDENT CARD	571	300	143	0%	380	300
Sub-Total Local Revenues	\$ 995,320	\$ 801,600	\$ 474,511	59%	\$ 875,980	\$ 842,100

Village of Hartland - Revenue Budget 2019

Revenues

Account Description	2017 Actual	2018 Budget	Thru 6/30/18	% Used	Full Yr Est	2019 Adopted
Outside Services and Contracts						
101-47320 FIRE CONTRACT-MERTN	\$ 47,800	\$ 49,000	\$ 49,000	100%	\$ 49,000	\$ 52,375 ⁽¹⁹⁾
101-47325 AMBULANCE SERVICE	25,000	25,000	25,000	100%	25,000	25,000 ⁽²⁰⁾
101-47330 CROSSING GRDS CNTR	34,351	35,000	-	0%	35,000	35,000 ⁽²¹⁾
Sub-Total Outside Contracts	\$ 107,151	\$ 109,000	\$ 74,000	102%	\$ 109,000	\$ 112,375

Other Income

101-48000 MISC REVENUE	\$ 79,272	\$ 50,000	\$ 56,139	112%	\$ 75,000	\$ 50,000 ⁽²²⁾
101-48010 DONATIONS	17,654	-	2,119	#DIV/0!	2,200	-
101-48100 INVESTMENT INTEREST	55,637	50,000	47,865	96%	95,000	85,000
101-48200 RENTAL OF BUILDINGS	111,876	121,000	59,853	49%	121,000	122,750 ⁽²³⁾
101-48300 SALE OF VILLAGE PROP	324	500	1,020	204%	1,020	500
101-48410 CABLE FRANCHISE FEE	77,054	78,500	19,970	25%	78,500	78,000 ⁽²⁴⁾
101-49220 SEWER UTILITY TRANS	19,711	20,000	19,629	98%	20,000	20,000 ⁽²⁵⁾
101-49260 WATER UTILITY TRANS	28,450	34,000	29,566	87%	34,000	34,000 ⁽²⁵⁾
Sub-Total Other Income	\$ 389,978	\$ 354,000	\$ 236,161	67%	\$ 426,720	\$ 390,250

Transfer from Other Funds

R 101-49270 OTHER FUNDING	\$ -	\$ 499,400	\$ -	0%	\$ -	\$ 304,250 ⁽²⁶⁾
Sub-Total Other Funding	\$ -	\$ 499,400	\$ -	0%	\$ -	\$ 304,250

Total Revenues	\$ 7,324,392	\$ 7,811,069	\$ 4,655,426	60%	\$ 7,474,755	\$ 7,799,837
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Revenue Budget Notes:

- (1) Property Taxes levied based on levy certification amounts
- (2) Omitted tax are taxes on any properties that should have been taxed in a previous year but were left off the tax roll.
- (3) Water Utility Tax Equivalent as determined by PSC calculation for payment in lieu of taxes
- (4) State Shared will be similar to 2018.
- (5) Fire Insurance Dues is an annual amount received based on fire insurance premiums paid in Wisconsin. This money is to be used on the purchase of fire protection equipment, fire prevention inspection and public fire education and training fire fighters and fire inspector.
- (6) Transportation Aids will stay approximately the same in 2019 as 2018.

Revenues

Account Description	2017 Actual	2018 Budget	Thru 6/30/18	% Used	Full Yr Est	2019 Adopted
<p><i>Exempt Computer Aid is the reimbursement from the State of Wisconsin for lost revenues caused by the creation of personal property tax exemptions for computers, cash registers and fax machines. The State has frozen this aid with annual CPI increases.</i></p>						
(7)						
<p><i>For 2019, the State of Wisconsin removed Machinery, Tools and Patterns from Personal Property and now gives the Village an aid payment in lieu of this.</i></p>						
(8)						
<p><i>Waukesha County Recycling Reimbursement and any other minor grants the Village may receive</i></p>						
(9)						
<p><i>Local Road Improvement Grant is from Waukesha County is awarded every other year.</i></p>						
(10)						
<p><i>County Aid Library is from Waukesha County and is compensation for use of the Hartland Library from people who reside outside of the Village of Hartland. Minimal change in 2019.</i></p>						
(11)						
<p><i>Bartenders renew their licenses/permits in even numbered years. This account also hosts liquor and dog licenses annually.</i></p>						
(12)						
<p><i>These are permit charges for new home construction additions and all other permits</i></p>						
(13)						
<p><i>This account is for any street tree revenues from new single family homes during the year. No money is budgeted as street trees are strictly an in and out revenue and expense.</i></p>						
(14)						
<p><i>The ambulance transport rates are budgeted to stay the same. Fees depend on type of support, supplies used and resident or non-resident rates</i></p>						
(15)						
<p><i>Rates are anticipated to remain constant in 2019 for Recreation programs</i></p>						
(16)						
<p><i>Dance Academy revenues are a partnership/agreement with To The Pointe Dance Studio. This program was new in 2016.</i></p>						
(17)						
<p><i>The enrollment numbers for this program have been increasing in 2018 and hopeful to do the same in 2019.</i></p>						
(18)						
<p><i>Fire Service for the Town of Merton is calculated on a percentage of the Fire budget. The percentage is arrived at by calculating the average number of fire responses over a five year period.</i></p>						
(19)						
<p><i>We provide ambulance service for a portion of the Town of Merton at a flat fee for 2019 and the Village will collect all funds associated with those runs.</i></p>						
(20)						
<p><i>The crossing guard contract is with Hartland/Lakeside School District.</i></p>						
(21)						
<p><i>Miscellaneous Revenues consists of worker's compensation reimbursements, credit card rebates, insurance dividend and any other miscellaneous revenue item.</i></p>						
(22)						
<p><i>Rental of Buildings is the amount we receive from the cell tower rentals from AT&T, Verizon and Sprint.</i></p>						
(23)						
<p><i>Fees paid by AT&T and Time Warner Cable to provide service to the Village's citizens.</i></p>						
(24)						
<p><i>Utility Transfers are chargebacks to the Water & Sewer Utilities for equipment usage and building rents.</i></p>						
(25)						
<p><i>In 2019, the other funding account contains use of fund balance as follows: \$10,000 for continuing work on the Community Center Study and Comprehensive Plan Update, \$44,250 for retiree health benefits that will be paid in 2019, \$130,500 transfer of undesignated fund balance to the Corporate Reserve Fund to offset purchases of future equipment instead of borrowing for these purchases and \$119,500 transfer of undesignated fund balance to the Capital Projects Fund to avoid borrowing for short term capital projects</i></p>						
(26)						

Tax Overview

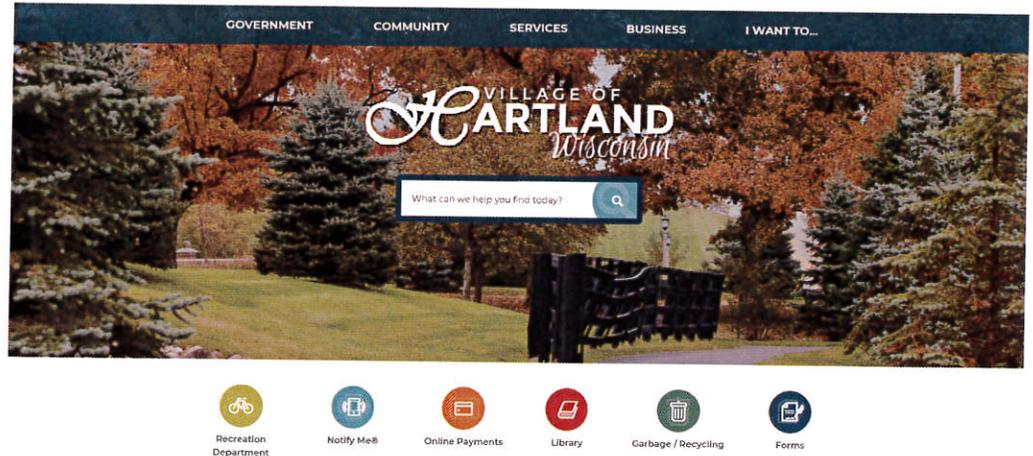
The assessed value of the Village of Hartland for 2018 is \$1,235,439,551. This is a 1.25% increase from the 2017 assessed value. Our 2018 assessment ratio is .934069975. This is a 1.02% decrease in the assessment ratio from 2017.

The 2018 equalized value is \$1,322,284,700. This is a 2.58% increase from the 2017 equalized value.

2019 Budget General Government

TABLE OF CONTENTS

Budget Summary	1
Personnel	2
Capital Outlay	2
Capital Improvement	2
Budget History	3
Organizational Chart	4



2018 Website Redesign

2019 ADMINISTRATION & FINANCE GOALS

- Finalize updates for Village's future plans.



The summer banner photos on the Village's website were taken by Miranda Weston.

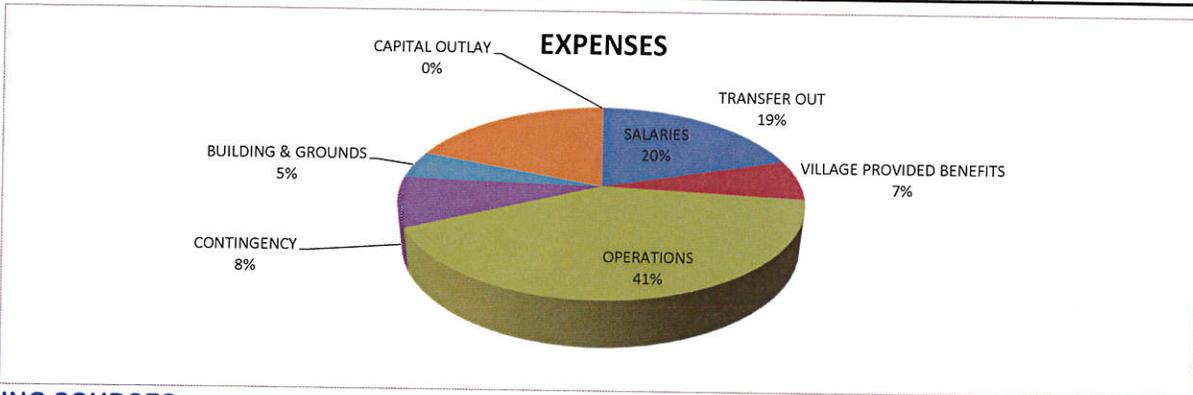
The fall banner photos on the Village's website were taken by Mary Fallon.



VILLAGE OF HARTLAND - GENERAL GOVERNMENT
2019 Budget Summary

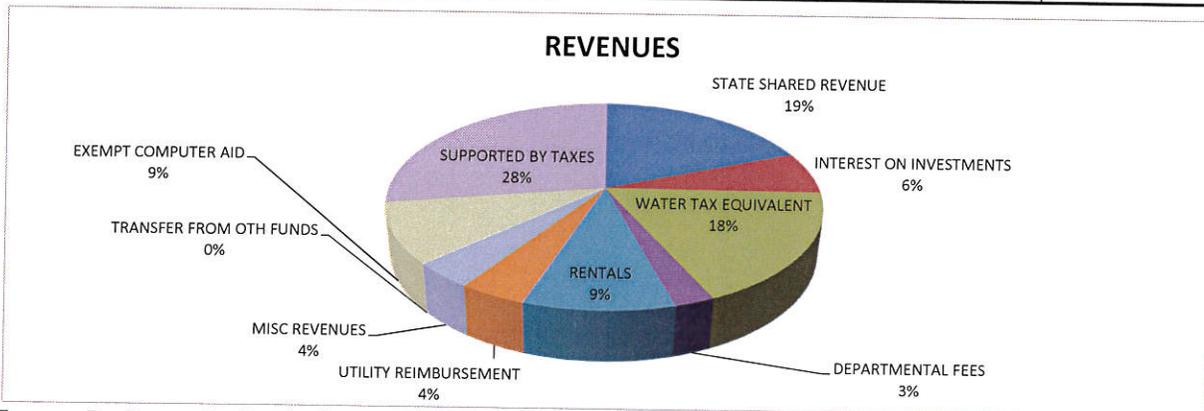
VILLAGE BOARD, ELECTIONS, GENERAL ADMIN, FINANCIAL ADMIN, MUNICIPAL BLDG & GROUNDS

	2019 Budg	% Of Budg	2018 Budg	% INCR
SALARIES	261,700	20.12%	277,875	-5.82%
VILLAGE PROVIDED BENEFITS	87,575	6.73%	108,468	-19.26%
OPERATIONS	532,905	40.96%	505,625	5.40%
CONTINGENCY	108,882	8.37%	96,116	13.28%
BUILDING & GROUNDS	59,900	4.60%	91,350	-34.43%
TRANSFER OUT	250,000	19.22%	463,400	-46.05%
CAPITAL OUTLAY	-	0.00%	-	#DIV/0!
	1,300,962	100.00%	1,542,834	-15.68%



FUNDING SOURCES

	2019 Budg	% OF BUDG	2018 Budg	% INCR
STATE SHARED REVENUE	244,000	18.76%	243,466	0.22%
INTEREST ON INVESTMENTS	85,000	6.53%	50,000	70.00%
WATER TAX EQUIVALENT	230,000	17.68%	230,000	0.00%
DEPARTMENTAL FEES	33,500	2.58%	33,500	0.00%
RENTALS	122,750	9.44%	121,000	1.45%
UTILITY REIMBURSEMENT	54,000	4.15%	54,000	0.00%
MISC REVENUES	50,500	3.88%	50,500	0.00%
TRANSFER FROM OTH FUNDS	-	0.00%	-	#DIV/0!
EXEMPT COMPUTER AID	121,500	9.34%	121,328	0.14%
SUPPORTED BY TAXES	359,712	27.65%	639,040	-43.71%
	1,300,962	100.00%	1,542,834	-15.68%



Total Expense Per Person Per Day for General Government:
Village Board, Elections, General Administration,
Financial Administration & Municipal Building

0.39

TOTAL PER CAPITA SUPPORTED BY TAXES PER DAY

0.1078

VILLAGE OF HARTLAND - GENERAL GOVERNMENT BUDGET 2019

Fund 101: General Government

Personnel Schedule

Classification	Full Time	Part Time	Salary Grade			
				2017	2018	2019
Village Trustees		7		7	7	7
(Wages Split Gen Fund 85%/Water 10% Sewer 5%)						
Election Workers		51		51	51	51
General Administration				<i>Fulltime Equivalents</i>		
Administrator	1		Contract	1	1	1
Village Clerk	1		10	1	1	1
Deputy Clerk	1		7	1	1	1
(Wages Split Gen Fund 65%/Water 25% Sewer 10%)						
Financial Administration						
Finance Director	1		12	1	1	1
Deputy Treasurer	1		6	1	1	1
Fiscal & Recreation Clerk	1		4	0.75	0.75	0.75
(Wages Split Gen Fund 34%/Water 33% Sewer 33%)						
Municipal Building						
Public Works Empl		1		0.5	0	0
Custodian		1		0.25	0.25	0.5
Employee Totals	6	60		6.50	6.00	6.25

Capital Outlay Schedule

Item	Add	Repl	Amt	Unit Cost	Total
None anticipated for 2019					
TOTAL GENERAL GOVERNMENT CAPITAL OUTLAY					\$ -

Capital Improvement Fund

Item	Add	Repl	Amt	Unit Cost	Total
There are no capital improvements anticipated in 2019.					
TOTAL CAPITAL IMPROVEMENT PURCHASES					\$ -

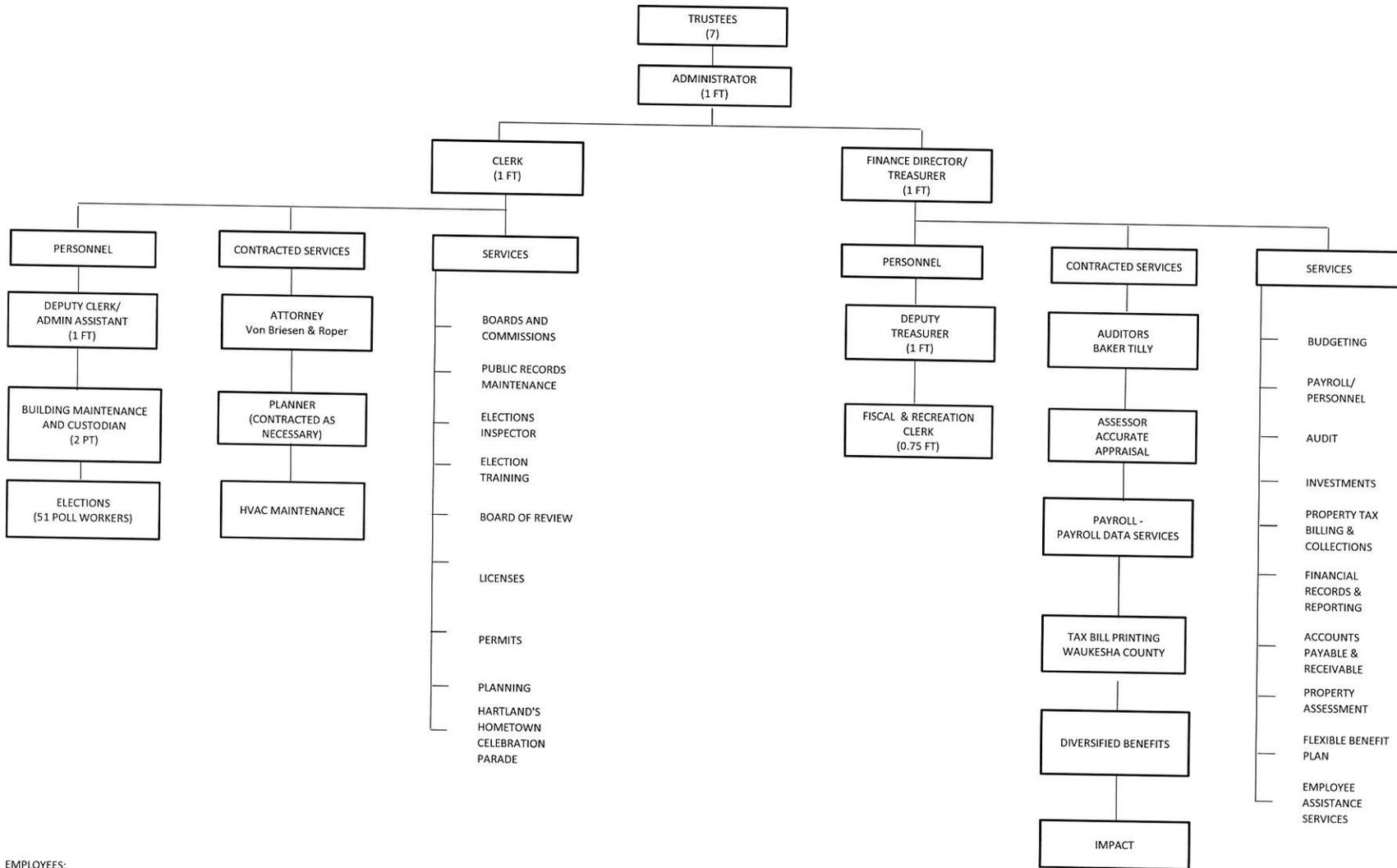
VILLAGE OF HARTLAND 5 YEAR BUDGET HISTORY

Fund 101: General Government

Village Board, Elections, Administration, Finance, Municipal Bldg

Expenses	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Adopted
Wages	241,707	255,062	256,457	277,875	261,700
Benefits	101,151	98,987	89,156	108,468	87,575
Operations	459,091	444,041	706,774	505,625	532,905
Capital Outlay	-	-	-	-	-
Bld & Grounds	52,685	55,124	48,091	91,350	59,900
Transfer Out	-	-	255,000	463,400	250,000
Contingency	-	-	-	96,116	108,882
Total	854,634	853,214	1,355,478	1,542,834	1,300,962
Revenues	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Adopted
State Shared Rev	245,693	243,316	244,263	243,466	244,000
Interest	16,131	36,654	55,637	50,000	85,000
Wtr Tax Equiv	234,031	225,208	232,283	230,000	230,000
Dept Fees	28,279	54,210	41,232	33,500	33,500
Rentals	95,785	105,896	111,876	121,000	122,750
Utility Reimburs	55,113	53,700	48,161	54,000	54,000
Misc Rev	111,381	83,198	96,926	50,000	50,000
Trans from TIF	-	-	-	-	-
Trans from Other	-	-	-	-	-
Sale of Village Property	1,780	1,042	324	500	500
Exempt Comp Aid	158,474	153,008	119,571	121,328	121,500
Use of Fund Balance	-	-	255,000	463,400	250,000
Total	946,667	956,232	1,205,273	1,367,194	1,191,250
Supported by Taxes	(92,033)	(103,018)	150,205	175,640	109,712
Population	9,124	9,141	9,170	9,197	9,212
Annual Per Capita Supported by Taxes	(10.09)	(11.27)	16.38	19.10	11.91
Per Capita Supported by Taxes Per Day	(0.028)	(0.031)	0.045	0.0523	0.0326
Total Exp Per Person Per Day	0.26	0.26	0.40	0.46	0.39

2018 GENERAL ADMINISTRATION



EMPLOYEES:
 6 FULL TIME
 2 PART TIME
 51 POLL WORKERS
 VARIOUS CONTRACTED WORKERS

6.5 FTE

Village Board

Account Description	2017 Actual	2018 Budget	Thru 6/30/18	% Used	Full Yr Est	2019 Adopted	Footnotes
Trustee Wages and Benefits							
E 101-51100-110 SALARIES	\$ 31,348	\$ 31,600	\$ 15,779	50%	\$ 31,600	\$ 32,650	
E 101-51100-130 FICA	2,398	2,400	1,207	50%	2,400	2,500	
Sub-Total Trustee Wages & Benefits	\$ 33,746	\$ 34,000	\$ 16,986	50%	\$ 34,000	\$ 35,150	
Trustee Operations							
E 101-51100-290 OUTSIDE CONTRACTS	\$ -	\$ -	\$ -	#DIV/0!	\$ -	\$ -	
E 101-51100-300 OPER SUPPLIES/EXPS	9,233	5,500	4,779	87%	6,200	6,500	
E 101-51100-305 EXPENSES-OTHER	990	1,000	-	0%	1,000	1,000	
Sub-Total Trustee Operations	\$ 10,223	\$ 6,500	\$ 4,779	74%	\$ 7,200	\$ 7,500	
TOTAL VILLAGE BOARD	\$ 43,969	\$ 40,500	\$ 21,765	54%	\$ 41,200	\$ 42,650	
					<i>Increase</i>	<i>5.3%</i>	

SEE TAB 31

A
B

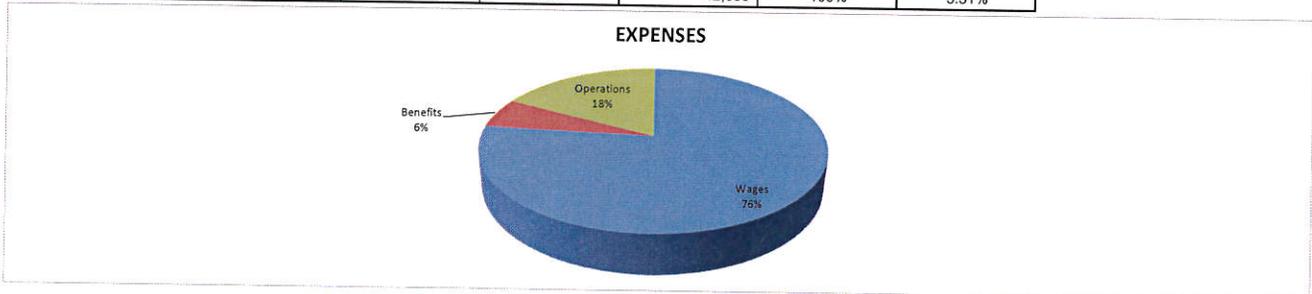
FOOTNOTE EXPLANATIONS ON TAB 4 PAGE 2

Highlight 2018: During 2018, the Village began work on the Comprehensive Plan or CORP study update.

Spotlight 2019: Finalize updates for Village's future plans and continued pursuit of appropriate development and redevelopment within the Village

Operations: The Operating Supplies and Expenses account pays our dues to the League of Wisconsin Municipalities.

	2018 Budget	% of Budget	2019 Adopted	% of Budget	Incr/Decr
Wages	31,600	78%	32,650	77%	3.32%
Benefits	2,400	6%	2,500	6%	0.00%
Operations	6,500	16%	7,500	18%	15.38%
Capital Outlay	-	0%	-	0%	0.00%
Total	40,500	100%	42,650	100%	5.31%



Footnotes to Village Board Budgeted Line Items

- A. Account E101-51100-300 Operating Supplies/Expenses: These expenditures are for the League of Wisconsin Municipalities and various board member expenditures including costs to attend educational sessions.
- B. Account E101-51100-305 Expenses – Other: These expenditures are the payments to the Town of Merton as required under state law payment of taxes on annexed properties.

General Administration

Account Description	2017 Actual	2018 Budget	Thru 6/30/18	% Used	Full Yr Est	2019 Adopted	Footnotes
Administration Wages and Benefits							
E 101-51400-110 SALARIES	\$ 138,296	\$ 139,500	\$ 67,727	49%	\$ 139,500	\$ 144,000	A
E 101-51400-130 FICA	10,642	10,650	5,176	49%	10,650	11,050	
E 101-51400-140 RETIREMENT BENEFITS	9,679	9,350	3,618	39%	9,350	9,375	
E 101-51400-150 HEALTH/DENTAL/LIFE	32,915	45,350	16,774	37%	45,350	35,750	B
E 101-51400-180 OTHER BENEFITS	2,500	3,000	2,500	83%	2,500	2,500	
Sub-Total Wages & Benefits	\$ 194,032	\$ 207,850	\$ 95,795	46%	\$ 207,350	\$ 202,675	SEE TAB 31
Administration Operations							
E 101-51400-210 LEGAL SERVICES	\$ 48,759	\$ 50,000	\$ 28,621	57%	\$ 50,000	\$ 50,000	C
E 101-51400-215 PLANNING SERVICES	663	46,000	6,879	15%	33,000	30,000	D
E 101-51400-290 OUTSIDE CONTRACTS	24,831	25,000	19,213	77%	25,000	25,000	E
E 101-51400-300 OPER SUPPLIES/EXPNS	15,303	18,000	9,243	51%	18,000	18,000	F
E 101-51400-360 VEHICLE MAINT/EXPENSE	158	600	867	145%	1,000	1,000	G
E 101-51400-395 COMMUNITY RELATIONS	65,783	61,000	33,224	54%	61,000	62,000	H
E 101-51400-400 OTHER BOARDS/COMM	4,920	2,500	-	0%	2,500	2,500	I
E 101-51400-800 CAPITAL OUTLAY	-	-	-	0%	-	-	
E 101-51400-900 CORP RESERVE PMTS	5,925	4,725	4,725	0%	4,725	4,425	
Sub-Total Operations	\$ 166,342	\$ 207,825	\$ 102,772	49%	\$ 195,225	\$ 192,925	
TOTAL GENERAL ADMINISTRATION	\$ 360,374	\$ 415,675	\$ 198,567	48%	\$ 402,575	\$ 395,600	Decrease -4.8%

FOOTNOTE EXPLANATIONS ON TAB 4 PAGE 5

Highlight 2018: The Village did a website re-design during 2018.

Spotlight 2019: The Village will continue usage of electronic technology, i.e. electronic newsletter, GIS updates, Laser Fiche electronic filing system.

Operations: We do not anticipate any replacement of existing office equipment at this time. Maintenance contracts increase the longevity of the office equipment most frequently used.

General Administration

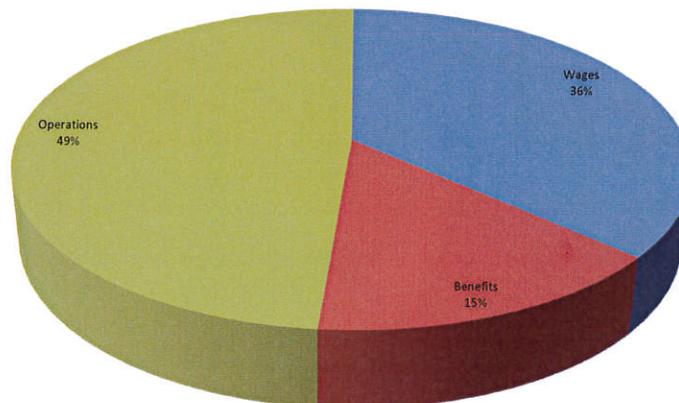
Capital Outlay - 101-51400-800

General Administration

Item	Add	Repl	Amount	Unit Cost	Total
No capital outlay planned for 2019					
TOTAL GEN ADM CAPITAL OUTLAY PURCHASES					\$ -

	2018 Budget	% of Budget	2019 Adopted	% of Budget	Incr/-Decr
Wages	139,500	34%	144,000	36%	3.23%
Benefits	68,350	16%	58,675	15%	-14.16%
Operations	207,825	50%	192,925	49%	-7.17%
Capital Outlay	-	0%	-	0%	#DIV/0!
Total	415,675	100%	395,600	100%	-4.83%

EXPENSES



Footnotes to General Administration Budgeted Line Items

- A. Account E101-51400-110 Salaries: This account makes up the General Fund portions of the Village Administrator, Village Clerk and Deputy Clerk salaries.
- B. Account E101-51400-150 Health/Dental/Life Insurance: Anticipate health insurance premiums to rise.
- C. Account E101-51400-210 Legal Services: Includes the Municipal Attorney, Court Attorney, Personnel Attorney and Special Development (TIF) Attorney fees.
- D. Account E101-51400-215 Planning Services: This account includes the services of outside consultants who help with special engineering or planning projects including the revisions to the floodplain map as well as downtown planning documents. In 2019, there is an additional \$10,000 budgeted for completion of the comprehensive plan and CORP update. This additional \$10,000 is offset in account 101-49270 other funding on Tab 2 as use of fund balance designated for these projects.
- E. Account E101-51400-290 Outside Services/Contracts: This is the maintenance contract for copy/fax machines, postal meter, folding machine, Weights and Measures charge from the Wisconsin Department of Administration, GIS Maintenance, Municipal Code updates, Computer Maintenance and Laser Fiche maintenance contracts.
- F. Account E101-51400-300 Operating Supplies/Expenses: This is for dues for professional organizations for the Administration Staff, office supplies, postage, stationary supplies, etc.
- G. Account E101-51400-395 Community Relations: This is the funding for the Village Newsletters (\$9,500), Hartland Hometown Celebration Parade (\$4,500), 4th of July Fireworks display (\$17,000), street landscaping and banners, website and web presence expenses (\$8,000), annual music license and for the Fine Arts Center programming (\$5,500), Ice Age Trail Community Committee (\$1,000).
- H. Account E101-51400-400 Other Boards and Commissions: This is for the annual stipend payments as well as other training expenses for the Village Board and Commission members.
- I. Account E101-51400-900 Corp Reserve Pmts: This account is the payment to the Corporate Reserve Fund for the Village Hall vehicle and copy machine.

Financial Administration

Account Description	2017 Actual	2018 Budget	Thru 6/30/18	% Used	Full Yr Est	2019 Adopted	Footnotes
Finance Wages & Benefits							
E 101-51500-110 SALARIES	\$ 56,411	\$ 56,700	\$ 27,651	49%	\$ 56,700	\$ 58,050	
E 101-51500-130 FICA	4,138	4,350	2,123	49%	4,350	4,450	
E 101-51500-140 RETIREMNT BNFTS	3,517	3,800	1,484	39%	3,800	3,800	
E 101-51500-150 HEALTH/DENTAL/LIFE	11,436	10,900	5,787	53%	10,900	10,800	
E 101-51500-180 OTHER BENEFITS	1,250	1,250	1,250	0%	1,250	1,250	
Sub-Total Finance Wages & Benefits	\$ 76,752	\$ 77,000	\$ 38,295	50%	77,000	\$ 78,350	
Finance Operations							
E 101-51500-290 OUTSIDE CONTRACTS	\$ 40,832	\$ 43,000	\$ 25,717	60%	\$ 41,000	\$ 41,000	
E 101-51500-300 OPER SUPPLIES/EXP	13,280	11,000	5,083	46%	13,000	13,000	
E 101-51500-500 PROP ASSESSMENT	30,034	31,000	36,711	118%	67,850	67,850	
E 101-51500-510 INSURANCES	162,689	170,000	74,212	44%	170,000	180,000	
E 101-51500-520 UNCOLLECTIBLE AMTS	886	5,000	-	0%	2,500	2,500	
E 101-51500-530 TAX BILLING/TAX ROLL	6,333	8,000	2,830	35%	7,000	7,000	
E 101-51500-540 AUDITING/ACCOUNTING	16,900	18,150	8,500	47%	18,150	18,150	
E 101-51500-800 CAPITAL OUTLAY	-	-	-	0%	-	-	
E 101-51500-900 CORP RESERVE PMTS	-	-	-	0%	-	-	
E 101-51500-910 CONTINGENCY	-	96,116	-	0%	-	108,882	
E 101-51500-915 TRANSFER TO CPF	-	313,400	313,400	0%	313,400	119,500	
E 101-59200-915 TRANSFER TO CORP RESV	255,000	150,000	150,000	0%	150,000	130,500	
Sub-Total Finance Operations	\$ 525,954	\$ 845,666	\$ 616,453	73%	\$ 782,900	\$ 688,382	
TOTAL FINANCIAL ADM	\$ 602,706	\$ 922,666	\$ 654,748	71%	\$ 859,900	\$ 766,732	

SEE TAB 31

A
B
C
D
E
F
G
H
I
J

Decrease -16.9%

FOOTNOTE EXPLANATIONS ON TAB 4 PAGE 8

Highlight 2018: *The department has seen growth in the use of our credit card/bill pay/check intercept system for all municipal services*

Spotlight 2019: *We will continue to work with our auditors to explore various ways of implementing changes to help us comply with Governmental Accounting Standards Board (GASB) requirements.*

Other Benefits: *This is the wellness benefit and the funding for the flexible spending accounts.*

Financial Administration

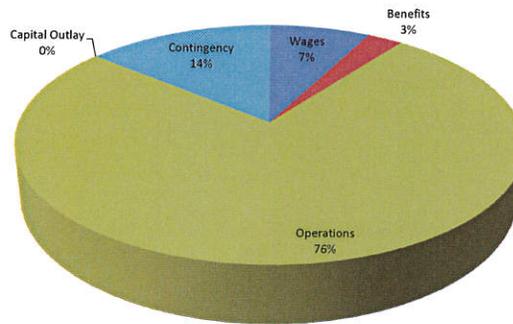
Capital Outlay

Financial Administration

Item	Add	Repl	Amount	Unit Cost	Total
None anticipated in 2019					
TOTAL FINANCE CAPITAL OUTLAY					-

	2018 Budget	% of Budget	2019 Adopted	% of Budget	Incr/Decr
Wages	56,700	6%	58,050	8%	2.38%
Benefits	20,300	2%	20,300	3%	0.00%
Operations	749,550	81%	579,500	76%	-22.69%
Capital Outlay	-	0%	-	0%	#DIV/0!
Contingency	96,116	10%	108,882	14%	0.00%
Total	922,666	100%	766,732	100%	-16.90%

EXPENSES



Footnotes to Finance Department Budgeted Line Items

- A. Account E101-51500-290 Outside Services: This account consists of our outsourced information technology company time from ONTECH, annual contract for FEI which is our employee assistance program, Lifequest which is our previous and current ambulance billings service, flexible benefit plan administration costs, and EHLERS which is our financial advisor provider
- B. Account E101-51500-300 Operating Supplies: This account consists of office supplies for the finance department, postage allocations, phone bills and other miscellaneous office items
- C. Account E101-51500-500 Property Assessment: This account includes \$62,250 for appraisal and assessing by an outside firm and \$5,600 for charges from the Wisconsin Department of Revenue for the assessment of manufacturing properties located in the Village. The Village will be doing a full revaluation in 2019. Funds have been set aside to cover the cost of the full revaluation process.
- D. Account E101-51500-510 Insurances: This account covers our insurance policies held at the Village for Workers Comp, Boiler, Auto and several other insurances. We anticipate an increase in our workers compensation premiums.
- E. Account E101-51500-520 Uncollectible Amounts: This account would include the Village's portion of any property chargebacks for uncollected taxes.
- F. Account E101-51500-530 Tax Billing/Tax Roll: This account contains the cost of the tax billing service provided by Waukesha County, the allocation of postage for tax bills and payments to our tax bill mailing company for preparing our tax bills
- G. Account E101-51500-540 Auditing/Accounting: The balance of this account is the audit fees charged from the external auditor, Baker Tilly, for the audit services to the general fund.
- H. Account E101-51500-910 Contingency: This is for any un-anticipated expenditures Village Wide.
- I. Account E101-51500-915 Transfer to Capital Projects Fund: This account is for the transfer of funds to the Capital Projects Fund to avoid borrowing for short term capital projects. In 2019, the Village will be transferring \$119,500 in undesignated fund balance for short term capital project expenditures.
- J. Account E101-59200-915 Transfer to Corp Resv: This account is for any transfer of funds to the Corporate Reserve Fund to offset future equipment purchases. Monies are transferred to minimize having to use debt and interest for these purchases. The Village evaluates fund balance annually and determined that \$130,500 in undesignated fund balance will be moved to the Corporate Reserve Fund.

Elections

Account Description	2017 Actual	2018 Budget	Thru 6/30/18	% Used	Full Yr Est	2019 Adopted	Footnotes
Elections Wages							
E 101-51440-110 SALARIES	\$ 3,901	\$ 12,075	\$ 3,415	28%	\$ 12,075	\$ 4,000	A
E 101-51440-130 FICA	298	918	261	28%	918	300	
Sub-Total Election Wages	\$ 4,199	\$ 12,993	\$ 3,676	28%	\$ 12,993	\$ 4,300	
Elections Operations							
E 101-51440-290 OUTSIDE SERV/CONTR	\$ 830	\$ 850	\$ 1,150	135%	\$ 1,150	\$ 830	B
E 101-51440-300 OPER SUPPLIES/EXP	1,725	4,300	1,712	40%	5,300	2,150	C
E 101-51440-350 EQUIP PURCHASE	-	-	-	0%	-	-	
E 101-51440-900 CORP RESERV PAYBACK	1,700	-	-	#DIV/0!	-	-	D
Sub-Total Election Operations	\$ 4,255	\$ 5,150	\$ 2,862	56%	\$ 6,450	\$ 2,980	
TOTAL ELECTIONS	\$8,454	\$ 18,143	\$6,538	36%	\$19,443	\$ 7,280	
					<i>Decrease</i>	<i>-59.9%</i>	

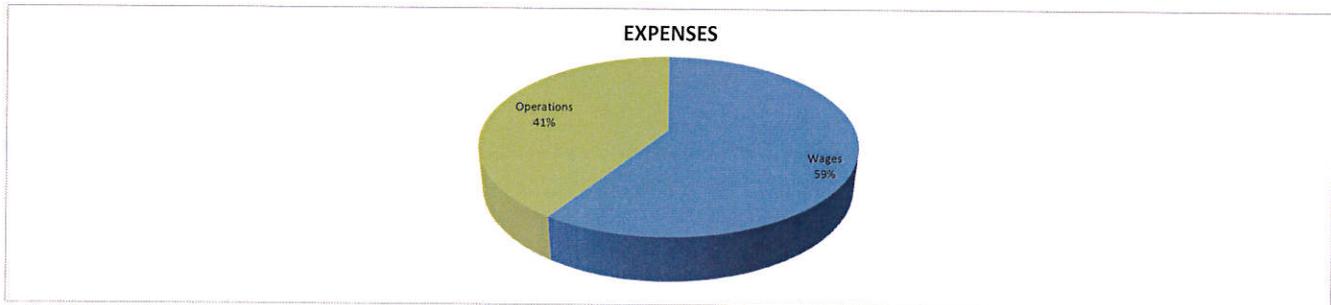
FOOTNOTE EXPLANATIONS ON TAB 5 PAGE 2

Highlight 2018: Provide training for election officials to prepare for Gubernatorial Election. Inform the electorate regarding any new election laws or changes. Support the regular election cycle which included 4 scheduled elections; the Spring Primary (if necessary), Spring Election, Partisan Primary and General Election.

Spotlight 2019: Maintenance of voter registration records will be conducted. Support the regular election cycle which includes 2 scheduled elections; the Spring Primary (if necessary) and Spring Election.

Wages: Budget continues to pay election officials at the rate of \$8.50/hr. and Chief Inspectors at \$11.00/hr. This budget funds the mandatory training of election officials as well as regular Election Day activities.

	2018 Budget	% of Budget	2019 Adopted	% of Budget	Incr/Decr
Wages	12,993	72%	4,300	59%	-66.91%
Benefits	-	0%	-	0%	0.00%
Operations	5,150	28%	2,980	41%	-42.14%
Capital Outlay	-	0%	-	0%	0.00%
Total	18,143	100%	7,280	100%	-59.87%



Footnotes to Elections Budgeted Line Items

- A. Account E101-51440-110 Salaries: This account is the salaries for all poll workers for all elections held. Additional funding is provided to fund new chief election officials and other officials training per state law as well as training for the new election equipment.
- B. Account E101-51440-290 Outside Services/Contracts: Includes maintenance contract and licensing for the voting machines.
- C. Account E101-51440-300 Operating Supplies/Expenses: This account is for all election supplies, publishing of election notices, postage for mailing of election items, election training and purchase of items related to equipment.
- D. Account E 101-51440-900 Corporate Reserve Payback: This was for the funding of the purchase of election equipment, it has been fully paid back.

