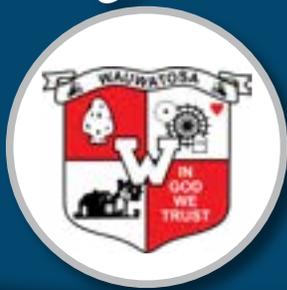


# City of Wauwatosa



## 2023 Adopted Budget



[wauwatosa.net](http://wauwatosa.net)

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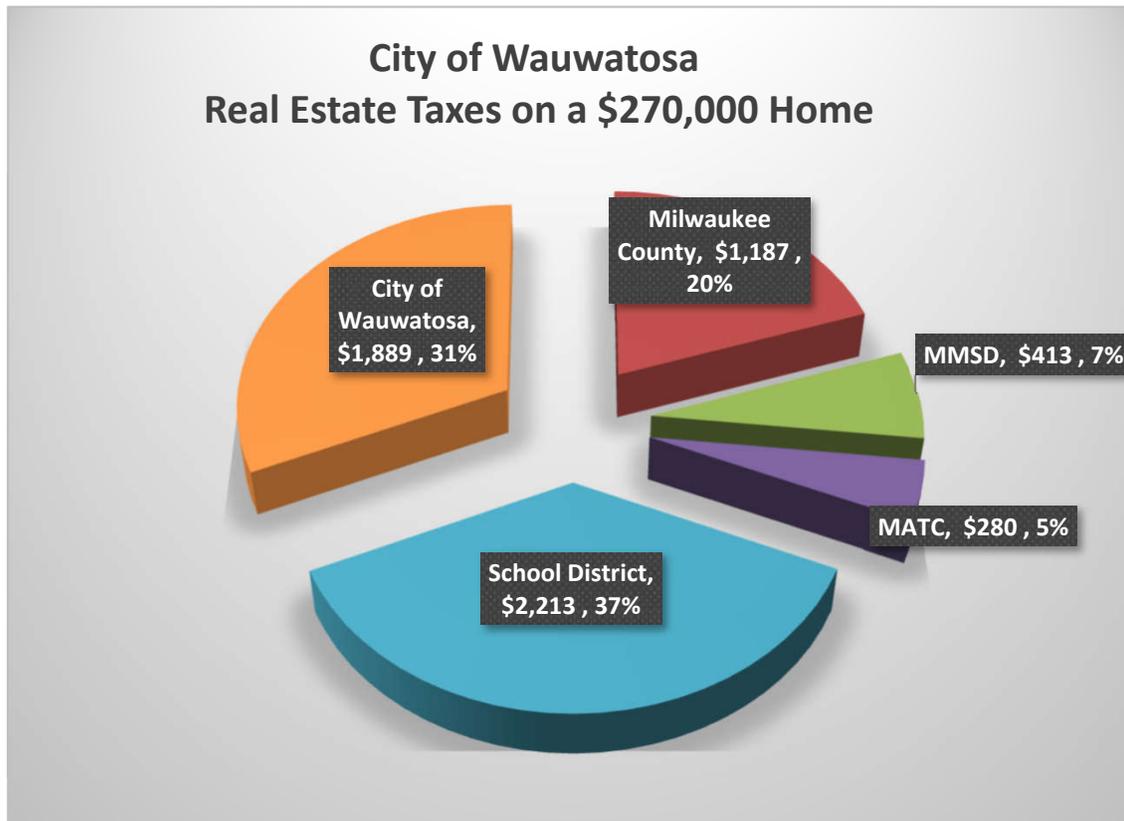
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## Taxation by Taxing District\*

*Average Residential Property*

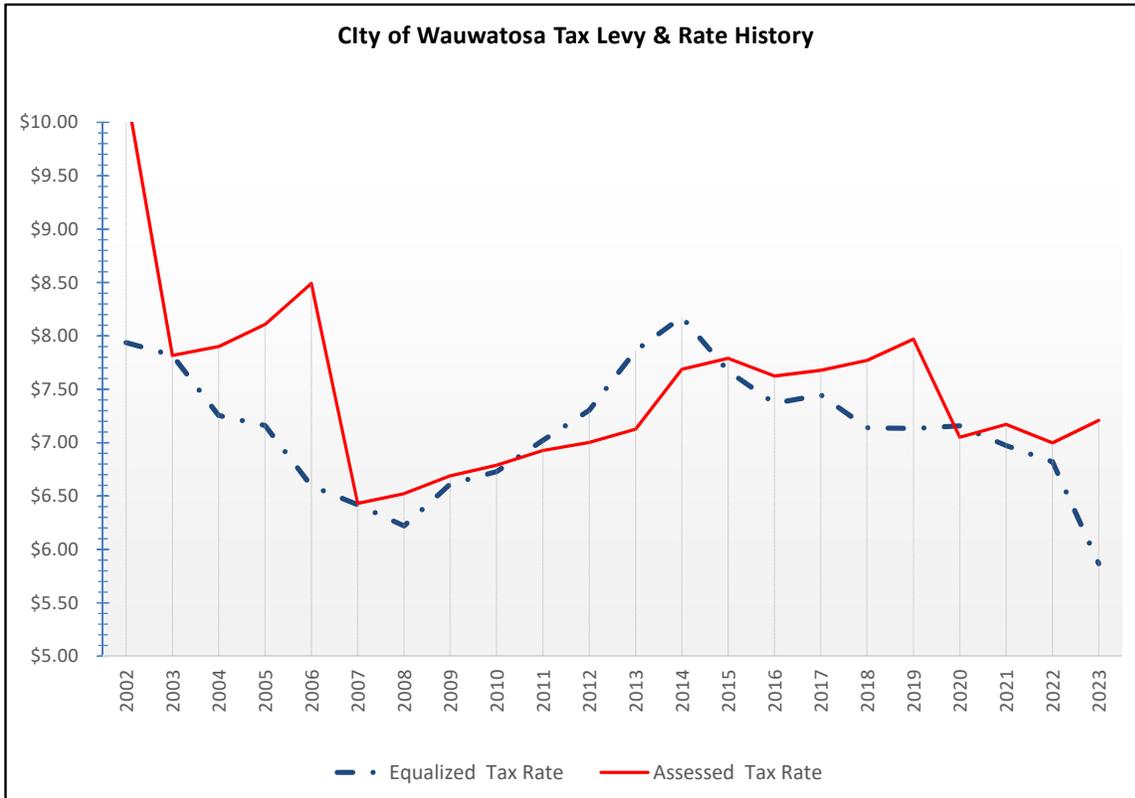
	<u>2018</u>		<u>2019</u>		<u>2020</u>		<u>2021</u>		<u>2022</u>	
State	\$ -	\$	-	\$	-	\$	-	\$	-	0.0%
Milwaukee County	\$ 1,226	\$	1,228	\$	1,258	\$	1,270	\$	1,187	19.8%
MMSD	\$ 419	\$	424	\$	433	\$	437	\$	413	6.9%
MATC	\$ 305	\$	307	\$	311	\$	317	\$	280	4.7%
School District	\$ 1,916	\$	1,931	\$	2,456	\$	2,329	\$	2,213	37.0%
City of Wauwatosa	\$ 1,733	\$	1,786	\$	1,882	\$	1,922	\$	1,889	31.6%
Gross Tax	\$ 5,600	\$	5,676	\$	6,341	\$	6,274	\$	5,982	
State Credits	\$ (494)	\$	(537)	\$	(608)	\$	(581)	\$	(624)	
Net Tax	\$ 5,106	\$	5,140	\$	5,733	\$	5,693	\$	5,358	
Home Value	\$ 223,000	\$	224,000	\$	267,000	\$	268,000	\$	270,000	

\* Represents the budget year, i.e the 2022 budget year represents the 2021 tax year.



### City of Wauwatosa Tax Levy Rate History

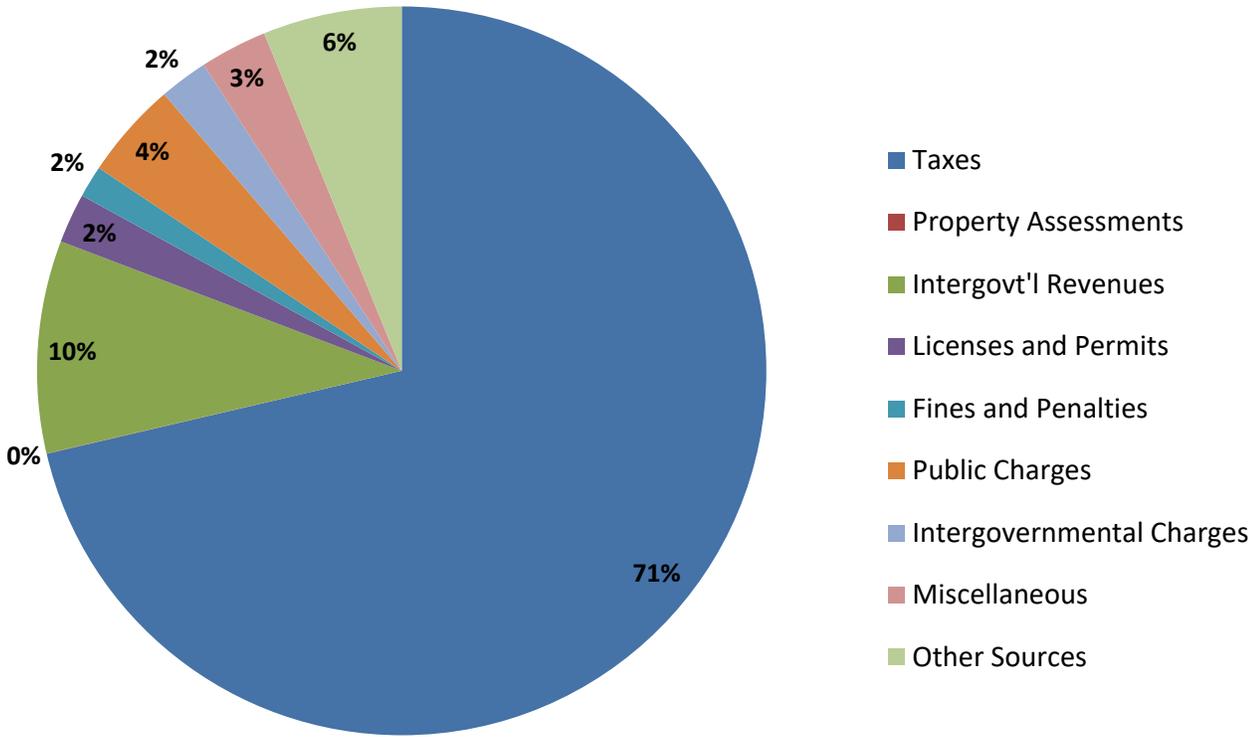
Year	Equalized Value <sup>1</sup>	% Change	Assessed Value <sup>1</sup>	% Change	City Levy	% Change	Equalized Tax Rate	% Change	Assessed Tax Rate	% Change
2023	\$ 8,519,107,200	19.32%	\$ 6,933,121,506	-0.37%	\$ 49,978,616	2.64%	5.87	-13.98%	7.21	3.02%
2022	\$ 7,139,586,600	9.50%	\$ 6,958,691,120	9.76%	\$ 48,693,938	7.11%	6.82	-2.18%	7.00	-2.42%
2021	\$ 6,520,258,300	5.74%	\$ 6,339,664,691	1.26%	\$ 45,461,749	3.00%	6.97	-2.59%	7.17	1.72%
2020	\$ 6,166,167,500	2.64%	\$ 6,260,842,432	16.48%	\$ 44,137,620	3.00%	7.16	0.35%	7.05	-11.57%
2019	\$ 6,007,585,200	2.29%	\$ 5,375,264,166	-0.39%	\$ 42,852,058	2.16%	7.13	-0.13%	7.97	2.56%
2018	\$ 5,873,146,600	6.40%	\$ 5,396,262,437	0.78%	\$ 41,946,785	2.04%	7.14	-4.10%	7.77	1.25%
2017	\$ 5,519,699,400	1.55%	\$ 5,354,275,917	1.90%	\$ 41,106,546	2.62%	7.45	1.05%	7.68	0.70%
2016	\$ 5,435,690,500	6.77%	\$ 5,254,410,426	4.82%	\$ 40,058,445	2.58%	7.37	-3.92%	7.62	-2.14%
2015	\$ 5,091,255,900	9.70%	\$ 5,012,628,279	1.53%	\$ 39,050,136	2.90%	7.67	-6.20%	7.79	1.35%
2014	\$ 4,641,119,800	-1.46%	\$ 4,937,185,119	-4.99%	\$ 37,949,568	2.48%	8.18	4.00%	7.69	7.87%
2013	\$ 4,709,725,000	-5.90%	\$ 5,196,727,012	-0.46%	\$ 37,030,421	1.30%	7.86	7.65%	7.13	1.76%
2012	\$ 5,004,833,100	-3.87%	\$ 5,220,542,224	-1.07%	\$ 36,555,123	0.00%	7.30	4.02%	7.00	1.08%
2011	\$ 5,206,269,800	-2.22%	\$ 5,276,999,488	-0.01%	\$ 36,555,123	2.03%	7.02	4.35%	6.93	2.04%



<sup>1</sup> Values do not include tax incremental district values

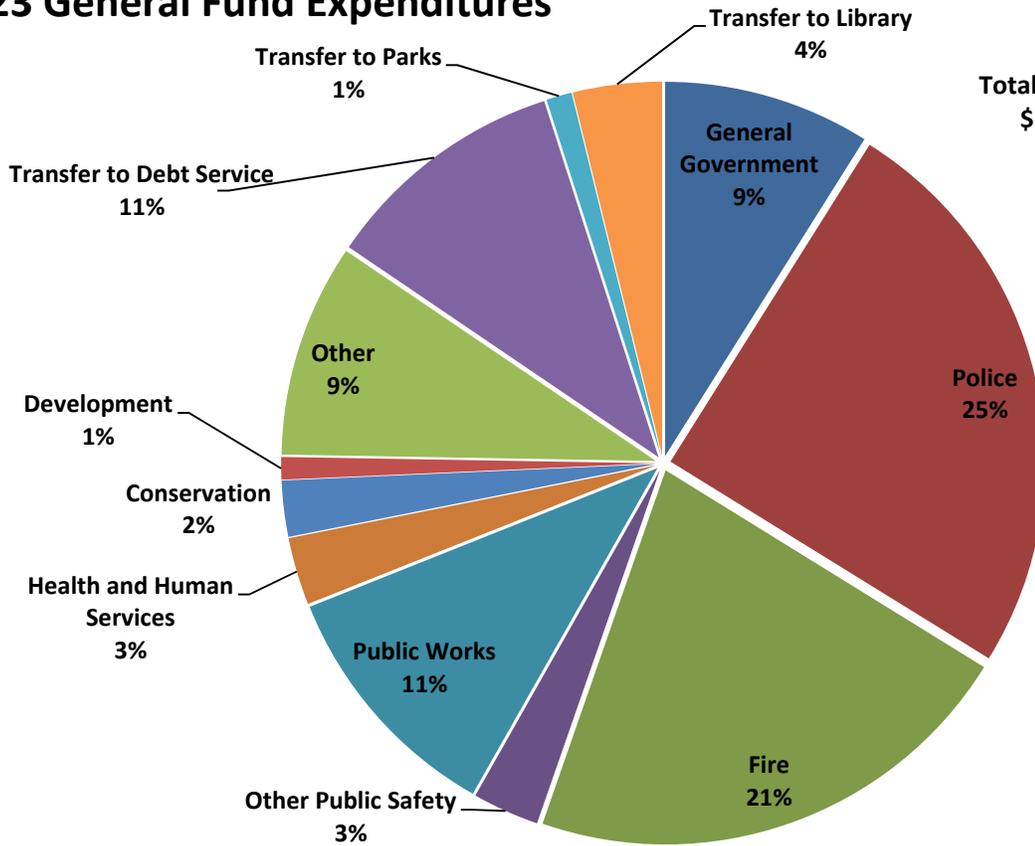
## 2023 General Fund Revenues

Total Revenues:  
\$73,233,276



## 2023 General Fund Expenditures

Total Expenditures:  
\$73,233,276



<sup>1</sup> "Other Public Safety" includes Animal Control, Crossing Guards, Traffic Control and Building Regulation

## BUDGETED FULL-TIME EQUIVALENCY EMPLOYMENT

DEPARTMENT	2022	2023	VAR
Administrative Services	13.66	14.29	0.63
Assessor	5.60	5.60	-
Common Council	16.00	16.00	-
City Clerk/Elections	5.00	4.50	(0.50)
Development	13.00	15.00	2.00
Engineering	22.74	24.33	1.59
Finance	10.07	9.82	(0.25)
Fire	102.56	103.58	1.02
Fleet Maintenance	10.00	10.00	-
Health	14.30	18.30	4.00
Information Systems	7.00	7.00	-
Library	27.00	26.83	(0.17)
Mayor	1.00	1.00	-
Municipal Complex	4.00	4.00	-
Municipal Court	1.89	1.89	-
Police	135.02	138.08	3.06
Public Works	61.48	61.48	-
Traffic Electrical Maintenance	6.29	6.29	-
Tourism	1.00	1.00	-
Water	19.38	19.38	(0.00)
<b>TOTAL FULL-TIME EMPLOYMENT</b>	<b>477.00</b>	<b>488.37</b>	<b>11.37</b>

# 2023 Levy Analysis

## MAJOR REVENUE CHANGES

<u>ACCOUNT TYPE</u>	<u>BASIS</u>	<u>\$ CHANGE</u>	<u>% Change</u>
INTEREST INCOME	Increase in interest earnings due to increase in short term rates and allocation change	1,640,000	431.6%
HOTEL/MOTEL ROOM TAX	Continued COVID recovery	353,000	28.3%
AMBULANCE FEES	Due to recent state law change, can increase amount billed to Medicaid	275,000	19.2%
PAYMENTS IN LIEU OF TAXES	2 senior assisted living facilities using new fully loaded rate to calculate PILOT	108,154	22.9%
LICENSES AND PERMITS	2 additional reserve liquor licenses - 20K Building permit revenue increase \$44K Special event fee revenue up \$10K	85,350	5.6%
OTHER CHANGES	Misc additional changes	(203,555)	-100%
ARPA FUNDS	Use of American Rescue Plan Funds to offset temporary revenue decreases	(400,000)	-57.1%
<b>TOTAL MAJOR REVENUE CHANGES</b>		<b>1,857,949</b>	

## MAJOR EXPENDITURE CHANGES

<u>ACCOUNT TYPE</u>	<u>BASIS</u>	<u>\$ CHANGE</u>	<u>% Change</u>
TRANSFER TO DEBT SERVICE, AMORTIZATION FUND, CAPITAL REGULAR PAY	Increase in Debt Service, \$50K interest in Fire Capital	346,178	3.0%
BENEFITS	Cost of living increase and performance pay . Department staffing changes	1,433,779	5.1%
TRANSFER TO PARKS	180K increase in health insurance 183K increase in social security 466K increase in WRS	702,002	5.5%
TRANSFER TO TOURISM	Change in wage allocation to more accurately reflect labor effort	557,428	68.8%
OTHER EXPENDITURES	Increase in hotel/motel room tax required to be spent by Tourism Commission	353,000	50.1%
OPERATING EXPENDINTURES		184,424	
SERVICES	Inflation driving increases in commodities such as medical supplies and ammunition	91,450	6.8%
HEALTH GRANT EXPENSES	Elimination of one-time consulting expenses such as transportation utility feasibility	(130,076)	-3.9%
	Decrease in funding from state results in reduced COVID 19 program expenses	(395,559)	-44.2%
<b>TOTAL MAJOR EXPENDITURE CHANGES</b>		<b>3,142,627</b>	

**CHANGE IN PROPERTY TAX LEVY** 1,284,678 2.6%

\* Expenditure Restraint contingency removed from expenditures and revenues for comparisons purposes

# MAYOR

## PURPOSE

The Mayor is elected Chief Executive Officer of the City of Wauwatosa. The Mayor presides over the Common Council, serves as primary spokesperson of the City, and strengthens community relations in support of the City's Mission and Strategic Plan.

## PROGRAMS/SERVICE LINES

## LEADERSHIP

- Presides over Council meetings and models civility and good conduct. Works with staff to create annual City Executive Budget.
- Upholds and promotes the strategic mission and vision of the City, encourages citizen engagement, strengthens the community and seeks to enhance the quality of life.
- The Regional Transit Leadership Council, Wisconsin Center District, Visit Milwaukee, Intergovernmental Cooperative Council, the Milwaukee Regional Innovation Center, Milwaukee County Capital Improvement Committee, Urban Alliance, and League of Wisconsin Municipalities Board fulfilling the City's vision to be a *Regional, State, and National Leader*. The Mayor also collaborates with "Milwaukee 7" (M7) regional economic development group, the Southeastern Wisconsin Regional Planning Commission (SEWRPC), and the National League of Cities (NLC). Participation in all these groups increases the City's involvement and helps build collaborations and partnerships in local, regional, state, and national issues and initiatives.
- Heads the Emergency Operations Center (EOC), the City's central coordinating, monitoring, notification and warning center for major emergencies and disasters.

## PUBLIC RELATIONS

- Serves as the Chief Executive Officer and spokesperson for the City and represents the City of Wauwatosa at the local, state, and national level. The Mayor works with the media to inform the public of the City's mission, policies, and practices in a positive, consistent, and credible manner.

## RECRUITMENT AND APPOINTMENT

- Recruits and appoints over 250 volunteers to City boards, commissions and committees, and assigns Council liaisons encouraging effectiveness and alignment to the City's Strategic Plan. The Mayor actively engages citizens to increase their role in decision-making and creates a stronger link between citizens and their government.

## BUDGET SNAPSHOT

	2022	2023	Change
Exp	\$ 78,290	\$ 74,605	\$ (3,685)
Rev	\$ -	\$ -	\$ -
Net Cost	\$ 78,290	\$ 74,605	\$ (3,685)
FTE's	1.00	1.00	-

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## COMMUNITY DEVELOPMENT

- Chairs the Plan Commission to carefully steer future development to retain community character, minimize land use conflicts, provide a wide variety of housing and employment opportunities and preserve natural and cultural resources. The Mayor also works with the Community Development Authority, NAIOP—the Commercial Real Estate Development Association, the Commercial Association of Realtors of Wisconsin and builds relationships with developers, realtors and key business leaders.
- Builds collaborative relationships with community partners, such as the Wauwatosa School District, the Education Foundation of Wauwatosa, the Village Business Improvement District, MidTown Business Association, East Tosa Alliance, the Wauwatosa Chamber of Commerce and the Neighborhood Association Council to support the City's Strategic Plan goal to be *A Community of Choice*.
- Meets regularly with leaders of Medical College of Wisconsin, Froedtert Hospital, Children's Hospital of Wisconsin, the Milwaukee Regional Medical Center, city and regional business leaders and state and federal elected officials.

## 2022 BUDGETARY CHANGES

- None

## 2023 BUDGETARY CHANGES

- Increase of \$3,627.14 for fringe benefits.
- Reduction of \$1,600 for Auto Allowance.

**BUDGET SUMMARY TABLE**

Mayor Dept #110					
Expenditures					
2021	2022	2022		2023	2023 / 2022
Actual	Adopted Budget	Revised		Budget	% of Change
40,204	40,703	40,703	Wages	35,666	-12.4%
608	-	-	Overtime	-	0.0%
21,427	5,882	5,882	Benefits	8,788	49.4%
600	2,200	2,200	Other Compensation	600	-72.7%
686	13,029	13,029	Operating Expenses	13,029	0.0%
3,358	2,500	2,500	Services	2,500	0.0%
16,851	13,976	13,976	Internal Charges	14,022	0.3%
-	-	-	Other Expenses	-	0.0%
<b>83,736</b>	<b>78,290</b>	<b>78,290</b>	<b>TOTAL</b>	<b>74,605</b>	<b>-4.7%</b>
Revenues					
2021	2022	2022		2023	% of
Actual	Adopted Budget	Revised		Budget	Change
-	-	-			0.0%
-	-	-	<b>TOTAL</b>	-	<b>0.0%</b>
Net Cost					
<b>83,736</b>	<b>78,290</b>	<b>78,290</b>	<b>TOTAL</b>	<b>74,605</b>	<b>-4.7%</b>

**PERSONNEL SCHEDULE**

Mayor				
Position Description	2022 FTE	2023 Base Positions	2023 FTE	2022-23 Change
Mayor	1.00	1	1.00	-
<b>TOTAL</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>

# COMMON COUNCIL

## PURPOSE

The Common Council manages and controls city property, finances, highway, and public service; and has the power to act for the government and good order of the city for its commercial benefit and for the health, safety, and welfare of the public. The Common Council may carry out its powers by license, regulation, suppression, borrowing money, tax levy, appropriation, fine, imprisonment, confiscation, and other necessary or convenient means.

## BUDGET SNAPSHOT

	2022	2023	Change
Exp	\$212,105	\$197,345	\$(14,760)
Rev	\$ -	\$ -	\$ -
Net Cost	\$212,105	\$197,345	\$(14,760)
FTE's	16.00	16.00	-

## PROGRAMS/SERVICE LINES

The budget supports the operational functions of legal publications, official minutes, office supplies, and memberships associated with the activities of the Common Council. The Clerk's office prepares agendas and minutes for Common Council and council committee meetings. Several items that are not department-specific are included in this budget, such as organizational dues and the annual business improvement district assessment payment.

## 2022 BUDGETARY CHANGES

- No significant budget changes.

## 2023 BUDGETARY CHANGES

- Reduction of \$11,000 in General Services. This amount was a 2022-specific request for informational mailings regarding the referendum.
- \$2,500 is added for the Commission for Persons with Disabilities.

**BUDGET SUMMARY TABLE**

Common Council Dept #111					
Expenditures					
2021 Actual	2022 Adopted Budget	2022 Revised	Name	2023 Budget	2023 / 2022 % of Change
86,400	86,400	86,400	Wages	86,400	0.0%
8,196	12,633	12,633	Benefits	7,542	-40.3%
51	-	-	Other Compensation	-	0.0%
35,895	41,679	42,992	Operating Expenditures	41,131	-1.3%
20	11,000	11,000	Services	-	-100.0%
6,400	6,400	6,400	Fixed Charges	6,000	-6.3%
15,677	53,993	53,993	Internal Charges	53,772	-0.4%
-	-	-	Other Expenses	2,500	0.0%
<b>152,639</b>	<b>212,105</b>	<b>213,418</b>	<b>TOTAL</b>	<b>197,345</b>	<b>-7.0%</b>
Revenues					
2021 Actual	2022 Adopted Budget	2022 Revised	Name	2023 Budget	2023 / 2022 % of Change
-	-	-	TOTAL	-	0.0%
<b>-</b>	<b>-</b>	<b>-</b>	<b>TOTAL</b>	<b>-</b>	<b>0.0%</b>
Net Cost					
<b>152,639</b>	<b>212,105</b>	<b>213,418</b>	<b>TOTAL</b>	<b>197,345</b>	<b>-7.0%</b>

**PERSONNEL SCHEDULE**

Common Council				
Position Description	2022 FTE	2023 Base Positions	2023 FTE	2022-23 Change
Alderspersons	16.00	16	16.00	-
<b>TOTAL</b>	<b>16.00</b>	<b>16</b>	<b>16.00</b>	<b>-</b>

# WAUWATOSA YOUTH COMMISSION

## PURPOSE

The purpose and duties of the Wauwatosa Youth Commission are to act as an advisory body to the Common Council and the Mayor and to provide recommendations on proposed policies and ordinances affecting youth.

### BUDGET SNAPSHOT

	2022	2023	Change
Exp	\$ 2,700	\$ 2,754	\$ 54
Rev	\$ -	\$ -	\$ -
Net Cost	\$ 2,700	\$ 2,754	\$ 54
FTE's	-	-	-

## PROGRAMS/SERVICE LINES

- To encourage, develop and implement activities and services that promote a positive environment for youth in the City of Wauwatosa.
- To serve and represent a broad spectrum of youth from diverse backgrounds and all geographic areas of Wauwatosa.
- To report annually to the Mayor and the Common Council on the interests, needs, and recommendations concerning matters that affect the youth of Wauwatosa.
- To cooperate and coordinate with other organizations that have the interests of youth in common.

**BUDGET SUMMARY TABLE**

Youth Commission Dept #113					
Expenditures					
	2022				2023 / 2022
2021	Adopted	2022		2023	% of
Actual	Budget	Revised	Name	Budget	Change
-	-	-	Misc. Expenses	-	0.0%
937	1,600	12,732	Operating Expenditures	1,632	2.0%
-	1,100	1,100	Other Expenses	1,122	2.0%
<b>937</b>	<b>2,700</b>	<b>13,832</b>	<b>TOTAL</b>	<b>2,754</b>	<b>2.0%</b>
Revenues					
	2022				
2021	Adopted	2022		2023	% of
Actual	Budget	Revised	Name	Budget	Change
					0.0%
-	-	-	<b>TOTAL</b>	-	<b>0.0%</b>
Net Cost					
<b>937</b>	<b>2,700</b>	<b>13,832</b>	<b>TOTAL</b>	<b>2,754</b>	<b>2.0%</b>

# SENIOR COMMISSION

## PURPOSE

Our mission is to enhance the quality of life for all older adults in Wauwatosa. We represent and serve as advocates for older adult residents. We do this by bringing focus to issues affecting the quality of life of seniors; serving as a connecting point between seniors, the city, social agencies, neighborhood associations, and other groups; monitoring the needs of seniors and developing strategic recommendations to address identified issues.

	2022	2023	Change
Exp	\$ 3,195	\$ 2,621	\$ (574)
Rev	\$ -	\$ -	\$ -
Net Cost	\$ 3,195	\$ 2,621	\$ (574)
FTE's			-

## PROGRAMS AND COMMITTEES

### HOUSING COMMITTEE

This subcommittee was tasked with identifying housing needs and desires that are most critical to Wauwatosa seniors. The results of this survey have allowed the commission to provide housing needs recommendations to city staff, the planning commission and the common council, allowed for inter-citizen committee collaboration and prompted the creation of the Helping Seniors Stay in their Homes subcommittee.

### HELPING SENIORS STAY IN THEIR HOMES

This subcommittee of the Commission has been working to research existing opportunities and programs that assist older adults with the goal of remaining in their homes independently. They will work to develop recommendations about what types of initiatives they think would be feasible for implementation in Wauwatosa. This group is currently working on a proposal for use of ARPA funds to establish a transportation option for Wauwatosa’s older adults.

### SENIOR RECREATION/WELLNESS

This subcommittee of the Commission has been working to research existing recreation and wellness opportunities and programs that are available for older adults in Wauwatosa. Once

they have cataloged all of the opportunities, they will survey the community to see what other types of programming is desired and then work to advocate for their development.

## SERVICES

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### COLLABORATION

The Senior Commission places an emphasis on collaborating with other city commissions and committees. Commission members have attended meetings of those groups with similar goals and interests including the Committee for Citizens with Disabilities and the Bicycle and Pedestrian Facilities Committee. The Chair of the Senior Commission participates in a citywide Housing Coalition, which also includes members of the Equity and Inclusion Commission, Committee for Citizens with Disabilities, and Tosa Together. This group has worked to create a Joint Statement on Housing Equity in Wauwatosa and will continue to work collaboratively to advance housing equity in Wauwatosa. The Chair of the Commission is a member of the Milwaukee County Senior Center Special Committee. This committee is responsible for future planning related to county senior center facilities, programming, partners and community engagement. The Senior Commission also works closely with area non-profits serving older adults, such as Eras Senior Network and local food pantries.

### FILE OF LIFE

The Senior Commission subsidizes this program in partnership with the City Fire, Police and Health departments. File of Life includes refrigerator magnet pouches with card and purse/billfold size pouches, along with an information card. This information serves as a mini-medical history for emergency responders.

### LOCKBOX PROGRAM

The Senior Commission sponsors this program in partnership with the Fire and Police departments. A lockbox containing a key to the participant's home is secured on the outside of the front door. In Wauwatosa, only the Fire Department has the key to the lockbox. It provides access for first responders without the need to break into the house in case of an emergency.

### VOTING ASSISTANCE PROGRAM

The Senior Commission, together with the City Clerk, Health Department and Hart Park Senior Center, created a program to assist older adults with voter registration, requesting an online ballot and providing a witness signature for the recent election.

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## SHARING COMMUNITY RESOURCES

The Senior Commission works to identify programs, resources, agencies and community education that is beneficial to older adults. This information is shared regularly on the Senior Ambassador Facebook page as well as with senior serving agencies, such as Hart Park Senior Center.

## 2022 ACHIEVEMENTS

COVID-19 Health Protocols and Vaccine – consulted with Health Department to ensure voice of older adults was represented.

Coordinated senior programs with citizen committees, City staff, school recreation staff and community organizations.

New Health and Wellness Initiatives in collaboration with Wauwatosa Recreation, Parks, and Public Works Departments and the Wauwatosa School District.

Developed and submitted several ARPA proposals.

Raised awareness about need for enhanced communications with older adult population with less reliance on digital communication only.

Focused on housing needs, with specific attention paid to affordability, accessibility and inclusivity. Continued to work in collaboration with Joint Housing Coalition on these matters.

Advocacy around voting issues and the need to re-open in person dining at Hart Park Senior Center.

## 2023 GOALS

Work with City staff to create housing options of all types for older adult residents.

Address digital literacy gap.

Continue voter advocacy to ensure that older adults can vote safely and securely.

Continue advocacy efforts around in-person senior dining.

Continue collaborative work related to wellness and recreation expansion.

Work with City staff and the Bicycle-Pedestrian Committee on projects related to senior-friendly and accessible infrastructure (benches, safe street crossings, signage, exercise activities, etc.)

Work closely with City staff on the Muellner Building renovations (Hart Park Senior Center) and 16th Street City Park.

Offer input and support to the city-wide AARP Age-Friendly/Livable Communities initiative which is led by the Health Department and a community-based steering committee.

Enhance communication with members of the Council, in particular new members.

BUDGET SUMMARY TABLE

Senior Commission Dept #115					
Expenditures					
2021	2022	2022		2023	2023 / 2022
Actual	Adopted Budget	Revised	Name	Budget	% of Change
1	3,195	15,659	Operating Expenditures	2,621	-18.0%
3	-	-	Utilites	-	0.0%
<b>4</b>	<b>3,195</b>	<b>15,659</b>	<b>TOTAL</b>	<b>2,621</b>	<b>-18.0%</b>
Revenues					
2021	2022	2022		2023	% of
Actual	Adopted Budget	Revised	Name	Budget	Change
200	-	-	Miscellaneous	-	0.0%
<b>200</b>	<b>-</b>	<b>-</b>	<b>TOTAL</b>	<b>-</b>	<b>0.0%</b>
Net Cost					
<b>(196)</b>	<b>3,195</b>	<b>15,659</b>	<b>TOTAL</b>	<b>2,621</b>	<b>-18.0%</b>

# MUNICIPAL COURT

## PURPOSE

The Municipal Court acts on violations of municipal ordinances and violations of resolution or by-law if authorized by statute. Court action is a civil action, and the forfeiture or penalty imposed by any ordinance of the municipality may be collected in an action in the name of the municipality. The Wauwatosa Municipal Court strives to serve the public efficiently, courteously, and in a positive manner.

## PROGRAMS/SERVICE LINES

This budget supports the clerical functions associated with weekly municipal court activities. The court staff prepares court dockets, accepts payments of forfeitures imposed by the court, arranges payment plans to facilitate collection, schedules hearings, and provides information and documents as needed. Defendants not present for their court dates are notified promptly in writing of the Judge's decision. Driver license suspensions/revocations ordered by the Judge are reported to the Department of Transportation. Court staff prepare warrants for execution by the Police Department. Defendants failing to pay the forfeiture amounts may be entered into the Department of Revenue's Tax Refund Intercept Program (TRIP) or State Debt Collection (SDC). Workload in the office is heavily dependent upon the number of citations issued annually. The court staff responds courteously and respectfully to all defendants and works to provide answers promptly to inquiries. Court staff assists the Judge on court nights to process the judge's orders and respond to inquiries from the public.

BUDGET SNAPSHOT			
	2022	2023	Change
Exp	\$ 233,114	\$ 241,625	\$ 8,511
Rev	\$ 415,000	\$ 390,000	\$ (25,000)
Net Cost	\$ (181,886)	\$ (148,375)	\$ 33,511
FTE's	1.89	1.89	-

**MAJOR CHANGES**

- Potential added court sessions

## 2021 - 2022 ACHIEVEMENTS

- The City retains approximately 65% of the gross revenue collected by the Court with the remainder divided between the County and State. Forfeitures are obtained from SDC and TRIP collections, payment on warrants and commitments, payment on driver license suspensions, pre-court payments at the Police Department, and on-time payments made at the court office or online.

Forfeiture revenue retained by the City in 2021 was \$421,227. That is \$10,684 up from the total retained in 2020. So far, in 2022, forfeiture revenue is down \$15,063 from the same period in 2021.

- In 2021, 2719 municipal and traffic citations were issued and 2545 citations were adjudicated in Wauwatosa Municipal Court. In the first half of 2022, 1782 citations were issued and 1707 were adjudicated. The number of citations adjudicated is solely dependent on the number of citations issued by the Police Department and the City.

- In 2021, collections from the Department of Revenue **State Debt Collection program (SDC)** were \$499,062 in gross revenue. So far, in 2022, the court has received \$249,220. To date there are over 6400 outstanding debts in SDC totaling more than \$1,100,000.
- Gross revenue from the **Tax Refund Intercept Program (TRIP)** was \$4183 in 2021 and so far, in 2022, the court has received \$3255. There are 1184 unpaid citations in TRIP totaling \$180,000.
- There were 57 warrants issued in 2021 and 41 warrants issued in the first half of 2022. No commitments for jail time have been issued since 2019. There are currently 102 open warrants and 10 open commitments.
- In 2021, the court processed drivers license suspensions on 385 citations and 228 in the first half of 2022.

## 2022 SIGNIFICANT CHANGES

With the election of a new Judge, the Honorable Krista G. LaFave, the court has been undergoing significant changes to its operations. Some of the changes include:

- Finding additional agencies to provide online classes and community service opportunities for defendants.
- Creating and updating forms that provide the defendant a clear understanding of the Judge's orders.
- Working with the Police Department to change the way parking tickets are contested.
- Updating the court website.
- Providing alternatives to payment due to financial hardship.
- Working with the prosecutor to update forms used during initial intake so that it is clear to all parties and provides an option for the defendant to waive an appearance in front of the judge if he or she chooses.

## 2023 SIGNIFICANT CHANGES

Due to the volume of juvenile cases and the time the Court devotes to hearing each juvenile matter, the Court is exploring the potential for having juvenile-only intake sessions.

## 2023 LINE ITEM CHANGES

**BUDGET SUMMARY TABLE**

Municipal Court Dept #120					
Expenditures					
2021	2022	2022		2023	2023 / 2022
Actual	Adopted Budget	Revised	Name	Budget	% of Change
119,230	126,569	126,569	Wages	129,398	2.2%
235	2,000	2,000	Overtime	-	-100.0%
59,346	40,567	40,567	Benefits	48,003	18.3%
4,847	13,000	13,000	Operating Expenses	13,260	2.0%
1,920	18,100	18,100	Services	18,100	0.0%
-	100	100	Utilities	100	0.0%
36,040	32,778	32,778	Internal Charges	32,764	0.0%
<b>221,619</b>	<b>233,114</b>	<b>233,114</b>	<b>TOTAL</b>	<b>241,625</b>	<b>3.7%</b>
Revenues					
2021	2022	2022		2023	2023 / 2022
Actual	Adopted Budget	Revised	Name	Budget	% of Change
360,424	415,000	350,000	Fines and Penalties	390,000	-6.0%
<b>360,424</b>	<b>415,000</b>	<b>350,000</b>	<b>TOTAL</b>	<b>390,000</b>	<b>-6.0%</b>
Net Cost					
<b>(138,805)</b>	<b>(181,886)</b>	<b>(116,886)</b>	<b>TOTAL</b>	<b>(148,375)</b>	<b>-18.4%</b>

**PERSONNEL SCHEDULE**

Courts				
Position Description	2022 FTE	2023 Base Positions	2023 FTE	2022-23 Change
Court Clerk	1.60	2	1.60	-
Court Officer	0.12	3	0.12	-
Municipal Justice	0.17	1	0.17	-
<b>TOTAL</b>	<b>1.89</b>	<b>6.00</b>	<b>1.89</b>	<b>-</b>

# ADMINISTRATIVE SERVICES DEPARTMENT

## PURPOSE

### ADMINISTRATION (10-140)

The City Administrator serves as the chief administrative and operating officer of the city and has clear authority to administer day-to-day operations of the municipal government, including formulating operating procedures. The City Administrator is responsible for directing and coordinating the administration of municipal operations, but has no authority of a policy-making nature and does not serve as a voting member in the creation of policy. The Administrator serves in a liaison capacity to all city board and commissions.

### COMMUNICATIONS AND MARKETING

To enhance outreach to residents and businesses, offer a variety of means for audiences to learn more about and become involved with their city government, and to share information on city services. Communications seeks to assist all city departments in enhancing transparency into their operations.

### HUMAN RESOURCES (10-143)

The Human Resource Department's mission is to strategically support the City's efforts to attract, retain, and engage a talented, efficient and diverse workforce. HR embraces change and the opportunity it brings for increased efficiency of the City.

### CITY ATTORNEY (10-130, 10-131)

To provide accurate and accessible legal services to Wauwatosa City Government in a fiscally responsible manner.

## PROGRAMS/SERVICE LINES

### ADMINISTRATION:

#### COUNCIL BUSINESS

- On behalf of the Council, direct and coordinate day-to-day operations to ensure policies and procedures are properly implemented. Provide advice and recommendations based on expertise.

#### COMMUNICATIONS

- Oversight of digital media, print media, social media, and media relations.
- Assist all city departments in implementing their missions, priorities, and projects by providing communications expertise and guidance.

## BUDGET SNAPSHOT

	2022	2023	Change
Exp	\$ 1,928,720	\$ 2,122,404	\$ 193,684
Rev	\$ -	\$ 10,000	\$ 10,000
Net Cost	\$ 1,928,720	\$ 2,112,404	\$ 183,684
FTE's	13.66	14.29	0.63

## MAJOR CHANGES

- Increase in general liability charge to the Litigation reserve due to re-assessment of property tax appeal risk.

- Taping and broadcasting the Common Council and Standing Committee meetings on the government access channels and web streaming, including oversight of associated personnel.
- Administering the cable contract with Time Warner Cable.
- Identify opportunities for citizen engagement on city initiatives.

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#### CROSSING GUARD

- Provide crossing guard services through a private contractor who assists children attending public and private school to cross roads along identified State Routes to School.

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#### INTERN PROGRAM

- The intern program provides additional capacity to departments for a variety of special projects. In addition, this program provides an opportunity for the city to help develop post-secondary students who are interested in a career in public service and may be future leaders in the organization.

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#### PERSONNEL MANAGEMENT

- Develop strategies for labor relations as part of the negotiation team in the collective bargaining process.
- Develop compensation and benefit strategies to encourage retention and recruitment while being prudent with financial resources.
- Collaborate to encourage continued organizational development.
- Assist in recruitment of key positions.

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#### DEVELOPMENT/PLANNING

- Assist in economic development activities to attract, retain, and expand businesses in the City of Wauwatosa, including financial resource assistance, working closely with neighborhood and business associations and groups, coordination of city departments to foster development, business retention and expansion efforts, and more.

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#### ORGANIZATIONAL MANAGEMENT, ANALYSIS & STRATEGIC PLANNING

- Provide necessary research and recommendations to develop a course of action regarding policies, programs, and strategic initiatives.
- Develop and implement strategic plans through the Common Council and committees.
- Guide and assist staff to prepare for and implement policies and procedures of the city and its employees, and any other functions absorbed by the city administration team.

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#### HUMAN RESOURCES:

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#### COMPENSATION

- Manage compensation to competitively attract and retain a high-performing workforce. Oversee and administer salary changes such as cost of living, performance pay and other adjustments. Create and apply salary policies as appropriate (e.g. promotion, overtime, holiday, etc.).

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## BENEFIT ADMINISTRATION

- Manage vendors and purchasing of benefits, administration of benefits to employees, claims trouble shooting, communication of benefits, eligibility tracking; also, paid time off including vacation, sick leave, holiday, etc.
- Oversee robust employee wellness program and on-site workplace clinic

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## PAYROLL/TIMEKEEPING

- Manage bi-weekly and special payrolls for 480 employees
  - Ensure legal compliance, accuracy and efficiency in payroll
  - Automated Timekeeping System (Kronos) and Telestaff (Police and Fire Advanced Scheduling)
  - Payroll System: Tyler Munis go-live was January 2022; benefits administration portal go-live

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## ORGANIZATIONAL DEVELOPMENT

- Design, implement, and support strategies to increase organizational effectiveness and support organizational change:
  - Invest in People – employee development program and intranet site
  - Employee engagement and morale
  - Supervisor and leadership training
  - Support teams and leadership through training and initiatives to align organization to industry best practices, the city's strategic plan and increased performance
  - Diversity, equity and inclusion policies, initiatives and training

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## PERFORMANCE MANAGEMENT

- Manage performance evaluation processes, rating systems, communication, and calculation of pay scenarios. Manage the associated software system
- Assist organization in driving optimal performance of employees and culture change through effective coaching and performance management practices

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## EMPLOYEE AND LABOR RELATIONS

- Advise, consult, and lead on employee issues. Examples: work with supervisors and employees on performance issues, disciplinary issues, regulatory issues and conflict resolution issues
- Assist in labor relations with unions, contract interpretation, negotiation, and implementation of contract terms; and enhance positive labor relations

## RECRUITMENT/SELECTION OF EMPLOYEES

- Manage and lead recruitment and hiring process, implement industry best practices and innovative solutions for recruitment, design and comp new positions, advertise openings, work with departments to analyze efficiency of staffing structure, oversee and participate in interview process
- Ensure legal compliance in hiring; review of recruitment processes for enhanced efficiency
- Wauwatosa is the first local municipality to participate in MMAC's pledge to enhance diversity in our city's employment by 2025. HR manages recruitment processes to help ensure inclusive hiring practices and a welcoming culture
- Continue to modernize recruitment efforts and work on culture initiatives to ensure that the City of Wauwatosa is an employer of choice
- Focus on succession planning, employee development and retention of talent

## CITY ATTORNEY (INCLUDING LITIGATION RESERVE)

- Legal representation of City and legal defense/litigation management, including property tax litigation
- Municipal Court prosecution
- General advice, counsel and training for Common Council as well as various boards, commissions and all City departments
- Ordinance drafting, enforcement and review
- Liability claims processing
- Collections and bankruptcy
- Contract review and drafting
- Property transactions

## 2022 ACHIEVEMENTS

### ADMINISTRATION:

- Lead a community engagement process to determine the community's feedback on developing the next strategic plan.
- Created and implemented an orientation program for new elected officials.
- Supported the Enterprise Resource Planning project and the city's economic development initiatives.

### COMMUNICATION AND MARKETING

- Served as key staff members on the city's Police Recruitment Task Force providing marketing expertise and recommendations to the recruitment team.
- Continues to implement a marketing campaign to raise awareness of methods to stay informed with city services and policy discussions.

- Launched a new city podcast with 4 episodes as of July 2022 and over 400 views of the initial episodes.
- Assessed department written materials and provided recommendations to enhance grammar, readability, and layout.
- Hired a graphic designer to refresh highest used documents by all departments, including business cards, letterhead, email signatures, and a PowerPoint presentation template.
- Worked with all city social media users to develop social media strategies and content calendars for their accounts.
- Created and mailed a print mail newsletter to every resident household and apartment in Wauwatosa.

## HUMAN RESOURCES:

- Spent significant time on continuing implementation of ERP (Tyler Munis). We are embracing the opportunity to make our processes more efficient and user-friendly
- Led in the areas of hiring (during a difficult employment market), employee relations, administrative policies, employee health and safety, labor negotiations and morale initiatives
- Emphasized mental health benefits to employees, worked to provide resources and tools for employees to navigate work and home challenges
- Hired and onboarded new Organizational Development Specialist who will focus on employee training, leadership development, employee morale and policy updates and implementation
- Hired 104 employees as of 8/2022, which includes 27 Poll Workers and 11 seasonal employees (compared to 88 total hires as of same time last year)
- Worked with departments to adapt recruitment practices and processes to be more timely, inclusive and competitive (Police recruitment and retention task force, Police Officer hiring bonus, employee referral program)
- Began partnership with UWM CLIP (Community Leaders Intern Program) to hire diverse interns in several City departments
- Continued emphasis on Diversity and Inclusion through formal training and mentorship; met MMAC (Milwaukee Metropolitan Association of Commerce) pledge goal of increasing diverse employment by 15% and diverse management by 25%. The goal was to meet these increases by 2025. We will continue to focus on this initiative
- Maintained and promoted robust benefits and wellness programs, resulting in increased utilization of workplace clinic and wellness offerings and positive results in our healthcare budget

## CITY ATTORNEY

- Successfully implemented more uniform processes within case management system to provide data and matter tracking
- Provided support for several significant, first-of-their-kind-for-Wauwatosa development deals, including use of TIF funds for affordable housing and purchase of former Boston Store parcel for redevelopment
- Streamlined use of outside counsel by involving Deputy City Attorney more directly in higher numbers of incoming litigation matters while attempting to control and monitor workload factors
- Supported and coordinated outside counsel work and city staff support of significant ongoing litigation related to property tax, police and opioid matters, including consideration of securitization for future opioid settlement proceeds distributions
- Trained incoming new council members regarding Public Records, Open Meetings and meeting procedures, including compliance with ethics provisions under state and local codes

- Supported Design Review Board and Board of Zoning Appeals in hearings regarding large development project subjected to extensive challenges from residential neighbors
- Worked with Planning Division to implement Zone Tosa for All recommendations
- Continued to pursue improved response to code enforcement and property maintenance concerns

## 2023 GOALS

### ADMINISTRATION

- Work with the City Council to implement the Strategic Plan for the community.
- Provide leadership to the city's most significant project, Enterprise Resource Planning (ERP).
- Provide strategic expertise and guidance to city departments, council committees, and the common council.
- Work with city departments to implement the policy directives of the Common Council.

### COMMUNICATIONS AND MARKETING

- Enhance communications for the public with a particular focus on public safety services and development.
- Create a focus on strategic communications citywide.
- Enhance the city's website to have better navigation, robust pages for the city's largest departments, and enhanced content on the most viewed service pages. This work was called for in the Communications Strategic Plan adopted by the Common Council in 2020 and 2021, but was delayed due to the COVID-19 pandemic.
- Deploy a digital communications and public engagement tool to inform and collect feedback about proposed developments and the city's comprehensive plan.

### HUMAN RESOURCES

- Complete evaluation, analysis and redevelopment of employee handbook and administrative policies
- Conduct a comprehensive compensation study (ideally every 10 years, current structure implemented in 2013)
- Implement new employee intranet site which enhances employee communication and access to information
- Further department director and supervisor commitment to employee development, leadership and engagement efforts through increased communication and training on these initiatives
- Maintain and improve our Invest in People program (increase marketing, highlight success stories and encourage departments to apply for funding) with enhanced focus on developing high-performing employees
- Begin work on a building a Talent Management Program: Succession planning and knowledge transfer, talent pipeline building, employee development and community outreach
- Continue to work on organization efficacy; assess organizational structures for opportunities for efficiencies; work with departments through recruitments to make changes to positions, duties and structures to increase organizational efficiency
- Focus on employee retention and workplace culture

### CITY ATTORNEY

- Continue to be broadly available and responsive to internal customers, particularly by tracking and streamlining public records responses
- Move forward with processes necessary to continue rapid successful improvement of former Boston Store parcel and related developments in Mayfair Mall area
- Implementation of changes necessary due to change in council size and redrawing of aldermanic districts, including structural changes to council operations
- Process documentation and succession planning for City Attorney's office in order to assure future consistency
- Utilize data to review and evaluate improvements in claims tracking and response, including improved risk avoidance where appropriate
- Train new council members and citizen committee members on ethics, proper use of technology and communications protocols

## 2023 BUDGETARY CHANGE

### ADMINISTRATION:

- Postage is increased by \$251, which is the total amount of budget increase permitted for Administration. This is allocated to two accounts that incur postage to mail newsletters to residents due to the increase in postage rates.
- Requested a public engagement tool called Social Pin point for \$6,280 that will enable the city to communicate about 2 – 6 development projects annually and collect resident feedback about the projects online. It is common for people to reach out and ask us about the status of a development, when a topic is being discussed at a public meeting, and how they can give feedback. We do not have a central place to house this information as well as capture our community's feedback on high-profile projects. Social Pin Point is a technology that has a number of online tools to communicate with our community about significant projects. We can use a variety of digital engagement strategies to obtain feedback and share information about projects, including maps, idea walls, landing pages, surveys, and forums as tools to talk with the public about specific projects. In 2023, we anticipate using this tool for the comprehensive plan as well as a few development projects. Enhanced development communications is identified as a priority in the Strategic Communications Plan adopted by the Common Council.
- In 2023, the city's website will be six years old. It is typical at this life of a website to need a complete reconstruction or to need a significant investment to address information architecture. We are suggesting a short term solution that should allow the city to realize an additional four to five years of life on the current website before a complete overhaul is needed. We plan to fund the \$35,000 through budget carryover from 2022. We would redesign the homepage of Wauwatosa.net to emphasize the search function because over 60% of web visitors navigate our site via search. We will work with our web provider to do an analysis of the information architecture of the site and reorganize it to address the spread that has occurred over the past six years. This analysis is to understand the best paths of navigation that the average user takes and ensure that these paths are clear to find and follow. In addition, we will optimize the mobile version of the site to meet today's technology standards as the majority of our web visitors view the site on a mobile device. Finally, we plan to build out more robust department sub-pages for our major quadrants – police, fire, and public works and review and update our top visited webpages. This work was identified in the Strategic Communications Plan adopted by the Common Council and slated for completion in 2020 and 2021, but was delayed due to the pandemic.

- A Communications Specialist is being added to the budget. Reallocating the time of the Communications Manager and the Specialist will empower professional communications staff to support and enhance the strategic and tactical communications functions citywide with a particular focus on development and public safety. In order to fund this position, Administrative Services interns was reduced from 1.25 to .63 and Tourism will pay 5% of their salary in recognition of communications work to be performed for tourism.

## HUMAN RESOURCES:

Increased professional development budget to accommodate an additional professional-level staff member and commitment to obtaining professional HR certification.

## CITY ATTORNEY:

“Books and periodicals” budget line increased due to cost increase for online legal research service. Other lines decreased slightly to accommodate this increase, should have minimal operating impact.

General office outside counsel/legal services budget line reduced approx. 10% as part of levy reduction efforts.

## LITIGATION RESERVE:

Continue to monitor outside litigation activity to control costs of litigation based upon current litigation projections. Some major cases have reached conclusions but a number of new matters, particularly involving healthcare institutions, will require careful monitoring to address potential costs of litigation.

The contribution to the General Liability fund is maintained as previously set to account for litigation risk, primarily due to property tax appeals.

**BUDGET SUMMARY TABLE**

Administrative Services Dept #130, 140, 143					
Expenditures					
	2022				2023 / 2022
2021	Adopted	2022		2023	% of
Actual	Budget	Revised	Name	Budget	Change
988,171	1,045,300	1,045,300	Wages	1,178,916	12.8%
17,008	5,000	5,000	Overtime	-	-100.0%
299,276	371,252	371,252	Benefits	433,266	16.7%
12,442	9,265	10,021	Other Compensation	10,417	12.4%
109,244	147,857	163,348	Operating Expenses	152,473	3.1%
213,520	221,642	283,885	Services	218,897	-1.2%
115,784	124,904	124,904	Internal Charges	124,935	0.0%
-	3,500	23,500	Other Expenses	3,500	0.0%
-	-	-	Capital Outlay	-	0.0%
<b>1,755,445</b>	<b>1,928,720</b>	<b>2,027,210</b>	<b>TOTAL</b>	<b>2,122,404</b>	<b>10.0%</b>
Revenues					
	2022				% of
2021	Adopted	2022		2023	Change
Actual	Budget	Revised	Name	Budget	
-	-	-	Miscellaneous	10,000	0.0%
-	-	-	<b>TOTAL</b>	<b>10,000</b>	<b>0.0%</b>
Net Cost					
<b>1,755,445</b>	<b>1,928,720</b>	<b>2,027,210</b>	<b>TOTAL</b>	<b>2,112,404</b>	<b>9.5%</b>

Litigation Reserve Dept #131					
Expenditures					
2021	2022	2022		2023	2023 / 2022
Actual	Adopted Budget	Revised	Name	Budget	% of Change
356,769	250,000	250,000	Services	250,000	0.0%
375,000	1,000,000	1,000,000	Internal Charges	1,000,000	0.0%
<b>731,769</b>	<b>1,250,000</b>	<b>1,250,000</b>	<b>TOTAL</b>	<b>1,250,000</b>	<b>0.0%</b>
Revenues					
2021	2022	2022		2023	% of
Actual	Adopted Budget	Revised	Name	Budget	Change
					0.0%
-	-	-	<b>TOTAL</b>	-	<b>0.0%</b>
Net Cost					
<b>731,769</b>	<b>1,250,000</b>	<b>1,250,000</b>	<b>TOTAL</b>	<b>1,250,000</b>	<b>0.0%</b>

## PERSONNEL SCHEDULE

Administrative Services				
Position Description	2022 FTE	2023 Base Positions	2023 FTE	2022-23 Change
Administrative Support Spec - Attorney	0.50	1	0.50	-
Administrative Intern	1.25	1	0.63	(0.62)
Benefits and Wellness Manager	1.00	1	1.00	-
City Administrator	1.00	1	1.00	-
City Attorney	1.00	1	1.00	-
Communication Manager	1.00	1	1.00	-
Communication Specialist	-	1	1.00	1.00
Deputy City Administrator	-	1	1.00	1.00
Deputy City Attorney	1.00	1	1.00	-
Director of Administrative Services	1.00	0	-	(1.00)
HR Director	1.00	1	1.00	-
Human Resources Assistant	1.00	1	1.00	-
Multimedia Technician	0.41	1	0.41	-
Organizational Development and Intern	1.00	1	1.00	-
Payroll Specialist	0.50	1	0.75	0.25
Senior HR Generalist	2.00	2	2.00	-
<b>TOTAL</b>	<b>13.66</b>	<b>16.00</b>	<b>14.29</b>	<b>0.63</b>

# CITY CLERK & ELECTIONS

## PURPOSE

The City Clerk shall have the care and custody of the corporate seal and all papers and records of the City; shall attend meetings of the Council; keep a full recording of its proceedings; keep an ordinance book; maintain records of licenses and permits granted; keep a bond record; and draw and sign all orders upon the treasury. The office acts as a liaison between the public and elected officials.

The mission of the elections budget is to conduct legal and timely elections as required by law, assuring that each eligible resident is afforded the opportunity to vote.

### BUDGET SNAPSHOT

	2022	2023	Change
Exp	\$ 691,770	\$ 624,309	\$ (67,461)
Rev	\$ 135,040	\$ 155,090	\$ 20,050
Net Cost	\$ 556,730	\$ 469,219	\$ (87,511)
FTE's	5.00	4.50	(0.50)

### MAJOR CHANGES

- Implementation of new legislative management program
- Increased training/education
- Voting booth replacement schedule, increased election-related security

## PROGRAMS/SERVICE LINES

### CLERICAL

- Provides clerical staffing to the Common Council, council committees, and a number of other city boards and commissions
- Manages records of official Common Council actions; includes resolutions, ordinances, contracts, agreements, easements, and encroachments
- Directs City Hall visitors to appropriate departments and answers and appropriately re-directs telephone calls received on the city's general information line
- Posts information to the city website
- Posts agendas and minutes to the meeting portal and to the website
- Conducts staff training on minute and agenda software
- Schedules and staffs Board of Review hearings
- Prepares and mails license renewal application forms; issues City licenses twice yearly
- Maintains records of Mayoral appointments to boards and commissions
- Publishes legal notices as required
- Mails Plan Commission notices and rezoning application notices to property owners
- Coordinates with the Development and Finance departments to complete Special Assessments

### ELECTIONS

The Elections budget supports the election process:

- Regular and temporary staff wages

- Voting equipment annual maintenance
- Voter registration activities, including data entry of new voters
- Maintenance of registered voter database
- Set-up/take-down of voting locations
- Recruitment, training, and compensation of poll workers
- Poll worker and staff supplies
- Absentee ballot envelopes and postage, ballot printing, memory device coding
- Publication of legal notices
- Delivery of absentee ballots to nursing homes
- Polling location costs
- Poll book printing
- Post-election updating of voter history
- Mandatory statistical reporting

## 2022 ACHIEVEMENTS

### CLERK

- Created the position hired a new Deputy City Clerk, with the combination of two Office Assistant vacancies. Hired a new Office Assistant due to vacancy
- Clarified and corrected the retail alcohol license renewal process, including approval by GAC/Council in accordance with Wis. Stats.
- Implemented Energov with collection of license and permit applications
- Began implementation of new legislative management program, Legistar, to improve the staff and customer experience with legislative history and to streamline the public comment submittal process
- Assisted with new Alderperson orientations, led the effort to modernize the Council Re-organizational meeting, assisted with the process for Alderperson vacancy appointment
- Gave a presentation to the Government Affairs Committee regarding alcohol license laws, policy and practice

### ELECTIONS

- Implemented new election management program, which has helped manage and streamline poll worker assignments, training, payroll and reporting, and manage election equipment inventory, maintenance, and allocations
- Implemented electronic poll books (Badger Books) to significantly reduce risk human error while conducting an election, significantly reducing costs in paper and staff time, created efficiencies in the election process and voter experience, and added additional audit controls
- Additional election process modernization with the use of Express Vote machines during in-person absentee voting and the greater use of the MyVote website
- Conducted two recounts, one for District 5 Alderperson and one City-wide for the referendum, following the April election.
- Worked with Attorney and GIS manager to implement new Aldermanic and State legislative District boundaries

- Improved training opportunities for poll workers, and improved recruitment of poll workers with an online poll worker application
- Instituted new polling locations

## 2023 GOALS

### CLERK

- Fully implement new agenda/minutes/legislative management program and accompanying Boards, Committees, and Commissions module to improve customer experience and staff procedures, assist with staff trainings
- Create a modern Elected Officials handbook
- Explore options for a record retention program for greater access and searchability of City records across all departments.
- Work with the Attorney's Office to clean up the Municipal Code and create more efficient legislative approval processes; explore the options and potential benefits of improved codification process
- Work with Communications to provide public education of on City governance.
- Provide more training opportunities for Clerk's Office staff for better understanding of the processes and improvement of service delivery
- Modify or create standard operating procedures for all Clerk's Office processes.
- Modify the various City Clerk website pages with updated and additional information. Create an easier flow to improve the customer experience.

### ELECTIONS

- Begin replacement schedule of City-owned voting booths to replace ones that are damaged or in disrepair
- Improve election security with lockable and transportable totes that election day ballots can drop in, set aside when the machine is emptied during election day, and securely transported to City Hall from the off-site polling locations
- Improve election security with security bags when transporting ballots with Special Voting Deputies to residential care facilities
- Increase the number of City staff to help with elections by utilizing existing resources to reduce costs
- Work with Communications to provide voter education of the election processes.

## 2022 BUDGETARY CHANGES

### CLERK

- Additional \$30,000 was included in the Clerk's Office, General Services line from carryovers to cover the one-time costs of Legistar
- Moved \$30,000 from 2023 request to 2022 for Legistar data conversion
- Converted two Office Assistant positions into a Deputy Clerk position. Created one 0.5 position.

## ELECTIONS

- No significant changes

## 2023 BUDGETARY CHANGES

### CLERK

- Additional \$2,000 was included in the Clerk's Office, Professional Development (Operating) for increased training of staff
- Increased reserve liquor licenses by \$20,000

## ELECTIONS

- \$7,200 was included in Other Expenses for new polling booths and secure totes and bags

**BUDGET SUMMARY TABLE**

City Clerk Dept #141					
Expenditures					
2021 Actual	2022 Adopted Budget	2022 Revised	Name	2023 Budget	2023 / 2022 % of Change
158,958	186,857	186,857	Wages	184,659	-1.2%
4,715	4,000	4,000	Overtime	4,000	0.0%
99,792	109,061	109,061	Benefits	67,888	-37.8%
240	360	360	Other Compensation	360	0.0%
9,346	19,700	19,959	Operating Expenses	16,700	0.0%
42,179	14,040	74,040	Services	14,000	-0.3%
-	-	-	Utilities	-	0.0%
91,502	95,570	95,570	Internal Charges	97,308	1.8%
-	-	-	Capital Outlay	-	0.0%
<b>406,732</b>	<b>429,588</b>	<b>489,847</b>	<b>TOTAL</b>	<b>384,915</b>	<b>-10.4%</b>
Revenues					
2021 Actual	2022 Adopted Budget	2022 Revised	Name	2023 Budget	2023 / 2022 % of Change
108,796	118,650	118,800	Licenses and Permits	139,350	17.4%
21,268	16,390	20,590	Public Charges	15,740	-4.0%
<b>130,064</b>	<b>135,040</b>	<b>139,390</b>	<b>TOTAL</b>	<b>155,090</b>	<b>14.8%</b>
Net Cost					
<b>276,668</b>	<b>294,548</b>	<b>350,457</b>	<b>TOTAL</b>	<b>229,825</b>	<b>-22.0%</b>

Elections Dept #142					
Expenditures					
2021 Actual	2022 Adopted Budget	2022 Revised	Name	2023 Budget	2023 / 2022 % of Change
107,747	144,982	170,472	Wages	157,097	8.4%
2,868	-	-	Overtime	3,000	0.0%
46,747	47,663	47,663	Benefits	32,562	-31.7%
55	120	120	Other Compensation	120	0.0%
20,184	67,300	78,300	Operating Expenses	44,500	-33.9%
7,261	1,000	1,000	Services	1,000	0.0%
-	-	-	Utilities	-	0.0%
1,069	1,117	1,117	Internal Charges	1,115	-0.2%
-	-	62,000	Capital Outlay	-	0.0%
<b>185,931</b>	<b>262,182</b>	<b>360,672</b>	<b>TOTAL</b>	<b>239,394</b>	<b>-8.7%</b>
Revenues					
2021 Actual	2022 Adopted Budget	2022 Revised	Name	2023 Budget	2023 / 2022 % of Change
-	-	-	InterGov Revenues	-	0.0%
598	-	-	Miscellaneous	-	0.0%
<b>598</b>	<b>-</b>	<b>-</b>	<b>TOTAL</b>	<b>-</b>	<b>0.0%</b>
Net Cost					
<b>185,334</b>	<b>262,182</b>	<b>360,672</b>	<b>TOTAL</b>	<b>239,394</b>	<b>-8.7%</b>

## PERSONNEL SCHEDULE

City Clerk / Elections				
Position Description	2022 FTE	2023 Base Positions	2023 FTE	2022-23 Change
City Clerk	1.00	1	1.00	-
Deputy City Clerk	-	1	1.00	1.00
Office Assistant1	4.00	4	2.50	(0.50)
<b>TOTAL</b>	<b>5.00</b>	<b>6.00</b>	<b>4.50</b>	<b>0.50</b>

<sup>1</sup> Office Assistant position is split between elections (15%), city clerks (60%), mayor (15%) and admin (10%) department

# ASSESSOR’S OFFICE

## PURPOSE

To discover, list, and value all taxable and exempt real and personal property within the City's jurisdictional boundaries in accordance with Chapter 70 Wisconsin Statutes, the Wisconsin Property Assessment Manual, and applicable case law.

## PROGRAMS/SERVICE LINES

The property assessments/values are the basis for computing the tax rate each year. The assessment functions performed in arriving at an estimate of value include interior/exterior property reviews, sales validation, maintaining current ownership and providing property data to owners, real estate professionals, and other government agencies. City officials and other City departments rely on our data for accurate and current property information.

2022 was a maintenance year, meaning that we are monitoring and reviewing all sales and permit activity, making value adjustments when needed. The continued and constant review of property tax exemption requests were quite the undertaking as the sale of the underlying County land at MRMC (Milwaukee Regional Medical Complex) required all to apply for property tax exemption. The Assessor’s Office, along with many other City departments, are still actively working on these reviews.

Our CAMA (Computer Assisted Mass Appraisal) program supports the overall assessment function as mandated by the Wisconsin Constitution, statutory law and the Wisconsin Property Assessment Manual (WPAM.) Utilization of CAMA software is a primary focus for the provision of accurate and defensible assessed values. The WPAM is provided to municipalities by the Wisconsin Department of Revenue. This manual provides guidelines that Wisconsin assessors are required to use for their office operations.

The Wauwatosa Assessor’s Office performs over 1,500 property reviews annually and the number continues to increase. The following reasons trigger an inspection:

- 1) Properties that have sold
- 2) Properties with permit activity
- 3) Determination of real and personal property tax exemption
- 4) Properties where the owner has requested an assessment review.
- 5) Properties where the Assessor’s Office has determined that an inspection is needed
- 6) Board of review cases and properties that are being litigated as part of §74.37 appeal.

## BUDGET SNAPSHOT

	2022	2023	Change
Exp	\$ 723,420	\$ 703,037	\$ (20,383)
Rev	\$ -	\$ -	\$ -
Net Cost	\$ 723,420	\$ 703,037	\$ (20,383)
FTE's	5.60	5.60	-

## MAJOR CHANGES

- The 2022 assessment roll reflects net new construction of 1.72% for the new construction that occurred in 2021.
- The MRMC campus, along with many other new commercial developments resulted in a substantial amount of net new construction.

Market conditions fluctuate every year, the sales and permit activity are directly reflective of the market behavior. The change in market activity results in more/less property reviews.

## 2022 ACHIEVEMENTS

The assessment staff has had some turnover due to the retirement of the City Assessor and the departures of two team members; one who relocated out of state and another who accepted an opportunity with another municipality. Even though we are working with a reduced staff level, we are working diligently to maintain our department duties and responsibilities.

In review of the 2021 sales activity and the first half of 2022, we continue to show a strong and competitive residential market. The purchase prices continued to escalate through Q1 of 2022 with reduced days on the market and bidding wars. The mortgage rate increases in the later part of 2022 showed slight signs of slowing down purchase prices, but not as much as what was anticipated.

We continue to make progress in converting residential building sketches from a .jpeg format to the digitally-interfaced Devnet sketch program. One of our office goals was to reduce the need to produce paper copies of documents. Realignment of our processes by utilizing an electronic document management system and attaching the documents directly to the parcel file allows us to email requested data and access to the data remotely if needed.

## 2023 GOALS

- Continued progress in converting residential .jpeg sketches to integrated digital sketches.
- Redesign the public property search website in collaboration with GIS Director to enhance the search capabilities with integrated mapping functionality.
- Continue to defend the assessments at a local level and through the litigation process. We have been successful overall by constructing our valuation process from the beginning in a manner that have proven to be supported in the Circuit and Appellate Courts.
- On board new staff members and continue educational opportunities to prepare staff for future revaluations.
- Empower all staff members with the ability to work remotely, in response to an emergency or a circumstance. This preparation will reduce office down time and provide peace of mind for staff members.

## 2023 BUDGETARY CHANGES

Office operating accounts have not seen any notable increases. We have been able to maintain these accounts without any impact to the level of service. The office staffing dynamics have changed with new personnel and shifting of team member duties and responsibilities.

**BUDGET SUMMARY TABLE**

City Assessor Dept #150					
Expenditures					
2021	2022	2022		2023	2023 / 2022
Actual	Adopted Budget	Revised	Name	Budget	% of Change
388,680	394,951	394,951	Wages	411,040	4.1%
8	-	-	Overtime	-	0.0%
181,748	194,814	194,814	Benefits	158,729	-18.5%
240	240	240	Other Compensation	240	0.0%
15,688	28,570	40,162	Operating Expenses	28,270	-1.1%
21,647	12,347	17,847	Services	12,350	0.0%
11,746	12,000	12,000	Fixed Charges	12,000	0.0%
84,266	80,498	80,498	Internal Charges	80,408	-0.1%
<b>704,023</b>	<b>723,420</b>	<b>740,512</b>	<b>TOTAL</b>	<b>703,037</b>	<b>-2.8%</b>
Revenues					
2021	2022	2022		2023	% of
Actual	Adopted Budget	Revised	Name	Budget	Change
-	-	-		-	0.0%
-	-	-	<b>TOTAL</b>	<b>-</b>	<b>0.0%</b>
Net Cost					
<b>704,023</b>	<b>723,420</b>	<b>740,512</b>	<b>TOTAL</b>	<b>703,037</b>	<b>-2.8%</b>

**PERSONNEL SCHEDULE**

Assessor				
Position Description	2022 FTE	2023 Base Positions	2023 FTE	2022-23 Change
Appraiser	3.00	3	3.00	-
Assessment Technician	0.60	1	0.60	-
City Assessor	1.00	1	1.00	-
Deputy City Assessor	-	1	1.00	1.00
Lead Appraiser	1.00	0	-	(1.00)
<b>TOTAL</b>	<b>5.60</b>	<b>6.00</b>	<b>5.60</b>	<b>-</b>

# FINANCE

## PURPOSE

We are a responsible steward of the City of Wauwatosa’s fiscal resources that provides accurate, fair and timely services to the community and municipality with respect and integrity.

## PROGRAMS/SERVICE LINES

### FINANCIAL REPORTING & ACCOUNTING

- Maintain general ledger.
- Produce monthly and annual financial statements in coordination with external auditors.
- Manage financial system, controls and processes.
- Process and reconcile payroll and Wisconsin Retirement System contributions.
- Perform fixed asset accounting.
- Provide accounting technical support to the departments.
- Perform grant accounting for departments.

### BUDGET PREPARATION & FORECASTING

- Prepare and administer the annual operating and capital budgets.
- Develop financial forecasts and projections for all funds to assist with budget planning.
- Review and establish internal service fund rates and charges.
- Provide financial analysis on economic development projects requesting TIF support.

### PROPERTY TAX ADMINISTRATION

- On a timely and accurate basis, calculate the property tax mill rates.
- Coordinate property tax bill production and mailing.
- Collect property taxes and settle timely with other taxing jurisdictions in accordance with applicable state statutes.
- Research payment issues and make decisions concerning delinquency.
- Coordinate and report on requests for real property searches.

## BUDGET SNAPSHOT

	2022	2023	Change
Exp	\$ 1,230,689	\$ 1,273,060	\$ 42,371
Rev	\$ 551,000	\$ 2,184,000	\$ 1,633,000
Net Cost	\$ 679,689	\$ (910,940)	\$ (1,590,629)
FTE's	10.07	9.82	(0.25)

## MAJOR CHANGES

- Changes in investment interest for 2022 and 2023

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## CAPITAL PLANNING & DEBT MANAGEMENT

- Review and process capital contract payments and monitor capital spending.
- Develop structure and size of annual bond issuance.
- Finance Director and Assistant Finance Director serve on the Board of Public Debt Commissioners.
- Manage proceeds and make timely principal and interest payments.

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## CASH & INVESTMENT MANAGEMENT

- Actively manage cash to ensure cash flow needs are met and to minimize the need for frequent investment/withdrawal in short term investment funds or selling of investments prior to maturity.
- Maximize earnings of cash equivalents.
- Perform cash analysis and forecasting.
- Maintain relationships with banking contacts at designated public depositories.
- Manage the City portfolio utilizing safe and legal investments that provide liquidity to meet current funding demands while earning market rate returns.
- Forecast interest earnings.

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## TREASURY MANAGEMENT

- Utilize online banking software to perform treasury management functions such as moving City funds electronically, depositing funds, monitoring banking activity, and utilizing lockbox and other services that aid payment processing.
- Administrate all merchant service accounts and internet payment programs.
- Implement and utilize technology products that streamline revenue collection or provide online payment service to citizens.
- Oversee and review department cash handling processes and conduct cash audits.

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## ACCOUNTS PAYABLE & VENDOR MANAGMENT

- Process all invoices for payment on a timely basis.
- Ensure compliance with internal process and controls.
- Maintain relationships with suppliers and vendors.
- Support Purchase Card administration.
- Process checks for all bills, claims and payroll.
- Perform internal control check for outgoing funds.
- Develop and maintain vendor relationships.
- Ensure goods and services provided by vendors meet departmental expectations.
- Coordinate and schedule training and product review sessions.
- Initiate contract/vendor dispute process.

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## PURCHASING SERVICES

- Solicits competitive prices from responsible vendors for materials, equipment and services.
- Facilitate departmental requisitions.
- Produce and monitor purchase orders.
- Administer Purchase Card program.
- Collaborate with departments to prepare requests for proposals, bid specifications and contract terms and conditions.
- Participate with volume-purchasing cooperatives and develops strategies for reducing costs for procurement of goods and services.

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## GENERAL BILLING

- Process and mail invoices for damaged city property, third-party reimbursements, and cell antennae rentals, as well as other bills owed to the City.
- Review and approve general billing batches from other departments for property-related charges, special services and other bills owed to the City.
- Manage the ambulance third-party billing contract.

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## SPECIAL ASSESSMENT FINANCIAL ADMINISTRATION

- Coordinate billing for special assessments.
- Collect special assessment bill payments.
- Coordinate transfer of unpaid special assessments to the property tax bill.
- Coordinate with Engineering Department on communication to the public regarding project, billing, and payment questions.

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## REVENUE COLLECTION

- Direct collection of funds for property taxes, special assessments, hotel taxes, water utility bills, general bills, licenses, permits and charges for other City services.
- Oversee revenue collection from other designated collection points in other departments by reviewing and approving cashiering batches for inclusion in the daily bank deposit.
- Maintain master list of accounts receivable charge codes that link cashiering and general billing programs to the general ledger.

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## PET LICENSING / MADACC

- Administer pet licensing program for City.
- Report licensing statistical information to Milwaukee Area Domestic Animal Control (MADACC).

## 2022 ACHIEVEMENTS

**Operation Wildfire**, the project to replace and modernize its Enterprise Resource Planning System, has been spearheaded by the Finance Department. Operation Wildfire is a three-year, five-phase project. The five phases are:

- Financials
- Utility Billing
- Human Capital Management / Payroll
- EnerGov - Community Development (Licensing, Permitting, Code Enforcement and Plan Review)
- Enterprise Asset Management (Work Orders, Fleet, Fixed Assets, and Inventory)

Event	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22									
Phase 1	Financials/Revenue																																													
Phase 2				Utility Billing																																										
Phase 3																			Human Resources/Payroll																											
Phase 4																												EnerGov																		
Phase 5																																														

The project goals are as follows:

- Streamlining, automating and integrating business processes.
- Enabling and empowering City employees to become more efficient, productive and responsive to resident requests.
- Providing tools to produce and access information in a real-time environment, for both City staff, citizens and other customers.
- Increasing customer online capabilities – including the ability to pay bills, initiate service requests, and apply for permits and licenses.

The below implementation, milestones have been or will be met by the end of 2022:

- Go-live for the Human Capital Management and Payroll module in January of 2022 and the Permitting and Licensing system, Energov, in May 2022
- Go-live with the Enterprise Asset Management (EAM) module in October 2022 and the citizen app in November 2022
- Implement the Inventory module of the Tyler MUNIS system for the Fleet division

Other accomplishments for 2022 include:

- Complete the transfer of the Milwaukee County water utility.
- Converted from the client to the cloud-based version of the tax collection software, LandNav

## 2023 GOALS

- Continued user training and documentation on the Financial and Utility Billing modules.

- Go-live of Vendor Self Service and on-line bill pay for general bills as well as electronic payment of accounts payable invoices.
- Develop a governance structure for the Wildfire system
- Inventory go-live for the Water and Fire Departments
- Go live with Employee expense reimbursement
- Focus on end-user training and maximizing Wildfire functionality across the City
- Review internal procedures and documentation.
- Utilize enhanced Tyler general billing functionality to establish processes for the transfer of charges to the property tax roll and the establishment of installment / payment plans.
- If the Common Council decides to proceed with the Transportation Utility, set-up the account level detail in order to bill for this through the utility bill.

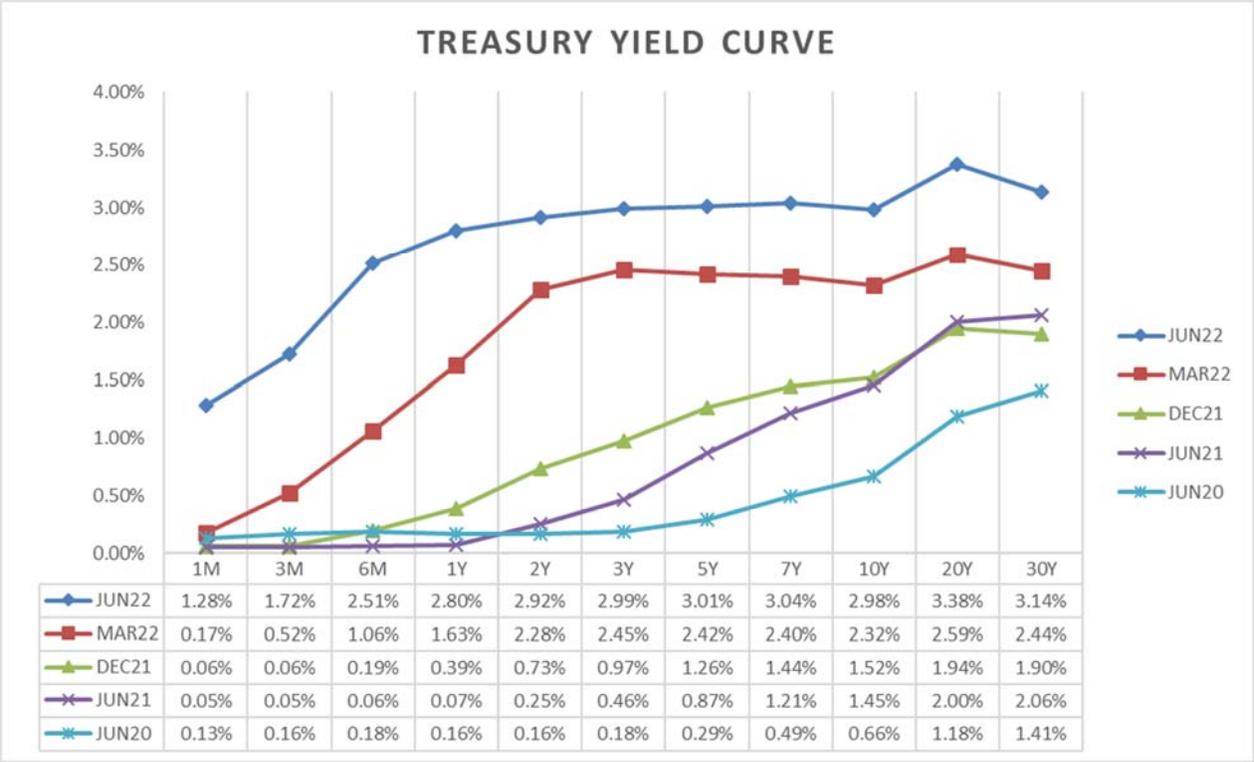
## 2022-23 BUDGETARY CHANGES

GENERAL FUND INTEREST	2022	INCREASE \$780,000
	2023	INCREASE \$860,000

### Interest Rate Environment

The City Finance Department invests fund balance and cash not needed for immediate expenditures, and as a result generates interest earnings. Short term interest rates 5 years or less are primary drivers of interest earnings for the City investment portfolio, as the average weighted maturity of the portfolio is 2.3 years. Because of where short term yields were in 2021 and predicted to be in 2022, and where yields are currently and are projected to be in 2023, the City's interest earnings will be positively impacted.

As shown in the chart of US Treasury yields below, in 2021 yields were still low as a result of the impact of the 2020 pandemic. In 2020 the Federal Reserve cut the Fed Funds Rate – the rate that financial institutions borrow short term from one another – to near zero in order to support the economy from a monetary policy standpoint. While the economy showed some signs of recovery and inflation picked up, the Fed's viewpoint was that inflation was temporary as a result of the abrupt economic slowdown, supply chain issues and pent up demand.



In the first quarter of 2022, inflation not only remained persistent but also increased to levels not seen in 40 years. As a result, the bond market saw an increase in rates, particularly in the 1 to 5 year range.

The Fed, which primarily impacts the shorter end of yields by increasing the Fed Funds rate, eventually recognized inflation had some permanence and increased the rate by 0.25% at its March meeting and 0.5% at its May meeting. In June, it increased the rate to 1.5-1.75% – a 0.75% hike that had not been done since 1994. The Fed raised the Fed Funds rate 0.75% a second time in July and it is thought that there will be several more increases that brings the rate over 3% by the end of the year. In 2023, the prevailing thought is that rates will hold at that level.

What this means for the Wauwatosa portfolio is that the overall yield will increase, largely buoyed by the liquid portfolio. The liquid portfolio is comprised of the Local Government Investment Pool (LGIP) and other money market funds which have rates that mirror that of the Fed Funds rate. The managed portfolio yield will also increase, although not at the same speed as the liquid portfolio. This is due to current holdings that were invested in a low rate environment that will need to mature before the proceeds can be reinvested in the more favorable interest rate environment for investing. Regardless, the overall portfolio rate will range into the 2.25 to 2.5% level – one that the portfolio has not been at since 2019.

Benchmark and Portfolio Interest Rates  
As of June 30 for each year

	2020	2021	2022	2023*
LGIP	0.14	0.05	0.98	3.25
Fed Funds Rate	0-0.25	0-0.25	1.5-1.75	3.0-3.25
1 YR Treasury	0.16	0.07	2.80	3.25
2YR Treasury	0.16	0.25	2.92	3.25
Wauwatosa Portfolio - Liquid	0.17	0.07	0.97	3.25
Wauwatosa Portfolio - Managed	2.20	1.67	1.51	1.95

\*Projected

### Interest Earnings

In 2022, interest was budgeted with the assumption of a low rate environment. The unexpected and swift rise in rates should result in an increase in earnings in the 2022 re-estimate, particularly with the liquid portfolio. It should be noted interest earnings are shared with other funds like the capital and utility funds and interest is allocated to those funds based on the LGIP rate, and the transfers to other funds will also increase.

#### General Fund Interest Earnings

	2021B	2021A	2022B	2022R	2023B
Actual:					
Earnings - Liquid	\$88,000	\$33,000	\$81,000	\$650,000	\$1,580,000
Earnings - Managed	\$1,247,000	\$1,189,000	\$912,000	\$1,030,000	\$1,190,000
Mark to Market	(\$135,000)	(\$1,048,000)	(\$514,000)	\$0	\$0
Net Earnings	\$1,200,000	\$174,000	\$479,000	\$1,680,000	\$2,770,000
Expenses	(\$41,000)	(\$47,000)	(\$47,000)	(\$44,000)	(\$48,000)
Transfers to Other Funds	(\$49,000)	(\$24,000)	(\$52,000)	(\$476,000)	(\$702,000)
Total	\$1,110,000	\$103,000	\$380,000	\$1,160,000	\$2,020,000

In 2023, the budgeted earnings will also show an increase, as the liquid portfolio should be impacted by expected higher rates for the entire year. Managed earnings will also increase as low rate investments roll off the portfolio and are replaced at a higher yield.

There are two technical changes that impact the budgeting of interest earnings. First, budgeting for the change in market value of the portfolio will be eliminated. Local government entities are required to record their year end investment holdings at market value. While this has an impact on the year-end financial statements, projecting changes in market value is difficult for budgeting purposes, particularly in times where unexpected or volatile changes in interest rates impact bond prices. Second, transfers to funds will be based on the overall portfolio rate instead of the LGIP rate. As the LGIP rate can be impacted by severe changes in yields, using the overall rate will result in more fair and stable way to allocated earnings to the other funds. Both of these technical measures should result in making the budgeting of interest earnings more predictable.

## 2023 BUDGETARY CHANGES

### OTHER PUBLIC CHARGES

2023 INCREASE \$1,000

In 2023, the Treasurer's Office will be charging bill payers an administrative fee of \$30 for any checks or electronic checks that are returned unpaid (i.e. insufficient funds or other issue with the bank account). This is a new charge for the department and is designed to recoup cost for the time staff spends on accounting for the returned check in the financial system, updating customer records and following up with the customer on the issue. This fee will cover payments for all types of City revenue, with the exception of the water utility which already charges customers \$30 for returned checks.

### PARKING PERMIT REVENUE

2022 DECREASE \$8,000

2023 DECREASE \$10,000

The Treasurer's Office historically has sold parking permits for the Blanchard Street parking lot. One business in the village area was responsible for the majority of the permits purchased. In 2022, reduced staffing at this business resulted in less permits being purchased and in 2023 the business will not be purchasing permits for the parking lot anymore. This is off-set in 2023 by a transfer to the General Fund from Tax Increment District 11.

### COMPLETION OF IMPLEMENTATION ADVISORY SERVICES

2023 DECREASE \$20,000

With the completion of the Wildfire Project, consulting services is reduced \$20,000 as the contract for Implementation Advisory Services is no longer needed. This decrease is off-set slightly by an increase in the audit contract.

**BUDGET SUMMARY TABLE**

Finance Dept #151					
Expenditures					
	2022				2023 / 2022
2021	Adopted	2022		2023	% of
Actual	Budget	Revised	Name	Budget	Change
657,369	683,697	683,697	Wages	726,811	6.3%
3,762	5,000	5,000	Overtime	5,000	0.0%
259,341	260,460	260,460	Benefits	276,018	6.0%
(116)	-	-	Other Compensation	-	0.0%
32,816	57,170	23,144	Operating Expenses	58,313	2.0%
113,215	65,536	74,153	Services	46,203	-29.5%
2,023	-	2,000	Utilities	2,000	0.0%
115,679	118,826	118,826	Internal Charges	118,715	-0.1%
-	40,000	23,482	Other Expenses	40,000	0.0%
<b>1,184,088</b>	<b>1,230,689</b>	<b>1,190,762</b>	<b>TOTAL</b>	<b>1,273,060</b>	<b>3.4%</b>
Revenues					
	2022				% of
2021	Adopted	2022		2023	Change
Actual	Budget	Revised	Name	Budget	
-	-	-	InterGovt Revenues	-	0.0%
13,048	14,000	14,000	Licenses and Permits	14,000	0.0%
55,650	50,000	50,000	Public Charges	51,000	2.0%
219,102	487,000	1,246,984	Miscellaneous	2,119,000	335.1%
<b>287,800</b>	<b>551,000</b>	<b>1,310,984</b>	<b>TOTAL</b>	<b>2,184,000</b>	<b>296.4%</b>
Net Cost					
<b>896,288</b>	<b>679,689</b>	<b>(120,222)</b>	<b>TOTAL</b>	<b>(910,940)</b>	<b>-234.0%</b>

**PERSONNEL SCHEDULE**

<b>Comptroller / Purchasing / Treasurer</b>				
<b>Position Description</b>	<b>2022 FTE</b>	<b>2023 Base Positions</b>	<b>2023 FTE</b>	<b>2022-23 Change</b>
Accountant	1.00	1	1.00	-
Accounting Analyst	-	1	0.57	0.57
Accounting Manager	1.00	1	1.00	-
Accounting Tech	1.57	1	1.00	(0.57)
Accounts Payable Specialist	0.50	1	0.25	(0.25)
Assistant Finance Director	1.00	1	1.00	-
Finance Director	1.00	1	1.00	-
Finance Intern	0.50	1	0.50	-
Financial Analyst	1.00	1	1.00	-
Office Assistant	1.50	2	1.50	-
Purchasing Manager	1.00	1	1.00	-
<b>TOTAL</b>	<b>10.07</b>	<b>12.00</b>	<b>9.82</b>	<b>(0.25)</b>

# MADACC

## PURPOSE

The City contracts with MADACC (Milwaukee Area Domestic Animal Control Commission) to provide quality, cost-effective animal control services that protect public health and safety and promote the welfare of animals and responsible pet ownership throughout the 19 municipalities of Milwaukee County.

## PROGRAMS/SERVICE LINES

Programs included in the field operation are: stray pick-ups, injured animals, and assistance to law enforcement agencies. The kennel operation houses and cares for the animals for the holding period. The kennel operation evaluates and recommends animals not claimed to various shelters and breed rescue groups for possible adoption, and also performs euthanasia as needed for those animals unsuitable for adoption. The office staff performs all administrative work.

They are responsible for all government required animal control activities, including: stray pick-ups; provide assistance to law enforcement and health agencies as needed with cruelty investigations; injured animal assistance and assessment of adoptable animals. In addition, they provide spay/neuter programs and educational programs. MADACC is a creation of Wisconsin Statutes 66.13 and is an inter-agency cooperative organization. Membership is comprised of the City of Milwaukee and all 18 suburbs in Milwaukee County.

Operating expenses and capital outlay are allocated to the municipalities based on the percentage of animals handled, and debt service expenses are allocated based on the municipality's apportionment of equalized value in Milwaukee County. The MADACC budget is not approved by the MADACC board until October, so the budget is projected.

### BUDGET SNAPSHOT

	2022	2023	Change
Exp	\$ 65,982	\$ 64,186	\$ (1,796)
Rev	\$ -	\$ -	\$ -
Net Cost	\$ 65,982	\$ 64,186	\$ (1,796)
FTE's	-	-	-

**BUDGET SUMMARY**

MADACC Dept #191					
Expenditures					
	2022				2023 / 2022
2021	Adopted	2022		2023	% of
Actual	Budget	Revised		Budget	Change
65,982	59,216	59,216	Operating Expenses	64,186	8.4%
<b>65,982</b>	<b>59,216</b>	<b>59,216</b>	<b>TOTAL</b>	<b>64,186</b>	<b>8.4%</b>
Revenues					
	2020				% of
2019	Adopted	2020		2021	Change
Actual	Budget	Revised		Budget	
-	-	-			0.0%
-	-	-	<b>TOTAL</b>	-	<b>0.0%</b>
Net Cost					
<b>65,982</b>	<b>59,216</b>	<b>59,216</b>	<b>TOTAL</b>	<b>64,186</b>	<b>8.4%</b>

# INFORMATION SYSTEMS

## PURPOSE

The Wauwatosa Information Systems Department (WISD) strives to enhance City operations by providing cost effective, innovative information management and technology solutions that support the business strategies of the City of Wauwatosa. WISD's secure environment ensures data integrity, accessibility, system availability, and delivery of information resources for City staff and partners. Its commitment to a collaborative and supportive environment promotes the efficient and timely delivery of municipal services to the City of Wauwatosa's residents and staff.

### BUDGET SNAPSHOT

	2022	2023	Change
Exp	\$ 2,347,069	\$ 2,248,980	\$ (98,089)
Rev	\$ 2,347,073	\$ 2,250,075	\$ (96,998)
Net Cost	\$ (4)	\$ (1,095)	\$ (1,091)
FTE's	7.00	7.00	-

### MAJOR CHANGES

- Telephone System Upgrades
- Document Management Planning

## PROGRAMS/SERVICE LINES

WISD primary responsibility is to empower City staff and elected officials to meet their responsibilities reliably and efficiently using technology. Along with our users, we are also responsible for improving City processes by adopting responsive yet budget-conscious technical solutions.

WISD service lines include:

- Manage applications critical to City Services including public safety, financial, human resources, enterprise resources, and public facing applications.
- Maintain 24x7 operation of two data centers hosting 120 servers with more than 600 terabytes of storage with better than 99.9% uptime.
- Securing the City's information and technology assets
- Maintaining a network connecting 12 buildings, 8 storm management stations, and 7 water utility facilities connected via fiber and 46 long range wireless access devices and 80 switches, routers, and firewalls.
- Managing 450 desktops and laptops, 40 public safety in-vehicle systems, 70 managed tablets and mobile devices
- Supporting more than 400 users across all City business lines using various software programs

## 2022 ACHIEVEMENTS

- Completed Enterprise Resource Planning phases including payroll and benefit management, utility billing, and planning and development tools.
- Continue modernization of servers, computers, mobile devices, and in-vehicle systems.

- Finalized two-way dispatching that involved Wauwatosa Fire Department & Dispatch division, and Milwaukee County's Office of Emergency Management, and County dispatch centers using CAD2CAD
- Transitioned Police ticket writing software (TraCS) to a web services model to reduce errors and increase availability
- Improved cyber security posture by adopting Endpoint Detection and Response tool that protects City's digital assets
- Upgrades Email server to the current version for security and service improvements
- Migrated Police department telephone service delivery to use fiber instead of an outdated copper platform.
- Assisted in Police and Dispatch remodels
- Introduced mobile video conferencing rooms to improve city communications

## 2022 PROJECTS IN-PROGRESS

- Fill two vacant positions
- Complete Phase 5 of Project Wildfire which will bring online asset and work order management, and improved public-facing services issues
- Technical support for Police services to the Milwaukee Regional Medical Center
- Various cyber security and server improvement initiatives
- Migrated Police department telephone service deliver to use fiber instead of outdated copper platform
- Implement Auto Attendant service for Police Station
- Improve reliability of Fire and Police service vehicles to network
- Complete the final phase of computer and server patching automation.
- Complete Rave (mass notification) implementation
- Begin migration to new agenda committee management tools

## 2023 GOALS

- Improve team capabilities and cross-training to ensure continued appropriate service delivery.
- Telephone service improvements
- Begin upgrades to Supervisory control and data acquisition (SCADA)
- Continue Focus on City's Enterprise Resource Planning strategic initiative
- Continue improving City's Cyber Security posture
- Improve reliability of City's intra-office connections via fiber connections
- Evaluate data center configuration to reduce costs without impacting reliability
- Study feasibility of extending fiber connectivity to water, storm and sewer utility field devices for increased reliability and security
- Various upgrades to backup software and methodology including evaluation of using cloud to supplement off-line backup and retention.
- Begin Planning for City Wide Document Management platform
- Improve reporting tools for Fire and Police managers.
- Complete migration to new agenda committee management tools
- Upgrade employee-facing Intranet

## 2022 BUDGETARY CHANGES

NONE

NEUTRAL

## 2023 BUDGETARY CHANGES

TELEPHONE SYSTEMS UPGRADES

NEUTRAL

Some components of our current telephone system are reaching their end of life. To continue reliable and ready services we will upgrade those components in 2023. Due to continued volatility in hardware availability and service offerings, we have postponed budgeting for this project until we are closer to implementation. Because IT is in an internal fund that has implemented a depreciation fund, we will be able to tap into our funds' balances to pay for these updates. We will come to the Common Council with the details necessary for approvals in 2023.

**BUDGET SUMMARY TABLE**

Information Technology Fund #24					
Expenditures					
	2022				2023 / 2022
2021	Adopted	2022		2023	% of
Actual	Budget	Revised	Name	Budget	Change
527,693	545,016	545,016	Wages	590,269	8.3%
3,651	6,000	6,000	Overtime	6,000	0.0%
225,292	239,957	239,957	Benefits	212,666	-11.4%
28,862	7,200	7,200	Other Compensation	7,200	0.0%
164,426	182,390	187,919	Operating Expenses	194,550	6.7%
24,296	40,061	44,908	Services	39,000	-2.6%
65,027	86,425	91,939	Utilities	88,585	2.5%
964,681	1,077,825	1,105,825	Fixed Charges	1,052,648	-2.3%
16,229	15,426	15,426	Internal Charges	15,562	0.9%
-	42,500	42,500	Other Expenses	42,500	0.0%
212,551	104,269	104,269	Capital Outlay	-	-100.0%
(197,574)	-	-	Asset Purchase	-	0.0%
-	-	-	Transfers	-	0.0%
<b>2,035,133</b>	<b>2,347,069</b>	<b>2,390,959</b>	<b>TOTAL</b>	<b>2,248,980</b>	<b>-4.2%</b>
Revenues					
	2022				% of
2021	Adopted	2022		2023	Change
Actual	Budget	Revised	Name	Budget	
-	-	-	InterGovt Revenues	-	0.0%
2,139,498	2,247,073	2,275,073	InterGovt Charges	2,250,075	0.1%
5,676	-	5,529	Miscellaneous	-	0.0%
119,332	100,000	100,000	Other Sources	-	-100.0%
<b>2,264,506</b>	<b>2,347,073</b>	<b>2,380,602</b>	<b>TOTAL</b>	<b>2,250,075</b>	<b>-4.1%</b>
Net Cost					
<b>(229,372)</b>	<b>(4)</b>	<b>10,358</b>	<b>TOTAL</b>	<b>(1,095)</b>	<b>30223.3%</b>

Information Technology Capital Fund #25					
Expenditures					
2021 Actual	2022 Adopted Budget	2022 Revised	Name	2023 Budget	2023 / 2022 % of Change
-	-	-	Services	-	0.0%
-	-	-	Capital Outlay	25,000	0.0%
-	-	-	<b>TOTAL</b>	-	<b>0.0%</b>
Revenues					
2021 Actual	2022 Adopted Budget	2022 Revised	Name	2023 Budget	2023 / 2022 % of Change
5,501	-	-	InterGov Charges	-	0.0%
220,838	244,733	244,733	Other Sources	261,973	7.0%
<b>226,339</b>	<b>244,733</b>	<b>244,733</b>	<b>TOTAL</b>	<b>261,973</b>	<b>7.0%</b>
Net Cost					
<b>(226,339)</b>	<b>(244,733)</b>	<b>(244,733)</b>	<b>TOTAL</b>	<b>(261,973)</b>	<b>7.0%</b>

**PERSONNEL SCHEDULE**

Information Systems				
Position Description	2022 FTE	2023 Base Positions	2023 FTE	2022-23 Change
Director of Information Systems	1.00	1	1.00	-
Help Desk Specialist	1.00	1	1.00	-
Public Safety IT Technician	1.00	1	1.00	-
Senior Systems Administrator	1.00	1	1.00	-
Senior Systems Analyst	1.00	1	1.00	-
Systems Administrator	2.00	2	2.00	-
<b>TOTAL</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>-</b>

# POLICE DEPARTMENT

## PURPOSE

The Wauwatosa Police Department believes in dedication, service, and protection for all. The purpose of the police department is to foster a safe and secure community through collaboration, trust, and exceptional police service.

## PROGRAMS/SERVICE LINES

As of August 1, 2022, the Police Department is currently staffed by 92 sworn officers and 23 full time/8 part time civilians that provide 24-hour service and protection to the residents of Wauwatosa. In 2021, officers responded to 27,114 calls for service and the dispatch center fielded an additional 8,355 Fire/EMS calls for service.

The Department function is divided into eleven program areas: Traffic Patrol and Crash Response; Crime Response; Quality of Life; Investigation; Special Response Team; Evidence / Property Management; Dispatch Center; Records / Front Desk / Warrants; Community Interaction; and School Resource Officers.