Municipal Building

Account Description	2017 Actual	2018 Budget	Thru 6/30/18	% Used	Full Yr Est	2019 Adopted	Footnotes
Municipal Building Wages & Benefits							
E 101-51600-110 SALARIES	\$ 26,501	\$ 38,000	\$ 6,942	18%	\$ 15,000	\$ 23,000	A
E 101-51600-130 FICA	2,028	2,900	547	19%	1,150	1,800	
E 101-51600-140 RETIREE BENEFITS	1,343	2,100	302	14%	750	1,500	
E 101-51600-150 HEALTH/DENTAL/LIFE	7,012	11,500	1,000	9%	2,000	2,500	
Sub-Total Municipal Bldg Wages	\$36,884	\$ 54,500	\$8,791	16%	\$ 18,900	\$ 28,800	
Municipal Building Operations							
E 101-51600-220 UTILITY SERVICES	\$ 24,066	\$ 26,500	\$ 12,836	48%	\$ 25,600	\$ 25,600	B
E 101-51600-230 HVAC REPAIRS	3,253	1,500	790	53%	1,500	1,500	C
E 101-51600-255 BLDGS/GROUNDS	9,044	5,000	11,833	237%	25,000	25,000	D
E 101-51600-290 OUTSIDE CONTRACTS	8,445	55,550	2,543	5%	5,000	5,000	E
E 101-51600-300 OPER SUPPLIES/EXP	138	-	-	0%	-	-	
E 101-51600-355 JANITORIAL SUPPLIES	3,145	2,800	1,423	51%	2,800	2,800	F
E 101-51600-800 CAPITAL OUTLAY	-	-	-	0%	-	-	
Sub-Total Municipal Bldg Operations	\$ 48,091	\$ 91,350	\$ 29,425	32%	\$ 59,900	\$ 59,900	
TOTAL MUNICIPAL BUILDING	\$ 84,975	\$ 145,850	\$ 38,216	26%	\$ 78,800	\$ 88,700	

Decrease -39.2%

FOOTNOTE EXPLANATIONS ON TAB 5 PAGE 4

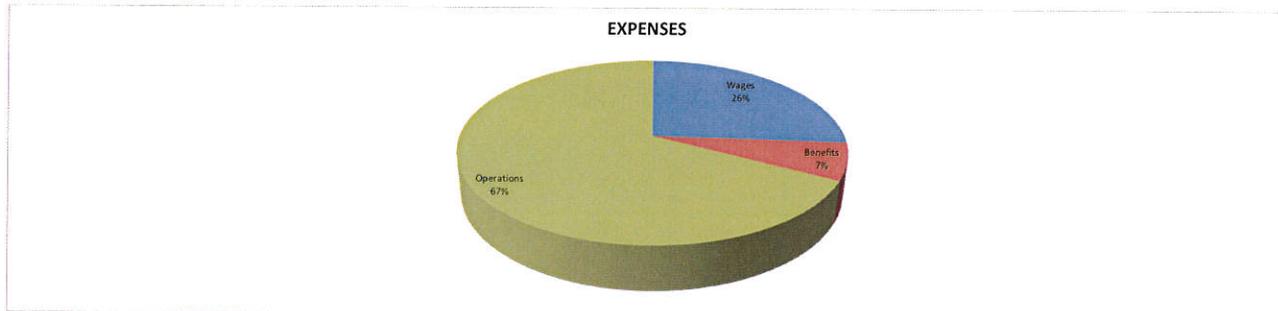
Highlight 2018: Focus on maintaining exterior and interior of municipal building

Spotlight 2019: Maintain Village Hall grounds, landscaping and general building maintenance.

Operations Public works employees continue to support the maintenance of the municipal building, police department and library.

Capital Improvements None to note at this time.

	2018 Budget	% of Budget	2019 Adopted	% of Budget	Incr/Decr
Wages	38,000	26%	23,000	26%	-39.47%
Benefits	16,500	11%	5,800	7%	-64.85%
Operations	91,350	63%	59,900	68%	-34.43%
Capital Outlay	-	0.0%	-	0.0%	0.00%
Total	145,850	100%	88,700	100%	-39.18%



Footnotes to Municipal Building Budgeted Line Items

- A. Account E101-51600-110 Salaries: This line is for a custodian and any time that Public Works may do work in the municipal building. The Custodian is split between the library and municipal building.
- B. Account E101-51600-290 Utility Services: This account is for the monthly billings from WE Energies and the Water and Sewer Utility.
- C. Account E101-51600-230 HVAC Repairs: This is the maintenance and repairs to the buildings heating, ventilation and air conditioning systems.
- D. Account E101-51600-255 Building and Grounds: This account includes many of the miscellaneous expenses for maintaining the building including annual fire extinguisher inspections, window cleaning and other supplies as needed. The exterior maintenance, weeding and mowing of the municipal building is contracted by Groundskeepers for approximately \$7,500 annually.
- E. Account E101-51600-290 Outside Services/Contracts: This account is for the floor mat service, elevator inspections and service and security system updates.
- F. Account E101-51600-355 Janitorial Supplies: Includes all paper products and cleaning supplies for the building.

Municipal Building

Personnel Schedule: Municipal Bldg Wages Acct 101-51600-110

Classification	Full Time	Part Time	Salary Grade	Full Time Equivalents		
				2017	2018	2019
Maint Person		0	10	0.5	0.00	0.00
Custodian		2	3	0.25	0.50	1.00
Employee Totals	0	2		0.75	0.50	1.00



Capital Improvement Fund

Item	Add	Repl	Amt	Unit Cost	Total
<p><i>There are no capital improvements anticipated in 2019.</i></p>					

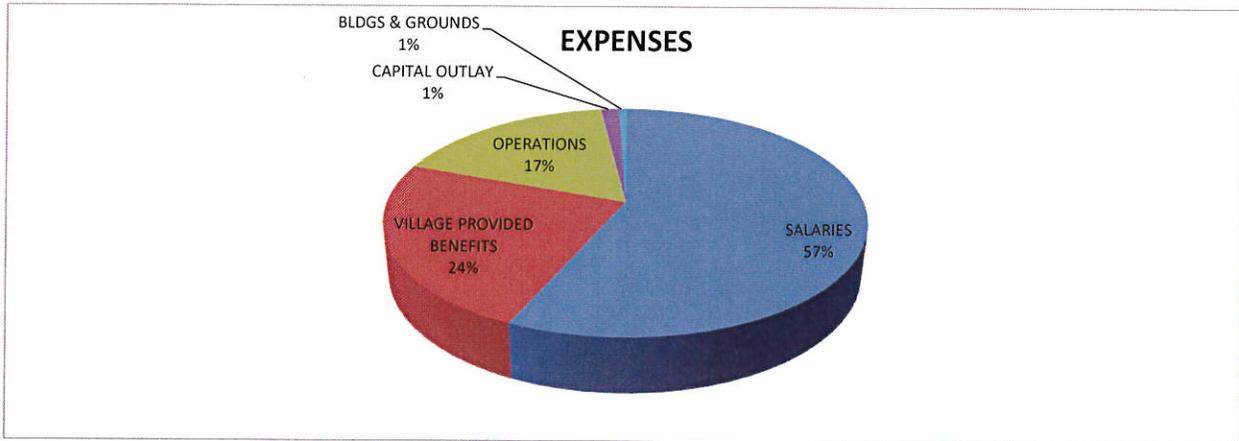
TOTAL CAPITAL IMPROVEMENT PURCHASES \$ -

VILLAGE OF HARTLAND PUBLIC SAFETY

2019 Budget Summary

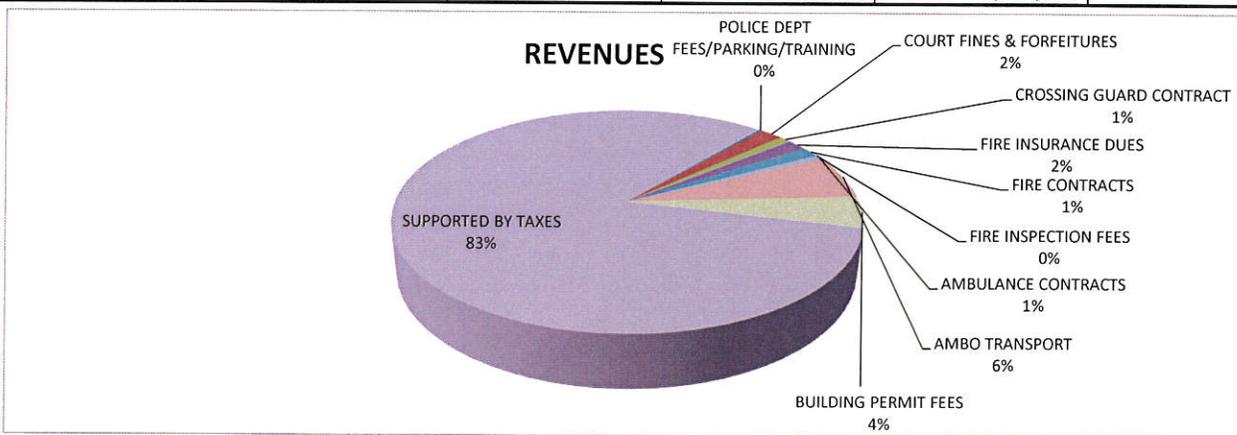
LAW ENFORCEMENT, FIRE/AMBULANCE, INSPECTION

	2019 BUDG	% OF BUDG	2018 BUDG	% INCR
SALARIES	2,080,650	56.59%	1,968,000	5.72%
VILLAGE PROVIDED BENEFITS	875,985	23.82%	860,450	1.81%
OPERATIONS	644,250	17.52%	641,550	0.42%
CAPITAL OUTLAY	54,200	1.47%	50,100	8.18%
BLDGS & GROUNDS	21,800	0.59%	23,900	-8.79%
	3,676,885	100.00%	3,544,000	3.75%



FUNDING SOURCES

	2019 BUDG	% OF BUDG	2018 BUDG	% INCR
POLICE DEPT FEES/PARKING/TRAINING	9,850	0.27%	9,860	-0.10%
COURT FINES & FORFEITURES	67,000	1.82%	65,000	3.08%
CROSSING GUARD CONTRACT	35,000	0.95%	35,000	0.00%
FIRE INSURANCE DUES	59,000	1.60%	58,000	1.72%
FIRE CONTRACTS	52,375	1.42%	49,000	6.89%
FIRE INSPECTION FEES	-	0.00%	-	0.00%
AMBULANCE CONTRACTS	25,000	0.68%	25,000	0.00%
AMBO TRANSPORT	230,000	6.26%	228,000	0.88%
BUILDING PERMIT FEES	165,000	4.49%	174,000	-5.17%
SUPPORTED BY TAXES	3,033,660	82.51%	2,900,140	4.60%
	3,676,885	100.00%	3,544,000	3.75%



TOTAL COST PER PERSON PER DAY FOR PUBLIC SAFETY: POLICE, FIRE/AMBO, INSPECTION

1.10

TOTAL PER CAPITA SUPPORTED BY TAXES PER DAY

0.91

Public Safety

5 Year Budget History for Police, Fire/Amb, Inspection

Expenses	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Adopted
Wages	1,768,403	1,869,548	1,884,898	1,968,000	2,080,650
Benefits	748,456	765,384	759,960	860,450	875,985
Operations	596,428	687,532	679,903	641,550	644,250
Bld & Grounds	24,318	27,004	23,002	23,900	21,800
Capital Outlay	27,984	28,435	95,451	50,100	54,200
Total	3,165,589	3,377,903	3,443,214	3,544,000	3,676,885
Revenues	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Adopted
Police Training	2,560	2,240	2,400	2,560	2,550
Court Fines	71,859	67,455	70,500	65,000	67,000
Parking Violations	3,670	3,350	4,571	5,000	5,000
Police Dept Fees	2,357	2,023	2,077	2,300	2,300
DMV Regis Fees	626	211	-	-	-
Crossing Guard Contract	35,768	35,923	34,351	35,000	35,000
Fire Ins Dues	52,079	55,770	59,104	58,000	59,000
Amb Fees	205,972	228,436	234,309	228,000	230,000
Fire Contract	40,700	43,800	47,800	49,000	52,375
Amb Contracts	25,000	25,000	25,000	25,000	25,000
Fire Insp Fees	-	-	-	-	-
Fire/Amb Grants	-	-	-	-	-
Bld Permits	160,808	282,512	277,612	174,000	165,000
Total	601,399	746,720	757,724	643,860	643,225
Supported by Taxes	2,564,190	2,631,183	2,685,490	2,900,140	3,033,660
Population	9,124	9,141	9,170	9,197	9,212
Annual Per Capita Supported by Taxes	281	288	293	315	329
Per Capita Supported by Taxes per Day	0.77	0.79	0.80	0.86	0.90
Total Exp Per Person Per Day	0.95	1.01	1.03	1.06	1.09



2019 Budget Law Enforcement



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Chief Bagin retired on February 28 after 31 years of service to the Village of Hartland.



2019 LAW ENFORCEMENT SPOTLIGHT

- Review policies and procedures in the PD under new leadership.
- Determine the best possible way to utilize the new part-time detective position.



Dillon Gurgul joined the Hartland PD on June 25.

On September 24, Chief Misko was sworn in as Chief of Police.



HARTLAND POLICE DEPARTMENT

2019 BUDGET NARRATIVE

The authorized staffing of the police department increased by 1 in the last half of 2018 and that staffing level (17) continues into 2019 including the Chief of Police, Deputy Chief of Police, Captain of Police, Lieutenant of Police, thirteen Police Officers (1.5 are assigned as a Detective), two full-time Administrative Assistants, two part-time Administrative Assistants and six School Crossing Guard positions.

Thank you for your continual support of the Hartland Police Department.

HARTLAND POLICE DEPARTMENT

QUALITY OF LOCAL POLICE AGENCY

The quality of police services to a community can vary depending on the loyalty of the employees in the police department, their morale and their ownership of the community. These employees come to work day in and day out to provide a service to the citizens and carry with them the local knowledge of people, places, or historical events that help to divert, reduce, or eliminate inappropriate behavior and address quality of life matters. This local knowledge is more beneficial than any record management system could record and is more enhanced by local employees.

In 2018, the current police officer staff has a combined 206 years of experience with the Village of Hartland, ranging from 1 year to 30 years of service, the average being 12 years of service per officer. The retirement of Chief Bagin in 2018 reduced this experience level when he left after 31 years of service.

The Service Quality that a local police agency can provide is based upon dimensions such as:

1. **Tangibles**-Appearance of physical facilities, equipment, personnel, and printed or visual information the department provides.
2. **Reliability**-Ability to perform all services dependably and accurately.
3. **Responsiveness**-Willingness to help citizens by providing prompt services.
4. **Competence**-Possession of the required skills and knowledge to perform their duties.

HARTLAND POLICE DEPARTMENT

QUALITY OF LOCAL POLICE AGENCY (Cont.)

5. **Courtesy**-Politeness, respect, consideration, and professionalism of all personnel.
6. **Credibility**-Trustworthiness, believability, and honesty of the staff.
7. **Security**-Freedom from danger, risk, or doubt.
8. **Access**-Approachability to services of the agency.
9. **Communication**-Listening to citizens, acknowledging their concerns, following up on the concerns and communicating the results.
10. **Understanding the Citizen**-Making an effort to know the citizens and their needs.
11. **Every Call, Every Citizen, Every Contact**-Making an effort to build an advocate for the community with every police contact with a citizen.

The Hartland Police Department averages 10,000 citizen contacts (Calls for Service) each year and the vast majority of these interactions between the police department and the citizens go without a problem.

On occasion, a citizen may make a complaint to the department about an interaction with a staff member (average 6 operation complaints each year), but the majority of these complaints are either unfounded, exonerated, or not-sustained. An average of 1 complaint each year is sustained and corrective action is taken.

On the other hand, a citizen may also take the opportunity to commend the department or individual staff members for their professionalism and assistance during a citizen contact. The department averages 29 operation compliments each year. These citizens are not obligated to take the time to recognize the good efforts of our staff, but they do and it is a great reflection on the quality of employees that work for Hartland. Based upon these numbers, for every 1 sustained complaint, the department receives 29 compliments for the Service Quality.

The ownership of this community is instilled in all the employees that work for the Hartland Police Department. Thank you for your continual support of the police department, our staff shows their appreciation by providing a high quality of service to the citizens.

In 2017, the department received 45 Operation Compliments and 3 Operation Complaints. All of the complaints were ruled unfounded.

HARTLAND POLICE DEPARTMENT

2019 PERSONNEL COSTS

Personnel costs for 2019 will increase by 3.3% when compared to the 2018 budget due to the full year cost of the additional police officer. The remainder of the increase is due to employee pay step increases.

2019 OPERATION COSTS

Operation costs for 2019 will stay similar to the 2018 costs.

2019 PURCHASES

CORPORATE RESERVE

1. Vehicle Replacement	\$30,135.00	2013 Explorer
2. <u>Vehicle Equipment</u>	<u>+ \$9,500.00</u>	<u>Equipment for new body style</u>
Total	\$39,635.00	

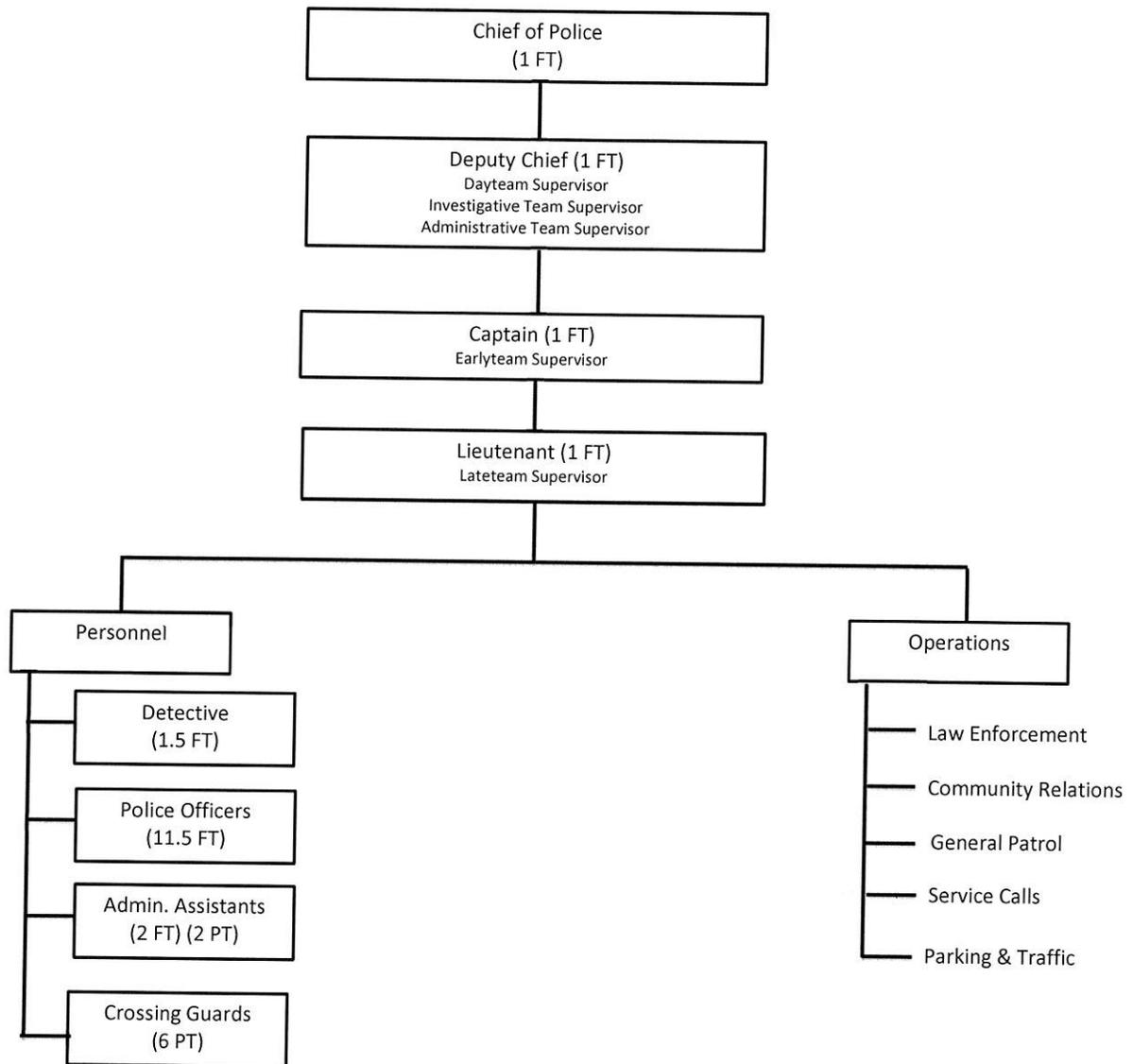
Note: Subtract an estimated \$5,000 for the resale of the used vehicles. Selling a 2015 Chevy Impala.

CAPITAL OUTLAY

1. Taser Replacement	\$4,700.00	Estimate attached
2. <u>Computer replacement</u>	<u>+\$3,800.00</u>	<u>Estimate attached</u>
Total	\$8,500.00	

Note: Replace 4 units per year for 4 budget years. Tasers were purchased mid-year to ultimately obtain 18 units. (2019)

2019 POLICE DEPARTMENT



Employees:
19.0 Full Time
8.0 Part Time
20.86 Full Time Equivalents

Law Enforcement

Account Description	2017 Actual	2018 Budget	Thru 6/30/2018	% Used	Full Year Est	2019 Adopted	Footnote
Police Wages & Benefits							
E 101-52100-110 SALARIES	\$ 1,432,104	\$ 1,451,000	\$ 669,978	46%	\$ 1,437,591	\$ 1,524,550	
E 101-52100-120 OVERTIME	56,560	50,000	21,419	43%	48,000	50,000	
E 101-52100-130 FICA	113,015	116,700	55,686	48%	116,700	122,375	
E 101-52100-140 RETIREMENT BENEFITS	153,506	157,100	59,275	38%	157,100	162,200	
E 101-52100-150 HEALTH/DENTAL/LIFE	366,719	408,000	168,554	41%	408,000	405,750	
E 101-52100-160 EDUCATIONAL	14,491	15,000	7,199	48%	15,000	15,600	
E 101-52100-170 LONGEVITY	9,638	9,400	4,771	51%	9,400	9,550	
E 101-52100-180 OTHER BENEFITS	20,366	21,000	19,719	94%	21,000	21,000	
Sub-Total Police Wages & Benefits	\$ 2,166,399	\$ 2,228,200	\$ 1,006,601	45%	\$ 2,212,791	\$ 2,311,025	
Police Operations							
E 101-52100-260 OTHER EQUIPT MAINT	\$ 1,714	\$ -	\$ -	0%	\$ -	\$ -	
E 101-52100-290 OUTSIDE SERV/CONTRACTS	49,760	50,000	28,115	56%	49,000	50,000	
E 101-52100-300 OPERSUPPLIES/EXPNS	76,017	72,000	26,240	36%	70,000	72,000	
E 101-52100-360 VEHICLE MAINT/EXPNS	61,093	63,000	26,252	42%	60,000	63,000	
E 101-52100-550 REPLACE VEST ARMOR	2,125	2,000	2,000	100%	2,000	2,000	
E 101-52100-800 CAPITAL OUTLAY	4,375	4,400	4,241	0%	4,241	8,500	
E 101-52100-900 CORP RESERVE PMT	51,700	59,650	59,650	100%	59,650	54,850	
Sub-Total Police Operations	\$ 246,784	\$ 251,050	\$ 146,498	58%	\$ 244,891	\$ 250,350	
TOTAL LAW ENFORCEMENT	\$2,413,183	\$2,479,250	\$1,153,099	47%	\$2,457,682	\$2,561,375	
					<i>Increase</i>	<i>3.3%</i>	

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B
C
D
E
F

FOOTNOTE EXPLANATIONS ON FOLLOWING PAGE

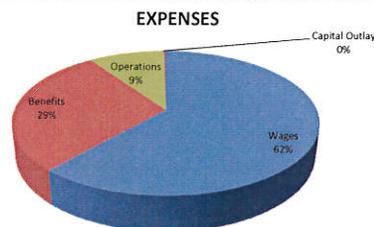
Highlight 2018: Retirement of Chief Bagin, Hiring of Chief Misko, Hired and training of 17th Officer, assignment of part-time Detective

Spotlight 2019 Review policies and procedures in the Police Department under new leadership. We will strive to streamline any processes that can save time and money. Determine the best possible way to utilize the new part-time detective position.

Operations: The authorized staffing of the Hartland Police Department is the Chief of Police, Deputy Chief of Police, Captain of Police, Lieutenant of Police, thirteen Police Officers (one and a half assigned to the detective bureau), two full-time Administrative Assistants, two part-time Administrative Assistants and six part-time School Crossing Guard positions.

Continued Next Page

	2018 Budget	% of Budget	2019 Adopted	% of Budget	Incr/Decr
Wages	1,501,000	61%	1,574,550	61%	4.90%
Benefits	727,200	29%	736,475	29%	1.28%
Operations	246,650	10%	241,850	9%	-1.95%
Capital Outlay	4,400	0%	8,500	0%	93.18%
Total	2,479,250	100%	2,561,375	100%	3.31%



Footnotes to Police Department Budgeted Line Items

- A. Account E101-52100-290-Outside Services/Contracts. This account funds all outside services or vendors that the department contracts with in support of the mission. This would include cellphone provider, computer licensing and user fees, the Suburban Critical Incident and Major Investigation Teams, Waukesha County contracts and the Humane Animal Welfare Society
- B. Account E101-52100-300-Operating Supplies/Expenses. This account funds the main operating supplies and expenses for the department, to include office supplies, training costs, and clothing allowance for police officers.
- C. Account E101-52100-360-Vehicle Maintenance/Expenses. This account funds the operations of the department fleet to include maintenance and fuel costs. Generally 50% is for fuel and 50% is for vehicle maintenance.
- D. Account E101-52100-550-Armor Vest Replacement. This account funds the body armor replacement for all sworn staff members. Every five years a police officer's vest is replaced.
- E. E101-52100-800-Capital Outlay. This account funds specific equipment purchases that are determined to be necessary for the department's operations. This can vary from year to year depending on the department's needs and is usually based upon a cost threshold. Four Taser replacements and seven computer replacements are requested for 2019.
- F. E101-52100-900-Corporate Reserve Paybacks. This account funds the payback amounts for major purchases, such as vehicles, weapons, or computer equipment. The annual amount is based upon what is owed for past purchases.

VILLAGE OF HARTLAND - PUBLIC SAFETY BUDGET 2019

Law Enforcement

Corporate Reserve This budget proposes to replace squad #2 and squad #4.

This budget continues to fund our participation in the Critical Incident Team and the Major Incident Unit.

It also continues the following programs: Crimestoppers; Safe School Initiative; High School Traffic Initiative (covers both Arrowhead and Lake Country Lutheran); Computer Vehicle Registration; FBI Cyber Crime Task Force; and Metro Drug Enforcement Unit.

Police Wages Account: 101-52100-110						
Classification	Full Time	Part Time	Salary Grade	Full Time Equivalents		
				2017	2018	2019
Chief of Police	1		16	1.00	1.00	1.00
Deputy Chief of Police	1		14	1.00	1.00	1.00
Captain	1		14	1.00	1.00	1.00
Lieutenant	1		13	1.00	1.00	1.00
Detective	1		Contract	1.00	1.00	1.00
Patrol Officers	11		Contract	11.00	11.50	12.00
Adm Secretary	2		5	2.00	2.00	2.00
Adm Secretary		2	5	1	1	1
Crossing Guards		6	2	0.86	0.86	0.86
Employee Totals	18	8		19.86	20.36	20.86

Capital Outlay Schedule

Item	Add	Repl	Amt	Unit Cost	Total
Taser Replacement	X	X	4	1,100	4,400
Computers		X	4	1,025	4,100
TOTAL LAW ENFORCEMENT CAPITAL OUTLAY					8,500

Corporate Reserve Purchases

Item	Add	Repl	Amt	Unit Cost	Total
1) Replacing Squad #5		X	1	30,135	30,135
2) Squad 5 Equipment	X		1	9,500	9,500
TOTAL LAW ENFORCEMENT CORP RESERVE PURCHASES					\$ 39,635

Village of Hartland 5 Year Budget History

Law Enforcement

Expenses	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Adopted
Wages	1,448,634	1,491,230	1,488,664	1,501,000	1,574,550
Benefits	661,677	685,473	677,735	727,200	736,475
Operations	230,827	236,112	242,409	246,650	241,850
Capital Outlay	-	7,225	4,375	4,400	8,500
Total	2,341,138	2,420,040	2,413,183	2,479,250	2,561,375
Revenues	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Adopted
Police Training	2,560	2,240	2,400	2,560	2,550
Court Fines	71,859	67,455	70,500	65,000	67,000
Parking Violations	3,670	3,350	4,571	5,000	5,000
Police Dept Fees	2,357	2,023	2,077	2,300	2,300
DMV Licensing Fees	626	211	-	-	-
Crossing Guard Contract	35,768	35,923	34,351	35,000	35,000
Total	116,840	111,202	113,899	109,860	111,850
Supported by Taxes	2,224,298	2,308,838	2,299,284	2,369,390	2,449,525
Population	9,124	9,141	9,170	9,197	9,212
Annual Per Capita Supported by Taxes	244	253	251	258	266
Per Capita Supported by Taxes per Day	0.67	0.69	0.69	0.71	0.73
Total Exp Per Person Per Day	0.70	0.73	0.72	0.74	0.76

HARTLAND POLICE DEPARTMENT



TORIN J. MISKO
CHIEF OF POLICE
SERVING SINCE 2018

ROSARIO J. COLLURA
DEPUTY CHIEF OF POLICE
SERVING SINCE 2000
DAYTEAM SUPERVISOR

STACY V. KELSEY
CAPTAIN OF POLICE
SERVING SINCE 2008
EARLYTEAM SUPERVISOR

BRIAN D. DeBARGE
LIEUTENANT OF POLICE
SERVING SINCE 2011
LATETEAM SUPERVISOR

ADMINISTRATIVE TEAM
7:30 A.M. TO 4:30 P.M.

NORA E. SANTELLA
ADMIN. ASSISTANT
SERVING SINCE 2000

JULIE A. BECKER
ADMIN. ASSISTANT
SERVING SINCE 2004

VIKI L. DOBBERTIN
ADMIN. ASSISTANT
SERVING SINCE 2001

LAURIE MATULA-BAHR
ADMIN. ASSISTANT
SERVING SINCE 2010

INVESTIGATIVE UNIT
9:00 A.M. TO 5:00 P.M.

PAULA A. HOFFA
DETECTIVE
SERVING SINCE 2007

DAYTEAM
6:00 A.M. TO 2:20 P.M.

MARK L. JORGENSEN
POLICE OFFICER
SERVING SINCE 1988

BRIAN M. MUNDY
POLICE OFFICER
SERVING SINCE 1997

ADAM M. MUELLER
POLICE OFFICER
SERVING SINCE 1998

DEAN J. HAAG
POLICE OFFICER
SERVING SINCE 2000

EARLYTEAM
2:00 P.M. TO 10:20 P.M.

ROBERT T.C. JEWELL
POLICE OFFICER
SERVING SINCE 2011

NICHOLAS S. GREENWOOD
POLICE OFFICER
SERVING SINCE 2016

CONRAD W. SOBONIAK
POLICE OFFICER
SERVING SINCE 2016

THOMAS R. BAGIN
POLICE OFFICER
SERVING SINCE 2017

DILLON P. GURGUL
POLICE OFFICER
SERVING SINCE 2018

LATETEAM
10:00 P.M. TO 6:20 A.M.

SCOTT M. MACIEJEWSKI
POLICE OFFICER
SERVING SINCE 2001

MATTHEW J. SEEGER
POLICE OFFICER
SERVING SINCE 2009

LUKE A. JOSWICK
POLICE OFFICER
SERVING SINCE 2015



2019 Budget Fire/Ambulance

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2019 FIRE DEPT. GOALS

- Continued training of paramedics and fire personnel



Hartland Fire Department's Pancake Breakfast was held on Saturday, October 13.



Hartland Fire Department's Farm Extrication Training

HARTLAND FIRE DEPARTMENT 2019 BUDGET NARRATIVE

The Hartland Fire Department has been a staple in the community since it was first organized in 1893. The department has been responding to calls for assistance for 125 years. During that time the coverage area, borders and types of calls have changed as well as the way we respond. The tools and equipment we use continues to advance, forcing us to adapt and upgrade in order to maintain our high standard of service. The education requirements and state mandates continue to require extremely large time commitments from the members.

We continue to contract with the Town of Merton for a portion of the township that extends south of Beaver Lake Road and east of Jungbluth Road. The population of the area served in the Town of Merton is approximately 1800 with a daily increase of over 2500 when Arrowhead High School is in session.

The Hartland Fire Department is completing the first year as a Paramedic Service and staffing at the Station 24/7. It has been a blessing to have the dedicated members on duty, who are able to respond to emergencies immediately upon being dispatched, and offering such an advanced level of care.

In May of 2016, Waukesha County contracted with Fitch & Associates to objectively evaluate opportunities for shared services amongst participating fire departments within the county. Waukesha County provided the funding and support for the interested agencies to evaluate the current response model and seek sustainable efficiencies.

I am honored to announce from the research and data collected the Hartland Fire Department ranks as number one in the county for Turnout time, which is the time of dispatch to time en-route, travel time, which is the time frame en-route to the arrival on scene, and also in total response time. The full results are available on the Waukesha County Website. Hartland continues to be a leader in Emergency response quality and sets an example in the county for the services we provide. With the Paramedic program in place, Staff has been in continued discussion with the Town of Merton, The Village of Merton, and the Town of Lisbon to offer additional services to their residents.

We are projecting the call volume to increase as we see the rise in population, increased traffic to local establishments, and an increase in home construction. I have calculated the department's needs to keep offering immediate response to medical and fire emergencies. I am constantly evaluating our staffing, training and response times; it would be most favorable and beneficial to increase the part-time Administrative Assistant to a full time position at the Hartland Fire Department. The budget increase would be \$44,386.11.

I have selected an extremely talented, dedicated and extremely responsive team of Officers. These men and women dedicate hundreds of hours each year for the good of

the community. I would like to propose a yearly stipend for Division Chief - \$500, Captain - \$400 and Lieutenant \$300 a year. A total increase of \$4100.

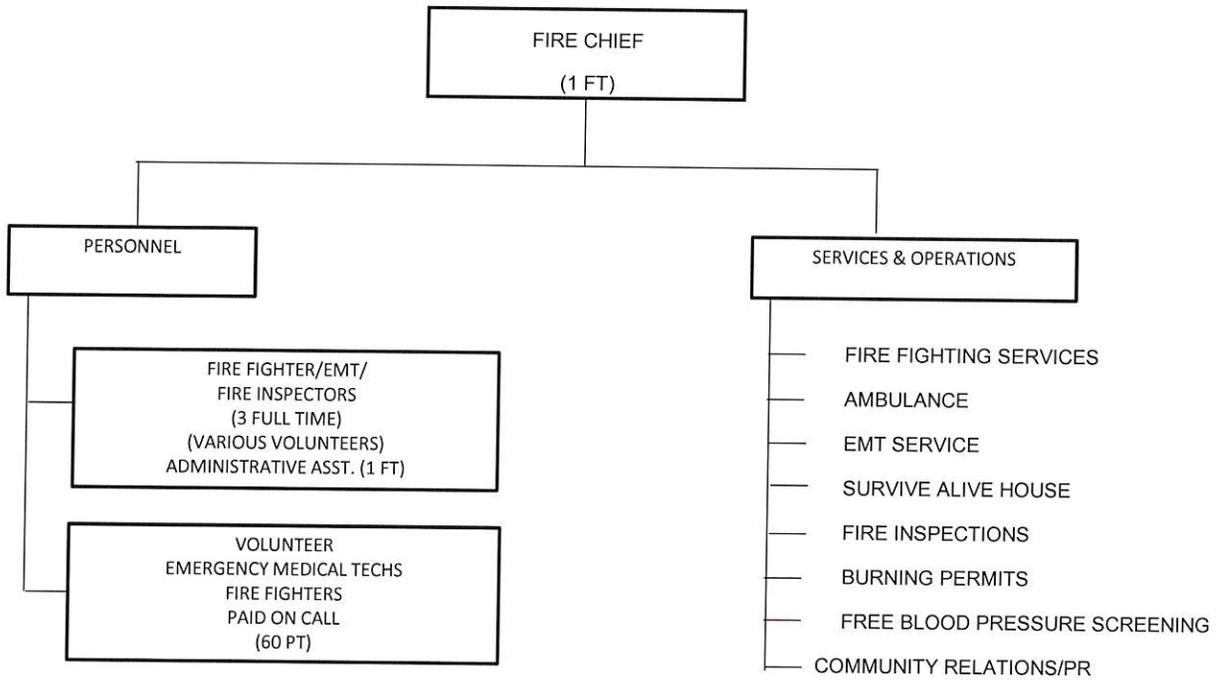
We are expecting the delivery of the new combination rescue engine in early fall of 2019. The new truck, as you recall, will replace two engines, a 1995 pumper and a 1998 pumper. The cost of fire and EMS equipment continues to be expensive. Utilities, maintenance costs, education, and refresher training all continue to increase. The protection of our fire and emergency personnel, however, as well as our citizens, businesses, and their possessions comes first. The constant introduction and release of new studies, reports, and guidelines continue to change the way we offer service while adding additional requirements to the health and safety of our members.

It is a difficult task to live up to our mission of providing the best and highly trained responsible members to protect and save lives in our community without raising the cost of doing business.

I am completing my fourth year as the full time Chief (23 years as a full time employee) and I feel extremely fortunate to have a great community to serve and to have such caring, enthusiastic people to work with. Thank you for your support and understanding as we continue to move forward. I will continue to remain fiscally responsible while fulfilling my duties and doing my best to protect the people we serve.

Dave Dean, BS, FF, EMTA
Chief, Hartland Fire Department

2019 FIRE/AMBULANCE SERVICES



EMPLOYEES:

- 1 FULL TIME FIRE CHIEF
- 3 FULL TIME FIRE FIGHTERS/PARAMEDIC
- 1 FULL TIME ADMINISTRATIVE ASSISTANT
- 60 PAID PER CALL FIRE FIGHTER/EMT'S

Fire/Ambulance Department

Account Description	2017 Actual	2018 Budget	Thru 6/30/2018	% Used	Full Year Est	2019 Adopted	Footnotes
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Fire Fighting Budget

Fire Wages & Benefits

E 101-52200-110 SALARIES	\$ 130,359	\$ 147,000	\$ 61,393	42%	\$ 150,000	\$ 141,100	A
E 101-52200-130 FICA	10,945	11,250	5,094	45%	11,250	10,475	
E 101-52200-140 RETIREMENT BENFTS	8,815	10,250	3,377	33%	10,250	9,180	
E 101-52200-150 HEALTH/DENTAL/LIFE	14,357	16,500	9,556	58%	16,500	23,130	
E 101-52200-180 OTHER BENEFITS	750	750	1,000	0%	1,000	1,000	
Sub-Total Fire Wages and Benefits	\$ 165,226	\$ 185,750	\$ 80,420	43%	\$ 189,000	\$ 184,885	

Fire Operations

E 101-52200-220 UTILITY SERVICES	\$ 12,885	\$ 17,100	\$ 7,417	43%	\$ 15,500	\$ 16,000	B
E 101-52200-255 BLDGS/GROUNDS	10,117	6,800	2,615	38%	5,700	5,800	C
E 101-52200-290 OUTSIDE SERV/CONT	12,138	10,000	12,474	125%	15,500	15,000	D
E 101-52200-300 OPER SUPPLIES/EXP	44,048	44,000	22,846	52%	44,000	44,000	E
E 101-52200-360 VEH MAINT/EXPNS	6,462	13,000	2,462	19%	12,000	11,000	F
E 101-52200-800 CAPITAL OUTLAY	20,249	21,600	5,413	25%	21,000	21,600	G
E 101-52200-900 CORP RESERVE PMTS	67,000	98,700	98,700	100%	98,700	88,200	H
Sub-Total Fire Operations	\$ 172,899	\$ 211,200	\$ 151,927	72%	\$ 212,400	\$ 201,600	

TOTAL FIRE FIGHTING	\$ 338,125	\$ 396,950	\$ 232,347	59%	\$ 401,400	\$ 386,485
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Ambulance Service Budget

Account Description	2017 Actual	2018 Budget	Thru 6/30/2018	% Used	Full Yr Est	2019 Adopted
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Ambulance Wages & Benefits

E 101-52300-110 SALARIES	\$ 265,875	\$ 320,000	\$ 158,391	49%	\$ 348,000	\$ 365,000	A
E 101-52300-130 FICA	21,311	25,500	12,375	49%	26,400	27,925	
E 101-52300-140 RETIREMENT BENFTS	10,940	20,250	7,158	35%	20,250	23,400	
E 101-52300-150 HEALTH/DENTAL/LIFE	14,357	46,500	9,556	21%	26,000	42,400	
E 101-52300-180 OTHER BENEFITS	750	2,250	1,000	0%	1,000	2,000	
Sub-Total Ambo Wages and Benefits	\$ 313,233	\$ 414,500	\$ 188,480	45%	\$ 421,650	\$ 460,725	

Fire/Ambulance Department

Account Description	2017 Actual	2018 Budget	Thru 6/30/2018	% Used	Full Year Est	2019 Adopted	Footnotes
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Ambulance Operations

E 101-52300-290 OUTSIDE SERV/CONT	\$ 5,304	\$ 5,200	\$ 798	15%	\$ 5,000	\$ 5,000	
E 101-52300-300 OPER SUPPLIES/EXPN	56,861	39,000	30,807	79%	50,000	50,000	
E 101-52300-360 VEHICLE MAINT/EXP	5,692	4,200	2,977	71%	4,200	4,200	
E 101-52300-510 INSURANCES	23,000	23,000	23,000	100%	23,000	23,000	
E 101-52300-800 CAPITAL OUTLAY	70,827	24,100	23,075	96%	24,100	24,100	
E 101-52300-900 CORP RESERVE PMT	31,500	31,500	31,500	100%	31,500	42,000	
Sub-Total Ambulance Operations	\$ 193,184	\$ 127,000	\$ 112,157	88%	\$ 137,800	\$ 148,300	

D
E
F
G
H

TOTAL AMBULANCE SERVICE	\$ 506,417	\$ 541,500	\$ 300,637	56%	\$ 559,450	\$ 609,025	
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TOTAL FIRE/AMBULANCE	\$ 844,542	\$ 938,450	\$ 532,984	57%	\$ 960,850	\$ 995,510	Increase 6.1%
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FOOTNOTE EXPLANATIONS ON TAB 8 PAGE 3

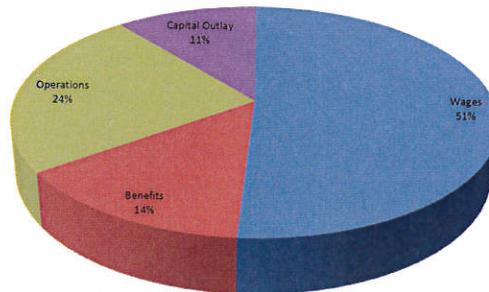
2018 Highlight: Became State certified as a paramedic level response department

2019 Spotlight: Continued training of paramedics and fire personnel

Operations: Maintaining and working on paramedic level services

	2018 Budget	% of Budget	2019 Adopted	% of Budget	Incr/Decr
Wages	467,000	50%	506,100	51%	8.37%
Benefits	133,250	14%	139,510	14%	4.70%
Operations	215,400	23%	237,600	24%	10.31%
Capital Outlay	122,800	13%	112,300	11%	-8.55%
Total	938,450	100%	995,510	100%	6.08%

EXPENSES



Footnotes to Fire and Ambulance Department Budgeted Line Items

- A. Account E101-52200-110 and E101-52300-110 Salaries: These accounts include the salaries for the Fire Chief, Fire Lieutenants, Fire Captains, Paid On Call Members, Weekend Hours and an Administrative Assistant.
- B. Account E101-52200-220-Utility Services. This account is the expenditures for Natural Gas, Electric, Telephone and Sewer and Water.
- C. Account E101-52200-255 Building and Grounds. This is for painting, replacing doors and windows, carpeting, tile floors, furnaces, water heaters, fire and security alarms, flags, hardware in fire station, survive alive house, classroom, cleaning supplies, maintaining fire building and grounds.
- D. Account E101-52200-290 and E101-52300-290 Outside Services. This account is for budgeted IT costs from ONTECH IT company and repairs and any outside services such as ladder and pump testing, SCBA mask testing, radio and pager repairs medical oxygen, drug testing, hydro testing.
- E. Account E101-52200-300 and E101-52300-300 Operating Supplies/Expenses. This account is made up of vehicle fuel, annual physicals, fire and EMS training, WCTC continuing education and training courses, office supplies, conferences, uniforms, badges, I-99 compensation, magazine subscriptions, EMS medical supplies, ambulance disinfectants and several other minor expenditures.
- F. Account E101-52200-360 and E101-52300-360 Vehicle Maintenance/Expense. This is oil and filter changes, repairs to all fire department vehicles, tires, repairs to fire pumps.
- G. Account E101-52200-800 and E101-52300-800 Capital Outlay Expense. This is for any miscellaneous capital purchases.
- H. Account E101-52200-900 and E101-52300-900 Corporate Reserve Payments. This account is for the repayment of capital equipment purchased by the Fire Department. The Fire Department has approximately \$800,000 of equipment purchases by the year 2020. The Village has decided to start pre-funding these purchases as much as possible with our own interest free money to limit the amount of borrowing needed.