## BUDGET SNAPSHOT

	2022	2023	Change
Exp	\$ 17,256,598	\$ 17,922,676	\$ 666,078
Rev	\$ 1,420,937	\$ 1,436,203	\$ 15,266
Net Cost	\$ 15,835,661	\$ 16,486,473	\$ 650,812
FTE's	135.02	138.08	3.06

\*\*SNAPSHOT DOES NOT INCLUDE FUND 37

## MAJOR CHANGES

- Community Service Officer Program Revision
- Provision of service to the Medical Campus
- Addition of civilian Public Social Worker position to assist in professional areas funded with American Rescue Plan funds and housed in Health Department

## TRAFFIC PATROL AND CRASH RESPONSE

This program encompasses enforcement of traffic laws 24/7 including speeding and other moving violations, as well as OWI/DWI. It includes response to vehicular accidents; parking enforcement, and traffic direction/control when necessary. In addition to the traditional patrol units, the Department motorcycle unit--whose primary responsibility is traffic enforcement on city streets from March through November---is part of this program as is the specialized parking enforcement unit.

## CRIME RESPONSE

Respond to citizen calls for service; this includes both property and violent crimes (theft, retail theft, burglary, vandalism, robbery, battery, domestic violence, sexual assault, homicide).

## QUALITY OF LIFE

Conduct proactive patrols; handle verbal disputes, neighbor trouble, suspicious persons, vehicles, and circumstances, animal control, responding to noise complaints and disturbances of the peace, and general disorderliness.

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## INVESTIGATION

Conduct in-depth investigations of criminal events and individuals related to crime-solving, criminal charging, and court convictions. This includes detailed proactive and reactive investigative efforts toward major crimes, drugs and weapons enforcement within the city.

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## SPECIAL RESPONSE TEAM

Team of specially trained and equipped officers employed in certain critical incidents which require a response beyond the scope of normal or routine police incidents, including but not limited to search warrant execution, barricaded subjects, and other high-risk incidents. All team members are department officers and detectives.

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## EVIDENCE / PROPERTY MANAGEMENT

This program's primary function is entering, processing, tracking, and management of property and evidence handled by the Police Department. It includes managing the evidence vault, the evidence lockers, and the electronic management system, as well as requests for and returns of evidence when needed for court. The program also handles the disposal and returns of property, evidence, and contraband.

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## DISPATCH CENTER

This program's primary function is to field both emergency and non-emergency calls for service and dispatch police, fire, and emergency medical services locally. It provides for the operation, staffing, and training of the dispatch center and dispatch center personnel.

In addition, performs as the primary dispatch center for District 107 of the Mutual Aid Box Alarm System (MABAS) regionally (a fire/rescue function for area major event response) and the secondary dispatch center for the Suburban Mutual Aid Response Team (SMART) (a law enforcement function for area major event response).

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## PUBLIC INFORMATION OFFICE (PIO)

The mission of the Public Information Office (PIO) is to accurately and effectively convey information about police-related events to our community. The PIO team works to foster positive relationships with the media, alders, community partners, department members and the general public through a variety of communication mediums as well as promote how the community can work in partnership with the Wauwatosa Police Department. The PIO also works with the City's Communications Department and other information specialists during large-scale or emergency situations.

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## RECORDS / FRONT DESK / WARRANTS

This program provides maintenance/processing/checking of department generated records of all police calls for service, citation issuance, and mandated state-federal reporting. It provides the primary point of contact/service to walk-in and phone customers and also handles criminal records procurement for investigations, support/processing/completion of Open Records requests, prisoner checks, and social media interface.

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## COMMUNITY INTERACTION

Representation of the Police Department among the community and at community functions; oversee special events, festivals, runs/walks, parades, block watch, and others. Includes patrol officers' daily interaction with the community and department community engagement initiative. The department Police Reserves and Community Service Officer (CSO) program function within this program.

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## SCHOOL RESOURCE OFFICERS

Provides police presence, problem-solving, security and call-taking within the schools. Made up of three to four SROs, and partially funded by the Wauwatosa School District, it provides services primarily in the two high schools and two middle schools; secondarily in the grade schools. The program also plays an integral role in developing training for staff and implementing nationwide emergency response plans within the schools.

## 2022 ACHIEVEMENTS

**CPSM Study:** In 2021, the Police Department worked closely for months with the City Administrator and the Center for Public Safety Management (CPSM) while they conducted their analysis on our Department. The study was aimed at improving areas of the Department that included, but not limited to the following:

- Recruitment Strategies
- Alternative Responses and Efficiency in Delivering Services
- Policy Review
- Training Assessment
- Promotional Process
- Strategic Planning
- Crisis Assessment and Social Worker Position

The CPSM researchers and members of the Command Staff were able to identify some of the “action items” during the on-site visits and began integrating some of those recommendations. By October of 2021, we had already been actively engaging in improving areas where recommendations were made that included departmental programs, updating and organization of policies and procedures, assistance for a successful training and hiring program, and data collection.

**In 2022**, the Police Department was successfully able to increase its percentages of completed, in progress, and/or on-going “action items” that it sought out to perform. Police Command Staff has regularly updated City Leaders, Council, and the Public on our achievements. In just over a year, the Police Department has started or completed approximately 84% of recommended items of change or needs from the CPSM Study. These changes relatively fall within four categories that include marketing/recruitment efforts, strategic planning, research and data collection, and department projects. The following items are some highlights of what we have been able to accomplish in 2022:

- Implement a completely revised Community Service Officer Program to assist patrol and the public
- Implement a Citizen Police Academy
- Activate a Recruitment Team and create Marketing and Digital Media Campaigns
- Develop Strategies for Traffic Safety Programs and Community Engagement
- Utilize Human Resources for Promotional Processes and Hiring
- Incorporate a City Social Worker to aid Police, Fire and Health Departments

The Police Department will continue to move forward on many of the on-going recommended items, while keeping the items that have been met up to standards. We are always making changes and improvements to ensure that qualitative goals are being achieved.

#### **Investigative Task Forces:**

- FBI Violent Crimes Task Force - In addition to regular duties, one detective is assigned to work with the Federal Bureau of Investigation in this task force.
- FBI Child Exploitation and Human Trafficking Task Force – In addition to regular duties, one detective is assigned to work with the Federal Bureau of Investigation in this task force.
- HIDTA – The High Intensity Drug Trafficking Area program is a drug-prohibition enforcement program run by the United States Office of National Drug Control Policy. One Detective is assigned to work in this task force. In 2022, a Detective was assigned for a period of six months and due to staffing and operational need, the position will be vacant for the duration of the year.
- USSS Financial Crimes Task Force - In addition to regular duties, one detective is assigned to work with the U.S. Secret Service in this fraud task force.
- USMS – U.S. Marshal Service Task Force targeted at reducing violent crime. One Police Officer position is funded through June 2023 by a “COPS” (Concerns of Police Survivors) grant to allow an experienced officer to work full time in this task force.

**OWI Multi-Jurisdictional Task Force:** The Department continues as an original partner of the Southeastern Wisconsin Multi-Jurisdictional Impaired Driving Task Force. This combined effort with other Law Enforcement Agencies in Southeastern Wisconsin is now an established force in the goal of combating drunk driving. This partnership includes more than thirty (30) agencies throughout southeastern Wisconsin. The Police Department will continue to be a leader and participant in the task force for 2023.

**Cities and Villages Mutual Insurance Company (CVMIC) Grants:** The Police Department was able to participate in two grant ventures with CVMIC in 2022. For the first grant opportunity, the Police Department submitted three proposals for the CVMIC Risk Reduction Grant Program offered to the City of Wauwatosa. All three of the submitted grant proposals by the Police Department were selected and awarded a total of **\$3,841.00**. The grant proposals included laser protective film for every sworn member of the police department, safety glasses with cases for every sworn member of the department, and biohazard safety kits for police vehicles. The laser film protects officers from when protestors and others attempt to blind or distract them with certain types of laser lighting. The ability to provide each officer with their own safety goggles offers cost savings and the potential reduction of the transfer of diseases from one officer to another. Lastly, the many uses of biohazard kits could help keep officers protected from contagious people and environments, thus increasing officer wellness and safety.

The second CVMIC grant opportunity that the Police Department participated in was the Law Enforcement Risk Mitigation Program, a program that allocates funds to each CVMIC law enforcement agency in 2022 with the mission of improving safety, providing training, aligning agency operations and supporting well-being. The Wauwatosa Police Department was awarded the grant for **\$2,500.00** and the decision was made to utilize those funds to pay for mental health counseling for our police personnel when they seek professional help at one of our recommended psychological services.

The City of Wauwatosa and our partnership with CVMIC helped the Police Department earn a total of **\$6341.00** in grant money in 2022.

**Wauwatosa Neighborhood Watch Committee Grant:** The members of the Wauwatosa Neighborhood Watch Committee presented a grant opportunity to the Wauwatosa Police and Fire Departments on behalf of a great partnership in the community that includes ventures for the Tosa Night Out Celebration. After applying for the grant with multiple proposals, the Police Department was awarded with a substantial amount of **\$5,526.95** to purchase several items that benefited different areas of our department. The following items were purchased through that grant:

- Child safety seats
- Field sobriety breath test units
- Crowd Control Equipment
- Portable Radio Batteries and a Charging Station

**Canine Program Fund-Raising:** The Police Department decided to initiate a fund-raising campaign to support its Canine (K9) Program in 2022. A large percentage of law enforcement agencies that have a K9 program engage in fund-raising to not only raise funds to support its ventures, but to also raise awareness in the community. K9 programs have a way of connecting with people as it adds a personalization and approachableness to law enforcement for many.

The fund-raising was also started up as a necessity. For the past few years, the funding from people and businesses significantly decreased. In the past, the Wauwatosa Police Department would receive both small and large donations from the public to support the program. We believe this occurred with the onset of COVID, less support for Police in recent years, and economic change.

The Police Department worked with the Finance Department to ensure all rules were followed in terms of appropriate rules of sales and taxes. The fund raising consisted of the sales of collector “challenge” coins and plush stuffed animals. The fund raising has been set up as on-going and we are monitoring supply and demand as we proceed. The first initiative of this project has led to a total amount of **\$1,380.10** being raised. These funds will go directly to the K9 Program to help with needed supplies, training, and veterinary bills.

**Liquor License Fund Transfer to Police Department:** Per the 2022 Adopted Budget, in the event that a second Premier Economic Development (PED) liquor license is sold, the amount will be made available to the Wauwatosa Police Department for bicycle and pedestrian safety enforcement. On January 25, 2022, a PED liquor license was approved for Adriatic Fresh Seafood and Steak Restaurant, thus Council approved the amount of **\$30,000.00** to be a level three fund transfer to the Police Department. The Police Department has utilized a portion of these funds in the following manner:

- Reckless Driving Task Force
- Pedestrian and Bicycle Safety Enforcement
- Purchases that have included traffic cones, preliminary breath test units, vehicle stop sticks, road signage and a lidar speed enforcement hand-held unit.

\*As of September 1, 2022, there are still funds that have not been spent out of this fund transfer. The Police Department may be seeking a carryover for some funds here due to low staffing and the inability to put out constant enforcement programs.

**Recruitment and Retention Financial Backing by City Council:** In November of 2021, the Police Command Staff and HR Director proposed to Council the need for funding to stand up a recruitment and retention task force for the current challenges in hiring Police Officers. The council approved \$203,000.00 to be used for recruitment efforts as determined by the task force, to include hiring bonuses, referral bonuses, and police academy reimbursement.

The Recruitment and Retention Task Force (RRTF) is made up of members from the Police, Human Resources, and Communications Departments. Regular assistance is provided by the Finance and IT Departments, also. The main goals of the RRTF are clear: to attract a wide range of qualified, diverse candidates that are both *newly called* to the law enforcement profession, and attract current officers looking to develop and move to our agency which offers numerous advancement and specialty assignments. Listed below is a summary of the efforts since December 2021:

- Hiring Process:
  - Have conducted 4 hiring processes
  - Have hired, trained and deployed 8 Officers; will hire/deploy 2 more in August
- *Current* funding disbursement amounts: As of August 1, 2022; **total is approximately \$50,000.00**
  - Sign on bonuses: 8 officers - \$22,500.00
  - City employee referral bonuses: 2 employees - \$3,000.00
  - Recruit Academy Reimbursement: 1 employee, 1<sup>st</sup> installment - \$1000.00
  - Digital Media Marketing Campaign: \$15,600.00 (contracted thru Detonator Company)
  - Miscellaneous marketing materials: \$4782.79
  - Police over-time costs: \$3316.39
- Recruitment team formed & activated:
  - A diverse group of Police staff are the “face of our Department” and attend job fairs and directly communicate with candidates
- Media & marketing campaign:
  - Professional recruitment handouts were produced
  - Press interviews were conducted with three local media outlets
  - A local marketing business created digital media and a video highlighting the Police Department and City
  - A new hiring website was created that currently highlights the Police Department
    - [www.ServeTosa.com](http://www.ServeTosa.com)
  - Use of ongoing digital Google and Facebook ads
  - Direct marketing continues by attending job fairs, visiting colleges and technical schools, and using professional networking platforms

We are very thankful for the flexibility and resources the Council granted the RRTF to use for this staffing challenge. Currently, **there are still 13 Officer vacancies** out of a total authorized 105 sworn positions. Additional pending MRMC contracts, as well as upcoming resignations and retirements, will drive the likely need to continue similar RRTF efforts for the next several years. The Police Department would be requesting that money not utilized from this city funding be carried over to 2023 and possibly 2024 to continue efforts to get the department up to staffing so we can provide appropriate service to the City and the Community.

**Crime Reporting and Crime Clearance Rate:** As you can see in the charts below, our clearance rate continues to be strong and above state and national averages. This is due in part to the Department's, and thereby the City's, strong belief in maintaining and improving our investigative follow-up and coordination capabilities both internally and externally. The statistics represented here reflect the inclusion of robbery as a Crime Against Person. The large decrease in clearance rates from 2020 to 2021 for Crimes Against Property Crimes are due to a large understaffing problem at the Wauwatosa Police Department and current crime trends. For example, vehicle thefts and vandalisms are challenging to clear as part of a major crime wave locally and across the country.



\* 2021 National clearance rates were not published by the FBI at the time of this data collection.

**Police Remodeling Project:** In coordination with Facilities Management and Public Works, the Police Department Remodeling Project began with multiple bids in April 2021. Selzer-Ornst Construction Company was awarded the contract and began construction on the building in early July 2021. This project included the removal of asbestos from the building, expansion of space for an increase of officers needed from the MRMC contract, and an upgrade of spatial design to allow for growth. With this remodel, we increased a percentage of American Disabilities Act (ADA requirements) within the building in terms of entry ways, break room facilities, and overall access.

In 2022, the project continued steadily despite some complications that occurred. Some of those issues included a flooded area of the basement from a faulty water fountain and a large delay in products being delivered due to the supply chain problems in the world market. Police employees were able to maneuver around these issues that extended the project and the results are impressive. The project contributed to improving police morale, extended limited amounts of useable space, and provided an upgrade of what we had for decades. Police Command Staff are working with City Operations to work on an area of the

basement renovation that was not accounted for by the previous Administration during this Remodeling Project that will need to be addressed in 2023.

## 2023 GOALS

**MRMC:** Continue implementation of comprehensive and sustainable law enforcement coverage for the MRMC and surrounding areas. Projected to continue with Phase 3 of the three-phase implementation during the budget year of 2023. We continue to build relationships with each entity: Froedtert Hospital, Children’s Hospital of Wisconsin, Medical College of Wisconsin, Versiti Blood Center, & Curative Care Network.

The benefit of our partnership with the MRMC campus is that we are able to provide a professional level of police services with limited reduction of services to the City. MRMC funding also provided for remodeling department facilities and other overhead expenditures. A goal for 2023 pertaining to our relationship with MRMC is to continue efforts to streamline the hiring process without sacrificing quality to secure the best new employees to fulfill the MRMC positions.

**Flock Safety Camera Technology:** City officials, Alderpersons, stakeholders, and the general public have made recommendations to the Wauwatosa Police Department to utilize technology and efficiencies to better combat increased crime in our community. Stolen vehicles, reckless driving, and a trend towards more violent crimes in Wauwatosa has called for a demand to look at alternatives. Over the last year, the Police Department, in conjunction with Department of Public Works and Information Technologies (IT), have explored the installation of underground fiber optic cables, power, and internet connections throughout the city to increase our technological capabilities. Infrastructure changes proved to be not sustainable extremely expensive, and not capable of keeping up with technological advancements.

Police Departments need a scalable solution to increase clearance rates and deter crime. Flock Safety’s cameras passively detect actionable evidence that is easily searchable by vehicle type, make, model, unique features, color, time frame, or plate details. Flock Safety uses cameras that are solar-powered and include LTE internet connectivity that are placed onto poles or onto existing structures around the city. The information on the vehicles deliver detail through technology that scans each image for distinguishing features instead of only metal license plates. In addition, Flock Safety can detect vehicles with no plates, temporary plates, dirty/covered plates, and even get accurate Department of Transportation (DOT) records.

In addition to crime fighting, the system would be utilized to aid in helping communities solve missing persons investigations. Programs like Silver Alert (senior citizens), Green Alert (military veterans), and Amber Alert(s) (children) would be aided by the use of Flock Camera systems to locate these individuals.

Flock Safety helps eliminate crime through “vehicle fingerprinting”, is not tied to infrastructure, and operates under a subscription service. Those service benefits include free training, free technician services, all Flock Safety products under warranty for the duration of the customer’s contract, and free technological updating/upgrades.

The Flock Safety system is also a law enforcement information sharing network as the software is set up to link between all law enforcement agencies that have this technology. There are currently 32 Wisconsin law enforcement agencies that have implemented this system and many more that have been exploring this technological advancement. Law enforcement agencies in the area that have the Flock Safety System include West Allis Police Department, Milwaukee Police Department, Milwaukee County Sheriff’s Office, Greenfield Police Department and Waukesha Police Department. There are also currently over 30 agencies that have signed a memorandum of understanding (MOU) with area agencies within the State of Wisconsin, allowing those departments to share Flock Safety information freely.

The cost of the Flock Safety system is based on a subscription rate. The pricing is \$2,500.00 per camera per year plus a \$350.00 one-time implementation fee for each camera. That pricing includes the installation and all camera hardware (automatic license plate reader, solar of DC Power, mounting equipment, maintenance warranty) and all hosting and analytics (cloud hosting, unlimited uses license, hot list integration and alerts, ongoing software enhancements). Flock Safety does not provide electrical services and will provide the replacement cost of each camera one time (vandalism, malicious mischief, pole struck by vehicle, etc.).

In late 2022 or in 2023, the Police Department would be looking to make an initial purchase of 10 cameras at a total subscription cost of \$28,500.00. We would also be looking at signing a contract of 3-5 years to lock in that price and pay for it annually. The cost of the Flock Safety System is eligible under the rules and allowances of the Governor Evers "Safer Community Funds for Law Enforcement" grant. If approved through Council, we could utilize the money for 2022 and 2023 subscription costs at a total of \$57,000.00.

Flock Safety has shown how many municipalities and agencies are being financially backed by businesses and private organizations to offset costs. For example, we could add more cameras to prevent and solve crimes throughout the city due to our on-going partnerships with MRMC, Mayfair Mall, Mayfair Collections, and other community stakeholders. Those organizations, with a mutual investment to increase public safety, would be able to see and utilize images, but not obtain secure data and personal information pertaining to CJIS compliance.

Technology and modernization is a necessity for the City of Wauwatosa Police Department to fight crime and protect our community. Members of our agency have identified the potential areas that Flock Safety cameras would best benefit our residents and victims in an effort to reduce crime. Crime data drives the camera locations and bias motivations are eliminated as the system is based on vehicle descriptions, not the people driving them. Lastly, law enforcement agencies across the country have reported a significant reduction in crime, increased clearance rates, and a reduction of specific calls for service after the implementation of Flock Safety.

**Commitment to Mental Health:** The members of the Wauwatosa Police Department, like almost all law enforcement agencies across the country, have experienced some major challenges in the last few years. The civil disturbances of 2020, protests against the City of Wauwatosa and its Police Department, increased violence, critical incidents including several of our officers being shot, anti-police sentiment from many, and a change in policing are just a few examples of items that have affected the mental capacity of our people. The City of Wauwatosa offers an Employee Assistance Program (EAP), but employees that work in the career of professional policing need more understanding and nurturing from those that have specific education and training in the relative fields of law enforcement.

In 2015, President Barack Obama and his staff authored a final report, [The President's Task Force on 21<sup>st</sup> Century Policing](#). In that report, the task force made recommendations, each with action items, that are organized around six main topic areas or "pillars" regarding guidance in law enforcement. One of the pillars, "Pillar Six", includes recommendations that officer wellness be provided at multiple levels of a police organization.

In 2021, Chief MacGillis and his Command Staff encouraged sworn members of the police department to utilize professional psychological services. We advised our union board and personnel that we (City of Wauwatosa) would figure out how to pay those bills for the mental health assistance that was needed. The Police Department did budget more money for 2022 for these services, but underestimated the effects of all items mentioned earlier on our people. This was a mistake and a disconnect of how our people were really "surviving" instead of thriving. After the November 6, 2021, shooting at the Radisson Hotel on Mayfair Rd where three of our excellent officers were shot, a fierce reality set in and took its toll on the department in terms of mental health and the lack of support systems in place.

In 2022, the Command Staff made several decisions to support our people and lead them towards mental wellness and resiliency. In addition to EAP and an in-house Police Officer Support Team (POST) program, we partnered with two professional agencies that offer direct law enforcement-related psychological assistance, First Responder Psychological Services (FRPS) and American Behavioral Clinic (ABC). FRPS was brought into the police department to conduct in-service mandatory training on the topic of mental health to our personnel as well as develop relationships and offer further assistance programs. These in-service training sessions cost a total of \$8,600.00. Human Resources was able to help pay \$5,000.00 of the cost from the Invest in People account and the rest was taken from the professional development/training budget of the Police Department.

From 2021 to 2022, there was a dramatic increase in the number of members of the police department that sought mental health services from FRPS and ABC. For the entire year of 2021, mental health services were utilized at these two agencies in the amount of \$7,545.00 (FRPS-\$6,050.00 and ABC-\$1,495.00). As of July 1, 2022, services billed to the Police Department from both agencies have ballooned to the total of \$13,960.00 (FRPS-\$12,350.00 and ABC-\$1,610.00). The rate of confidential visits has slowed down, however another officer-involved critical incident or serious injury amongst officers could spike that rate. The estimate for the entire year for staff regarding these services could amount to \$25,000.00.

One of Chief MacGillis's initiatives is to institute an annual "Mental Wellness Check-in" program for all sworn staff and had previously been mentioned in discussions as a "Neck-Up Check-up". This is a mandatory visit of all sworn staff to meet with a member of FRPS to conduct a confidential mental health consultation. These consultations would begin in the Fall of 2022 and end in the Spring of 2023. In addition to all sworn staff going on a mandatory visit, we would offer the program on a voluntary basis to dispatchers and other civilian staff. The estimated cost of this program would be \$22,500.00 and would be limited to a one-time visit.

Mental health costs have been paid in the past with operating budget money from the Police Department and financial assistance from Human Resources as well as some grant funding help from CVMIC. There is a substantial amount of money being spent on our people for this mental health support and is necessary. We are looking to utilize grant funding from the Governor Evers Law Enforcement Grant to offset some of the amounts from these mental health visits as well as fund the "Mental Wellness Check-in" consultations in the next year. The reimbursements for the Governor Evers "Safer Community Funds for Law Enforcement" grant must be used between March 15, 2022, and June 30, 2022. The total amount of funds from this grant towards mental health assistance would total approximately \$47,000.00. We would be requesting City assistance for funds annually for the "Mental Wellness Check-in" program in future budget years.

**Crisis Assessment Response Team (CART) Officer:** An additional step to aid the City of Wauwatosa and its Police Department is to incorporate a CART Officer. The addition of this officer position was a venture in 2022 and did not occur because there were no social workers available through Milwaukee County to support the program in Wauwatosa. Milwaukee County would be sending and paying for a social worker to our Police Department to work with one of our officers for crisis assessment. The officer position would be drawn out of our existing sworn personnel and not an additional officer to be financially accounted for. We will continue to work with Milwaukee County an attempt to get a social worker to assist our Police Department in 2023.

**Community Service Officer (CSO) Program Extension:** The Police Department's Community Service Officer (CSO) Program had been in place for decades and needed revising in order to meet the demands of a changing police-community relations climate and an ever-changing society in the City of Wauwatosa. In September of 2021, the Police Department went to the Financial Affairs Committee to propose our new program revisions that included more CSO positions, greater use of CSO's for public calls for service, CSO branding with distinct uniforms and vehicles differentiated from sworn Police Officers, as well as a true means to recruit officer positions. The intent of the program was to expand current CSO responsibilities

and capabilities in order to assist the Police Department and have our officers concentrate on serious police matters, while still providing a personal connection to our on-going services that are expected by our citizens and the public.

This revised CSO Program was one of Chief James MacGillis's primary visions for the future of the Wauwatosa Police Department. The CSO Program revision and retooling was also a strong recommendation from the 2021 CPSM Study, with the ultimate goal to provide in-person service to residents at a lower cost to the City, while also using the program as a recruitment tool to "grow our own" Police Officer candidates.

CSOs are described as uniformed, part-time non-sworn employees of the Wauwatosa Police Department. Their purpose is to provide police services for low priority calls that do not require response from an armed police officer with arrest powers. The mission of the CSOs is to work in partnership with Patrol Officers and our citizens to maintain a safe, peaceful community by providing professional police services dedicated to the highest standards of ethics and integrity.

In 2022, the Police Department successfully introduced the CSO Program to the City of Wauwatosa. We were able to hire a total of three individuals to work as uniformed, part-time non-sworn employees as CSOs and were able to train them in those capacities. Training included on-the-road field training, following a training manual and calendar for active call-taking. They also received hands-on training for defense and arrest tactics, communications, vehicle dynamics, and notifications. After going through a rigorous training program that was spread out over weeks, the Police Department was able to set up guidelines with dispatch and multiple shifts and supervisors on what exactly were the rules of engagement that the CSOs were able to operate under. This included selecting approximately 25 calls for police service that a CSO was trained to successfully handle and could be dispatched to these needs.

The Police Department would require increased funding for the CSO Program in 2023 for expansion. The costs for two additional part time CSOs would include body-worn cameras, personnel equipment and uniforms, and wages. There are already many of the purchases in place that were made for the pilot program that would have included vehicles, vehicle equipment, and portable radios. This past year, Police worked with Fleet to purchase a pick-up truck and two transit vans for the CSO Program. These vehicles look drastically different in type, color and branding so that the public is aware of the differences in service and enforcement. Those vehicles were not an additional budget request, but rather replaced the purchase of three police vehicles.

The CSO pilot program has been a success in 2022 and has greatly helped with the short staffing problems on the department to aid our patrol division. The last few years has seen many officers leave the Wauwatosa Police Department to seek new careers, retire, as well as effects of world inconsistencies in the number of applicants. The new program has now gone through first year learning curves and the Police Department would like to expand to its initial plan of having five CSOs in 2023. As offered in 2021, once all five positions are filled for CSO, we would look to eliminate one full sworn duty Police Officer position to help offset wage expenses.

The fiscal impact of the CSO Program for the initial set up and onset was substantial in 2022. The budget approved by Council in the amount of \$290,657.00 included the fleet purchases and wages, as well as all new program expenses (subtract the offset from fleet for less squads and potential wages saved). The fiscal impact is much less for 2023 at an estimated amount of \$130,844.00. This is the annual estimate for all five CSOs with extension of equipment fees, minus inflation costs and potential raises. Police Department wage savings have helped to financially support this program.

**Bicycle and Pedestrian Safety:** In the event a second reserve liquor license is sold, \$10,000 (or a premier license of \$30,000) will be made available to the Police Department for Bicycle and Pedestrian safety

enforcement. Funds for this initiative would go towards items like bicycle path patrols, speed enforcement units, and citizen programs. It would also help purchase items directly related to these safety programs.

**Police Portable Radios:** In 2021, the Police Department submitted a Capital Budget Request in the amount of \$425,246.00 that was to fund a portable radio replacement project. For review, the police department had antiquated radios that had been received in 2014 and this “older” generation of radios no longer had logistical support. Those radios also became obsolete as there were no available batteries or replacement equipment if needed. Lastly, the radios no longer were able to receive updates and technological upgrades.

Although the budget request was made, the Finance and Police Departments funded the radio purchase through wage savings from 2021. After the conclusion of the rather large project within the Police Department, there was a determination of some needs that were not accounted for with the original overhaul. In 2023, finances will be sought to continue this overhaul at an estimate of \$25,502.00. The money would be utilized to purchase additional radios, replace expiring batteries, add chargers and charging stations for more new hires, and encryption. A large percentage of this cost is for the radio encryption which has an approximate expense of \$14,400.00 (56%).

The finances sought would come from a combination of the Governor Evers “Safer Community Funds for Law Enforcement” grant and potentially a small amount from wage savings,

## 2022-2023 EQUITY AND INCLUSION MEASURES

**Transparency:** In 2022, the Wauwatosa Police Department continued towards its goal of transparency with the public through multiple means of communication and methods. The Department continued its Body Worn Camera program and internal systems changed to meet the demands of camera use on every sworn member, as well as in police vehicles. Through their strategies and actions in the Recruitment and Retention Task Force (RRTF) project, the police department came up with an idea for utilizing a new customer-friendly website called [www.ServeTosa.com](http://www.ServeTosa.com). This utilization of the website will most likely be adopted by Human Resources as a platform for all of the departments for hiring, not just for the Police Department.

Departmental policies and procedures were updated and continue to be uploaded to the city’s website for public viewing. The dispatch center was tasked with reviewing all of their policies and procedures, then coming up with one standard operating procedure that encompassed the needs of both the Police and Fire Departments. As a result of the review, the Police Department was able to assess and change how they dispatch staff to certain calls that may involve bias and/or race motivations.

The 2021 CPSM Study acknowledged that the “residential demographics of the City of Wauwatosa are aligned with the representation of race/origin within the department”. The City of Wauwatosa provided training with a mindset that we will make every effort to improve our percentages of diverse housing, employment, and businesses. The Police Department has not only adopted that philosophy, but has been a leader in those goals.

We strive to continue increasing diversity utilizing our hiring processes. The RRTF is comprised of a multi-diverse group of officers to represent our staffing that includes Caucasian, African-American, Hispanic, Asian, as well as varying genders and sexual orientations. The Police Department is currently one of the most diverse quadrants in the City and we remain committed to representing the community we serve.

**January 2022 Ethnicity Statistics (provided by the Human Resources Department):**

Dept.	Asian-#	Asian-%	Black/African American-#	Black/African American-%	Caucasian-#	Caucasian-%	Hispanic-#	Hispanic-%	Multi-Race-#	Multi-Race-%	Total
All	8	2%	20	4%	412	90%	14	3%	5	1%	460
Fire	0	0%	0	0%	101	95%	3	3%	2	2%	106
Police	4	3%	9	7%	108	86%	4	3%	0	0%	125
City Hall	4	3%	9	6%	125	87%	4	3%	2	1%	144
DPW	0	0%	2	2%	78	93%	3	4%	1	1%	84

Dept.	Male-#	Male-%	Female-#	Female-%	Total
All	322	70%	138	30%	460
Fire	99	93%	7	7%	106
Police	90	72%	36	29%	125
City Hall	54	38%	90	63%	144
DPW	79	94%	5	6%	84

As a result of a recent past hiring process audit, the recruitment and hiring processes continue to be reviewed as we are making hiring for diversity a priority. We will also continue to update our police webpage and utilize social media to its fullest to get our message out about hiring a diversified department. The partnership between the police department and the public, elected officials, and other stakeholders on a unified front will make this a successful venture. In 2022, we utilized an independent marketing group to put together a hiring video that showcased a representation of our diverse staff.



**Crisis Intervention Team:** In the most basic characterization, “*crisis*” is indicative of a person that is not of rational mind or thought: this may range from prolonged mental health concerns (i.e., dementia, schizophrenia – includes a plethora of debilitating mental health diseases) to more often dealt with acute mental health crises that may involve alcohol and / or drugs, victims of traumatic events (not necessarily criminal in nature – i.e., the death of a loved one) or those that consider suicide as the only escape from the reality they believe they are experiencing.

The Wauwatosa Police Department will continue to enroll sworn officers in Crisis Intervention Team (CIT) training. As of September 1, 2022, we have had 33 sworn officers attend this week-long, intensive, hands-on training that presents techniques for officers to implement in response to calls for service that necessitate crisis intervention. Chief James MacGillis has also attended and participated in the CIT Course prior to his onset with the Police Department. In 2018, we had only 3 officers that were CIT-trained, and this time last year there were 25. Our goal for 2023 is to have up to 6-10 additional employees attend a CIT Course. We have updated our goal from all sworn to all front-line patrol officers and supervisors attend the CIT Course as a priority.

With continued enrollment in this training program for all new hires, the long-term goal is to have all sworn, front line patrol officers trained in CIT techniques by 2025. We also have a member of our staff that instructs a training course on implicit bias at CIT classes as we continue to dive into this specific program to help

with crisis intervention. Our aim is to host a future training program for our officers and our local law enforcement partners.

Due to our dedication toward total community service, we realize that our civilians (Dispatchers, Office Assistants, CSO's, and Interns) often encounter citizens in crisis similar to our sworn officers. Moving forward, we will provide our civilians the training which will allow for increased positive interactions with the public. Our continued goal is to start having all of our civilian employees receive crisis intervention training through the Crisis Intervention Partners (CIP) training program, an abbreviated 2-3-day class geared for civilians on methods to deal with persons in crisis. The Administrative Bureau of the Police Department now has a plan in place to start that process in 2023.

In addition, more than half of the full-time department emergency dispatchers have attended or received crisis intervention training related to their positions within the last five years. The Dispatch Center Supervisor has made it a priority to regularly send dispatchers to this type of training.

Lastly, we started the process of sending our CIT officers through a one-day update course. Our first CIT Officer attended this course in June of 2022. Our working relationship with the National Alliance on Mental Illness (NAMI) will continue for our partnership in the community for proper police responses and de-escalation techniques. NAMI representatives have pointed out that our officers should attend only the local CIT courses as it is deeply related to the resources offered within a department's own community. Hence why it takes a significant amount of time to get our personnel through CIT courses.

During the course of 2022, NAMI sponsored a grant for law enforcement agencies that sent their personnel to their training. The CIT courses are free, but sending officers away to school means that there is a need for other officers to fill that void of police work in the community. NAMI awarded the City of Wauwatosa with a check for **\$5,000.00** to pay for wages and overtime backfill of personnel attending their professional training courses.

**Wellness Training:** In the Fall of 2022, the City of Wauwatosa and Human Resources will be starting a city-wide training initiative for diversity training. Every city employee, including members of the police department, will be required to complete a virtual training class called "Why Diversity Matters." In addition, every member of the police department was provided in-person training on wellness and mental health by an independent psychological service called First Responders Psychological Services (FRPS). This training is relevant to bias training as it helps officers become better in tune with their own emotions and mental wellness, which would translate into improved interactions with members of a diverse community (emotional intelligence).

Furthermore, most sworn officers attended an in-service training at Waukesha County Technical College (WCTC) on career survival and positive, fair treatment of others while on duty (internal and external procedural justice). We look forward to our staff attending more training in 2023 on the concepts of diversity, wellness, and understanding viewpoints through a different lens. Also, through a major overhaul of policy and procedures on Dispatch Communications in 2022, the Police Department has made significant changes in the way our dispatchers triage incoming calls for service.

**Community Engagement Initiative:** We continue to make our Community Engagement Initiative (Community Policing) a top priority. Our Community Engagement Initiative encourages our patrol officers to get out of their squads while patrolling. Examples of CEI's currently in place are:

- Business checks
- School checks
- Neighborhood foot patrols
- Business district foot patrols
- Special event visits by Officers

- Police recruitment mission to the public
- Community Service Officer Program and public contact initiatives

**Citizen Police Academy:** In 1998, the Department instituted its first Citizen Police Academy Program. Due to funding restrictions, the Citizens Police Academy (CPA) was disbanded in the early 2000's. This highly successful program was designed to promote citizen-police interaction and cooperation. The classes offered ended as funding became an obstacle at that time in the early 2000s.

In 2021, Chief James MacGillis came to our Police Department with a focus on improving transparency, communications, and overall relationships with the public. Chief MacGillis and Command Staff believed that one of the ways to gain more “community capital” was to restart a CPA in Wauwatosa. The 2021 CPSM Study also highly recommended that holding a CPA would build trust and relationships between Police and its city leadership and community, as the police would be able to showcase its members and department.

The Police Department was able to implement a fully revised pilot program for a CPA in 2022 despite many other active programs in place as well as a serious staffing shortage. The interactive and hands-on courses were written by department supervisors and instructors for a comprehensive 10-week program that started on May 2 and ended on July 18, 2022. Some of the many topics covered in the course included patrol operations, emergency vehicle operations, emergency communications, pursuit driving, crime scene processing, firearms, use of force, and response to critical incidents. Many avenues of the training involved outdoor experiences, range shooting, and driving behind the wheel of a police vehicle in scenario-based atmospheres. All courses were taught by sworn members of our Police Department and were safety-minded. In addition to the normal class time, candidates were also scheduled separately for actual squad ride-alongs during a patrol shift.

This reconceived CPA was diverse in the sense that the participants came from all different backgrounds and careers. CPA graduates included a member of the Police and Fire Commission, a City of Wauwatosa alderperson, a high-ranking official from City Hall, a member of the Milwaukee Regional Medical Center, employees of the city from different departments, and public citizens. All 12 graduates gained a better understanding of policing and were able to gain a better sense of the high professional standards and personalities that embody a police officer. The “human element” that bonded the police staff and the attendees is a good footprint of what we should expect of our department and the city and the public in the future. Police also gain an understanding of community concerns and developing trust.

In 2022, we had a budget to run one CPA that included items purchases for the instructors and participants, wages for overtime, and awards. The approximate cost of the 2022 CPA was \$6,428.77. The plan is to run only one CPA a year due to the strain it puts on the department and its members.

Description	Cost
Overtime - Wages	\$5,361.23
Lanyards	\$253.25
Food/water	\$99.76
Graduation dinner	\$56.89
Polo Shirts	\$564.04
K9 Items	\$93.60
Total	\$6,428.77

After running this pilot program and examining the interest, participation, and feedback of the program, the Police Department fully intends on running Citizen Police Academies in 2023 and beyond. We believe it is a necessity to include citizens, city leaders and public council members in an effort to continue to build relationships and develop understanding of what Police work looks like in Wauwatosa in the 21<sup>st</sup> Century.

## 2022 BUDGETARY CHANGES

GOVERNOR EVERS LAW ENFORCEMENT GRANT	INCREASE	\$67,100
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**Expenditure Increase:** In March of 2022, Governor Tony Evers announced a new investment of more than \$50 million to help make Wisconsin communities safer. The allocation for each law enforcement agency is based on the size of the population served, with an addition for communities that have a higher violent crime average. The Wauwatosa Police Department received \$128,017.03 from this grant, which has strict laws in terms of what can be used and a time period for reimbursement. Each agency may use its Allocation of funds to reimburse eligible expenditures incurred between March 15, 2022 and June 30, 2023. For purposes of the Program, an expenditure is not “incurred” until we have paid for the item. Any funds not used in 2022 would be carried over into 2023.

The Wauwatosa Police Department is looking to utilize these funds for items of necessity within the department to increase wellness, communications, and efficiency. The following are the areas of spending that we would be looking at Council to approve in 2022:

- Professional Mental Health Programs
- Flock Safety Camera System
- Police Portable Radios

\*The Police Department is requesting a fund transfer prior to the 2022 Budget Re-Estimate approval to make funds available for these purchases. A Council vote is needed for the approval of these funds.

MENTAL HEALTH “MENTAL WELLNESS CHECK-IN” PROGRAM	INCREASE	\$25,000
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Chief’s initiative for police personnel to get an in-person consultation for mental health at First Responder Psychological Services (FRPS) annually. The requested amount would be approximately \$25,000.00 for each department member to attend one counseling session for two hours. All sworn police personnel and dispatchers would attend on a mandatory basis and other civilian employees could attend on a voluntary basis. There are currently approximately 125 employees that would be in this program and the cost of each two-hour session is \$200.00. For the initial year of the program, funds would be utilized from the Governor Evers Safer Communities Grant.

PARKING CITATION REVENUE	DECREASE	\$209,500
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**Revenue Decrease** (deterrence-generated): There were a few continued causes of the projected decrease in parking revenue: (1) the COVID-19 pandemic resulted in more residents working from home and the Police Department eased overnight parking limitations for residents faced with difficult financial burdens; (2) the loss of two Parking Specialists (one retired / one resigned); and (3) overnight parking enforcement has been affected by the lack of an assigned late shift Parking Specialist and Police Officer shift shortages.

Additionally, the one full-time Parking Specialist that was employed for the first half of 2022 abruptly resigned from the Police Department for a career advancement position. In 2021 and 2022, there have been four hiring processes that occurred with the City of Wauwatosa in an effort to hire a part time Parking

Specialist with no positive result. Parking revenue was budgeted at \$542,500.00 for 2022 and \$333,000.00 is estimated to be collected.

POLICE HARLEY MOTORCYCLE UNIT	INCREASE	\$10,191
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Due to a data entry error, expenses for the Harley Motorcycle Unit were not properly budgeted for 2022. Only \$34 was entered into the budget for fuel and maintenance, but the cost is expected to be closer to \$10,225.

TELECOMMUNICATIONS	INCREASE	\$4,926
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The dependence on telecommunications for Police has risen over recent years with improvements in technology. There are also increases in market prices and the use of our cellular phones has multiplied. Items that include telephone charges, mobile phone airtime, and Milwaukee County user fees have all dramatically compounded. Police programs, like the addition of CSOs and the hiring of more officers due to the expanded contracts of MRMC, directly relate to these rises of fees and costs.

WAGE EXPENDITURES	DECREASE	\$660,000
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**Expenditure Reduction:** Wage expenditures were reduced \$660,000 reflecting vacancies above the 1.5% assumed attrition rate. Part of the savings will off-set the projected parking citation revenue shortfall and fund departmental projects that include:

- Ammunition purchases through the Law Enforcement Support Office (LESO) Program
- Automated Facial Recognition (AFR) technology-based Software Subscription
- Police Department Lobby Renovation (City/Building Operations)
- Axis Control System to Rekey Police Department (City/Building Operations)
- Additional Items that include, but not limited to Benelli Shotguns, Rifle Plate Kits, Ballistic Shields, Gas Masks, and Axon Docking Systems

Currently, the Police Department is under-staffed by twelve (12) full-time sworn Police Officer positions, four (4) Dispatch positions (full time and part-time), and two (2) parking specialist positions (one full time and one part time). The Department continues to work with Human Resources to run multiple hiring processes to fill these needs.

CAPITAL OUTLAY	INCREASE	\$40,000
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**Expenditure Increase:** There is equipment needed for officers on patrol and in tactical situations that are absolute needs and will last several years at the Police Department. This equipment is needed to increase officer safety while also helping in an attempt to use less force when dealing with uncooperative people and extraordinary events. These items need replacement as they have already been fixed several times, have been overused and no longer salvageable, or advances in technology have made them obsolete. The following items have been recognized within the parameters of Capital Outlay:

- Tasers (10) with Accessories	\$23,000.00
- Throwbot 2 Base Kit with Search Pole	\$17,000.00
<b>Total:</b>	<b><u>\$40,000.00</u></b>

## 2023 BUDGETARY CHANGES

MENTAL HEALTH “MENTAL WELLNESS CHECK-IN” PROGRAM	INCREASE	\$25,000
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Chief’s initiative for police personnel to get an in-person consultation for mental health at First Responder Psychological Services (FRPS) annually. The requested amount would be approximately \$25,000.00 for each department member to attend one counseling session for two hours. All sworn police personnel would attend on a mandatory basis and civilian employees could attend on a voluntary basis. There are currently approximately 125 full time employees and the cost of each two-hour session is \$200.00. For the initial year of the program, funds would be utilized from the Governor Evers Safer Communities Grant.

GOVERNOR EVERS LAW ENFORCEMENT GRANT	INCREASE	\$60,917
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**Expenditure Increase:** In March of 2022, Governor Tony Evers announced a new investment of more than \$50 million to help make Wisconsin communities safer. The allocation for each law enforcement agency is based on the size of the population served, with an addition for communities that have a higher violent crime average. The Wauwatosa Police Department received \$128,017.03 from this grant, which has strict laws in terms of what can be used and a time period for reimbursement. Each agency may use its Allocation of funds to reimburse eligible expenditures incurred between March 15, 2022 and June 30, 2023. For purposes of the Program, an expenditure is not “incurred” until we have paid for the item. Any funds not used in 2022 would be carried over into 2023.

The Wauwatosa Police Department is looking to utilize these funds for items of necessity within the department to increase wellness, communications, and efficiency. The following are the areas of spending that we would be looking at Council to approve in 2023:

- Professional Mental Health Programs
- Flock Safety Camera System
- Police Portable Radios
- Forensic Laboratory Disc Burner/Suite

CAPITAL BUDGET INFRASTRUCTURE	INCREASE	\$345,000
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**Expenditure Increase:** The Police Department wrote for two projects/items for the 2023 Capital Improvement Plan that fall under the applicable rules requiring a one-time expenditure of at least \$25,000.00 and having a life expectancy of at least 10 years.

- Lenco Bearcat G2 Rescue Vehicle: An armored vehicle utilized by the Police and Fire Departments for tactical situations and training. The vehicle has multiple functions that include citizen and officer rescue, mobile protection during violent events, use in training exercises, and incorporating into community events for education. The vehicle would be utilized at community events for safety as a visual deterrent and tool to mitigate a violent event. This is a protection and prevention device needed in a volatile world for its citizens and officers.  
\$300,000.00 (vehicle, warranties and accessories)
- Digital Intelligence Server System: A secure Forensic Recovery of Evidence Device (FRED) server system for the Digital Forensics Unit at the Police Department that is needed to stabilize and modernize its investigations. The secure system is needed for sensitive investigations, cell phone extractions, and allows the department to get away from inefficient hard drive storage and further costs.  
\$45,000.00

PERCENTAGE INCREASE FOR OPERATING BUDGET (ABOVE 2.0%)	INCREASE	\$5,139
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**Expenditure Increase:** The City of Wauwatosa is setting percentage increases of operating budgets of 2.0% throughout City Departments. However, most items of purchase in police budget are higher and approximated at the 4.0% range. This results in an operating budget increase for the Police Department as the following:

- Operating Budget for 2022 was \$256,958.00
- Operating Budget for 2023 is \$262,097.00 with 2% increase
- Operating Budget for 2023 is \$267,236.00 with 4% increase

The Police Department is asking for \$5139.00 more to offset the rising costs in the world market for necessary purchases.

COMMUNITY SERVICE OFFICERS PROGRAM	INCREASE	\$50,301
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**Expenditure Increase:** The Community Service Officer (CSO) pilot program has been a successful venture and the Police Department would like to move forward in 2023 with the hiring of two more CSOs. When Council approved moving forward with the CSO Program in 2021, it was agreed upon that five CSO positions would equal the loss of one full time sworn officer position.

This move from going from 3 CSOs to 5 CSOs would have a difference of a full-time equivalent moving from 1.5 to 2.5 as each CSO works 20 hours a week. Each CSO has a wage of \$16.48 an hour meaning an additional CSO would earn \$17,139.20 with 2080 hours. When you add the total amount of two CSOs per year at \$34,278.40 along with the 7.65% additional expense for social security and Medicare, the total difference is \$36,900.70. The reduction of the sworn officer position offsets the wages and results in salary savings for the City of Wauwatosa

Additionally, CSOs need to be outfitted with uniforms, radios, and other equipment. The cost related to these purchases for the two additional CSOs total \$13,400.00.

PERSONNEL ALLOCATIONS FOR CIVILIAN EMPLOYEE	INCREASE	\$9,941
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The Police Department has a great need for a civilian position of an Administrative Station Officer. This position assists staff with several areas of the department that include equipment, Fleet care and maintenance, building needs, and special projects. At the end of 2021, we saw a great need to increase the number of hours for this part-time position to meet these needs of the department. The full time equivalent (FTE) of the position was moved from .4 FTE to .6 FTE, causing a salary increase from \$19,881.42 to \$29,822.13, yielding an increase of \$9,940.71 annually. In 2022, wage savings covered the .2 FTE difference.

CAPITAL OUTLAY	INCREASE	\$19,000
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**Other Expense(s) Increase:** A necessary replacement item for pure work, safety, aesthetics, and environmental design factors is to replace a large number of chairs at the Police Department. The multiple purpose chairs, seventy-five (75), would be needed for conferencing, training, and other means of business. The chairs being utilized now have been at the Police Department for over twenty-five years and many are ripped, worn, have some mechanical issues, as well as mismatched. These chairs are expensive as they are built for business and longevity, as well as mindfully designed to not break and cause possible workplace injury. A large percentage of the chairs would be replacing those that are in the basement

multiple purpose room where professional schools take place, business meetings, and training on behalf of the Wauwatosa Police Department. The remaining number of chairs would be utilized in the training room of the basement where we plan to host future training sessions for our police department as well as for other law enforcement agencies as a means to save money in our training budget.

CITIZEN POLICE ACADEMY (RECURRING)	INCREASE	\$6,500
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**Expenditure Increase:** For 2023 and for following years, the Department would seek an additional \$6500.00 per year to pay for an annual Citizen Police Academy. The increased dollar request would fund overtime wages for multiple officers to teach the course (three hours each week for ten weeks) and supplies for candidates (shirts, equipment, certificates, etc.). These funds were not included in the 2022 budget, but opportunities for a fund transfer will be reviewed. The total amount of the 2022 CPA pilot program was \$6428.77.

COMMUNITY SUPPORT OPERATING EXPENDITURES	INCREASE	\$25,002
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**Expenditure Increase:** When the financial accounts were first set up in the new Tyler Munis system, the Community Support accounts were established under a donation account. It has since been realized that these accounts should be moved to the Police Department's operating budget in order to properly report revenues and expenditures. The actual Community Support budget is unchanged from prior years.

PROFESSIONAL DEVELOPMENT EXPENDITURES	INCREASE	\$15,000
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**Expenditure Increase:** The Police Department receives an annual reimbursement from the Department of Justice in the amount of \$160 per eligible certified Police Officer to offset the costs of recertification training. These funds are typically received in December and the Police Department would like to utilize these funds to increase Professional Development expenses.

The Police Department has changed its accounting procedures to allow the funds to be expensed throughout the year, rather than continuously requesting roll-overs due to the inability to expend the funds in December. The estimated \$15,000 increase in Professional Development expenses is offset by the \$15,000 increase in State Grant revenues. However, for 2022, the revenues were budgeted, but not the related expenditures. For 2023, the expenditures were properly budgeted, but will result in a year-over-year increase of \$15,000.

TELECOMMUNICATIONS	INCREASE	\$29,695
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The dependence on telecommunications for Police has risen over recent years with improvements in technology. There are also increases in market prices and the use of our cellular phones has multiplied. Items that include telephone charges, mobile phone airtime, and Milwaukee County user fees have all dramatically compounded. Police programs, like the addition of CSOs and the hiring of more officers due to the expanded contracts of MRMC, directly relate to these rises of fees and costs.

INTERNAL CHARGES	INCREASE	\$98,496
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**Expenditure Increase:** The Internal Charges encompass Fleet, Information Systems, and General Liability for the police budget. Here are the changes from 2022 to 2023:

Fleet Charges	\$	3,014
Information Systems		(2,571)
General Liability		176,747
Abatement for Charges		<u>(78,694)</u>
	\$	<b>98,496</b>

The increase in allocated internal Informational Systems charges is mainly attributed to a re-evaluation of computer usage and purchases, as they had not been audited since 2014. The increase in General Liability from year-to-year is largely due to significant litigation; primarily collective bargaining representation costs involving Officer Joseph Mensah from July 1, 2021 to June 30, 2022. These costs are significantly offset by the reimbursement (abatement) from the Hospital Policing Fund for operating costs associated with the Milwaukee Regional Medical Campus police patrols.

#### ASSET FORFEITURE EXPENDITURES

NO BUDGET IMPACT

**Budget Neutral:** Asset Forfeiture expenditures run under very strict guidelines from both State and Federal authorities. Most importantly, these expenditures cannot be used to supplant funding that would otherwise be in the Department's budget. Bearing that in mind, we look to identify items that we would not or could not otherwise request within our Department budget, but that would add to the quality, efficiency, and function of the Department. An example of recent expenditures would be the build-out and update of the electronic forensic lab, including expert-type schooling for detectives.

For 2023, we intend to use funds to train our personnel, invest in professional subscriptions and make use of investigative tools, such as software. Funds would also be utilized to purchase some officer safety equipment.

#### BIKE/PED ENFORCEMENT / RESERVE LIQUOR LICENSE

BUDGET NEUTRAL

**Budget Neutral:** In the event a second reserve liquor license is sold, \$10,000 (or a premier license of \$30,000) will be made available to the Police Department for Bicycle and Pedestrian safety enforcement.

#### MRMC POLICING

BUDGET NEUTRAL

As part of the contract for provision of police services to the Milwaukee Regional Medical Center campus, a portion of current Police Department and supporting departments' overhead will be covered as part of the contract payment. This will result in a transfer of expenses from the General Fund to the Hospital Policing Fund.

In 2021, the Police Department began providing a dedicated patrol to the Milwaukee Regional Medical Center campus. Beginning on April 1, 2022, the department began providing a dedicated 24-hour patrol assignment in the Children's Hospital Emergency Room. Similar to the campus patrol, Children's Hospital pays for the emergency room post including start-up costs, personnel costs and on-going operational costs. In addition, they will contribute towards the Police Department expansion project that was partially required due to the additional officers hired to provide this service.

At this time, Froedtert is not moving ahead with plans to utilize the Wauwatosa Police Department to staff its emergency room post.

The 2023 budget includes additional 5.0 Patrol Officers positions that is the equivalent of 3.0 additional full-time equivalents due to the mid-year start for the deployment of the second MRMC campus patrol assignment. The original date for additional officers to provide coverage at MRMC was April 1, 2023, and now is projected to be October 1, 2023, due to staffing shortages.

The expense and revenues associated with the hospital policing are included in a separate fund, Fund 37, which is exclusive to these services.

The MRMC and Children’s contracts, will increase the expenses by \$648,320 to \$2,732,539 which is offset by a corresponding revenue increase in Fund 37.

## PERFORMANCE INDICATORS

	2018	2019	2020	2021
Emergency 911 Calls	9,505	9,700	9,017	10,981
Calls for Service	32,515	32,224	23,118	27,114*
Crimes Against Person Clearance Rate	72%	66%	56%	58%
Crimes Against Property Clearance Rate	41%	49%	38%	20%
Stolen Property (Value)	\$4,844,432	\$3,152,810	\$3,166,303	**\$7,121,187
Stolen Property Recovered (Value)	\$2,631,987	\$1,517,198	\$1,973,318	**\$4,872,283
Adult Arrests	2,174	2,279	1,677	1,575
Juvenile Arrests	255	367	143	290
Traffic Citations	7,386	7,780	2,805	2,172
Parking Citations	13,565	14,533	7,590	8,053
<b>Response Time</b>	<b>3:57</b>	<b>5:56</b>	<b>5:12</b>	<b>5:38</b>

\* In addition to Police calls for service, Dispatchers also fielded 8,355 Fire and EMS calls

\*\*Stolen Property and Recovered Stolen Property had a huge increase due to vehicle thefts and vandalisms. A large amount of vehicles stolen, retail thefts post-Covid, and larger estimates of costs in the world market shows the large hike in prices. In 2020, there were 105 vehicles stolen versus 351 in 2021.

**BUDGET SUMMARY TABLE**

<b>Police Dept #210</b>					
<b>Expenditures</b>					
<b>2021 Actual</b>	<b>2022 Adopted Budget</b>	<b>2022 Revised</b>	<b>Name</b>	<b>2023 Budget</b>	<b>2023 / 2022 % of Change</b>
9,014,592	9,513,498	8,932,334	Wages	9,802,726	3.0%
1,107,004	926,721	931,721	Overtime	807,821	-12.8%
4,764,867	4,725,869	4,725,869	Benefits	5,016,799	6.2%
88,768	74,800	74,800	Other Compensation	80,900	8.2%
251,261	256,958	380,725	Operating Expenses	321,638	25.2%
64,060	91,900	94,400	Services	112,700	22.6%
106,920	105,074	110,000	Utilities	134,769	28.3%
321	357	357	Fixed Charges	371	3.9%
1,279,110	1,359,890	1,359,890	Internal Charges	1,458,386	7.2%
163,353	191,984	328,761	Other Expenses	157,830	-17.8%
458,954	-	78,514	Capital Outlay	19,000	0.0%
<b>17,299,212</b>	<b>17,247,051</b>	<b>17,017,371</b>	<b>TOTAL</b>	<b>17,912,940</b>	<b>3.9%</b>
<b>Revenues</b>					
<b>2021 Actual</b>	<b>2022 Adopted Budget</b>	<b>2022 Revised</b>	<b>Name</b>	<b>2023 Budget</b>	<b>% of Change</b>
229,135	242,188	370,525	InterGov Revenues	234,858	-3.0%
14,558	21,200	62,000	Licenses and Permits	32,000	50.9%
452,154	647,500	637,500	Fines and Penalties	647,500	0.0%
477,479	505,299	493,534	Public Charges	516,745	2.3%
54,928	4,750	13,577	Miscellaneous	5,100	7.4%
<b>1,228,253</b>	<b>1,420,937</b>	<b>1,577,136</b>	<b>TOTAL</b>	<b>1,436,203</b>	<b>1.1%</b>
<b>Net Cost</b>					
<b>16,070,958</b>	<b>15,826,114</b>	<b>15,440,235</b>	<b>TOTAL</b>	<b>16,476,737</b>	<b>4.1%</b>

Police Reserves Dept #212					
Expenditures					
2021 Actual	2022 Adopted Budget	2022 Revised	Name	2023 Budget	2023 / 2022 % of Change
14,756	9,447	9,447	Operating Expenditures	9,636	2.0%
-	100	100	Services	100	0.0%
<b>14,756</b>	<b>9,547</b>	<b>9,547</b>	<b>TOTAL</b>	<b>9,736</b>	<b>2.0%</b>
Revenues					
2021 Actual	2022 Adopted Budget	2022 Revised	Name	2023 Budget	2023 / 2022 % of Change
-	-	-	TOTAL	-	0.0%
-	-	-	TOTAL	-	0.0%
Net Cost					
<b>14,756</b>	<b>9,547</b>	<b>9,547</b>	<b>TOTAL</b>	<b>9,736</b>	<b>2.0%</b>

Hospital Policing Fund #37					
Expenditures					
2021 Actual	2022 Adopted Budget	2022 Revised	Name	2023 Budget	2023 / 2022 % of Change
40,473	62,910	62,910	Operating Expenses	50,115	31.2%
1,168,260	1,962,309	1,962,309	Internal Charges	2,623,424	-20.3%
58,545	50,000	50,000	Capital Outlay	-	33.7%
-	-	-	Transfers	50,000	0.0%
<b>1,267,277</b>	<b>2,075,219</b>	<b>2,075,219</b>	<b>TOTAL</b>	<b>2,723,539</b>	<b>31.2%</b>
Revenues					
2021 Actual	2022 Adopted Budget	2022 Revised	Name	2023 Budget	2023 / 2022 % of Change
1,293,951	2,075,213	2,075,213	Public Charges	2,723,532	31.2%
<b>1,293,951</b>	<b>2,075,213</b>	<b>2,075,213</b>	<b>TOTAL</b>	<b>2,723,532</b>	<b>31.2%</b>
Net Cost					
<b>(26,674)</b>	<b>6</b>	<b>6</b>	<b>TOTAL</b>	<b>7</b>	<b>16.7%</b>

**PERSONNEL SCHEDULE**

<b>Police</b>				
<b>Position Description</b>	<b>2022 FTE</b>	<b>2023 Base Positions</b>	<b>2023 FTE</b>	<b>2022-23 Change</b>
Accident Investigator	5.00	0	0.00	(5.00)
Accountant/Grant Coordinator	1.00	1	1.00	-
Administrative Support Special	5.00	5	5.00	-
Chief of Police	1.00	1	1.00	-
Crime Analyst	1.00	1	1.00	-
Community Support Patrol Spec II	1.00	0	0.00	(1.00)
CSO-Support Positions 2	2.50	5	2.50	-
Detective	13.00	13	13.00	-
Detective Technician	2.00	2	2.00	-
Dispatcher	9.70	14	9.70	0.00
Dispatch Supervisor	1.00	1	1.00	-
Equipment Officer	0.40	1	0.60	0.20
Office Assistant	7.14	7	7.00	(0.14)
Parking Specialist	2.00	3	2.00	-
Police Captain	2.00	2	2.00	-
Police Lieutenant	6.00	6	6.00	-
Police Officer 1	48.00	48	48.00	-
Police Patrol Specialist	0.00	6	6.00	6.00
Police Sergeant	10.00	10	10.00	-
School Resource Officer	4.00	4	4.00	-
<b>Hospital Policing</b>				
Captain	1.00	1	1.00	-
Sergeant	1.00	1	1.00	-
Police Officer	10.00	15	13.00	3.00
Dispatcher	1.28		1.28	-
<b>TOTAL</b>	<b>135.02</b>	<b>147.00</b>	<b>138.08</b>	<b>3.06</b>
<sup>1</sup> 1.0 FTE grant funded and expires 12/31/23 <sup>2</sup> 5.0 FTE Accident Investigator and 1.0 Patrol Specialist reclassified as Police Patrol Specialists				

# POLICE COMPLEX

## PURPOSE

This program is intended to provide employees with an effective work environment, to maintain a clean building atmosphere for Police Department employees, and respond to the equipment maintenance needs of the Police Station.

## PROGRAMS/SERVICE LINES

- Building Safety and Security
- Environmental control and Preventive Maintenance
- Contractual Services Management
- Capital Improvements
- Service and Work Order Requests

## BUDGET SNAPSHOT

	2022	2023	Change
Exp	\$ 339,342	\$ 299,541	\$ (39,801)
Rev	\$ -	\$ -	\$ -
Net Cost	\$ 339,342	\$ 299,541	\$ (39,801)
FTE's			-

## MAJOR CHANGES

- A remodel of a portion of the lower level of the Police Department has been completed. Included were major upgrades to major HVAC systems

## 2022 SIGNIFICANT CHANGES

- As a result of significant Labor savings from Police staff budget, two projects that were budgeted for 2023, Access Controls and Police Lobby Safety upgrades, are now being budgeted for 2022 with these funds. The projects will likely still be completed in 2023 but a carryover will be needed to move these funds into the 2023 budget. These projects total \$105,000.

## 2022 ACHIEVEMENTS

- The planned remodel due to the MMRC expansion is nearly complete with only punch list items remaining. Major upgrades to HVAC systems are complete, including new high efficiency boilers, new back-up heating and cooling units for both the Dispatch room and the server room, new primary unit for the dispatch room and new exhaust systems for the locker rooms and evidence processing area
- Lobby is receiving a minor refresh while waiting for a larger re-work in the coming years
- Jail cells are receiving new plumbing fixtures and safety upgrades

## 2023 GOALS

- Reconstruct the DAT training space
- Expand the card access system
- Improve Lobby safety

- Install Solar to reduce grid supplied electricity. This project was planned for 2022 but is being delayed due to the need to plan integrally with the proposed park adjacent to the facility.

## 2023 BUDGET CHANGES

- Utilities were increased due to rate increases
- Electricity- increased 8.4%
- Sewer- Increased 4%
- Water- Increased 30%

**BUDGET SUMMARY TABLE**

Police Station Dept #350					
Expenditures					
2021 Actual	2022 Adopted Budget	2022 Revised	Name	2023 Budget	2023 / 2022 % of Change
52,334	57,462	57,462	Wages	60,280	4.9%
1,196	900	900	Overtime	900	0.0%
25,942	28,103	28,103	Benefits	26,085	-7.2%
211	212	212	Other Compensation	211	-0.4%
14,957	3,500	3,500	Operating Expenses	3,280	-6.3%
-	500	500	Commodities	300	-40.0%
122,280	155,700	155,700	Services	109,610	-29.6%
74,914	84,500	84,500	Utilities	90,200	6.7%
6,179	5,919	5,919	Fixed Charges	6,692	13.1%
1,926	2,546	2,546	Internal Charges	1,983	-22.1%
2,842	-	-	Capital Outlay	-	0.0%
<b>302,781</b>	<b>339,342</b>	<b>339,342</b>	<b>TOTAL</b>	<b>299,541</b>	<b>-11.7%</b>
Revenues					
2021 Actual	2022 Adopted Budget	2022 Revised	Name	2023 Budget	2023 / 2022 % of Change
-	-	-	Intergovt Revenues	-	0.0%
-	-	-	<b>TOTAL</b>	-	<b>0.0%</b>
Net Cost					
<b>302,781</b>	<b>339,342</b>	<b>339,342</b>	<b>TOTAL</b>	<b>299,541</b>	<b>-11.7%</b>

**PERSONNEL SCHEDULE**

All staff allocated to this budget is included in Municipal Complex personnel schedule.

# FIRE DEPARTMENT

## PURPOSE

The Wauwatosa Fire Department is dedicated to protecting lives and property through excellence in fire protection, emergency medical services, rescue, education, disaster management, and treating customers with compassion and respect.

## PROGRAMS/SERVICE LINES

### FIRE/TECHNICAL RESCUE

This program provides a wide variety of emergency response services including but not limited to: fire suppression (vehicle accidents, vehicle extrication, vehicles fires, structure fires, natural gas line leaks, carbon monoxide leaks, odors, alarms sounding in commercial/residential buildings) and specialized rescue (swift water and rope rescue). The department has an ISO Class 1 rating (Scale of 1-10), which reflects the high quality of fire protection provided.

### BUDGET SNAPSHOT

	2022	2023	Change
Exp	\$ 14,831,525	\$ 15,755,319	\$ 923,795
Rev	\$ 3,253,211	\$ 3,630,959	\$ 377,748
Net Cost	\$ 11,578,314	\$ 12,124,360	\$ 546,047
FTE's	102.56	103.58	1.02

### MAJOR CHANGES

- 1.0 additional FTE with 2.0 more in 2024
- Additional ambulance revenue due to Medicaid changes
- Complete ARPA funded station remodeling
- Increase in operating budget beyond approved 2%

### EMERGENCY MEDICAL SERVICES

This program provides high-quality Emergency Medical Service at the Paramedic level. This is accomplished through a combination of highly trained employees, top-notch equipment, and an organizational approach that makes EMS a priority. The Advanced Life Support (ALS) level service allows our paramedics to respond quickly and efficiently to all types of emergencies throughout the city and county providing the highest level of care. Paramedics are assigned to paramedic ambulances and additional paramedics are assigned to fire engines/ladder trucks in order to provide early ALS care if a paramedic unit is delayed.

In 2021, the department redeployed EMS resources to place a paramedic and equipment on all apparatus including fire engines and ladder trucks. This resulted in the department having seven ALS units vs three as in the past.

### COMMUNITY RISK REDUCTION

The Bureau of Community Risk Reduction is charged with the overall responsibility of creating a safe community for our citizens and visitors. The bureau performs fire inspections, investigates fire code violations, and provides for public education programs. They are also responsible for reviewing commercial construction, sprinkler system, and fire alarm plans to ensure they comply with current codes.

As part of public education, the bureau provides numerous programs such as child safety seat installations, CPR training, and National Night Out. They also provide presentations for community groups and local businesses to spread the fire safety message.

## DISASTER PREPAREDNESS

The Chief of the department is designated as the Emergency Response Coordinator for city-wide disaster preparedness. This includes oversight of the Emergency Operations Center, development of community resiliency plans, and assisting community partners with general emergency management operations.

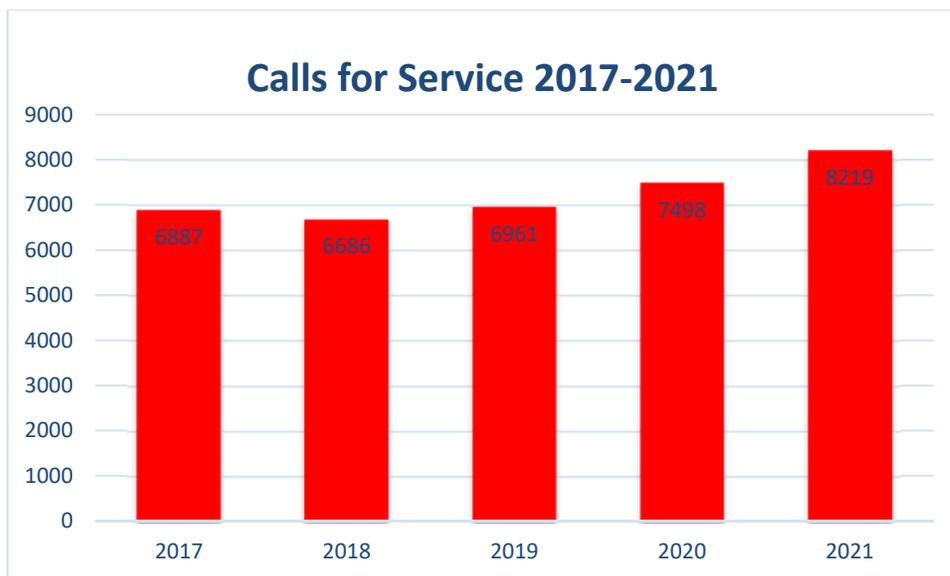
## 2022 ACCOMPLISHMENTS

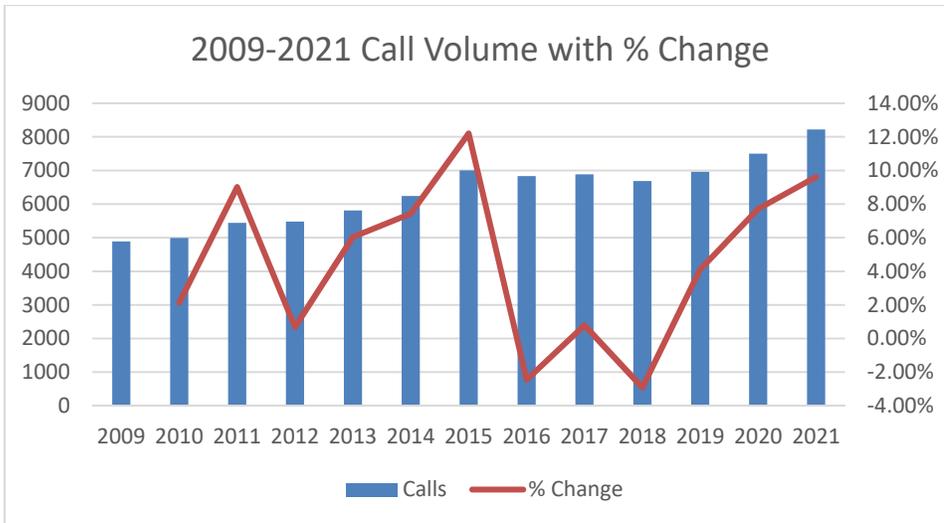
- Successful onboarding of 4 new firefighters of which 3 are from the intern program
- Expansion of intern program to provide education stipend
- Started design process for updating of fire station bunk rooms
- Promotion of Assistant Chief Barbara Kadrach to replace retiring Assistant Chief Lee

## 2023 GOALS

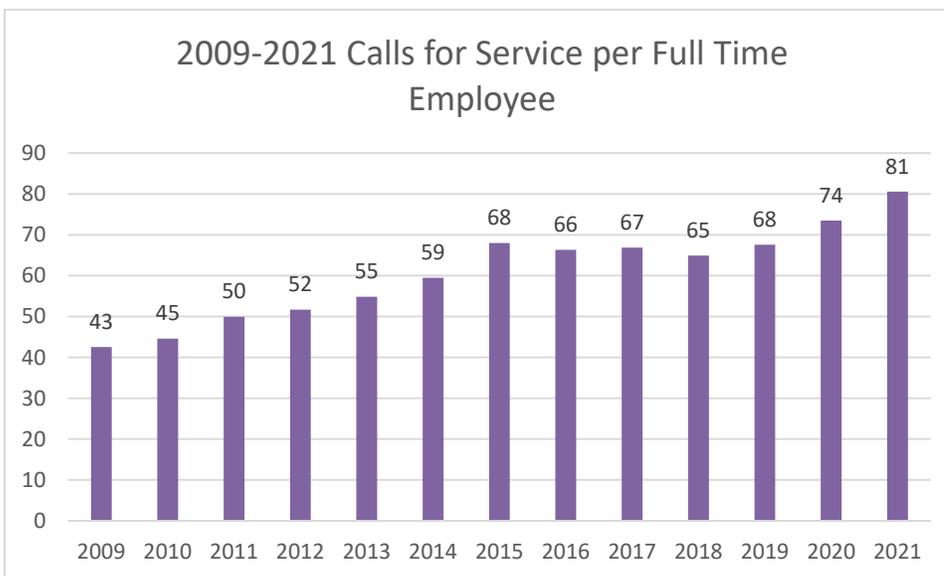
- Completion of fire department 2023-2028 Strategic Plan in alignment with the City plan
- Reimagining of Community Risk Reduction programs in post-pandemic environment
- Continued focus on expansion of intern program recruiting pool
- Onboarding of new Community Outreach Specialist
- Further integration of the Social Worker program
- Update of city-wide Comprehensive Emergency Management Plan

## PERFORMANCE INDICATORS

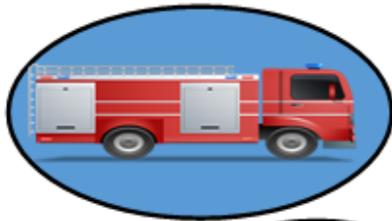




Average 5% annual increase in call volume over last 13 years



# 2021 Calls for Service



174

**Fire Calls**  
(Building fires, car fires, trash fires)



260

**Hazardous Condition Calls**  
(Gas leaks, wires down, carbon monoxide, infectious disease)



430 **Motor Vehicle Crashes**

**8219**

**Total Calls**



1880

**Service Calls**  
(Lift assists, mutual aid, home lock outs)



626

**Fire Alarms**



4849

**Medical Calls**  
(All basic and advanced life support responses)

## 2022 BUDGETARY CHANGES

### MILWAUKEE COUNTY FIRE CONTRACT (REVENUE INCREASE)

+308,026

Based on anticipated modifications to the county fire contract, we decreased estimate revenue to \$1.25 million for 2022. The actual amount collected was \$1,558,463. We are still waiting to see if the county will accept the proposed modifications which will ultimately reduce this revenue.

### OVERTIME ACCOUNT (EXPENDITURE INCREASE)

\$185,000

Based on higher than anticipated FMLA and sick leave usage as well as upstaffing an additional paramedic ambulance as part of a pilot program, we anticipate exceeding our original \$315,000 overtime budget by approximately \$185,000.

### FUNDING ASSISTANCE PROGRAM/ACT 102 (REVENUE INCREASE)

+ \$12,000

ARPA funds being distributed to each EMS agency in state. The amount is \$24,000 with half in 2022 and half in 2023. These are likely one time grant funds.

### 2022 ONE-TIME PURCHASES (WAS CAPITAL OUTLAY)

\$45,500

The department is requesting the following items be purchased using excess fire contract revenue:

Item	Unit Cost	Quantity Requested	Total Request	Notes
Automated External Defibrillator	\$2,000	5	\$10,000	Replacement of (3) AED Pro and (2) AED Plus
St 51 Carpet Replacement	\$20,000	1	\$20,000	Replace carpet in high wear areas such as stairwells
St 51 Refrigerators	\$1,500	3	\$4,500	Replace (3) units that are original to St 51
Carpet cleaner/floor scrubber	\$5,000	1	\$5,000	New purchase for cleaning apparatus bay floors
Office Chairs	\$500	12	\$6,000	Replacement of aging chairs

## 2023 BUDGETARY CHANGES

### REQUEST 3 ADDITIONAL FIREFIGHTER FTE (EXPENDITURE INCREASE)

\$302,666

This request is for 3 additional firefighter positions. These firefighters will be used to staff Engine 53 with 4 personnel daily. It is currently staffed the majority of the time with 3 personnel which is below the minimum outlined by NFPA 1710, a consensus standard in the fire service. This standard shows that increasing staffing improves efficiency in all tasks. Examples would include faster medical interventions, quicker hoseline deployments, and improved firefighter/customer safety.

Another major factor for this request is the rapidly increasing call volume, significant community development, and a more diverse population. In order to maintain a strong shared services program, we must have properly staff apparatus to support this program. All departments in the county have agreed that any shared service request requires a fire truck be staffed with 4 personnel. With current staffing, Engine 53 does not meet this benchmark.

The department will apply for a federal staffing grant in 2023 so the funding for the additional 2024 positions may change.

Fund one FTE in 2023 with commitment to hire two more in 2024. Would require an increase in overtime funding until fully staffed. Based on 2021/2022 data, the costs would be:

2023 - \$242,860 1 FTE (\$100,888) + Overtime (\$150,000)

2024 - \$201,776 2 FTE

### MEDICAID AMBULANCE REIMBURSEMENT (REVENUE INCREASE)

+\$250.000

Recently adopted state statute will provide supplemental payments to cover the funding gap between our actual cost per transport (Appx \$1,500) and what is traditionally received from Medicaid. Actual revenue is anticipated to be significantly higher but with 2023 there may be some delay in the program ramping up.

### MILWAUKEE COUNTY FIRE CONTRACT (REVENUE INCREASE)

+\$37,000

This revenue is for services provided by the City of Wauwatosa since the 1980's to tax-exempt parcels located at the Milwaukee Regional Medical Campus that Milwaukee County used to serve. This increase is based on an estimated 2% increase based on past years actuals.

### MILWAUKEE COUNTY EMS CONTRACT (REVENUE INCREASE)

+\$55,185

Milwaukee County has increased the overall EMS budget for at least the next three years. This increase was split amongst all paramedic level fire departments within the county based on an existing formula. The Wauwatosa portion of the increase is \$55,185.

### FUNDING ASSISTANCE PROGRAM/ACT 102 (REVENUE INCREASE)

+ \$12,000

ARPA funds being distributed to each EMS agency in state. The amount is \$24,000 with half in 2022 and half in 2023. These are likely one time grant funds.

**INCREASE IN AMBULANCE REVENUE (REVENUE INCREASE)****+\$25,000**

Based on estimates provided by our ambulance billing vendor, we estimate a \$50K decrease in 2022 ambulance revenue. A statewide Medicaid reimbursement change is estimated to provide some revenue increase but an overall decrease in collectable revenue and billable trips still result in an overall reduction.

**OPERATING BUDGET OVERAGES (EXPENDITURE INCREASE)****\$81,699**

The 2023 budget instructions allowed for a 2% increase to our operating budget. Based on inflation and increased call volume, we are requesting a higher increase in certain budget lines. They are as follows:

Object	Description	Increase Requested	% increase from 2022
6007	Clothing	\$7,800	20%
6015	Medical Supplies	\$25,000	25%
6206	Equipment Repairs	\$5,100	10%
6306	Telecommunications	\$16,500	25%

**SHARED DATA ANALYST****\$75,000**

The department is requesting the addition of a data analyst position (1 FTE) that will be shared between the fire department (60%) & police department (40%). From the fire department standpoint, this position analyzes a wide variety of organization data and information using statistical methods. Works in collaboration with Department's leadership to determine and address organizational reporting needs. Creates programs, methodologies and files for analyzing and presenting data to internal and external customers. Provides a variety of routine and complex analytical, administrative and technical reports examining the effectiveness of fire department programs, services, systems, and performance. Examines and tests data quality and applications of organization data to insure accuracy. Will be involved in researching new data sources and analytical tools.

**CAPITAL PURCHASES**

<b>Purchase Year</b>	<b>Item</b>	<b>Cost</b>	<b>Replacement/New</b>	<b>Notes</b>
2023	Ladder Truck	\$1,200,000	Replace F-309	Ordered in 2022
2023	Command Vehicle	\$55,000	Replace F-144	
2023	Rescue Task Force Ballistic Protection	\$60,000	NEW	Equip every riding position with ballistic gear
2023	St 51 Water Damage repair	\$20,000	NEW	Repair H2O damage including drywall, paint, ceiling tile
2023	Shared Staff Vehicle Health Social Worker/FD Community Outreach	\$40,000 (fleet purchase)	New	Shared vehicle to support the health dept social worker and FD community outreach specialist

**BUDGET SUMMARY TABLE**

Fire Dept #220					
Expenditures					
2021 Actual	2022 Adopted Budget	2022 Revised	Name	2023 Budget	2023 / 2022 % of Change
9,130,422	9,225,162	9,225,162	Wages	9,647,968	4.6%
323,333	321,300	321,300	Overtime	470,454	46.4%
4,035,866	4,150,741	4,150,741	Benefits	4,384,931	5.6%
6,250	6,250	6,250	Other Compensation	5,650	-9.6%
239,844	257,775	314,789	Operating Expenses	310,520	20.5%
7,559	7,000	10,000	Commodities	8,000	14.3%
204,883	202,005	231,903	Services	206,405	2.2%
188,933	167,400	182,400	Utilities	186,900	11.6%
25,581	26,827	26,827	Fixed Charges	27,980	4.3%
382,221	464,565	492,565	Internal Charges	506,512	9.0%
327	2,500	11,500	Other Expenses	-	-100.0%
57,934	-	88,053	Capital Outlay	-	0.0%
<b>14,603,154</b>	<b>14,831,525</b>	<b>15,061,489</b>	<b>TOTAL</b>	<b>15,755,319</b>	<b>6.2%</b>
Revenues					
2021 Actual	2022 Adopted Budget	2022 Revised	Name	2023 Budget	2023 / 2022 % of Change
-20,478	242,000	269,478	InterGov Revenue	250,000	3.31%
173,504	190,000	190,000	Licenses and Permits	190,000	0.00%
1,544,217	1,430,000	1,430,000	Public Charges	1,705,000	19.23%
1,610,593	1,357,937	1,357,937	InterGov Charges	1,452,685	6.98%
38,620	33,274	35,024	Miscellaneous	33,274	0.0%
<b>3,346,456</b>	<b>3,253,211</b>	<b>3,282,439</b>	<b>TOTAL</b>	<b>3,630,959</b>	<b>11.6%</b>
Net Cost					
<b>11,256,698</b>	<b>11,578,314</b>	<b>11,779,050</b>	<b>TOTAL</b>	<b>12,124,360</b>	<b>4.7%</b>

**PERSONNEL SCHEDULE**

<b>Fire</b>				
<b>Position Description</b>	<b>2022 FTE</b>	<b>2023 Base Positions</b>	<b>2023 FTE</b>	<b>2022-23 Change</b>
Assistant Chief	2.00	2	2.00	-
Battalion Chief	1.00	0	-	(1.00)
Code Specialist	2.58	3	2.58	0.00
Deputy Chief	3.00	4	4.00	1.00
Fire Captain	7.00	7	7.00	0.00
Fire Chief	1.00	1	1.00	-
Fire Lieutenant	12.00	12	12.00	0.00
Fire Equipment Mechanic	1.00	1	1.00	-
Firefighter	56.00	57	57.00	1.00
Management Analyst	1.00	1	1.00	-
Motor Pump Operator	15.00	15	15.00	0.00
Office Assistant	1.00	1	1.00	-
<b>TOTAL</b>	<b>102.56</b>	<b>104.00</b>	<b>103.58</b>	<b>1.02</b>

# CROSSING GUARD

## PURPOSE

This fund pays a third-party company to provide crossing guard services to school children attending public and private schools.

## PROGRAMS/SERVICE LINES

The program includes crossing guard services through a private contract during the school year for the morning and afternoon times at locations across the city.

The purpose of the crossing guard program is to provide unescorted students with a safe means to cross at designated intersections while going to and from school.

## BUDGET SNAPSHOT

	2022	2023	Change
Exp	\$ 284,906	\$ 269,906	\$(15,000)
Rev	\$ -	\$ -	\$ -
Net Cost	\$ 284,906	\$ 269,906	\$(15,000)
FTE's	-	-	-

## MAJOR CHANGES

- Contract cost increase likely during renewal due to time spent managing the program and recruitment challenges

## 2022 ACHIEVEMENTS

For the second year in a row, we have received very few complaints about crossing guards. This is particularly notable given the tight labor market and associated difficulties with recruitment and retention.

## 2023 GOALS

- Maintain 97% employment and reserve guards to effectively staff all crossing guard locations.
- Evaluate all crossing guard positions against the standards for retaining crossing guard locations adopted by the Common Council to determine if any locations are no longer warranted.

## 2022 BUDGETARY CHANGES

The city opted into the first of three one-year extensions available under the existing crossing guard contract. The city agreed to a price increase of \$2.17/hour during extension negotiations. This change enables the provider to pay \$14.50/hour to crossing guards and hopefully this will address the hiring challenges they experienced last year. Wauwatosa was paying the lowest rate of neighboring municipalities for crossing guards and this change brings us more into alignment.

The hourly rate change was funded by reducing the \$14,000 for other expenses in the crossing guard account and eliminating one crossing position. The budget for pedestrian safety enhancements, such as

signage, striping of crosswalks, etc., but has never been fully expended and the position that is being eliminated has not been filled in two years.

**BUDGET SUMMARY TABLE**

Crossing Guard Dept #230					
Expenditures					
2021 Actual	2022 Adopted Budget	2022 Revised		2023 Budget	2023 / 2022 % of Change
-	-	-	Wages	-	-
-	-	-	Overtime	-	-
-	-	-	Benefits	-	-
(3,597)	-	-	Other Compensation	-	-
-	14,000	14,000	Operating Expenses	-	(1)
184,307	270,906	270,906	Services	269,906	-0.4%
-	-	-	Other Expenses	-	0.0%
<b>180,710</b>	<b>284,906</b>	<b>284,906</b>	<b>TOTAL</b>	<b>269,906</b>	<b>-5.3%</b>
Revenues					
2021 Actual	2022 Adopted Budget	2022 Revised		2023 Budget	2023 / 2022 % of Change
-	-	-			0.0%
-	-	-	<b>TOTAL</b>	-	<b>0.0%</b>
Net Cost					
<b>180,710</b>	<b>284,906</b>	<b>284,906</b>	<b>TOTAL</b>	<b>269,906</b>	<b>-5.3%</b>

# PUBLIC WORKS

## PURPOSE

### TRAFFIC (10-320)

Install, repair, and maintain traffic signal systems as well as street name, warning, and regulatory signs throughout the city as prescribed by the Manual on Uniform Traffic Control Devices (MUTCD). Maintenance for the marking of lane lines, center lines, and crosswalks within the city as public safety measures dictate.

### PUBLIC WORKS OPERATIONS (10-310)

The Public Works Operations Management budget provides for the administrative, supervisory, and clerical personnel to direct and support the work of the Operations Division.

### ROADWAY MAINTENANCE (10-315)

The Roadway Maintenance budget provides for the clearing, maintenance, and pavement repairs of the approximately 200 miles of City streets and alleys, 10 parking lots, 12 bridges, and various walks and drives. It also encompasses winter roadway maintenance, which includes anti-icing and pre-wetting operations.

### ELECTRICAL SERVICES (10-325)

Provide quality, fast and friendly service to our residents. To ensure that our roads are illuminated through day-to-day maintenance activities which include the repair and replacement of street lights and associated wiring systems. Electrical Services also provides around-the-clock coverage for street light pole knockdowns along with professional repairs to Fire, Police, Water, Hart Park, and other city departments.

### SOLID WASTE MANAGEMENT (10-330)

The Solid Waste Management budget provides for collecting, processing, and recycling or disposal of materials annually from 17,235 households, including refuse, recycling, yard waste, drop-off center, and special collections.

### FORESTRY (10-340)

This department provides complete care, maintenance, and replacement of all trees on City properties and rights-of-way; and complete landscape maintenance services of City properties, rights-of-way, parks, and green spaces.

## BUDGET SNAPSHOT

	2022	2023	Change
Exp	\$ 10,030,892	\$ 10,300,800	\$ 269,908
Rev	\$ 3,279,980	\$ 3,272,139	\$ (7,841)
Net Cost	\$ 6,750,912	\$ 7,028,661	\$ 277,749
FTE's	90.51	92.10	1.59

## MAJOR CHANGES

- Refuse collection trucks will direct haul to the Emerald Park Landfill instead of the Germantown Transfer Station reducing the tipping fees for 2023. This change is being made as part of the DPW's levy reduction.
- Recycling commodity values rebounded in early 2022, however, recent months have shown a decline so we are tracking that change closely.
- Engineering moved to Public Works in 2022 (from Development).

## ENGINEERING SERVICES (10-625)

Infrastructure planning, design, construction, and inspection, including but not limited to streets, alleys, bridges, sidewalk and bicycle facilities, sanitary and storm sewers, flood mitigation, traffic signals, street lighting, fiber optic conduits, parking lots, water, and special projects. Review private site developments.

## PROGRAMS/SERVICE LINES

### TRAFFIC CONTROL (10-320)

- Traffic signals - 41 signalized intersections
- Citywide signing installation, maintenance, and compliance
- Pavement marking
- Radar signs, blinker signs, rapid flashing beacon signs, and school flashers
- Continued diagnostic inspections and maintenance of all signalized intersections and flashers
- Barricades and signs for Civic Events
- Traffic calming
- North Ave. flags

### PUBLIC WORKS OPERATIONS (10-310)

- Safety training – meet annual requirements, reduce injuries
- Supervision and monitoring of the eight divisions within Operations
- Development of business and site plans
- Budget development and financial oversight of Operation's budgets

### ROADWAY MAINTENANCE (10-315)

- Winter roadway maintenance
- Pavement and roadway repairs
- Maintenance of City-owned parking lots, bridges (including guard rails), and walks

### ELECTRICAL SERVICES (10-325)

- 100% of lighting outages replaced/repared within 3 days
- 24/7 repair service for knock downs or other electrical emergencies related to City infrastructure
- Proactive maintenance of 250 street lighting circuits to limit the number of outages
- Electrical maintenance repairs to other City departments, buildings, and athletic field lighting
- Maintenance of 51 primary/secondary powered street lighting distribution cabinets
- Oversee USIC's locating and marking of utilities

### SOLID WASTE MANAGEMENT (10-330)

- Residential garbage collection
- Residential recycling collection
- Residential yard waste collection
- Residential special collection
- Solid waste supervision

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## FORESTRY (10-340)

- Tree maintenance: Maintenance is performed cyclically throughout the year on City trees to maintain health, aesthetic value, and public safety. Additionally, trees are pruned on a limited basis in response to resident requests and to accommodate Engineering construction projects. The Emerald Ash Borer (EAB) treatment program was initiated in 2014 to delay the spread of the insect and to retain tree canopy.
- Removal: Removal of trees is done for safety, disease and pest control, and storm and construction damage.
- Planting: Tree planting replaces trees removed the previous year.
- Landscaping: Includes complete landscape maintenance of City properties, parks, and green spaces including mowing, flower/shrub planting, weed control, mulching, grading, etc.
- Administration: Includes the necessary clerical support and supervision for the department, as well as oversight of City and private tree removal contracts.
- Miscellaneous assignments: River cleanup, and assistance to other City departments with tree issues and snow removal.

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## ENGINEERING SERVICES (10-625)

- The majority of our efforts are expended working on Capital Projects. These projects account for approximately 80% of our workload covering five programs/service lines. Time is allocated to each infrastructure project. The field engineering technicians provide field survey information used by the engineers for the infrastructure design. Projects are designed by the engineers and drafted by the engineering technicians, and publicly bid if required. Once a contractor is selected, the construction manager, our engineering technicians, and contracted inspectors observe construction. A final inspection is performed and warranty is generally in place for one year from the time final payment is made. Sewer and water projects may be stand-alone projects or coordinated with paving projects.
- The next largest program is development review. This program involves over 75% of the Engineering staff throughout the process. Staff works with developers, their architects/engineers/contractors, and other City staff on the initial concept planning, design and construction plan review, crafting development agreements, permit issuance, construction oversight, and final project acceptance and dedication of public infrastructure to the City.
- In addition to our in-house engineering duties, the division manages consultants to ensure that consultant-generated public works projects are undertaken with the City's interests in mind. Consultants are charged with planning, design, construction engineering, and inspection of some of the projects that the City has committed to build. This includes coordinating consultants' efforts with private developers, utility companies, other public agencies such as the Department of Transportation, Department of Natural Resources, Milwaukee County, City of Milwaukee, Milwaukee Metropolitan Sewerage District, etc.
- Engineering Services also coordinates with the Wisconsin Department of Transportation (DOT) on DOT projects impacting Wauwatosa. Staff oversees granting of work permits in the public right-of-way and the planning and design for public works projects. The division is responsible for the city's compliance with the Wisconsin Pollutant Discharge Elimination System (WPDES) Sanitary Sewer and Storm Water Permits, landfill gas and groundwater sampling, the Department of Justice (DOJ) settlement with the 28 Milwaukee Metropolitan Sewerage District (MMSD) member communities and the MMSD, and the MMSD sanitary sewer conveyance system regulations.

## 2022 ACHIEVEMENTS

### TRAFFIC CONTROL

- Assist Police Dept. with the programming and installation of 8 new vehicle speed feedback radar signs in correlation with our Traffic Calming program. These speed feedback signs rotate throughout the city primarily near or around schools and school travel routes and are also being installed on construction detour routes and areas with excessive speeding complaints. Currently there are four radar feedback units installed along the Center St. corridor for the North Ave. detour route and 41 additional locations have been surveyed for speed since April.



- Work with WisDOT Traffic Engineer to create adequate temporary traffic signal timing on Watertown Plank Rd. during Hwy. 41 North leg construction and during 54 hour complete closures.
- Continued restrictive/permissive “Parking Sign” replacement phase in order to comply with MUTCD requirements. This phase contains the majority of signs and is a multi-year project.
- Continued updating of WE Energies and billing database of new traffic control electrical services to reflect new account and metering numbers associated with all City and DOT projects.
- Placed out barricades and signs for Civic Events such as run/walks, parades, and festivals which are now back in full swing.
- New traffic signals and updated timing plan at 119<sup>th</sup> & Burleigh Rd. for the new Amazon distribution center.
- Acceptance of new signals installed at Pleasant View & Wisconsin Ave. complete with an updated utility agreement.
- Assisted city Landscape Architect design Greenway bike/pedestrian signing. Ordered and purchased signs, posts, mounting brackets and miscellaneous hardware needed to install Greenway signs throughout the City.
- New traffic controller and signals being installed at 116<sup>th</sup> & North Ave. related to the Hwy. 41 North Leg construction project.
- Relocated monotube traffic signal standard at 112<sup>th</sup> & Burleigh due to it being knocked down multiple times by trucks trying to navigate the tight turn.

## PUBLIC WORKS OPERATIONS

- GIS intern has assisted with completing address and parcel updates and general utility maintenance for the new ERP system.
- Continued the implementation of the Enterprise Asset Management (EAM) module in Tyler Munis. The anticipated go-live will be mid-October 2022. This will involve a significant amount of time commitment from all DPW staff for training and adjustment as this will be the first time digital work orders will be utilized for much of the department.
- Increased P-Card usage for purchases makes DPW the city's largest user.
- Coordinated a City clean-up event on April 30<sup>th</sup>, 2022. The event focused largely on green spaces maintained by the Forestry Department, and although the weather was less than ideal, the event was a success.
- To comply with the new Federal Motor Carrier Safety Administration rules regarding Commercial Driver License training, the Department of Public Works is working with the Human Resources Department and JJ Keller to develop an in-house training program. Two DPW employees will provide new hires with CDL training. DPW employees conducting the training will receive a two-dollar-an-hour stipend. The training is estimated to will take approximately 80 hours.

## ROADWAY MAINTENANCE

- Operations continued the pavement repair portion, and the installation of bus stops for the public works levy reduction program in 2022. This program and landscape work on capital projects are designed to achieve an annual levy reduction of \$100,000.
- The Departmental goal for 2022 is to continue to maximize the efficiencies and reduction in salt usage as part of the winter roadway maintenance program. Ongoing personnel training, equipment calibration, and the "Sensible Salting" initiative are crucial to further efficiencies. Through the increased effectiveness of the brine and by not salting the entire block except in extreme icing events, we should continue to see our per-event usage remain steady. DPW Supervisors and Snow Plow Drivers will attend the Wisconsin American Public Works Association Winter Road Maintenance Training in August. The training will cover the science of how salt and brine work and the best work practices for application. The 2021-2022 snow season was slightly less than the average year. The salt budget was enough to complete the season and eliminate the need to purchase an early fill salt order for the 2022-2023 season.

## ELECTRICAL SERVICES

- In an effort to reduce costs, we are currently assisting Facilities Management by installing Cat6 cable to various new security camera locations at the Police Dept., City Hall and other buildings in lieu of Baycom.
- Installed two weather/lightning/other emergency warning systems at Hart Park which were strategically placed in order to cover the entire park.
- Assisted Outdoor Lighting, contractor for WisDOT North leg project, on various street lighting and traffic control issues they have encountered.
- Inspected and approved new street lighting Substation H which was relocated on 113<sup>th</sup> St. due to Hwy. North Leg construction.
- Inspected and approved new street lighting Substation 88 which had to be relocated to 117<sup>th</sup> St. due to longer left turn lane associated with Hwy. 41 North Leg construction.

- 5,430 LED street lights are installed which equates to 90% of our overall system.
- Installing samples of new LED style decorative fixtures on Washington Highland's light poles.
- Built and installed a new splash pad controller to replace the failed unit at Hart Park; an approximate \$7000.00 savings to the City.
- Kristen Kilsdonk, Department of Public Works Business Manager has negotiated a zero increase one year extension with USIC locating services for utility marking in 2023.
- Assisted Graef Engineering by reviewing and designing street lighting circuit plans for the upcoming 2023 North Ave. reconstruction project. This included City specifications and material review.
- Accommodated Milwaukee Metropolitan Sewage District request by relocating a street light from a light pole in a MMSD earthen levy restricted area at 68<sup>th</sup> & State St. to the median traffic signal.
- Backfilled a vacant Electrician position to our maintenance team in May of this year so the Electrical Maintenance Dept. is currently fully staffed after many years of vacancies.

## SOLID WASTE MANAGEMENT

- Began implementation of direct hauling refuse materials in July to Emerald Park landfill in order to reduce tipping fees. This transition will reduce costs to the curbside collection program as part of the DPW's levy reduction goal.

## FORESTRY

### Tree Maintenance:

- As of July 18<sup>th</sup>, 2,083 trees have been pruned in the sectional pruning program towards our goal of 2,500 trees. 2,500 trees pruned annually equates to a 10-year pruning cycle.
- 2,955 2-4 year old trees were structurally pruned as of July 18th.
- Responded to 368 resident maintenance requests as of July 18th.

### Planting:

- Crews planted 496 City trees meeting our 1:1 removal to replacement goal.

### Miscellaneous Assignments:

- Assisted Streets with snow removal.
- Performed winter maintenance on City sidewalks and facilities.
- Cleared log jam from Harwood pedestrian bridge.

### Removal:

- 249 trees have been removed through July 18th with 348 additional removals scheduled for 2022.

### Emerald Ash Borer Treatment Program:

- Identified 1,100 ash trees to be treated; 1,100 ash trees treated as of July 18th.

### Landscape Services:

- Installed and maintained annual flowers at City properties.
- Completed landscape improvement projects at Hart Park and stocked flower beds around the City, including the installation of 776 perennial flowers, shrubs, and native trees.
- Installed new bench seating at Hart Park stadium and 2,500 square feet of prairie near the upper tennis courts.

### Administration:

- Received \$3,600 in grant funding for the purchase of helmet mounted headlamps to be used during night time operations such as storm response.

- Planned and coordinated renovations of Hart Park greenspace including new bench seating at the stadium and installation of 2,500 square feet of prairie near the upper tennis courts.
- Worked with GIS manager and Communications manager to develop a public facing, GIS based, tree inventory

## ENGINEERING SERVICES

- Applied for Bipartisan Infrastructure Law (BIL) grants for over \$100 million worth of capital projects.
- Working with Washington Highlands on installation of decorative energy-saving LED fixtures to replace High Pressure Sodium (HPS) street lights within the Highlands.
- Construction is well underway on 68<sup>th</sup> Street between Wisconsin Ave and Honey Creek.
- Engineering provides ongoing support to the Bicycle and Pedestrian Facilities Committee. In 2022, the Neighborhood Greenways Signage will be installed by Public Works crews. The Committee has advised staff regarding engineering projects to ensure that best practices are followed and projects meet the goals of the Complete Streets Ordinance.
- Neighborhood Traffic Calming Program is up to date on the applications.
- Wrapping up consultant design of WisDOT funded reconstruction of North Ave. from Mayfair Rd. to Menomonee River Parkway.
- Consultant design of WisDOT funded reconstruction of the Wisconsin Ave Bridge over Honey Creek is underway.
- Sanitary lateral grouting was completed in the Grantosa neighborhood. This project received \$550,000 in Milwaukee Metropolitan Sewerage District (MMSD) Private Property Inflow and Infiltration (PPII) funding.
- Sanitary sewer rehabilitation projects have been designed and bid in the Underwood Creek South neighborhood. This project also utilizes MMSD PPII funding. Construction is underway and scheduled for completion in winter 2023.
- The City qualified to receive \$57,680 in grant funding from the Wisconsin Department of Natural Resources Urban Non-Point Source Planning Grant program in 2021. The funds are currently being used to complete a Citywide Stormwater Management Plan Update.
- Work continues on the city-wide fiber optic program.
- Many annual programs that focus on maintaining infrastructure are scheduled to be completed on schedule such as sealcoating, crack filling, pavement markings, and sewer televising.
- Collaborated with the City's GIS Manger to create new collection apps for inspection and condition recording of sanitary and storm sewer infrastructure.
- Engineering staff continues to administer the private development review process as a "one stop shop." Of note in 2022 is staff's development review of multiple projects such as Harlow and Hem, UWM Innovation Campus, the Ablelight/Luther Redevelopment at 7501 W. North Ave, the MSP multi-family/senior living development at Mayfair Collection, and the continued expansion at the Milwaukee Regional Medical Center (MRMC) campus.
- Continued use of the Engineering development review escrow process for any private development that occurs within the City. This process allows Engineering staff to charge their time spent on development review to private development applicants. The process has recovered nearly \$50,000 over the first half of 2022.
- Staff continues coordination with MRMC on their ongoing expansions, bike and pedestrian improvements, and other multi-modal efforts.
- Successfully launched an online EnerGov ERP permitting software for all Engineering street occupancy and site plan permits.
- First phase of the feasibility study for consideration of a future Transportation Utility underway
- The City received approval of a Conditional Letter of Map Revision (CLOMR) from the Federal Emergency Management Agency (FEMA) in April, 2022. This work was completed in collaboration with City of Milwaukee, MMSD, and the Southeastern Wisconsin Regional Planning Commission (SEWRPC). Upon completion of MMSD's Western Milwaukee Phase 2B project, the City can

begin moving forward with official floodplain map changes.