Fire/Ambulance Department

Personnel Schedule

Fire Wages:101-52200-110, Ambo Wages: 101-52300-110

Classification	Full Time	Part Time	Salary Grade	FIRE/AMBULANCE POSITIONS		
				2017	2018	2019
Fire Chief	1		12	1	1	1
Division Chief		3	4	3	3	3
Captain		2	4	2	2	2
Lieutenant		4	4	4	4	4
Safety Officer		2	4	2	2	2
Paid on Call		56	4	56	56	56
EMT Firefighter	3		7	1	3	3
Administrative Assistant		1		1	1	1
Various Partime Days		1		1	1	1
Employee Totals	4	69		71	73	73

Capital Improvements

Item	Add	Repl	Amt	Unit Cost	Total
None anticipated in 2019					
TOTAL CAPITAL IMPROVEMENTS					-

Fire/Ambulance Department

Capital Outlay Schedule - Fire Fighting Services

<i>Item</i>		<i>Add</i>	<i>Repl</i>	<i>Amt</i>	<i>Unit Cost</i>	<i>Total</i>
1	5" Hose	X	X	10	500	5,000
2	Turnout Gear		X	3	1,800	5,400
3	Pagers w/ Chargers	X	X	10	450	4,500
4	Fire Boots		X	5	400	2,000
5	Helmets/Hoods		X	5	300	1,500
6	Thermo Imaging Camera	X	X	2	1,600	3,200
TOTAL FIRE FIGHTING CAPITAL OUTLAY						21,600

Capital Outlay Schedule - Ambulance Services

<i>Item</i>		<i>Add</i>	<i>Repl</i>	<i>Amt</i>	<i>Unit Cost</i>	<i>Total</i>
1	Turnout Gear		X	3	1,800	5,400
2	Fire Boots (EMS)		X	3	300	900
3	Helmets/Hoods		X	3	300	900
4	Ultra Sound	X		2	8,450	16,900
TOTAL AMBULANCE CAPITAL OUTLAY						24,100

Corporate Reserve Purchases

<i>Item</i>	<i>Add</i>	<i>Repl</i>	<i>Amt</i>	<i>Unit Cost</i>	<i>Total</i>
1) Pumper		X	1	800,000	800,000

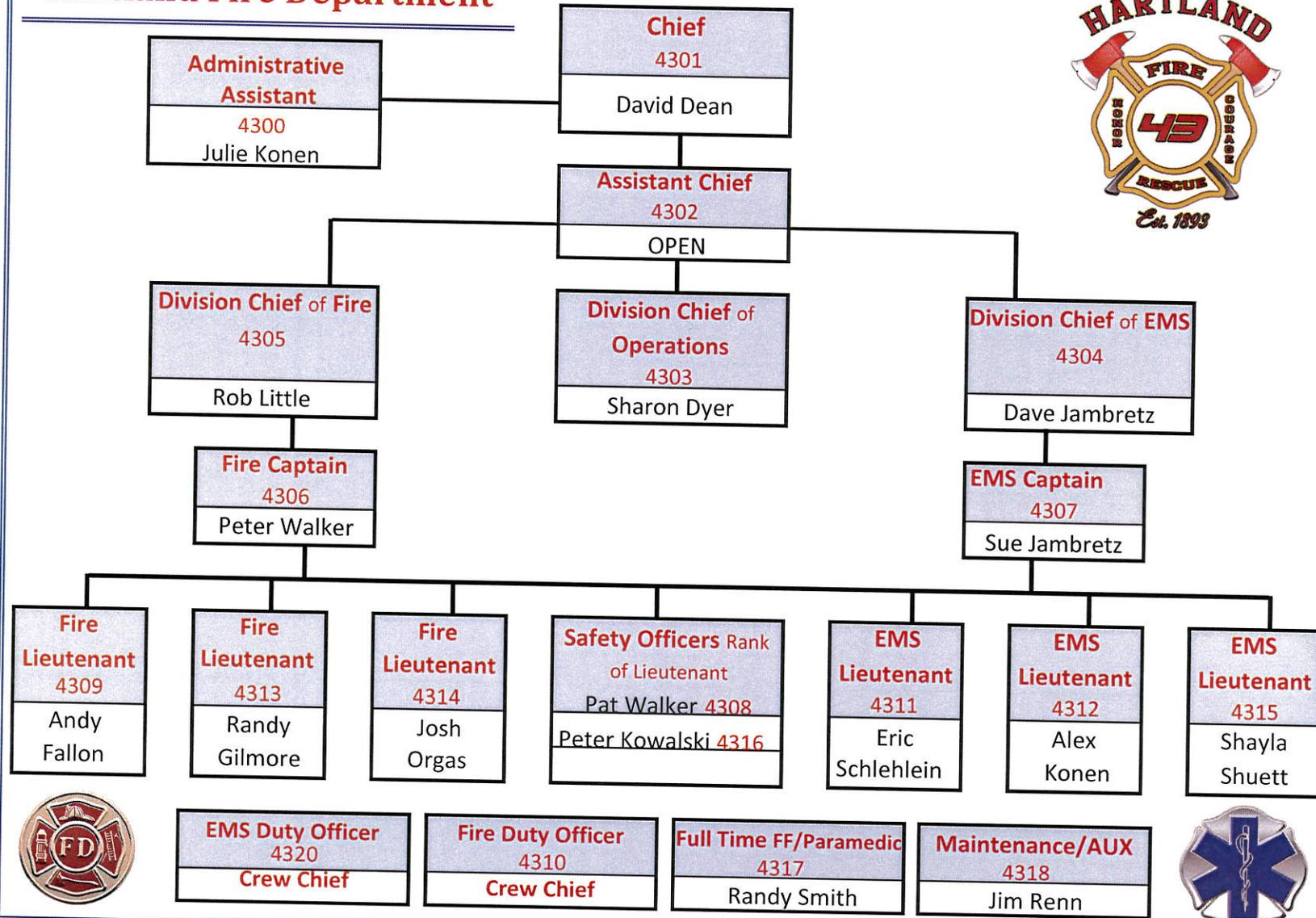
TOTAL AMBULANCE CORP RESERVE PURCHASES **\$ 800,000**

Village of Hartland 5 Year Budget History

Fire/Ambulance

Expenses	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Adopted
Wages	319,769	378,318	396,234	467,000	506,100
Benefits	86,779	79,911	82,225	133,250	139,510
Operations	258,979	258,910	252,005	268,600	282,400
Bld & Grounds	24,318	27,004	23,002	23,900	21,800
Capital Outlay	27,984	21,210	91,076	45,700	45,700
Total	717,829	765,353	844,542	938,450	995,510
Revenues	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Adopted
Fire Ins Dues	52,079	55,770	59,104	58,000	59,000
Amb Fees	205,972	228,436	234,309	228,000	230,000
Fire Contract	40,700	43,800	47,800	49,000	52,375
Amb Contracts	25,000	25,000	25,000	25,000	25,000
Fire Insp Fees	-	-	-	-	-
Homeland Security Grant	-	-	-	-	-
Total	323,751	353,006	366,213	360,000	366,375
Supported by Taxes	394,078	412,347	478,329	578,450	629,135
Population	9,124	9,141	9,170	9,197	9,212
Annual Per Capita Supported by Taxes	43	45	52	63	68
Per Capita Supported by Taxes per Day	0.12	0.12	0.14	0.17	0.19
Total Exp Per Person Per Day	0.22	0.23	0.25	0.28	0.30

Hartland Fire Department



Building Inspection

Account Description	2017 Actual	2018 Budget	Thru 6/30/2018	% Used	Full Year Est	2019 Adopted
Inspection Operations						
E 101-52400-290 OUTSIDE SERV/CONTR	\$ 183,995	\$ 121,800	\$ 56,716	47%	\$ 129,500	\$ 115,500
E 101-52400-300 OPER SUPPLIES/EXP	1,494	4,500	954	21%	3,000	4,500
Sub-Total Inspection Operations	\$ 185,489	\$ 126,300	\$ 57,670	46%	\$ 132,500	\$ 120,000
TOTAL INSPECTION	\$185,489	\$126,300	\$57,670	46%	\$132,500	\$120,000

2018 Highlight: The continued development of the Windrush, Sanctuary and Four Winds West subdivisions and the Riverwalk Apartment Complex

2019 Spotlight: Continued development of remaining subdivisions and apartment complex as well as possibly development on the property known as the North 40.

Notes: The Village of Hartland contracts with the firm Wisconsin Building Inspections, LLC for inspection services. Scott Hussinger remains our primary building inspector.

<i>Number of New Construction Permits:</i>	2014	2015	2016	2017	Thru 6/30 2018
Residential:	8	9	32	26	7
Multi-Family:	0	1	1	0	0
Commercial:	2	1	2	2	0

	2018 Budget	% of Budget	2019 Adopted	% of Budget	Incr/Decr
Operations	126,300	100%	120,000	100%	-4.99%
Total	126,300	100%	120,000	100%	-4.99%

Village of Hartland 5 Year Budget History

Inspection Services

Expenses	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Adopted
Operations	106,622	192,510	185,489	126,300	120,000
Total	106,622	192,510	185,489	126,300	120,000
Revenues	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Adopted
Bldg Permits	160,808	282,512	277,612	174,000	165,000
Total	160,808	282,512	277,612	174,000	165,000
Supported by Taxes	(54,186)	(90,002)	(92,123)	(47,700)	(45,000)
Population	9,124	9,141	9,170	9,197	9,212
Annual Per Capita Supported by Taxes	(5.94)	(9.85)	(10.05)	(5.19)	(4.88)
Per Capita Supported by Taxes per Day	(0.0163)	(0.0270)	(0.0275)	(0.0142)	(0.0134)
Total Exp Per Person Per Day	0.032	0.058	0.055	0.038	0.036

2019 Budget Department of Public Works

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Mike Einweck retired on July 6 after 12 years as Director of Public Works.

2019 DPW SPOTLIGHT

- Paving program includes: Lindenwood Drive, Manchester Lane, S. Imperial Drive, Normandy Circle, E. Imperial Drive, and Cottonwood Avenue.
- Replacement of the Bark River and Nixon Park pedestrian bridges.

The Village of Hartland hosted two electronic and appliance recycling events in 2018.



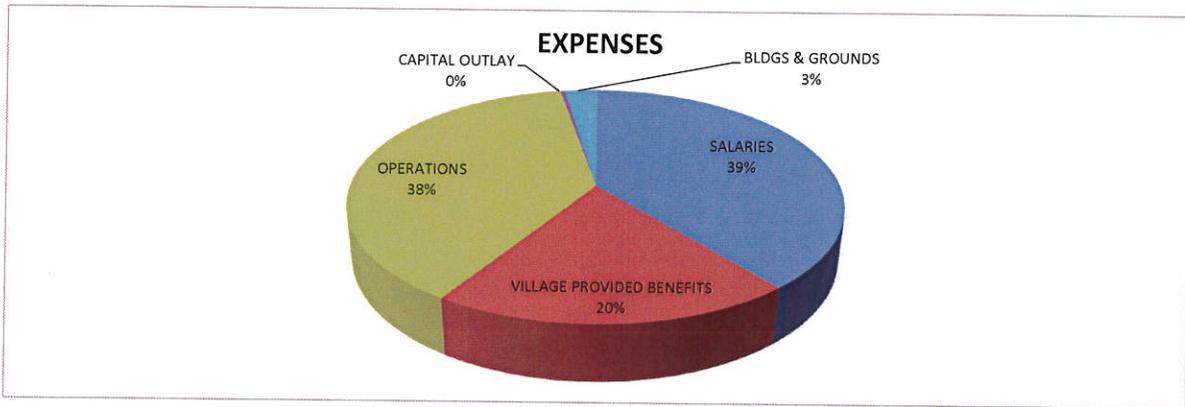
DPW crew members installing the kiosk at Nixon Park.

VILLAGE OF HARTLAND PUBLIC WORKS

2019 Budget Summary

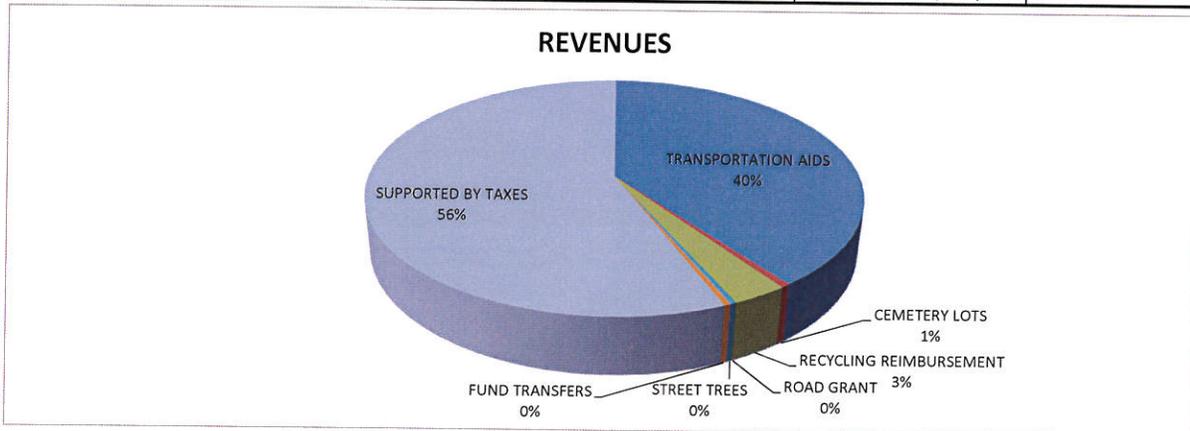
GENERAL PUBLIC WORKS, ENVIRONMENTAL SERVICES, CEMETERY

	2019 BUDG	% OF BUDG	2018 BUDG	% INCR
SALARIES	636,800	38.82%	623,800	2.08%
VILLAGE PROVIDED BENEFITS	327,670	19.97%	294,220	11.37%
OPERATIONS	628,365	38.30%	615,915	2.02%
CAPITAL OUTLAY	6,200	0.38%	3,100	100.00%
BLDGS & GROUNDS	41,500	2.53%	39,900	4.01%
	1,640,535	100.00%	1,576,935	4.03%



FUNDING SOURCES

	2019 BUDG	% OF BUDG	2018 BUDG	% INCR
TRANSPORTATION AIDS	648,500	39.53%	648,500	0.00%
CEMETERY LOTS	9,000	0.55%	6,000	50.00%
RECYCLING REIMBURSEMENT	50,000	3.05%	50,000	0.00%
ROAD GRANT	-	0.00%	-	#DIV/0!
STREET TREES	6,000	0.37%	-	#DIV/0!
FUND TRANSFERS	6,000	0.37%	-	#DIV/0!
SUPPORTED BY TAXES	921,035	56.14%	872,435	5.57%
	1,640,535	100.00%	1,576,935	4.03%



TOTAL EXPENSE PER PERSON PER DAY FOR
PUBLIC WORKS: GEN PUBLIC WORKS,
ENVIRONMENTAL SERVICES, CEMETERY

0.49

TOTAL PER CAPITA SUPPORTED BY TAXES PER DAY

0.28

DEPARTMENT OF PUBLIC WORKS 2019 BUDGET NARRATIVE

The Department of Public Works (DPW) staff consists of Director of Public Works, DPW Operations Supervisor, Utility Operations Supervisor, and eleven general Laborers. Six seasonal staff assist with parks, Village land and cemetery maintenance, and two part-time employees monitor the recycle/yard waste site.

All of the DPW employees provide a wide variety of services included in several areas of the Village budget as follows:

- **Cemetery** – Maintenance of three Village cemeteries totaling about 11 acres.
- **Capital Projects** – The Director, in cooperation with the contract Village Engineer, prepares the 5-year Capital Improvements Plan; plans, designs and coordinates construction for Village Capital Projects; reviews and coordinates private developments.
- **Public Works** – Responsibilities include maintenance of Village facilities, equipment and Village land, including street right-of-ways, approximately 44.7 miles of streets, 27 miles of storm sewer, 1161 storm sewer structures, DPW garage and miscellaneous vehicles and equipment. In addition, the department has maintenance responsibility for the Municipal Building, Police Department and Library.
- **Environmental Services** – Includes provision of recycling and yard waste services, planting and maintenance of landscaping/trees (3,723 street right-of-way trees and 1,481 park trees).
- **Parks** – Maintenance of approximately 96.9 acres of parks and other Village open space including eight baseball diamonds (including t-ball fields), four soccer fields, one football field, 4.4 miles of asphalt/chip/boardwalk trail, four tennis courts, three basketball courts, one Fine Arts Center, nine picnic shelters, a variety of playground equipment, the splash pad at Nixon Park and a new restroom/storage facility at Centennial Park.
- **Sanitary Sewer Department** – Operation and maintenance of approximately 51.8 miles of sanitary sewer, seven lift stations and 1,214 manholes.
- **Water Department** – Operation and maintenance of approximately 57.1 miles of water main, five wells, four storage facilities, two booster stations, 3,100 water meters, 636 fire hydrants, 1,393 valves and appurtenances.

The 2019 Department of Public Works budget proposal has been prepared with our sensitivity to the economic climate by continuing to improve upon our efficiency in the delivery of services and being cost effective with our purchases and construction projects.

In accordance with the Village's commitment to being environmentally friendly, the DPW has a number of items in the up-coming budget that provide for cost effectiveness with construction, energy efficiency, water conservation and system reliability and providing a safe collection site for the proper disposal of electronic waste (e-waste).

Beginning with the 2013 construction season, DPW prepared a revised street maintenance plan in order to extend our financial resources while still maintaining an acceptable Village wide street condition index. We have incorporated additional maintenance strategies and continually look to extend the roadways lifetime with increasing the frequency of lower cost maintenance efforts. This includes crack sealing and patching of the roads to extend their usable life to the 24 year replacement schedule in addition to considering lower cost rehabilitation strategies like mill and overlay options. In addition, beginning with the 2014 paving project, Village staff took over the construction administration from our Village Engineer (Ruekert & Mielke) and the project savings are used to pave our roadways.

For the past three years, the Village worked in partnership with Waukesha County to have a vendor rotate throughout the county on a monthly basis to collect electronic recyclables. The Village hosts two of these collection events in April and October each year.

With respect to water conservation, the Village annually completes a leak detection survey and performs the necessary repairs as the leaks are found. In 2018, we rehabilitated well #3 services pumps #2 and #3 in order to insure a reliable and efficient pumping system.

The following provides a summary of the projects, programs and requests included in the 2019 budget.

- **Personnel** – No changes
- **Cemetery** – The cemetery expenses for 2019, other than normal maintenance, is the replacement of a string trimmer. There have been additional maintenance expenses since the Village took over the ownership and maintenance responsibilities of the Lutheran Cemetery. Installation of a columbarium in the upper annex area is planned for 2019.
- **Capital Improvements/Outlay** – The Five Year Capital Improvements Plan for street construction has been revised based on the Paser Street Rating update completed by staff in 2017. We have also planned the future CIP improvement schedule based upon this most recent condition data and have requested additional funding for our annual crack sealing program.

The major street projects for 2019 includes paving Lindenwood Drive, Manchester Lane, S. Imperial Drive, Normandy Circle, E. Imperial Drive, Cottonwood Avenue. We will replace of the Bark River Park and Nixon Park pedestrian bridges which were delayed from 2018. We will also be replacing the playground woodchips which was delayed from 2018 as well.

The Capital Improvements Plan includes continuing system wide repairs for water utility facilities by replacing old and worn out hydrants and valves,

- **Public Works** – The overall budget has met the budget guidelines yet we are experiencing additional costs due to the on-going maintenance of our infrastructure and cost increases for fuel, steel related products, asphalt, salt, concrete, materials delivered by truck, and electricity and natural gas utilities.

Through the Corporate Reserve account, Public Works is requesting the purchase of a replacement two yard dump truck, replacement of a plow truck and a front end loader.

We have been rehabbing our dump/plow trucks and extending their service life which in turn delays the replacement. We have also performed an extensive review of our equipment and have delayed the purchases of many items because of continued extended life of our equipment due to our maintenance practices.

- **Environmental Services** – Salaries for the recycling costs are for our two part-time employees who monitor the recycle/yard waste site. We will continue with the Friday hours from 9:00am until 3:00pm and the second and fourth Tuesday evenings and Saturday mornings in order to maintain a high level of service for our customers and to prevent the dropping off of unsuitable materials that we then need to pay extra for to dispose of properly.
- **Parks** – We have allocated summer staff time to the maintenance of the parks to address the increased use of our facilities. DPW staff will continue to coordinate the cleaning/opening of the splash pad each day and respond to any needed repairs or damage.

The proposed 2019 budget has been reviewed and approved by the Park Board. The projects for 2019 include the replacement of the south pedestrian bridge at Nixon Park and at Bark River Park, replacement of the wood chips at Castle Park and Centennial Park hardball field reconstruction.

- **Sanitary Sewer** – Capital improvements include installing flow monitors in our collection system to assist us in planning for future capacity improvements along with checking for potential sources of infiltration by observing flows during precipitation events. We will also be performing our annual sewer manhole and line repairs.

As part of the 2019 budgeting process, we are requesting the Board's approval of a 5% sewer rate charge effective the first quarter billing of 2019. This billing period begins on December 16, 2019.

- **Water** – In 2018, a long term maintenance contract with a vendor to maintain our water towers went into effect. This will have a consistent expense amount for the first ten years and then the costs drop after the major tower rehabilitation work has been completed. This will ensure that our towers are well maintained and we preserve a reliable system for our customers. The other water system projects have previously been discussed under Capital Improvements.

During the fall, DPW has about 50-100 fire hydrants repainted to prolong their life and make them highly visible along with continuing our water system repairs of hydrants and valves and programming future repainting of fire hydrants. Because of the water rate increase in 2017, we are not looking to increase water rates in 2019.

- **Storm Sewer** – The Capital Improvements Plan includes funds to repair and rehabilitate inlets, manholes and catch basins throughout the Village. We try to rebuild about 10 – 15 catch basins each year that are failing and to provide for the collection of solids from the roadways. The Village completed a Storm Water Planning study and will begin planning the construction of improvement projects to reduce the pollutants that can get into the Bark River.

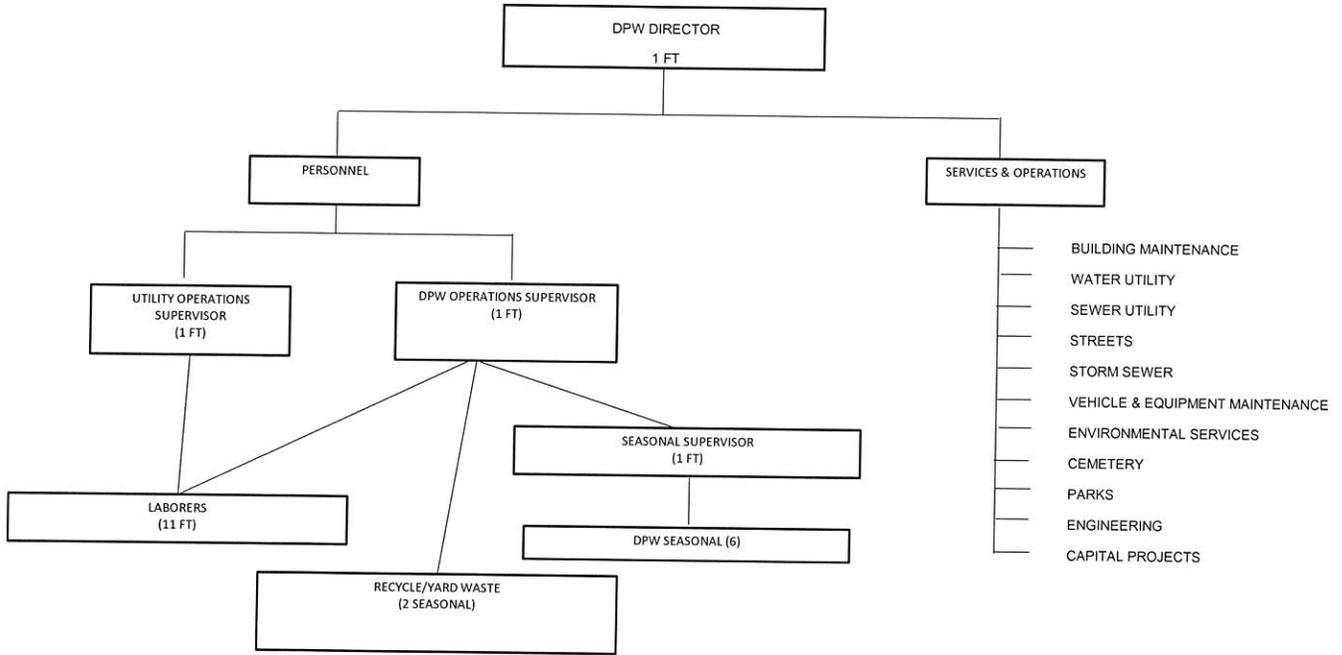
VILLAGE OF HARTLAND

YEAR	STREETS	WATER	SANITARY SEWER
1990	22.3 miles	20.3 miles	24.7 miles
1991	23.4 miles	21.4 miles	25.8 miles
1992	23.4 miles	29.2 miles	27.3 miles
1993	25.1 miles	30.7 miles	29.1 miles
1994	25.8 miles	31.1 miles	29.2 miles
1995	26.4 miles	31.1 miles	29.2 miles
1996	30.7 miles	36.7 miles	34.8 miles
1997	34.4 miles (1)	37.3 miles	34.8 miles
1998	31.0 miles (1)	37.9 miles	35.4 miles
1999	31.0 miles	38.1 miles	35.8 miles
2000	34.8 miles	41.9 miles	39.6 miles
2001	37.6 miles	41.2 miles	40.7 miles
2002	38.1 miles	42.6 miles	42.5 miles
2003	40.0 miles	46.2 miles	46.0 miles
2004	40.0 miles	49.4 miles	46.9 miles
2005	40.5 miles	49.7 miles	47.2 miles
2006	40.5 miles	49.9 miles	47.5 miles
2007	41.6 miles	49.9 miles	49.0 miles
2008	42.2 miles	50.9 miles	49.5 miles
2009	42.2 miles	50.9 miles	49.5 miles
2010	42.2 miles	50.9 miles	49.5 miles
2011	42.9 miles	50.8 miles	49.5 miles
2012	42.9 miles	50.8 miles	49.5 miles
2013	42.9 miles	50.8 miles	49.5 miles
2014	42.9 miles	50.8 miles	49.5 miles
2015	42.9 miles	50.8 miles	49.5 miles
2016	44.4 miles	53.2 miles	51.3 miles
2017	44.7 miles	57.1 miles	51.8 miles

Note:

- (1) Changed from listing State DOT inventory including state and county roads to PASER including only Village streets.

2019 DEPARTMENT OF PUBLIC WORKS



EMPLOYEES:
 14 FULL TIME
 8 SEASONAL
 (16.135 FULL TIME EQUIVALENTS)

VILLAGE OF HARTLAND 5 YEAR BUDGET HISTORY

Public Works

General Public Works, Environmental Services, Cemetery

Expenses	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Adopted
Wages	661,621	657,081	625,711	623,800	636,800
Benefits	312,157	309,705	311,125	294,220	327,670
Operations	513,886	496,673	596,032	615,915	628,365
Capital Outlay	47,840	12,491	10,929	3,100	6,200
Bld & Grounds	33,506	35,779	34,742	39,900	41,500
Total	1,569,010	1,511,729	1,578,539	1,576,935	1,640,535
Revenues	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Adopted
Transp Aids	608,370	605,564	594,287	648,500	648,500
Road Grant	22,701	22,520	-	-	-
Recycling Grant	62,621	105,046	74,931	50,000	50,000
Street Trees	7,620	26,570	26,663	-	6,000
Cemetery Lots	5,500	6,750	12,750	6,000	9,000
Total	706,812	766,450	735,294	704,500	719,500
Supported by Taxes	862,198	745,279	843,245	872,435	921,035
Population	9,124	9,141	9,170	9,197	9,212
Annual Per Capita Supported by Taxes	94.50	81.53	91.96	94.86	99.98
Per Capita Supported by Taxes Per Day	0.26	0.22	0.25	0.26	0.27
Total Exp Per Person Per Day	0.47	0.45	0.47	0.47	0.49

Public Works

Account Description	2017 Actual	2018 Budget	Thru 06/30/18	% Used	Full Yr Est	2019 Adopted	FOOTNOTES
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Public Works Wages & Benefits

E 101-53000-110 SALARIES	\$ 585,625	\$ 572,000	\$ 277,543	49%	\$ 600,000	\$ 585,000	
E 101-53000-120 OVERTIME	37,469	45,000	36,592	81%	50,000	45,000	
E 101-53000-130 FICA	47,667	47,200	25,688	54%	49,725	48,200	
E 101-53000-140 RETIREMENT BENEFITS	43,321	40,800	17,898	44%	42,900	41,300	
E 101-53000-150 HEALTH/ DENTAL/LIFE	195,715	181,700	89,909	49%	181,700	213,650	
E 101-53000-180 OTHER BENEFITS	24,222	24,000	17,062	71%	24,000	24,000	
Sub-Total Public Works Wages & Benefits	\$ 934,019	\$ 910,700	\$ 464,692	51%	\$ 948,325	\$ 957,150	

See Tab 31

Public Works Operations

E 101-53000-220 UTILITY SERVICES	\$ 17,761	\$ 19,500	\$ 8,927	46%	\$ 18,500	\$ 19,500	A
E 101-53000-225 STREET LIGHTING	103,823	100,000	41,776	42%	95,000	95,000	B
E 101-53000-235 STREET SWEEPING	9,429	11,000	-	0%	10,000	10,000	C
E 101-53000-240 CONTRACT SNOW & ICE	1,887	7,500	4,631	62%	6,500	6,500	D
E 101-53000-290 OUTSIDE SERV/CNTRCTS	47,819	30,000	13,734	46%	35,000	35,000	E
E 101-53000-300 OPER SUPPLIES/EXP	5,653	5,000	2,646	53%	5,000	5,000	F
E 101-53000-307 INSURANCE EXPENSE	-	-	-	#DIV/0!	-	-	G
E 101-53000-345 STAFF EDU/TRAINING	3,258	2,500	317	13%	2,000	2,500	H
E 101-53000-350 EQUIPMENT PURCHASE	-	2,000	1,359	68%	2,000	2,000	I
E 101-53000-360 VEHICLE MAINT/EXPENSE	105,686	110,000	48,419	44%	105,000	110,000	J
E 101-53000-365 BLDGS/GRNDS MTN EXP	11,294	12,400	10,938	88%	14,000	14,000	K
E 101-53000-410 STREETS GEN MAINT	22,930	24,000	9,757	41%	21,000	24,000	L
E 101-53000-420 STORM SEWER	20,676	20,000	7,396	37%	18,000	20,000	M
E 101-53000-430 SNOW & ICE REMOVAL	85,903	110,000	121,195	110%	185,910	110,000	N
E 101-53000-800 CAPITAL OUTLAY	10,239	-	-	#DIV/0!	-	3,850	O
E 101-53000-900 CORP RESERVE PAYBKS	112,000	137,315	137,315	100%	137,315	145,765	P
Sub-Total Public Works Operations	\$ 558,358	\$ 591,215	\$ 408,410	69%	\$ 655,225	\$ 603,115	

TOTAL GENERAL PUBLIC WORKS	\$ 1,492,377	\$ 1,501,915	\$ 873,102	58%	\$ 1,603,550	\$ 1,560,265
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Increase 3.9%

SEE FOOTNOTE EXPLANATIONS ON TAB 11 PAGE 3 AND PAGE 4

Public Works

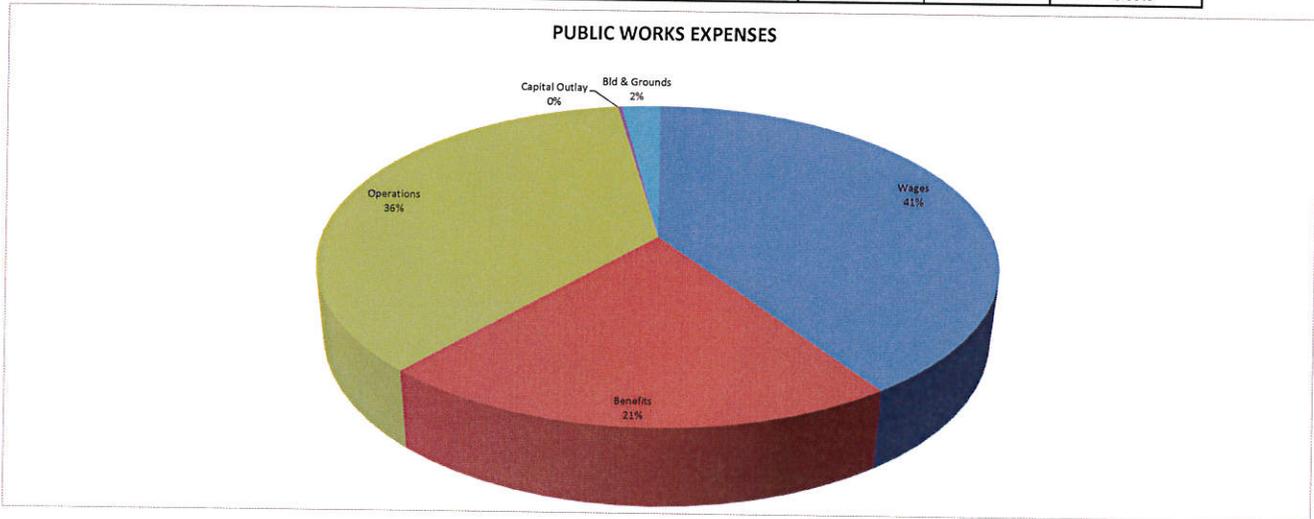
Highlight 2018: Construction projects completed this year included Blue Spruce Circle, Bristlecone Drive, Cypress Court, Juniper Way, Arlene Drive entrance to the Bristlecone Pines Subdivision, the remainder of Greystone Blvd. and a portion of Cardinal Lane.

Spotlight 2019: The paving program will include Lindenwood Drive, Manchester Lane, S. Imperial Drive, Normandy Circle, E. Imperial Drive, Cottonwood Avenue. See CIP for details.

Budget Notes:

- Wages:** 101-53000-110 *Wages are based on projected allocations of hours spent on general fund projects, Water Utility and Sewer Utility projects, municipal building, library and police department projects.*
- Benefits:** 101-53000-180 *This account includes uniforms, the clothing allowance, and the Village contributed flexible spending amounts.*

	2018 Budget	% of Budget	2019 Adopted	% of Budget	Incr/Decr
Wages	617,000	41%	630,000	40%	2.11%
Benefits	293,700	20%	327,150	21%	11.39%
Operations	559,315	37%	565,765	36%	1.15%
Capital Outlay	-	0.0%	3,850	0.2%	#DIV/0!
Bld & Grounds	31,900	2%	33,500	2%	5.02%
Total	1,501,915	100%	1,560,265	100%	3.89%



Footnotes to Public Works Department Budgeted Line Items

- A. Account E101-53000-220 Utility Services: This account consists of our utility charges of the following - telephone land line and cellular, wireless cards for laptops, gas and electric, and water and sewer.
- B. Account E101-53000-225 Street Lighting: This account consists of the energy and monthly maintenance charges from WE Energies for the street lights throughout the Village. This also includes parts for the Village's downtown streetlights.
- C. Account E101-53000-235 Street Sweeping: This account includes charges from Advanced Disposal for the proper disposal of the street sweepings.
- D. Account E101-53000-240 Contracted Snow & Ice Control: This account includes charges from our contracted snow plow service that clears the snow from the municipal parking lots. This covers the downtown parking lots at the Village Hall, behind 211 Cottonwood, the Legion lot, the Fire Department, 301 Pawling Avenue and at the Municipal Lot off North Avenue. The lots at the DPW, parks, 2 municipal parking lots on Pawling, cemetery, well houses and towers are cleared by DPW staff.
- E. Account E101-53000-290 Outside Services/Contracts: This account covers the non-project related Village Engineer charges, computer consulting, fire/security alarm monitoring, drug screening, bridge inspection services, and fire extinguisher inspection. There are also charges for maintaining the street and storm sewer portions of the GIS.
- F. Account E101-53000-300 Operating Supplies/Expenses: This account consists of the charges for office supplies, advertisements/public notices, mailings/postage, personal safety equipment, and small hand tools (rakes/shovels/forks).
- G. Account E101-53000-307 Insurance Expense: These are expenses/losses that occur during the year that will get charged back to insurance companies.
- H. Account E101-53000-345 Staff Education/Training: These are expenses for professional memberships (APWA, WRWA), classes, seminars, and safety training.
- I. Account E101-53000-350 Equipment Purchase: These are charges for electric hand tools such as saws, bench grinders, sanders, drills, and mechanic's tools.
- J. Account E101-53000-360 Vehicle Maint/Expense: These are charges for fuel, gas, oil, lubricants, vehicle fluids, vehicle parts, outside vehicle repair services, tires, batteries, windshields, lights, hoses and belts, exhaust systems, and wear parts replacements.
- K. Account E101-53000-365 Building/Grounds Maint Expense: These are charges for plumbing parts, cleaning supplies, electrical repairs and supplies, grass seed/fertilizer/weed control, paper products, mops and brooms.
- L. Account E101-53000-410 Streets Gen Maint: These are charges for street painting, traffic control signage, sign posts, concrete, asphalt patching, shoulder gravel, topsoil and seed, saw blades, tree grates and frames, pedestrian street access warning panels for sidewalks, downtown street light maintenance, and sign hardware.
- M. Account E101-53000-420 Storm Sewer: These are charges for storm sewer inlets/catch basins, concrete rings, inlet frames and grates, concrete, asphalt patching, DNR storm

water permit fees, slurry backfill, and Waukesha County storm water education program fees.

- N. Account E101-53000-430 Snow & Ice Control: These are charges for salt brine, road salt, snow removal charges for downtown alley, ice melt, sand, and damaged mailbox reimbursements.
- O. Account E101-53000-800 Capital Outlay: These charges vary each year for large equipment purchases. For 2019, barricades and a defibrillator for the shop.
- P. Account E101-53000-900 Corporate Reserve Paybacks: These are charges for the annual payback for vehicle replacements.