## 2023 GOALS

### TRAFFIC CONTROL

- Continue to incorporate new signal timing plans into Siemens Tactics software database and create PDF electronic copies of same while also moving these files to a newer version of this software - Tactics 3.57.
- Continue updating all Parking signs as part of last phase to comply with FHA/MUTCD retro-reflectivity requirements. This is a multi-year project as it has the greatest number of signs involved.
- Work with GIS manager to incorporate sign data into system and update accordingly.
- Install Greenway Bike/Pedestrian signs throughout Wauwatosa.
- Research costs to get our Radar Signs, Rapid Flashing Beacons and Blinker Signs on a TAPCO maintenance schedule similar to our traffic signal cabinet program.
- Check status of capital budget item to replace sign making equipment.
- Supplying team members with Ipads.
- Training staff on Tyler work order system process and inventory when those facets are introduced into workflow.

### PUBLIC WORKS OPERATIONS

- Continue cross-training employees over the entire Operations department to broaden staff knowledge and increase efficiencies.
- Improve safety and training opportunities and improve safety policies and procedures in conjunction with a safety consultant and/or CVMIC. Management of training activities and schedules will be maintained by the front office staff.
- Research and develop a plan for demolition of the transfer station, including an improved layout of the drop-off center.
- Continue training and the utilization of the Enterprise Asset Management (EAM) module in Tyler.

### ROADWAY MAINTENANCE

- Continue improving the pavement program's efficiencies to replace deteriorated concrete street slabs, road repairs, and install bus stops to achieve levy reductions.
- Train additional employees in roadway maintenance and develop cross-training program to expand the skills of the entire DPW workforce.
- Expand the utilization of GIS for route mapping, planning, and optimization.
- Increase the use of electronic tablets by operators for route maps and tracking.
- Incorporate the new EAM program into the daily work orders for the operations division.

### ELECTRICAL SERVICES

- Continued reduction in our electrical energy costs as the City finalizes the remaining LED lighting upgrades.
- Continue Highland's decorative lighting upgrade.

- Continue work on creating a street lighting spec book for residential street lighting upgrades and “small cell” projects
- Work with small cell vendors/contractor’s installing thirteen small cell tower poles citywide.
- Continue providing information and field locating for GIS mapping of new lighting systems, new road construction projects, traffic signals, school upgrade projects and to rectify field wiring discrepancies for Engineering.
- Assist Engineering in creating a replacement plan to address the list of deteriorated light poles citywide.
- Assist WisDOT with the North Leg project regarding conflicts with City electrical infrastructure and Hwy. 41 improvements. The majority of which will occur at overpasses and where on/off ramp are being reconfigured.
- Incorporate lighting plans into GIS for neighborhoods effected by Hwy. 41 and Meinecke Ave. bridge project.
- Incorporate street lighting and traffic signal improvements into GIS related to JC Penny’s site that is being converted into an Amazon shipping hub.
- Supplying staff members with Ipads.
- Train staff on Tyler work order process and inventory when those facets are introduced into work flow.

## SOLID WASTE MANAGEMENT

- Expand the utilization of the GIS for collections, route planning, and improving customer service.
- Develop plans for the renovation of the drop-off center when the transfer station is demolished and the site is restored.
- Analyze Drop-Off fee revenues to determine if the current fee structure offsets expenses to equitably disperse costs based on volume and type of waste being disposed of by residents.
- Evaluate a yard waste cart program and the feasibility of picking up yard waste with a rear loader or automated collection trucks to reduce injuries and costs.

## FORESTRY

### Tree Maintenance:

- Develop policy and procedure to help City trees better cope with damage sustained during City construction projects.
- The sectional pruning program will continue with the goal of pruning 2,500 trees, which puts the department on pace for a City-wide pruning cycle of 10 years. The department will continue to rent additional bucket trucks and utilize labor from other departments within the DPW in an effort to maximize efficiency.
- Structural pruning of young trees will continue. This practice establishes good form and growth habits in young trees, reducing the overall need for maintenance over the life of the tree.

### Planting:

- Plant new trees at a 1:1 ratio to City trees removed in order to preserve urban forest and canopy coverage.
- Continue to replant all trees within 18 months of removal.
- Continue to focus on increasing diversity within the urban forest with the ultimate goal of no single genus representing more than 7% of the overall population.

### Emerald Ash Borer Treatment Program

- The estimated treatment of ash trees would be 1,200 ash trees in 2023 with the 3 year injection cycle.

### Removal:

- Emphasize expeditious removal to control disease, pest infestations, and hazards to the public.
- EAB infestations of non-treated trees will increase the number of removals performed by the department. Forestry will continue to pursue aggressive sanitation and treatment procedures for EAB.

#### Landscape Services:

- Work with GIS manager to create an inventory of properties to be maintained and work necessary at each property.
- Continue implementing the landscape plan for Hart Park.
- Continue to develop and implement landscape plan for City Hall.
- Continue completing landscaping plans for City projects for levy reduction purposes.
- Continue in-house mowing program at City owned properties.

#### Administration:

- Manage operation within budgetary constraints.
- Develop opportunities for staff training and continued professional development.
- Reduce pruning cycle by maximizing efficiency in equipment and labor application.

#### Miscellaneous Assignments:

- Continue to support other departments as needed with labor and equipment.
- Continue to provide river clean up at the Harwood pedestrian bridge.
- Explore options for volunteer participation within the department.

## ENGINEERING SERVICES

- Revise the CIP to incorporate any Bipartisan Infrastructure Law (BIL) projects that get grant funding.
- Complete second phase of the feasibility study for consideration of a future Transportation Utility.
- Review streets identified for 2024 construction in accordance with the Complete Streets Ordinance to ensure all modes of transportation are being evaluated during design and budgeting.
- Continue to work with the Safe Routes to School program and the Bicycle and Pedestrian Facilities Committee to implement safer pedestrian crossings in and around schools.
- Construct the WisDOT Surface Transportation Program – Urban (STP-U) North Ave. project between Mayfair Road and Menomonee River Parkway.
- Continued design and construction of improvements included in the pedestrian safety program.
- Continue coordination with Public Works Operations to optimize opportunities to use City crews for pavement repairs independent of the capital paving projects.
- Begin implementing new policies and operational procedures related to the City’s Municipal Separate Storm Sewer System permit issued by the Wisconsin Department of Natural Resources. The effort will also include completing the city-wide stormwater management plan which was started in 2022.
- Expand the fiber optic infrastructure toward the northern and southern City limits while incorporating existing City infrastructure along the way as well as working with the School District to identify shared opportunities.
- Develop design plans for the implementation of sidewalk and streetscaping improvements on North Avenue between 60<sup>th</sup> Street and 76<sup>th</sup> Street as identified in the East Tosa Master Plan as well as between 80<sup>th</sup> Street and 86<sup>th</sup> Street as identified in the Mid-Town Master Plan.
- Explore future capital project opportunities with the increased funding available through the Milwaukee Metropolitan Sewerage District’s Green Solutions funding program.
- Further develop the short list of recommendations selected for the Schoonmaker Creek East Tosa Flood Relief project.
- Continue the design process to replace the Wisconsin Avenue Bridge over Honey Creek. This

effort will include public meetings, coordination with many regulatory agencies, and work with the Wisconsin Department of Transportation on what the ultimate design of the bridge will be.

- Continue monthly construction coordination meetings with the Wisconsin Department of Transportation regarding the Zoo Interchange – North Leg construction project which is planned to be completed in 2023.
- Work with the Development Department on a code modernization effort and other development related process improvements.
- Continue collaboration with other city departments on creating Energov permitting software “how to guides” for both customers and internal staff.
- Provide EnerGov ERP permitting software customer assistance as necessary.
- Work with the Wisconsin Department of Transportation to complete a comprehensive study of the railroad corridor in the Village area, specifically focused on pedestrian and bicycle safety. The State, in partnership with Wauwatosa, applied for and received a Consolidated Rail Infrastructure and Safety Improvements (CRISI) Program grant to accomplish this work with the help of a consultant that will be selected by the State.
- Work with the Wisconsin Department of Transportation on scoping of the repaving of Blue Mound from 106<sup>th</sup> to 66<sup>th</sup> and Glenview Ave from Blue Mound to south city limit. Construction of which is anticipated to occur beyond our current 5-year CIP.

## 2023 BUDGETARY CHANGES

### TRAFFIC CONTROL

- WE Energies is requesting an 8.4% rate increase from the Public Service Commission of Wisconsin for 2023. This translates into a \$4,335.00 increase to the Electricity budget for traffic signal electrical usage in 2023.
- Traffic Signal operating budget will be increased by 2% increase or \$986.00. This amount was applied to Electrical supplies to help offset increased pricing in materials.
- The Engineering Dept. is requesting \$100,000 for pavement marking in 2023. This is a \$14,000 budget increase over the 2022 budget.
- Apart from pavement marking, the General Services budget was also increased by \$820.00 due to a slight increase in contractual service rates for signal cabinet inspection and the increased quantity of intersections to be inspected.
- \$2,000.00 was added to the North Ave. American Flag account to cover repairs and replacements of damaged items due to wear and tear. City is working with Lions Club and possibly other civic groups to help collect donations in order to cover these costs.

### ROADWAY MAINTENANCE

- The Department expects a \$4,000 decrease in brine sales revenue due to the City of West Allis no longer purchasing brine.
- Allowing for the two percent increase in budget expenses (\$6,887), the DPW applied \$4,000 to make up the loss in brine sales and applied the rest to purchasing salt for the upcoming winter season. The salt budget will increase by \$2,887.
- The predicted cost for preventative maintenance of streets through crack-filling of concrete streets and seal-coating of asphalt streets has increased to \$690,100 based on assuming a 10-year cycle which is deemed necessary to ensure that the streets last their full useful life. However, due to budgetary constraints this budget will remain at \$560,000 for 2023. It is our hope that we are able to implement the Transportation Utility in 2024 which would allow for the necessary increase in this budget in future years.

- General Transportation and Connecting Highways Aid, both received from the State of Wisconsin, decreased \$10,841 in the general fund. In addition, General Transportation Aids in the Capital Fund decreased \$107,869 to \$0 due to an overall reduction in aid.

## ELECTRICAL SERVICES

- WE Energies is requesting an 8.4% rate increase from the Public Service Commission of Wisconsin for 2023. This translates into a \$7,052.00 increase to the Electricity budget for traffic signal electrical usage in 2023 based on 2022 actuals.
- Kristen Kilsdonk, Department of Public Works Business Manager has negotiated a zero increase one year extension with USIC Locating Services for utility marking in 2023 with the expectation that a new contract will be negotiated in 2023 for 2024.
- Due to the USIC locating one year extension, the General Services budget will remain at \$74,000 for 2023 to cover utility locating and marking. The Digger's Hotline budget for Electrical Maintenance will also remain status quo for 2023 at \$4,000.00
- Allotted 2% budget increase of \$859.00 was applied to the Clothing account to accommodate for the new Electrician and the testing of our high voltage insulating gloves.

## SOLID WASTE MANAGEMENT

- The value of recycling commodities is beginning to rebound from the extremely low values experienced in 2019. We are currently in year two of a three-year contract with Republic Services. This consists of a processing fee of \$99.72/ton and an estimated recycling revenue of \$55.00/ton for a total budgeted increase in contract obligations of \$14,500.
- In response to the variability we have experienced in recycling revenues over the past decade, a recycling stabilization fund was established in 2022 utilizing the 2021 recycling budget surplus caused by the increase in commodity values. The intention is that this fund will carry a balance year to year so that accumulated excess recycling revenue received can be utilized to fund future budget deficiencies if there is another downturn in the recycling revenue market such as what was seen in 2019. Once the fund is fully established, we will be able to budget less conservatively as a levy reduction technique in a future year. Commodity values have begun to decrease, so it is unknown at this time how much 2022 surplus will be available to fund the stabilization fund at this time.
- As part of the 3-year contract with GFL, the refuse tipping fee will increase by approximately 4%. The DPW crews will begin to directly haul refuse to the Emerald Park landfill to offset the increase. The 2023 tipping fee is projected to be \$43.67 at the Emerald Park landfill. The contracted obligation price per ton to continue to dump at the Germantown transfer station will be \$49.74 in 2023. When comparing the 2023 contractual obligation price to continue dumping at Germantown versus Emerald Park landfill, it results in a levy reduction of \$72,840 based on an estimated 12,000 tons of curbside solid waste.
- Street sweeping screening and disposal fees have been budgeted in the solid waste account. After a review of the accounts, it was determined that it is appropriate to move this expense to the Storm Water Management Reserve. This represents a levy reduction of \$7,500.
- The Division is expecting a decrease in usage of the drop-off center to dispose of solid waste at the recycling center. The Division believes the reduction is due to the easing of Covid-19 restrictions. We saw an increase in revenue during the earlier stages of the pandemic. The Division is expecting a decrease of \$7,000 for the 2023 budget year.

- The Division is seeing an increase in special pickups and brush pickups and is increasing the revenue in those accounts to offset the decrease in revenue generated at the recycling center. The total increase in projected revenue is \$12,000 to a total of \$35,000.
- The recycling center is also seeing an obligated contract increase of \$4,141.00 to have the dumpsters hauled. To offset this cost, the department is reducing the estimated number of dumpster pickups from 850 to 800. This is in line with the reduction of recycling center usage that the division is forecasting for 2023 and the number of dumpsters hauled.

## FORESTRY

- The allowed 2% increase to the operating budget has been allocated to professional development.

## PUBLIC WORKS OPERATIONS

- The allowable 2% increase of \$900 was placed into the “other expenses” account which is utilized, in most part, to pay for CDL licensing fees.

## ENGINEERING SERVICES

- After completion of a comprehensive Organizational Assessment of the City’s Engineering Division in 2019, the decision was made to slowly add staff to the Engineering Division in order to fully respond to the growing needs of the City’s Capital Improvement Program (CIP). The 2023 budget request includes a request to add two additional Civil Engineer positions as described below.
  - The first position would be a Senior Civil Engineer focused on utility design to assist with projects such as the Schoonmaker Creek Flood Mitigation Project and projects related to the City’s new Stormwater Management Plan. The amount of relevant experience required for this position is envisioned to be flexible knowing that the labor market is currently so competitive. This position would be funded through capital projects as well as the sanitary, storm, and water utilities. Given current funding constraints this position will be funded beginning July 1<sup>st</sup>, 2022.
  - The second position is an entry-level Civil Engineer to assist with private site plan reviews and other more routine project tasks. Creation of this position will allow for the elimination of dependence upon consulting services for development review, which has reduced the budget used for that service by \$25,000 which can then be utilized to pay for a portion of this new position. The remaining funds needed to create the position will come from the General Fund and CIP projects.

The Engineering Division has been experiencing significant recruitment challenges due to the tight job market so we feel that these new positions will also allow for continued improvements to the Division’s succession planning efforts.

- \$25,000 has been included in the consultant services budget for the final phases of the implementation of a transportation utility.
- \$46,500 has been included in the TIF 11 budget to hire a consultant to assist with a Village Area Parking Study that will look at the entire Village area’s parking supply, demand, regulations,

permit options, and meter options. The goal is to have the study completed prior to the opening of the public parking lot as part of the redevelopment of the Blanchard Street parking lots.

**BUDGET SUMMARY TABLE**

Public Works Ops Dept #310					
Expenditures					
2021 Actual	2022 Adopted Budget	2022 Revised		2023 Budget	2023 / 2022 % of Change
102,489	89,446	89,446	Wages	91,439	2.23%
370	12,000	12,000	Overtime	12,000	0.00%
35,631	35,230	35,230	Benefits	37,603	6.74%
(3,725)	1,444	1,444	Other Compensation	542	-62.44%
15,023	45,180	78,108	Operating Expenses	46,080	1.99%
8,339	7,700	7,700	Services	11,000	42.86%
1,602	1,632	1,687	Utilities	1,742	6.76%
6,245	6,587	6,587	Fixed Charges	7,058	7.15%
50,664	117,938	117,938	Internal Charges	68,904	-41.58%
-	-	-	Capital Outlay	-	0.00%
<b>216,640</b>	<b>317,157</b>	<b>350,140</b>	<b>TOTAL</b>	<b>276,370</b>	<b>-12.9%</b>
Revenues					
2021 Actual	2022 Adopted Budget	2022 Revised		2023 Budget	% of Change
-	-	-	InterGovt Revenues	-	0.0%
-	-	-	<b>TOTAL</b>	-	<b>0.0%</b>
Net Cost					
<b>216,640</b>	<b>317,157</b>	<b>350,140</b>	<b>TOTAL</b>	<b>276,370</b>	<b>-12.9%</b>

## Roadway Maintenance Dept #315

### Expenditures

	2022			2023	2023 / 2022
2021	Adopted	2022		2023	% of
Actual	Budget	Revised	Name	Budget	Change
484,130	633,207	633,207	Wages	833,587	31.6%
47,782	90,000	90,000	Overtime	90,000	0.0%
337,866	356,260	356,260	Benefits	407,907	14.5%
2,745	540	540	Other Compensation	-	-100.0%
12,348	21,350	28,008	Operating Expenses	20,700	-3.0%
302,972	323,000	323,000	Commodities	325,887	0.9%
499,896	563,000	568,342	Services	563,000	0.0%
9,898	8,772	8,772	Utilities	8,885	1.3%
193	193	193	Fixed Charges	218	13.0%
796,800	637,864	637,864	Internal Charges	690,395	8.2%
-	3,000	3,000	Other Expenses	3,000	0.0%
-	1,000	1,000	Capital Outlay	1,000	0.0%
<b>2,494,632</b>	<b>2,638,186</b>	<b>2,650,187</b>	<b>TOTAL</b>	<b>2,944,579</b>	<b>11.6%</b>

### Revenues

	2022			2023	% of
2021	Adopted	2022		2023	Change
Actual	Budget	Revised	Name	Budget	Change
20,521	5,000	5,734	Property Assessments	5,000	0.0%
2,461,021	2,607,330	2,607,330	InterGov Revenues	2,596,489	-0.4%
-	-	480	Licenses and Permits	-	0.0%
46,070	26,000	26,000	Public Charges	22,000	-15.4%
<b>2,527,612</b>	<b>2,638,330</b>	<b>2,639,544</b>	<b>TOTAL</b>	<b>2,623,489</b>	<b>-0.6%</b>

### Net Cost

<b>(32,980)</b>	<b>(144)</b>	<b>10,643</b>	<b>TOTAL</b>	<b>321,090</b>	<b>-223094.9%</b>
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## Traffic Control Dept #320

### Expenditures

	2022			2023	2023 / 2022
2021	Adopted	2022		2023	% of
Actual	Budget	Revised	Name	Budget	Change
210,699	241,393	241,393	Wages	269,663	11.7%
3,028	3,000	3,000	Overtime	3,000	0.0%
106,405	118,252	118,252	Benefits	114,452	-3.2%
(2,586)	360	360	Other Compensation	902	150.4%
38,764	33,220	33,220	Operating Expenses	33,706	1.5%
5,831	16,100	32,745	Commodities	16,100	0.0%
95,261	100,610	100,610	Services	115,430	14.7%
48,447	51,779	51,779	Utilities	56,114	8.4%
7,281	7,622	7,622	Fixed Charges	8,599	12.8%
22,015	25,118	25,118	Internal Charges	33,021	31.5%
-	-	23,000	Other Expenses	-	0.0%
-	-	-	Capital Outlay	30,000	0.0%
<b>535,146</b>	<b>597,454</b>	<b>637,099</b>	<b>TOTAL</b>	<b>650,987</b>	<b>9.0%</b>

### Revenues

	2022			2023	% of
2021	Adopted	2022		2023	Change
Actual	Budget	Revised	Name	Budget	Change
-	-	23,000	InterGovt Revenues	-	0.0%
5,819	-	5,936	Licenses and Permits	-	0.0%
6,352	25,000	34,755	Public Charges	25,000	0.0%
-	-	-	Miscellaneous	-	0.0%
<b>12,170</b>	<b>25,000</b>	<b>63,691</b>	<b>TOTAL</b>	<b>25,000</b>	<b>0.0%</b>

### Net Cost

<b>522,975</b>	<b>572,454</b>	<b>573,408</b>	<b>TOTAL</b>	<b>625,987</b>	<b>9.4%</b>
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## Electrical Services Dept #325

### Expenditures

	2022			2023	2023 / 2022
2021	Adopted	2022		2023	% of
Actual	Budget	Revised	Name	Budget	Change
320,272	356,947	356,947	Wages	356,850	0.0%
6,252	6,000	6,000	Overtime	6,000	0.0%
147,671	164,632	164,632	Benefits	164,869	0.1%
336	330	330	Other Compensation	841	154.8%
30,691	34,117	34,117	Operating Expenses	34,976	2.5%
7,296	8,842	8,842	Commodities	8,842	0.0%
74,314	78,000	78,000	Services	78,000	0.0%
221,728	232,456	232,562	Utilities	239,756	3.1%
19,008	30,000	30,000	Fixed Charges	30,000	0.0%
102,986	115,107	115,107	Internal Charges	118,619	3.1%
<b>930,553</b>	<b>1,026,431</b>	<b>1,026,537</b>	<b>TOTAL</b>	<b>1,038,753</b>	<b>1.2%</b>

### Revenues

	2022			2023	% of
2021	Adopted	2022		2023	Change
Actual	Budget	Revised	Name	Budget	Change
31,462	40,000	40,189	Public Charges	40,000	0.0%
471	-	2,384	Miscellaneous	-	0.0%
<b>31,932</b>	<b>40,000</b>	<b>42,573</b>	<b>TOTAL</b>	<b>40,000</b>	<b>0.0%</b>

### Net Cost

<b>898,620</b>	<b>986,431</b>	<b>983,964</b>	<b>TOTAL</b>	<b>998,753</b>	<b>1.2%</b>
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## Solid Waste Management Dept #330

### Expenditures

	2022			2023	2023 / 2022
2021	Adopted	2022		2023	% of
Actual	Budget	Revised	Name	Budget	Change
604,546	522,533	522,533	Wages	452,358	-13.4%
26,206	22,000	22,000	Overtime	22,000	0.0%
295,011	298,208	298,208	Benefits	229,116	-23.2%
342	336	336	Other Compensation	181	-46.2%
31,190	28,250	33,250	Operating Expenses	26,250	-7.1%
806,673	1,007,377	1,009,192	Services	989,339	-1.8%
2,496	7,688	7,797	Utilities	7,896	2.7%
633,878	846,737	846,737	Internal Charges	888,633	4.9%
<b>2,400,342</b>	<b>2,733,129</b>	<b>2,740,053</b>	<b>TOTAL</b>	<b>2,615,772</b>	<b>-4.3%</b>

### Revenues

	2022			2023	% of
2021	Adopted	2022		2023	Change
Actual	Budget	Revised	Name	Budget	Change
186,739	185,000	186,500	InterGov Revenues	185,000	0.0%
-	-	-	Licenses and Permits	-	0.0%
276,585	209,650	273,150	Public Charges	216,650	3.3%
<b>463,324</b>	<b>394,650</b>	<b>459,650</b>	<b>TOTAL</b>	<b>401,650</b>	<b>1.8%</b>

### Net Cost

<b>1,937,018</b>	<b>2,338,479</b>	<b>2,280,403</b>	<b>TOTAL</b>	<b>2,214,122</b>	<b>-5.3%</b>
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## Forestry Dept #340

### Expenditures

	2022			2023	2023 / 2022
2021	Adopted	2022		2023	% of
Actual	Budget	Revised	Name	Budget	Change
769,784	897,975	897,975	Wages	892,665	-0.6%
21,734	10,000	10,000	Overtime	10,000	0.0%
351,072	383,733	383,733	Benefits	436,254	13.7%
(691)	630	630	Other Compensation	781	23.9%
20,751	31,625	93,279	Operating Expenses	27,825	-12.0%
35,748	28,700	36,672	Commodities	28,700	0.0%
73,563	66,000	72,860	Services	66,648	1.0%
1,630	4,692	4,692	Utilities	4,699	0.1%
318,775	240,517	240,517	Internal Charges	304,334	26.5%
3,821	-	3,600	Capital Outlay	-	0.0%
<b>1,596,187</b>	<b>1,663,872</b>	<b>1,743,957</b>	<b>TOTAL</b>	<b>1,771,906</b>	<b>6.5%</b>

### Revenues

	2022			2023	% of
2021	Adopted	2022		2023	Change
Actual	Budget	Revised	Name	Budget	
560	-	5,800	Property Assessments	-	0.0%
3,645	5,000	5,000	Public Charges	5,000	0.0%
26,280	-	5,500	Miscellaneous	-	0.0%
<b>30,485</b>	<b>5,000</b>	<b>16,300</b>	<b>TOTAL</b>	<b>5,000</b>	<b>0.0%</b>

### Net Cost

<b>1,565,702</b>	<b>1,658,872</b>	<b>1,727,657</b>	<b>TOTAL</b>	<b>1,766,906</b>	<b>6.5%</b>
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## Engineering Dept #625

### Expenditures

	2022			2023	2023 / 2022
2021	Adopted	2022		2023	% of
Actual	Budget	Revised	Name	Budget	Change
1,517,238	1,673,858	1,673,858	Wages	1,816,361	8.5%
36,692	35,000	35,000	Overtime	35,000	0.0%
631,310	656,082	656,082	Benefits	756,504	15.3%
1,017	1,052	1,052	Other Compensation	1,002	-4.8%
16,716	30,632	60,983	Operating Expenses	31,245	2.0%
23,921	151,800	279,422	Services	83,300	-45.1%
4,084	4,500	4,500	Utilities	4,400	-2.2%
(1,261,180)	(1,498,260)	(1,498,260)	Internal Charges	(1,725,378)	15.2%
6,529	-	30,000	Capital Outlay	-	0.0%
<b>976,327</b>	<b>1,054,664</b>	<b>1,242,636</b>	<b>TOTAL</b>	<b>1,002,433</b>	<b>-5.0%</b>

### Revenues

	2022			2023	% of
2021	Adopted	2022		2023	% of
Actual	Budget	Revised	Name	Budget	Change
0	0	0	InterGovt Revenues	0	0.0%
50,509	52,000	53,700	Licenses & Permits	52,000	0.0%
98,786	125,000	127,250	Public Charges	125,000	0.0%
<b>149,295</b>	<b>177,000</b>	<b>180,950</b>	<b>TOTAL</b>	<b>177,000</b>	<b>0.0%</b>

### Net Cost

<b>827,032</b>	<b>877,664</b>	<b>1,061,686</b>	<b>TOTAL</b>	<b>825,433</b>	<b>-6.0%</b>
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**PERSONNEL SCHEDULE**

<b>Public Works Operations</b>				
<b>Position Description</b>	<b>2022 FTE</b>	<b>2023 Base Positions</b>	<b>2023 FTE</b>	<b>2022-23 Change</b>
Administrative Support Specialist	1.00	0	-	(1.00)
Arborist	10.00	9	9.00	(1.00)
Director of Public Works	1.00	1	1.00	-
DPW Business Manager	1.00	1	1.00	-
DPW Field Supervisor	4.00	4	4.00	-
DPW Maintenance Worker	32.00	32	32.00	-
DPW Safety Coordinator	-	0	-	-
GIS Manager	1.00	1	1.00	-
GIS Intern	0.50	1	0.50	-
Office Assistant <sup>1</sup>	1.50	3	2.50	1.00
Operations Superintendent	1.00	1	1.00	-
Seasonal Parks	0.87		0.87	-
Seasonal Streets	1.44		1.44	-
Seasonals Forestry	4.17		4.17	-
Turf Maintenance	1.00	0	1.00	-
Parks & Forestry Superintendent	1.00	1	1.00	-
Parks & Greenspace Manager	-	1	1.00	1.00
<b>TOTAL</b>	<b>61.48</b>	<b>55.00</b>	<b>61.48</b>	<b>-</b>

<sup>1</sup> 0.5 FTE is staffed in water but shown in PW as a shared position.

<b>Traffic and Electric Maintenance</b>				
<b>Position Description</b>	<b>2022 FTE</b>	<b>2023 Base Positions</b>	<b>2023 FTE</b>	<b>2022-23 Change</b>
Electrical Field Supervisor	-	1	1.00	1.00
Electrical Technician	4.00	3	3.00	(1.00)
Laborer Seasonal	0.29	1	0.29	-
Sign Technician	1.00	1	1.00	-
Traffic&Electric Superintendant	1.00	1	1.00	-
<b>TOTAL</b>	<b>6.29</b>	<b>7.00</b>	<b>6.29</b>	<b>-</b>

<b>Engineering</b>				
<b>Position Description</b>	<b>2022 FTE</b>	<b>2023 Base Positions</b>	<b>2023 FTE</b>	<b>2022-23 Change</b>
Administrative Support Specialist	1.00	1	1.00	-
Assistant City Engineer	1.00	1	1.00	-
City Engineer	1.00	1	1.00	-
Civil Engineer	3.00	4	4.00	1.00
Construction Manager	1.00	1	1.00	-
Engineering Coop	1.00	1	1.00	-
Engineering Technician	7.00	7	6.00	(1.00)
Seasonal Techs/interns	0.74	2	0.74	(0.00)
Senior Civil Engineer	4.00	5	5.59	1.59
Senior Engineering Technician	3.00	3	3.00	-
<b>TOTAL</b>	<b>22.74</b>	<b>26.00</b>	<b>24.33</b>	<b>1.59</b>

# PUBLIC WORKS BUILDING

## PURPOSE

This budget provides the operation, maintenance, repair, and security of the Public Works Building (PWB).

## PROGRAMS/SERVICE LINES

The PWB houses approximately 20 seasonal and 75 full-time personnel. This includes offices, storage, and vehicle parking/maintenance. Necessary support and supervisory activities round out the remainder of this budget.

### BUDGET SNAPSHOT

	2022	2023	Change
Exp	\$ 516,815	\$ 509,121	\$ (7,695)
Rev	\$ 609,502	\$ 606,253	\$ (3,249)
Net Cost	\$ (92,687)	\$ (97,132)	\$ (4,445)
FTE's			-

### MAJOR CHANGES

- *No major changes.*

## 2022 ACHIEVEMENTS

- Utilities are on par with 2021 and the solar PV system continues to perform as expected.
- Floor drain system reconstruction is underway. Some contaminated soils were discovered so there will be additional costs to the project.

## 2023 GOALS

- Create a plan for removal of incinerator building including site planning for a potential redesign of the residential drop-off area.

## 2023 BUDGETARY CHANGES

- Removal of the old transfer station is planned for 2023 if staff time allows and is included in the CIP.
- Electricity and gas utility budgets have been increased in anticipation of a rate increase from WE Energies.
- Sanitary sewer budget has increased due to additional calculated usage by the MMSD.

**BUDGET SUMMARY TABLE**

Public Works Building Fund #26					
Expenditures					
	2022				2023 / 2022
2021 Actual	Adopted Budget	2022 Revised	Name	2023 Budget	% of Change
100,641	109,735	109,735	Wages	103,721	-5.5%
2,858	5,000	5,000	Overtime	5,000	0.0%
59,559	65,492	65,492	Benefits	49,676	-24.2%
227	184	184	Other Compensation	184	-0.2%
6,631	9,100	9,100	Operating Expenses	-	-100.0%
182	500	500	Commodities	500	0.0%
85,368	73,797	88,668	Services	77,247	4.7%
96,672	109,300	110,700	Utilities	115,200	5.4%
108,981	127,770	127,770	Fixed Charges	135,302	5.9%
12,927	15,938	15,938	Internal Charges	12,291	-22.9%
-	-	-	Transfers	-	0.0%
<b>474,047</b>	<b>516,815</b>	<b>533,086</b>	<b>TOTAL</b>	<b>499,121</b>	<b>-3.4%</b>
Revenues					
	2022				% of
2021 Actual	Adopted Budget	2022 Revised	Name	2023 Budget	Change
-	-	-	InterGovt Revenues	-	0.0%
43,593	47,549	47,549	Public Charges	47,549	0.0%
468,914	466,795	466,795	InterGov Charges	460,902	-1.3%
3,404	-	-	Other Sources	-	0.0%
<b>515,911</b>	<b>514,344</b>	<b>514,344</b>	<b>TOTAL</b>	<b>508,451</b>	<b>-1.1%</b>
Net Cost					
<b>(41,864)</b>	<b>2,471</b>	<b>18,742</b>	<b>TOTAL</b>	<b>(9,330)</b>	<b>-477.5%</b>

Public Works Building Capital Fund #27					
Expenditures					
2021 Actual	2022 Adopted Budget	2022 Revised	Name	2023 Budget	2023 / 2022 % of Change
9,174	-	6,826	Capital Outlay	10,000	0.0%
<b>9,174</b>	<b>-</b>	<b>6,826</b>	<b>TOTAL</b>	<b>10,000</b>	<b>0.0%</b>
Revenues					
2021 Actual	2022 Adopted Budget	2022 Revised	Name	2023 Budget	2023 / 2022 % of Change
94,846	95,158	95,158	Other Sources	97,802	2.8%
<b>94,846</b>	<b>95,158</b>	<b>95,158</b>	<b>TOTAL</b>	<b>97,802</b>	<b>2.8%</b>
Net Cost					
<b>(85,672)</b>	<b>(95,158)</b>	<b>(88,332)</b>	<b>TOTAL</b>	<b>(87,802)</b>	<b>-7.7%</b>

# MUNICIPAL COMPLEX

## PURPOSE

This program is intended to provide employees with an effective work environment, maintain a clean building for all departments, and maintain the building infrastructure at the municipal complex.

## PROGRAMS/SERVICE LINES

- Building Safety and Security
- Environmental Control and Preventive Maintenance
- Contractual Services Management
- Capital Improvements
- Service and Work Order Requests

## 2022 ACHIEVEMENTS

- Security Camera replacement and expansion project is underway. By utilizing City staff to do the cabling work, the City was able to save approximately \$25,000 on this project.
- Converting outdated pneumatic controls to digital controls continues with staff providing all of the installation labor.
- Painting of the interior spaces continues as staff has time. We will continue to refresh the spaces as time permits.
- A space needs analysis and conceptual design of a remodel of the City Hall/Library is underway.
- The building's chilled water plant received a major controls overhaul.

## 2023 GOALS

- Continue to update the Public restrooms throughout the complex.
- Continue to modernize the Building Automation Controls.
- Continue to make cosmetic improvements as time and budget allow.

## BUDGET SNAPSHOT

	2022	2023	Change
Exp	\$ 864,126	\$ 1,186,567	\$ 322,441
Rev	\$ 863,983	\$ 871,568	\$ 7,585
Net Cost	\$ 143	\$ 314,999	\$ 330,026
FTE's	4.00	4.00	-

## MAJOR CHANGES

- Planned WE Energies increases have caused utility accounts to be increased to cover rate increases.
- A space needs analysis and conceptual design of a remodel of the City Hall/Library is underway. This will help make decisions on how to proceed with planning and budgeting for future improvements to both areas of the facility. We hope to have a concept and budget to present to the Common Council in late 2022.
- 2023 Building Repairs account is being budgeted at its base budget amount of \$80,000

## 2023 BUDGETARY CHANGES

- Building Repairs was budgeted at the \$80,000 base level for this year. No special budget items were planned in this account.
- Due to an expected rate increase electricity was increase by 8.4%. Natural gas was increased by 4%, Sewer was increased by 4% and Water increased by 30%.
- \$5000 was removed from Other Expenses that in prior years had been budgeted for landscaping improvements around the facility which will be utilized as a Levy Reduction.
- Office Furniture and Equipment was not budgeted for in 2023 reducing the budget by \$1000 which will be utilized as a Levy Reduction.
- Other supplies was reduced by \$500 which will be utilized as a Levy Reduction.
- The 2% allowable increase was not utilized as a Levy Reduction in the amount of \$574.00.

**BUDGET SUMMARY TABLE**

Municipal Complex Fund #22					
Expenditures					
2021	2022	2022		2023	2023 / 2022
Actual	Adopted Budget	Revised	Name	Budget	% of Change
120,696	132,963	132,963	Wages	139,226	4.7%
2,838	2,500	2,500	Overtime	2,500	0.0%
65,038	70,847	70,847	Benefits	60,240	-15.0%
3,422	480	480	Other Compensation	480	0.0%
14,438	28,000	28,000	Operating Expenses	21,500	-23.2%
118	-	-	<i>Operating Exp-Fire EOC *</i>	-	0.0%
855	700	700	Commodities	700	0.0%
272,347	221,685	287,002	Services	224,406	1.2%
163,209	185,500	185,500	Utilities	199,200	7.4%
22,830	21,816	21,816	Fixed Charges	24,612	12.8%
18,434	19,635	19,635	Internal Charges	18,703	-4.7%
-	65,000	65,000	Other Expenses	180,000	176.9%
227,405	-	2,300	Capital Outlay	-	0.0%
-	115,000	100,000	Transfers	315,000	173.9%
<b>911,629</b>	<b>864,126</b>	<b>916,743</b>	<b>TOTAL</b>	<b>1,186,567</b>	<b>37.3%</b>
Revenues					
2021	2022	2022		2023	% of
Actual	Adopted Budget	Revised	Name	Budget	Change
-	-	-	InterGovt Revenues	-	0.0%
1,750	700	700	Public Charges	700	0.0%
900,853	863,283	863,283	InterGovt Charges	870,868	0.9%
4,441	-	-	Miscellaneous	-	0.0%
<b>907,044</b>	<b>863,983</b>	<b>863,983</b>	<b>TOTAL</b>	<b>871,568</b>	<b>0.9%</b>
Net Cost					
<b>4,585</b>	<b>143</b>	<b>52,760</b>	<b>TOTAL</b>	<b>314,999</b>	<b>219610.8%</b>

\* Operating Exp-Fire EOC moved to Fire in 2022

**PERSONNEL SCHEDULE**

<b>Physical Plant Operations</b>				
<b>Position Description</b>	<b>2022 FTE</b>	<b>2023 Base Positions</b>	<b>2023 FTE</b>	<b>2022-23 Change</b>
Custodial Worker	1.00	1	1.00	-
Facilities Manager	1.00	1	1.00	-
HVAC Technician	2.00	2	2.00	-
<b>TOTAL</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>-</b>

# FLEET MAINTENANCE RESERVE

## MISSION

To provide safe, reliable, and well- maintained vehicles/equipment to various city departments to assist them in accomplishing their goals. While utilizing ASE-certified technicians and staff in a service-oriented environment by means of efficient and cost-effective methods.

## PROGRAMS/SERVICE LINES

The Fleet Maintenance department consists of a Superintendent, Stock Clerk/Lead Mechanic, 7 Mechanics and 1 Mechanic Assistant. They assist in the acquisition, repair, maintenance and disposal of city vehicles and equipment that is provided to all city departments with the exception of the Fire Department. Fleet provides service for over 360 various types of vehicles and equipment. Some examples are passenger cars including electric and hybrids, front end loaders, automated refuse trucks, aerial lift trucks, back hoes, asphalt rollers, Bobcat with attachments, snow plow trucks and smaller equipment like snow blowers, chainsaws, lawnmowers, ATV's, concrete saws, salt spreaders, brine making equipment etc. In addition, Fleet provides repairs to equipment within departments and at remote sites throughout the City. In the past we have made repairs to the Police department's shooting range, prisoner beds, and welded/repared tables for City Hall, welded Hart park fences, repaired parking bollards and welded benches in the Village, rebuilt the fire escape at Public Works, welded/repared sign sockets, designed and fabricated tools/equipment, etc. This year Patrick welded and modified a chipper for Forestry, rebuilt our tandem roller trailer, and re-designed door mounts and hydraulic designs on two of our rear loader refuse trucks. Jason worked his magic and converted the Water department drill rig Rock drill from hydraulic to pneumatic controls; this updated design will greatly improve main break leak investigations during the frigid winter months. We are also entering into the sixth year of maintaining/repairing 5 zero turn mowers, 4 push mowers, 4 UTV'S, multiple trimmers and blowers for the city facilities mowing program. Fleet's staff is extremely versatile and can perform multiple tasks with quality results. This department also provides support services for all major Public Works operations such as refuse collection, fall leaf collection, snow and ice control operations, brine production on site including maintaining all anti-icing and pre-wetting tanks and vehicles, flood and wind damage cleanup operations as well as purchasing, distributing fuel and maintaining the fuel management system. Fleet also provides the maintenance and repair for the School District's vehicles and equipment with all costs being billed to the School District.

### BUDGET SNAPSHOT

	2022	2023	Change
Exp	\$ 3,487,209	\$ 3,794,604	\$ 307,396
Rev	\$ 3,428,579	\$ 3,659,152	\$ 230,573
Net Cost	\$ 58,630	\$ 135,452	\$ 76,823
FTE's	10.00	10.00	-

### MAJOR CHANGES

- Will begin utilizing Tyler EAM Work Order Management later in 2022.
- Purchased (1) new Freightliner w/75' Versalift Aerial.
- Purchased (2) pieces of equipment for our Parks department, one Toro Workman UTV and one Chevrolet Colorado pick up.
- Purchased (5) new Ford Explorer Utility squads including one fully funded by MRMC and (3) CSO vehicles-Two Transit's and One F150.
- Purchased a Challenger (4) post mobile hoist system for fleet.

- The biggest challenges fleet continues to experience is post pandemic price increases/supply chain issues. Then in early 2022 we added volatile and unforeseen fuel supply shortages worldwide resulting in skyrocketing price increases. We are very fortunate to have such a dedicated fleet staff that continues to navigate through all these challenges 24/7, supporting our Police Department, DPW, and City Hall vehicles.
- These 2022 issues have spilled over into all new vehicle/equipment orders, forcing production shutdowns and ordering delays most vendors are projecting will last the next few years. This continues to affect replacement parts manufacturing forcing us to inventory more priority parts needed to keep all essential parts we need in stock. This has helped us to keep emergency vehicles and refuse equipment on the road reducing costly equipment down times. Keeping this year in perspective with our 2022 vehicle budget back in September 2021, I requested with Common Council approval to begin ordering all of our 2022 vehicles/equipment. This definitely helped bump Wauwatosa ahead in the order que especially with all the known delays all are experiencing. Our strategy has proven successful for Wauwatosa as we expect all 2022 vehicles and equipment by years end pending no other production or parts issues. So, in viewing the previous and current ongoing production delays I did request with Common Council's authorization in May of this year to begin placing all 2023 vehicles and equipment orders.
- Due to the dedicated equipment funding the last three years with equipment shortages, we have extended some vehicle replacements out a few more years. This has allowed fleet staff to utilize and retrofit some vehicles to help extend their life expectancy, while filling those much needed voids with specialty equipment. So, after a successful T-44 frame replacement back in 2021, early 2022 was the perfect time for Fleet to tackle another less invasive frame replacement/restoration project on T-95 (a 2002 Ford Sterling Patrol truck with only 29,000 original miles). This challenge was embraced by Jason and Joel once again allowing them to show their mechanical strengths and fabrication ability's to re-purpose equipment most advantageous to the city.

CURRENT T-95 PIC WITH REAR FRAME SECTION REMOVED.



T-95 WILL BE RE-PURPOSED AS AN ANTI-ICING PLOW TRUCK, WITH THE ABILITY TO SPREAD 950 GALLONS OF SALT BRINE TO PRE-TREAT ROADWAYS PRIOR TO WINTER STORM EVENTS.



T-45 (2000 FREIGHTLINER W/ 22,279 MILES) WILL BE REPURPOSED TO A FRONT LINE PATROL SALTER WITH REAR PRE-WET BRINE TANK AND NEW STYLE FRONT WAUSAU HOOK AND LOOP PLOW FRAME ASSEMBLY PICTURED BELOW.



## 2022 ACHIEVEMENTS CONTINUED

- In June of this year squad P-260 (2020 Ford Explorer) was involved in head-on/sideswipe crash. Thankfully the officer was unharmed as all side impact air bags were deployed. There was considerable damage to the squad, the entire driver's side including both doors and the left rear suspension was torn away from the body. In working with our insurance company, CVMIC compared outside dealership hourly shop rates (\$150 per hour at Uptown) vs. our rate of \$81.00 per hour. This cost savings was the difference in repairing this squad vs. declaring it a total loss. Fleet staff was able to replace rear suspension parts with Ford original equipment.

BEFORE:



AFTER:



## 2022 ACHIEVEMENTS CONTINUED

- Purchased one (1) new Freightliner with a 75' Versalift Aerial body for our Forestry department to replace an aging 2003 model year; we expect delivery before years end.
- Purchased and received five (5) new 2021 Ford Explorer Police interceptor Utilities, one (1) front line full marked squad is to be fully funded by the MRMC again this year. We also purchased three (3) CSO vehicles, one (1) F150 and two (2) Transit Connect mini vans. To date we only received the F150 and both Transit's are built and awaiting transport. By ordering these 2022 Police vehicles early in September 2021 we will be very fortunate to receive all eight (8) vehicles this year even with all the vehicle production delays.
- Purchased and received one (1) new 2022 Toro Workman UTV for our Parks department, Fleet also modified a power drag to groom the Baseball and volleyball fields as well as grooming and maintain all areas of Hart park. We also purchased a 2022 Chevrolet Colorado pick up for our Parks department, and we expect delivery of this by August of this year.
- Fleet ordered a Bobcat E10 mini excavator and equipment trailer funded through our Electrical department. This will be a great piece of equipment to assist crews on underground wiring repairs related to street lighting and intersection light wire crossings. Both items have been built and we expect delivery by August of this year.
- Collaborated with West Milwaukee and Elm Grove on the sale of Brine for anti-icing, pre-wetting systems as they expand winter roadway maintenance programs.
- Disposal of surplus vehicles and equipment in a manner most advantageous to the City. Due to some vehicle delivery delays, most 2022 surplus vehicles and equipment will be auctioned in fall of 2022, depending on new equipment delivery dates some surplus items may be auctioned/sold in spring of 2023.
- Train operators and mechanics on the operation and maintenance of new vehicles and equipment.
- Fleet requested and the Council approved resolution #R-22-90 on May 17<sup>th</sup>, 2022 allowing the Fleet Superintendent to begin ordering all 2023 budget vehicles. This is the best option to procure equipment with the limited chassis availability while avoiding costly 2023 model year price increases.
- Fleet also applied for available WiDot CMAQ (Congestion Mitigation & Air Quality improvement program) federal funds to cover 80% of the total cost for a full electric medium duty vehicle This clean fuel, engine idling reduction project application was due by June 3<sup>rd</sup> of 2022 to be used for our 2026 Fleet equipment budget to purchase a F450 full electric dump truck.

## 2023 GOALS

- Purchase eight (8) total 2023 Police Vehicles using the State's bid contract pricing – six (6) Ford Explorer Police Interceptor Utilities, one of which will be fully funded from Children's hospital. One (1) Ford Transit van and one (1) Harley Davidson FLHTP motorcycle.

- Purchase one (1) 2023 F450 chassis with a Versalift TEL 29 Aerial truck with Ventura 6,000# Crane for our sign department to install and replace signs and poles throughout the City.
- Purchase two (2) 2023 Ford x-cab F150 4x4's for our Water department.
- Purchase one (1) 2023 Ford Escape for our Engineering department.
- Purchase one (1) 2023 Freightliner SD108 Patrol salter with RH wing and front plow for our Street department. Also purchase one (1) F150 x-cab 4x4 supervisor truck and one (1) Salt Dawg salter insert for existing streets truck # S-65. This is to be used for parking lots and structures with limited access with our full-size Patrol trucks.
- Proper utilization of all surplus City vehicles and equipment City wide prior to selling at auction. Continuing to research the feasibility of re-purposing surplus Fire department vehicles in other departments of the City where needed to extend their useful life. To provide better vehicles for City crews/seasonal positions that work mainly in rough service areas and construction zones.
- Specification and procurement of all new and replacement equipment.
- Train operators and mechanics on the operation and maintenance of new vehicles.
- Continue to expand training for Fleet employees on the latest technology training webinars and computer software updates related to new vehicle and equipment repairs when available.

## 2023 BUDGETARY CHANGES

### FLEET LABOR RATE

The shop labor rate will be \$72.00 per hour.

### NEW EQUIPMENT PURCHASE LIST FOR 2023

*\$1,009,500.*

Acquisition of new equipment and vehicles with funds from 23-634 (Tyler #7001)- General Purpose Equipment. The following is a list of the 2023 equipment purchases:

- Eight (8) - Ford Police vehicles- Six (6) Ford Explorer Police Interceptor Utilities, one of which will be fully funded from Children's hospital. One (1) Ford Transit van and one (1) Harley Davidson motorcycle. This also includes funding for new light bars, cages, push bars, and necessary up fitting equipment needed ensuring our squads have the latest lighting and safety technologies.
- One (1) 2023 Ford F450 chassis with a Versalift TEL 29" Aerial truck with a 6000# Crane installed.
- Three (3) 2023 Ford F150's: two (2) for our Water department crews and one (1) for our Street department supervisor.
- One (1) 2023 Freightliner SD108 Patrol salter with a RH wing and front plow including a stainless steel dump body and one (1) Salt Dawg 3 cubic yard salter insert for existing truck #S-65.

- One (1) 2023 Ford Escape for our Engineering department.

#### *FUEL*

*\$810,000.00*

The budget amount for fuel was based on the EIA projected prices for 2023 of:

- Diesel - \$ 4.15 Gal.
- Unleaded - \$3.66 Gal.

#### ***CAPITOL REQUESTS***

Update diagnostic equipment and software for existing diagnostic tools and equipment, Tech II, Alldata, IDS Ford, Texa John Deere/off road, Cummins Insite, Pro-Link, Cat E-Tech, Navistar, Etc. This software account was reclassified this year per finance and the above 2023 budget software funds totaling \$17,200.dollars has been transferred into Tyler account #6099.

**BUDGET SUMMARY TABLE**

Fleet Fund #20					
Expenditures					
	2022				2023 / 2022
2021	Adopted	2022		2023	% of
Actual	Budget	Revised	Name	Budget	Change
737,161	725,015	725,015	Wages	787,759	8.7%
13,804	13,500	13,500	Overtime	13,500	0.0%
354,633	372,209	372,209	Benefits	411,043	10.4%
(4,307)	630	630	Other Compensation	781	23.9%
470,657	455,758	460,257	Operating Expenses	482,073	5.8%
439,894	389,913	835,125	Commodities	623,000	59.8%
29,564	30,177	30,177	Services	30,223	0.2%
996,321	1,069,659	1,069,659	Fixed Charges	1,054,043	-1.5%
389,412	356,148	356,148	Internal Charges	392,182	10.1%
17,200	74,200	71,700	Capital Outlay	-	-100.0%
20,000	-	-	Transfers	-	0.0%
<b>3,464,338</b>	<b>3,487,209</b>	<b>3,934,420</b>	<b>TOTAL</b>	<b>3,794,604</b>	<b>8.8%</b>
Revenues					
	2022				% of
2021	Adopted	2022		2023	Change
Actual	Budget	Revised	Name	Budget	Change
-	-	-	InterGov Revenues	-	0.0%
3,460,299	3,449,079	3,449,079	InterGov Charges	3,679,652	6.7%
2,513	1,000	1,000	Miscellaneous	1,000	0.0%
(6,307)	(21,500)	(21,500)	Other Sources	(21,500)	0.0%
<b>3,456,505</b>	<b>3,428,579</b>	<b>3,428,579</b>	<b>TOTAL</b>	<b>3,659,152</b>	<b>6.7%</b>
Net Cost					
<b>7,833</b>	<b>58,630</b>	<b>505,841</b>	<b>TOTAL</b>	<b>135,452</b>	<b>131.0%</b>

Fleet Capital Fund #21					
Expenditures					
2021	2022	2022		2023	2023 / 2022
Actual	Adopted Budget	Revised	Name	Budget	% of Change
351,838	332,000	365,303	Cap Outlay - Police	416,500	25.5%
1,390	-	-	Cap Outlay - Fire	-	0.0%
606,435	-	-	Cap Outlay - Solid Waste	-	0.0%
314,406	-	-	Cap Outlay - Road Maint	296,500	0.0%
245,062	-	-	Cap Outlay - Electrical	170,000	0.0%
-	262,500	262,500	Cap Outlay - Forestry	-	-100.0%
-	50,000	50,000	Cap Outlay - Parks	-	-100.0%
-	-	-	Cap Outlay - Engineering	30,000	0.0%
-	-	-	Cap Outlay - Water	82,000	0.0%
77,438	75,844	75,844	Transfers	-	-100.0%
<b>1,596,569</b>	<b>720,344</b>	<b>753,647</b>	<b>TOTAL</b>	<b>995,000</b>	<b>38.1%</b>
Revenues					
2021	2022	2022		2023	% of
Actual	Adopted Budget	Revised	Name	Budget	Change
-	-	-	Miscellaneous	-	0.0%
1,077,851	1,039,900	1,039,900	Other Sources	1,097,565	5.5%
<b>1,077,851</b>	<b>1,039,900</b>	<b>1,039,900</b>	<b>TOTAL</b>	<b>1,097,565</b>	<b>5.5%</b>
Net Cost					
<b>518,718</b>	<b>(319,556)</b>	<b>(286,253)</b>	<b>TOTAL</b>	<b>(102,565)</b>	<b>-67.9%</b>

**PERSONNEL SCHEDULE**

Fleet Maintenance				
Position Description	2022 FTE	2023 Base Positions	2023 FTE	2022-23 Change
Fleet Superintendent	1.00	1	1.00	-
Fleet Garage Attendant	1.00	0	-	(1.00)
Fleet Mechanic Assistant	-	1	1.00	1.00
Lead Mechanic/Stock Clerk	1.00	1	1.00	-
Mechanic	7.00	7	7.00	-
<b>TOTAL</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>	<b>-</b>

# PARKS RESERVE

## PURPOSE

This department provides for the operation and maintenance of all parks' facilities and programs.