VILLAGE OF HARTLAND - PUBLIC WORKS BUDGET 2019

General Public Works

Personnel Schedule - DPW Wages Account:101-53000-110

Classification	Full Time	Part Time	Salary Grade	Full Time Equivalents		
				2017	2018	2019
Director	1		17	1.00	1.00	1.00
Public Works Operations Supervisor	1		14	1.00	1.00	1.00
Utility Operations Supervisor	2		11	0.00	1.00	1.00
Foreman	2		11	2.00	0.00	0.00
Laborers	11		10	10.00	11.00	11.00
Seasonal		6	Seas	2.06	2.06	2.06
Recycle/Yard Waste		2	Seas	0.175	0.175	0.175
Employee Totals	17	8		16.235	16.235	16.235

Capital Outlay - 101-53000-800

Item	Add	Repl	Amt	Unit Cost	Total
Barricades	X		10	135	1,350
Defibrillator	X		1	2,500	2,500
TOTAL PUBLIC WORKS CAPITAL OUTLAY					\$ 3,850

Corporate Reserve Purchases - 402-59900-840

Item	Add	Repl	Amt	Unit Cost	Total
Six yard dump truck		X	1	237,000	237,000
Front End Loader		X	1	206,000	206,000
TOTAL PUBLIC WORKS CORPORATE RESERVE PURCHASES					\$ 443,000

DPW Impact Fee Purchase 206-59000-970

Item	Add	Repl	Amt	Unit Cost	Total
None Anticipated in 2019					
TOTAL DPW IMPACT FEE PURCHASE					\$ -

VILLAGE OF HARTLAND 5 YEAR BUDGET HISTORY

General Public Works

Expenses	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Adopted
Wages	656,537	652,524	623,094	617,000	630,000
Benefits	311,768	309,356	310,925	293,700	327,150
Operations	486,063	470,836	519,064	557,315	563,765
Capital Outlay	47,400	12,019	10,239	2,000	5,850
Bld & Grounds	27,221	29,925	29,055	31,900	33,500
Total	1,528,989	1,474,660	1,492,377	1,501,915	1,560,265
Revenues					
Revenues	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Adopted
Transport Aids	608,370	605,564	594,287	648,500	648,500
Road Grant	22,701	22,520	-	-	-
Transfer for GIS	-	-	-	-	-
Street Trees	7,620	26,570	26,663	-	6,000
	638,691	654,654	620,950	648,500	654,500
Supported by Taxes	890,298	820,006	871,427	853,415	905,765
Population	9,124	9,141	9,170	9,197	9,212
Annual Per Capita Supported by Taxes	97.58	89.71	95.03	92.79	98.32
Per Capita Supported by Taxes Per Day	0.27	0.25	0.26	0.25	0.27
Total Exp Per Person Per Day	0.46	0.44	0.45	0.45	0.46

Environmental Services

Account Description	2017 Actual	2018 Budget	Thru 06/30/18	% Used	Full Yr Est	2019 Adopted	FOOTNOTES
Environmental Services Wages							
E 101-53635-110 RECYCLING WAGES	\$ -	\$ -	\$ -	#DIV/0!	\$ -	\$ -	A
E 101-53635-130 RECYCLING FICA	-	-	-	#DIV/0!	-	-	A
Sub-Total Environmental Services Wages & Benefits	\$ -	\$ -	\$ -	#DIV/0!	\$ -	\$ -	
Environmental Services Operations							
E 101-53635-440 RECYCLING	\$ -	\$ -	\$ -	#DIV/0!	\$ -	\$ -	A
E 101-53635-450 YARDWASTE	-	-	-	#DIV/0!	-	-	A
E 101-53635-460 LANDSCAPE MGMNT	27,256	15,900	3,905	25%	13,500	15,900	A
E 101-53635-470 LANDSCAPE PLNTNG	49,622	32,000	148	0%	32,000	38,000	B
E 101-53635-480 ECOS PLANNING & MAINTENANCE	-	10,000	-	0%	3,000	10,000	C
E 101-53635-800 CAPITAL OUTLAY	-	700	-	0%	-	-	D
Sub-Total Environmental Services Operations	\$ 76,878	\$ 58,600	\$ 4,053	7%	\$ 48,500	\$ 63,900	E
TOTAL ENVIRONMENTAL SERVICES	\$ 76,878	\$ 58,600	\$ 4,053	7%	\$ 48,500	\$ 63,900	
					<i>Increase</i>	<i>9.0%</i>	

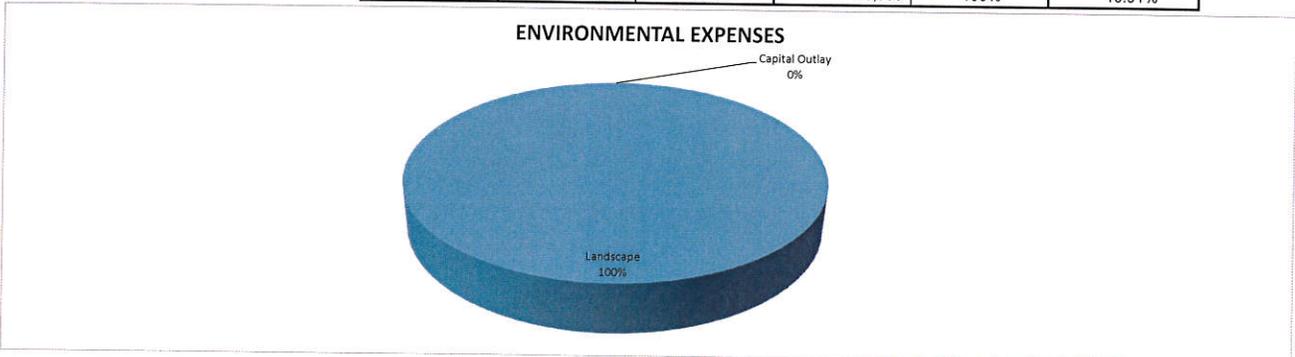
SEE FOOTNOTE EXPLANATIONS ON TAB 12 PAGE 2

Recycling: We currently have two people staffing the recycling center for the open hours on the 2nd & 4th Tuesday evenings from 6pm to 8pm, Fridays from 9am to 3pm and the 2nd & 4th Saturday mornings from 9am to 1pm.

Capital Outlay Schedule

Item Description	Add	Repl	Amt	Unit Cost	TOTAL
Nothing anticipated in 2019					\$ -
TOTAL ENVIRONMENTAL SERVICES CAPITAL OUTLAY					\$ -

	2018 Budget	% of Budget	2019 Adopted	% of Budget	Incr/Decr
Wages	\$ -	0%	\$ -	0%	#DIV/0!
Benefits	-	0%	-	0%	#DIV/0!
Recycling	-	0%	-	0%	#DIV/0!
Yard Waste	-	0%	-	0%	#DIV/0!
Landscape	47,900	99%	53,900	100%	12.53%
Capital Outlay	700	1%	-	0%	-100.00%
Total	48,600	100%	53,900	100%	10.91%



Footnotes to Environmental Services Department Budgeted Line Items

- A. Account E101-53635-110 Recycling Wages, E101-53635-130 Recycling FICA, E101-53635-440 Recycling, E101-53635-450 Yardwaste: These accounts and historical data were moved to the Refuse/Garbage Fund 201 in 2018.
- B. Account E101-53635-460 Landscape Management: These are charges for the purchase of flowers, bushes and grasses for use in the ROWs, weed control chemicals, contracted tree removal and personal protective equipment used in trimming and removal. We are budgeting funds for the preventative treatment of Village owned ash trees to guard against the Emerald Ash Borer. This will be the third treatment for trees that were treated initially in 2017. Trees that are not treated will need to be removed.
- C. Account E101-53635-470 Landscape Plantings: These are charges for the planting of trees and bushes on the street right of ways. The increase is due to showing subdivision trees, \$6,000, offset by revenue of the same amount.
- D. Account E101-53635-480 Environmental Corridor and Open Space Planning and Maintenance: These charges are for improvements to the Village's Environmental Corridor and Open Space areas, including the Hartland marsh and other areas.
- E. Account E101-53635-800 Capital outlay: These charges vary each year for large equipment purchases.

VILLAGE OF HARTLAND 5 YEAR BUDGET HISTORY

Environmental Services

Expenses	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Adopted
Wages	3,044	-	-	-	-
Benefits	233	-	-	-	-
Operations	27,494	25,731	76,878	57,900	63,900
Capital Outlay	-	-	-	700	-
Bld & Grounds	-	-	-	-	-
Total	30,771	25,731	76,878	58,600	63,900
Revenues					
	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Adopted
Waukesha Co Recycling Reimbursement	62,450	104,189	74,931	50,000	50,000
Weed & Nuisance Control	171	857	-	-	-
Subdivision Trees	-	-	26,663	-	6,000
Total	62,621	105,046	101,594	50,000	56,000
Supported by Taxes					
Population	9,124	9,141	9,170	9,197	9,212
Annual Per Capita Supported by Taxes	(3.49)	(8.68)	(2.70)	0.94	0.86
Per Capita Supported by Taxes Per Day	(0.01)	(0.02)	(0.01)	0.00	0.00
Total Exp Per Person Per Day	0.0092	0.0077	0.0230	0.0175	0.0190

VILLAGE OF HARTLAND - BUDGET WORKSHEET 2019

Cemetery

Account Description	2017 Actual	2018 Budget	Thru 06/30/18	% Used	Full Yr Est	2019 Adopted	FOOTNOTES
Cemetery Wages & Benefits							
101-54910-110 SALARIES	\$ 2,617	\$ 6,800	\$ 557	8%	\$ 5,000	\$ 6,800	
101-54910-130 FICA	200	520	42	8%	380	520	
Sub-Total Cemetery Wages & Benefits	\$ 2,817	\$ 7,320	\$ 599	8%	\$ 5,380	\$ 7,320	
Cemetery Operations							
101-54910-220 UTIL SERVICES	\$ -	\$ -	\$ -	#DIV/0!	\$ -	\$ -	
101-54910-300 OPER SUPPLIES	90	700	5	1%	500	700	
101-54910-350 EQUIP PURCH	690	400	342	86%	342	350	
101-54910-365 BLDGS/GRNDS MAINT	5,687	8,000	469	6%	7,000	8,000	
Sub-Total Cemetery Operations	\$ 6,467	\$ 9,100	\$ 816	9%	\$ 7,842	\$ 9,050	
TOTAL CEMETERY	\$ 9,284	\$ 16,420	\$ 1,415	9%	\$ 13,222	\$ 16,370	

Decrease -0.3%

Staffing:

During the summer, seasonal public works employees do the mowing and trimming. Other work is done by regular public works employees. Decrease in personnel costs are due to completion of inputting the Annex Cemetery data into our GIS.

Operations:

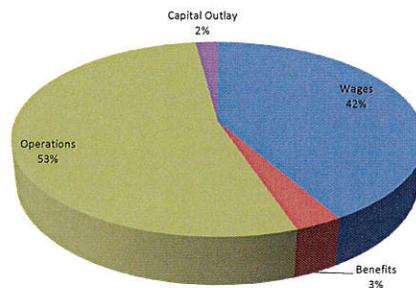
The Village of Hartland maintains three Village cemeteries including about 11 acres. Cemetery lots in the Village cemetery sell for \$750. Extra cost due to taking over the Annex cemetery on West Capitol Drive. We are in the process of developing a columbarium in the Upper Annex cemetery for another option to preserve remains.

Cemetery Capital Outlay Schedule

Item Description	Add	Repl	Amt	Unit Cost	TOTAL
101-54910-350 Equipment Purchase					
Leaf Blower		X	1	350	350
TOTAL CEMETERY CAPITAL OUTLAY					\$ 350

	2018 Budget	% of Budget	2019 Adopted	% of Budget	Incr/Decr
Wages	6,800	41%	6,800	42%	0.00%
Benefits	520	3%	520	3%	0.00%
Operations	8,700	53%	8,700	53%	0.00%
Capital Outlay	400	2%	350	2%	-12.50%
Total	16,420	100%	16,370	100%	-0.30%

CEMETERY EXPENSES



Footnotes to Cemetery Department Budgeted Line Items

- A. Account E101-54910-220 Utility Services: These are charges for water used in the cemeteries.
- B. Account E101-54910-300 Operating Supplies and Expenses: These are charges for office supplies, marking paint, head stone repair materials and GIS updates.
- C. Account E101-54910-350 Equipment Purchase: These are funds to replace a leaf blower.
- D. Account E101-54910-365 Building/Grounds Maintenance Expense: These are charges for topsoil, seed, equipment supplies, head stone repair, fertilizing/weed control and to begin installing corner markers at the graves for easier locating. We will be continuing with re-grading the Lower Annex cemetery for ease of maintenance.

VILLAGE OF HARTLAND 5 YEAR BUDGET HISTORY

Cemetery

Expenses	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Adopted
Wages	2,040	4,557	2,617	6,800	6,800
Benefits	156	349	200	520	520
Operations	329	106	90	700	700
Capital Outlay	440	472	690	400	350
Bld & Grounds	6,285	5,854	5,687	8,000	8,000
Total	9,250	11,338	9,284	16,420	16,370
Revenues	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Adopted
Cemetery Lots	5,500	6,750	12,750	6,000	9,000
Total	5,500	6,750	12,750	6,000	9,000
Supported by Taxes	3,750	4,588	(3,466)	10,420	7,370
Population	9,124	9,141	9,170	9,197	9,212
Annual Per Capita Supported by Taxes	0.41	0.50	(0.38)	1.13	0.80
Per Capita Supported by Taxes Per Day	0.0011	0.0014	(0.0010)	0.0031	0.0022
Total Exp Per Person Per Day	0.0028	0.0034	0.0028	0.0049	0.0049

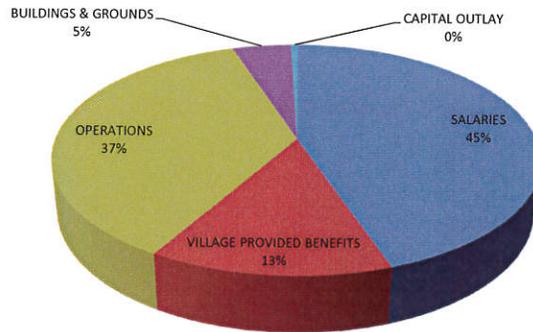
Village of Hartland Budget Summary

2019 Culture & Recreation

LIBRARY, PARKS, RECREATION DEPT, CABLE TV

	2019 BUDG	% OF BUDG	2018 BUDG	% INCR
SALARIES	527,050	44.61%	518,200	1.71%
VILLAGE PROVIDED BENEFITS	160,455	13.58%	158,800	1.04%
OPERATIONS	432,300	36.59%	410,650	5.27%
BUILDINGS & GROUNDS	55,150	4.67%	55,150	0.00%
CAPITAL OUTLAY	6,500	0.55%	4,500	44.44%
	1,181,455	100.00%	1,147,300	2.98%

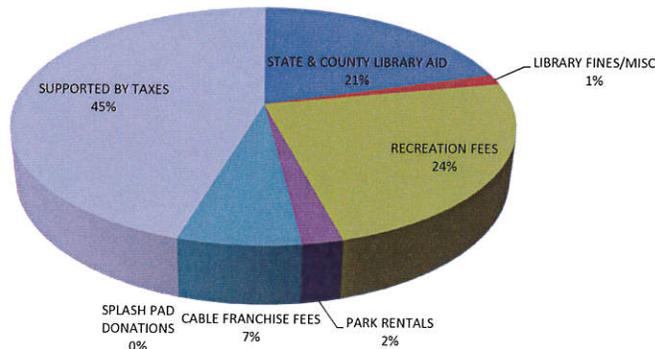
CULTURE AND RECREATION EXPENSES



FUNDING SOURCES

	2019 BUDG	% OF BUDG	2018 BUDG	% INCR
STATE & COUNTY LIBRARY AID	242,004	20.48%	238,591	1.43%
LIBRARY FINES/MISC	17,000	1.44%	17,000	0.00%
RECREATION FEES	280,800	23.77%	248,300	13.09%
PARK RENTALS	26,500	2.24%	22,500	17.78%
CABLE FRANCHISE FEES	78,000	6.60%	78,500	-0.64%
SPLASH PAD DONATIONS	-	0.00%	-	0.00%
SUPPORTED BY TAXES	537,151	45.47%	542,409	-0.97%
	1,181,455	100.00%	1,147,300	2.98%

CULTURE AND RECREATION REVENUES



TOTAL EXPENSE PER PERSON PER DAY FOR CULTURE & RECREATION: LIBRARY, PARKS, RECREATION, CABLE

0.35

TOTAL PER CAPITA SUPPORTED BY TAXES PER DAY

0.16

VILLAGE OF HARTLAND 5 YEAR BUDGET HISTORY

Fund 101: Culture & Recreation

Expenses	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Adopted
Wages	468,665	503,820	520,806	518,200	527,050
Benefits	150,936	153,596	152,339	158,800	160,455
Operations	354,938	392,569	437,130	410,650	432,300
Bld & Grounds	59,019	52,269	48,555	55,150	55,150
Capital Outlay	6,545	8,790	932	4,500	6,500
Total	1,040,103	1,111,044	1,159,762	1,147,300	1,181,455
Revenues	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Adopted
Libr Aids	240,148	237,747	235,818	238,591	242,004
Libr Fines & Misc	17,214	18,000	16,351	17,000	17,000
Park Rentals	21,916	22,426	25,787	22,500	26,500
Rec Classes	108,527	128,694	140,772	115,000	130,000
To The Pointe Dance	-	16,360	35,299	35,000	35,000
Rec Trips	23,032	21,732	19,047	20,000	20,000
Rec Summer	18,938	41,808	51,570	35,000	55,000
Rec Other	5,791	6,758	3,521	5,300	2,800
Before/After School	38,276	39,023	33,259	38,000	38,000
Cable Fees	85,351	81,797	77,054	78,500	78,000
Splash Pad Donations	5,063	60	-	-	-
Trans from GIS	-	-	-	-	-
Total	564,256	614,405	638,478	604,891	644,304
Supported by Taxes	475,847	496,639	521,284	542,409	537,151
Population	9,124	9,141	9,170	9,197	9,212
Annual Per Capita Supported by Taxes	52.15	54.33	56.85	58.98	58.31
Per Capita Supported by Taxes Per Day	0.14	0.15	0.16	0.16	0.16
Total Exp Per Person Per Day	0.31	0.33	0.35	0.34	0.35

2019 Budget Library

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On Monday, July 9 Laura Gest started as Library Director.

2019 LIBRARY SPOTLIGHT

- Review and update the 2013 - 2018 Library Strategic Plan.

The library has continued to offer programs for all ages.



Nancy Massnick retired in April 2018 after 22 years of service to the Village of Hartland.

**Hartland Public Library
Budget Narrative, 2019**

July 23, 2018

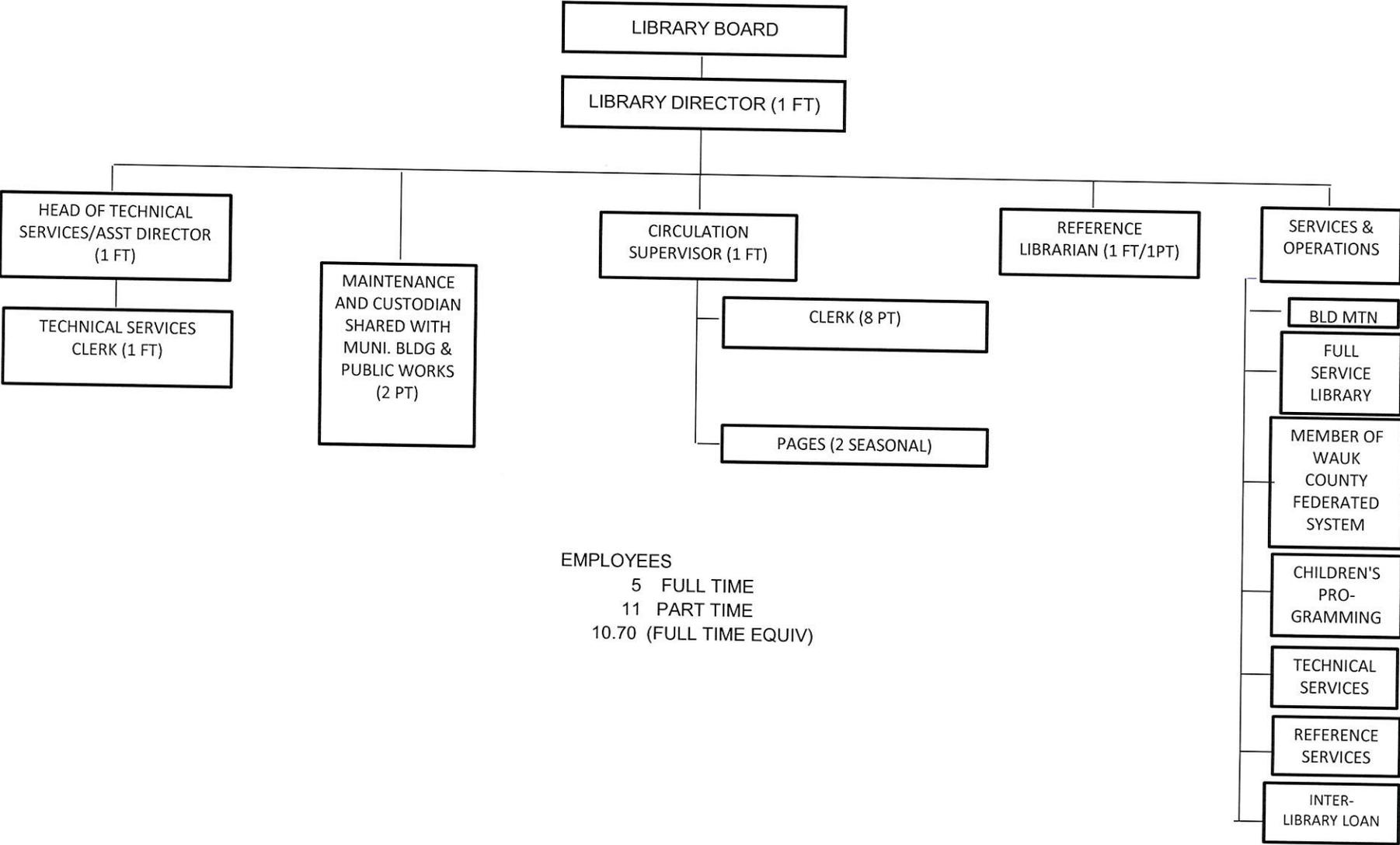
Laura Gest

*“The mission of the Hartland Public Library is to provide access to general and local information, current topics and titles, and to support life-long learning.”
Hartland Public Library Mission Statement*

Our library continues to be an active part of the Village; with a 2018 circulation over 189,000, program attendance of over 6,300 and over 12,000 internet users. In addition to our continually updated print resources, digital offerings for our Café cardholders include research databases, eBooks, Gale courses, magazines and audiobooks.

The budget for the coming year reflects a need to maintain our great service, while still building our collection and programs. With new leadership, we hope to build new relationships throughout the community to support our vibrant library. In 2019, the Library board will also be laying out a long-range plan for the next five years.

2019 HARTLAND PUBLIC LIBRARY



EMPLOYEES
 5 FULL TIME
 11 PART TIME
 10.70 (FULL TIME EQUIV)

Library Services

Account Description	2017 Actual	2018 Budget	Thru 06/30/18	% Used	Full Yr Est	2019 Adopted	Footnotes
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Library Wages & Benefits

E 101-55110-110 SALARIES	\$ 379,969	\$ 376,500	\$ 173,748	46%	\$ 362,000	\$ 370,000	
E 101-55110-130 FICA	28,235	28,800	13,449	47%	28,000	28,000	
E 101-55110-140 RETIREMENT BENEFITS	20,975	20,300	7,900	39%	16,000	20,000	
E 101-55110-150 HEALTH/DENTAL/LIFE	74,439	78,600	34,177	43%	78,000	80,400	
E 101-55110-180 OTHER BENEFITS	3,500	3,500	3,500	0%	3,500	3,500	
Sub-Total Library Wages & Benefits	\$ 507,118	\$ 507,700	\$ 232,774	46%	\$ 487,500	\$ 501,900	

Library Operations

E 101-55110-290 OUTSIDE SERVICES	\$ 29,489	\$ 29,000	\$ 24,802	86%	\$ 29,000	\$ 30,000	
E 101-55110-300 OPER SUPPLIES/EXPNS	22,505	19,000	11,756	62%	19,000	23,000	
E 101-55110-310 BOOKS AND MATERIALS	80,897	85,000	46,316	54%	85,000	85,000	
E 101-55110-325 PERIODICALS	4,085	4,000	931	23%	4,000	4,000	
E 101-55110-345 STAFF EDUC/TRAINING	780	2,500	550	22%	1,950	2,500	
E 101-55110-350 EQUIPMENT PURCHASE	-	-	-	-	-	-	
Sub-Total Library Operations	\$ 137,756	\$ 139,500	\$ 84,355	60%	\$ 138,950	\$ 144,500	

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Library Building & Grounds

E 101-55110-220 UTILITY SERVICES	\$ 31,123	\$ 36,000	\$ 15,393	43%	\$ 31,000	\$ 36,000	
E 101-55110-250 JANITORIAL SERVICE	-	-	-	#DIV/0!	-	-	
E 101-55110-255 BLDGS/GROUNDS	10,047	11,650	8,351	72%	11,650	11,650	
E 101-55110-355 JANITORIAL SUPPLIES	2,385	2,500	1,100	44%	2,300	2,500	
E 101-55110-800 CAPITAL OUTLAY	-	-	-	-	-	-	
E 101-55110-900 CORP RESERVE PMTS	5,000	5,000	5,000	-	5,000	5,000	
Sub-Total Library Buildings & Grounds	\$ 48,555	\$ 55,150	\$ 29,844	54%	\$ 49,950	\$ 55,150	

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TOTAL LIBRARY	\$ 693,429	\$ 702,350	\$ 346,973	49%	\$ 676,400	\$ 701,550	
					<i>Decrease</i>	<i>-0.1%</i>	

FOOTNOTE EXPLANATIONS ON TAB 15 PAGE 4

- Highlight 2018:** Retirement of Library Director, Nancy Massnick and hiring of new Library Director, Laura Gest

- Spotlight 2019:** Review and update of the 2013-2018 Library Strategic Plan.

Footnotes to Library Department Budgeted Line Items

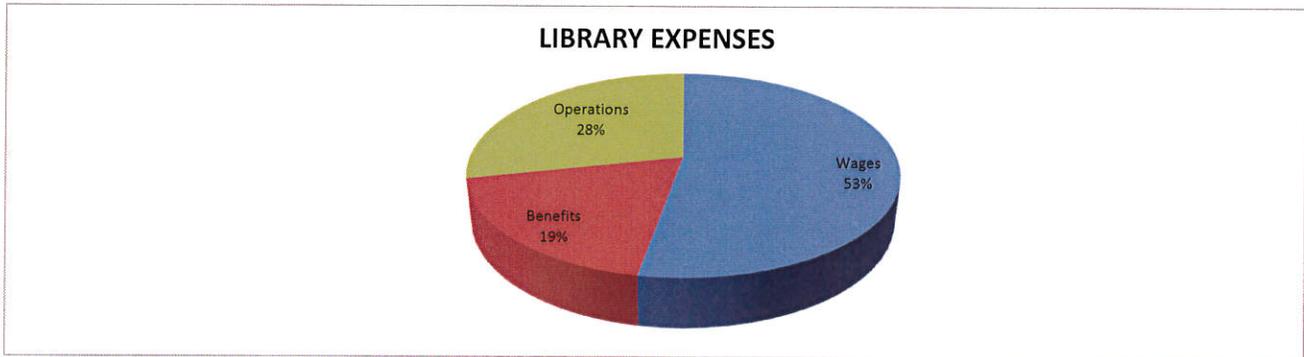
- A. Account E101-55110-290-Outside Services. Includes software licenses; wireless and Badgernet annual fees; CAFÉ annual fee (CAFÉ is our circulation software) and ONTECH IT computer and software support.
- B. Account E101-55110-300 Operating Supplies/Expenses. Office Supplies, 5 hotspots, programming supplies and materials processing items (book covers, labels, etc.)
- C. Account E101-55110-310 Books and Materials. This account is made up of books, audio books, DVD's, large print books, CD's and reference, database and e-book charges paid to the county library system;
- D. Account E101-55110-325 Periodicals. This is for magazine and newspaper subscriptions and Flipster online magazines.
- E. Account E101-55110-345 Staff Education/Training. Wisconsin Library Association annual membership; \$200 per MLS employee for continuing education.
- F. Account E101-55110-220 Utility Services. WE Energies; water and sewer utility bills; phone bills
- G. Account E101-55110-255 Buildings and Grounds. Annual window and carpet cleaning; HVAC annual maintenance; fire alarm and elevator annual maintenance; light bulbs and other hardware as needed.
- H. Account E101-55110-355 Janitorial Supplies. Cleaning supplies and equipment. The custodian is in charge of ordering supplies. The custodian will be split 50/50 with the municipal building.
- I. Account E101-55110-900 Corporate Reserve Payments. Includes a cyclical purchase of computers, server and a microfilm reader-printer.

Library Services

Operations:

The renovation to the library is complete and ready for citizens to take full advantage of this beautiful new building.

	2018 Budget	% of Budget	2019 Budget	% of Budget	Incr/Decr
Wages	376,500	54%	370,000	53%	-1.73%
Benefits	131,200	19%	131,900	19%	0.53%
Operations	194,650	28%	199,650	28%	2.57%
Total	702,350	100%	701,550	100%	-0.11%



Personnel Schedule: Library Wages Acct: 101-55110-110

Classification	Full Time	Part Time	Salary Grade	Full Time Equivalents		
				2017	2018	2019
Library Director	1		11	1.000	1.000	1.000
				-	-	-
Head of Technical Services/ Assistant Dir	1		9	1.000	1.000	1.000
Reference Librarian	1	1	7	1.500	1.750	1.750
Circulation Supervisor	1		6	1.000	1.000	1.000
Technical Service Clerk	1		3	1.000	1.000	1.000
Library Clerks		8	3	4.000	4.000	4.000
Pages		2	Seas	0.500	0.500	0.500
Custodian		1	3	0.250	0.250	0.500
Building Maintenance			10	0.200	-	-
Employee Totals	5	12		10.450	10.500	10.750

Corporate Reserve Purchase

Item	Add	Repl	Amt	Unit Cost	Total
Nothing anticipated for 2019					\$ -
TOTAL LIBRARY CORPORATE RESERVE PURCHASE					\$ -

Impact Fee Fund

Item	Add	Repl	Amt	Unit Cost	Total
Use of impact fees for Debt Service					\$ 1,000
TOTAL LIBRARY IMPACT FEE PURCHASES					\$ 1,000

VILLAGE OF HARTLAND 5 YEAR BUDGET HISTORY

Library Services

Expenses	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Adopted
Wages	361,128	368,307	379,969	376,500	370,000
Benefits	129,375	127,703	127,149	131,200	131,900
Operations	134,563	131,350	137,756	139,500	144,500
Bld & Grounds	59,019	52,269	48,555	55,150	55,150
Capital Outlay	-	-	-	-	-
Total	684,085	679,629	693,429	702,350	701,550

Revenues	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Adopted
County Aid	234,684	232,396	231,033	231,690	231,695
Libr Fines & Misc	17,214	18,000	16,351	17,000	17,000
Inter-County Library Funding	5,464	5,351	4,785	6,901	10,309
Total	257,362	255,747	252,169	255,591	259,004

Supported by Taxes	426,723	423,882	441,260	446,759	442,546
Population	9,124	9,141	9,170	9,197	9,212

Annual Per Capita Supported by Taxes	46.77	46.37	48.12	48.58	48.04

Per Capita Supported by Taxes Per Day	0.13	0.13	0.13	0.13	0.13

Total Exp Per Person Per Day	0.21	0.20	0.21	0.21	0.21

Parks

Account Description	2017 Actual	2018 Budget	Thru 06/30/18	% Used	Full Yr Est	2019 Adopted	Footnotes
Parks Wages & Benefits							
E 101-55200-110 SALARIES	\$ 28,987	\$ 24,000	\$ 12,390	52%	\$ 24,000	\$ 31,000	
E 101-55200-130 FICA	2,218	1,920	948	49%	1,920	2,375	
Sub-Total Parks Wages & Benefits	\$ 31,205	\$ 25,920	\$ 13,338	51%	\$ 25,920	\$ 33,375	
Parks Operations							
E 101-55200-220 UTILITY SERVICES	\$ 12,292	\$ 11,800	\$ 2,911	25%	\$ 9,000	\$ 11,000	
E 101-55200-350 EQUIPMENT PURCHASE	-	-	-	#DIV/0!	-	-	
E 101-55200-365 BLDGS/GROUNDS MAINT EXP	29,950	27,500	24,316	88%	29,000	29,000	
E 101-55200-370 ATHLETIC FACILITY MAINT	17,587	16,000	6,663	42%	16,000	16,000	
E 101-55200-470 LANDSCAPE PLANTINGS	-	2,000	-	0%	2,000	2,000	
E 101-55200-800 CAPITAL OUTLAY	932	4,500	2,891	64%	2,891	6,500	
E 101-55200-900 CORP RESERVE PAYBK	16,100	19,550	19,550	100%	19,550	19,500	
Sub-Total Park Operations	\$ 76,861	\$ 81,350	\$ 56,331	69%	\$ 78,441	\$ 84,000	
TOTAL PARKS BUDGET	\$ 108,066	\$ 107,270	\$ 69,669	65%	\$ 104,361	\$ 117,375	
					<i>Increase</i>	<i>9.42%</i>	

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Highlight 2018: Nixon Park baseball field was reconstructed.

Spotlight 2019: The hardball field at Centennial Park will be reconstructed.

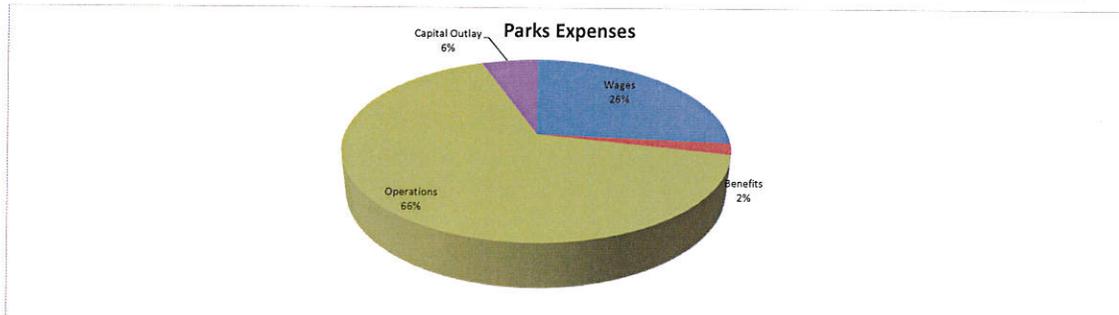
Supported Services:

Description	2017	2018	2019
Acres of Parks & Open Land	96.9	96.9	96.9
Baseball Diamonds (inc T-Ball)	8	8	8
Soccer Fields	4	4	4
Football Fields	1	1	1
Miles of Pathway	4.4	4.4	4.4
Tennis Courts	4	4	4
Basketball Courts	3	3	3
Volleyball Courts	2	2	2
Fine Arts Center	1	1	1
Splash Pad	1	1	1
Picnic Shelters	9	9	9
Playground Equipment	Various	Various	Various

Staffing:

During the summer, seasonal public works employees do the mowing and trimming. Other work is done by regular public works employees.

	2018 Budget	% of Budget	2019 Adopted	% of Budget	Incr/Decr
Wages	24,000	22%	31,000	26%	29.17%
Benefits	1,920	2%	2,375	2%	23.70%
Operations	76,850	72%	77,500	66%	0.85%
Capital Outlay	4,500	4%	6,500	6%	44.44%
Total	107,270	100%	117,375	100%	9.42%



Footnotes to Parks Department Budgeted Line Items

- A. Account E101-55200-220 Utility Services: This account consists of our utility charges of the following – We Energies electric, and Village water and sewer for the parks and Fine Arts Center.
- B. Account E101-55200-350 Equipment Purchase: There are no projected equipment purchases in 2019.
- C. Account E101-55200-365 Building/Grounds Maintenance Expense: These are charges for the maintenance of the park's buildings, play structures and grounds not including the athletic fields. Charges consist of cleaning supplies, paper products, electrical parts and repairs, paint, plumbing supplies and repairs, temporary restroom rentals, weed control and fertilizer, topsoil, seed and straw, garbage can liners, play equipment parts and repairs, pedestrian bridge repairs, fence repairs, and play area wood chips. There is also a charge to preventively treat some ash trees against emerald ash borer. There have been additional costs due to the Beer Garden use at the Fine Arts Center.
- D. Account E101-55200-370 Athletic Facility Maintenance: These are charges for the maintenance of the athletic fields at the parks. The charges consist of field marking paint, marking chalk, ball field turface mix, ball field sure-hop infield mix, fertilizer and weed control.
- E. Account E101-55200-470 Landscape Plantings: These are charges for the planting of trees and bushes on park land.
- F. Account E101-55200-800 Capital Outlay: These charges vary each year for large equipment purchases. For 2019, the budget includes the purchase of lumber for new picnic tables, new trash cans and turf aerator.
- G. Account E101-53000-900 Corporate Reserve Paybacks: These are charges for the annual payback for vehicle replacements.

Parks

Capital Outlay Schedule

Item		Add	Repl	Amt	Unit Cost	Total
101-55200-800 Capital Outlay						
1	Picnic Tables		X	10	100	\$ 1,000
2	Garbage Cans		X	10	50	500
3	Turf Aerator		X	1	5,000	5,000
TOTAL PARKS CAPITAL OUTLAY						\$ 6,500

Corporate Reserve Purchases

Item		Add	Repl	Amt	Unit Cost	Total
1	Nothing Anticipated for 2019					\$ -
TOTAL PARKS CORPORATE RESERVE PURCHASES						\$ -

Impact Fee Fund

Item		Add	Repl	Amt	Unit Cost	Total
None Anticipated in 2019						
TOTAL PARKS IMPACT FEE PURCHASES						

VILLAGE OF HARTLAND 5 YEAR BUDGET HISTORY

Parks

Expenses	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Adopted
Wages	22,507	25,124	28,987	24,000	31,000
Benefits	1,722	1,922	2,218	1,920	2,375
Operations	71,796	70,344	75,929	76,850	77,500
Capital Outlay	6,545	8,213	932	4,500	6,500
Total	102,570	105,603	108,066	107,270	117,375
Revenues	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Adopted
Park Rentals	21,916	22,426	25,787	22,500	26,500
Trans from GIS	-	-	-	-	-
Total	21,916	22,426	25,787	22,500	26,500
Supported by Taxes	80,654	83,177	82,279	84,770	90,875
Population	9,124	9,141	9,170	9,197	9,212
Annual Per Capita Supported by Taxes	8.84	9.10	8.97	9.22	9.86
Per Capita Supported by Taxes Per Day	0.024	0.025	0.025	0.025	0.027
Total Exp Per Person Per Day	0.031	0.032	0.032	0.032	0.035

2019 Budget Recreation

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Hartland Kids Day was held in Nixon Park on July 25.

2019 RECREATION GOALS

- Continue to develop programs for all ages.



The Recreation Department held their HNNO movie at the Fire Department.

The movie was sponsored by the Hartland Lakeside School District.

The Recreation Department held a movie in Nixon Park on August 17.

The movie was sponsored by the Lake Country Beer Garden.



HARTLAND RECREATION DEPARTMENT 2019 BUDGET NARRATIVE

Highlights of 2018:

- 1) Partnership with TTP Dance Academy: As of June 2018 the Recreation Department and TTP Dance Academy have been partners for two years out of their 3 year contract. The goal of the partnership is to offer Academic and Recreational dance classes to the community.
- 2) Partnership with the Hartland/Lakeside School District: The Recreation Department and Hartland/Lakeside School District continue to work together to offer programs to the community. Programs that were offered in 2018 were; camera classes, cooking classes, pickleball, basketball classes and etc.
- 3) Summer Afternoon Camp and Tiny Tots Camp: Summer Afternoon and Tiny Tots Camp were held at Hartland North Elementary. Camp followed after Hartland Lakeside School District's morning summer program, Summer Splash, 8:30 am – 12:30 pm from June 18 – August 10. Camp was then moved to Nixon Park August 13 – August 24. The Summer Camp program continues to increase. The average numbers for each year are: 2016 Tiny Tots, ages 5 – 6, (first year this program was offered) average was 14 – 15, Summer Camp 40. In 2017 Tiny Tots averaged 14 per week. Summer Afternoon Camp averaged 47 participants per week. In 2018, the average for Tiny Tots was 21. Summer Camp average was 49.
- 4) Lake Country Beer Garden: 2018 is the second year the Lake Country Beer Garden at Nixon Park. A 3 year agreement was signed in 2018. The Beer Garden is still a great addition to Nixon Park, especially on Thursday nights during the Thursday Night Concert Series. Attendance noticeably increased at the concerts in 2017 & 2018.
- 5) Movies in the Park: Three movies were held in 2018. New in 2018, each movie had a separate sponsor. The movie on August 2, 2018, *Planes: Fire and Rescue*, was sponsored by Hartland Lakeside School District. The movie on August 17, *Beauty and The Beast*, was sponsored by the Lake Country Beer Garden. The movie on August 23, *Coco*, was sponsored by Delafield Family Dentistry.

Future Goals:

- 1) The Recreation Department will continue to work on increasing program offerings and publicity of offerings to the community.
- 2) The Recreation Department will work on utilizing the Fine Arts Center more by seeking different entertainment opportunities at Nixon Park for the 2019 summer.
- 3) The Recreation Department will continue to develop senior programs.
- 4) The Recreation Department will continue to work on the prospect of a Community Center for the Village of Hartland.

Staffing/Personnel Schedule: For 2019, the Recreation Department will have one full time Director, one Recreation Clerk, one Before and After School Coordinator, four Before and After School Instructors, one Summer Camp Coordinator, one Summer Camp Co-Coordinator, at least eight seasonal Summer Camp Counselors (fluctuates based on staffing needs) and two kickball referees.

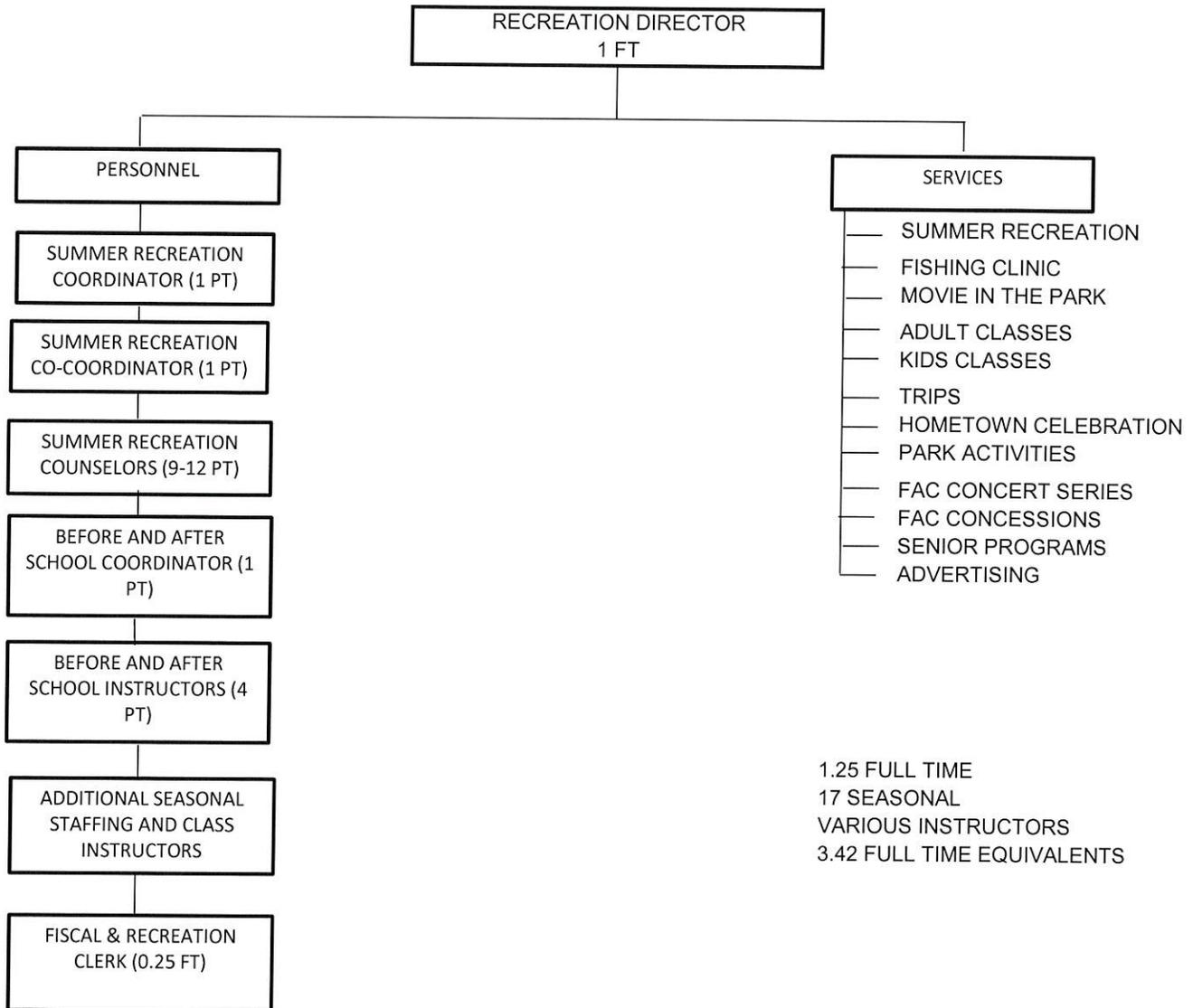
Capital Outlay: The Recreation Department has no request for any additional capital projects at this time.

Expenses: The Recreation Department 2019 budget is increasing due to Summer Camp continuing to grow in enrollment. The Splash Pad expenses are estimated to be \$3,000 for maintenance and \$9,300 for water. ***Please note that any changes to expenses in the Recreation Department Budget will generally show complimentary changes to revenues.*

Revenues: Revenues have been based on the expected and realistic participation in classes, trips and summer recreation. The goal of the department is to continue using the partnership with the Hartland/Lakeside School District to offer new programs that will increase general recreation class revenues. The Recreation Department will also continue to work with other entities throughout the community to hold and provide programs.

Capital Improvement Plan: Request for funds to make improvements to the current Community Center is shown as a future project.

2019 RECREATION DEPARTMENT



Recreation Department

Account Description	2017 Actual	2018 Budget	Thru 06/30/18	% Used	Full Yr Est	2019 Adopted	FOOTNOTES
Recreation Wages & Benefits							
E 101-55300-110 SALARIES	\$ 108,840	\$ 115,000	\$ 46,558	40%	\$ 110,000	\$ 123,350	A
E 101-55300-130 FICA	8,197	8,800	3,550	40%	8,400	9,400	
E 101-55300-140 RETIREMENT BENFTS	4,181	4,150	1,619	39%	4,150	4,150	
E 101-55300-150 HEALTH/DENTAL/LIFE	9,610	11,750	4,770	41%	11,750	11,650	
E 101-55300-180 OTHER BENEFITS	750	750	750	0%	750	750	
Sub-Total Recreation Wages & Benefits	\$ 131,578	\$ 140,450	\$ 57,247	41%	\$ 135,050	\$ 149,300	
Recreation Operations							
E 101-55300-290 OUTSIDE SERVICES	\$ 98,270	\$ 88,000	\$ 44,098	50%	\$ 94,700	\$ 91,000	B
E 101-55300-291 ACTIVENET FEES	11,600	8,000	4,904	0%	10,700	10,000	C
E 101-55300-295 TRIPS	12,888	7,000	5,701	81%	11,200	10,000	D
E 101-55300-300 OPER SUPPLIES/EXP	30,881	29,000	9,434	33%	28,650	29,000	E
E 101-55300-302 DANCE ACADEMY	33,725	31,500	17,626	56%	34,250	31,500	F
E 101-55300-303 SUMMER REC EXPNS	16,938	8,000	749	9%	19,800	16,000	G
E 101-55300-305 EXPENSES-OTHER	-	-	-	#DIV/0!	-	-	
E 101-55300-312 SPLASHPAD EXPNS	2,168	3,000	-	0%	2,000	3,000	H
E 101-55300-220 SPLASHPAD WATER EXP	7,174	9,300	-	0%	7,000	9,300	I
E 101-55300-800 CAPITAL OUTLAY	-	-	-	0%	-	-	
E 101-55300-900 CORP RESERVE PMTS	6,800	5,000	5,000	100%	5,000	5,000	J
Sub-Total Recreation Operations	\$ 220,444	\$ 188,800	\$ 87,512	46%	\$ 213,300	\$ 204,800	
TOTAL RECREATION/COMMUNITY ED	\$352,022	\$329,250	\$144,759	44%	\$348,350	\$354,100	Increase 7.5%

FOOTNOTE EXPLANATIONS ON TAB 17 PAGE 5

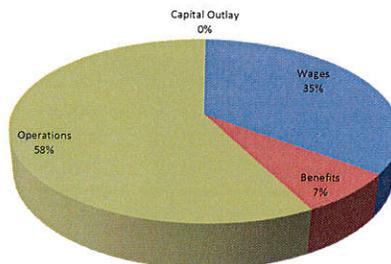
Highlight 2018: In 2018, the Thursday Night Concert Series band line up consisted of several new bands that have never played during the Thursday Night Concert Series. The new bands were well received by the crowd. The Lake Country Beer Garden continues to be a great attribute to Nixon Park, especially on Thursday night. Summer Camp and Tiny Tots continue to increase enrollment.

Spotlight 2019: The Hartland Recreation Department will continue to develop programs for all ages.

Operations: With increased success of existing and new programs, the Recreation Department is projecting a declining tax burden for the Village in regards to its operations.

	2018 Budget	% of Budget	2019 Adopted	% of Budget	Incr/Decr
Wages	115,000	35%	123,350	35%	7.26%
Benefits	25,450	8%	25,950	7%	1.96%
Operations	188,800	57%	204,800	58%	8.47%
Capital Outlay	-	0%	-	0%	0.00%
Total	329,250	100%	354,100	100%	7.55%

RECREATION EXPENSES



Footnotes to Recreation Department Budgeted Line Items

- A. Account E101-55300-110 Salaries: This account is the salary of the Recreation Director, Summer Camp Counselors, and the Before and After School Program.
- B. Account E101-55300-290 Outside Services/Contracts: This represents the fees of Recreational Activities that are instructed by outside contractors hired by the Recreation Department. These instructors are paid a percentage of the fees collected for each student that enrolls in their classes. Some examples of these classes are Moderate Yoga, QiGong, Yoga for Life and Gentle Yoga.
- C. Account E101-55300-291 Active Net Fees: This represents the expense for using the recreation registration software. The registration software contract includes an annual minimum fee of \$3,600, which is based on a percentage of registration fees. The fee in the budget line is estimated to be higher because once the minimum is met, Active Net still charges a percentage for each transaction made.
- D. Account E101-55300-295 Trips: This represents the cost of the trips that are offered by the Recreation Department.
- E. Account E101-55300-300 Operating Supplies/Expenses: This represents the expenses the Recreation Department may have on a daily, weekly, monthly, or yearly basis. Some examples of these expenses are copies, postage, general office supplies, supplies for programs, t-shirts for the Fishing Clinic, Recreation Department's cell phone, mileage reimbursement, advertising fees to promote the recreation department and program guide which is produced three times a year.
- F. Account E101-55300-302 Dance Academy: This represents expenses for our Dance Academy provider TTP.
- G. Account E101-55300-303 Summer Rec Expenses: This represents the expenses for the Summer Camp Program. These consist of the fieldtrip admissions, transportation costs, supplies and equipment that are only used by Summer Camp.
- H. Account E101-55300-360 Splash Pad Expenses: This represents the annual maintenance expenses for the Splash Pad which is estimated to be approximately \$3,000.
- I. Account E101-55300-365 Splash Pad Water Expense. This is the annual expense for water usage paid to the Water Utility for the splash pad, which is estimated to be approximately \$9,300.
- J. Account E101-55300-900 Corporate Reserve Paybacks: Hartland Recreation Department contributed to the dance floor for the dance academy at To The Pointe to be amortized over the 3 year life of the dance academy agreement.

VILLAGE OF HARTLAND - CULTURE & RECREATION BUDGET 2019

Recreation

Personnel Wages Acct: 101-55300-110

Classification	Full Time	Part Time	Salary Grade	Full Time Equivalents		
				2017	2018	2019
Recreation Director	1		7	1.000	1.000	1.000
Fiscal and Recreation Clerk	1		5	0.250	0.250	0.250
Summer Camp Coordinator		1	Seas	0.200	0.200	0.200
Summer Camp Co-Coordinator		1	Seas	0.200	0.200	0.200
Summer Camp/Tiny Tots Counselors		9	Seas	0.840	0.840	0.840
Before/After School Coordinator		1	Seas	0.310	0.310	0.310
Before/After School Staff		4	Seas	0.610	0.610	0.610
Kickball Referee		2	Seas	0.012	0.012	0.012
Employee Totals	2	18		3.422	3.422	3.422

VILLAGE OF HARTLAND 5 YEAR BUDGET HISTORY

Recreation

Expenses	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Adopted
Wages	82,748	107,820	108,840	115,000	123,350
Benefits	19,664	23,780	22,738	25,450	25,950
Operations	144,201	185,811	220,444	188,800	204,800
Capital Outlay	-	577	-	-	-
Total	246,613	317,988	352,022	329,250	354,100
Revenues	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Adopted
Classes	108,527	128,694	140,772	115,000	130,000
Before/After Sch	38,276	39,023	33,259	38,000	38,000
Dance Studio	-	16,360	35,299	35,000	35,000
Trips	23,032	21,732	19,047	20,000	20,000
Summer Rec	18,938	41,808	51,570	35,000	55,000
Other	5,791	6,758	3,521	5,300	2,800
Splash Pad Donations	5,063	60	-	-	-
Total	199,627	254,435	283,468	248,300	280,800
Supported by Taxes	46,986	63,553	68,554	80,950	73,300
Population	9,124	9,141	9,170	9,197	9,212
Annual Per Capita Supported by Taxes	5.15	6.95	7.48	8.80	7.96
Per Capita Supported by Taxes Per Day	0.014	0.019	0.020	0.024	0.022
Total Exp Per Person Per Day	0.074	0.095	0.105	0.098	0.105

Cable TV

Account Description	2017 Actual	2018 Budget	Thru 06/30/18	% Used	Full Yr Est	2019 Adopted
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Cable TV Wages & Benefits

E 101-55370-110 SALARIES	\$ 3,010	\$ 2,700	\$ 465	17%	\$ 2,700	\$ 2,700
E 101-55370-130 FICA	234	230	38	17%	230	230
Sub-Total Cable TV Wages & Benefits	\$ 3,244	\$ 2,930	\$ 503	17%	\$ 2,930	\$ 2,930

Cable TV Operations

E 101-55370-290 OUTSIDE SERVICES/CONTRACTS	\$ 750	\$ 1,500	\$ 850	57%	\$ 1,500	\$ 1,500
E 101-55370-300 OPERATING SUPPLIES/EXPENSES	2,251	4,000	1,769	44%	4,000	4,000
Sub-Total Cable TV Operations	\$ 3,001	\$ 5,500	\$ 2,619	48%	\$ 5,500	\$ 5,500

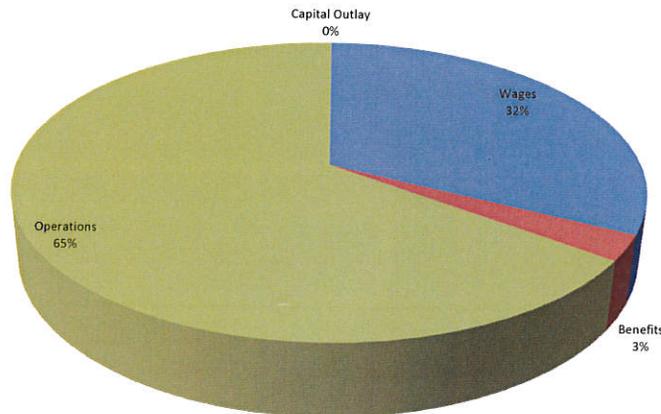
TOTAL CABLE TV	\$ 6,245	\$ 8,430	\$ 3,122	37%	\$ 8,430	\$ 8,430
				<i>Increase</i>		<i>0.0%</i>

Personnel Schedule

Classification	Full Time	Part Time	Salary Grade	Full Time Equivalents		
				2017	2018	2019
Part Time Employees		1		0.24	0.24	0.24
Employee Totals	0	1		0.24	0.24	0.24

	2018 Budget	% of Budget	2019 Adopted	% of Budget	Incr/Decr
Wages	2,700	32%	2,700	32%	
Benefits	230	3%	230	3%	
Operations	5,500	65%	5,500	65%	
Capital Outlay	-	0%	-	0%	
Total	8,430	100%	8,430	100%	

CABLE BUDGET EXPENSES



VILLAGE OF HARTLAND 5 YEAR BUDGET HISTORY

Cable Television

Expenses	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Adopted
Wages	2,282	2,569	3,010	2,700	2,700
Benefits	175	191	234	230	230
Operations	4,378	5,064	3,001	5,500	5,500
Capital Outlay	-	-	-	-	-
Total	6,835	7,824	6,245	8,430	8,430
Revenues					
	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Adopted
Cable Franchise Fees	85,351	81,797	77,054	78,500	78,000
Total	85,351	81,797	77,054	78,500	78,000
Supported by Taxes	(78,516)	(73,973)	(70,809)	(70,070)	(69,570)
Population	9,124	9,141	9,170	9,197	9,212
Annual Per Capita Supported by Taxes	(8.61)	(8.09)	(7.72)	(7.62)	(7.55)
Per Capita Supported by Taxes Per Day	(0.024)	(0.022)	(0.021)	(0.021)	(0.021)
Total Exp Per Person Per Day	0.0021	0.0023	0.0019	0.0025	0.0025

Cable Tv

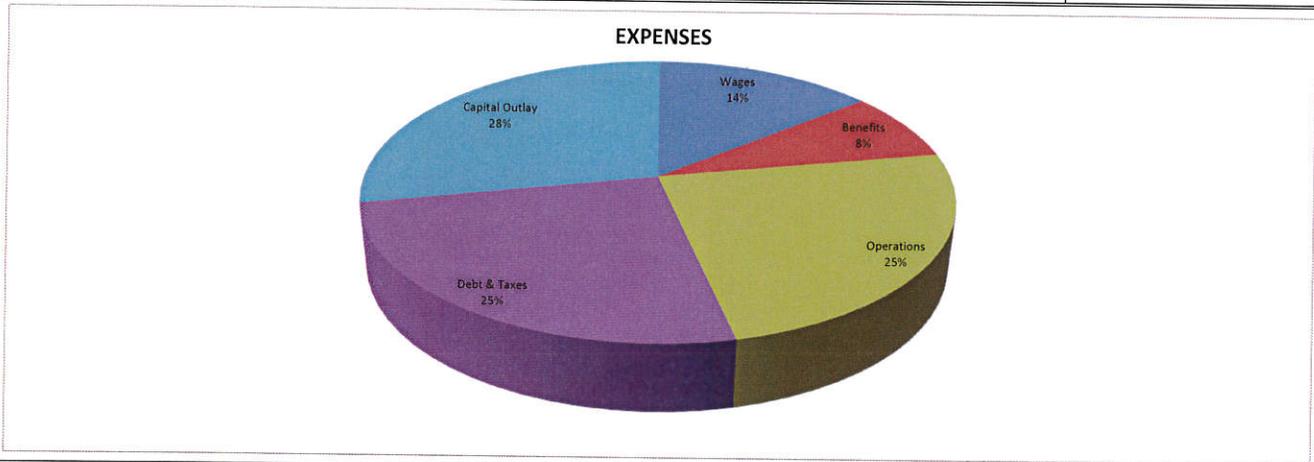
Corporate Reserve Purchases

<i>Item</i>	<i>Add</i>	<i>Repl</i>	<i>Amt</i>	<i>Unit Cost</i>	<i>Total</i>
<i>NOTHING IN 2019</i>					
TOTAL CABLE TV CORPORATE RESERVE PURCHASES					\$ -

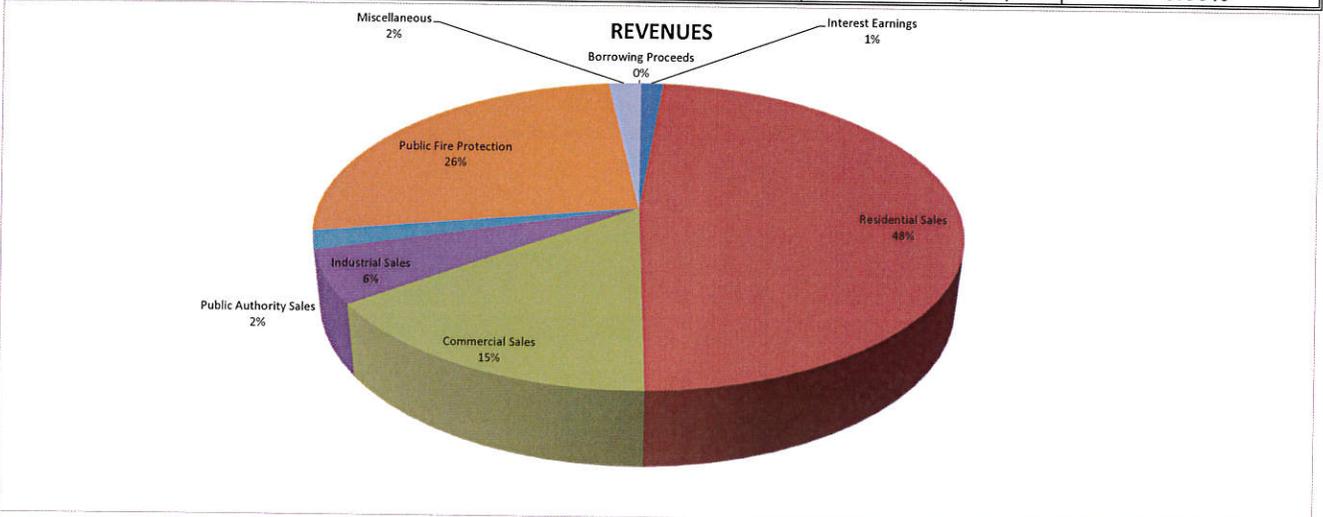
VILLAGE OF HARTLAND 2019 WATER UTILITY BUDGET

Fund 620: Water Utility

EXPENSES	2019 Budget	% of Budg	2018 Budget	Incr/-Decr
Wages	254,000	14%	232,000	9.48%
Benefits	144,000	8%	150,500	-4.32%
Operations	441,102	24%	779,579	-43.42%
Debt & Taxes	458,121	25%	467,371	-1.98%
Capital Outlay	512,589	28%	382,000	34.19%
Total	1,809,812	100%	2,011,450	-10.02%



REVENUES	2019 Budget	% of Budg	2018 Budget	Incr/-Decr
Interest Earnings	24,000	1%	10,000	140.00%
Residential Sales	875,000	48%	900,000	-2.78%
Commercial Sales	275,000	15%	275,000	0.00%
Industrial Sales	100,000	6%	100,000	0.00%
Public Authority Sales	35,500	2%	35,500	0.00%
Public Fire Protection	466,252	26%	466,252	0.00%
Miscellaneous	34,060	2%	34,060	0.00%
Borrowing Proceeds	-	0%	-	#DIV/0!
Total Revenues	1,809,812	100%	1,820,812	-0.60%



VILLAGE OF HARTLAND - WATER UTILITY BUDGET 2019

Fund 620: Water Utility

	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Adopted
Expenses	1,929,744	1,299,387	1,604,444	1,661,064	2,011,450	1,809,812
% Change		-32.67%	23.48%	3.53%	21.09%	-10.02%

Account Description	2017 Actual	2018 Budget	Thru 6/30/18	% Used	Full Yr Est	2019 Adopted	FOOTNOTES
<i>Water Utility Revenues</i>							
R 620-41900 INTEREST INCOME	\$ 13,413	\$ 10,000	\$ 12,390	124%	\$ 24,000	\$ 24,000	A
R 620-42100 MISC NON-OPERATING INC	792	500	-	0%	500	500	B
R 620-42110 CONTRIBUTED CAPITAL	3,700	2,500	850	34%	2,500	2,500	C
R 620-46100 METERED SALES-GEN CUST	12,179	6,000	1,697	28%	6,000	6,000	D
R 620-46120 RESIDENTIAL SALES	875,382	900,000	390,276	43%	875,000	875,000	E
R 620-46140 COMMERCIAL SALES	269,880	275,000	134,368	49%	275,000	275,000	F
R 620-46160 INDUSTRIAL SALES	102,617	100,000	54,682	55%	100,000	100,000	G
R 620-46200 PRIVATE FIRE PROTECTION	4,836	4,560	2,418	53%	4,560	4,560	H
R 620-46300 PUBLIC FIRE PROTECTION	468,278	466,252	235,675	51%	466,252	466,252	I
R 620-46400 OTHER SALES-PUBLIC AUTH	35,240	35,500	16,418	46%	35,500	35,500	J
R 620-47000 FORFEITED DISCOUNTS	8,156	6,500	3,615	56%	6,500	6,500	K
R 620-47100 MISC SERVICE REVENUES	20,030	14,000	3,660	26%	14,000	14,000	L
R 620-47400 OTHER SERV REV/CHGBKS	6,765	-	-	#DIV/0!	-	-	M
R 620-47500 PAYBACK FROM SEWER	-	-	-	#DIV/0!	-	-	
R 620-48300 SALE OF VILLAGE PROPERTY	-	-	-	#DIV/0!	-	-	
R 620-49110 BORROWING PROCEEDS	-	-	-	#DIV/0!	-	-	
R 620-49270 OTHER FUNDING	-	190,638	-	0%	-	-	N
							O
Total Water Utility Revenues	\$ 1,821,268	\$ 2,011,450	\$ 856,049	43%	\$ 1,809,812	\$ 1,809,812	

Water Utility Expenses

Capital

E 620-53700-662 WATER TRTMNT EQUIP	\$ -	\$ 2,000	\$ -	0%	\$ 1,800	\$ 2,000	P
E 620-53700-672 DIST/RESERV STANDPIPE	-	116,629	-	0%	9,000	241,589	Q
E 620-53700-673 TRANS&DIST MAINS	161,691	170,500	111,205	0%	195,000	100,500	R
E 620-53700-674 METERS	84,784	100,000	92,978	93%	100,000	100,000	S
E 620-53700-678 HYDRANTS	183,492	315,000	182,790	58%	315,000	55,000	T
E 620-53700-679 STRUCTURES/IMPRVMNTS	-	-	-	0%	-	-	U
E 620-53700-680 OFFICE FURN & EQUIP	-	-	-	#DIV/0!	-	2,000	V
E 620-53700-681 COMPUTERS/SOFTWARE	18,174	10,000	6,486	65%	6,486	7,500	W
E 620-53700-682 TRANSPORTATION EQP	-	-	-	0%	-	-	X
E 620-53700-684 TOOLS/SHOP/EQUIP	555	750	-	0%	500	4,000	Y
Sub-Total Capital	\$ 448,696	\$ 714,879	\$ 393,459	55%	\$ 627,786	\$ 512,589	

Source of Supply

	2017 Actual	2018 Budget	Thru 6/30/18	% Used	Full Yr Est	2019 Adopted	
E 620-53700-600 SRC OF SUPPLY-LABOR	\$ 32,416	\$ 28,000	\$ 9,456	34%	\$ 20,000	\$ 28,000	AA
E 620-53700-602 SRC OF SUPPLY-EXP	70	200	-	0%	200	200	BB
E 620-53700-605 MAINT-WTR SRC PLANT	36,529	55,000	12,085	22%	45,000	25,000	CC
Sub-Total Source of Supply	\$ 69,015	\$ 83,200	\$ 21,541	26%	\$ 65,200	\$ 53,200	

Pumping Expense

E 620-53700-620 PUMPING EXP - LABOR	\$ 1,595	\$ 2,000	\$ 347	17%	\$ 1,600	\$ 2,000	DD
E 620-53700-622 POWER FOR PUMPING	65,739	66,000	29,627	45%	60,000	66,000	EE
E 620-53700-623 PUMPING/SUPPLIES/EXP	6,217	1,500	2,815	188%	3,500	3,000	FF
E 620-53700-625 MAINT PUMPNG PLANT	10,189	16,000	2,187	14%	10,000	16,000	GG
Sub-Total Pumping Expense	\$ 83,740	\$ 85,500	\$ 34,976	41%	\$ 75,100	\$ 87,000	

Fund 620: Water Utility

Water Treatment Expense

E 620-53700-630 TREATMENT - LABOR	\$ 1,703	\$ 2,500	\$ 503	20%	\$ 2,000	\$ 2,500	HH
E 620-53700-631 TREATMENT-CHEMICALS	12,059	10,500	5,804	55%	12,000	13,000	II
E 620-53700-632 TREATMENT-SUPPLIES	817	1,500	794	53%	1,500	1,500	JJ
E 620-53700-635 MAINT OF PLANT	6,854	5,000	1,252	25%	4,000	5,000	KK
Sub-Total Water Treatment Expense	\$ 21,433	\$ 19,500	\$ 8,353	43%	\$ 19,500	\$ 22,000	

Transmission & Distribution Expense

E 620-53700-640 T&D LABOR	\$ 1,712	\$ 2,000	\$ 391	20%	\$ 1,500	\$ 2,000	LL
E 620-53700-641 T&D-SUPPLY/EXP	-	1,000	-	0%	500	500	MM
E 620-53700-650 MAINT-RESERV/STANDPIPE	987	4,000	730	18%	2,000	2,000	NN
E 620-53700-651 MAINT OF MAINS	56,222	86,000	28,155	33%	60,000	70,000	OO
E 620-53700-652 MAINT OF SERVICES	21,022	23,000	6,231	27%	15,000	21,000	PP
E 620-53700-653 MAINT OF METERS	8,035	14,000	12,523	89%	16,000	16,000	QQ
E 620-53700-654 MAINT OF HYDRANTS	24,865	20,000	754	4%	20,000	20,000	RR
E 620-53700-655 MAINT OTHER PLANT	140	2,100	-	0%	-	2,100	SS
Sub-Total Transmission & Dist Expense	\$ 112,983	\$ 152,100	\$ 48,784	32%	\$ 115,000	\$ 133,600	

Customer Accounts Expense

E 620-53700-901 METER READING LABOR	\$ 978	\$ 1,500	\$ -	0%	\$ 1,500	\$ 1,500	TT
E 620-53700-902 ACCNT & COLLECT LBR	81,166	84,000	40,526	48%	81,500	82,000	UU
E 620-53700-903 CUST ACCTS-SUPPLIES	240	3,000	278	9%	1,000	1,500	VV
E 620-53700-904 UNCOLLECT ACCNTS	-	-	-	0%	-	-	WW
Sub-Total Customer Accounts Expense	\$ 82,384	\$ 88,500	\$ 40,804	46%	\$ 84,000	\$ 85,000	

Administrative & General Expense

	2017 Actual	2018 Budget	Thru 6/30/18	% Used	Full Yr Est	2019 Adopted	
E 620-53700-920 ADM/GENEAL SALARIES	\$ 110,875	\$ 112,000	\$ 67,579	60%	\$ 135,158	\$ 136,000	XX
E 620-53700-921 OFFICE SUPPLIES/EXPNS	1,376	2,500	571	23%	2,000	2,500	YY
E 620-53700-923 OUTSIDE SERVICES	73,187	83,000	31,284	38%	75,000	118,000	ZZ
E 620-53700-924 PROPERTY INSURANCE	14,400	14,400	14,400	100%	14,000	14,000	AAA
E 620-53700-926 EMPL PENSIONS & BNFTS	97,534	124,000	47,894	39%	100,000	115,000	BBB
E 620-53700-930 MISC GEN EXPENSES	7,342	5,000	2,908	58%	4,500	5,000	CCC
E 620-53700-933 TRANSP EXPENSES	10,396	8,000	3,290	41%	6,500	8,000	DDD
E 620-53700-685 BUILDING RENTS	25,000	25,000	25,000	100%	25,000	25,000	Z
E 620-53700-937 SURPLUS TO CASH RESERVES	-	-	-	0%	-	5,802	
Sub-Total Admin & General Expense	\$ 340,110	\$ 373,900	\$ 192,926	52%	\$ 362,158	\$ 429,302	

Other Expense

E 620-53700-130 FICA	\$ 23,620	\$ 26,500	\$ 12,156	46%	\$ 26,500	\$ 29,000	EEE
E 620-53700-305 EXPENSES OTHER (DEBT)	-	-	-	0%	-	-	
E 620-53700-408 TAXES/EQUIVALENTS	233,581	230,000	-	0%	230,000	230,000	FFF
E 620-53700-427 INT LONG TERM DEBT	55,502	52,371	26,186	50%	52,371	48,121	GGG
E 620-53700-428 AMORT OF ISSUE COSTS	-	-	-	0%	-	-	
E 620-53700-610 PRINCIPAL REDEMPTION	190,000	185,000	-	0%	185,000	180,000	HHH
Sub-Total Other Expense	\$ 502,703	\$ 493,871	\$ 38,342	8%	\$ 493,871	\$ 487,121	

Total Water Utility Expenses	\$ 1,661,064	\$ 2,011,450	\$ 779,185	39%	\$ 1,842,615	\$ 1,809,812	
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VILLAGE OF HARTLAND -WATER UTILITY BUDGET 2019

Fund 620: Water Utility

TOTAL WATER REVENUES	\$ 1,821,268	\$ 2,011,450	\$ 856,049	42.56%	\$ 1,809,812	\$ 1,809,812
TOTAL WATER EXPENSES	\$ 1,661,064	\$ 2,011,450	\$ 779,185	38.74%	\$ 1,842,615	\$ 1,809,812
NET OPERATIONS	\$ 160,204	\$ -	\$ 76,864		(32,803)	\$ -

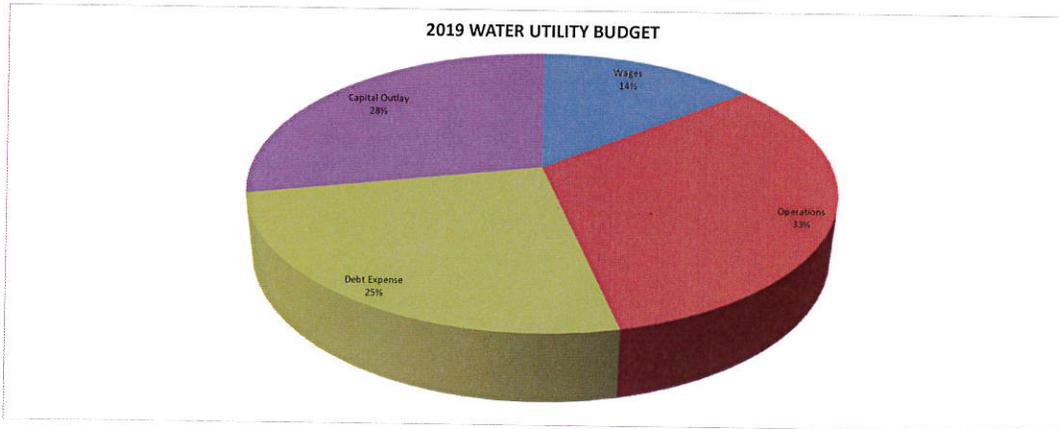
Beginning Cash Balance						Est End Bal
2018	\$ 1,606,684	Est Revs	\$ 1,809,812	Est Expenses	\$ 1,842,615	\$ 1,573,881
Est 2019	\$ 1,573,881	Est Revs	\$ 1,809,812	Est Expenses	\$ 1,809,812	\$ 1,573,881

FOOTNOTE EXPLANATIONS ARE ON TAB 19 PAGE 5 THROUGH TAB 19 PAGE 8

Highlight 2018 and Spotlight 2019: The water utility entered into a long term maintenance agreement on our water towers to save money over the long run and have a predictable amount of funds allocated to this purpose.
The utility will replace the water main to the fire house. Engineering work will take place for the 2020 Sunnyslope Drive water main replacement.

Budget Analysis The Utility anticipates no large Water Utility projects for 2019.

	2018 Budget	% of Budget	2019 Adopted	% of Budget	Incr/Decr
Wages	232,000	12%	254,000	14%	9.48%
Operations	930,079	46%	585,102	32%	-37.09%
Debt Expense	467,371	23%	458,121	25%	0.00%
Capital Outlay	382,000	19%	512,589	28%	34.19%
Total	2,011,450	100%	1,809,812	100%	-10.02%



Footnotes to Water Utility Department Budgeted Line Items

REVENUES

- A. Account R620-41900 Interest Income: This account is the interest earned on the Water Utilities cash balance.
- B. Account R620-42100 Miscellaneous Non-Operating Income: This account is recording items put to the tax roll for monies not paid for outstanding bills.
- C. Account R620-42110 Contributed Capital: This is the Resident Equivalency Adjustment for new construction which is the Water hook-up charge.
- D. Account R620-46100 Metered Sales General Customers: This account is metered water sales to companies or citizens generally for the filling of pools.
- E. Account R620-46120 Residential Sales: This is revenue from the quarterly billings to Water Utility Residential users for water usage. There is no rate increase for 2019. The Utility reviewed the previous 10 years of water consumption data and has identified a trend of decreased water usage attributed to conservation and innovation of toilets and other water usage items.
- F. Account R620-46140 Commercial Sales: This is revenue from the quarterly billings to Water Utility Commercial users for water usage. There is no rate increase for 2019.
- G. Account R620-46160 Industrial Sales: This is revenue from the quarterly billings to Water Utility Industrial users for water usage. There is no rate increase for 2019.
- H. Account R620-46200 Private Fire Protection: This is the fee of providing fire protection services to those with their own private connections.
- I. Account R620-46300 Public Fire Protection: This is the fee to all Utility Customers for providing fire protection with general public access to hydrants.
- J. Account R620-46400 Other Sales – Public Authority: This is revenue from the quarterly billings to Water Utility Public Authority users for water usage such as schools or municipalities. There is no rate increase for 2018.
- K. Account R620-47000 Forfeited Discounts: This is the revenue for the late fee interest from customer's late payments of Water Utility bills.
- L. Account R620-47100 Miscellaneous Service Revenues: This account receives money from reconnect fees as well as non-metered water sales.
- M. Account R620-47400 Other Service Revenue/Chargebacks: This is the annual money received from the Sewer Utility for the Shared Meter Costs.
- N. Account R620-49110 Borrowing Proceeds: This account balance is the money received from debt borrowings to cover future capital expenditures.
- O. Account R620-49270 Other Funding: This account is shown as the use of fund balance, including borrowing proceeds, as needed.

EXPENSES

Capital Items

- P. Account E620-53700-662 Water Treatment Equipment: This account is for replacement of fluoride pumps, scales, and chlorine injection equipment.
- Q. Account E620-53700-672 Distribution Reservoir – Standpipe: This account is for replacement of tower and reservoir equipment. This account will have the on-going expense associated with the maintenance contract for the water towers. We have budgeted for a vendor to provide a long-term maintenance contract on the water towers.
- R. Account E620-53700-673 Transmission & Distribution Mains: This account is for the replacement of water mains and the associated engineering with the main projects and miscellaneous system repairs.
- S. Account E620-53700-674 Meters: This account is for replacement of water meters and meter radio transponder equipment. We are budgeting for a 10% replacement per year.
- T. Account E620-53700-678 Hydrants: This account is for hydrant replacement and the associated engineering with the projects.
- U. Account E620-53700-679 Structures & Improvements: This account is for major pump house building replacements and the addition of new structures. There is a wall repair budgeted in 2018 at Well #3.
- V. Account E620-53700-680 Office Furniture & Equipment: This account is for addition or replacement of office furniture and equipment, ie. Desks, chairs, cabinets, and telephones.
- W. Account E620-53700-681 Computers & Software: This account is for the addition or replacement of computers, software, printers and computer networking equipment. There will be new programmed logic controls (plcs) installed in the water towers.
- X. Account E620-53700-682 Transportation Equipment: This account is for addition or replacement of water department vehicles.
- Y. Account E620-53700-684 Shop/Tools & Equipment: This account is for the addition or replacement of tools and equipment used in the shop/garage or well houses.
- Z. Account E620-53700-685 Building Rent: This account is a payback account for use of the DPW garage area and site storage for Water Utility operations.

Source of Supply

- AA. Account E620-53700-600 Source of Supply - Labor: These are labor charges for operation of the pump houses, care of the pump house grounds, and daily inspection of the pump house sites.
- BB. Account E620-53700-602 Source of Supply - Supplies/Expenses: These are charges for pump house operation supplies, on-site first-aid supplies and safety equipment, and building service supplies.
- CC. Account E620-53700-605 Maintenance - Water Source Plant: These charges are for the maintenance and repair of the wells, plant telephone bills, and pump house maintenance labor.

Pumping Expense

- DD. Account E620-53700-620 Pumping Expense-Labor: These are charges for labor to maintain stand by generators, direct drive engines for pumps, operation of pumps, operating control and protective equipment.
- EE. Account E620-53700-622 Power for Pumping: These are charges for WE Energies electric charges to operate the well pumps, two new booster stations that came online in 2015 and facilities.
- FF. Account E620-53700-623 Pumping - Supplies/Expenses: These charges are for parts and supplies to maintain the generators, pumps and stand by engines, battery charger, filters and lubricating oil.

GG. Account E620-53700-625 Maintenance of Pumping Plant: These charges are for parts and supplies used to repair and maintain pump houses and pump controls, caulk, bulbs, wire, valves and the associated labor. This is also for a new furnace in Well #3.

Water Treatment Expense

- HH. Account E620-53700-630 Water Treatment - Labor: These charges are for the repair and maintenance of the chemical injection and monitoring systems and testing and analyzing the chemical levels in the water.
- II. Account E620-53700-631 Water Treatment - Chemicals: These charges are for chemicals used in treating the water; injected fluoride, chlorine and polyphosphate.
- JJ. Account E620-53700-632 Water Treatment - Supplies/Expenses: These charges are for the parts and supplies used to repair and maintain the chemical injection and monitoring systems, pumps, tubing and testing supplies.
- KK. Account E620-53700-635 Maintenance of Treatment Plant: These charges are for the repair and maintenance of the well #3 stripping tower, belts, motor replacement, plumbing parts, and associated labor.

Transmission & Distribution Expense

- LL. Account E620-53700-640 Transmission/Distribution System - Labor: These charges are for the labor for operating the transmission and distribution system, turning valves, flushing mains, water main locating and investigation of customer complaints.
- MM. Account E620-53700-641 Transmission/Distribution System - Supplies/Expenses: These charges are for the tools used to operate the transmission and distribution system, valve keys and penetrating oil.
- NN. Account E620-53700-650 Maintenance - Distribution Reservoir/Standpipe: These charges are for parts and labor to maintain the 3 water towers and 2 in-ground reservoirs.
- OO. Account E620-53700-651 Maintenance of Mains: These charges are for the labor and materials to maintain the transmission and distribution system, water main break repairs, water main clamps, slurry backfill, asphalt and curb replacement and valve box repairs.
- PP. Account E620-53700-652 Maintenance of Services: These charges are for the labor and materials to maintain the water service laterals, copper piping, curb stops, and plumbing supplies.
- QQ. Account E620-53700-653 Maintenance of Meters: These charges are for the labor and materials to maintain the water meters, replacement meter parts, meter grounding straps, and gaskets.
- RR. Account E620-53700-654 Maintenance of Hydrants: These charges are for parts and labor to maintain the hydrants.
- SS. Account E620-53700-655 Maintenance of Other Plant: These charges are for parts and labor that are not provided for or assigned in another account.

Customer Accounts Expense

- TT. Account E620-53700-901 Meter Reading Labor: These charges are for the labor to read the water meters.
- UU. Account E620-53700-902 Accounting & Collecting Labor: These charges are for the labor to prepare billing data, process final reads, collecting revenues, balance customer accounts, operating billing and bookkeeping equipment and software, and disconnecting and reconnecting service due to non-payment of bills.
- VV. Account E620-53700-903 Customer Accounts - Supplies and Expenses: These charges are for the postage, mailing and printing supplies associated with the water utility billing.

WW. Account E620-53700-904 Uncollectable Accounts: These charges are for the amounts sufficient to provide for losses from uncollectible utility revenues.

Administration & General Expense

- XX. Account E620-53700-920 Administrative General Salaries: These charges are for the administrative and general salary expense properly chargeable to utility operations.
- YY. Account E620-53700-921 Office Supplies & Expenses: These charges are for the office supplies and other expenses incurred in connection with the general administration of the utility's operations.
- ZZ. Account E620-53700-923 Outside Services: These charges are for the fees and expenses of professional consultants and others for general services not applicable to other accounts. This is dependent upon the timing of the residential development proceeding. There are also charges for maintaining the Water portion of GIS. Cost increase in 2019 is for a cross connection inspection contract to meet DNR requirements of checking cross connections.
- AAA. Account E620-53700-924 Property Insurance: These charges are for the cost of insurance to owned or leased property used in the utility's operations.
- BBB. Account E620-53700-926 Employee Pension & Benefits: These charges are for the accruals to provide for pensions and payments for employee accident, sickness, hospital and death benefits and or related insurance.
- CCC. Account E620-53700-930 Misc General Expenses: These charges are for the cost of labor and expenses incurred in connection with the general management of the utility not provided for elsewhere.
- DDD. Account E620-53700-933 Transportation Expenses: These charges are for the expenses incurred in the operation and maintenance of transportation equipment for the utility.

Other Expense

- EEE. Account E620-53700-130 FICA: This charge is the FICA portion of Water Utility employee salaries.
- FFF. Account E620-53700-408 Taxes/Equivalents: These are charges for payment in lieu of taxes charged to the Water Utility.
- GGG. Account E620-53700-427 Interest on Long Term Debt: This is the annual interest payment on the State Trust Fund Loans as well as General Obligation Debt.
- HHH. Account E620-53700-610 Principal Redemption: This is the annual principal payment on the State Trust Fund Loans as well as General Obligation Debt.