## PROGRAMS/SERVICE LINES

Hall rentals, maintenance of athletic fields and general park maintenance, fall within the purview of Parks.

- Halls are cleaned and prepared for each rental.
- Athletic fields are maintained and prepared for each game, practice and/or camps.
- General park maintenance at Hartung Park, 69<sup>th</sup> Street Plaza, Root Common, Pocket Park, Webster Park, and Hart Park; includes cleanup, repairs and maintenance of buildings and park amenities, park bench maintenance, playground safety inspections, and senior center assistance.
- Staff prepares, maintains, and cleans the Muellner Building for the senior center, curling club, and other rental groups.
- Administration includes the necessary clerical support and supervision for this section as well as for concessions, and curling club contracts.

## 2022 ACHIEVEMENTS

- Sound equipment at Hart Park stadium was upgraded for greater reliability and easier user experience.
- A new lightning/emergency warning system was installed at Hart Park. One unit is located on the stadium press box and another at the corner of 70<sup>th</sup> and State St.
- Preliminary design for new bathrooms near the softball field has begun. Timing of this project is largely dependent upon FEMA and MMSD approvals.
- Budgeted revenue for outdoor facility rentals (stadium, sports fields, picnic areas) will likely be met for 2022.

BUDGET SNAPSHOT			
	2022	2023	Change
Exp	\$ 1,359,132	\$ 1,834,830	\$ 475,698
Rev	\$ 1,129,697	\$ 1,697,965	\$ 568,268
Net Cost	\$ 229,435	\$ 136,865	\$ (92,570)
FTE's			-

MAJOR CHANGES	
<ul style="list-style-type: none"> <li>• \$4 million dollars in ARPA money was allocated by the Wauwatosa Common Council for parks improvements and implementation of the Active Tosa Plan. The money will be split evenly between the development of a new park at 116<sup>th</sup> and Gilbert and renovation of the Muellner building at Hart Park.</li> <li>• Comfort station by softball diamond was demolished due to FEMA requiring it to be removed in early 2021, which was not expected, requiring temporary restroom facilities. This will add an additional annual cost of \$3,960 until the new restrooms are reconstructed.</li> <li>• Improvements to Hart Park east of 68<sup>th</sup> Street are in the planning stages in hopes of partnering with MMSD on some improvements when they do their levee improvement project in 2022 or 2023.</li> </ul>	

## Hart Park Rentals, January through July

	YTD '21	YTD '22
<b>Muellner Building</b>		
No. of rentals	205	294
Revenue	\$45,041	\$78,113
<b>Stadium</b>		
No. of rentals	460	362
Rental hours	1,860	1,864
Revenue	\$82,170	\$71,688

## 2023 GOALS

- Work with the Park Board and Common Council to define a mission, value statements, and objectives for Wauwatosa Parks in order to help staff and elected officials determine a path forward for the park system in Wauwatosa.
- Complete the design phase of replacing the restroom facility and pavilion near the softball field including applying for FEMA approvals to build the project. Actual construction timing will be dependent upon FEMA and MMSD approvals.
- Complete GIS based inventory of parks amenities.
- Upgrade the play surface and surrounding landscape at the East playground.
- Complete design work for the Muellner building renovation and award contract for construction to begin in 2024.
- Complete design work for 116<sup>th</sup> and Gilbert Park and begin accepting fill from the DOT project.
- Discontinue use of outdated furniture in the Tosa Room at the Muellner Building and instead have renters of the facility utilize rental furniture. This will allow the City to avoid the cost of replacing the outdated furniture as well as reduce staff hours needed for room set up and take down.
- No longer allow reserved use of the four upper tennis courts at Hart Park to allow for expanded access to tennis and pickleball courts for general public use. The lower eight courts will still be available for reserved use.
- Chestnut Street Commons will no longer be rented for heavy athletic use such as football or soccer.
- Design will be completed to replace the aging restrooms near the softball field that are located in the floodplain. A portion of the reconstruction expense will be funded by the MMSD. The timing of this project will be impacted by the timeliness of FEMA approvals.
- Design work for the Muellner building restoration will be completed.
- Design work will be completed for the 116<sup>th</sup> and Gilbert Park.
- Replacement of the play surface at the Hart Park playground as well as improvements to the areas around the playground are planned. This will include replacing areas that cannot maintain grass growth due to heavy traffic with hard surface or artificial turf. This project was planned for 2022, however, no proposals were received so we will hard bid the project in 2023.

## 2022 BUDGET CHANGES

### PARK RENTAL REVENUE

- No re-estimate of park revenue is anticipated for 2022

## 2023 BUDGETARY CHANGES

- Design and potential construction of improvements east of 68<sup>th</sup> Street in Hart Park may occur in 2023 depending on the MMSD's schedule. The improvements will be funded with the TIF in that area.
- Parks is proposing adding \$25,000 in funding to the "Other Expenses" expense account of the parks operating budget. \$13,000 of the funds will be re-allocated from a reduction in Hart Parks flood insurance premiums and the remaining \$12,000 from an increase in cell tower revenue. This money will be used to repair and replace park amenities like garbage cans, benches, signage, etc. as needed. Much of the parks current amenities are in disrepair.
- Parks is recommending several changes to the consolidated fee schedule which are summarized below:
  1. Addition of a "Wauwatosa Youth Athletics" rate. This was a long-standing discount (\$60/hour vs. the standard \$100/hour) that has been applied to the Tosa Kicker's use of the Hart Park Stadium field for youth soccer events. The rate is proposed to increase to \$80.00/hour and will now be applied to all Wauwatosa Youth Athletic Organizations using the field in the stadium.
  2. Addition of a 50% discount for weekday morning rentals of the Hart Park Stadium track and field. The Park is hoping to encourage revenue generating usage of the track and field during non-peak hours.
  3. Addition of "special event rates" in order to recover costs of events that require extraordinary services from Parks or DPW staff. Such costs can include labor, vehicles, barricades, extra garbage carts, etc.
  4. Increased full day rental max charges from 7 hours to 10 hours, which better captures rental facility usage and cost recovery associated with usage.
  5. Increasing the hourly rental rate of the Hart Park Stadium by \$15/hour for non-school groups, and \$5/hour for school groups. The new rate will include usage of the concessions stand which was previously a separate \$100 charge per event.
  6. Increasing the daily practice rate for the Wauwatosa School District use of the track and field from \$85/day to \$100/day.
  7. Apply discounted rental rates for athletic facilities only to Wauwatosa School District, including the Recreation Department. Other schools will no longer be eligible for discounted rates.
  8. Addition of a \$1,000 post event clean-up fine which will be imposed on groups/events that leave excessive litter at the park's outdoor facilities.

## DEBT SERVICE

- The transfer to the debt service fund increases from \$109,517 to \$121,898.23 based on the existing debt schedule.

**BUDGET SUMMARY TABLE**

<b>Parks Fund #34</b>					
<b>Expenditures</b>					
	<b>2022</b>				<b>2023 / 2022</b>
<b>2021</b>	<b>Adopted</b>	<b>2022</b>		<b>2023</b>	<b>% of</b>
<b>Actual</b>	<b>Budget</b>	<b>Revised</b>	<b>Name</b>	<b>Budget</b>	<b>Change</b>
318,288	359,200	359,200	Wages	741,474	106.4%
23,332	-	15,000	Overtime	15,000	0.0%
192,813	213,210	213,210	Benefits	336,344	57.8%
1,081	1,070	1,070	Other Compensation	1,101	2.9%
22,856	28,712	42,932	Operating Expenses	54,352	89.3%
2,287	3,450	3,450	Commodities	3,450	0.0%
67,326	58,835	83,862	Services	63,171	7.4%
142,258	141,660	141,660	Utilities	134,260	-5.2%
53,977	55,186	40,000	Fixed Charges	39,955	-27.6%
58,137	73,292	73,292	Internal Charges	83,734	14.2%
-	100,000	100,000	Other Expenses	105,000	5.0%
40,673	25,000	25,000	Capital Outlay	-	-100.0%
301,660	299,517	299,517	Transfers	256,989	20.8%
<b>1,224,689</b>	<b>1,359,132</b>	<b>1,398,192</b>	<b>TOTAL</b>	<b>1,834,830</b>	<b>35.0%</b>
<b>Revenues</b>					
	<b>2022</b>				<b>% of</b>
<b>2021</b>	<b>Adopted</b>	<b>2022</b>		<b>2023</b>	<b>Change</b>
<b>Actual</b>	<b>Budget</b>	<b>Revised</b>	<b>Name</b>	<b>Budget</b>	
-	-	-	InterGovt Revenues	-	0.0%
1,200	-	-	Licenses and Permits	-	0.0%
384,903	276,000	276,560	Public Charges	276,000	0.0%
50,779	43,361	45,891	Miscellaneous	54,201	25.0%
1,339,768	810,336	810,336	Other Sources	1,367,764	68.8%
<b>1,776,650</b>	<b>1,129,697</b>	<b>1,132,787</b>	<b>TOTAL</b>	<b>1,697,965</b>	<b>50.3%</b>
<b>Net Cost</b>					
<b>(551,961)</b>	<b>229,435</b>	<b>265,405</b>	<b>TOTAL</b>	<b>136,865</b>	<b>-40.3%</b>

# WATER

## PURPOSE

The Water Budget involves the inspecting and repairing of over 204 miles of water main; 5,590 water valves; 2,242 fire hydrants; and 15,500 standard and Orion water meters. It also involves responding to service calls (2,500 - including service leaks, high consumption, hit hydrants, etc), water main breaks, and other emergencies as needed.

## PROGRAMS/SERVICE LINES

### PUMPING

Develop water pumping schemes, maintain surplus capacities and select the most cost efficient ways to distribute water throughout the entire city twenty-four hours a day, seven days a week to meet the demands of customers. Also, to maintain attractive and structurally sound water facilities and grounds. The city currently operates four water pumping stations and four elevated water towers throughout the City in order to distribute drinking water at appropriate pressures throughout the City.

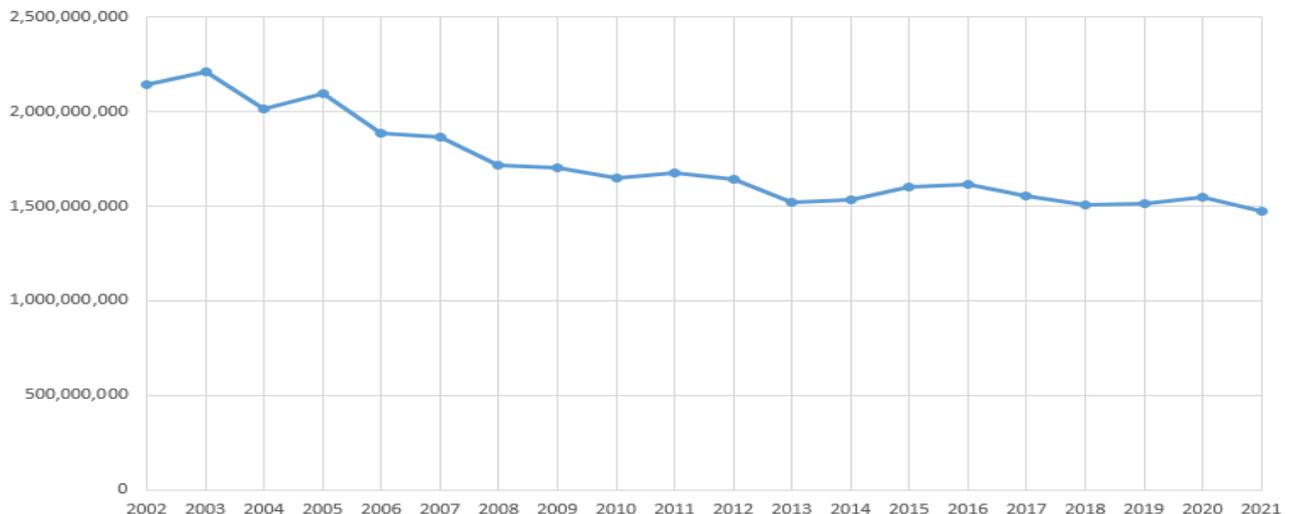
## BUDGET SNAPSHOT

	2022	2023	Change
Exp	\$ 10,227,906	\$ 10,868,720	\$ 640,813
Rev	\$ 10,202,423	\$ 13,435,652	\$ 3,233,229
Net Cost	\$ 25,483	\$ (2,566,932)	\$ (2,592,415)
FTE's	19.38	19.38	-

## MAJOR CHANGES

- Anticipated 30% increase in 2023 pending PSC approvals.
- MRMC facilities & other previous Milwaukee County customers have successfully been transitioned to Wauwatosa Water Utility Customers.
- An agreement with Elm Grove has been approved which will result in additional retail water customers for Wauwatosa.
- Multiple ARPA projects have been allocated to the water utility and planning and design is underway for some, while others are in the queue.

Annual Water Pumpage Totals 2002-2021



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## WATER TREATMENT AND TESTING

Remain in compliance with the rules and regulations as established by the United States Environmental Protection Agency (EPA) and the Wisconsin Department of Natural Resources.

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## TRANSMISSION AND DISTRIBUTION

Supply customers with an adequate volume of high quality water. Ensure water quality is safe for consumption. Repair and maintain the utility's water distribution system and water storage facilities with minimal interruption of services. Accurately meter and document water usage by customer in accordance with the Public Service Commission guidelines. The program includes preventative maintenance prior to paving, repair broken water mains, water valve maintenance, repair service laterals and curb stops, meter services, meter testing and repair, distribution system records, water storage facilities maintenance, conduct hydrant inspections, repair or replace defective fire hydrants, hydrant painting, seasonal hydrant flushing, leak survey and other construction related activities.

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## CUSTOMER ACCOUNTS

Accurately read all water meters and complete readings to enable timely billing to customers. Submit accurate records for mailing of water billing statements to our customers in a timely manner.

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## ADMINISTRATIVE AND GENERAL

Properly account for all administrative functions of the Water Utility and efficiently manage the resources of the Utility.

## 2022 ACHIEVEMENTS

- Deployed new cellular Orions (meters) to expand meter reading coverage.
- Received 5 results from the water sampling initiative for lead ran in conjunction with the Health Department, offered at no charge to homes with children under the age of 5 or expectant mothers. All test results were within normal ranges.
- Repaired 53 water main breaks to date.
- Continued upgrades of our 4 pumping stations with Blanchard Street starting later this year.
- Continued replacement of large meters, some dating back to 1950, with in house staff replacing 60% of them to date.
- Continued utilizing GIS for tracking of water main breaks and valve maintenance activities.
- Received approval for the funding of five ARPA water infrastructure projects.
- Launched permitting through Energov for hydrants and brand new service laterals

## 2023 GOALS

- Smooth processes after Asset Management module launch at end of 2022.
- Continued roll out of customer portal for Eye On Water to all customers to view usage online.
- Continue to utilize GIS for tracking assets, maintenance activities and complete a system analysis for configuring new asset management system within Tyler Munis.
- Continue lead water sampling initiative in conjunction with the Health Department.
- Finalize an agreement with the Village of Elm Grove to serve a portion of the Village with City of Wauwatosa Water. Apply for and receive approval from the Public Service Commission.
- Complete rehabilitation of the Blanchard Pumping Station.

## 2022 BUDGETARY CHANGES

WAGES INCREASE \$56,000

Increase budget more in line with for non-water department salaries charged against water. For assistance with water main & service leaks.

OPERATING EXPENSES DECREASE \$36,000

Decrease repair parts for maintain of pumping equipment. Less separate repairs were needed during pumping equipment upgrade at Glenview and 64<sup>th</sup> Street Pumping. Moved \$14,000 from Operating Expenses line to Capital Outlay for tank mixers.

SERVICES DECREASE \$53,500

Updated services based on current expected contracts. Removed budget dollars for additional cost for MRMC, as transition occurred December 2021. Removed budget dollars for Elm Gove analysis and design as all costs are on developer. Increased service dollars for mains due to leak detection survey analysis.

UTILITIES DECREASE \$320,000

Previous expectation for MRMC purchase water costs too high so decreased wholesale water costs.

FIXED CHARGES DECREASE \$50,000

Interest expense decrease \$110,000 due to bond refunding. Depreciation expense increasing \$60,000 due to completed pumping equipment upgrades.

## 2023 BUDGETARY CHANGES

OPERATING EXPENSES INCREASE \$69,235

With increased leak detection, anticipated increase in repair costs for water leaks and service lines. Returning to proper meter testing cycle for large meters, with anticipated repair costs with testing.

SERVICES INCREASE \$63,000

Increased for consulting services for lead lateral prioritization, which needs to be completed by September 2024. Increase contract labor due in maintenance of mains and services due to leak detection survey analysis.

UTILITIES INCREASE \$156,000

Increase due to Milwaukee Water Works anticipated 10% rate increase and WE Energies 8% rate increase.

**FIXED CHARGES**

**INCREASE \$60,000**

Depreciation expense increasing due to completed pumping equipment upgrades.

**CAPITAL OUTLAY**

**INCREASE \$238,000**

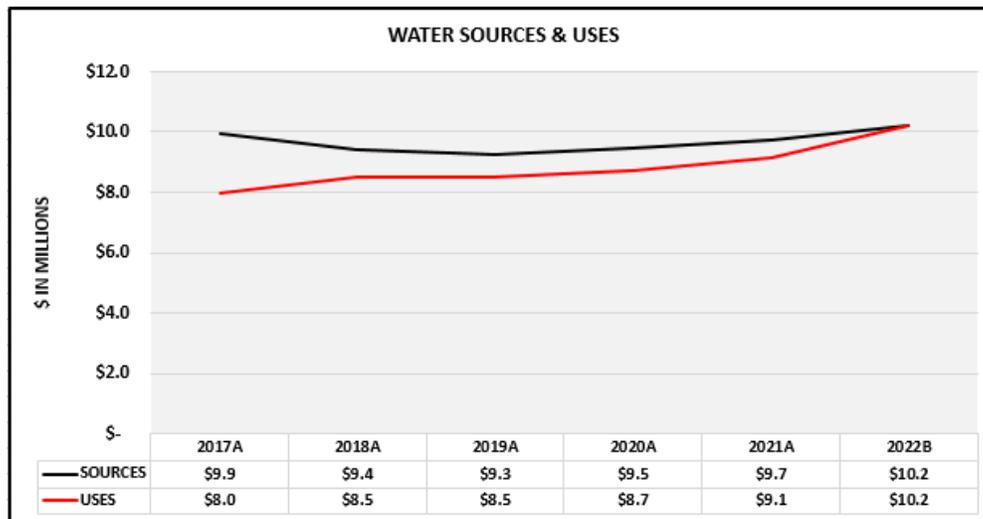
Increase for: new hydrants \$50,000; Field Office Furniture and Renovation \$28,000; Meter Test Bench replacement \$75,000 and Water Leak Correlator \$70,000

**WATER RATES**

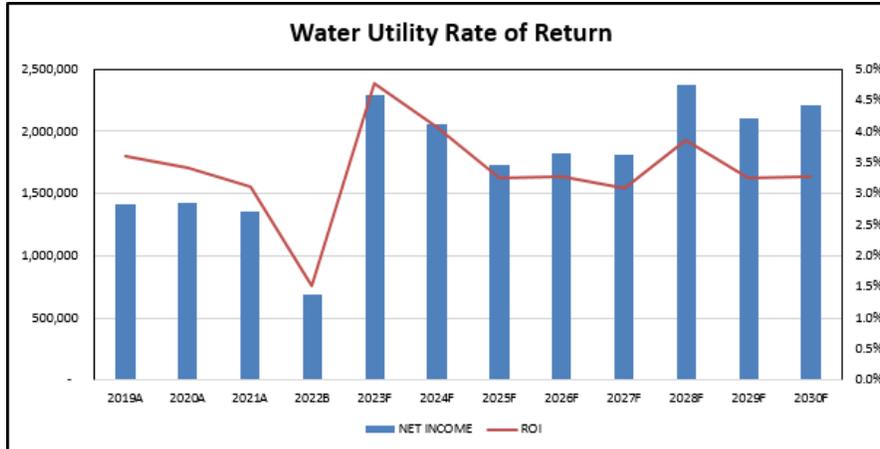
**INCREASE \$3,169,700**

Projected Water Rate Increases							
	2021	2022	2023B	2024F	2025F	2026F	2027F
Rate Increase	3%	0%	30%	0%	3%	3%	3%
Quarterly Residential Bill Est.	\$ 129	\$ 129	\$ 168	\$ 168	\$ 173	\$ 178	\$ 184

The City has applied to the Public Service Commission for an estimated 30% rate increase with a 2023 effective date. This is necessary because since the last conventional rate increase in 2017, expenditures (uses) have increased 28% (not adjusted for inflation) while revenues have increased 3% as shown below.



As a result, the Utility’s rate of return, a benchmark of financial strength, is projected to fall to 1.5 in 2022, whereas above 3.0 is considered healthy. The chart below shows the projected rate of return assuming the rate increases depicted above.



The estimated effect on average quarterly residential water bill is an increase of \$38.76. The City of Wauwatosa last raised its rates 3.0% in May 2021. A increase from the City of Milwaukee, from who the City of Wauwatosa purchases its water is expected early in 2023 and is factored into the City's 30% rate increase estimate.

**FINES AND PENALTIES** INCREASE \$47,000

Expected increase in penalties due to water rate increase.

**RATE OF RETURN & COVERAGE RATIOS**

Rate of return is calculated by dividing net operating income over the value of the Water Utility assets. Coverage ratio is a measure of the Water Utilities ability to pay its debt and met its financial obligations and it is calculating by taking net revenue and dividing by debt service payments. Both numbers changed due to an increase of increased debt payments and overall decrease of net income.

	2020 Actual	2021 Actual	2022 Adopted Budget	2023 Forecasted Budget
Rate of return	3.42%	2.79%	1.51%	4.76%
Coverage ratio	1.28	1.24	1.00	1.67

## BUDGET SUMMARY TABLE

As part of the 2020 Financial System conversion, significant changes were made to the accounting structure for the Water Utility to make it more uniform with the City. As a result, expenditures prior to 2021 will be categorized differently than the 2021 Budget.

Water Fund #50					
Expenditures					
2021	2022	2022		2023	2023 / 2022
Actual	Adopted Budget	Revised	Name	Budget	% of Change
1,449,813	1,373,682	1,429,475	Wages	1,464,504	6.6%
70,144	82,950	82,850	Overtime	83,450	0.6%
693,423	760,680	760,680	Benefits	756,491	-0.6%
4,593	4,458	5,212	Other Compensation	5,050	13.3%
195,426	388,180	360,320	Operating Expenses	457,415	17.8%
125,198	131,500	140,500	Commodities	152,500	16.0%
537,321	731,002	684,450	Services	793,997	8.6%
2,928,997	3,384,506	3,065,840	Utilities	3,540,413	4.6%
2,110,658	2,243,609	2,194,747	Fixed Charges	2,246,654	0.1%
(67,932)	(29,861)	(39,462)	Internal Charges	(68,354)	128.9%
2,509,827	64,500	1,400,850	Capital Outlay	302,500	369.0%
(2,368,241)	(64,500)	(1,400,748)	Asset Purchase Contra	-	-100.0%
1,095,181	1,157,200	1,157,200	Transfers	1,134,100	-2.0%
<b>9,284,408</b>	<b>10,227,906</b>	<b>9,841,914</b>	<b>TOTAL</b>	<b>10,868,720</b>	<b>6.3%</b>
Revenues					
2021	2022	2022		2023	% of
Actual	Adopted Budget	Revised	Name	Budget	Change
81,854	77,000	101,000	Fines and Penalties	124,000	61.0%
9,052,849	9,548,000	9,622,200	Public Charges	12,717,700	33.2%
374,060	335,223	352,305	Miscellaneous	368,552	9.9%
240,253	242,200	231,704	Other Sources	225,400	-6.9%
<b>9,749,016</b>	<b>10,202,423</b>	<b>10,307,209</b>	<b>TOTAL</b>	<b>13,435,652</b>	<b>31.7%</b>
Net Cost					
<b>(464,607)</b>	<b>25,483</b>	<b>(465,295)</b>	<b>TOTAL</b>	<b>(2,566,932)</b>	<b>-10173.2%</b>

**PERSONNEL SCHEDULE**

<b>Water</b>				
<b>Position Description</b>	<b>2022 FTE</b>	<b>2023 Base Positions</b>	<b>2023 FTE</b>	<b>2022-23 Change</b>
Meter Service Person	-	0	-	-
Office Assistant <sup>2</sup>	2.00	3	2.00	0.00
Operator Technician	-	0		-
Seasonal Laborer	0.38		0.38	(0.00)
Utility Account Business Manager	1.00	1	1.00	-
Utility Systems Analyst	1.00	1	1.00	-
Water Maintenance Worker	-		-	-
Water Maintenance Worker II	-		-	-
Water Superintendent	1.00	1	1.00	-
Water Supervisor	3.00	3	3.00	-
Water Technician	11.00	11	11.00	-
<b>TOTAL</b>	<b>19.38</b>	<b>20.00</b>	<b>19.38</b>	<b>-</b>

<sup>1</sup> Another 0.5 FTE is staffed in water but shown in PW as a shared position.

# SANITARY SEWER RESERVE

## PURPOSE

The sanitary sewer budget funds inspections, cleaning, and repair of the City's sanitary sewers.

## PROGRAMS/SERVICE LINES

The sanitary sewer cleaning program covers over 800,000 lineal feet of sanitary sewer on an approximately three year cycle; troubled areas are inspected more often. Sanitary sewers are inspected ahead of road projects and also routinely inspected to determine necessary repairs. The sanitary sewer repair program is necessary to keep the system in good condition. Most repairs are done in conjunction with planned street improvement projects.

### BUDGET SNAPSHOT

	2022	2023	Change
Exp	\$ 9,483,357	\$ 9,897,457	\$ 414,100
Rev	\$ 10,799,204	\$ 11,440,424	\$ 641,220
Net Cost	\$ (1,315,847)	\$ (1,542,967)	\$ (227,120)
FTE's			

### MAJOR CHANGES

- 0% LOCAL RATE INCREASE

## 2022 ACHIEVEMENTS

- As of July 28, 2022, the DPW has cleaned 222,353 linear feet of sanitary sewer, averaging 2,711.63 feet daily.
- As of July 28, 2022, the DPW responded to 49 sanitary sewer calls. 42 of the calls were due to private lateral issues and seven calls were due to main line issues.

## 2023 GOALS

- Continue with the successful sanitary lateral grouting program making use of MMSD's PPII funding.
- In 2023, the DOJ mandated sanitary sewer manhole repair program will continue.
- Utilize the GIS system to locate areas that have been relined, cleaned or repaired to aid in the efficiency of the sanitary sewer-cleaning program.
- Staff will be rightsizing the cleaning schedule to reflect priority areas requiring more frequent cleaning, reducing cleaning where the frequency was perhaps too great, better targeting areas where problems have occurred, and re-programming labor into other pressing areas.
- Expand the use of the GIS system for tracking maintenance and repairs.
- Train staff on use of tablets for GIS tracking of maintenance and repairs.

## 2022 BUDGETARY CHANGES

### LOCAL CHARGES REVENUE

INCREASE \$210,131

Local charge revenue is increased by \$210,131 to \$6,737,048. This is a result of an increase in consumption in during previous residential winter quarter due to COVID.

**MMSD SEWER FLOW AND CONNECTION CHARGES REVENUE** **DECREASE \$45,560**

The Sewer Connection and Flow Charge are based on rates set by the Milwaukee Metropolitan Sewerage District. At the time of Budget Adoption, the rate for calculating this revenue is an estimate. Total revenue decreases to \$4,020,154. Correspondingly, the charge from MMSD to the City will decrease as well.

**MMSD PASS THROUGH CHARGE** **DECREASE \$45,560**

The amount paid to MMSD is decreased to reflect the revised revenues discussed above.

**INTEREST EXPENSE** **DECREASE \$229,457**

Due to the refinancing of the 2013 Bonds in 2021 at a much lower interest rate, interest expense decreases by \$229,457 to \$364,148.

**CAPITAL OUTLAY CONTRA** **DECREASE \$326,115**

As an Enterprise Fund, capital outlay is depreciated, not expensed. However, for budget control purposes, capital outlay expense is budgeted but offset by a contra-expense. To keep the capital outlay and contra expenses in sync, the contra must be decreased by \$326,115 to -\$4,148,297.

**2023 BUDGETARY CHANGES**

**PUBLIC CHARGE REVENUE** **DECREASE \$182,667**

The 2023 budget assumes a 0% rate increase to the sanitary sewer local charge. This is the same amount originally forecasted for 2022. However, due to a decrease in the winter quarter in 2022 due presumably to people returning to work, revenue is estimated to decrease of \$328,833 to \$6,198,086.

MMSD related revenue is anticipated to increase \$146,166 although this is an estimate at this time as their final rate is not available.

The chart below displays forecasted rate increases to maintain the long-term plan that has been in place since 2013 to address deferred maintenance and basement back-ups during heavy rains. The 2023 rate increases should be considered an estimate at this time as the 2022 debt has not yet been issued, therefore principal and interest amounts are estimates. Additionally, the 2023-2027 Capital Budget has not been finalized, which will also have an impact.

<b>Projected Sanitary Sewer Rate Increases</b>								
	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023B</b>	<b>2024F</b>	<b>2025F</b>	<b>2026F</b>	<b>2027F</b>
Rate Increase	3%	3%	5%	0%	5%	5%	5%	3%
Projected Bill increase	6%	3%	1%	2%	5%	5%	5%	3%
Quarterly Residential Bill Est.	\$ 134	\$ 138	\$ 140	\$ 142	\$ 149	\$ 156	\$ 163	\$ 168

**INTERGOVERNMENTAL REVENUE** **INCREASE \$780,000**

\$850,000 in grant funding from the MMSD is assumed based on 2023 capital projects for sanitary lateral grouting. This represents a \$780,000 increase.

**MMSD CHARGES** **INCREASE \$146,166**

The fees paid to MMSD, which equal the rate revenue collected on its behalf decrease for reasons as described above.

**GENERAL SERVICES** **DECREASE \$90,000**

General Services decreases \$90,000 to \$260,160 due to a decrease in the cost of sanitary televising. Digger hotline and USIC locating is also budgeted here.

**PRIVATE LATERAL GROUTING** **INCREASE \$535,000**

Funding for this program has been increased \$535,000 to \$1,285,000. Private lateral is project by project basis which depends upon how many laterals we will address with each contract. The next project will take more than one year's worth of MMSD funding.

**INTEREST EXPENSE** **DECREASE \$283,179**

Due to the refinancing of the 2013 Bonds in 2021 at a much lower interest rate and cash financing, interest expense decreases by \$283,179 to \$310,428.

**CASH FINANCING CAPITAL** **NO CHANGE**

\$1,250,000 remains available to cash finance capital in order to reduce borrowing. This amount is planned to grow over time.

**WINTER QUARTER POLICY CHANGE**

When a residential customer is moving out of their current residence, the water utility provides a final bill; which is pro-rated based on their final day in the premise. Current policy for Residential final bill generation is to match sewer usage to actual water usage. For quarterly bills, the sewer usage portion of the bill is based on the previous year's winter quarter. Proposed change for sewer usage final bill is to use the lesser of actual water usage or the proration of the previous year's winter quarter. Goal of this change is to better estimate actual sewer usage to benefit customer.

**BUDGET SUMMARY TABLE**

<b>Sanitary Fund #51</b>					
<b>Expenditures</b>					
<b>2021 Actual</b>	<b>2022 Adopted Budget</b>	<b>2022 Revised</b>	<b>Name</b>	<b>2023 Budget</b>	<b>2023 / 2022 % of Change</b>
201,615	282,005	282,005	Wages	313,586	11.2%
7,057	14,000	14,000	Overtime	14,000	0.0%
108,706	151,167	151,167	Benefits	145,765	-3.6%
252	240	240	Other Compensation	362	50.7%
2,800	21,200	21,200	Operating Expenses	21,200	0.0%
-	10,000	10,000	Commodities	10,000	0.0%
4,321,650	4,771,160	5,388,668	Services	4,843,040	1.5%
7,739	9,488	9,597	Utilities	10,496	10.6%
1,637,303	1,696,468	1,495,769	Fixed Charges	1,452,168	-14.4%
617,776	527,629	534,230	Internal Charges	551,840	4.6%
2,122,810	5,882,182	7,012,165	Capital Outlay	2,535,000	-56.9%
(1,633,014)	(3,882,182)	(4,148,297)	Asset Purchase Contra	-	-100.0%
<b>7,394,695</b>	<b>9,483,357</b>	<b>10,770,744</b>	<b>TOTAL</b>	<b>9,897,457</b>	<b>4.4%</b>
<b>Revenues</b>					
<b>2021 Actual</b>	<b>2022 Adopted Budget</b>	<b>2022 Revised</b>	<b>Name</b>	<b>2023 Budget</b>	<b>% of Change</b>
-	70,000	520,183	InterGov Revenues	850,000	1114.3%
86,698	83,000	108,000	Fines and Penalties	132,000	59.0%
10,229,774	10,592,631	10,757,202	Public Charges	10,409,964	-1.7%
18,709	10,000	21,200	Miscellaneous	21,200	112.0%
46,365	43,573	35,807	Other Sources	27,260	-37.4%
<b>10,381,545</b>	<b>10,799,204</b>	<b>11,442,392</b>	<b>TOTAL</b>	<b>11,440,424</b>	<b>5.9%</b>
<b>Net Cost</b>					
<b>(2,986,850)</b>	<b>(1,315,847)</b>	<b>(671,648)</b>	<b>TOTAL</b>	<b>(1,542,967)</b>	<b>17.3%</b>

**PERSONNEL SCHEDULE**

\*Personnel are allocated to the Sanitary Utility from the Public Works Operations Budget.

# STORM WATER MGMT RESERVE

## PURPOSE

The Storm Water Management Budget involves the inspecting, cleaning, and repairing of over 103 miles of storm sewers and 7,247 storm inlets in the City. It also involves responding to flooding and other emergencies to clear inlets and keep water flowing as needed. A storm water utility was formed in 2000.

## PROGRAMS/SERVICE LINES

### STORM SEWER CLEANING PROGRAM

Covers inspecting of over 7,247 storm inlets over 10 years with annual inlet and catch basin cleaning generating about 75 tons of material for disposal. Wisconsin Chapter NR 216 has increased the cleaning effort which is generally completed with treating basins for West Nile. 600 basins should be cleaned annually to remain in compliance with DNR requirements.

### STORM SEWER REPAIRS PROGRAM

Storm sewer repair involves inspection and repair of manholes and inlets by area every ten years, with scheduled repairs usually in street sealcoating areas, and non-scheduled repairs outside of those areas as needed.

### LEAF COLLECTION PROGRAM

The program attends to fall leaf pick-up and sweeping of leaves in the streets, as well as recovery of those leaves. Approximately 4,000 tons of leaves are collected annually.

### STREET CLEANING PROGRAM

Performs a minimum of six complete cycles of sweeping of all City streets and alleys as well as hand sweeping areas on medians, difficult-to-sweep parking lots, and islands.

### GREEN ALLEY MAINTENANCE PROGRAM

## BUDGET SNAPSHOT

	2022	2023	Change
Exp	\$ 3,955,096	\$ 3,923,097	\$ (31,999)
Rev	\$ 6,109,388	\$ 6,414,998	\$ 305,610
Net Cost	\$ (2,154,292)	\$ (2,491,901)	\$ (337,609)
FTE's			

## MAJOR CHANGES

- 0% rate increase in 2023
- \$57,680 grant received from WDNR in 2022 will be utilized in 2023.
- Street sweeping screening and disposal costs moved from Solid Waste budget to Storm budget (\$7,500) and part of 2023 levy reduction.

Green alleys reduce rainfall runoff, help clean and recharge groundwater and alleviates flooding concerns. Green alleys present certain unconventional maintenance responsibilities which include vacuum and mechanical sweeping, weed control in pavers, debris removal and replacement of the stone between the porous pavers after each cleaning to prevent clogging.

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#### PLANTING PROGRAM

Planting of approximately 400 to 500 trees and other vegetation to reduce the potential negative impacts of surface water runoff by intercepting and holding large volumes of precipitation on surface areas (i.e. leaves, branches and trunks) while reducing soil erosion by slowing the speed of runoff on the ground. Trees extensive roots systems increase the infiltration and storage of storm water in the soil.

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#### EAB TREATMENT PROGRAM

In recognition of the contribution trees make towards reducing the amount of storm water runoff, the City funds a portion of the Emerald Ash Borer (EAB) treatment program using storm water utility funds.

### 2022 ACHIEVEMENTS

- To be in compliance with the City's NR 216 permit, approximately 600 basins in the City must be cleaned annually. As of July 28, 2022, 532 catch basins have been cleaned removing 83.74 tons of debris. Currently, the Department is on a two-year cleaning cycle for the City's catch basins.
- As of July 28, 2022, our street sweeping program has removed 593 tons of debris from city streets and has completed three cycles of sweeping the entire City of Wauwatosa.
- All of the storm sewers and catch basins were inspected, tuck pointed, or rebuilt in the 2022 sealcoat area.
- Exploring utilization of online street sweeping tracking map similar to leaf collection map.

### 2023 GOALS

- Improve green alley maintenance program efficiencies.
- Develop and implement maintenance program for police department porous pavement parking lot.
- Continue inlet cleaning program and programmed inspections and repairs of inlets in conjunction with the seal coating program.
- Explore the future use of the GIS for tracking maintenance and repairs.
- Launch online street sweeping tracking map.
- Continue update of Stormwater Management Plan

### 2022 BUDGETARY CHANGES

#### CAPITAL OUTLAY TECHNICAL CHANGE

DECREASE \$132,286

The new Tyler system automatically carries over contract balances, including capital project contracts. Staff did not realize that we had to still manually adjust a contra expense account in order to offset the capital expense that is intended to be recorded for budget purposes only. Capital items are depreciated not expensed in enterprise funds. This adjustment fixes that error.

**STORM WATER FEES**

**INCREASE \$27,161**

Storm water fee revenue is re-estimated up by \$27,161 to \$5,953,731 due to additional impervious surface being charged.

**2023 BUDGETARY CHANGES**

**STORM WATER FEES**

**DECREASE \$19,169**

The 2023 Budget assumes a 0% rate increase as originally forecasted last year. The revenue decreases despite the 0% rate increase due to changes in the number of customers. This results in a decrease in storm water fees of \$19,169 to \$5,945,739. Historical rate increases have been necessary to fund capital improvements that address deferred maintenance as well as street and basement back-ups during heavy rain events. The table below shows the impact of this rate increase on a residential bill and future planned rate increases. It should be emphasized that 2023 rate is an estimate and may be impacted by final figures associated with the 2022 debt issuance and the finalization of the 2023-2027 Capital Improvement Plan.

<b>Projected Storm Sewer Rate Increases</b>								
	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023B</b>	<b>2024F</b>	<b>2025F</b>	<b>2026F</b>	<b>2027F</b>
Rate Increase	5%	0%	0%	0%	3%	3%	3%	3%
Quarterly Residential Bill Est.	\$ 32.63	\$ 32.63	\$ 32.63	\$ 32.63	\$ 33.61	\$ 34.62	\$ 35.66	\$ 35.66

**INTERGOVERNMENTAL REVENUES**

**INCREASE \$283,549**

The City will continue to receive MMSD revenue for green alleys for the foreseeable future. These revenues are budgeted in the capital budget and the re-estimated operating budget.

**CONTRACTUAL SERVICES**

**DECREASE \$12,400**

Contractual services increased \$4,000 to \$294,000 due to several factors.

- \$176,0000 is budgeted for sewer televising
- Addition of street sweeping and catch basin testing, removal and disposal - \$17,000. \$14,000 of this is offset by use of funds previously allocated to public outreach not being utilized.

Other Services increased to \$8,400 for water bank fees. These were not previously budgeted and are currently \$700 per month.

**FIXED CHARGES**

**INCREASE \$92,898**

Interest expense on debt decreased \$28,077 to \$486,133 based on the debt schedules for outstanding debt and the assumed 2022 debt issuance as well as the cash financing included in 2022. Depreciation also increases by a \$60,531 to \$984,554 due to increased capital investments.

**CASH FINANCING**

**NO CHANGE**

\$700,000 is included to cash finance capital projects in order to reduce overall debt and interest expense

## BUDGET SUMMARY TABLE

Storm Sewer Fund #52					
Expenditures					
2021 Actual	2022 Adopted Budget	2022 Revised	Name	2023 Budget	2023 / 2022 % of Change
343,447	415,701	415,701	Wages	420,471	1.1%
27,648	15,000	15,000	Overtime	15,000	0.0%
158,453	216,063	216,063	Benefits	197,178	-8.7%
414	402	402	Other Compensation	362	-10.0%
11,210	21,425	29,835	Operating Expenses	21,425	0.0%
99,998	138,350	138,350	Commodities	138,350	0.0%
207,922	405,032	529,658	Services	366,815	-9.4%
2,024	4,888	5,147	Utilities	5,352	9.5%
1,427,060	1,382,079	1,349,164	Fixed Charges	1,474,977	6.7%
498,300	493,946	493,946	Internal Charges	419,782	-15.0%
160,589	162,210	163,385	Other Expenses	163,385	0.7%
1,563,457	4,349,177	4,481,463	Capital Outlay	700,000	-83.9%
(1,559,543)	(3,649,177)	(3,781,463)	Asset Purchase Contra	-	-100.0%
-	-	-	Capital Transfers	-	0.0%
<b>2,940,978</b>	<b>3,955,096</b>	<b>4,056,651</b>	<b>TOTAL</b>	<b>3,923,097</b>	<b>-0.8%</b>
Revenues					
2021 Actual	2022 Adopted Budget	2022 Revised	Name	2023 Budget	2023 / 2022 % of Change
235,078	75,000	75,000	InterGov Revenues	358,549	378.1%
41,197	41,000	53,000	Fines and Penalties	50,000	22.0%
6,451,231	5,926,570	5,953,731	Public Charges	5,945,739	0.3%
12,537	4,500	4,800	Miscellaneous	4,800	6.7%
80,398	62,318	64,126	Other Sources	55,910	-10.3%
<b>6,820,442</b>	<b>6,109,388</b>	<b>6,150,657</b>	<b>TOTAL</b>	<b>6,414,998</b>	<b>5.0%</b>
Net Cost					
<b>(3,879,463)</b>	<b>(2,154,292)</b>	<b>(2,094,006)</b>	<b>TOTAL</b>	<b>(2,491,901)</b>	<b>15.7%</b>

## PERSONNEL SCHEDULE

\*Personnel are allocated to this budget from Public Works Operations.

# PUBLIC HEALTH

## PURPOSE

Public health focuses on community-based efforts to prevent disease, promote health, and prolong life among the population as a whole.

**Our Vision:** Healthy Community; Value to You; Nationally Recognized; Wauwatosa Health Department

**Our Mission:** To protect, promote and assure conditions for the health and safety of all residents and visitors of Wauwatosa through the assessment of needs, assisting in the development of public health policies, and the provision of accessible, quality services.

BUDGET SNAPSHOT			
	2022	2023	Change
Exp	\$ 2,402,818	\$ 2,139,237	\$ (263,580)
Rev	\$ 1,072,715	\$ 749,340	\$ (323,375)
Net Cost	\$ 1,330,103	\$ 1,389,897	\$ 59,795
FTE's	13.30	18.30	5.00

**MAJOR CHANGES**

- COVID-19 response and recovery grants
- 1.0 FTE Public Health Strategist

**How healthy is our community?** In 2019, our nurses investigated 618 communicable diseases, which was a 15% increase from 2018 and a 50% increase from 2017. In 2021, nurses investigated over 6,000 communicable diseases due to COVID-19. This was a 975% increase from 2019. All other staff were dedicated to COVID-19 response during this time. In 2021 and into 2022, we have been reintroducing the programs that were on hold. Due to the pandemic, health disparities have been highlighted, with people of color experiencing disproportionate rates of COVID-19 infections, hospitalizations, and deaths. Many health concerns (including mental health and substance use) have also been exacerbated by the pandemic and will need to be addressed as we continue with recovery.

**Public Health 3.0:** Public health originated in the late 19th century as a government function to organize sanitation, improve food and water safety, understand diseases, and develop tools such as vaccines and antibiotics. Through the 20th century, this model grew into the traditional public health model we've been using recently. This model is standardized and primarily includes direct services such as immunizations, communicable disease investigations, inspections, and education. However, it has become increasingly clear that people experience differences in health outcomes based on social determinants of health. Public Health 3.0 is an innovative, national approach that addresses the root causes of health outcomes. This approach recognizes the gaps in traditional public health and provides a framework for addressing community health through a systemic, multi-sector approach. Public Health 3.0 recommends that public health departments use actionable data to guide programming, engage in cross-sector partnerships to address community-wide health issues, and incorporate the role of a Public Health Strategist to organize these efforts. To create significant change in community health, public health has to work deliberately with partners to address the social, economic, and environmental factors that affect health. Although we have engaged in this work for years, it has not been at the forefront of our department. Historically, our grants funded direct services and our programming focused on traditional public health work. As we move out of COVID-19, we are reevaluating our role in the community and we continue to work toward health equity by using Public Health 3.0 as a framework. As a public health leader in Wauwatosa, the health department will work collaboratively with our community partners to initiate systems-level changes and advocate for health-centered policy approaches to reduce health disparities and improve health equity.

## PROGRAMS/SERVICE LINES



Wauwatosa is a Level 3 health department, the highest level of health department in the state. Level 3 departments are required under state statute to provide essential programs and services, including communicable disease control, chronic disease prevention, immunizations, health promotion, quality improvement, surveillance and investigation, emergency preparedness and response, environmental health, policy and planning, leadership and organizational competencies, community health assessment, and regulation, inspection, and licensing.

The majority of the Public Health budget is comprised of personnel who provide excellent customer service. The Wauwatosa Health Department Annual Report details health programs and outcomes and is found at [www.wauwatosa.net/healthdata](http://www.wauwatosa.net/healthdata). Our community-based programs include:

**Communicable disease prevention, investigation, control, reporting, enforcement, and surveillance:** includes all reportable diseases, food-borne illness, rabies exposure and prophylaxis, tuberculosis (TB) screening and treatment, emerging disease monitoring surveillance, and response to sentinel events in schools, health care, businesses, long-term care, and child care facilities.

**Immunization services for infants, children and adults:** includes back-to-school immunizations and state reporting of all school and day care immunization rates as well as flu clinics for the community.

**Healthy behaviors/chronic disease prevention:** health behaviors focusing on nutrition, physical activity, chronic disease, injury/violence, substance use, reproductive health, mental health, and healthy growth and development. Health education and awareness on multiple topics at community-based events.

**Healthy growth & development/maternal child health:** includes infant assessments, home safety visits, monitoring of birth certificates for high-risk families, case management, new baby packet mailing, and reproductive health education.

**Emergency preparedness planning and response:** member of the Region 7 Healthcare Emergency Response Coalition, which coordinates how public health, healthcare institutions, and first responder agencies, such as police, fire and emergency medical services (EMS), will manage efforts to enact a uniform and unified response to an emergency. Also includes staff training and competency assessment, planning and participating in functional and full-scale exercises for the City and the southeast region.

**Assessment, planning, and quality improvement:** includes conducting City of Wauwatosa Community Health Assessment and Health Improvement Plans, hospital health improvement planning process participation, strategic planning at city and department level, performance management, ongoing quality improvement initiatives, advocacy, surveys, public policy activities, and participation in local and state organizations, committees, and initiatives. Participated in community-based partnerships to improve the health of the community. We work with health care organizations (Milwaukee Regional Medical Center, clinics), City departments, City staff, and over 80 community partners to address health priorities and community initiatives.

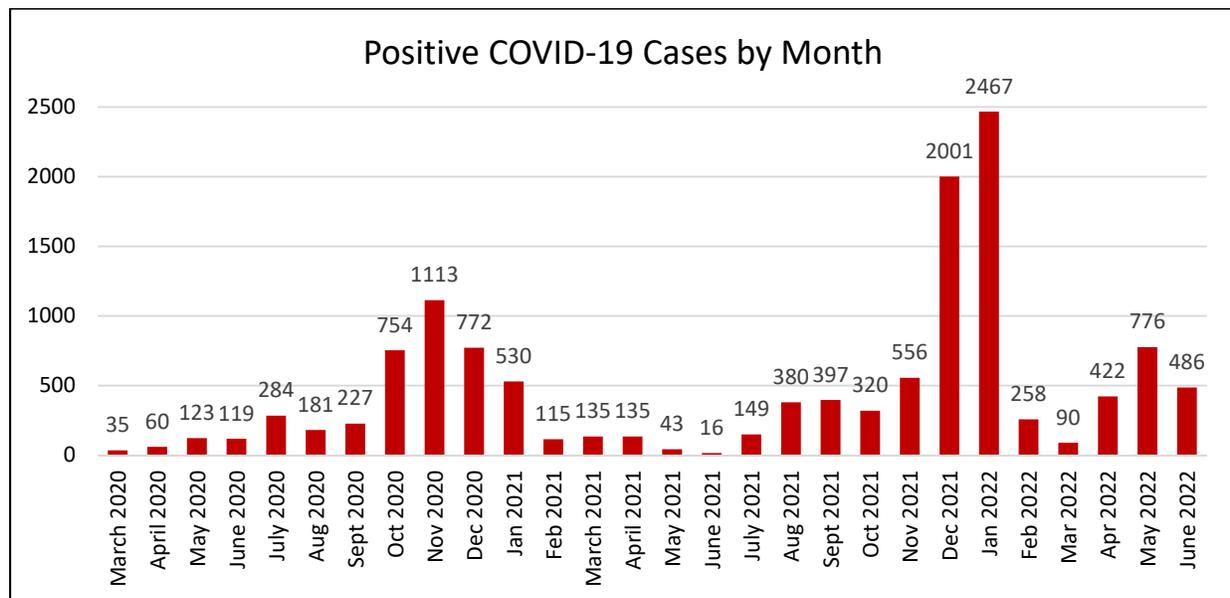
**Epidemiology and surveillance:** collection, analysis, trending, and dissemination of community data, including diseases, injuries, and birth and death certificates. Also includes surveillance of health information and ongoing reporting and annual reports to the community on all programs and services with trended outcomes.

**Code enforcement:** emerging and routine disease investigation and containment (isolation/quarantine), TB treatment (daily-observed therapy), day care and school immunization compliance, food-vector-water borne illness, dangerous/vicious dogs and animal quarantine, rabies exposure follow up, childhood lead poisoning and abatement, human health hazard abatement. Issue orders and citations for the above as necessary. Education on multiple topics.

**Regulation, inspection, and licensing:** State Agent Inspection Contract with the Wisconsin Department of Agriculture, Trade and Consumer Protection (DATCP) which includes regulation, inspection and licensing of all food, public pools, hotels, vending, school cafeterias. Also includes food safety education, vector control, water/air quality and protection, and foodborne illness investigation.

## COVID-19

In 2019, nurses investigated 618 communicable diseases, which was a 15% increase from 2018 and 50% increase from 2017. In 2021, nurses investigated over 6,000 communicable disease reports due to COVID-19. This was a 975% increase over 2019. All staff were dedicated to COVID-19 response in 2020 and most continued to focus on COVID-19 mitigation and vaccination in 2021. This included disease investigations, contact tracing, school and business guidance, facility outbreaks/exposures, community education, and vaccination clinics. In 2021, staff administered over 16,000 COVID-19 vaccines at our clinics. Because of this, the health department did not have the capacity to engage in standard work responsibilities or follow through on previous grant requirements. In 2022, we have been reintroducing our standard programs and services and the majority of our COVID-19 response is managed by contract workers.



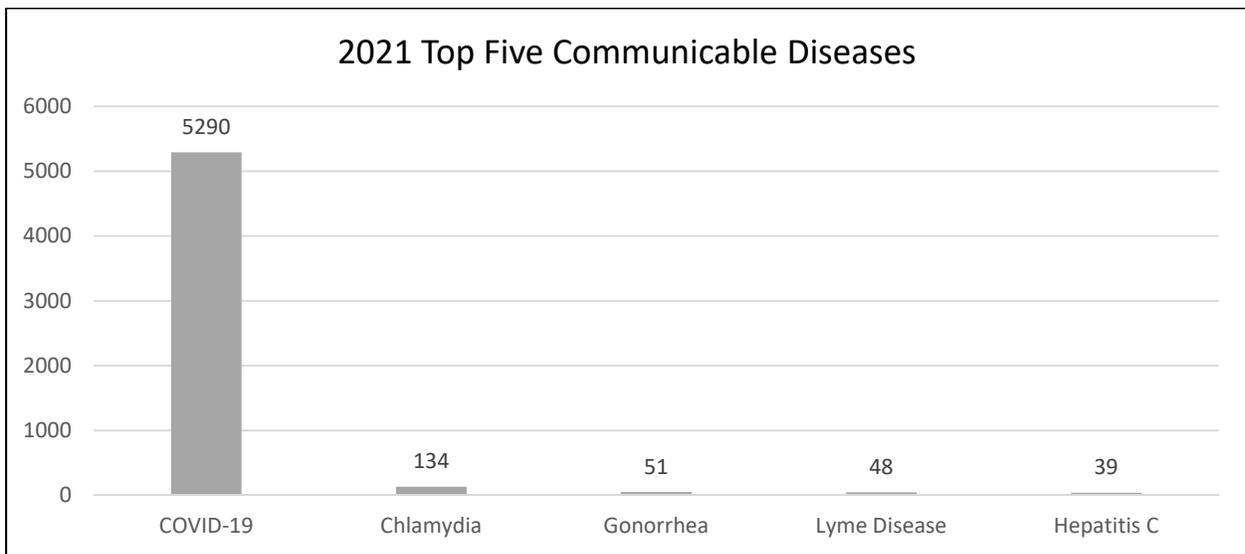
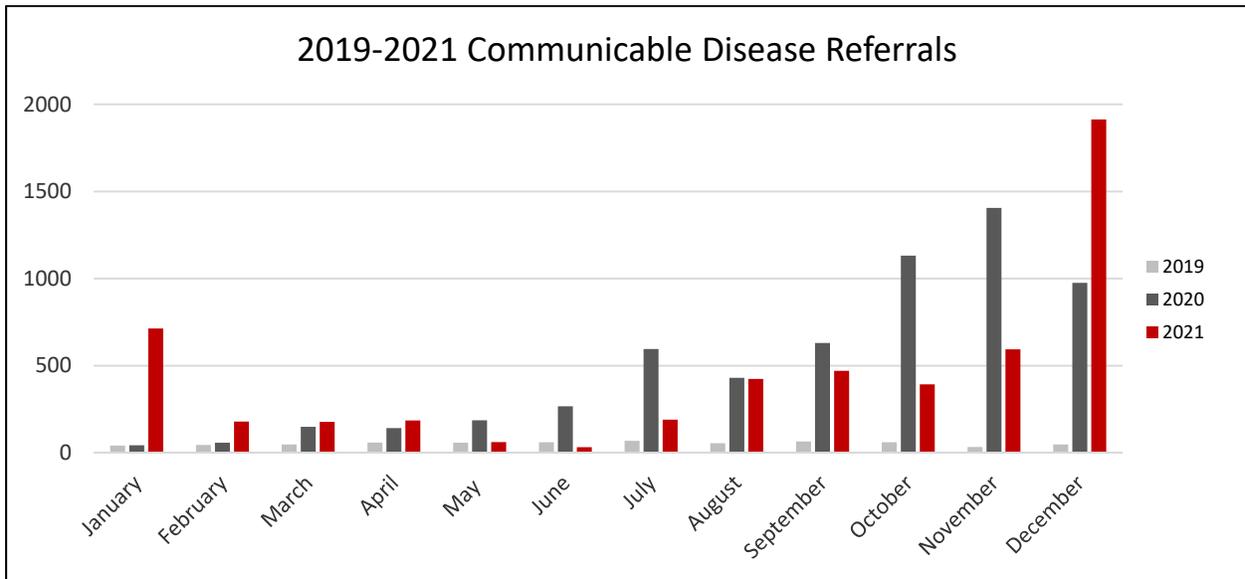
## PUBLIC HEALTH NURSING

### Communicable Diseases

We investigate all potential and actual communicable disease (CD) reports, including vaccine and non-vaccine preventable CDs, food-water-vector-borne diseases, sexually transmitted diseases and infections (STD/STI), outbreaks, and epidemics. We continue to monitor and evaluate the burden and impact of

CDs within Wauwatosa by identifying data for continuous monitoring, obtaining and analyzing the identified data, and comparing the Wauwatosa data to national and state statistics. We conducted the following disease and immunization program/service activities in 2021:

- Investigated 5,689 diseases for follow up, case management, and reporting to the state.
- Partnered with the Wauwatosa School District, private schools, day cares, and long-term-care facilities to address school absenteeism rates greater than 10% daily, and cluster of illnesses, or unexplained death.



**Immunizations**

- In 2019, administered 439 vaccines to 402 clients at immunization clinics (immunization services except for flu vaccines were paused for 2020 and most of 2021 due to COVID-19).
- In 2021, administered 16,581 COVID-19 vaccinations.
- Monitored student immunization rates and provided summaries to the state.

## Reproductive and Sexual Health

Reproductive and sexual health (RSH) addresses multiple facets and family issues as well as high-risk behavior that may lead to unintended pregnancy and/or STDs. Over 80% of Milwaukee County disease reports are STDs. We continued to monitor and evaluate the burden and impact of outcomes associated with RSH behaviors by identifying data for continuous monitoring and analysis. In 2019, we performed the following activities addressing RSH issues (these services were suspended in 2020 and 2021 due to COVID-19):

- Assessed 194 individuals on RSH-related issues through the department's Adult Health Clinic program.
- Investigated 188 STDs/STIs for source identification, treatment, and prevention.
- Assessed 572 birth records for high-risk maternal health issues.

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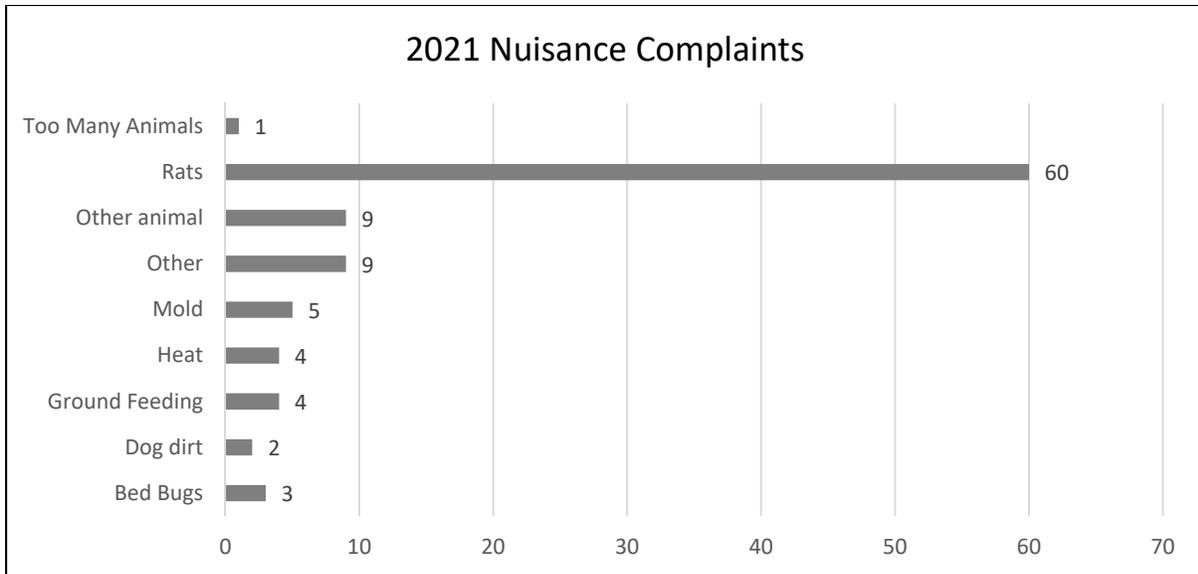
## ENVIRONMENTAL HEALTH

### Nuisances, Human Health Hazards, and Rabies Exposures

Sanitation and environmental hazards include all nuisances and human health hazards (HHH). According to the City of Wauwatosa HHH Ordinance, a *nuisance* is “whatever is dangerous, unsanitary, or unwholesome to human life or health; and whatever renders the land water, air, or articles of food or drink impure or unwholesome.” Nuisances range from rodent and wildlife harborage to garbage and dog dirt complaints. A human health hazard is defined as “substance, activity, or condition that is known to have potential to cause acute or chronic illness or death; to endanger life, to generate or spread infectious diseases, or otherwise injuriously affect the health of the public if exposure to the substance, activity, or condition is not abated.” The following activities were conducted in 2021:

- Documented 97 nuisance complaints.
- Conducted 6 inspections/follow up inspections for human health hazard (HHH) complaints.
- Collaborated with other city departments, businesses, and residents to manage complaints.
- Provided radon awareness education and encouraged residents to test their homes. Radon has been found in all Wauwatosa zip codes.
- Investigated 52 animal bite reports (including wildlife, domestic and strays); issued 2 and upheld 1 dangerous dog declaration.

<b>Overview of EH Activities</b>					
<b>Activity</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
Animal Bite Reports	49	60	54	46	52
Nuisances	143	142	106	58	97
Human Health Hazards	11	7	4	2	6
Restaurant Questions/Complaints	20	71	68	32	51



#### Licensed Establishment Inspection Program

The Wisconsin Department of Health Services (DHS) and Department of Agriculture, Trade, and Consumer Protection (DATCP) inspection programs aim to prevent the transmission of infectious diseases by food and other venues from licensed establishments. During inspections, violations may be identified for onsite education and correction. Some of the more serious violations include unsafe food sources, improper food temperatures, cross contamination, and personal hygiene. Inspections are conducted to protect the public from food-borne illness caused by disease. We continue to monitor and evaluate the burden of disease through the following activities:

- Investigated 12 food-borne illness complaints.
- In 2019, we conducted 302 inspections for licensed establishments including restaurants, retail food establishments, hotels, pools, vending machines and temporary restaurants/food events and kitchen inspections for 18 public and private schools. Annual inspections were suspended in 2020 due to COVID-19. We currently have 357 licensed establishments and we are on track to complete all annual inspections in 2022.
- Processed 51 restaurant and food-related inquiries.
- Managed the food establishment, hotel, and pool licensing and field inspection process using an electronic, statewide database.

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#### COMMUNITY HEALTH

One of the CDC's health protection goals is Healthy People in Every Stage of Life. Access to primary and preventive health care services is vital to achieving our healthy growth and development goals. Issues include socioeconomic factors related to education, housing, and employment status, insurance coverage, having a consistent provider for ongoing medical and dental care, and obtaining age-appropriate preventive health screenings. We continued to monitor and evaluate the burden and impact of healthy growth and development and access to primary and preventive care by identifying data for continuous monitoring, obtaining and analyzing the identified data, and comparing Wauwatosa data to national and state statistics. We performed the following activities addressing healthy growth and development for all life stages:

- Maintained an active partnership with and provided technical assistance to the Wauwatosa Senior Commission on issues affecting the older adults in Wauwatosa.
- In 2021, provided health promotion and education on various topics and at community events: Falls Prevention Week events, Harvest of the Month, Living Well with Chronic Conditions, monthly educational table in collaboration with Wauwatosa Library, Domestic Violence Awareness Month in collaboration with Wauwatosa Police Department, "Free from Falls" resource fair at Hart Park Senior Center, Senior Health and Wellness Fair at Hart Park Senior Center, and Milwaukee County Wellness Symposium.
- Healthy behaviors play a major role in health outcomes (illness/death). Prevention of the risk factors responsible for poor health outcomes and quality of life is a focus of public health. Chronic diseases and conditions are the leading causes of death and disability in the US. Diseases such as heart disease, stroke, cancer, diabetes, obesity, and arthritis—are among the most common, costly, and preventable of all health problems.

### Nutrition and Physical Activity

Nutrition refers to the overall eating habits that promote good growth and health. Physical activity consists of athletic, recreational, or occupational activities that require physical skills and utilize strength, power, endurance, speed, flexibility, range of motion, or agility. We engaged in the following activities:

- In 2019, assessed healthy eating and physical activity related issues at 194 interactions through the Wauwatosa Health Department's Adult Health program (Adult Health Clinics were suspended in 2020 and 2021 due to COVID-19).
- Participated in Wauwatosa Bicycle & Pedestrian Facilities Plan Committee.
- Participated in education programming at the Tosa Farmers Market.
- Continued Harvest of the Month program to educate on nutrition and health eating habits.

### Injury and Violence

An injury is harm caused to one's body and encompasses unintentional injuries, such as falls, motor vehicle accidents, drowning, and poisonings, as well as intentional infliction including assaults, homicides, suicides, abuse, and neglect. According to the CDC, the economic costs of injuries include the costs associated with medical treatment as well as lost productivity. We continued to monitor and evaluate the burden and impact of intentional and unintentional injuries including violence issues in Wauwatosa by identifying data for continuous monitoring and analysis while comparing the Wauwatosa data to national and state statistics. In 2021, we performed the following activities addressing injury and violence prevention:

- Maintained an active partnership with and provided technical assistance to Wauwatosa School District on issues surrounding injuries and violence.
- Assessed individuals on injury prevention behaviors including personal safety, risk for falls, abuse/neglect by others, self-neglect, motor vehicle safety, use of sun screen, and installation of home smoke/carbon monoxide detectors through the department's Adult Health Clinic program.
- Continued active partnership with the Safe Kids Coalition and Children's Health Alliance.
- Continued participation in the regional Child Death Review process with the Infant Death Center.
- Continued participation in the Citizens with Disabilities Coalition to make Wauwatosa a safer community for residents with disabilities.

### Tobacco Use and Exposure

Tobacco use and exposure is a significant and preventable cause of death and disease. Tobacco use is influenced by social factors, physiological addiction, and the marketing and promotion of tobacco products. Our programming aims to prevent and reduce tobacco use and exposure through education, advocacy, policy, and treatment efforts aimed at reducing youth initiation, promoting cessation, and eliminating environmental tobacco smoke and electronic device vapor exposure. Our activities included:

- Tobacco compliance checks were suspended in 2020 and 2021 due to COVID-19. We secured grant monies to pay for the police overtime and student training. In 2019, 100% of the tobacco retailers did not sell to minors.

### Alcohol and Substance Use

The misuse of alcohol and other drugs (including pain killers, tranquilizers, sedatives, stimulants, hallucinogens, and inhalants) is a significant health, social, public safety, and economic problem. Substance use costs society in the form of substance use-related illness, premature death, lost productivity, and the use of the criminal justice system. According to the National Institute on Drug Abuse, for every dollar spent on substance abuse *prevention*, the community's return on investment ranges from \$4 to \$10 dollars in cost savings for treatment and counseling. We continue to monitor and evaluate the burden and impact of alcohol and other drug use in Wauwatosa. We performed the following activities addressing alcohol/substance use:

- Maintained an active partnership with and provided technical assistance to Wauwatosa School District related to substance use education and prevention efforts.
- Researched and updated continuous medication drop-off sites and sharps disposal sites.
- Maintained our sharps collection and disposal program at the Wauwatosa Health Department.
- Hosted one medication collection at the city hall parking lot in September 2021. 147.2 pounds of medication and 13.5 pounds of sharps were collected.
- In partnership with the Wauwatosa School District, completed the 2021 Wauwatosa Youth Risk Behavior Survey (YRBS) at all middle and high schools. The YRBS is questionnaire that assesses the behaviors and perceptions of youth in areas such as alcohol, marijuana, cocaine, and inhalants.

### Mental Health

Mental health is closely associated with physical health and is considered indispensable to personal well-being, family and interpersonal relationships, and the ability to make meaningful contributions to community and society. Efforts are made to monitor, evaluate, and mediate the impact and burden of mental health issues in Wauwatosa, which include access to mental health services, diagnosed mental health disorders, harassment and bullying in the schools, stress, depression, and proneness for suicide. COVID-19 created and exacerbated mental health issues for many people. This is caused in part by the stress of the pandemic, the ongoing isolation, and fear of the virus. In 2021, we performed the following activities addressing mental health issues (some services continue to be suspended due to COVID-19):

- Researched and revised listing of available mental health resources in the community; disseminated resources throughout the community.
- Conducted the 2021 Youth Risk Behavior Survey (YRBS) which asks middle and high school students about their experiences with alcohol, marijuana, cocaine, inhalants, sexual activity,

nutrition, physical activity, bullying, and violence. Data analysis is ongoing and will be released when completed.

- Hired a shared social worker with police and fire to address community mental health issues and link people to resources.

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## EMERGENCY PREPAREDNESS

In the wake unpredictable weather events, acts of terrorism, and disease outbreaks around the world, the possibility of public health emergencies arising in the US is of great concern to many Americans.

Preparedness consists of those activities, programs, and systems that exist *before* an emergency and that are used to support and enhance responses to an emergency or disaster. Being prepared can save lives and protect the health and safety of the public and emergency responders during disasters.

Emergency preparedness is an ongoing community effort. Our staff collaborates with state, regional and local partners to continually plan and train for emergency incidents with a focus on all-hazard planning.

We conducted the following activities:

- Continued as member of the Healthcare Emergency Response Coalition (HERC) that includes health care system, public health, and emergency response on a regional level. The Milwaukee/Waukesha County Consortium for Public Health Preparedness, which has existed since 2003, is now the Region 7 Public Health Caucus within the HERC organization.
- Participated in local and regional preparedness exercises involving rapid dissemination of public information, incident management, and mass fatality.
- Monitored grant programs for Public Health Emergency Preparedness and Cities Readiness Initiative.
- Maintain, monitor, and recruit for the WI Emergency Assistance Volunteer Registry (WEAVR). Database currently has 550 enrolled volunteers. WEAVR provides background checks, license verification, and liability for registered volunteers.

(Source: 2021 City of Wauwatosa Health Department Annual Report. Follow the link for more detailed information on our services and programs and how the City of Wauwatosa compares to the state and the nation. [www.wauwatosa.net/healthdata](http://www.wauwatosa.net/healthdata) )

## 2021-2022 WAUWATOSA HEALTH DEPARTMENT ACHIEVEMENTS

**COVID-19 Response and Vaccinations:** Our COVID-19 response includes disease investigation, contact tracing, facility outbreaks, vaccination efforts, school guidance, business guidance, and community education. In 2021, the Wauwatosa Health Department administered 16,581 COVID-19 vaccinations. In 2022, we continue to provide support and resources related to COVID-19 vaccinations, testing, quarantine/isolation, and mitigation. The majority of our COVID-19 response is now managed by contract workers.

**Reintroduction of standard programs and services:** In 2021, many staff remained occupied with COVID-19 response and vaccination efforts and did not have the capacity to complete standard job responsibilities and grant requirements (outside of priority cases and obligations). In 2021, we began discussions around how and when to move into COVID-19 recovery. In 2022, we have been intentionally reintroducing and evaluating our standard programs and services. In many areas, we are operating fully

but there are some programs that still need to be fully reintroduced - including strategic planning, quality improvement, and workforce development. We anticipate implementing those programs later in 2022.

**2021 Youth Risk Behavior Survey:** We partnered with the Wauwatosa School District to conduct the Youth Risk Behavior Survey (YRBS) in fall 2021. The survey is administered every two years but was put on hold due to COVID-19. The survey provides insight into the health practices of youth and a basis for future programming. In previous years, the survey had been done only at the high school level. This year, it was also conducted with all students at the middle school level. The 2021 results will be published in fall 2022. Previous survey results can be found here: [2019 Wauwatosa Youth Risk Behavior Survey](#)

**2021 Community Health Assessment:** Under State Statute, the Wauwatosa Health Department conducts a Community Health Assessment (CHA) every 5 years. In early 2022, we published the results of our 2021 CHA. This includes quantitative data from a variety of sources including the Youth Risk Behavior Survey, the Community Health Survey, and internal data. This process also includes multiple community listening sessions and a community-wide survey. The results guide our Community Health Improvement Plan and other department programs and services.

**ARPA Funded Projects:** In 2022, we are implementing several ARPA-funded projects:

- **Social worker shared with police and fire.** In April 2022, we hired a social worker (Kendall Wolter) as a shared position with the Police and Fire Departments. Kendall is taking direct referrals from all three departments. She has developed processes for referral intake and documentation and is also working on a community resource guide that can be utilized by other City staff. Kendall is focused on assisting individuals who had a recent crisis (ex: overdose or domestic violence incident) as well as individuals and families who need help accessing resources. This includes chronic mental health services, substance use treatment, hoarding or human health hazard conditions, legal assistance, support for older adults, etc.
- **Youth mental health social workers.** We hired one youth mental health social worker (Zoe Reinhardt) in early September and we are in the process of hiring a second. These social workers are housed in the Health Department but will work in both public and private schools to improve youth mental health. Specifically, these positions will focus on the immediate effects of the pandemic, by conducting mental health assessments, linking students and families to mental health treatment and resources, and providing mental health education and awareness to teachers, staff, students, and families. The Wauwatosa School District and several of our private schools are actively partnering on this initiative.
- **Substance use specialist.** We also hired a Substance Use Specialist (Aneshia Scott) in early September to address a variety of substance use issues in our community. Aneshia will provide prevention and education to the community, as well as harm reduction services such as Narcan distribution and safe using supplies. This position will also help individuals and families access substance use treatment and other resources available in our community. Aneshia's primary focus is building relationships with treatment providers to ensure access to community resources. She is also focusing on addressing overdose prevention through a number of programs and community partnerships.

## 2023 GOALS

**Community Health Improvement Plan (CHIP):** In late 2022, we plan to host our Healthy Wauwatosa meeting, which brings together over 40 community partners. At this meeting, we will share the results of our Community Health Assessment and participants will help identify our community's top health priorities. These priorities will form our CHIP for the next 5 years. In 2023, we will bring together community coalitions to address each priority area by developing and working toward shared goals and strategies. The CHIP is not just the Health Department's plan – it is a shared plan facilitated by the Health Department and implemented by many community partners.

**Strategic planning:** The Health Department is scheduled to begin our Strategic Planning process in Fall 2022. We develop and implement an updated Strategic Plan every 5 years to help guide the work and priorities of our department. As we move into COVID recovery, this is an opportune time to refocus our department and reevaluate our plans for the future. In 2023, we will finalize our Strategic Plan and begin working on our priority areas.

**Public Health 3.0:** We have recently identified Public Health 3.0 as a framework for our department. This model helps to define our department's role in the community, guide our programming, and facilitate community-wide change. When we made the choice not to apply for reaccreditation in 2018, we were intentional about following a framework that would maintain the foundational pieces of accreditation while continuing to be innovative and at the forefront of public health. In 2023, we will continue to formalize Public Health 3.0 as a model for our department.

## 2023 BUDGETARY CHANGES

**COVID-19 Response and Recovery Grants:** In 2021, we were granted additional funding from the WI Department of Health Services (DHS) to support our COVID-19 response and recovery.

- **ELC Grant.** The Epidemiology and Laboratory Capacity (ELC) Enhancing Detection grant from DHS funded the majority of our COVID-19 response in 2021 and 2022. The original amount we received was \$770,900. As of August 2022, there is \$166,301 remaining in this grant and it is anticipated that we will carry over approximately \$45,000 into 2023. This funding is available through October 2023 and is used primarily on our contract workers who do our COVID disease investigation. These funds can be spent on COVID-19 mitigation and response, but not on vaccination efforts.
- **ARPA Funds from DHS.** We received \$531,900 in ARPA funds from DHS to support our COVID-19 mitigation and response efforts. We can use this funding through December 2024. As of August 2022, there is \$425,026 remaining and we anticipate carrying \$405,000 into 2023.
- **CDC Workforce Development.** We received \$96,600 to be used on workforce development through June 2023. This funding will be used in 2022-2023 on health equity trainings for staff, leadership training for our management team, our department's strategic planning process, and some physical space updates in our department.

**1.0 FTE Public Health Strategist:** Mental health and substance use have been concerns in our community for many years, but the pandemic has highlighted and exacerbated these issues and we are reframing our approach to addressing them. The Public Health Strategist will focus on systems-level public health work and health equity by using the Public Health 3.0 as a framework. This position will

coordinate with community partners to focus on root causes of public health issues and lead initiatives that focus on the social determinants of health. To implement long-term, impactful change, we must explore and address the systems and policies that affect the social, economic, and environmental factors that shape health outcomes. The Public Health Strategist will advance the work being done by our department by expanding community partnerships, seeking out additional data sources, and using metrics to set community-wide health goals. This position will facilitate collaborative efforts to address social, economic, and environmental determinants of health through advocacy, policy change, and systems level programming.

- To fund this position, we are proposing using our DHS ARPA grant to fund the position at 100% in 2023 and 2024. In 2025-2027, the position would gradually shift to being funded 50% by tax levy and 50% by other health department grants. These grants have not yet been identified, but we will seek out additional grant opportunities and we anticipate receiving additional grant funding from DHS.
  - 2023: 100% DHS ARPA grant funded
  - 2024: 100% DHS ARPA grant funded
  - 2025: 85% grant funded / 15% tax levy
  - 2026: 70% grant funded / 30% tax levy
  - 2027 (and beyond): 50% grant funded / 50% tax levy

**BUDGET SUMMARY**

Public Health Dept #410					
Expenditures					
2021	2022	2022		2023	2023 / 2022
Actual	Adopted Budget	Revised	Name	Budget	% of Change
831,052	945,428	945,428	Wages	1,066,590	12.8%
280	-	-	Overtime	-	0.0%
355,278	389,681	389,681	Benefits	399,681	2.6%
2,145	2,040	2,040	Other Compensation	2,640	29.4%
26,491	31,650	32,158	Operating Expenses	32,280	2.0%
902	1,000	1,000	Services	600	-40.0%
1,825	2,300	2,300	Utilities	2,300	0.0%
151,802	135,167	135,167	Internal Charges	135,153	0.0%
624,477	895,552	895,552	Other Expenses	499,993	-44.2%
<b>1,994,253</b>	<b>2,402,818</b>	<b>2,403,326</b>	<b>TOTAL</b>	<b>2,139,237</b>	<b>-11.0%</b>
Revenues					
2021	2022	2022		2023	% of
Actual	Adopted Budget	Revised	Name	Budget	Change
824,826	914,660	914,660	InterGovernment	591,285	-35.4%
146,427	145,000	145,000	Licenses and Permits	145,000	0.0%
11,028	13,055	13,055	Public Charges	13,055	0.0%
0	-	-	Miscellaneous	0	0.0%
<b>982,281</b>	<b>1,072,715</b>	<b>1,072,715</b>	<b>TOTAL</b>	<b>749,340</b>	<b>-30.1%</b>
Net Cost					
<b>1,011,973</b>	<b>1,330,103</b>	<b>1,330,611</b>	<b>TOTAL</b>	<b>1,389,897</b>	<b>4.5%</b>

**PERSONNEL SCHEDULE**

<b>Health</b>				
<b>Position Description</b>	<b>2022 FTE</b>	<b>2023 Base Positions</b>	<b>2023 FTE</b>	<b>2022-23 Change</b>
Administrative Support Specialist	1.00	1	1.00	-
Administrative Support Specialist 2 (grant)	0.80	1	0.80	-
Health Officer	1.00	1	1.00	-
Nursing Manager	1.00	1	1.00	-
Public Health Manager	1.00	1	1.00	-
Public Health Nurse	4.50	5	4.50	0.00
Public Health Social Worker	-	1	1.00	1.00
Public Health Specialist	2.00	2	2.00	-
Public Health Strategist	-	1	1.00	1.00
Sanitarian	2.00	2	2.00	-
School Social Worker - ARPA Funded	-	2	2.00	2.00
Substance Use Specialist - ARPA Funded	-	1	1.00	1.00
<b>TOTAL</b>	<b>13.30</b>	<b>19.00</b>	<b>18.30</b>	<b>5.00</b>

# TOURISM COMMISSION

## PURPOSE

To coordinate tourism promotion and tourism development for the City of Wauwatosa as permitted under Section 66.0615 of the Wisconsin Statutes.

## PROGRAMS/SERVICE LINES

Wisconsin law requires that certain percentages of room tax revenues must be spent on tourism promotion and tourism development. “Tourism promotion and tourism development” is defined to mean any of the following: if significantly used by transient tourists and reasonably likely to generate paid overnight stays in multiple establishments within a municipality: (1) marketing projects (2) transient tourist informational services and (3) tangible municipal development, including a convention center. The City of Wauwatosa imposes a 7.0% room tax of gross receipts and the Tourism Commission administers these funds in accordance with state statutes on the following programs:

- Tourism promotion through a tourism entity, destination marketing organization, or tourism marketing promotion through a private firm
- Marketing projects and transient tourism informational services
- Civic Celebration 4<sup>th</sup> of July festivities
- Support of tangible municipal development that will increase visitors to Wauwatosa

## 2022 ACHIEVEMENTS

- Executed an Expedia advertising campaign driven by VISIT Milwaukee resulting in \$257.1K gross booking dollars, 9,495 entries to a giveaway promotion and 126.6K total social media views.
- Successfully executed the first Tosa Restaurant Week resulting in 72% of participating restaurants reporting definitive higher consumer traffic from the event.
- Partnered with Discover Wisconsin TV to create a “Touring Tosa” dedicated episode of Discover Wisconsin highlighting the community including local parks, restaurants and retail businesses. The episode aired May 14 and included social posts and a blog by Discover Wisconsin.
- Successfully executed ART 64 in the Wauwatosa Village. The event attracted 3,000+ attendees, 1 million+ social media impressions, and 48K website hits. It generated thousands of dollars in estimated economic impact, as 58% of local businesses reported higher than normal revenue.
- Implemented a plan to increase Wauwatosa’s exposure to meeting and event planners in order to drive group business to Wauwatosa hotels and event spaces.
- Fully funded the Operations Stabilization Fund and continued to contribute to the Capital budget in order to support community development that will impact tourism.

## BUDGET SNAPSHOT

	2022	2023	Change
Exp	\$ 728,930	\$ 1,088,446	\$ 359,516
Rev	\$ 25,000	\$ 25,000	\$ -
Net Cost	\$ 703,930	\$ 1,063,446	\$ 359,516
FTE's	1.00	1.00	-

## MAJOR CHANGES

- Leisure travel has recovered to 2019 levels. Business travel lags behind and is only 25% of 2019. Slow growth is expected in 2023.

- Introducing Wauwatosa to a new event: a European Holiday Market that will become part of a larger Christmas in The Village celebration and marketed to increase hotel occupancy during one of the lowest occupancy months.

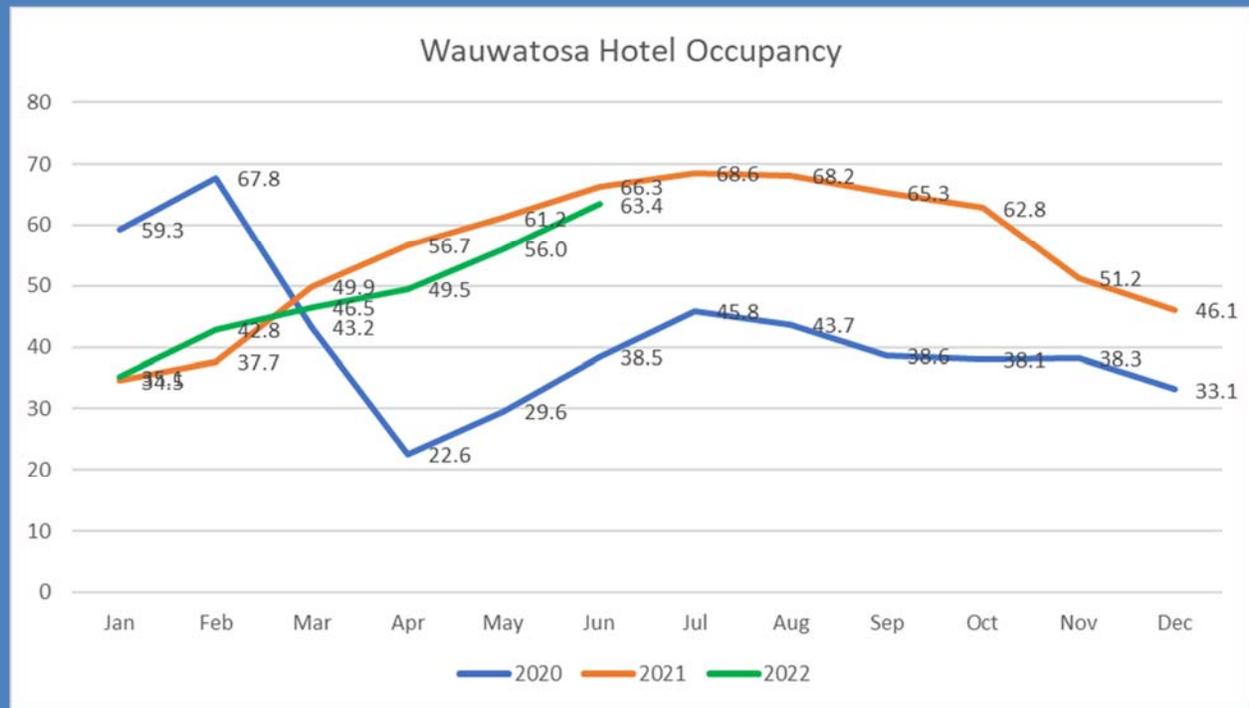
### 2023 GOALS

- Develop ART 64 and Christmas in the Village into signature events for Wauwatosa driving room nights and local economic impact.
- Support additional local events and organizers by launching an event sponsorship program.
- Connect Wauwatosa to area tourism drivers like American Family Field.
- Attract meetings and sporting events.
- Maintain public art as a tourism priority.
- Attract an increased number of leisure travelers from new markets through new media channels.

### 2023 BUDGETARY CHANGES

- With leisure tourism fully recovered and Wauwatosa hotels seeing increasing occupancy rates, the 2023 budget will see a fairly significant increase over 2022. This will allow for funding of programs previously covered by ARPA funds.
- Based on the percentage adjustment in RevPAR in the Milwaukee West region during the 12-month period from June 2021-June 2022, the contracted amount to VISIT Milwaukee in 2023 will be \$222,609.22.
- The increased 2023 budget will allow for execution of additional local events and marketing, as well as allow for a contribution to the Capital budget, helping to drive long-term tourism planning.

### WAUWATOSA HOTEL OCCUPANCY



SOURCE: STR DESTINATION REPORT

**BUDGET SUMMARY TABLE**

Tourism Fund #32					
Expenditures					
	2022				2023 / 2022
2021	Adopted	2022		2023	% of
Actual	Budget	Revised	Name	Budget	Change
41,224	91,466	91,466	Wages	98,980	8.2%
76	-	-	Overtime	-	0.0%
31,346	40,586	40,586	Benefits	50,275	23.9%
359	359	359	Other Compensation	639	77.9%
275	29,250	39,350	Operating Expenses	246,050	741.2%
439,274	374,932	374,932	Services	478,012	27.5%
3,134	5,000	5,000	Utilities	4,500	-10.0%
7,553	6,679	6,679	Internal Charges	6,663	-0.2%
-	127,546	127,546	Other Expenses	149,827	17.5%
1,047	1,950	6,477	Op Exp - Civic Cele	1,500	-23.1%
43,009	51,162	57,661	Services - Civic Cele	52,000	1.6%
<b>567,297</b>	<b>728,930</b>	<b>750,056</b>	<b>TOTAL</b>	<b>1,088,446</b>	<b>49.3%</b>
Revenues					
	2022				% of
2021	Adopted	2022		2023	Change
Actual	Budget	Revised	Name	Budget	
50,160	-	-	InterGovt Revenues	-	0.0%
1,778	-	-	Other Sources	-	0.0%
21,545	25,000	32,695	Misc-Civic Celebration	25,000	0.0%
<b>73,483</b>	<b>25,000</b>	<b>32,695</b>	<b>TOTAL</b>	<b>25,000</b>	<b>0.0%</b>
Net Cost					
<b>493,814</b>	<b>703,930</b>	<b>717,361</b>	<b>TOTAL</b>	<b>1,063,446</b>	<b>51.1%</b>

**PERSONNEL SCHEDULE**

Tourism Commission				
Position Description	2022 FTE	2023 Base Positions	2023 FTE	2022-23 Change
Tourism Specialist	1.00	1	1.00	-
<b>TOTAL</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>

# LIBRARY

## PURPOSE

### Our Mission:

The mission of the Wauwatosa Public Library is to strengthen our community and enrich lives by providing equitable access to information, encouraging reading and lifelong discovery, and providing welcoming spaces to connect and create.

### Our values:

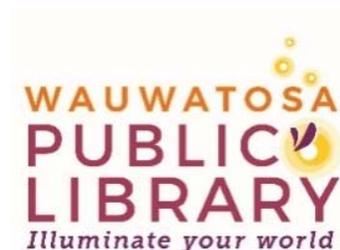
- Literacy and Learning
- User Experience
- Innovation
- Collaboration
- Exploration
- Intellectual Freedom

### BUDGET SNAPSHOT

	2022	2023	Change
Exp	\$3,076,238	\$3,178,928	\$102,690
Rev	\$3,076,238	\$3,178,928	\$102,691
Net Cost	\$ -	\$ (0)	\$ (0)
FTE's	27.00	26.83	(0.17)

### MAJOR CHANGES

- The Library will continue to break down barriers to access by eliminating overdue fines on Adult and Young Adult materials
- The Library Board approved expanding the Library Office Assistant from 0.70 FTE to 1.0 FTE to achieve strategic goals relating to communications and outreach



As information providers and hubs for lifelong learning, libraries have always been resources for helping communities develop literacy skills. Now, in the midst of a global pandemic, and in an age when we increasingly rely on digital media for information and communication, these critical thinking skills are more important than ever. Literacy in the 21st Century takes multiple forms, and libraries are taking the lead in providing services in many areas, such as:

**Digital Literacy** is the ability to use information and communication technologies to find, evaluate, create, and communicate information, requiring both cognitive and technical skills.

**Financial Literacy** is an understanding of basic financial principles to be an informed consumer and manage one's finances.

**Health Literacy** involves skills for managing one's health and well-being, including making effective decisions and partnering with healthcare providers to live a full, productive life.

**Information Literacy** is the ability to recognize when information is needed and to locate, evaluate, and use effectively the needed information. To be information literate, therefore, one needs skills not only in research but also in critical thinking.

**Media Literacy** is an informed, critical understanding of mass media, including the ability to evaluate sources and synthesize information.



780,000 total  
checkouts

Over 125,000 reference  
questions answered



23,000 wifi  
connections



246 programs



Patrons used the  
computer over 18,000  
times



217,000 people visited  
the library

## PROGRAMS/SERVICE

**BECAUSE LIBRARIANS  
HAVE EXPERT  
RECOMMENDATIONS  
FOR LEARNERS OF ALL  
AGES.**

LIBRARIES  
TRANSFORM  
#LibrariesTransform

ALA.ORG | LIBRARIESTRANSFORM.ORG

**Providing Books and Other Items for Checkout:** The library has a variety of books, movies, music, audiobooks, magazines and more for the public to borrow in physical and digital formats. Patrons checked out over 780,000 items in 2021.

**Providing Programs and Events for Children and Adults:** The library provides programming for all ages, including story times for children, author visits, performers, school class visits, lectures, activities, and movies. Librarians held over 240 programs in 2021.

**BECAUSE LIBRARIANS  
TAKE YOU OUTSIDE  
YOUR BUBBLE.**

LIBRARIES  
TRANSFORM  
#LibrariesTransform

ALA.ORG | LIBRARIESTRANSFORM.ORG



**Providing Research and Information Services:** The library has a professional staff to answer patron’s questions, provide reader’s advisory to recommend books, and refer patrons to the resources they need. The library provides a diverse array of health literacy and awareness services for the community. The library offers material on healthy lifestyles, cookbooks that address medical dietary needs, information for physical exercise instruction, and self-help mental health material.

**Connecting the Community to Technology:** The library offers technology to meet patrons’ needs including public computers, tablets, scanners, copiers, printers, wireless internet access and more. The library offers digital job training, through which patrons can learn resume development and job searching, and gain new skills to aid in career development.



**Providing Spaces for the Community to Connect and Create:** The library provides a variety of spaces for patrons to work independently and collaboratively through individual worktables, cubicles, group work areas such as the Student Comments, and study rooms. The library’s meeting and conference rooms help meet the community’s need for access to meeting space. The library also provides welcoming places for patrons to read, relax, and contemplate.

## 2022 ACHIEVEMENTS

- The Library Board and Library staff continued its multi-year effort to reduce barriers to access through the reduction and elimination of punitive fines. Daily overdue fines on Adult Library DVD were reduced from \$1.00 to match the overdue fine of all other items in the Adult Library.
- The library expanded Sunday hours into May and September, which increased access to public computers and other library technology for individuals that do not have access at home.
- Children’s Library staff continued to research and communicate with patrons and the school district to understand how they could best build new collections and programs in order to meet the learning demands in changing environments.
- The Library Circulation Department revamped the Library’s book sale area, helping lead to an increase in revenue compared to pre-COVID years.

## 2023 GOALS

- The Library Board and Library staff will continue its multi-year effort to reduce barriers to access through the reduction and elimination of punitive fines. The Library will eliminate overdue fines on Adult and Young Adult material, matching the elimination of overdue fines on Children's material in 2020. This change eliminates about \$24,000 in revenue.
- The Children's Library and Circulation staff will implement a system to ensure that all children will be able to check out items during school visits, regardless of whether they have a library card or not.
- Library staff will work with City IT staff to transition the library's security camera system to the City's system.
- The Library will continue to update staff office furniture to create efficient working environments.

## 2022 BUDGETARY CHANGES

- Sale of City Property (used book sales) was originally projected at \$8,000. Because of an increase in library visits and the Circulation Department's new book sale area, the Library has reached that amount in already in 2022, and may approach \$15,000.

## 2023 BUDGETARY CHANGES

- The Library will see a revenue increase in Charges to Other Libraries, resulting from a \$36,000 increase in Reciprocal Borrowing revenue for serving other Milwaukee County residents. The increase is due to a combination of an increase in circulation to other county residents and increased state aid funding to library systems.
- The Library Board's budget request includes increasing the part-time Office Assistant from 1,456 annual hours to a fulltime 2080 annual hours. The expanded hours will help the Library meet its strategic goals for outreach and communications, and is expected to cost an additional \$30,000. The Library Board approved providing funding for \$15,000 of the additional cost in 2023, with the expectation that the City will fully fund the position in 2024.
- The Library's Late Fee revenue is eliminated in 2023, as the Library Board and Library staff continue its multi-year effort to reduce barriers to access through the reduction and elimination of punitive fines. The Library will eliminate overdue fines on Adult and Young Adult material, matching the elimination of overdue fines on Children's material in 2020. This change eliminates about \$24,000 in revenue.

**BUDGET SUMMARY TABLE**

<b>Library Fund #35</b>					
<b>Expenditures</b>					
	<b>2022</b>				<b>2023 / 2022</b>
<b>2021</b>	<b>Adopted</b>	<b>2022</b>		<b>2023</b>	<b>% of</b>
<b>Actual</b>	<b>Budget</b>	<b>Revised</b>	<b>Name</b>	<b>Budget</b>	<b>Change</b>
1,375,164	1,434,889	1,434,889	Wages	1,524,399	6.2%
1,831	-	-	Overtime	-	0.0%
396,178	434,101	434,101	Benefits	449,473	3.5%
378,896	407,300	412,513	Operating Expenses	403,146	-1.0%
90,984	106,567	102,752	Services	105,418	-1.1%
1,056	800	800	Utilities	800	0.0%
4,301	6,970	9,970	Fixed Charges	6,740	-3.3%
745,844	685,611	685,611	Internal Charges	688,952	0.5%
<b>2,994,253</b>	<b>3,076,238</b>	<b>3,080,636</b>	<b>TOTAL</b>	<b>3,178,928</b>	<b>3.3%</b>
<b>Revenues</b>					
	<b>2022</b>				<b>% of</b>
<b>2021</b>	<b>Adopted</b>	<b>2022</b>		<b>2023</b>	<b>Change</b>
<b>Actual</b>	<b>Budget</b>	<b>Revised</b>	<b>Name</b>	<b>Budget</b>	<b>Change</b>
-	-	-	InterGovt Revenues	-	0.0%
28,451	24,000	24,000	Fines and Penalties	-	-100.0%
24,452	26,000	26,000	Public Charges	27,000	3.8%
241,548	206,000	206,000	InterGov Charges	241,034	17.0%
9,391	8,000	12,399	Miscellaneous	15,000	87.5%
2,822,258	2,812,238	2,812,238	Other Sources	2,895,894	3.0%
<b>3,126,100</b>	<b>3,076,238</b>	<b>3,080,636</b>	<b>TOTAL</b>	<b>3,178,928</b>	<b>3.3%</b>
<b>Net Cost</b>					
<b>(131,847)</b>	<b>-</b>	<b>-</b>	<b>TOTAL</b>	<b>(0)</b>	<b>0.0%</b>

**PERSONNEL SCHEDULE**

<b>Library</b>				
<b>Position Description</b>	<b>2022 FTE</b>	<b>2023 Base Positions</b>	<b>2023 FTE</b>	<b>2022-23 Change</b>
Adult Library - Sunday	0.12		0.12	-
Adult Library - Outreach	0.02		0.02	-
Adult Librarian	3.50	5	3.50	-
Adult Library Supervisor	1.00	1	1.00	-
After School Library Monitor	0.58	2	0.58	-
Assistant Library Director	1.00	1	1.00	-
Book Drop Off- Closed Days	0.03		0.03	-
Children's Librarian	3.00	3	3.00	-
Children's Librarian - Sunday	-		-	-
Children's Library Supervisor	1.00	1	1.00	-
Circulation Attendant	4.90	9	5.30	0.40
Circulation Attendant -Outreach	0.02		0.02	-
Circulation Attendant - Sunday	0.18		0.18	-
Circulation Supervisor	1.00	1	1.00	-
Library Director	1.00	1	1.00	-
Library Shelves	7.05	15	5.93	(1.12)
Library Shelves - Sunday	-		0.10	0.10
Office Assistant	0.70	1	1.00	0.30
Tech Services Aide	0.50	1	0.55	0.05
Technical Services Librarian	1.40	2	1.50	0.10
<b>TOTAL</b>	<b>27.00</b>	<b>43.00</b>	<b>26.83</b>	<b>(0.17)</b>

# DEVELOPMENT DEPARTMENT

## PURPOSE

### HISTORIC PRESERVATION (10-114)

To promote public awareness of sites with special architectural or historic interest, to educate the public about the value of our past, and to inspire residents to protect and maintain historic buildings and sites.

### PLANNING & ZONING (10-610)

To promote the health, safety, prosperity, aesthetics, and the general welfare of the community.

## Budget Snapshot

	2022	2023	Change
Exp	\$ 2,988,204	\$ 3,020,716	\$ 32,511
Rev	\$ 2,410,685	\$ 2,389,318	\$ (21,367)
Net Cost	\$ 577,519	\$ 631,398	\$ 53,878
FTE's	13.00	15.00	2.00

### Major Changes

- Created a Housing Rehabilitation & CDBG Programs Division.
- Engineering Division moved to Public Works Department.

### COMMUNITY DEVELOPMENT BLOCK GRANT & HOUSING REHABILITATION (13-615)

To develop a viable urban community by providing affordable, decent housing, creating suitable living environments, and expanding economic opportunities, principally for low and moderate income persons.

### ECONOMIC DEVELOPMENT (10-615)

Advance economic growth in Wauwatosa to provide a variety of employment opportunities, increase the non-residential tax base, promote the City's regional role as a center for research and innovation, and support dynamic, vibrant, and walkable neighborhoods while preserving the City's character and appearance.

### BUILDING REG. & CODE ENFORCEMENT (10-620)

To protect the health, safety, and welfare of the general public as well as maintaining property values by providing routine inspection and testing of devices and packaging used in retail trade as well as the uniform enforcement of minimum code standards.

### COMMUNITY DEVELOPMENT AUTHORITY (31-615)

The Community Development Authority (CDA) is a separate body politic for the purpose of carrying out blight elimination, slum clearance, urban renewal programs and projects, and housing projects.

## PROGRAMS/SERVICE LINES

### PLANNING & ZONING (INCLUDING HISTORIC PRESERVATION COMMISSION)

Daily administration of the zoning code, including processing and reviewing zoning applications, zoning enforcement, and coordination of pre-development application meetings, administration of Housing and Urban Development (HUD) and Community Development Block Grant (CDBG) funds, development and review of master plans, review of building and floodplain development permits, staff support to the Plan Commission, Board of Zoning Appeals, Historic Preservation Commission, CDBG Committee, and Bike/Ped Committee.

### COMMUNITY DEVELOPMENT BLOCK GRANTS & HOUSING REHABILITATION

As an entitlement community, the City of Wauwatosa receives annual funding and determines its own programs and priorities. Grantees must give maximum priority to activities which benefit low- and moderate-income persons. The City may also carry out activities that aid in the prevention or elimination of slums, blight, or may fund activities having a particular urgency because existing conditions pose a serious and immediate threat to the health/welfare of the community when other financial resources are not available. CDBG funds may not be used for activities that do not meet these national objectives. Funds must be expended in a manner that will produce the greatest measurable impact in the community.