Water Utility

2019 Capital Outlay Schedule

Item	Add	Repl	Amt	Unit Cost	Total
1) 620-53700-662 Water Treatment Equipment Misc Equipment		X	1	\$ 2,000	\$ 2,000
2) 620-53700-672 Dist/Reserv Standpipe Tower Maintenance Contract		X	1	241,589	\$ 241,589
3) 620-53700-673 Trans & Distribution Mains Engineering for Water Main Projects Replacement of Valves		X	1	25,500	\$ 25,500
		X	1	75,000	\$ 75,000
4) 620-53700-674 Meters Meter Replacement		X	1	100,000	\$ 100,000
5) 620-53700-678 Hydrants Hydrant Replacement		X	1	55,000	\$ 55,000
6) 620-53700-679 Structures/Improvements Nothing anticipated for 2018				-	\$ -
7) 620-53700-680 Office Furniture/Equipment Ergonomic staff chairs		X	4	500	\$ 2,000
8) 620-53700-681 Computers/Software Programmable Logic Controllers		X	2	3,750	\$ 7,500
9) 620-53700-684 Tools/Shop/Garage Water Main Saw		X	1	4,000	\$ 4,000
TOTAL WATER UTILITY CAPITAL OUTLAY					\$ 512,589

WATER UTILITY DEBT SCHEDULES

**Water Utility Long Term Debt
2012 GO and Refunding Debt**

Year	Int Rate	Principal	Interest	Total	Balance
2013	0.60%	80,000	42,109	122,109	2,215,000
2014	0.70%	95,000	46,221	141,221	2,135,000
2015	0.85%	90,000	44,321	134,321	2,040,000
2016	0.95%	95,000	42,521	137,521	1,950,000
2017	1.10%	95,000	40,621	135,621	1,855,000
2018	1.35%	130,000	38,721	168,721	1,760,000
2019	1.55%	130,000	36,121	166,121	1,630,000
2020	1.75%	135,000	33,521	168,521	1,500,000
2021	1.85%	140,000	29,471	169,471	1,365,000
2022	2.00%	140,000	25,271	165,271	1,225,000
2023	2.10%	145,000	22,471	167,471	1,085,000
2024	2.25%	150,000	19,571	169,571	940,000
2025	2.35%	150,000	16,571	166,571	790,000
2026	2.45%	100,000	13,571	113,571	640,000
2027	2.55%	100,000	11,572	111,572	540,000
2028	2.75%	100,000	9,572	109,572	440,000
2029	2.90%	110,000	7,572	117,572	340,000
2030	3.00%	115,000	5,262	120,262	230,000
2031	3.05%	115,000	2,732	117,732	115,000
		2,215,000.00	487,792.00	2,702,792.00	0

**Water Utility Long Term Debt
2015 GO Debt**

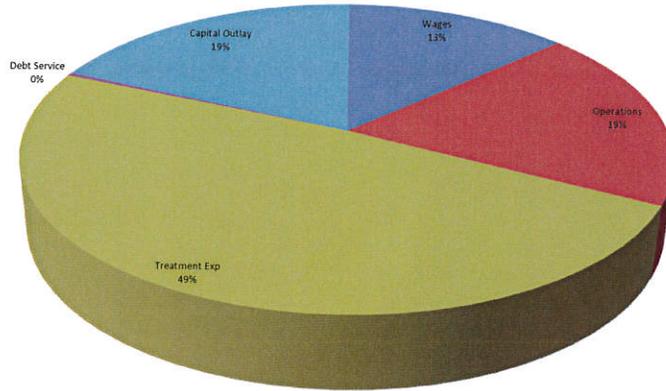
Year	Int Rate	Principal	Interest	Total	Balance
2016	3.00%	-	14,077	14,077	515,000
2017	3.00%	60,000	15,450	75,450	515,000
2018	3.00%	55,000	13,650	68,650	455,000
2019	3.00%	50,000	12,000	62,000	400,000
2020	3.00%	55,000	10,500	65,500	350,000
2021	3.00%	55,000	8,850	63,850	295,000
2022	3.00%	60,000	7,200	67,200	240,000
2023	3.00%	60,000	5,400	65,400	180,000
2024	3.00%	60,000	3,600	63,600	120,000
2025	3.00%	60,000	1,800	61,800	60,000
		515,000.00	92,526.67	607,526.67	0

VILLAGE OF HARTLAND - 2019 SEWER UTILITY BUDGET

Fund 204: Sewer Utility

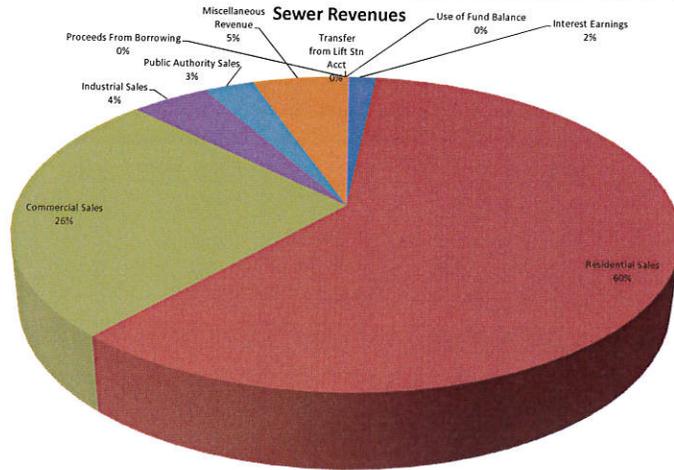
EXPENSES	2019 Budget	% of Budg	2018 Budget	Incr/-Decr
Wages	230,000	13%	274,100	-16.09%
Operations	335,750	19%	240,900	39.37%
Treatment Exp	857,000	49%	857,000	0.00%
Debt Service	6,400	0%	6,305	1.51%
Capital Outlay	327,000	19%	474,000	-31.01%
Total	1,756,150	100%	1,852,305	-5.19%

Sewer Expenses



REVENUES	2019 Budget	% of Budg	2018 Budget	Incr/-Decr
Interest Earnings	28,000	2%	13,000	115.38%
Residential Sales	1,050,000	60%	939,750	11.73%
Commercial Sales	451,500	26%	425,250	6.17%
Industrial Sales	78,750	4%	78,750	0.00%
Public Authority Sales	50,400	3%	47,250	6.67%
Miscellaneous Revenue	97,500	6%	97,500	0.00%
Proceeds From Borrowing	-	0%	-	0.00%
Transfer from Lift Stn Acct	-	0%	-	0.00%
Use of Fund Balance	-	0%	250,805	-100.00%
Total Revenues	1,756,150	100%	1,852,305	-5.19%

Sewer Revenues



VILLAGE OF HARTLAND - SEWER UTILITY BUDGET 2019

Fund 204: Sewer Utility

	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Adopted
Expenses	1,327,699	1,298,785	1,307,433	1,681,792	1,852,305	1,756,150
% Change		-2.18%	0.67%	28.63%	10.14%	-5.19%

Account Description	2017 Actual	2018 Budget	Thru 6/30/18	% Used	Full Yr Act	2019 Adopted	FOOTNOTES
Sewer Utility Revenues							
R 204-46120 RESIDENTIAL SALES	894,345	939,750	519,560	55%	1,000,000	1,050,000	A
R 204-46140 COMMERCIAL SALES	407,404	425,250	216,520	51%	430,000	451,500	B
R 204-46160 INDUSTRIAL SALES	71,940	78,750	37,427	48%	75,000	78,750	C
R 204-46170 NON-METERED SALES	26,448	25,000	13,937	56%	27,000	25,000	D
R 204-46400 OTH SALES-PUBLIC AUTH	44,676	47,250	24,904	53%	48,000	50,400	E
R 204-47000 FORFEITED DISCOUNTS	7,813	7,500	3,482	46%	7,200	7,500	F
R 204-48000 MISC REVENUE	111,615	45,000	23,872	53%	46,000	45,000	G
R 204-48040 REGIONAL SEWER AVAILABILITY CHARGE	83,380	20,000	20,720	104%	40,000	20,000	H
R204-48041 FWW LIFT STATION REPLACEMENT	50,000	-	-	#DIV/0!	-	-	I
R204-48042 FWW LIFT STATION OPERATING	-	-	-	#DIV/0!	-	-	J
R 204-48100 INT ON INVESTMENTS	15,347	13,000	14,540	112%	28,000	28,000	K
R 204-49110 PROCEEDS FROM BORROWING	-	-	-	#DIV/0!	-	-	L
R 204-49120 PREMIUM ON LT DEBT	-	-	-	#DIV/0!	-	-	
R 204-42110 CONTRIBUTED CAPITAL	-	-	-	#DIV/0!	-	-	
R 204-49250 TRANSFER FOR LIFT STATIONS	-	-	-	0%	-	-	
R 204-49270 OTHER FUNDING	-	250,805	-	0%	-	-	M
TOTAL SEWER UTILITY REVENUES	\$ 1,712,968	\$ 1,852,305	\$ 874,962	47%	\$ 1,701,200	\$ 1,756,150	

Sewer Utility Operations Expenses							
E 204-53610-110 SALARIES & BENEFITS	\$ 122,519	\$ 165,000	81,619	49%	\$ 120,000	\$ 130,000	N
E 204-53610-111 FWW LIFT STATION SALARIES	-	2,500	-	0%	2,500	2,500	O
E 204-53610-220 UTILITY SERVICES	5,822	7,000	2,350	34%	6,000	7,000	P
E 204-53610-270 TREATMENT EXP	848,784	857,000	358,306	42%	857,000	857,000	Q
E 204-53610-290 OS SERV/CONTRACTS	49,172	35,500	18,858	53%	37,700	40,000	R
E 204-53610-297 FWW LIFT STATION OPERATING	674	3,500	1,095	31%	1,600	3,500	S
E 204-53610-300 OPER SUPPLIES/EXP	1,898	4,500	231	5%	2,000	3,000	T
E 204-53610-305 EXPENSES-OTHER	639	1,000	-	0%	500	1,000	U
E 204-53610-360 VEHICLE MAINT/EXP	2,864	5,000	1,887	38%	3,000	5,000	V
E 204-53610-375 RENTS (EQUIP CHRGBCKS)	19,711	20,000	19,629	98%	20,000	20,000	W
E 204-53610-380 MAINT-SWR SYS COLL	53,854	56,000	2,144	4%	50,000	63,000	X
E 204-53610-385 MAINT- COLLECT PMP	6,832	9,500	4,861	51%	7,500	9,500	Y
E 204-53610-390 BILLING/COLL/ACCNT	81,294	109,100	42,714	39%	85,000	100,000	Z
E 204-53610-415 METER COSTS	21,334	62,000	-	0%	62,000	62,000	AA
E 204-53610-510 INSURANCES	14,400	14,400	14,400	100%	14,400	14,400	BB
E 204-53610-610 PRINCIPAL REDEMPTION	5,000	5,000	-	0%	5,000	5,000	CC
E 204-53610-615 DEBT SERVICE - INT	1,405	1,305	653	50%	1,400	1,400	DD
E 204-53610-619 DEBT ISSUANCE COSTS	-	-	-	#DIV/0!	-	-	
E 204-53610-800 CAPITAL OUTLAY	425,590	474,000	15,259	3%	92,000	327,000	EE
E 204-53610-906 FUTURE LIFT STN REPAIR	20,000	20,000	20,000	0%	20,000	20,000	FF
E 204-53610-910 CONTINGENCY/UNCLASS	-	-	-	#DIV/0!	-	84,850	
TOTAL SEWER UTILITY EXPENSES	\$ 1,681,792	\$ 1,852,305	\$ 584,006	32%	\$ 1,387,600	\$ 1,756,150	
Total Sewer Utility	\$ 1,681,792	\$ 1,852,305	\$ 584,006	32%	\$ 1,387,600	\$ 1,756,150	

DECREASE -5.2%

FOOTNOTE EXPLANATIONS ON TAB 20 PAGES 4 & 5

Account Description	2017 Actual	2018 Budget	Thru 6/30/18	% Used	Full Yr Act	2019 Adopted
TOTAL SEWER REVENUES	\$ 1,712,968	\$ 1,601,500	\$ 874,962	54.63%	\$ 1,701,200	\$ 1,756,150
TOTAL SEWER EXPENSES	\$ 1,681,792	\$ 1,852,305	\$ 584,006	31.53%	\$ 1,387,600	\$ 1,756,150
NET OPERATIONS	\$ 31,176	\$ (250,805)	\$ 290,956		\$ 313,600	\$ -

Beginning Balance Cash						Est Ending Bal
2018	\$ 1,840,768	Act Revs	\$ 1,701,200	Act Expenses	\$ 1,387,600	\$ 2,154,368
Est 2019	\$ 2,154,368	Est Revs	\$ 1,756,150	Est Expenses	\$ 1,756,150	\$ 2,154,368

Highlight 2018 & Spotlight 2019

In 2018, the Utility continued with repairs of sanitary sewer collection system. In 2019, we will be relining the Lisbon Ave. forcemain, construct a generator and control building at Crystal and begin the design process for the Sunnyslope relay.

Alert: The Sewer Utility is implementing a Sewer Rate increase of 5%. The rate in 2018 will be \$6.24 per thousand gallons. This will be reviewed annually to ensure the stabilization of the infrastructure within the Sewer Utility

Budget Analysis: 26% of the budget is proposed capital outlay. Details are on TAB 20 PAGE 6

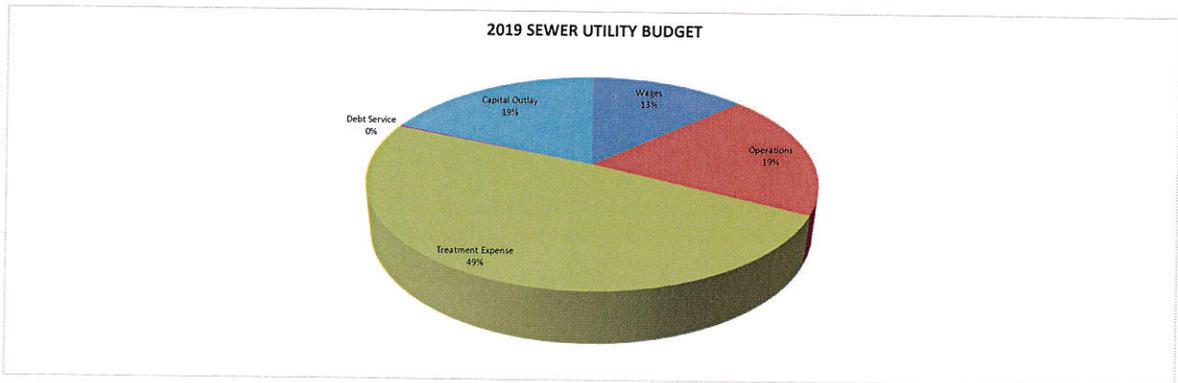
46% of the Sewer Utility budget is treatment expense.

28% of the Sewer Utility Budget is for operations, maintenance and salaries.

Expenses: Continue with ongoing cleaning of 1/3 of the sewer system and proactive sewer line repairs in advance of paving projects.

Capital Outlay: Listed on the Tab 20 Page 6.

	2018 Budget	% of Budget	2019 Adopted	% of Budget	Incr/Decr
Wages	274,100	15%	230,000	13%	-16.09%
Operations	240,900	13%	335,750	19%	39.37%
Treatment Expense	857,000	46%	857,000	49%	0.00%
Debt Service	6,305	0%	6,400	0%	1.51%
Capital Outlay	474,000	26%	327,000	19%	-31.01%
Total	1,852,305	100%	1,756,150	100%	-5.19%



Footnotes to Sanitary Sewer Utility Department Budgeted Line Items

REVENUES

- A. Account R204-46120 Residential Sales: This account is the revenue for the quarterly sanitary sewer charges to Residential customers.
- B. Account R204-46140 Commercial Sales: This account is the revenue for the quarterly sanitary sewer charges to Commercial customers.
- C. Account R204-46160 Industrial Sales: This account is the revenue for the quarterly sanitary sewer charges to Industrial customers.
- D. Account R204-46170 Non-Metered Sales: This is the billing for Sewer homes that are located in the Town of Delafield but use the Village of Hartland Sanitary Sewer service.
- E. Account R204-46400 Other Sales-Public Authority: This account is the revenue for the quarterly sanitary sewer charges to Public Authority customers.
- F. Account R204-47000 Forfeited Discounts: This is the revenue for the interest made off of customers late payments of Sanitary Sewer bills.
- G. Account R204-48000 Miscellaneous Revenue: The majority of the revenue in this account is the Sanitary Sewer Connection Fee charged to new construction homes/buildings.
- H. Account R204-48040 Regional Sewer Availability Charge: This charge is paid by new Sanitary Sewer Customers. All of these funds are earmarked for specific future projects related to the growth of future infrastructure.
- I. Account R204-48041 FWW Lift Station Replacement – This account is monies received from the developer and home owners association of four winds west for future replacement of the lift station.
- J. Account R204-48042 FWW Lift Station Operating – This account is monies received from the developer and home owners association of four winds west for reimbursement of annual lift station operational expenditures.
- K. Account R204-48100 Interest of Investments: This is the interest income earned on the Sanitary Sewer's cash balance in the bank.
- L. Account R204-49110 Proceeds from Borrowing: This is the money borrowed for capital purchases within the Sewer Utility.
- M. Account R204-49270 Other Funding: This is the estimated use of Net Position for the current year.

EXPENSES

- N. Account E204-53610-110 Salaries: These are charges for the salaries the splits for these charges are shown on Tab 31 page 3.
- O. Account E204-53610-111 FWW Lift Station Salaries: This account is for labor associated with maintenance of the Four Winds West lift station.
- P. Account E204-53610-220 Utility Services: These are charges for electric and gas from WE Energies for the six lift stations and STH 83 metering pit.
- Q. Account E204-53610-270 Treatment Expense: These are charges for the treatment of the sanitary sewage from Del-Hart. All users pay a flat rate of \$15.50 per month per DUE (Domestic User Equivalent).
- R. Account E204-53610-290 Outside Services/Contracts: These are charges for Diggers Hotline utility locates, computer consulting and monthly backup services, alarm monitoring, SCADA services, drug screening charges, Waukesha County trunked radio expense, consumer confidence report printing and mailing (shared with Water), generator repairs, audit fees, GIS maintenance charges, and office equipment charges.

- S. Account E204-53610-297 FWW Lift Station Operating: This account is for operating expenditures associated with the Four Winds West lift station annually.
- T. Account E204-53610-300 Operating Supplies/Expenses: These are charges for office supplies and paper products, software license renewals, shared charges for computer equipment, personal protective equipment, utility locator batteries, cabinet paint supplies, and laptop charger.
- U. Account E204-53610-305 Expenses-Other: lubricating oil, uninterruptable power supply unit, and landscaping expenses (screening of cabinets).
- V. Account 204-53610-360 Vehicle Maintenance/Expense: These charges are for the operation and maintenance of the Jet Vac Sewer cleaning truck.
- W. Account 204-53610-375 Rents (Equipment Charge backs): These charges are generated from the Finance Department for rent of the DPW garage space and equipment charge backs for DPW equipment used by the Sewer Utility.
- X. Account E204-53610-380 Maintenance-Sewage System Collection: These are charges for televising and cleaning of sanitary sewers and lift stations, utility locator paint supplies, flow monitoring equipment, sewer cleaning truck cleaning hose, and minor manhole structure repairs. Increase in this line relates to additional televising to be completed.
- Y. Account E204-53610-385 Maintenance-Collection Equipment Pumping: These are charges for telephone communications, shared cellular telephone charges, laptop computer wireless cards, parts and equipment for lift station maintenance, and pump maintenance.
- Z. Account E204-53610-390 Billing/Collection/Accounting: These charges are for the Finance and Administration Department's assistance with the Sewer Utility.
- AA. Account E204-53610-415 Meter Costs: These charges are for the payback to the Water Utility for use of the water meters for sewer billing purposes.
- BB. Account E204-53610-510 Insurances: This is the allocation of the annual budgeted insurance costs attributable to the Sewer Utility.
- CC. Account E204-53610-610 Principal Redemption: This is the payment of principal on the 2012 general obligation debt issuance.
- DD. Account E204-53610-615 Debt Service – Interest: This is the interest payments on the 2012 general obligation debt issuance.
- EE. Account E204-53610-800 Capital Outlay: These charges are for the system wide miscellaneous repairs, beginning design work on Sunny Slope Drive (\$32,000) and Crystal Avenue pumping station generator building also delayed from 2018 (\$235,000).
- FF. Account E204-53610-906 Future Lift Station Repair: This is an annual charge into a revolving fund that will pay for future lift station major repairs and is required by the State. There will be \$4000 per year from the Four Winds West account placed in the account annually.

VILLAGE OF HARTLAND - SEWER UTILITY BUDGET 2018

Sewer Utility

Capital Outlay Schedule 204-53610-800

<i>Item</i>	<i>Add</i>	<i>Repl</i>	<i>Amt</i>	<i>Unit Cost</i>	<i>Total</i>
1) Miscellaneous Repairs		X	1	60,000	60,000
2) Sunnyslope Survey/Design		X	1	32,000	32,000
3) Crystal Generator Building and Controls	X	X	1	235,000	235,000
TOTAL SEWER UTILITY CAPITAL OUTLAY					\$ 327,000

Financial Information

Projected Fund Balance 2018	2,154,368
Amount Reserved for Lift Station Rehab	323,011
Est 2018 Unreserved Fund Bal	1,831,357
Amt Budgeted to Use for Lift Stn Rehab	-
FWW Lift Station Rehab - Capital Contribution	-
Amt Added to Lift Station Rehab	20,000
2019 Ending Lift Station Acct	343,011
Est 2019 Ending Balance	2,154,368
Est 2019 Lift Station Bal	343,011
Est Unreserved Fund Bal 12/31/2019	1,811,357
25% of Operating Equals	357,288

VILLAGE OF HARTLAND - SEWER UTILITY BUDGET 2018
SEWER PAYBACKS

2012 General Obligation Debt for Capital Projects
\$85,000

<i>Year</i>	<i>Int Rate</i>	<i>Principal</i>	<i>Interest</i>	<i>Total</i>	<i>Balance</i>
2012					85,000.00
2013	3.1%	5,000.00	1,589.00	6,589.00	80,000.00
2014	3.1%	5,000.00	1,705.00	6,705.00	75,000.00
2015	3.1%	5,000.00	1,605.00	6,605.00	70,000.00
2016	3.1%	5,000.00	1,505.00	6,505.00	65,000.00
2017	3.1%	5,000.00	1,405.00	6,405.00	60,000.00
2018	3.1%	5,000.00	1,305.00	6,305.00	55,000.00
2019	3.1%	5,000.00	1,205.00	6,205.00	50,000.00
2020	3.1%	5,000.00	1,105.00	6,105.00	45,000.00
2021	3.1%	5,000.00	955.00	5,955.00	40,000.00
2022	3.1%	5,000.00	805.00	5,805.00	35,000.00
2023	3.1%	5,000.00	705.00	5,705.00	30,000.00
2024	3.1%	5,000.00	605.00	5,605.00	25,000.00
2025	3.1%	5,000.00	505.00	5,505.00	20,000.00
2026	3.1%	5,000.00	405.00	5,405.00	15,000.00
2027	3.1%	5,000.00	305.00	5,305.00	10,000.00
2028	3.1%	5,000.00	205.00	5,205.00	5,000.00
2029	3.1%	5,000.00	105.00	5,105.00	-
		85,000.00	16,019.00	101,019.00	

VEHICLE REPLACEMENT SCHEDULE/CORPORATE RESERVE PURCHASES

DESCRIPTION/VEHICLE EQUIPMENT TYPE	YEAR	MAKE	MODEL	ID #	2018	2019	2020	2021	2022	2023	>2023
SEWER											
#33 JET TRUCK	2016	VACTOR	2100 Plus	IFVHG3CY6GHW9359							
35KV GENERATOR	1996	ONAN	35KV	D960604794					50,000		
35KV GENERATOR	2008	ONAN	35								2028
					-	-	-	-	50,000		-

SEWER LIFT STATION REPLACEMENT SCHEDULE

LIFT STATION REPLACEMENT SCHEDULE	YEAR	INITIAL COST	REPLACE INTERVL	2018	2019	2020	2021	2022	2023	>2023
SEWER										
203 FOUR WINDS COURT	2017	-	20 YRS							
605 BRADFORD WAY	2008	23,500	20 YRS						71,027	
225 RUSTIC LANE	2008	24,500	20 YRS					68,959		73,700
100 CRYSTAL DRIVE	1992	26,600	15 YRS		235,000					
1800 ARLENE DRIVE	1997	41,000	15 YRS				66,950			
307 WOODLANDS CT	1998	34,000	20 YRS			65,000				
571 SHADOW RIDGE DR	2003	40,000	20 YRS							
				-	235,000	65,000	66,950	68,959	71,027	73,700
			Cash on Hand used		235,000					
			<i>Bal 1/1/2018</i>	20,000	20,000	20,000	20,000	25,000	25,000	
			\$	303,011	323,011	343,011	298,011	251,061	207,102	161,075

Fund 201: Refuse and Recycling Special Revenue

	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Adopted
Expenses	465,157	387,730	396,230	402,399	414,720	428,500
	% Change	-16.65%	2.19%	1.56%	3.06%	3.32%

Account Description	2017 Actual	2018 Budget	Thru 6/30/18	% Used	Full Vr Est	2019 Adopted
<i>Revenues</i>						
R 201-46420 GARBAGE RECEIPTS	\$ 394,521	\$ 396,720	\$ 397,397	100%	\$ 398,500	\$ 402,955
R 201-46421 ADDITIONAL GARBAGE	1,550	-	710	#DIV/0!	710	-
R 201-43590 OTHER GRANTS & AIDS	18,188	18,500	18,188	98%	18,188	18,500
R 201-48100 INT ON INVESTMENTS	2,277	2,500	2,661	106%	5,300	2,500
Total Revenues	\$ 416,536	\$ 417,720	\$ 418,956	100%	\$ 422,698	\$ 423,955

<i>Expenses</i>						
E 201-53635-110 RECYCLING WAGES	\$ 2,980	\$ 3,250	\$ -	0%	\$ 3,250	\$ 3,250
E 201-53635-130 RECYCLING FICA	228	250	-	0%	250	250
E 201-53635-440 RECYCLING	454	1,500	718	48%	1,500	1,500
E 201-53635-450 YARDWASTE	8,753	13,000	-	0%	13,000	13,000
E 201-53620-200 GARBAGE PYMNTS	389,984	396,720	165,631	42%	397,000	410,500
Total Expenses	\$ 402,399	\$ 414,720	\$ 166,349	40%	\$ 415,000	\$ 428,500

See Note Below
See Note Below
See Note Below
See Note Below

Garbage Special Revenue Fund	\$ 14,137	\$ 3,000	\$ 252,607		\$ 7,698	\$ (4,545)
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CURRENT AS OF 8/1/2018	# UNITS	2018 EST ADD'L	2019 EST ADDITIONS	TOTAL UNITS	ADVANCED COST PER UNIT	TOTAL COST
SINGLE FAMILY	2,417	12	15	2,444	147.50	360,490
DUPLEX UNITS (163)	332	-	-	332	147.50	48,970
TRIPLEX UNITS (1)	3	-	-	3	147.50	443
				2,779		409,903

		VILLAGE CHRG PER UNIT	
The Garbage Fee will stay the same amount of \$145.00	2,779	\$ 145.00	402,955

Budget Analysis: The annual charge for garbage and recycling pickup is to be \$145 for a single family home. The Village of Hartland contracts with Advanced Disposal (ADS) to collect garbage and recycling in the municipality. This is paid for by adding a special charge on the bottom of residential property tax bills. In 2015, the Village started a new contract with ADS that provides automated collection and every other week recycling that significantly reduced the cost of this service. Costs are adjusted in the future through CPI changes and other calculations and changes in the number of units served.

Note: Recycling Wages, FICA, Recycling and Yardwaste expenditure accounts were moved from the General Fund Environmental Services Account to this Refuse/Garbage Fund

Garbage Special Revenue	1/1/2018	1/1/2019
Beginning Balance	102,238	109,936
Projected Revenues	422,698	423,955
Projected Expenses	415,000	428,500
Est Year End Fund Bal	109,936	105,391

Fund 205: Special Library Fund

<i>Fund Balance</i>	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Adopted
	68,125	102,025	79,418	72,947	80,747	85,547
	% Change	49.76%	-22.16%	-8.15%	10.69%	0.00%

Account Description	2017 Actual	2018 Budget	Thru 6/30/18	% Used	Full Yr Est	2019 Adopted
<i>Revenues</i>						
R 205-48000 MISCELLANEOUS REVENUE	\$ 9,426	\$ -	\$ 8,070	0%	\$ 9,000	\$ 6,000
R 205-48100 INTEREST ON INVESTMENTS	622	-	536	0%	-	-
Total Revenues	\$ 10,048	\$ -	\$ 8,606	0%	\$ 9,000	\$ 6,000

<i>Expenses</i>						
E 205-59100-305 EXPENSES - OTHER	\$ 16,518	\$ -	\$ 1,180	0%	\$ 1,200	\$ 1,200
Total Expenses	\$ 16,518	\$ -	\$ 1,180	0%	\$ 1,200	\$ 1,200

Special Assessment Fund	\$ (6,470)	\$ -	\$ 7,426		\$ 7,800	\$ 4,800
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Fund Note: This fund is managed and approved by the Library Board. This tab is for informational purposes only and the values approved by the Library Board will be entered into this tab.

Special Assessment Fund	1/1/2018	1/1/2019
Beginning Balance	72,947	80,747
Projected Revenues	9,000	6,000
Projected Expenses	1,200	1,200
Est Year End Fund Bal	80,747	85,547

Fund 214: TIF #4 Special Revenue

	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Adopted
Fund Balance	(494,472)	(649,220)	(641,621)	(623,355)	(602,893)	(582,913)
% Change		0.00%	-1.17%	-2.85%	-3.28%	-3.31%

Account Description	2017 Actual	2018 Budget	Thru 6/30/2018	% Used	Full Yr Est	2019 Adopted
<i>Revenues</i>						
214-41110 GEN PROP TAXES	\$ 19,462	\$ 20,000	\$ 15,768	79%	\$ 20,782	\$ 20,000
214-43575 EXMPT COMPUTER AID	309	300	-	0%	-	300
214-48000 MISC REVENUE	-	-	-	0%	-	-
214-48100 INT ON INVESTMENTS	-	-	-	0%	-	-
Total Revenues	\$ 19,771	\$ 20,300	\$ 15,768	0%	\$ 20,782	\$ 20,300
<i>Expenses</i>						
214-58300-280 LAND PURCHASE	-	-	-	0%	-	-
214-58300-285 CONSTRUCTION COSTS	-	-	-	0%	-	-
214-58300-290 OUTSIDE SERV/CONTRACTS	1,335	150	150	100%	150	\$ 150
214-58300-540 AUDITING/ACCOUNTING	170	170	170	100%	170	170
Total Expenses	\$ 1,505	\$ 320	\$ 320	0%	\$ 320	\$ 320
TIF 4 Special Revenue Fund	\$ 18,266	\$ 19,980	\$ 15,448		\$ 20,462	\$ 19,980

Note: The amounts in the revenue lines Misc Revenue and Int on Investments are the repayment of outstanding TIF financing loans. The Misc Rev is the principal payments and the Int on Investments is the interest from these loans made to developers within the TIF Districts

Highlight 2018 and Spotlight 2019: Continued positive increment for TIF #4

Budget Analysis: There is increment in TIF #4 which will create minimal increment revenue.

Any costs that the TIF Special Revenue Fund incurs, beyond its net revenues, will be covered by transfers from the General Fund and the Capital Improvement Fund. These start-up costs will be paid back when enough increment is generated.

The negative fund balance amounts are made up of loans to the developer within the TIF District to help facilitate growth within the TIF Districts and the purchase and demolition of two properties by the Village. These two properties are now part of the development in TIF #6. The loans are shown as receivables on the balance sheet and reduced by payments received from the developers to payoff these loans or in the form of TIF increment. Additional expenses have also consisted of attorney fees.

TIF #4 Special Revenue	1/1/2018	1/1/2019
Beginning Balance	(623,355)	(602,893)
Projected Revenues	20,782	20,300
Projected Expenses	320	320
Est Year End Fund Bal	(602,893)	(582,913)

Fund 215: TIF #5 Special Revenue

	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Adopted
Fund Balance	(121,605)	(101,082)	(77,591)	(58,263)	(41,310)	(19,555)
% Change		0.00%	-23.24%	-24.91%	-29.10%	-52.66%

Account Description	2017 Actual	2018 Budget	Thru 6/30/2018	% Used	Full Yr Est	2019 Adopted
<i>Revenues</i>						
215-41110 GEN PROP TAXES	\$ 17,342	\$ 16,500	\$ 12,973	79%	\$ 17,098	\$ 16,500
215-43575 EXMPT COMPUTER AID	174	175	-	0%	175	175
215-48000 MISC REVENUE	2,721	5,400	-	0%	-	5,400
215-48100 INT ON INVESTMENTS	-	-	-	0%	-	-
Total Revenues	\$ 20,237	\$ 22,075	\$ 12,973	0%	\$ 17,273	\$ 22,075
<i>Expenses</i>						
215-58300-290 OUTSIDE SERV/CONTRACTS	738	150	150	100%	150	150
215-58300-540 AUDITING/ACCOUNTING (TIF #5)	170	170	170	100%	170	170
Total Expenses	\$ 908	\$ 320	\$ 320	0%	\$ 320	\$ 320
TIF #5 Special Revenue Fund	\$ 19,329	\$ 21,755	\$ 12,653		\$ 16,953	\$ 21,755

See Note Below

See Note Below

Note: The amounts in the revenue lines Misc Revenue and Int on Investments are the repayment of outstanding TIF financing loans. The Misc Rev is the principal payments and the Int on Investments is the interest from these loans made to developers within the TIF Districts

Highlight 2018: TIF #5 continues to have positive TIF Increment.

Spotlight 2019: Anticipate positive increment for TIF #5

Budget Analysis: There is increment in TIF #5 which will create minimal increment revenue.

Any costs that the TIF Special Revenue Fund incurs, beyond its net revenues, will be covered by transfers from the General Fund and the Capital Improvement Fund. These start-up costs will be paid back when enough increment is generated.

The negative fund balance amounts are mainly made up of a loan to a developers within the TIF District to help facilitate growth within the TIF Districts. This loan is shown as receivables on the balance sheet and reduced by payments received from the developer to payoff these loans or in the form of TIF increment. Additional expenses have also consisted of attorney fees.

TIF #5 Special Revenue	1/1/2018	1/1/2019
Beginning Balance	(58,263)	(41,310)
Projected Revenues	17,273	22,075
Projected Expenses	320	320
Est Year End Fund Bal	(41,310)	(19,555)

Fund 216: TIF #6 Special Revenue

	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Adopted
Fund Balance	-	(164,576)	(828,510)	(829,418)	(953,653)	(942,473)
	%	0.00%	403.42%	0.11%	14.98%	-1.17%

Account Description	2017 Actual	2018 Budget	Thru 6/30/2018	% Used	Full Yr Est	2019 Adopted
<i>Revenues</i>						
216-41110 GEN PROP TAXES	\$ -	\$ 59,000	\$ 46,166	78%	\$ 60,846	\$ 115,000
216-43575 EXMPT COMPUTER AID	-	-	-	0%	-	-
216-48000 MISC REVENUE	-	-	-	0%	-	-
216-48100 INT ON INVESTMENTS	-	-	-	0%	-	-
Total Revenues	\$ -	\$ 59,000	\$ 46,166	0%	\$ 60,846	\$ 115,000
<i>Expenses</i>						
216-58300-290 OUTSIDE SERV/CONTRACTS	738	150	130,150	86767%	130,150	150
216-58300-540 AUDITING/ACCOUNTING (TIF #6)	170	170	170	100%	170	170
216-58300-550 DEVELOPER MRO PAYMENT	-	53,100	-	0%	54,761	103,500
216-58300-915 TRANSFER TO DEVELOPER FUND	-	-	-	0%	-	-
Total Expenses	\$ 908	\$ 53,420	\$ 130,320	0%	\$ 185,081	\$ 103,820
<hr/>						
<i>TIF 6 Special Revenue Fund</i>	\$ (908)	\$ 5,580	\$ (84,154)		\$ (124,235)	\$ 11,180

Highlight 2018: The completion of the Riverwalk development and occupancy of the commercial property by Keller Williams Realty.

Spotlight 2019: Continued increment for TIF #6

Budget Analysis: 2018 will be the first year of anticipated increment.

Any costs that the TIF Special Revenue Fund incurs, beyond its net revenues, will be covered by transfers from the General Fund and the Capital Improvement Fund. These start-up costs will be paid back when enough increment is generated.

The fund balance amounts of TIF #6 are shown below.

<i>TIF #6 Special Revenue</i>	1/1/2018	1/1/2019
Beginning Balance	(829,418)	(953,653)
Projected Revenues	60,846	115,000
Projected Expenses	185,081	103,820
Est Year End Fund Bal	(953,653)	(942,473)

VILLAGE OF HARTLAND - IMPACT FEE BUDGET 2019

Fund 206: Impact Fee Fund

	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Adopted
Fund Balance	61,515	103,392	261,135	342,129	390,929	439,679
	% Change	68.08%	152.57%	31.02%	14.26%	12.47%

Account Description	2017 Actual	2018 Budget	Thru 6/30/18	% Used	Full Yr Est	2019 Adopted
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Revenues

206-48100 INT ON INVESTMENTS	\$ 2,451	\$ 800	\$ 2,461	308%	\$ 800	\$ 2,500
206-48500 LIBRARY SITE IMPACT FEES	24,550	17,000	5,064	30%	17,000	17,000
206-48510 PARK IMPACT FEES	30,630	21,000	6,312	30%	21,000	21,000
206-48520 PUBLIC WRKS IMPACT FEES	14,829	6,000	3,922	65%	6,000	6,000
206-48530 LAW ENFORCEMENT IMPACT FEES	1,880	1,000	492	49%	1,000	1,000
206-48540 FIRE PROT IMPACT FEES	6,654	3,000	1,791	60%	3,000	3,000
Total Revenues	\$ 80,994	\$ 48,800	\$ 20,042	0%	\$ 48,800	\$ 50,500

Expenses

206-59000-950 USE OF LIBRARY FEES	\$ -	\$ -	\$ -	0%	\$ -	\$ 1,000
206-59000-960 USE OF PARK FEES	-	-	-	0%	-	-
206-59000-970 USE OF DPW FEES	-	-	-	0%	-	-
206-59000-980 USE OF POLICE FEES	-	-	-	0%	-	-
206-59000-990 USE OF FIRE FEES	-	-	-	0%	-	750
Total Expenses	\$ -	\$ -	\$ -	0%	\$ -	\$ 1,750

Impact Fee Fund	\$ 80,994	\$ 48,800	\$ 20,042		\$ 48,800	\$ 48,750
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	Begin Bal 1/1/2018	Estimated Revenues	Estimated Expenses	Estimated 12/31/2018	Est Change 2019	Est Bal 12/31/2019
Balance for Library	121,751	17,285	-	139,036	16,889	155,925
Balance for Parks	150,042	21,351	-	171,393	22,096	193,489
Balance for Public Works	45,535	6,106	-	51,641	6,330	57,971
Balance for Police	4,308	1,010	-	5,318	2,284	7,602
Balance for Fire	20,493	3,048	-	23,541	1,151	24,692
	342,129	48,800	-	390,929	48,750	439,679

Budget Analysis: *Impact fees must be used within seven years of receipt of the fees or be returned to the current owner. Staff will continue to monitor the balances.*

Impact Fee Fund	1/1/2018	1/1/2019
Beginning Balance	342,129	390,929
Projected Revenues	48,800	50,500
Projected Expenses	-	1,750
Est Year End Fund Bal	390,929	439,679

Fund 206: Impact Fee Fund

Transfers to Other Funds

<i>Item</i>	<i>Add</i>	<i>Repl</i>	<i>Amt</i>	<i>Unit Cost</i>	<i>Total</i>
Library Impact Fees					
Debt Service	X		1	1,000	1,000
Fire Impact Fees					
Debt Service	X		1	750	750
TOTAL IMPACT FEE TRANSFERS					1,750

VILLAGE OF HARTLAND - SELF-FUNDED DENTAL BUDGET 2019

Fund 207: Dental Fund

	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Adopted
Fund Balance	151,738	170,919	173,106	177,442	181,592	181,592
% Change		12.64%	1.28%	2.50%	2.34%	0.00%

Account Description	2017 Actual	2018 Budget	Thru 6/30/18	% Used	Full Yr Est	2019 Adopted
<i>Revenues</i>						
R 207-48020 DENTAL PREMIUMS	\$ 56,060	\$ 59,000	\$ 28,466	48%	\$ 59,000	\$ 59,000
R 207-48100 INT ON INVESTMENTS	1,449	450	1,321	294%	2,000	2,000
R 207-49210 TRANS FROM GEN FUND	-	-	-	0%	-	-
Total Revenues	\$ 57,509	\$ 59,450	\$ 29,787	50%	\$ 61,000	\$ 61,000
<i>Expenses</i>						
E 207-59300-150 HEALTH/DENTAL/LIFE	\$ 50,512	\$ 56,850	\$ 11,960	21%	56,850	\$ 58,400
E 207-59300-290 OUTSIDE SERVICES	2,661	2,600	1,397	54%	2,600	2,600
E 207-59300-300 OPERATING	-	-	-	0%	\$ -	-
Total Expenses	\$ 53,173	\$ 59,450	\$ 13,357	22%	\$ 56,850	\$ 61,000
Dental Fund Balance	\$ 4,336	\$ -	\$ 16,430		\$ 4,150	\$ -

We did not increase rates in 2018 and given the performance of the fund, we are not recommending an increase in 2019.

Budget Analysis: Additionally, some reduced expense that came through the health plans due to the fact that some of the plans are providing dental coverage.

Our individual plan will remain at \$42 per month. The family plan will remain \$115.50 per month.

We currently have:

37 Family Plans	\$	51,282
11 Individual		5,544
Total	\$	56,826

Dental Fund	1/1/2018	1/1/2019
Beginning Balance	177,442	181,592
Projected Revenues	61,000	61,000
Projected Expenses	56,850	61,000
Est Year End Fund Bal	181,592	181,592

Fund 301: Debt Service Fund

	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Adopted
<i>Principal & Int Pmts</i>	1,161,659	1,040,803	1,174,550	1,223,134	1,351,096	1,480,300
% Change		-10.40%	12.85%	4.14%	10.46%	9.56%

Account Description	2017 Actual	2018 Budget	Thru 6/30/2018	% Used	Full Yr Est	2019 Adopted
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Revenues

R 301-41110 GENERAL PROPERTY TAXES	\$ 1,207,032	\$ 1,351,096	\$ 1,025,117	76%	\$ 1,351,096	\$ 1,467,950
R 301-43200 FEDERAL GRANTS	-	-	-	0%	-	-
R 301-48100 INTEREST ON INVESTMENTS	5,940	1,400	6,375	100%	12,000	12,000
R 301-49110 BORROWING PROCEEDS	2,020,000	-	-	0%	-	-
R 301-49120 PREMIUM ON LT DEBT	137,867	-	-	0%	-	-
R 301-49210 TRANSF FROM GEN FUND	-	-	-	0%	-	-
R 301-49221 TRANSFER FROM TIF REV	-	-	-	0%	-	-
R 301-49222 TRANSFER FROM S/A FUND	-	-	-	0%	-	-
R 301-49223 TRANSF FROM IMPACT FEES	-	-	-	0%	-	1,750
R 301-49240 TRANSF FROM CAP IMPROV	130,687	-	-	0%	-	-
R 301-49270 OTHER FUNDING	-	-	-	0%	-	-
Total Revenues	\$ 3,501,526	\$ 1,352,496	\$ 1,031,492	76%	\$ 1,363,096	\$ 1,481,700

Expenses

E 301-58000-305 EXPENSES - OTHER	\$ 1,400	\$ 1,400	\$ 1,400	0%	\$ 1,400	\$ 1,400
E 301-58000-610 PRINCIPAL PAYMENTS	840,000	915,000	2,610,000	285%	3,115,000	1,050,000
E 301-58000-615 DEBT SERVICE - INT	383,134	436,096	255,997	59%	478,100	430,300
E 301-57000-619 DEBT ISSUANCE COSTS	43,774	-	-	#DIV/0!	-	-
E 301-58000-612 PAYMENT TO ESCROW	-	-	-	#DIV/0!	-	-
E 301-57300-915 TRANSFER TO CPF	2,308	-	-	0%	-	-
Total Expenses	\$ 1,270,616	\$ 1,352,496	\$ 2,867,397	212%	\$ 3,594,500	\$ 1,481,700
Debt Service Fund	\$ 2,230,910	\$ -	\$ (1,835,905)		\$ (2,231,404)	\$ 0

2018 Highlight: The Village's bond rating is still Aa2.

2019 Spotlight: Continued implementation of our capital improvement plan and future planning to meet the needs of our facilities study.

The Village's debt limitation equals 5% of our equalized value.

Total Debt	1/1/2018	18,459,269
Additions	2018	-
Prin Payments	2018	(3,119,854)
Est Debt	12/31/2018	15,339,415

Total Debt	1/1/2019	15,339,415
Additions	2019	4,000,000
Prin Payments	2019	(1,054,854)
Est Debt	12/31/2018	18,284,561

2019 Equalized Value	1,322,284,700
5%	66,114,235
Less Outstanding Debt	(15,339,415)
Margin of Indebtedness	50,774,820

Debt Service Fund	1/1/2018	1/1/2019
Beginning Balance	2,391,808	160,404
Projected Revenues	1,363,096	1,481,700
Projected Expenses	3,594,500	1,481,700
Est Year End Fund Bal	160,404	160,404

Village of Hartland
General Obligation Debt

		2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
2008 GO Refunding Bonds (Library & Cap Proj)																					
Amt Issued: \$3,125,000																					
Principal	P	150,000																			
1st Half Interest	I1	2,438																			
2nd Half Interest	I2	-																			
		152,438																			
2012 GO Refunding and Corp Purpose Bonds																					
Amt Issued: \$3,080,000																					
Principal	P	340,000	290,000	335,000	295,000	300,000	270,000	245,000	245,000	110,000	110,000	105,000	95,000	135,000	135,000	150,000					
1st Half Interest	I1	35,467	32,067	29,167	24,142	19,717	16,717	14,017	11,567	9,117	8,017	6,917	5,867	4,870	3,385	1,782					
2nd Half Interest	I2	35,467	32,067	29,167	24,142	19,717	16,717	14,017	11,567	9,117	8,017	6,917	5,867	4,870	3,385	1,782					
		410,934	354,134	393,334	343,284	339,434	303,434	273,034	268,134	128,234	126,034	118,834	106,734	144,739	141,769	153,563					
2013 GO Corp Refunding Bonds (Refunded 2010 BAB)																					
Amt Issued: \$4,935,000																					
Principal	P	260,000	270,000	300,000	350,000	330,000	330,000	355,000	350,000	375,000	375,000	375,000	375,000	375,000	375,000	-	-				
1st Half Interest	I1	67,844	63,944	59,894	55,394	50,144	45,194	41,069	36,188	30,938	24,750	18,563	12,375	6,188	-	-					
2nd Half Interest	I2	63,944	59,894	55,394	50,144	45,194	41,069	36,188	30,938	24,750	18,563	12,375	6,188	-	-	-	-				
		391,788	393,838	415,288	455,538	425,338	416,263	432,256	417,125	430,688	418,313	405,938	393,563	381,188	-	-					
2014 GO Corp Purpose Bonds																					
Principal	P	4,854	4,854	4,854	4,854	4,853															
2015 GO Corp Purpose Bonds																					
Amt Issued: \$2,460,000																					
Principal	P	65,000	90,000	35,000	75,000	85,000	85,000	85,000	90,000	150,000	150,000	150,000	150,000	175,000	200,000	200,000	200,000	200,000	200,000		
1st Half Interest	I1	35,025	34,050	32,700	32,175	31,050	29,775	28,500	27,225	25,875	24,000	22,125	19,875	17,625	15,000	12,000	9,000	6,000	3,000		
2nd Half Interest	I2	35,025	34,050	32,700	32,175	31,050	29,775	28,500	27,225	25,875	24,000	22,125	19,875	17,625	15,000	12,000	9,000	6,000	3,000		
		135,050	158,100	100,400	139,350	147,100	144,550	142,000	144,450	201,750	198,000	194,250	189,750	210,250	230,000	224,000	218,000	212,000	206,000		
2017 GO Note (Fire Truck Loan)																					
Amt Issued: \$700,000																					
Principal	P	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000											
1st Half Interest	I1	6,261	5,635	5,009	4,383	3,757	3,131	2,504	1,878	1,252	626										
2nd Half Interest	I2	6,159	5,543	4,954	4,311	3,695	3,080	2,477	1,848	1,232	616										
		82,420	81,178	79,963	78,694	77,452	76,210	74,982	73,726	72,484	71,242										
2017 GO Note and Refunding (2009)																					
Amt Issued: \$5,420,000																					
Principal		30,000	330,000	330,000	370,000	335,000	335,000	385,000	380,000	380,000	380,000	380,000	350,000	180,000	180,000	180,000	180,000	175,000	180,000	180,000	180,000
1st Half Interest		66,491	81,525	76,575	71,625	66,075	61,050	56,025	50,250	44,550	38,850	33,150	27,450	22,200	19,500	16,800	14,100	11,400	8,775	5,850	2,925
2nd Half Interest		81,975	81,525	76,575	71,625	66,075	61,050	56,025	50,250	44,550	38,850	33,150	27,450	22,200	19,500	16,800	14,100	11,400	8,775	5,850	2,925
		178,466	493,050	483,150	513,250	467,150	457,100	497,050	480,500	469,100	457,700	446,300	404,900	224,400	219,000	213,600	208,200	197,800	197,550	191,700	185,850

OVERALL DEBT TOTALS

Principal	919,854	1,054,854	1,074,854	1,164,854	1,124,853	1,090,000	1,140,000	1,135,000	1,085,000	1,085,000	1,010,000	970,000	865,000	515,000	530,000	380,000	375,000	380,000	180,000	180,000
1st Half Interest	213,526	217,221	203,345	187,719	170,742	155,866	142,115	127,108	111,732	96,243	80,755	65,567	50,882	37,885	30,582	23,100	17,400	11,775	5,850	2,925
2nd Half Interest	<u>222,570</u>	<u>213,079</u>	<u>198,790</u>	<u>182,397</u>	<u>165,731</u>	<u>151,890</u>	<u>137,207</u>	<u>121,827</u>	<u>105,524</u>	<u>90,045</u>	<u>74,567</u>	<u>59,380</u>	<u>44,695</u>	<u>37,885</u>	<u>30,582</u>	<u>23,100</u>	<u>17,400</u>	<u>11,775</u>	<u>5,850</u>	<u>2,925</u>
Less:	1,355,949	1,485,154	1,476,989	1,534,970	1,461,327	1,397,557	1,419,322	1,383,935	1,302,256	1,271,289	1,165,322	1,094,947	960,577	590,769	591,163	426,200	409,800	403,550	191,700	185,850
Use of Library Impact Fees	-	(1,000)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Use of Fire Impact Fees	-	(750)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Use of Debt Premium	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest on Investments	-	(12,000)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Debt Payment Fees	-	1,400	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Paid out of Capital Projects Fund	(4,854)	(4,854)	(4,854)	(4,854)	(4,853)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Use of Debt Serv Fund Bal.	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Tax Levy Actual	1,351,096	1,467,950	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TAX LEVY NEEDED	1,351,095	1,467,950	1,472,135	1,530,116	1,456,474	1,397,557	1,419,322	1,383,935	1,302,256	1,271,289	1,165,322	1,094,947	960,577	590,769	591,163	426,200	409,800	403,550	191,700	185,850
Increase in Tax Levy Needed	-	116,854	4,185	57,981	-	-	21,765	-	-	-	-	-	-	-	394	-	-	-	-	-
Debt Service Fund Balance	149,808	149,808	149,808	149,808	149,808	149,808	149,808	149,808	149,808	149,808	149,808	149,808	149,808	149,808	149,808	149,808	149,808	149,808	149,808	149,808
149,808																				

VILLAGE OF HARTLAND
General Long-Term Obligations Account Group
SUMMARY OF GENERAL OBLIGATION BONDS AND NOTES PAYABLE
Est Year ended December 31, 2018

Issue	Date of issue	Interest rate	Principal payable	Interest payable	Original amount	Balance Outstanding Dec. 31, 2017	Additions	Payments	Balance Outstanding Dec. 31, 2018	Interest paid	Principal due 2019	
General Obligation Refunding Bonds	02/03/09	2.0 - 4.125	2/1/10-29	2/1 & 8/1	3,125,000	2,350,000	-	2,350,000	-	44,909	-	
General Obligation Corporate Purpose and Refunding bonds	12/01/12	0.6 - 3.1	10/1/13-32	4/1 & 10/1	3,780,000	3,160,000	-	340,000	2,820,000	70,934	290,000	
General Obligation (Taxable) Corporate Purpose Bonds	12/05/13	2.5-3.3	6/1/14-30	6/1 & 12/1	4,935,000	4,420,000	-	260,000	4,160,000	131,788	270,000	
General Obligation Corporate Purpose Bonds	11/10/14	0.00	2/15/15-22		38,831	24,269	-	4,854	19,415	-	4,854	
General Obligation Corporate Purpose Bonds	11/03/15	3.00	10/01/17-35	4/1 & 10/1	2,460,000	2,385,000	-	65,000	2,320,000	70,050	90,000	
General Obligation Corporate Purpose Notes	08/01/17	1.75	8/1/18-27	2/1 & 8/1	700,000	700,000	-	70,000	630,000	12,420	70,000	
General Obligation Corporate Purpose and Refunding bonds	12/05/17	3.00	12/1/18-36	6/1 & 12/1	5,420,000	5,420,000	-	30,000	5,390,000	148,466	330,000	
Total Debt Service Fund general obligation bonds and notes payable						<u>18,459,269</u>	<u>0</u>	<u>3,119,854</u>	<u>15,339,415</u>	<u>478,566</u>	<u>1,054,854</u>	
The numbers below are Water and Sewer Utility General Obligation Bonds and are for informational purposes only.												
General Obligation Corporate Purpose and Refunding bonds	12/01/12	0.6 - 3.1	10/1/13-32	4/1 & 10/1	2,215,000	1,760,000	-	130,000	1,630,000	40,621	130,000	As Shown on Tab 19-10
General Obligation Corporate Purpose Bonds	11/03/15	3.00	10/01/17-35	4/1 & 10/1	515,000	455,000	-	55,000	400,000	15,450	50,000	As Shown on Tab 19-10
Total Water Utility general obligation bonds and notes payable						<u>2,215,000</u>	<u>0</u>	<u>185,000</u>	<u>2,030,000</u>	<u>56,071</u>	<u>180,000</u>	
General Obligation Corporate Purpose and Refunding bonds	12/01/12	0.6 - 3.1	10/1/13-32	4/1 & 10/1	85,000	60,000	-	5,000	55,000	1,405	5,000	As Shown on Tab 20-7
Total Sewer Utility general obligation bonds and notes payable						<u>60,000</u>	<u>0</u>	<u>5,000</u>	<u>55,000</u>	<u>1,405</u>	<u>5,000</u>	
TOTAL GENERAL OBLIGATION DEBT OF THE VILLAGE OF HARTLAND						<u>20,734,269</u>	<u>0</u>	<u>3,309,854</u>	<u>17,424,415</u>	<u>536,042</u>	<u>1,239,854</u>	

VILLAGE OF HARTLAND - CAPITAL IMPROVEMENTS BUDGET 2019

Fund 401: Capital Improvements

	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Estimate	2019 Adopted
Fund Balance	2,317,948	4,083,200	2,773,557	4,903,767	3,149,313	5,689,167
	% Change	76.16%	-32.07%	76.80%	-35.78%	80.65%

Revenues

Account Description	2017 Actual	2018 Budget	Thru 6/30/18	% Used	Full Yr Est	2019 Adopted
401-41110 TAXES	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -
401-43200 FEDERAL GRANTS	-	-	-	0.00%	-	-
401-43510 STATE GRANTS	76,385	-	-	0.00%	-	-
401-48000 MISC REVENUE	18,000	-	-	#DIV/0!	-	-
401-48010 DONATIONS	-	-	-	0.00%	-	-
401-48100 INTEREST ON INVEST	23,872	16,000	36,140	225.88%	72,000	50,000
401-48500 LIBRARY IMPACT FEES	-	-	-	#DIV/0!	-	-
401-49110 BRRWNG PROCEEDS	3,400,000	3,333,308	-	0.00%	-	4,124,708
401-49120 PREMIUM ON LT DEBT	165,877	-	-	0.00%	-	-
401-49210 GEN FUND TRANSFER	-	-	313,400	0.00%	313,400	119,500
401-49220 TRANS SEWER UTIL	-	-	-	#DIV/0!	-	-
401-49221 TRANS FROM TIF	-	-	-	0.00%	-	-
401-49224 TRANS FROM DSF	2,309	-	-	0.00%	-	-
401-49260 TRANS WATER UTIL	-	-	-	#DIV/0!	-	-
401-49270 OTHER FUNDING	-	-	-	0.00%	-	-
Total Capital Imprv Revenues	\$ 3,686,443	\$ 3,349,308	\$ 349,540	10.44%	\$ 385,400	\$ 4,294,208

Expenses

Account Description	2017 Actual	2018 Budget	Thru 6/30/18	% Used	Full Yr Est	2019 Adopted
BUILDING IMPROVEMENTS	\$ -	\$ 108,000	-	0.00%	\$ 108,000	\$ 30,000
STREET IMPROVEMENTS	1,026,563	1,599,700	58,545	3.66%	1,599,700	1,157,500
STORM SEWER IMPRV	199,845	194,100	24,862	12.81%	194,100	365,000
SIDEWALK/CURB/GUTTER IMPR	110,472	20,000	-	0.00%	20,000	-
STREET LIGHTING	-	-	-	0.00%	-	-
PARK IMPROVEMENTS	-	213,200	-	0.00%	213,200	197,000
TRANSFER TO BID DISTRICT	10,133	-	-	0.00%	-	-
TRANSFER TO DEVELOPER FUND	-	-	-	0.00%	-	-
TRANSFER TO DSF FUND	130,687	-	-	0.00%	-	-
WATER UTILITY IMPROVEMENTS	-	-	-	#DIV/0!	-	-
SEWER UTILITY IMPROVEMENTS	-	-	-	#DIV/0!	-	-
CAPITALIZED INTEREST	-	-	-	0.00%	-	-
DEBT SERVICE-PRIN REDEMPT	4,854	4,854	4,854	0.00%	4,854	4,854

VILLAGE OF HARTLAND - CAPITAL IMPROVEMENTS BUDGET 2019

Fund 401: Capital Improvements

Expenses Continued

Account Description	2017 Actual	2018 Budget	Thru 6/30/18	% Used	Full Yr Est	2019 Adopted
LAND PURCHASE	-	-	-	0.00%	-	-
DEBT ISSUANCE COSTS	73,679	-	-	0.00%	-	-
UNBUDGETED	-	-	-	0.00%	-	-
Total Capital Project Expenses	\$ 1,556,233	\$ 2,139,854	\$ 88,261	4.12%	\$ 2,139,854	\$ 1,754,354

Budget Analysis: The Village Board completed a borrowing in 2017. The borrowing is for 2018 and 2019 capital expenditures

The following pages list the detailed 6 year capital improvement plan.

Est Begin Balance	2018	2019
Capital Improve	3,610,426	\$ 1,855,972
Reservations		
Cottonwood Brdwlk	149,031	149,031
Library Develop	50,843	50,843
Comm Ctr Develop	50,000	50,000
Develop/Redevelop	916,564	916,564
Future Land Purch	70,720	70,720
Fees in Lieu Parks	56,183	56,183
Total	4,903,767	3,149,313

Available for Capital Improvements	1/1/2018	1/1/2019
Beginning Balance	\$ 3,610,426	\$ 1,855,972
Projected Revenues	385,400	4,294,208
Projected Expenses	2,139,854	1,754,354
Projected Debt Payment	-	4,854
Est Year End Balance	\$ 1,855,972	\$ 4,390,972

VILLAGE OF HARTLAND
CAPITAL IMPROVEMENTS PLAN 2018-2023

PROJECT NAME	2017 PASER	ANTICIPATED PASER PRIOR TO REPAVING	PREVIOUS YEAR PAVED	AGE AT REHABILITATION	2018	2019	2020	2021	2022	2023
STREET IMPROVEMENTS										
BLUE SPRUCE CIRCLE	5	5	1997	21	\$ 180,000					
BRISTLE CONE DRIVE	5	5	1996	22	\$ 515,000					
CYPRESS COURT	5	5	1997	21	\$ 50,000					
JUNIPER WAY	5	5	1996	22	\$ 245,000					
ARLENE DRIVE ENTRANCE	5	5	1996	22	\$ 50,000					
GREYSTONE BOULEVARD (WHOLE ROAD EXCEPT SOUTHBOU	5	5	2005	13	\$ 150,000					
CARDINAL PATCHING (STH 83 - INDUSTRIAL & COTTONWOOD INTERSECTION)					\$ 87,000					
LINDENWOOD DRIVE (MAPLE-IMPERIAL)	6/5	5	1995	24		\$ 115,000				
MANCHESTER LANE (LINDENWOOD - DUNDEE)	6	5	1993	26		\$ 115,000				
S. IMPERIAL DRIVE (WOODBIDGE - LINDENWOOD)	6	5.5	1995	24		\$ 215,000				
NORMANDY CIRCLE	5	5	1994	25		\$ 100,000				
IMPERIAL DRIVE (WINSTON WAY TO VILLAGE LIMIT)	5	5	1997	22		\$ 12,000				
E. IMPERIAL DRIVE (PRINCETON - COVENTRY)	6	5	1997	22		\$ 135,000				
COTTONWOOD AVENUE (BRIDGE - CARDINAL LANE)	7	6	1993	26		\$ 40,000				
COTTONWOOD AVENUE (BRIDGE - SOUTH 800 FT)	6	5	1999	20		\$ 115,000				
COTTONWOOD AVENUE (800 FT SOUTH OF BRIDGE - LINDENW	7	6	1999	20		\$ 170,000				
INDUSTRIAL DRIVE (S. INDUSTRIAL - COTTONWOOD)	8/5	5	1994	26			\$ 375,000			
SURREY LANE	7	5	2010	10			\$ 130,000			
CHESHAM COURT	7	5	2010	10			\$ 45,000			
CAMERON CIRCLE	7	5	2010	10			\$ 90,000			
WOODLANDS COURT	6	5	2000	20			\$ 175,000			
TENNY AVENUE (WOODLANDS - HIGHLAND)	6	5	2000	20			\$ 125,000			
TERRACE LANE	6	5	1994	26			\$ 63,000			
RIVER RESERVE DRIVE (LINDENWOOD - NORTH TERMINI)	6	5	2002	18			\$ 130,000			
TREE RIDGE COURT	6	5	2002	18			\$ 42,000			
SUNNYSLOPE DRIVE (RAE - MERTON)	7		1999	22				\$ 175,000		
NORTH AVENUE (CAPITOL - STH 16)	7/6	6/5	1998	23				\$ 190,000		
E. CAPITOL DRIVE (NORTH + INTERSECTION - MAPLE)	7	6	2004	17				\$ 170,000		
PALMER DRIVE (VETTELSON - HILL)	6	5	1998	23				\$ 195,000		
KESTREL WAY	6	5	2005	18				\$ 270,000		
RIVER RESERVE DRIVE (CTH KE - SOUTH TERMINI)	6	5	2005	18				\$ 135,000		
GRANARY CIRCLE	6/7	5	1997	25					\$ 300,000	
HARVEST WAY	6	5	1997	25					\$ 70,000	
MARKET LANE	7	5	1995	27					\$ 70,000	
WOODS DRIVE (RIVER RESERVE - TERMINI)	6	5	2002	20					\$ 155,000	
TRAILS EDGE COURT	6	5	2002	20					\$ 75,000	
RIVER RESERVE DRIVE (CTH KE - LINDENWOOD)	7/6	6/5	2002	20					\$ 182,000	
OTHER (FOUR WINDS/MARY HILL)	6	5	2005	17					\$ 175,000	
RIVER RESERVE DRIVE (LONGMEADOW - LINDENWOOD)	7/6	6/5	2002	21						\$ 210,000
WOODS DRIVE (LONGMEADOW - RIVER RESERVE)	6	5	2002	21						\$ 110,000
LONG MEADOW DRIVE	7	6	2002	21						\$ 145,000
OTHER (FOUR WINDS/MARY HILL)	6	5	2005	18						\$ 600,000
CRACK SEALING					\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000
PATCHING/POTHOLE					\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
SUBTOTAL STREET IMPROVEMENTS					\$ 1,397,000	\$ 1,137,000	\$ 1,295,000	\$ 1,255,000	\$ 1,147,000	\$ 1,185,000

	2018	2019	2020	2021	2022	2023
STORM SEWER IMPROVEMENTS						
MISC. STORM SEWER REPAIR						
STORM SEWER CB REPAIR	\$ 55,000	\$ 55,000	\$ 57,500	\$ 57,500		
222/224 WILLOW COURT DRAINAGE IMPROVEMENTS - OPTION 3	\$ 50,000	\$ 50,000	\$ 52,500	\$ 52,500	\$ 60,000	\$ 60,000
258 BIRCH COURT DRAINAGE IMPROVEMENTS	\$ 28,000				\$ 55,000	\$ 55,000
MS4 PERMIT IMPROVEMENTS BELOW	\$ 33,600					
NIXON POND STUDY/DNR ENGAGEMENT RE. MS4 CREDIT FOR POND TSS REDUCTION						
NIXON POND MODS DESIGN STUDY/CONSTRUCTION	\$ 7,500					
NIXON POND DREDGING		\$ 100,000				
E. INDUSTRIAL DRIVE/PROGRESS DRIVE BIORETENTION/STORM (30% + GRANT APP. DESIGN/BID, CONST)		\$ 160,000				
ST. CHARLES REGIONAL INFIL POND IMPROVEMENT	\$ 20,000		\$ 195,000			
HARTRIDGE REGIONAL INFIL POND (30% + GRANT APP. DESIGN/BID, CONST)			\$ 15,000	\$ 60,000		
HARTBROOK PARK BIORETENTION SWALE (30% + GRANT APP. BID/DESIGN, CONST)			\$ 15,000		\$ 160,000	
SUBTOTAL STORM SEWER REPAIR	\$ 194,100	\$ 365,000	\$ 335,000	\$ 170,000	\$ 290,000	\$ 115,000
SIDEWALK & CURB AND GUTTER IMPROVEMENTS						
DOWNTOWN SIDEWALK REPAIR & STAMPED CONCRETE	\$ 20,000					
MISC SIDEWALK & CURB REPAIR VILLAGE WIDE					\$ 75,000	
SUBTOTAL SIDEWALK/C&G IMPROVEMENTS	\$ 20,000	\$ -	\$ -	\$ -	\$ 75,000	\$ -
PARK IMPROVEMENTS						
REPLACE PED BRIDGE - NIXON PARK SOUTH		\$ 30,000				
REPLACE PED BRIDGE - BARK RIVER PARK		\$ 38,000				
REPLACE PED BRIDGE - NORTH AVENUE PARKING LOT			\$ 30,000			
CENTENNIAL PICNIC SHELTER		\$ 60,000				
REPLACEMENT OF TWO DOORS AT BARK RIVER PARK CANTEEN	\$ 9,200					
NIXON PARK BALL FIELD RECONSTRUCTION	\$ 36,000					
CENTENNIAL PARK BALL FIELD RECONSTRUCTION		\$ 30,000				
HARTBROOK PARK BALL FIELD RECONSTRUCTION			\$ 30,000			
PENBROOK PARK BALL FIELD RECONSTRUCTION				\$ 30,000		
BARK RIVER PARK SOFTBALL FIELD RECONSTRUCTION				\$ 30,000		
REPAIR TENNIS COURTS AT NIXON AND PENBROOK PARKS	\$ 36,000				\$ 30,000	
REPLACEMENT OF PLAYGROUND WOOD CHIPS AND WEED BARRIER	\$ 39,000					
ASPHALT REPAIR AT BARK RIVER PARK	\$ 8,000					
CORP STUDY UPDATE	\$ 17,000					
NIXON/HARTBROOK/CASTLE REPLACE SLIDES AND SWINGS			\$ 60,000			
PENBROOK - BATHROOM FACILITY/DRINKING FOUNTAIN				\$ 250,000		
SUBTOTAL PARK IMPROVEMENTS	\$ 106,200	\$ 197,000	\$ 120,000	\$ 280,000	\$ 30,000	\$ -
OTHER IMPROVEMENTS						
Police Department						
NOTHING NOTED	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal Police Department	\$ -					
Municipal Building/Cemetery						
CEMETERY DRIVEWAY REPLACEMENT	\$ 39,700					
DOWNTOWN TREE GRATES	\$ 13,000	\$ 14,000	\$ 15,000			
DPW GARAGE FIRE & BURGLAR SYSTEM	\$ 20,000					
MUNI BUILDING, DPW GARAGE AND WATER FACILITIES LOCK SYSTEM	\$ 40,000					
DPW GARAGE FURNACE & EXHAUST SYSTEM	\$ 18,000					
GUTTERS AND DOWNSPOUTS						
ELECTRICAL PANELS						
DOWNTOWN PARKING LOT PROJECTS	\$ 150,000		\$ 550,000			
Subtotal Municipal Building	\$ 280,700	\$ 14,000	\$ 565,000	\$ -	\$ -	\$ -
Fire Department						
PARKING LOT REPAIR		\$ 6,500				
REPLACEMENT OF TRUNKED RADIO SYSTEM AND HAND HELD UPGRADES			\$ 30,000			
Subtotal Fire Department	\$ -	\$ 6,500	\$ 30,000	\$ -	\$ -	\$ -
Recreation Department						
VILLAGE HALL COMMUNITY CENTER STUDY	\$ -	\$ -	\$ -			
VILLAGE HALL COMMUNITY CENTER UPGRADE						
Subtotal Recreation Department	\$ -					
Library						
NEW ROOF AND ROOF REPAIRS	\$ -	\$ -	\$ 65,000			
Subtotal Library	\$ -	\$ -	\$ 65,000	\$ -	\$ -	\$ -
Miscellaneous Projects						
Impact Fee Study	\$ 30,000	\$ 30,000				
Trunk Radio Consolidated Waukesha County Dispatch	\$ 4,854	\$ 4,854	\$ 4,854	\$ 4,854	\$ 4,854	
Subtotal Miscellaneous Projects	\$ 34,854	\$ 34,854	\$ 4,854	\$ 4,854	\$ 4,854	\$ -

WATER UTILITY IMPROVEMENTS		2018	2019	2020	2021	2022	2023
FIRE HOUSE WATER MAIN REPLACEMENT				\$ 150,000			
SUNNYSLOPE DRIVE (RAE TO MERTON 8" RELAY 2,200 FT)				\$ 660,000			
LISBON AVE WATERMAIN REPLACEMENT		\$ 25,500	\$ 25,500	\$ 360,000			
BRISTLECONE VALVE REPLACEMENT							
BRISTLECONE HYDRANT REPLACEMENT		\$ 145,000					
METER REPLACEMENT		\$ 260,000					
HYDRANT REPLACEMENT - VILLAGE WIDE		\$ 100,000					
FUTURE WELL #7 TRANSMISSION MAIN		\$ 55,000	\$ 55,000	\$ 57,500	\$ 57,500	\$ 60,000	\$ 60,000
TOWER MAINTENANCE CONTRACT		\$ 9,000	\$ 241,589	\$ 194,905	\$ 194,905	\$ 194,905	\$ 400,000
TOTAL WATER UTILITY IMPROVEMENTS		\$ 594,500	\$ 322,089	\$ 1,422,405	\$ 252,405	\$ 254,905	\$ 597,504
SEWER UTILITY IMPROVEMENTS							
MISC. SEWER & REPAIRS							
LISBON AVENUE 4-INCH FORCEMAIN LINING		\$ 60,000	\$ 60,000	\$ 62,500	\$ 62,500	\$ 65,000	\$ 65,000
ARLENE SANITARY L.S. REHAB/CAPACITY IMPROVEMENTS				\$ 100,000			
SUNNYSLOPE DRIVE-RAE TO MERTON 8" RELAY TO 12"				\$ 180,000			
CRYSTAL AVE PUMPING STATION GENERATOR & BLDG		\$ 32,000	\$ 32,000	\$ 825,000			
CARDINAL LANE PUMP STATION (1) - dependent on flows (Improvement "C")		\$ 150,000	\$ 235,000				
TOTAL SEWER UTILITY IMPROVEMENTS		\$ 242,000	\$ 327,000	\$ 2,492,500	\$ 62,500	\$ 65,000	\$ 65,000
TOTAL OF ALL IMPROVEMENTS		\$ 2,869,354	\$ 2,403,443	\$ 6,329,759	\$ 2,024,759	\$ 1,866,759	\$ 1,962,504
TOTAL GENERAL FUND		\$ 2,032,854	\$ 1,754,354	\$ 2,414,854	\$ 1,709,854	\$ 1,546,854	\$ 1,300,000
TOTAL WATER UTILITY		\$ 594,500	\$ 322,089	\$ 1,422,405	\$ 252,405	\$ 254,905	\$ 597,504
TOTAL SEWER UTILITY		\$ 242,000	\$ 327,000	\$ 2,492,500	\$ 62,500	\$ 65,000	\$ 65,000
TOTAL BUDGET		\$ 2,869,354	\$ 2,403,443	\$ 6,329,759	\$ 2,024,759	\$ 1,866,759	\$ 1,962,504
REVENUE OFFSETS							
OPERATING FUNDED WATER FUNDED PROJECTS							
OPERATING FUNDED SEWER FUNDED PROJECTS		(594,500)	(322,089)	(1,422,405)	(252,405)	(254,905)	(597,504)
PARK IMPACT FEES		(242,000)	(327,000)	(2,492,500)	(62,500)	(65,000)	(65,000)
STORM SEWER PROJECTS FUNDED BY RESERVES			(60,000)	-			
PARK IMPROVEMENT PROJECTS FUNDED BY RESERVES		(7,500)					
MUNICIPAL BUILDING/CEMETERY PROJECTS FUNDED BY RESERVES		(106,200)	(69,000)				
FIRE DEPARTMENT PROJECTS FUNDED BY RESERVES		(130,700)	(14,000)				
MISCELLANEOUS PROJECTS FUNDED BY RESERVES			(6,500)				
MS4 PERMIT IMPROVEMENT GRANTS (POSSIBLY 1/2 OUR SPEND)		(30,000)	(30,000)				
ADDITIONAL GOVERNMENTAL AND UTILITY FUNDING NEEDED			\$ 3,333,308	\$ 4,124,708			\$ 2,846,854

VILLAGE OF HARTLAND - CORPORATE RESERVE BUDGET 2019

Fund 402: Corporate Reserve Fund

	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Adopted
Expenses	791,458	149,695	119,290	1,310,115	364,900	1,286,650
% Change		-81.09%	79.69%	1098.26%	27.85%	352.60%

Revenues

Account Description	2017 Actual	2018 Budget	Thru 6/30/18	% Used	Full Yr Est	2019 Adopted
R 402-48010 DONATIONS	\$ 3,561	\$ -	\$ -	#DIV/0!	\$ -	\$ -
R 402-48100 INTEREST ON INVEST	10,051	8,500	9,364	110%	18,500	18,000
R 402-48130 GEN ADM PAYBACKS	14,425	9,725	9,725	100%	9,725	9,425
R 402-48140 POLICE DEPT PAYBACKS	51,700	59,650	59,650	100%	59,650	54,850
R 402-48150 FIRE/AMB PAYBACKS	98,500	130,200	130,200	100%	130,200	130,200
R 402-48160 PUBLIC WORKS PAYBACKS	112,000	137,315	137,315	100%	137,315	145,765
R 402-48170 PARKS PAYBACKS	16,100	19,550	19,550	100%	19,550	19,500
R 402-48175 LIBRARY PAYBACKS	5,000	5,000	5,000	0%	5,000	5,000
R 402-48180 WATER UTIL PAYBACKS	-	-	-	0%	-	-
R 402-48190 SEWER UTIL PAYBACKS	-	-	-	#DIV/0!	-	-
R 402-48300 SALE OF VILLAGE PROP	50,236	8,000	-	0%	8,000	8,000
R 402-49110 PROCEEDS FROM BORROWING	700,000	-	-	0%	-	650,000
R 402-49210 TRANSFER FROM GEN FUND	255,000	150,000	150,000	0%	150,000	130,500
Total Corp Reserve Revenues	\$ 1,316,573	\$ 527,940	\$ 520,804	99%	\$ 537,940	\$ 1,171,240

SEE NOTE

Expenses

Account Description	2017 Actual	2018 Budget	Thru 6/30/18	% Used	Full Yr Est	2019 Adopted
E 402-59900-810 ADM EXPENSE	\$ 5,252	\$ 6,400	\$ 169	100%	\$ 18,995	\$ -
E 402-59900-820 POLICE DEPT EXP	67,035	79,500	73,762	93%	67,000	39,650
E 402-59900-830 FIRE/AMB EXP	1,022,046	246,000	246,943	0%	-	800,000
E 402-59900-840 PUBLIC WORKS EXP	202,282	33,000	-	0%	211,200	447,000
E 402-59900-850 PARKS EXP	13,500	-	-	0%	14,000	-
E 402-59900-855 LIBRARY EXP	-	-	-	0%	-	-
E 402-59900-860 WATER UTIL EXP	-	-	-	0%	-	-
E 402-59900-870 SEWER UTIL EXP	-	-	-	0%	-	-
Total Corporate Reserve Expenses	\$ 1,310,115	\$ 364,900	\$ 320,874	88%	\$ 311,195	\$ 1,286,650

CORP RESERVE FUND	\$ 6,458	\$ 163,040	\$ 199,930		\$ 226,745	\$ (115,410)
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NOTE: This is a transfer of excess fund balance from the general fund to help offset future capital equipment purchases

**Budget
Analysis:**

The Village Board will continue to monitor the Fund Balance in the Corporate Reserve Fund to ensure the continuation of the replacement of equipment and vehicles within each vehicles life span. When deemed necessary staff will seek board approval to make any transfers.

**2019 Budgeted
Purchases:**

We are budgeting to replace one squad for the Police Dept. Public Works will be replacing a 6 yd dump truck and a wheel loader. The Fire Department will be purchasing a pumper.

<i>Corporate Reserve Fund</i>	<i>1/1/2017</i>	<i>1/1/2018</i>
Beginning Balance	\$ 1,379,400	\$ 1,606,145
Projected Revenues	537,940	1,171,240
Projected Expenses	311,195	1,286,650
Est Year End Balance	\$ 1,606,145	\$ 1,490,735

2018 Corporate Reserve Purchases

Law Enforcement Corporate Reserve Purchases

Item	Add	Repl	Amt	Unit Cost	Total
1) REPLACING SQUAD 5*		X	1	39,650	\$ 39,650
TOTAL LAW ENFORCEMENT CORP RESERVE PURCHASES					\$ 39,650

Fire Department Corporate Reserve Purchases

Item	Add	Repl	Amt	Unit Cost	Total
1) PUMPER		X	1	800,000	\$ 800,000
TOTAL FIRE DEPARTMENT CORP RESERVE PURCHASES					\$ 800,000

Public Works Corporate Reserve Purchases

Item	Add	Repl	Amt	Unit Cost	Total
1) 6 YRD DUMP TRUCK		X	1	237,000	\$ 237,000
2) WHEEL LOADER		X	1	210,000	\$ 210,000
TOTAL PUBLIC WORKS CORP RESERVE PURCHASES					\$ 447,000

Parks Corporate Reserve Purchases

Item	Add	Repl	Amt	Unit Cost	Total
NO PURCHASES ANTICIPATED IN 2019					\$ -
TOTAL PARKS CORPORATE RESERVE PURCHASES					\$ -

General Administration Corporate Reserve Purchases

Item	Add	Repl	Amt	Unit Cost	Total
NO PURCHASES ANTICIPATED IN 2019					\$ -
TOTAL GENERAL ADMINISTRATION CORP RESERVE PURCHASES					\$ -

Recreation Corporate Reserve Purchases

Item	Add	Repl	Amt	Unit Cost	Total
NO PURCHASES ANTICIPATED IN 2019					\$ -
TOTAL RECREATION CORP RESERVE PURCHASES					\$ -

Library Corporate Reserve Purchases

Item	Add	Repl	Amt	Unit Cost	Total
NO PURCHASES ANTICIPATED IN 2019					\$ -
TOTAL LIBRARY CORP RESERVE PURCHASES					\$ -

Cable TV Corporate Reserve Purchases

Item	Add	Repl	Amt	Unit Cost	Total
NO PURCHASES ANTICIPATED IN 2019					\$ -
TOTAL CABLE TV CORP RESERVE PURCHASES					\$ -

Total Corporate Reserve Purchases					\$ 1,286,650
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*Anticipate sale of used squad car

(8,000)

CORPORATE RESERVE PROJECTIONS

		2018	2019	2020	2021	2022	2023	2024	
CORPORATE RESERVE PURCHASES	ADM	-	-	12,000	-	28,000	-	-	
	RECREATION	-	-	-	-	-	-	-	
	LIBRARY	-	-	-	-	-	-	-	
	CABLE TV	6,400	-	-	-	-	-	-	
	DPW	33,000	443,000	497,000	304,000	243,000	245,000	-	
	PARKS	-	-	54,000	-	32,000	-	-	
	FIRE/AMBO	246,000	800,000	-	-	-	250,000	-	
	POLICE	79,500	39,650	72,000	-	108,000	-	107,000	
			364,900	1,282,650	635,000	304,000	411,000	495,000	107,000
CORPORATE RESERVE PAYBACKS	ADM	4,725	4,425	3,125	3,125	-	-	-	
	RECREATION	5,000	5,000	-	-	-	-	-	
	LIBRARY	5,000	5,000	5,000	-	-	-	-	
	CABLE TV	-	-	-	-	-	-	-	
	DPW	137,315	145,765	160,905	172,245	180,245	195,545	-	
	PARKS	19,550	19,500	15,575	15,375	9,450	5,450	-	
	FIRE	98,700	88,200	96,200	78,200	44,200	44,200	-	
	AMBO	31,500	42,000	42,000	42,000	42,000	42,000	-	
	POLICE	57,650	54,850	53,650	48,350	58,550	65,850	-	
	TOTALS	359,440	364,740	376,455	359,295	334,445	353,045	0	
CORPORATE RESERVE Funded by Debt Borrowing ESTIMATED PURCHASES	EST BEGIN BAL	1,384,532	1,392,890	1,137,569	889,107	953,570	886,168	752,365	
	EXPENSES	(364,900)	(1,282,650)	(635,000)	(304,000)	(411,000)	(495,000)	(107,000)	
ESTIMATED PAYBACKS	REVENUES	359,440	364,740	376,455	359,295	334,445	353,045	0	
		1,379,072	1,124,980	879,024	944,402	877,015	744,213	645,365	
	AVG BALANCE	1,381,802	1,258,935	1,008,297	916,755	915,292	815,190	698,865	
	1% INT ON AVG BAL	13,818	12,589	10,083	9,168	9,153	8,152	6,989	
	END BALANCE	1,392,890	1,137,569	889,107	953,570	886,168	752,365	652,353	
		2018	2019	2020	2021	2022	2023	2024	

CORPORATE RESERVE PAYBACK SCHEDULE

PAYBACK SUMMARY	2017	2018	2019	2020	2021	2022	2023
ADMINISTRATION	7,625	4,725	4,425	3,125	3,125	0	0
RECREATION	6,800	5,000	5,000	-	-	-	-
CABLE TV	-	-	-	-	-	-	-
DPW	112,000	137,315	145,765	160,905	172,245	180,245	195,545
PARKS	16,100	19,550	19,500	15,575	15,375	9,450	5,450
FIRE	67,000	98,700	88,200	96,200	78,200	44,200	44,200
AMBO	31,500	31,500	42,000	42,000	42,000	42,000	42,000
POLICE	51,700	57,650	54,850	53,650	48,350	58,550	65,850
LIBRARY	5,000	5,000	5,000	5,000	-	-	-
TOTAL	\$ 297,725	\$ 359,440	\$ 364,740	\$ 376,455	\$ 359,295	\$ 334,445	\$ 353,045

CORPORATE RESERVE PAYBACK SCHEDULE

VEHICLE/DESCRIPTION EQUIP #	YEAR PURCH	REPL YRS	YR TO REPL	EST/ACT PURCH PRICE	2017	2018	2019	2020	2021	2022	2023	>2023
ADMINISTRATION												
ADMINISTRATORS VEH	2013	8	2021	25,000	3,125	3,125	3,125	3,125	3,125			
GEN ADM ELEC FILING	2004			8,155	-	-	-					-
VOTING MACHINES	2009	8	2017	6,400	1,700	-	-	-	-	-	-	-
SHARP COPIER	2013	7	2020	10,200	2,800	1,600	1,300	-				-
INFLATION ADJUSTMENT FACTOR												-
SUBTOTAL GEN ADM					7,625	4,725	4,425	3,125	3,125	-	-	-
RECREATION												
RECREATION FURNITURE	2007	20	2027	4,293	-	-	-					
ACTIVE NET SOFTWARE	2008			3,750	-	-	-					
MOVIE EQUIPMENT	2016	5	2021	9,000	1,800	-	-	-				
DANCE STUDIO FLOOR - TTP	2016	3	2019	15,000	5,000	5,000	5,000					
INFLATION ADJUSTMENT FACTOR												
SUBTOTAL RECREATION					6,800	5,000	5,000	-				
LIBRARY												
SERVERS/COMPUTERS				20,000	5,000	5,000	5,000	5,000				
MICROFILM MACHINE				10,000								-
SUBTOTAL LIBRARY					5,000	5,000	5,000	5,000				
CABLE TV												
TRICASTER 40	2014	10	2024	5,500								
LEIGHTRONIX NEXUS	2015	10	2025	9,500								
SUBTOTAL CABLE TV					-	-	-					

CORPORATE RESERVE PAYBACK SCHEDULE

VEHICLE/DESCRIPTION EQUIP # TYPE	YEAR PURCH	REPL YRS	YR TO REPL	EST/ACT PURCH PRICE	2018	2019	2020	2021	2022	2023	>2023
POLICE DEPT											
VEHICLES											
SQUAD #1	2016	4	2020	33,000	11,000						
SQUAD #1	2020	4	2024	33,000			9,000	9,000	9,000	9,000	
SQUAD #1	2024	4	2028	33,000							36,000
MARKED SQUAD #2	2015	3	2018	23,000							
MARKED SQUAD #2	2018	4	2022	33,000	9,000	9,000	9,000	9,000			
MARKED SQUAD #2	2022	4	2026	33,000					9,000	9,000	18,000
MARKED SQUAD #3	2016	4	2020	33,000	11,000						
MARKED SQUAD #3	2020	4	2024	33,000			9,000	9,000	9,000	9,000	
MARKED SQUAD #3	2024	4	2028	33,000							36,000
MARKED SQUAD #4	2015	3	2018	23,000							
MARKED SQUAD #4	2018	4	2022	33,000	11,000	11,000	11,000				
MARKED SQUAD #4	2022	4	2026	33,000					9,000	9,000	18,000
EXPLORER SUV SQUAD #5	2013	6	2019	33,000							
EXPLORER SUV SQUAD #5	2019	7	2026	39,650		11,400	-	5,700	5,700	5,700	11,400
UNMARKED SQUAD #6	2011	8	2022	25,000							
UNMARKED SQUAD #6	2022	4	2030	33,000					9,000	9,000	18,000
SQUAD #7 - MARKED PICKUP TRUCK	2014	10	2024	35,000	2,800	5,600	2,800	2,800	0	2,800	2,800
UNMARKED SQUAD #8	2017	9	2026	33,500	5,000	10,000	5,000	5,000	0	4,500	4,000
UNMARKED SQUAD #9	2017	8	2025	33,500	5,000	5,000	5,000	5,000	5,000	5,000	3,500
LaserFiche	2010										
Handgun Replacement	2016	10	2026	16,700	1,600	1,600	1,600	1,600	1,600	1,600	3,200
Ballistic Shields for Squads	2018	10	2028	12,500	1,250	1,250	1,250	1,250	1,250	1,250	5,000
Office & Squad Computers	2010			25,496							
ADJUSTMENT FACTOR											
POLICE TOTAL				663,346	57,650	54,850	53,650	48,350	58,550	65,850	155,900

CORPORATE RESERVE PAYBACK SCHEDULE

VEHICLE/DESCRIPTION		YEAR	REPL	YR TO	YRS TO	EST/ACT	2017	2018	2019	2020	2021	2022	2023	>2023
EQUIP #	TYPE	PURCH	YRS	REPL	PAYBACK	PURCH PRICE								
FIRE/AMBO														
4352	AMBULANCE	2013	10	2023	10	170,000	17,000	17,000	17,000	17,000	17,000	17,000	17,000	-
4351	AMBULANCE	2018	10	2028	10	145,000	14,500	14,500	25,000	25,000	25,000	25,000	25,000	125,000
4362	PUMPER	2009	20	2029	15	325,000	42,000	42,000	27,000	27,000	9,000			-
4363	PUMPER	1995	20	2019	20	800,000			12,500	12,500	12,500	12,500	12,500	187,500
	LADDER/EQUIP TRUCK	2017	20	2037	10	1,022,000		31,700	31,700	31,700	31,700	31,700	31,700	126,800
4381	GRASS FIRE PICK UP	2008	20	2028		15,000								
	INFLATION ADJUSTMENT FACTOR						25,000	25,000	17,000	25,000	25,000			
FIRE/AMBO SUBTOTAL						2,477,000	98,500	130,200	130,200	138,200	120,200	86,200	86,200	439,300
FIRE SUBTOTAL						67,000	98,700	88,200	96,200	78,200	44,200	44,200	44,200	314,300
AMBULANCE TOTAL						31,500	31,500	42,000	42,000	42,000	42,000	42,000	42,000	125,000
FIRE/AMBO TOTAL						2,477,000	98,500	130,200	130,200	138,200	120,200	86,200	86,200	439,300

CORPORATE RESERVE PAYBACK SCHEDULE

VEHICLE/DESCRIPTION EQUIP #	TYPE	YEAR PURCH	REPL YRS	YR TO REPL	ESTIAC PURCH PRICE	2017	2018	2019	2020	2021	2022	2023	>2023	
DPW - PUBLIC WORKS														
VEHICLES														
18	PICKUP	2015	10	2025	27,000	2,700	2,700	2,700	2,700	2,700	2,700	2,700	2,700	
19	M2 106 Freightliner	2005	16	2021	243,000	5,000	5,000	5,000	5,000	-	15,200	15,200	121,600	
20	6 YD DUMP	2012	16	2028	180,000	10,050	10,050	10,050	10,050	10,050	10,050	10,050	50,200	
21	L PICK-UP	2016	12	2028	60,000	5,800	5,800	5,800	5,800	5,800	5,800	5,800	23,200	
22	L PICK-UP	2003	12	2018	35,000	-	3,000	3,000	3,000	3,000	3,000	3,000	18,000	
23	L PICK-UP	2017	17	2029	38,000	3,100	3,100	3,100	3,100	3,100	3,100	3,100	13,900	
24	2 YD DUMP	2000	13	2019	86,000	-	-	6,600	6,600	6,600	6,600	6,600	52,800	
25	6 YARD DUMP	2002	16	2021	241,000	6,250	6,250	-	-	15,000	15,000	15,000	120,000	
26	6 YD DUMP	2007	16	2023	245,000	5,000	5,000	5,000	5,000	5,000	-	15,300	122,400	
27	6 YD DUMP	2003	16	2020	239,000	5,000	5,000	-	15,000	15,000	15,000	15,000	120,000	
28	6 YD DUMP	2013	16	2030	166,000	10,375	10,375	10,375	10,375	10,375	10,375	10,375	62,250	
29	S PICK-UP	2011	10	2022	17,000	2,200	2,200	2,200	2,200	2,200	-	-	-	
30	L PICK-UP	2009	12	2021	15,591	1,560	1,560	1,560	-	-	-	-	-	
31	PICKUP	2003	12	2018	33,000	-	2,750	2,750	2,750	2,750	2,750	2,750	16,500	
32	6 YD DUMP	2001	16	2019	235,000	-	-	14,750	14,750	14,750	14,750	14,750	118,000	
34	ELGIN SWEEPER	2013	15	2028	12,700	12,700	12,700	12,700	12,700	12,700	12,700	12,700	50,800	
35	PICKUP	2013	10	2025	24,500	2,450	2,450	2,450	2,450	2,450	2,450	2,450	-	
36	2 YD DUMP	2017	13	2030	86,000	6,600	6,600	6,600	6,600	6,600	6,600	6,600	39,800	
37	DIRECTOR VEHICLE	2014	10	2024	26,000	2,600	2,600	2,600	2,600	2,600	2,600	2,600	2,600	
38	PICKUP	2007	12	2019	29,000	4,600	4,600	2,500	2,500	2,500	2,500	2,500	20,000	
39	6 YD DUMP	2009	13	2020	237,000	10,300	10,300	10,300	-	-	-	-	-	
40	BUCKET TRUCK	2007	10	2021	115,000	-	14,750	-	-	-	-	-	-	
	INFLATION ADJUSTMENT FACTOR						14,750							
SUBTOTAL DPW VEHICLES						93,675	114,175	107,335	110,475	120,475	128,475	143,775	952,050	
EQUIPMENT														
185	AIR COMPRESSOR	1992	15	2022	22,000	-	-	-	-	-	-	-	-	
753	SKID LOADER	2007	10	2017	40,552	4,055	-	-	-	-	-	-	-	
4300	JOHN DEERE	2011	10	2021	41,600	4,160	4,160	4,160	4,160	-	-	-	-	
4600	JOHN DEERE	2013	13	2026	30,000	2,400	2,400	2,400	2,400	2,400	2,400	2,400	6,000	
580 E	BACKHOE	2009	10	2019	53,271	-	-	-	-	-	-	-	-	
621B	LOADER	2008	12	2019	200,000	6,425	6,425	21,000	21,000	21,000	21,000	21,000	105,000	
B100	ROLLER	1988	15	2020	22,000	-	-	-	-	-	-	-	-	
1400	CHIPPER	2004	15	2020	80,000	-	-	-	5,500	5,500	5,500	5,500	44,000	
CSR	TRAILER	2002	20	2022	4,400	-	-	-	-	-	-	-	-	
SML1	LEAF VAC	2001	12	2021	55,000	-	-	-	-	5,000	5,000	5,000	40,000	
SML2	LEAF VAC	2002	12	2020	55,000	-	-	-	5,000	5,000	5,000	5,000	35,000	
FAIR	BLOWER	2003	20	2023	50,319	-	-	-	-	-	-	-	-	
TR#1	TRAILER	2003	13	2020	4,000	-	-	-	500	500	500	500	3,000	
FA	FLAIL ATTACHMENT	2009	20	2029	0	-	-	-	-	-	-	-	-	
UT	TRAILER	2016	20	2020	8,000	-	-	-	-	-	-	-	-	
UT	TRAILER	2016	20	2029	9,000	-	-	-	-	-	-	-	-	
UT	TRAILER	2014	20	2021	8,000	-	-	-	-	500	500	500	4,000	
570	BEAVER	2013	20	2033	13,000	1,300	1,300	1,300	1,300	1,300	1,300	1,300	-	
NEW	BOBCAT TRAILER	2012	20	2032	12,500	800	135	850	850	850	850	850	3,400	
REPLACE	DPW FURNACE		15	2016	15,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	7,000	
NEW	VEHICLE DIAGNOSTIC CODE READER	2014	10	2024	8,000	1,000	-	-	1,000	1,000	1,000	1,000	-	
NEW	WALK BEHIND SAW	2015	20	2035	15,000	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	
E55	MINI EXCAVATOR	2017	15	2032	75,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	40,000	
NEW	JOHN DEERE BROOM	2017	10	2027	6,000	600	600	600	600	600	600	600	1,800	
NEW	JOHN DEERE SNOWBLOWER	2017	10	2027	6,200	620	620	620	620	620	620	620	1,860	
SUBTOTAL DPW EQUIP						28,860	23,140	38,430	50,430	51,770	51,770	51,770	292,560	
TOTAL DPW VEH & EQUIP						3,139,933	122,535	137,315	145,765	160,905	172,245	180,245	195,545	1,244,610
ADJUSTED PAYBACK						112,000	137,315	145,765	160,905	172,245	180,245	195,545	1,244,610	
						10,535	0							

CORPORATE RESERVE PAYBACK SCHEDULE

VEHICLE/DESCRIPTION EQUIP #	TYPE	YEAR PURCH	REPL YRS	YR TO REPL	EST/ACT PURCH PRICE	2017	2018	2019	2020	2021	2022	2023	>2023
PARKS													
1	MOWER	2012	7	2019	18,000	3,600	-	-					-
2	MOWER	2014	7	2021	20,805	3,150	3,150	3,150	3,125	3,125			-
3	MOWER	2011	7	2016	24,000	3,000	3,000	3,000	3,000	2,800			-
4400	TRACTOR	2012	10	2022	40,000	4,000	4,000	4,000	4,000	4,000	4,000		-
4610	TRACTOR	2003	10		30,000	-	-	-	-	-	-	-	-
11'	MOWER	2017	8	2025	14,000		1,750	1,750	1,750	1,750	1,750	1,750	3,500
11'	MOWER	2011	8	2019	13,000	1,650	1,650	-	3,000	3,000	3,000	3,000	12,000
LS	LAWN SWEEPER	1998	10		10,000		-	-	-	-	-	-	-
UT	TRAILER	2001	10	2016		700	700	700	700	700	700	700	2,100
TD	TOPDRESSER	2012	10	2022		-	-	-	-	-	-	-	-
				Inflation Adjustment			5,300	6,900					
PARKS TOTAL					169,805	16,100	19,550	19,500	15,575	15,375	9,450	5,450	17,600
ADJUSTED PAYBACK						16,100	19,550	19,500	15,575	15,375	9,450	5,450	17,600
						0	0	0	0	0	0	0	0

VILLAGE OF HARTLAND - 2019 BUDGET

Fund 402: Corporate Reserve Fund

Department Summary of Vehicle Replacement Schedule

	2018	2019	2020	2021	2022	2023	2024
ADMINISTRATION	-	-	12,000	-	28,000	-	-
RECREATION	-	-	-	-	-	-	-
LIBRARY	-	-	-	-	-	-	-
CABLE TV	6,400	-	-	-	-	-	-
DPW	33,000	443,000	497,000	304,000	243,000	245,000	-
PARKS	-	-	54,000	-	32,000	-	-
FIRE/AMBO	246,000	800,000	-	-	-	250,000	-
POLICE	79,500	39,650	72,000	-	108,000	-	107,000
SEWER	-	-	-	-	-	-	-
WATER	-	-	150,000	-	-	-	-
TOTAL	364,900	1,282,650	785,000	304,000	411,000	495,000	107,000
LESS UTILITIES	-	-	(150,000)	-	-	-	-
TOTAL CORPORATE RESERVE PURCHASES	\$ 364,900	\$ 1,282,650	\$ 635,000	\$ 304,000	\$ 411,000	\$ 495,000	\$ 107,000

VEHICLE REPLACEMENT SCHEDULE/CORPORATE RESERVE PURCHASES

DESCRIPTION/VEHICLE EQUIPMENT TYPE	YEAR	MAKE	ID#	INITIAL COST	REPLACE INTERVAL	2018	2019	2020	2021	2022	2023	2024	>2024
ADMINISTRATION, RECREATION, LIBRARY & CABLE TV													
ADMINISTRATION	2013	FORD ESCAPE		25,000	8 YRS	-	-	-	-	28,000	-	-	-
ADMINISTRATION		E-DOCS AMERICA IMAGING SYSTEM		20,000		-	-	-	-	-	-	-	-
ADMINISTRATION	2013	SHARP COPIER		10,200	7 YRS	-	-	12,000	-	-	-	-	-
ELECTIONS	2015	3 VOTING MACHINES @ \$6,400 TOTAL		10,000		-	-	-	-	-	-	-	-
VILLAGE BOARD	2016	7 TABLETS		5,000		-	-	-	-	-	-	-	-
TOTAL ADMINISTRATION						-	-	12,000	-	28,000	-	-	-

RECREATION	2007	RECREATION FURNITURE		4,293		-	-	-	-	-	-	-	-
	2008	REGISTRATION SOFTWARE UPGRADE		3,750		-	-	-	-	-	-	-	-
	2016	MOVIE EQUIPMENT				-	-	-	-	-	-	-	-
	2016	DANCE STUDIO FLOOR				-	-	-	-	-	-	-	-
TOTAL RECREATION						-	-	-	-	-	-	-	-

LIBRARY	2015	NETWORK SERVER		5,000		-	-	-	-	-	-	-	-
	2015	REPLACE COMPUTERS		15,000		-	-	-	-	-	-	-	-
	2010	MICROFILM READER				-	-	-	-	-	-	-	-
TOTAL LIBRARY						-	-	-	-	-	-	-	-

CABLE TV	2014	TRICASTER 40		5,500		-	-	-	-	-	-	-	-
	2017	LEIGHTRONIX NEXUS - HD SERVER		13,995		-	-	-	-	-	-	-	-
	2018	PAN/TILT/ZOOM CAMERA		2,800		2,800							
	2018	PTZ CAMERA REMOTE SYSTEM		1,600		1,600							
	2018	LED LIGHTING FOR BOARD ROOM		2,000		2,000							
TOTAL CABLE TV						6,400	-	-	-	-	-	-	-

VEHICLE REPLACEMENT SCHEDULE/CORPORATE RESERVE PURCHASES

DESCRIPTION/VEHICLE EQUIPMENT TYPE	YEAR	MAKE	MODEL	INITIAL COST	REPLACE INTERVAL	2018	2019	2020	2021	2022	2023	2024	>2024
DPW - DEPT OF PUBLIC WORKS													
VEHICLES													
18	PICK-UP	2016	FORD	F-150	27,365	12 YRS	-	-	-	-	-	-	-
19	6 YRD DUMP	2005	FREIGHTLINER	M2106	87,965	13 YRS	-	-	-	243,000	-	-	-
20	6 YRD DUMP	2012	MACK	GU812	160,806	13 YRS	-	-	-	-	-	-	-
21	FLAT BED PICKUP	2016	FORD	F-350	55,000	12 YRS	-	-	-	-	-	-	2028
22	PICK-UP	2003	FORD	F250	18,400	12 YRS	-	-	33,000	-	-	-	-
23	PICK-UP	2017	FORD	F350	38,000	12 YRS	-	-	-	-	-	-	-
24	2 YRD DUMP	2000	FORD	F450	31,970	13 YRS	-	-	86,000	-	-	-	-
25	6 YRD DUMP	2002	FREIGHTLINER	FL80	68,505	13 YRS	-	-	-	241,000	-	-	-
26	6 YRD DUMP	2007	FREIGHTLINER	FL80	83,667	13 YRS	-	-	-	-	245,000	-	-
27	6 YRD DUMP	2003	FREIGHTLINER	FL80	87,235	13 YRS	-	-	239,000	-	-	-	-
28	6 YRD DUMP	2013	MACK	GU712	166,000	13 YRS	-	-	-	-	-	-	2030
29	PICK-UP	2011	FORD	RANGER	15,000	10 YRS	-	-	-	-	-	-	2022
30	PICK-UP	2009	FORD	F150	15,591	12 YRS	-	-	-	-	-	-	2021
31	PICK-UP	2003	FORD	F250	18,400	12 YRS	33,000	-	-	-	-	-	-
32	6 YRD DUMP	2001	FREIGHTLINER	FL80	40,710	13 YRS	-	-	-	-	-	-	-
34	SWEeper	2013	ELGIN	WHIRLWIND	210,000	13 YRS	-	-	-	-	-	-	2026
35	PICK-UP	2013	FORD	F150	15,000	10 YRS	-	-	-	-	-	-	2023
36	2 YRD DUMP	2017	FORD	F550	85,000	13 YRS	-	-	-	-	-	-	-
37	DIRECTOR CAR	2014	FORD	ESCAPE	26,945	10 YRS	-	-	-	-	-	-	2024
38	PICK-UP	2007	FORD	F350 S DUTY	46,908	12 YRS	-	-	-	-	-	-	-
39	6 YRD DUMP	2009	PETERBILT	340	117,462	13 YRS	-	237,000	-	-	-	-	2022
40	BUCKET TRUCK	2007	FORD	F750	115,000	10 YRS	-	-	-	-	-	-	-
SUBTOTAL VEHICLES							33,000	237,000	358,000	241,000	243,000	245,000	-

VEHICLE REPLACEMENT SCHEDULE/CORPORATE RESERVE PURCHASES

DESCRIPTION/VEHICLE EQUIPMENT TYPE	YEAR	MAKE	MODEL	INITIAL COST	REPLACE INTERVAL	2018	2019	2020	2021	2022	2023	2024	>2024
DPW - DEPT OF PUBLIC WORKS													
EQUIPMENT													
185 AIR COMPRESSOR	1992	INGERSOL	185	9,988	15 YRS	-	-	-	-	-	-	-	-
S 300 SKID LOADER	2007	BOBCAT	S 300	40,552	10 YRS	-	-	-	-	-	-	-	-
4300 TRACTOR	2011	JOHN DEERE	4300	25,000	10 YRS	-	-	-	-	-	-	-	-
4600 TRACTOR	2013	JOHN DEERE	4600	19,000	13 YRS	-	-	-	-	-	-	-	-
580 E BACKHOE	2009	CASE	590SM	53,271	10 YRS	-	-	-	-	-	-	-	2026
621 E WHEEL LOADER	2008	CASE	621 E	94,390	12 YRS	-	206,000	-	-	-	-	-	-
B100 ROLLER	1988	BUETHLING	B100	6,788	15 YRS	-	-	-	-	-	-	-	-
1400 CHIPPER	2004	VERMEER	BC 1400	27,485	15 YRS	-	-	80,000	-	-	-	-	-
CSR CONFINED SPACE RESCUE TRAILER	2002	CARGO EXPRESS	CE716MH	4,400	20 YRS	-	-	-	-	-	-	-	-
SML1 LEAF VAC	2002	ODB	SCL800TM-20	19,500	12 YRS	-	-	-	55,000	-	-	-	-
SML2 LEAF VAC	2001	ODB	SCL800TM-20	22,500	12 YRS	-	-	55,000	-	-	-	-	-
BLOWER SNOWBLOWER	2003	FAIR MFG	842SI	55,000	20 YRS	-	-	-	-	-	-	-	-
TR#1 TRAILER	2003	H&S MFG	UTT712L	1,699	13 YRS	-	-	4,000	-	-	-	-	2023
FA FLAIL ATTACHMENT	2009	JOHN DEERE	A25	9,500	20 YRS	-	-	-	-	-	-	-	-
UT TRAILER	2014	ALUMA		1,875	20 YRS	-	-	-	-	-	-	-	2029
UT TRAILER	2016	ALUMA		1,275	20 YRS	-	-	-	-	-	-	-	-
UT TRAILER	2016	PACE		1,300	20 YRS	-	-	-	-	-	-	-	-
570 BEAVER	2013	BEAVER	570	13,000	20 YRS	-	-	-	8,000	-	-	-	-
NEW BOBCAT TRAILER	2012	CRONKITE		12,500	20 YRS	-	-	-	-	-	-	-	2033
E55 MINI EXCAVATOR	2017	BOBCAT	E55	75,000	15 YRS	-	-	-	-	-	-	-	2032
JOHN DEERE BROOM	2017			6,000	10 YRS	-	-	-	-	-	-	-	-
JOHN DEERE SNOWBLOWER	2017			6,200	10 YRS	-	-	-	-	-	-	-	-
DPW FURNACE	2016			15,000	20 YRS	-	-	-	-	-	-	-	-
VEHICLE DIAGNOSTIC CODE READER	2014			10,000	10 YRS	-	-	-	-	-	-	-	-
WALK BEHIND SAW	2015			15,000	20 YRS	-	-	-	-	-	-	-	2024
SUBTOTAL EQUIPMENT						-	206,000	139,000	63,000	-	-	-	-
TOTAL DPW VEHICLES AND EQUIPMENT						33,000	443,000	497,000	304,000	243,000	245,000	-	-

VEHICLE REPLACEMENT SCHEDULE/CORPORATE RESERVE PURCHASES

DESCRIPTION/VEHICLE EQUIPMENT TYPE		YEAR	MAKE	MODEL	INITIAL COST	REPLACE INTERVAL	2018	2019	2020	2021	2022	2023	2024	>2024
PARKS														
1	MOWER 54"	2012	TURF TIGER	SST61A	20,000	7 YRS	-	-	-	-	-	-	-	-
2	MOWER 60"	2014	JOHN DEERE	1435	20,805	7 YRS	-	-	-	-	-	-	-	-
3	MOWER 72"	2011	JOHN DEERE	F1435	13,500	9 YRS	-	-	24,000	-	-	-	-	-
4400	TRACTOR	2012	JOHN DEERE	4400	38,000	10 YRS	-	-	-	-	32,000	-	-	-
4610	TRACTOR	2003	JOHN DEERE	4610	24,500	10 YRS	-	-	30,000	-	-	-	-	-
11'	MOWER	2009	BUSH HOG	TD1100	10,642	8 YRS	-	-	-	-	-	-	-	-
11'	MOWER	2011	BUSH HOG	TD1100	11,815	8 YRS	-	-	-	-	-	-	-	-
LS	LAWN SWEEPER	1998	WISC TURF	LS	7,000	10 YRS	-	-	-	-	-	-	-	-
TA	TURF AERATOR	1997	AIRAVATOR	TA	4,200	10 YRS	-	-	-	-	-	-	-	-
UT	TRAILER	2001	H&S MFG	UT46L	1,600	10 YRS	-	-	-	-	-	-	-	-
TD	TOPDRESSER	2012	TORO	44507	10,000	15 YRS	-	-	-	-	-	-	-	2027
PARKS TOTAL							-	-	54,000	-	32,000	-	-	-

VEHICLE REPLACEMENT SCHEDULE/CORPORATE RESERVE PURCHASES

DESCRIPTION/VEHICLE EQUIPMENT TYPE		YEAR	MAKE	MODEL	ID #	2018	2019	2020	2021	2022	2023	>2023
	SEWER											
#33	JET TRUCK	2016	VACTOR	2100 Plus	IFVHG3CY6GHW9359							
35KV	GENERATOR	1996	ONAN	35KV	D960604794					50,000		
35KV	GENERATOR	2008	ONAN	35								2028
						-	-	-	-	50,000		-

SEWER LIFT STATION REPLACEMENT SCHEDULE

LIFT STATION REPLACEMENT SCHEDULE		YEAR	INITIAL COST	REPLACE INTERVL	2018	2019	2020	2021	2022	2023	>2023
	SEWER										
	203 FOUR WINDS COURT	2017	-	20 YRS							
	605 BRADFORD WAY	2008	23,500	20 YRS						71,027	
	225 RUSTIC LANE	2008	24,500	20 YRS							73,700
	100 CRYSTAL DRIVE	1992	26,600	15 YRS					68,959		
	1800 ARLENE DRIVE	1997	41,000	15 YRS		235,000					
	307 WOODLANDS CT	1998	34,000	20 YRS				66,950			
	571 SHADOW RIDGE DR	2003	40,000	20 YRS			65,000				
					-	235,000	65,000	66,950	68,959	71,027	73,700
				Cash on Hand used			235,000				
				<i>Bal 1/1/2018</i>	20,000	20,000	20,000	20,000	25,000	25,000	
				\$	303,011	323,011	343,011	298,011	251,061	207,102	161,075

VILLAGE OF HARTLAND - 2019 BUDGET

Fund 403: Developers Fund

	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Estimate	2019 Adopted
Ending	(34,267)	(95,476)	575	(13,917)	(13,917)	(13,917)
Fund Balance	% Change	178.62%	-100.60%	-2520.35%	0.00%	0.00%

Revenues

Account Description	2017 Actual	2018 Budget	Thru 06/30/18	% Used	Full Yr Est	2019 Adopted
R 403-46130 SUBDIVISION FEES	\$ 34,251	\$ -	\$ 34,630	#DIV/0!	\$ 45,000	\$ 30,000
TOTAL DEVELOPER REVENUES	\$ 34,251	\$ -	\$ 34,630	#DIV/0!	\$ 45,000	\$ 30,000

Expenses

Account Description	2017 Actual	2018 Budget	Thru 06/30/18	% Used	Full Yr Est	2019 Adopted
E 403-56700-210 LEGAL SERVICES	\$ 3,969	\$ -	\$ -	#DIV/0!	\$ -	\$ 2,000
E 403-56700-800 CAPITAL OUTLAY	44,774	-	8,447	#DIV/0!	45,000	28,000
TOTAL DEVELOPER EXPENSES	\$ 48,743	\$ -	\$ 8,447	#DIV/0!	\$ 45,000	\$ 30,000

The Developers Fund acts as an intermediary between developers of projects in the Village of Hartland and the use of our engineering firm, Ruekert & Mielke or our Village Attorney, Von Briesen. Ruekert & Mielke and Von Briesen perform required engineering or legal work for development projects and they bill the Village of Hartland. The Village of Hartland pays these bills and then invoices the developer for reimbursement of these costs.

FUND 802: CIT	1/1/2018	1/1/2019
Beginning Balance	(13,917)	(13,917)
Projected Revenues	45,000	30,000
Projected Expenses	45,000	30,000
Est Year End Fund Bal	(13,917)	(13,917)

VILLAGE OF HARTLAND - 2019 BUDGET

Fund 802: Critical Incident Team

	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Estimate	2019 Adopted
Ending	12,734	20,317	31,295	29,910	-	-
Fund Balance	% Change	59.55%	54.03%	-4.43%	-100.00%	#DIV/0!

Revenues

Account Description	2017 Actual	2018 Budget	Thru 06/30/18	% Used	Full Yr Est	2019 Adopted
R 802-48000 MISC REVENUE	\$ 41,313	\$ 40,500	\$ 45,000	111%	\$ 45,000	\$ -
VILLAGE OF HARTLAND	-	-	-	-	-	-
VILLAGE OF CHENEQUA	-	-	-	-	-	-
VILLAGE OF PEWAUKEE	-	-	-	-	-	-
CITY OF DELAFIELD	-	-	-	-	-	-
CITY OF BROOKFIELD	-	-	-	-	-	-
CITY OF NEW BERLIN						
CITY OF MUSKEGO						
VILLAGE OF MUKWONAGO						
VILLAGE OF ELM GROVE						
TOTAL CIT REVENUES	\$ 41,313	\$ 40,500	\$ 45,000	111%	\$ 45,000	\$ -

Expenses

Account Description	2017 Actual	2018 Budget	Thru 06/30/18	% Used	Full Yr Est	2019 Adopted
E 802-52100-300 OPER EXPENSES	\$ 42,698	\$ 40,500	\$ 74,910	185%	\$ 74,910	\$ -
TOTAL CIT EXPENSES	\$ 42,698	\$ 40,500	\$ 74,910	185%	\$ 74,910	\$ -

The Critical Incident Team (CIT) is a specially trained tactical unit that is used during high risk law enforcement operations, such as barricaded suspect calls, executing search warrants, dignitary protection details, etc.

The team is formed through a mutual aid agreement (S66.30) with the Village's of Chenequa, Elm Grove, Hartland, Pewaukee and Mukwonago and the Cities of Delafield, Brookfield, New Berlin and Muskego. Each department has an obligation to provide funding and personnel support for the team.

The Village of Hartland was the fiscal agent for the team, holding the funds, collects the receipts and pays the invoices. The City of Delafield took this fund over in March of 2018.

FUND 802: CIT	1/1/2018	1/1/2019
Beginning Balance	29,910	0
Projected Revenues	45,000	0
Projected Expenses	74,910	0
Est Year End Fund Bal	0	0

VILLAGE OF HARTLAND - 2019 BUDGET

Fund 803: Major Investigations Unit

	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Estimate	2019 Adopted
Ending Fund Balance	10,113	1,851	632	668	2,768	2,768
	% Change	-81.70%	-65.86%	5.70%	314.37%	0.00%

Revenues

Account Description	2017 Actual	2018 Budget	Thru 06/30/18	% Used	Full Yr Est	2019 Adopted
R 803-48000 MISC REVENUE	\$ 2,940	\$ 2,100	\$ 3,350	160%	\$ 3,350	\$ 2,450
VILLAGE OF HARTLAND	-	-	-	-	-	-
VILLAGE OF CHENEQUA	-	-	-	-	-	-
VILLAGE OF PEWAUKEE	-	-	-	-	-	-
CITY OF DELAFIELD	-	-	-	-	-	-
VILLAGE OF ELM GROVE	-	-	-	-	-	-
VILLAGE OF BUTLER	-	-	-	-	-	-
VILLAGE OF SUMMIT	-	-	-	-	-	-
WAUKESHA COUNTY SHERIFF	-	-	-	-	-	-
TOTAL MIU REVENUES	\$ 2,940	\$ 2,100	\$ 3,350	160%	\$ 3,350	\$ 2,450

Expenses

Account Description	2017 Actual	2018 Budget	Thru 06/30/18	% Used	Full Yr Est	2019 Adopted
E 803-52100-300 OPER EXPENSES	\$ 2,904	\$ 2,100	\$ 1,250	60%	\$ 1,250	\$ 2,450
TOTAL MIU EXPENSES	\$ 2,904	\$ 2,100	\$ 1,250	60%	\$ 1,250	\$ 2,450

The Major Investigations Unit was formed in 2001 by a S66.30 mutual aid agreement between the City of Delafield Villages of Chenequa, Hartland, Pewaukee, Elm Grove, Summit and Butler and the Waukesha County Sheriff. This is a unified investigation team for major crimes and vehicle accidents.

The Village of Hartland holds the funds, collects the receipts, and pays the invoices for this unit. The Village does not pay interest on the funds held in exchange for providing these services

FUND 803: MIU	1/1/2018	1/1/2019
Beginning Balance	668	2,768
Projected Revenues	3,350	2,450
Projected Expenses	1,250	2,450
Est Year End Fund Bal	2,768	2,768

VILLAGE OF HARTLAND - 2019 BUDGET

Fund 804: Business Improvement District

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Estimate	2019 Adopted
	Beginning	30,455	29,275	41,569	40,737	30,112	17,237
	Fund Balance	% Change	-3.87%	41.99%	-2.00%	-26.08%	-42.76%

Revenues

Account Description	2017 Actual	2018 Budget	Thru 06/30/18	% Used	Full Yr Est	2019 Adopted
R 804-42300 BID Assessment Rev	\$ 70,000	\$ 72,800	\$ 72,800	100%	\$ 72,800	\$ 74,800
R 804-48000 Miscellaneous Revenue	210	-	3,000	-	4,000	-
R 804-48030 Rest Crawl Income	-	-	-	-	-	-
R 804-48100 Interest on Investments	-	-	-	-	-	-
R 804-49240 Transfer from Capital Projects	10,133	20,000	-	-	20,000	20,000
TOTAL BID REVENUES	\$ 80,343	\$ 92,800	\$ 75,800	82%	\$ 96,800	\$ 94,800

See Note Below

Expenses

Account Description	2017 Actual	2018 Budget	Thru 06/30/18	% Used	Full Yr Est	2019 Adopted
DESIGN & MAINTENANCE						
BUDGETED EXPENDITURES						
E 804-56700-711 Façade Program	\$ 20,266	\$ 40,000	\$ 554	1%	40,000	\$ 40,000
E 804-56700-712 Banner System	-	-	-	0%	-	250
E 804-56700-713 Sign/Awning	7,532	5,000	1,042	21%	5,000	5,000
E 804-56700-714 Wayfinding	-	-	-	#DIV/0!	-	-
E 804-56700-715 Streetscape Prgrm	6,261	6,500	4,314	66%	6,500	6,500
E 804-56700-716 Business Certification Grant	-	-	-	#DIV/0!	-	-
Total Design & Maintenance	\$ 34,059	\$ 51,500	\$ 5,910	11%	\$ 51,500	\$ 51,750

MARKETING & PROMOTION

E 804-56700-716 Business Cert Grant	\$ -	\$ 1,000	\$ 500	0%	1,000	\$ 500
E 804-56700-718 District Advertising	2,813	8,000	178	2%	8,000	8,000
E 804-56700-719 Events	5,048	5,000	2,423	0%	5,000	5,000
E 804-56700-722 Web Site Dev	149	500	-	0%	500	500
E 804-56700-724 Web Hosting/Maint	325	500	409	82%	500	1,000
E 804-56700-729 Business Education	-	500	-	0%	500	500
Total Marketing & Promotion	\$ 8,335	\$ 15,500	\$ 3,510	23%	\$ 15,500	\$ 15,500

Expenses - Continued

ADMINISTRATION						
E 804-56700-110 Salaries	\$ 28,281	\$ 27,180	\$ 14,783	54%	\$ 27,180	\$ 27,180
E 804-56700-140 Retirement	785	820	309	38%	820	820
E 804-56700-732 Gen Oper Oversight	-	-	-	#DIV/0!	-	-
E 804-56700-733 Support Services	-	-	-	#DIV/0!	-	-
E 804-56700-734 Annual Audit	1,225	1,225	1,225	100%	1,225	1,225
E 804-56700-738 Memberships	220	200	-	0%	200	200
E 804-56700-742 Subscriptions	-	-	-	#DIV/0!	-	-
E 804-56700-744 Office Supplies	409	400	88	22%	400	400
E 804-56700-746 Telephone	1,423	1,500	637	42%	1,500	1,500
E 804-56700-748 Postage (Non-Nwsltr)	-	20	-	0%	20	20
E 804-56700-750 Copies/Duplication	64	50	216	432%	50	50
E 804-56700-752 Building Rent	4,200	4,200	4,200	100%	4,200	4,200

VILLAGE OF HARTLAND - 2019 BUDGET

Fund 804: Business Improvement District

E 804-56700-754 Office Equipment	-	-	-	#DIV/0!	-	-
E 804-56700-756 Education	31	300	-	0%	300	300
E 804-56700-758 Meetings	1,029	750	186	0%	750	750
E 804-56700-760 Payroll Service	1,114	3,780	596	0%	3,780	3,780
Total Administration	\$ 38,781	\$ 40,425	\$ 22,240	55%	\$ 40,425	\$ 40,425
TOTAL BID EXPENSES	\$ 81,175	\$ 107,425	\$ 31,660	29%	\$ 107,425	\$ 107,675

Note: This anticipates the Village funding 50% of the façade program charges as shown in account 804-56700-711 up to \$20,000 reimbursement.

In 2006, the Hartland Downtown Business Improvement District was formed. The special charge for operations was put on the tax bill of selected businesses for the first time in 2006. The BID gives the Village the amounts to be placed on the tax bills and the Village collects the amounts with the tax payments but the money is turned over to the BID to support their budget.

FUND 804: BID	1/1/2018	1/1/2019
Beginning Balance	40,737	30,112
Projected Revenues	96,800	94,800
Projected Expenses	107,425	107,675
Est Year End Fund Bal	30,112	17,237

VILLAGE OF HARTLAND
JOB CLASSIFICATION LIST - GRADE ORDER 2019

ANNUALIZED SALARY RANGE

<i>Grade</i>	<i>Minimum</i>	<i>Mid-Point</i>	<i>Maximum</i>	<i>Title</i>
3	24,152	28,863	34,494	Library Clerks Library Children's Services Library Technical Services Clerk Library Historian Library Circulation Desk Cable Assistant Police Crossing Guards
4	28,511	34,073	40,721	Cable Program Director Fire/Ambulance Volunteers
5	33,813	40,410	48,293	Fiscal Clerk - Administration Fire Department - Administrative Assistant Police - Administrative Assistants
6	34,457	41,179	49,213	Library Circulation Supervisor
7	41,864	50,031	59,792	Library Head of Technical Services Reference Librarian Deputy Treasurer - Administration Deputy Clerk - Administration Firefighter/EMT/Fire Inspector
10	53,671	64,142	76,656	Village Clerk - Administration DPW - Laborers Recreation Director
11	56,892	67,991	81,255	Library Director DPW Foreman
12	64,405	76,970	91,986	Finance Director & Treasurer - Administration
13	66,552	79,536	95,053	Police Lieutenant
14	68,699	82,102	98,119	Police Captain Public Works Operations Supervisor
15	71,919	85,950	102,718	Deputy Chief of Police
16	75,139	89,798	107,317	Chief of Police Fire Chief
17	77,286	92,364	110,384	Director of Public Works
Contract				Village Administrator

VILLAGE OF HARTLAND
JOB CLASSIFICATION LIST - GRADE ORDER 2019

SEASONAL PAY SCHEDULE

A	7.73
B	7.88
C	8.04
D	8.20
E	8.37
F	8.53
G	8.71
H	8.88
I	9.06
J	9.24
K	9.42
L	9.61
M	9.80
N	10.00
O	10.20
P	10.40
Q	10.61
R	10.82
S	11.04
T	11.26
U	11.49
V	11.72
W	11.95
X	12.19
Y	12.43
Z	12.68

This schedule pays:

Summer Recreation Employees

Public Works Summer Help

Recycling Center Staff

Library Pages

Salaries paid in certain parts of the Village are divided between the General Fund and the Utilities to recognize the varying amounts of hours each position devotes to the function. The charts below represents those breakdowns.

Salary Splits by Department	Compensation Breakdown						Total	
	Village Board	General Administration	Finance	DPW	Water Utility	Sewer Utility		
Village Board	85%							
General Administration		65%			10%	5%	100%	See Tab 4 Page 1
Finance Department			34%		25%	10%	100%	See Tab 4 Page 3
DPW Director					33%	33%	100%	See Tab 4 Page 6
Utility Operations Supervisor				40%	40%	20%	100%	See Tab 11 Page 1
DPW Operations Supervisor				33%	34%	33%	100%	See Tab 11 Page 1
DPW Full Time Staff				70%	45%	20%	100%	See Tab 11 Page 1
					20%	10%	100%	See Tab 11 Page 1
Salary and Benefit Totals	Salary	FICA	Retirement Benefits	Health/Dental/Life	Other Benefits	Total Salary and Benefits		
Village Board	\$ 38,370	\$ 2,935	\$ -	\$ -	\$ -	\$ -	\$ 41,305	
General Administration	\$ 218,660	\$ 16,727	\$ 14,322	\$ 56,502	\$ 2,500	\$ -	\$ 308,711	
Finance Department	\$ 179,719	\$ 13,748	\$ 11,772	\$ 34,013	\$ 1,500	\$ -	\$ 240,752	
Public Works	\$ 950,828	\$ 72,738	\$ 62,279	\$ 295,684	\$ 13,000	\$ -	\$ 1,394,529	