### ECONOMIC DEVELOPMENT

This program consists of daily economic development activities to attract, retain, and expand businesses. Activities include site selection assistance, business start-up resources, financial resource assistance, working closing with neighborhood & business associations and groups, coordination between City departments to foster development, business retention & expansion efforts, marketing, and more. Economic development staff provides assistance to the Community Development Authority, Wauwatosa Revolving Loan Fund Corporation, and the Tax Incremental Finance District Joint Review Board.

### COMMUNITY DEVELOPMENT AUTHORITY

The Community Development Authority (CDA) utilizes various funding sources and legal authorities to further redevelopment within Wauwatosa by acting as a development agent on behalf of the city for matters related to redevelopment and housing. The CDA has control over Community Development Block Grant (CDBG) funds allocated for business assistance and non-federal funds for façade improvements, code updates, and signage.

### BUILDING REG & CODE ENFORCEMENT (BUILDING REGULATIONS)

This program consists of inspectors/plan reviewers who are certified and licensed by the State of Wisconsin to perform inspections and plan reviews within their fields. Many inspectors are multi-disciplined and are able to inspect in many areas. These certifications have been obtained through specialized training and each inspector is required to participate in continuing education on an annual basis. The daily workload varies in accord with the changing demands of local construction activities, although compliance and follow-up continue at all times. This division is a designated state agent for review of plans and performance of on-site inspections in accordance with the Wisconsin Administrative<sup>73</sup> Codes.

The division is responsible for responding to disasters in order to provide a preliminary damage assessment that plays a key role in determining eligibility for State and Federal disaster aid. Inspections and investigations are needed to identify the habitability of buildings immediately after an event. Providing this service expedites the recovery operations necessary to restore safety, order, and habitability in the affected area(s).

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## BUILDING REG & CODE ENFORCEMENT (PROPERTY MAINTENANCE)

This service is provided based on criteria established by a citizen's task force with input from the Mayor and other city officials. The primary focus of this program is the preservation of property values relating to aesthetics by maintaining all properties in a condition that reflects a quality community. This is no easy task as what may be aesthetically pleasing to some may not be to others. In addition, problem sites may take over a year for compliance if court action is required. This program also provides fence and sign review along with inspection and enforcement. Benchmarks are established as needed for quality control.

## 2022 ACHIEVEMENTS

### PLANNING & ZONING

- Completed implementation of EnerGov ERP software. Continue to refine configurations and train staff.
- Introduced some Zone Tosa for All recommended zoning code amendments.
- Completed the Tosa Restarts Temporary Regulatory Relief Program.
- Coordinated Development Department Board of Public Works applications.
- Coordinated the installation and roll-out of the Neighborhood Greenway Plan.
- Continued communication with the GIS Manager for planning-related GIS functionality.
- Public Works projects within Hart Park, including green space renovations around the stadium and native restoration in areas throughout the park.
- Participation in west side park planning efforts.
- From August 2021 through July 2022, 53 applications were submitted for review by staff, the Plan Commission, Community Affairs Committee, Common Council, and/or Board of Zoning Appeals.
- Members of the Planning Division staff attended or will attend the following conferences/training: virtual Congress for New Urbanism, virtual American Planning Association, NACTO, and ASLA.
- Continued implementation of applicable recommendations from the Mid-Town Master Plan, Life Sciences District Master Plan, Active Tosa: Park and Open Space Plan, Housing Policy, Bicycle & Pedestrian Facilities Plan and Tosa Streets ordinance.
- A Planning Division staff member was selected as City Hall Wellness Champions, which involves monthly meeting attendance and publicity of wellness efforts/programs.

### PLANNING & ZONING (HISTORIC PRESERVATION COMMISSION)

- Limited Planning staff availability impacted the Historic Preservation Commission's accomplishments to date.
- Reviewed and commented on the Wauwatosa Cemetery National Register nomination.
- Conducted one design review to date.

### COMMUNITY DEVELOPMENT BLOCK GRANTS & HOUSING REHABILITATION

- Managed the City's annual CDBG program for compliance with HUD reporting requirements and regulations.

- Continued to implement recommendations of the Analysis of Impediments (AI) as they pertain to housing redevelopment projects.
- Attended the virtual National Community Development Association (NCDA) annual conference.
- Completed two subrecipient monitoring visits to date.
- Approved 2022 Projects & Funding Levels: Total Grant \$ 1,000,877

Administration & Planning - \$200,000 Maximum

Administration/Planning:	\$ 100,000
Metro Fair Housing:	\$ 39,800
Total:	\$ 139,800

Public Services & Community Programs - \$150,000 Maximum

Senior Center:	\$ 82,000
ERAS Senior Network:	\$ 26,098
Life Navigators	\$ 24,900
Vision Forward:	\$ 6,002
Tosa Cares	\$ 6,000
Carmelite Ministry	\$ 5,000
Total:	\$150,000

Public Facilities, Economic Development & Rehabilitation

WWBIC:	\$ 40,000
Community First	\$ 393,702
Lutheran Home	\$ 142,600
Luther Manor	\$ 68,793
Total:	\$ 711,077

## ECONOMIC DEVELOPMENT

- The City's Strategic Plan set a property value measure of \$81 million per year in net new construction. The estimated increase in net new construction (equalized value) in 2021 (as of 1/1/22) was \$129,576,200.) Wauwatosa had the second highest net new construction number in Milwaukee County.
- With the Wauwatosa Revolving Loan Fund Corporation (WRLFC) and Community Development Authority (CDA), we assisted four small businesses through their traditional financial assistance to facilitate redevelopment and business expansions (revolving loans and forgivable loans.)
- Continued to promote all of Wauwatosa, including specific identified priority areas.
- Continued to promote CDA and WRLFC loans through the web, other partners, and one-on-one meetings and joint marketing materials.
- Continued to improve online economic development assistance information.
- Continued implementing the Wauwatosa Housing Policy through the Economic Development Investment Policy and available financial resources.
- Continued TIF negotiations to facilitate redevelopment projects and received Common Council approval of three term sheets.
- Continued implementation of a TAP grant to expand Bubl on the MRMC campus in partnership with MRMC.
- Participated in "Zone Tosa For All" project.
- Initiated the update to the City's 2016 Comprehensive Housing Study and Needs Analysis. As a part of the study and analysis, over 1,500 surveys were received, multiple stakeholder interviews were held, a public open house will be held in September, a presentation will be given to the Council's Committee of the Whole. The project is scheduled to be complete at the end of 2022. Recommendations will be presented to Community Affairs in 2023.

## COMMUNITY DEVELOPMENT AUTHORITY

- The CDA approved three sign forgivable loans, approved one CDBG revolving loan and continued monitoring CDBG forgivable loans to ensure compliance with program requirements and job creation efforts.
- Continued to manage the property at 6330 W North Avenue for potential redevelopment.
- Negotiated approval of Mandel's Harlow & Hem proposal for the Blanchard Street Parking Lot, the CDA's preferred development option following a competitive RFP process.
- Managed the property at 7746 Menomonee River Parkway and undertook steps to spur redevelopment of the site including listing the property for sale and demolition of the building.
- Continued to evaluate redevelopment proposals for the CDA owned former landfill parcel.
- Applied for and received ARPA funds to implement a small business building improvement program and housing rehabilitation program. Implementation and approval efforts underway and ongoing.
- Continued to support COVID-19 assistance efforts through small business financial programs.
- Purchased the former Boston Store property at Mayfair Mall to facilitate redevelopment efforts.

## BUILDING REG & CODE ENFORCEMENT (BUILDING REGULATIONS)

### 4-YEAR RESULTS:

PERMITS	2018	2019	2020	2021
<b>BUILDING</b>	<b>926</b>	<b>811</b>	<b>755</b>	<b>875</b>
Residential	740	656	635	738
Commercial	186	155	120	137
<b>MECHANICAL</b>	<b>901</b>	<b>862</b>	<b>880</b>	<b>959</b>
<b>ELECTRICAL</b>	<b>1785</b>	<b>1696</b>	<b>1744</b>	<b>1811</b>
<b>PLUMBING</b>	<b>1035</b>	<b>997</b>	<b>986</b>	<b>984</b>
<b>OCCUPANCY</b>	<b>110</b>	<b>170</b>	<b>83</b>	<b>125</b>
<b>TOTAL PERMITS</b>	<b>5151</b>	<b>4913</b>	<b>4821</b>	<b>4754</b>
TOTAL REVENUES	\$1,062,791	\$1,428,639	\$1,130,764	\$1,248,738
INSPECTIONS	8,677	8,838	7,888	8,714

## BUILDING REG & CODE ENFORCEMENT (PROPERTY MAINTENANCE)

	2018	2019	2020	2021
Inspections	800	890	1,029	1,016
Violations	369	566	728	714
Enforcement Cases	333	388	460	405
Citations/Court	14	0	4	7

## 2023 GOALS

### PLANNING & ZONING

- Continue refining EnerGov ERP software and create manuals.
- Initiate a Comprehensive Plan rewrite. This multi-year project will begin by issuing a request for proposals for professional services sometime during the 4<sup>th</sup> quarter of 2022 pending funding approval. The revision will incorporate applicable recommendations for previous adopted plans and the Zone Tosa for All document.
- Continue to work with other staff on the planning and design for the development of new park spaces.
- Research feasibility of a tree ordinance.
- Continue implementation of applicable recommendations from the Mid-Town Master Plan, Life Sciences District Master Plan, Active Tosa: Park and Open Space Plan, Housing Policy, Bicycle & Pedestrian Facilities Plan and Tosa Streets ordinance.
- Continue to work with the GIS Manager to improve planning and zoning information and functionality.
- Continue to support outreach and education efforts initiated by the Bicycle and Pedestrian Facilities Committee.
- Staff will continue to work on the Strategic Plan goals, as applicable, particularly:
  - Property Value: Increase the City's property tax base in a balanced and strategic manner.
  - Public Spaces: Strengthen the connection among people and the places we share.
  - Transportation - Cars, Buses, Bikes and Feet: City collaboratively works to improve its transportation options to support the varied choices of residents, visitors and businesses.
  - Well Maintained Infrastructure: Repair and replace the City's infrastructure at a pace that will ensure our infrastructure is in good repair within financial restraints of budgeting for generations.

### PLANNING & ZONING (HISTORIC PRESERVATION COMMISSION)

- Add panels to the historic property display wall in City Hall.
- Resume Preservation of Properties Award program.
- Continue design review of designated properties.
- Continue public education.
- Continue to assist with plans for City-owned parcel.

### COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM & HOUSING REHABILITATION

- Give maximum priority to activities which benefit low- and moderate-income persons.
- Carry out activities that aid in the prevention or elimination of slums, blight, and/or fund activities having a particular urgency because existing conditions pose a serious and immediate threat to the health/welfare of the community when other financial resources are not available.
- Work with neighboring entitlement communities to address the regional analysis of impediments.
- Work with Milwaukee County to implement the 5-year Consolidated Plan update for the consortium.
- Create an in-house housing rehabilitation program that serves low to moderate income homeowners utilizing ARPA funding.

### ECONOMIC DEVELOPMENT

- Work with Community Development Authority (CDA) to redevelop priority properties as identified by the CDA through their criteria-based selection process and develop priorities for use of affordable housing redevelopment funds.
- Continue implementation of the MidTown Tosa, East Tosa, and Village Master Plans.
- As identified in the Strategic Plan, continue to identify sources and strategies for the expansion of BublR Bike Share station.
- Continue to improve online economic development assistance information.
- As directed by both the WRLFC and CDA, continue to promote WRLFC loans, CDA forgivable loans, and City code compliance, signage, and façade forgivable loans through a unified marketing effort to help meet the City's Strategic Plan goal to foster business development through proactive strategies.

- Present recommendations to the Community Affairs Committee, and ultimately the Common Council, based on the completed housing study and needs analysis.
- As identified in the Strategic Plan, staff will work to increase City's property tax base in a balanced and strategic manner through:
  - Increasing business recruitment and retention efforts.
  - Assessing the impact proposed developments have on neighborhoods.
  - Implement the adopted Housing Policy based on citywide housing study recommendations that are periodically updated.

## COMMUNITY DEVELOPMENT AUTHORITY

- Continue implementation of recommendations in Redevelopment District No. 1 Project Plan.
- Identify redevelopment opportunities for 6330 W North Avenue.
- Oversee completion of the approved redevelopment of the Blanchard Street Parking Lot (Harlow & Hem).
- Facilitate redevelopment of 7746 Menomonee River Parkway.
- Facilitate redevelopment of the former Boston Store property at Mayfair Mall.
- Oversee redevelopment of former landfill site to negotiate a development agreement / land transfer.
- Acquire, where appropriate, blighted properties and/or catalytic sites utilizing redevelopment reserve funds.
- Develop a framework and plan for the expenditure of CDA housing funds.

## BUILDING REG & CODE ENFORCEMENT (BUILDING REGULATIONS)

- Investigate means to hire a part-time Plumbing Inspector.
- Investigate all life safety incidences within 24 hours.
- Complete 95% of all plan reviews within 5 business days.
- Perform at least 95% of inspections within 24 hours of request.
- Resolve 75% of complaints within 90 days.
- Issue 95% of approved permits within 2 business days.
- Recover 90% of program costs through permit fees.

## BUILDING REG & CODE ENFORCEMENT (PROPERTY MAINTENANCE)

- Investigate means to hire a part-time Property Maintenance Officer.
- Continue to work with Assistant City Attorney and other departments on overall solutions to property maintenance issues (e.g., abandoned vehicles, long-standing violations that involve individuals with mental health issues, etc.)
- Continue to utilize effective enforcement techniques to gain compliance without the use of Municipal Court citations.
- Continue the use of a re-inspection fee to gain compliance and offset program cost.

## 2023 BUDGETARY CHANGES

### PLANNING & ZONING

- Add fees to the Consolidated Fee Schedule for a pre-application meeting (\$150) and a Planned Unit Development approval extension (\$500).
- Request funding for the Comprehensive Plan re-write. The proposed \$200,000 will be split over two

years. In 2023, the request is \$50,000 from the general fund along with \$50,000 from CDBG grant funds. The same funding allocation will be requested in the 2024 budget, if necessary, based upon securing the consultant contract.

- Propose funding half of the Planner position with building permit revenue. Until earlier this year, the duties of the position were half planning/zoning and half CBDG, with the CDBG grant funding half of the position.
- The Midwest Bikeshare funding increased by \$8,000 to cover four additional stations at MRMC. However, there is no levy impact. The increase is offset by a 2023 revenue of the same amount because MRMC is paying the City for the additional cost.

#### COMMUNITY DEVELOPMENT BLOCK GRANTS & HOUSING REHABILITATION

Create sustainable Housing Rehabilitation Revolving Loan programs through the use ARPA and CDBG funding.

#### ECONOMIC DEVELOPMENT

No changes.

#### BUILDING AND SAFETY

- Increase re-inspection fees to offset inspectors' costs and attempt to gain compliance through those higher fees.
- Increase building permit revenue by \$43,000 to fund one-half of the Assistant Planner position. See above.

#### PROPERTY MAINTENANCE

No changes.

**BUDGET SUMMARY TABLE**

Historical Preservation Dept. #114					
Expenditures					
	2022				2023 / 2022
2021	Adopted	2022		2023	% of
Actual	Budget	Revised	Name	Budget	Change
336	2,500	25,873	Operating Expenses	2,500	0.0%
-	-	-	Services	-	0.0%
5,068	-	-	Other Expenses	-	0.0%
<b>5,404</b>	<b>2,500</b>	<b>25,873</b>	<b>TOTAL</b>	<b>2,500</b>	<b>0.0%</b>
Revenues					
	2022				% of
2021	Adopted	2022		2023	Change
Actual	Budget	Revised	Name	Budget	
25,000	-	-	InterGov Revenues	-	0.0%
<b>25,000</b>	<b>-</b>	<b>-</b>	<b>TOTAL</b>	<b>-</b>	<b>0.0%</b>
Net Cost					
<b>(19,596)</b>	<b>2,500</b>	<b>25,873</b>	<b>TOTAL</b>	<b>2,500</b>	<b>0.0%</b>

**Planning and Zoning  
Dept #610**

**Expenditures**

	2022			2023	2023 / 2022
2021	Adopted	2022		2023	% of
Actual	Budget	Revised	Name	Budget	Change
272,742	279,679	279,679	Wages	313,486	12.1%
-	-	-	Overtime	-	0.0%
96,860	107,297	107,297	Benefits	119,354	11.2%
806	782	782	Other Compensation	782	0.0%
3,878	18,687	19,028	Operating Expenses	16,784	-10.2%
-	13,500	50,000	Services	-	-100.0%
24,794	24,285	24,285	Internal Charges	24,291	0.0%
-	-	-	Other Expenses	-	0.0%
<b>399,081</b>	<b>444,230</b>	<b>481,071</b>	<b>TOTAL</b>	<b>474,697</b>	<b>6.9%</b>

**Revenues**

	2022			2023	% of
2021	Adopted	2022		2023	Change
Actual	Budget	Revised	Name	Budget	Change
-	-	-	InterGovt Revenues	-	0.0%
35,900	19,500	21,000	Public Charges	21,000	7.7%
<b>35,900</b>	<b>19,500</b>	<b>21,000</b>	<b>TOTAL</b>	<b>21,000</b>	<b>7.7%</b>

**Net Cost**

<b>363,181</b>	<b>424,730</b>	<b>460,071</b>	<b>TOTAL</b>	<b>453,697</b>	<b>6.8%</b>
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**Economic Development  
Dept #615**

**Expenditures**

	2022			2023	2023 / 2022
2021	Adopted	2022		2023	% of
Actual	Budget	Revised	Name	Budget	Change
141,871	131,833	131,833	Wages	134,720	2.2%
48,136	48,927	48,927	Benefits	40,148	-17.9%
1,271	1,252	1,252	Other Compensation	1,252	0.0%
10,272	14,725	14,725	Operating Expenses	15,026	2.0%
33,334	22,000	26,178	Services	22,000	0.0%
-	-	-	Utilities	-	0.0%
25,465	22,745	22,745	Internal Charges	22,752	0.0%
107,304	-	-	Other Expenses	-	0.0%
<b>367,653</b>	<b>241,482</b>	<b>245,660</b>	<b>TOTAL</b>	<b>235,898</b>	<b>-2.3%</b>

**Revenues**

	2022			2023	% of
2021	Adopted	2022		2023	Change
Actual	Budget	Revised	Name	Budget	Change
91,719	-	-	Intergov Revenues	-	0.00%
<b>91,719</b>	<b>-</b>	<b>-</b>	<b>TOTAL</b>	<b>-</b>	<b>0.0%</b>

**Net Cost**

<b>275,934</b>	<b>241,482</b>	<b>245,660</b>	<b>TOTAL</b>	<b>235,898</b>	<b>-2.3%</b>
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## Building Reg & Code Enforcement Dept #620

### Expenditures

	2022			2023	2023 / 2022
2021	Adopted	2022		2023	% of
Actual	Budget	Revised	Name	Budget	Change
584,146	581,599	581,599	Wages	623,647	7.2%
6,164	-	20,000	Overtime	-	0.0%
253,807	263,710	263,710	Benefits	302,303	14.6%
3,490	3,521	3,521	Other Compensation	2,922	-17.0%
7,093	20,732	20,732	Operating Expenses	22,696	9.5%
17,156	13,400	13,400	Services	20,000	49.3%
998	-	1,500	Utilities	-	0.0%
116,162	127,594	127,594	Internal Charges	117,811	-7.7%
<b>989,017</b>	<b>1,010,556</b>	<b>1,032,056</b>	<b>TOTAL</b>	<b>1,089,379</b>	<b>7.8%</b>

### Revenues

	2022			2023	% of
2021	Adopted	2022		2023	Change
Actual	Budget	Revised	Name	Budget	Change
2,279	5,000	5,000	Property Assessments	5,000	0.00%
0	-	-	InterGovt Revenues	-	0.00%
1,230,870	981,185	1,270,975	Licenses & Permits	1,035,035	5.49%
129,561	50,000	66,220	Public Charges	50,000	0.00%
<b>1,362,710</b>	<b>1,036,185</b>	<b>1,342,195</b>	<b>TOTAL</b>	<b>1,090,035</b>	<b>5.2%</b>

### Net Cost

<b>(373,693)</b>	<b>(25,629)</b>	<b>(310,139)</b>	<b>TOTAL</b>	<b>(656)</b>	<b>-97.4%</b>
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**Bike / Ped  
Dept. #635**

**Expenditures**

	2022			2023	2023 / 2022
2021	Adopted	2022		2023	% of
Actual	Budget	Revised	Name	Budget	Change
34,000	42,840	42,840	Operating Expenses	49,697	16.0%
7,718	-	12,000	Services	-	0.0%
<b>41,718</b>	<b>42,840</b>	<b>54,840</b>	<b>TOTAL</b>	<b>49,697</b>	<b>16.0%</b>

**Revenues**

	2022			2023	% of
2021	Adopted	2022		2023	% of
Actual	Budget	Revised	Name	Budget	Change
-	-	-	InterGovt Revenues	-	0.0%
30,000	10,000	20,000	Licenses & Permits	10,000	0.0%
-	-	-	Miscellaneous	8,000	0.0%
<b>30,000</b>	<b>10,000</b>	<b>20,000</b>	<b>TOTAL</b>	<b>18,000</b>	<b>80.0%</b>

**Net Cost**

<b>11,718</b>	<b>32,840</b>	<b>34,840</b>	<b>TOTAL</b>	<b>31,697</b>	<b>-3.5%</b>
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**Community Dev Block Grant  
Fund #13**

**Expenditures**

	2022			2023	2023 / 2022
2021	Adopted	2022		2023	% of
Actual	Budget	Revised	Name	Budget	Change
44,467	59,977	59,977	Wages	46,341	-22.7%
20,512	25,371	25,371	Benefits	15,614	-38.5%
134	130	130	Other Compensation	130	0.3%
1,235	2,253	2,253	Services	2,321	3.0%
1,805,766	1,112,269	1,112,269	Other Expenses	1,050,876	-100.0%
<b>1,872,114</b>	<b>1,200,000</b>	<b>1,200,000</b>	<b>TOTAL</b>	<b>1,115,283</b>	<b>-7.1%</b>

**Revenues**

	2022			2023	% of
2021	Adopted	2022		2023	% of
Actual	Budget	Revised	Name	Budget	Change
1,974,283	1,200,000	1,200,000	InterGov Revenues	1,115,283	-7.1%
-	-	-	Miscellaneous	-	0.0%
<b>1,974,283</b>	<b>1,200,000</b>	<b>1,200,000</b>	<b>TOTAL</b>	<b>1,115,283</b>	<b>-7.1%</b>

**Net Cost**

<b>(102,169)</b>	-	-	<b>TOTAL</b>	-	<b>0.0%</b>
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## Redevelopment Fund #30

### Expenditures

	2022				2023 / 2022
2021	Adopted	2022		2023	% of
Actual	Budget	Revised	Name	Budget	Change
-	-	-	Operating Expenses	-	0.0%
118	217	217	Services	224	0.0%
-	-	-	Transfers	-	0.0%
<b>118</b>	<b>217</b>	<b>217</b>	<b>TOTAL</b>	<b>224</b>	<b>3.2%</b>

### Revenues

	2022				
2021	Adopted	2022		2023	% of
Actual	Budget	Revised	Name	Budget	Change
133,988	-	-	Miscellaneous	-	0.0%
11,836	-	-	Other Sources	-	0.0%
<b>145,824</b>	<b>-</b>	<b>-</b>	<b>TOTAL</b>	<b>-</b>	<b>0.0%</b>

### Net Cost

<b>(145,706)</b>	<b>217</b>	<b>217</b>	<b>TOTAL</b>	<b>224</b>	<b>3.2%</b>
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**Community Development Authority  
Fund #31**

**Expenditures**

	2022			2023	2023 / 2022
2021	Adopted	2022		2023	% of
Actual	Budget	Revised	Name	Budget	Change
17,555	-	14,980	Operating Expenses	-	0.0%
18,196	277	2,254	Services	8,285	2891.0%
4,616	6,102	6,102	Internal Charges	4,753	-22.1%
250,000	40,000	40,000	Other Expenses	40,000	0.0%
384,885	-	-	Capital Outlay	-	0.0%
<b>675,253</b>	<b>46,379</b>	<b>63,336</b>	<b>TOTAL</b>	<b>53,038</b>	<b>14.4%</b>

**Revenues**

	2022			2023	% of
2021	Adopted	2022		2023	% of
Actual	Budget	Revised	Name	Budget	Change
777	-	-	Miscellaneous	-	0.0%
0	145,000	145,000	Other Sources	145,000	0.0%
<b>777</b>	<b>145,000</b>	<b>145,000</b>	<b>TOTAL</b>	<b>145,000</b>	<b>0.0%</b>

**Net Cost**

<b>674,476</b>	<b>(98,621)</b>	<b>(81,664)</b>	<b>TOTAL</b>	<b>(91,962)</b>	<b>-6.8%</b>
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PERSONNEL SCHEDULE

Planning / Economic Development / Building				
Position Description	2022 FTE	2023 Base Positions	2023 FTE	2022-23 Change
Administrative Support Special	1.00	1	1.00	-
Assistant Planner	1.00	1	1.00	-
Building & Safety Manager	1.00	1	1.00	-
Building Inspector	2.00	2	2.00	-
Code Enforcement Officer	1.00	1	1.00	-
Development Director	1.00	1	1.00	-
Economic Development Manager	1.00	1	1.00	-
Electrical Inspector	2.00	2	2.00	-
Housing Rehab & CDBG Program	-	1	1.00	1.00
Housing Rehab & CDBG Program	-	1	1.00	1.00
Landscape Architect	1.00	1	1.00	-
Plumbing Inspector	1.00	1	1.00	-
Principal Planner	1.00	1	1.00	-
<b>TOTAL</b>	<b>13.00</b>	<b>15.00</b>	<b>15.00</b>	<b>2.00</b>

# WISCONSIN RETIREMENT SYSTEM

## PURPOSE

The City of Wauwatosa is statutorily required to belong to the State of Wisconsin Retirement System. The Wisconsin Retirement Fund provides income to disabled and retired City employees.

Funding is not actually shown here as it is budgeted directly in departmental budgets.

In 2023 all employees enrolled in the Wisconsin Retirement System will contribute 6.8% of salary towards their pensions. The table below provides a break-out of rates by employee groups for 2023.

2023	Empl- oyee	Empl- oyer	Total	2022	EE Change	ER Change	Change
<b>General</b>	6.80%	6.80%	13.60%	13.00%	0.30%	0.30%	0.60%
<b>Elected</b>	6.80%	6.80%	13.60%	13.00%	0.30%	0.30%	0.60%
<b>Police</b>	6.80%	13.24%	20.04%	18.58%	0.30%	1.16%	1.46%
<b>Fire</b>	6.80%	18.14%	24.94%	22.98%	0.30%	1.66%	1.96%

The Fire rate is higher than Police because sworn Fire employees do not pay, nor will they receive, social security. Police and Fire employer contribution rates are higher as a result of their earlier retirement eligibility and duty-disability pay which is also funded by the Wisconsin Retirement System.

Beginning in 2018, alder persons elected after July 1, 2011 are not eligible for a pension unless they held a prior position in a WRS participating government.

For the 2023 Budget, \$4,076,514 is included for the employer pension contribution (all funds). This represents an increase of \$524,715 (14.8%) from the 2022 Adopted Budget due to a change in the employer rate for all categories. This change is the result of the Employee Trust Fund, which manages the WRS program, reducing their assumed investment rate of return in order to reflect historical investment performances.

# SOCIAL SECURITY

## PURPOSE

This account facilitates the funding of the City's portion of Social Security and Medicare. Funding is not actually shown here as it is budgeted directly in departmental budgets.

The City's contribution is matched by payroll deductions from the covered employees and equals 6.2% for Social Security and 1.45% for Medicare for a total of 7.65%. The contribution for fire employees is only 1.45% of payroll as these employees are not covered by Social Security. The earnings limit to pay in Social Security for 2022 is \$147,000

For the 2023 Budget, \$2,350,930 is budgeted for all funds, including Social Security and Medicare employer contributions, as compared to \$2,100,406 in the 2022 Budget. The \$250,524 (11.9%) increase is due to the 3.0% cost of living increase as well as the addition of 11.37 FTE, the majority of whom are not funded with property taxes.

# HEALTH/LIFE FUND

## PURPOSE

This fund exists to provide key benefits to attract, retain and engage a talented and efficient workforce.

## PROGRAMS/SERVICE LINES

### HEALTH INSURANCE

- Self-insured plan up to \$100,000
- Eligibility:
  - FT employees contribute 15% of premium if participating in the wellness program. FT employees who opt out of the wellness program pay 27% of the premium.
    - 95% of FT employees participate in the wellness program.
  - PT employees regularly scheduled for 20 or more hours per week are eligible to participate in the health plan (single coverage only) at their own cost.
  - ACA eligible FT employees (average of 30 or more hours per week) are eligible to participate in the health plan (single or family coverage) at their own cost.
  - Eligible pre-65 retirees:

### BUDGET SNAPSHOT

	2022	2023	Change
Exp	\$ 10,979,728	\$ 11,114,503	\$ 134,775
Rev	\$ 10,981,744	\$ 11,087,885	\$ 106,141
Net Cost	\$ (2,016)	\$ 26,618	\$ 28,634
FTE's	-	-	-

Employment Group	Hire Date	City Contribution to Health Insurance
Police Union (WPOA) & Police Supervisors (WPSA)	Prior to 1/1/92	110%
	On or after 1/1/92, but prior to 1/1/08	95%
	On or after 1/1/08, but prior to 8/7/19	50%
	On or after 8/7/19	\$700 monthly discount
Fire Union (WPFA)	Prior to 1/1/92	110%
	On or after 1/1/92, but prior to 1/1/08	95%
	On or after 1/1/08, but prior to 1/1/21	50%
	On or after 1/1/21	\$700 monthly discount
Fire Supervisors	Prior to 9/1/91	110%
	On or after 9/1/91, but prior to 1/1/08	95%
	On or after 1/1/08, but prior to 1/1/21	50%
	On or after 1/1/21	\$700 monthly discount
Non-Represented	Prior to 9/1/91	110%
	On or after 9/1/91, but prior to 1/1/08	95%
	On or after 1/1/08, but prior to 1/1/15	15%-50% based on years of service*
	On or after 1/1/15	No benefit

- Major Health Insurances Changes for 2023:
  - Projected premium equivalent rate increase of 2.5%

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#### WORKPLACE CLINIC

- The City's Workplace Clinic opened in June 2016.
- The Workplace Clinic is operated by Froedtert Workforce Health and is open 20 hours per week.
- The Workplace Clinic is available to all employees, retirees, spouses and dependent children (ages & 2 up) who are on the City's health insurance plan.

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#### VISION INSURANCE

- Fully insured benefit
- Eligibility:
  - FT employees pay 15% of the premium.
  - PT employees regularly scheduled for 20 or more hours per week pay 15% of the premium.

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#### LIFE INSURANCE

- Active Employee Eligibility:
  - Fully-insured benefit for full-time active employees up to amount of 1x annual base salary.
  - Fully-insured dependent life benefit for full-time active employees up to \$1,500 for spouse and \$750 for dependent children.
  - Fire union employees have the option to take either a benefit up to an amount of 1.2x annual base salary or a benefit of up to an amount of 1x annual base salary with dependent life coverage of \$3,000 for spouse and \$1,500 for dependent children.
- Retiree Eligibility:
  - Fully-insured benefit up to amount of 1x annual base salary at time of retirement. Retiree pays the cost of premium and this benefit ends at age 65.
  - Self-insured benefit for retirees up to \$3,500 (different calculation for those hired prior to 1974).

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#### RETIREMENT HEALTH SAVINGS ACCOUNT

- City sponsored health savings plan
- Funding is done through:
  - Annual sick leave conversion
  - One-time lump sum payment by the City
  - Sick leave conversion at retirement (for employees hired after 1/1/2008 and before 1/1/2015, with the exception of Police & Fire Supervisors and Union employees)
- Eligibility:
  - FT active employees are eligible to participate following 1 year of service with the City

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## WELLNESS PROGRAM

- The City cares about the health and well-being of its employees, and in that spirit we feel that helping employees understand their health risks is critical. Our annual Invest in Wellness program is designed to give employees a snapshot of their overall health, help them keep up to date with age appropriate cancer screenings and provide employees with access to wellness coaches who can assist with interpreting lab results and setting personal wellness goals.
- Participation in the wellness program is voluntary. However, it does come with an incentive; employees who satisfy the Core Wellness Steps are eligible to receive substantial discounts on the cost of the health insurance. Employees who participate in wellness pay a 15% premium, employees who opt out pay a 27% premium.
- The Core Wellness Steps are:
  - Online Health Questionnaire
  - Biometric and Health Education Appointment
  - Compliance with Age Appropriate Cancer Screenings
- The City has an outcomes-based program under which the amount of City contribution that an employee receives for their health insurance is based on the employees' wellness score (Personal Health Risk Score).
  - The PHRS is a tool used to determine whether an employee's current health status poses any health risks either now or further down the road. The PHRS is based solely on lab and biometric results.
    - The PHRS is based on the following measures: Blood Pressure, Total Cholesterol, HDL Cholesterol, Triglycerides, LDL Cholesterol, Non-HDL Cholesterol, Blood Glucose, Waist Circumference, Body Mass Index (BMI), and Nicotine Use.
    - The PHRS ranges from 0-100 points and services as an indicator of overall health status. The higher the PHRS, the better.
  - To qualify for the highest City contribution for health insurance and employee must either score 75 points or higher on their PHRS or complete the Reasonable Alternative Standard process
  - Those employees that do not meet the above requirement but do complete the remainder of the core wellness steps will pay an additional \$600 (annually) on top of their 15% premium contribution.
- In 2021, the average PHRS was 80.28.
- 90% of participating employees qualified for the highest City contribution for health insurance for the 2022 plan year.
- In addition to the Core Wellness Steps, the Wellness Program also offers a variety of wellness resources to employees to assist them with wellness goals. The workplace can often get in the way of wellness and the wellness program mission is to create a workplace that fosters wellness rather than acts as a barrier to wellness. It is our goal to make wellness as accessible as possible to employees, and we have designed our wellness resources with that goal in mind. Some examples of these resources include: onsite wellness coaching, nutrition support, behavioral health benefits, onsite physical activity opportunities and a fitness center reimbursement program.

## 2022 ACHIEVEMENTS

- Maintained and promoted robust benefits and wellness programs, resulting in increased utilization of workplace clinic and wellness offerings.
- Continued growth and utilization of the Workplace Clinic.
  - In 2021, there were a total of 1,035 visits at the Workplace Clinic.
  - The clinic was most frequently used for: vaccinations, blood pressure checks, medication refills, health counseling, lab tests, COVID-19, upper respiratory tract infections, eczema, eye inflammation, hypertension and sinusitis.
  - Rolled out online scheduling for existing Workplace Clinic patients in August 2021. This scheduling enhancement makes it even easier to schedule an appointment.
  - Implemented provider outreach program for new hires. Our Workplace Clinic team now reaches out to all new hires eligible to use the clinic to introduce themselves and talk to them about the services offered at the clinic.
  - Expanded services to include: COVID-19 testing (both symptomatic and asymptomatic), COVID-19 vaccination (Pfizer) and SilverCloud (a no-cost confidential online therapy program that can be prescribed by our clinic providers)
  - Offered Skin Cancer Screening events in August 2021 and July 2022.
- Resumed onsite wellness programming, including wellness coaching and fitness classes. Due to COVID-19 most programming was offered virtually for the last two years. We have found that employees appreciate both formats, so we will continue to offer programming in a variety of ways when possible.
- Offered a variety of wellness programs, presentations and challenges including: Hoops for Health Physical Activity Challenge, Practical Stress Relief presentation, Preparing for Your Health Appraisal presentation, Refresh & Rebuilt Your Lunch Box Booth and Invest in Wellness Book Club.
- Encouraged use of Wellness Coaching benefit through updated marketing materials, promotion of services and a Meet Your Wellness Coaches Virtual Meet & Greet.
- Emphasized mental health benefits available to employees throughout the pandemic and beyond; worked to provide resources and tools for employees to navigate through work and home challenges. Communicated expanded EAP services including a new EAP member portal and digital newsletter.
- Completed the City's required ACA 1094/1095C reporting.

## 2023 GOALS

- Partner with Workplace Clinic provider on continued utilization strategies for the clinic.
- Establish strategic plan for cost constraint while continuing to preserve an attractive benefits package for retention and recruitment purposes.
- Reduce employee health risk through outcomes-based wellness program.
- Redesign of Invest in Wellness program to ensure we are in alignment with best practices and are offering a program that both addresses our population health risks and needs as well as the interests of our employees.
- Modernize Fitness Center Reimbursement program to include reimbursements for virtual memberships.
- Rollout online benefits enrollment through Tyler Munis (coming with Open Enrollment this fall)
- Deferred Compensation Plan review

## 2023 BUDGETARY CHANGES

- Projected Prescription Rebates decrease of 19%
- Projected medical/RX claims increase of 2%
- Consulting Fees increase of \$10,000 due to scheduled 2023 projects

## BUDGET SUMMARY TABLE

Health/Life Insurance Fund #16					
Expenditures					
2021 Actual	2022 Adopted Budget	2022 Revised	Name	2023 Budget	2023 / 2022 % of Change
292,924	130,417	130,417	Wages	144,502	10.8%
2,802	-	-	Overtime	-	0.0%
702,853	239,392	239,392	Benefits	228,715	-4.5%
552	552	552	Other Compensation	570	3.3%
9,076	33,040	33,040	Operating Expenses	34,325	3.9%
2,371,490	2,846,823	2,846,823	Services	2,840,687	-0.2%
7,106,236	7,726,994	7,726,994	Fixed Charges	7,863,171	1.8%
2,641	2,510	2,510	Internal Charges	2,532	0.9%
-	-	43,487	Capital Outlay	-	0.0%
16,127	-	-	Transfers	-	0.0%
<b>10,504,702</b>	<b>10,979,728</b>	<b>11,023,215</b>	<b>TOTAL</b>	<b>11,114,503</b>	<b>1.2%</b>
Revenues					
2021 Actual	2022 Adopted Budget	2022 Revised	Name	2023 Budget	2023 / 2022 % of Change
1,875,927	10,981,744	10,945,987	Miscellaneous	11,087,885	1.0%
8,239,758	-	-	Other Sources	-	0.0%
<b>10,115,686</b>	<b>10,981,744</b>	<b>10,945,987</b>	<b>TOTAL</b>	<b>11,087,885</b>	<b>1.0%</b>
Net Cost					
<b>389,016</b>	<b>(2,016)</b>	<b>77,228</b>	<b>TOTAL</b>	<b>26,618</b>	<b>-1420.3%</b>

## PERSONNEL SCHEDULE

Personnel from the Human Resources Department are allocated to this budget.

# DENTAL INSURANCE RESERVE FUND

## PURPOSE

This fund provides dental insurance to eligible employees.

- Two plan options available for employees:
  - Self-insured PPO plan
  - Fully-insured HMO plan
  
- Eligibility for 2023:
  - Full-time City employees
    - Contribute 30% of the premium
  - Part-time City employees regularly scheduled to work 20 or more hours per week
    - Contribute 30% of the premium

BUDGET SNAPSHOT

	2022	2023	Change
Exp	\$ 397,598	\$ 414,777	\$ 17,179
Rev	\$ 397,598	\$ 414,777	\$ 17,179
Net Cost	\$ -	\$ -	\$ -
FTE's			-

## 2022 BUDGETARY CHANGES

N/A

## 2023 BUDGETARY CHANGES

No significant budget changes.

**BUDGET SUMMARY**

Dental Insurance Fund #17					
Expenditures					
2021 Actual	2022 Adopted Budget	2022 Revised	Name	2023 Budget	2023 / 2022 % of Change
-	-	-	Operating Expenses	-	0.0%
11,138	11,327	11,327	Services	11,827	4.4%
368,850	386,271	386,271	Fixed Charges	402,950	0.6%
<b>379,988</b>	<b>397,598</b>	<b>397,598</b>	<b>TOTAL</b>	<b>414,777</b>	<b>4.3%</b>
Revenues					
2021 Actual	2022 Adopted Budget	2022 Revised	Name	2023 Budget	2023 / 2022 % of Change
131,113	397,598	397,598	Miscellaneous	414,777	4.3%
277,345	-	-	Other Sources	-	0.0%
<b>408,458</b>	<b>397,598</b>	<b>397,598</b>	<b>TOTAL</b>	<b>414,777</b>	<b>4.3%</b>
Net Cost					
<b>(28,470)</b>	-	-	<b>TOTAL</b>	-	<b>0.0%</b>

# WORKERS COMPENSATION

## PURPOSE

This fund mitigates the City's safety and workers compensation risk.

## PROGRAMS/SERVICE LINES

### EMPLOYEE SAFETY SERVICES

- Manage the City's safety in the workplace initiatives.
- Facilitate DPW safety committee.
- Coordinate the provision of all work-related health programming, medical tests, evaluation of work process/equipment use practices, and maintain related record-keeping.
- Report and document breaches in safety protocol on the part of the employees to the relevant department director and human resource director.
- Determine pre-employment health-related tests and requirements.
- Serve as primary liaison with Aegis on matters of employee safety.

### WORKERS COMPENSATION SERVICES

- Administer the City's workers compensation function, including claims management, injury and accident investigation, and manage return to work processes.
- Authorize and develop light-duty assignments, proposes workplace accommodations, and determine injury pay eligibility.
- Advise the director on performance of the workers compensation administrator.
- Serve as primary liaison with Third Party Billing agency on matters of workers compensation.

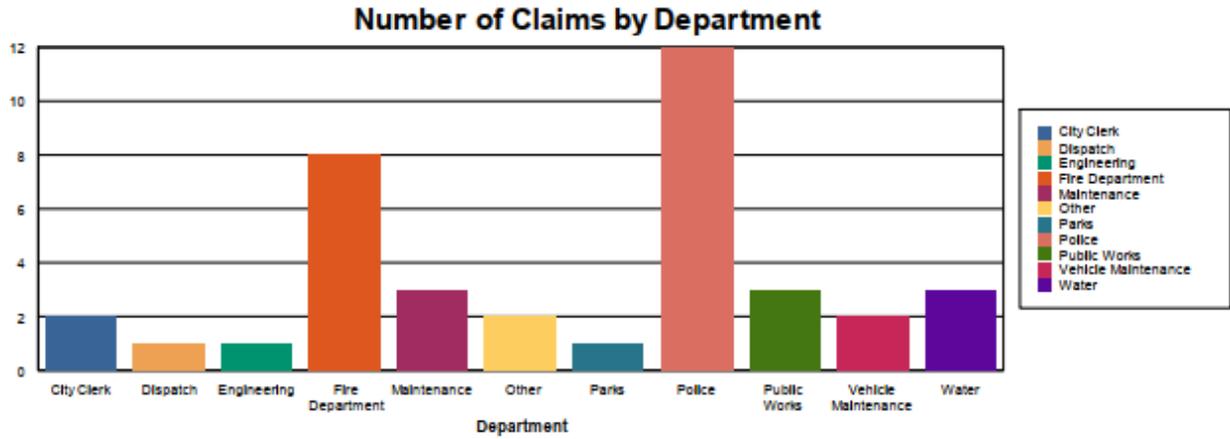
### BUDGET SNAPSHOT

	2022	2023	Change
Exp	\$ 816,306	\$ 847,375	\$ 31,069
Rev	\$ 816,353	\$ 856,985	\$ 40,632
Net Cost	\$ (47)	\$ (9,610)	\$ 9,563
FTE's	-	-	-

### MAJOR CHANGES

- 1.6% increase in claims expense
- 13.8 % increase in insurance premiums

*HISTORICAL CLAIMS (2016 THROUGH AUGUST 2022) BY DEPARTMENT*



### Total Loss by Department

For This Policy Year



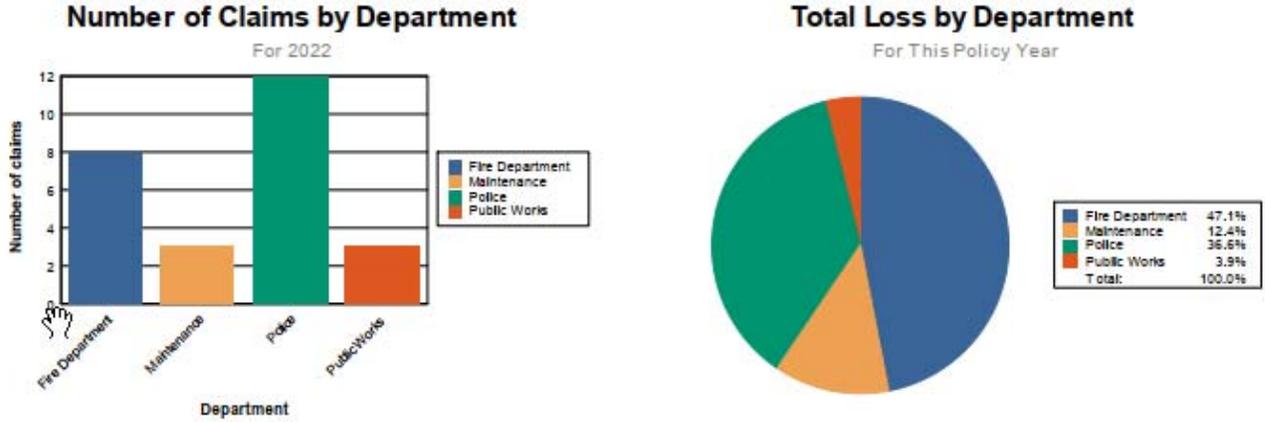
## 2023 GOALS

- Enhance safety program

## 2022 BUDGETARY CHANGES

- While no changes were made to the 2022 budget, the City has incurred 26 claims through the end of August for an estimated cost of \$329,984 as compared to 32 claims for an estimated cost of \$467,219 during this same period the previous year. Annualized, the City would end the year with 39 total claims \$494,976. This is below the five-year annual average number of claims (47) and the total average cost of claims of \$703,325 (adjusted for inflation). While \$63,000 was budgeted for claims, given the volatile nature of workers compensation, no adjustment has been made to the budget. The table below depicts the claims to date by department. The tables below show the claims distribution by department for 2020.

2022 CLAIMS (THROUGH AUGUST) BY DEPARTMENT



2023 BUDGETARY CHANGES

- The claims budget was increased by \$21,000 to \$651,000 (3.2%) to account for medical inflation. The five-year average adjusted for medical inflation is \$703,325 although \$926,454 was incurred in 2021 so there is volatility. The claims budget is allocated among departments based on their 3-year average of total claims and their prior year salaries. Thus the distribution of this total between departments based on claims shifts as shown in the table below.

	2022	2023	Change	%
<b>General Government</b>	10,000	7,000	-3,000	-30%
<b>Police Department</b>	150,000	262,000	112,000	75%
<b>Fire Department</b>	217,000	154,000	-63,000	-29%
<b>Public Works Department</b>	185,000	174,000	-11,000	-6%
<b>Water Utility</b>	68,000	54,000	-14,000	-21%
<b>Total</b>	630,000	651,000	21,000	3%

- Premiums for stop-loss insurance increased 10.8% to \$92,000 based on estimates provided by the City's insurance carrier, Cities and Villages Mutual Insurance Cooperative. Premium increases are due to national trends.
- A more accurate methodology for allocating worker compensation costs based on claims and salary was implemented in 2023 as part of the Operation Wildfire. This will cause shifts in cost between departments and funds.

**BUDGET SUMMARY TABLE**

Workers Compensation Fund #19					
Expenditures					
2021 Actual	2022 Adopted Budget	2022 Revised	Name	2023 Budget	2023 / 2022 % of Change
33,441	23,816	23,816	Wages	27,773	16.6%
16,088	16,161	16,161	Benefits	13,241	-18.1%
144	144	144	Other Compensation	150	4.2%
-	-	-	Operating Expenses	-	0.0%
50,994	57,685	57,685	Services	58,711	1.8%
714,667	718,500	718,500	Fixed Charges	747,500	4.0%
<b>815,334</b>	<b>816,306</b>	<b>816,306</b>	<b>TOTAL</b>	<b>847,375</b>	<b>3.8%</b>
Revenues					
2021 Actual	2022 Adopted Budget	2022 Revised	Name	2023 Budget	2023 / 2022 % of Change
7,570	816,353	816,353	Miscellaneous	856,985	5.0%
818,282	-	-	Other Sources	-	0.0%
<b>825,852</b>	<b>816,353</b>	<b>816,353</b>	<b>TOTAL</b>	<b>856,985</b>	<b>5.0%</b>
Net Cost					
<b>(10,518)</b>	<b>(47)</b>	<b>(47)</b>	<b>TOTAL</b>	<b>(9,610)</b>	<b>20399.6%</b>

# INTERNAL GRANTING

## PURPOSE

This fund invests in ideas generated by City staff, which increase revenues, decrease expenditures, or increase efficiency of City departments.

## PROGRAMS/SERVICE LINES

Beginning in 2012, \$250,000 was made available annually as grants to City departments for proposals that increase revenues, decrease expenditures or increase efficiency. A cross-functional team of City employees review and rank applications that are then recommended to the City Administrator for final approval. In 2016, \$7,000 became available from the City's insurance provider, the Cities and Villages Mutual Insurance Company as matching funds for risk mitigation projects.

## 2022 ACHIEVEMENTS

- \$7,000 in City funds was matched by a CVMIC Risk Reduction grant for a total of \$14,000 to fund three projects including:
  - Cardiovascular Fitness Equipment-Fire
  - Emergency Response Lighting-Forestry
  - Multi-Gas Detector-Water
  - Biohazard Kits-Police
  - Vision Safety - Laser Protective Film-Police
  - Barrier Safety-Maintenance
- \$15,000 was provided to the Engineering Division for the purchase of a drone to provide "light detection and ranging" (LIDAR) capability to assist with project inspection. 50% of the cost was paid for by a Developer whose project would benefit.

## 2022 GOALS

- The program was significantly reduced for 2022 due on-going support needed for the Wildfire project and the staff resources needed to manage American Rescue Plan Act projects.

## 2023 BUDGETARY CHANGES

- Funding is reduced by \$32,500 to \$7,000. The remaining \$7,000 is budgeted as a match for the CVMIC risk reduction grant program
- If any surplus funds are available in 2022, they will be carried over to fund the program in 2023.

# NON-DEPARTMENTAL EXPENSES AND REVENUES

## PURPOSE

Unallocated revenues are funds which are not earned by any single department. They are depicted in this narrative for presentation and discussion purposes but offset General Fund department net cost. Also included in this narrative are non-departmental expenses including transfers.

## DESCRIPTION

### REVENUES

#### PRIOR YEARS OMITTED TAXES

Omitted taxes are property taxes that were not assessed in a prior year and subsequently owed to the City.

#### PAYMENTS IN LIEU OF TAXES

There are five property-tax exempt organizations currently making payments in lieu of property taxes. These include San Camillo, Milwaukee Hellenic Elderly Housing, Annunciation Greek Orthodox Church Foundation Center, Harwood Place, and Luther Manor.

#### PAYMENTS IN LIEU OF TAXES- DNR

The State makes a payment in lieu of taxes on the forest land near Hanson Park.

#### STATE SHARE TAXES

State shared taxes reflect unrestricted aid provided by the State of Wisconsin.

#### UTILITY PAYMENT

The State shares revenue from taxation of power plants within the City. Municipal amounts are not available until September 15th.

## BUDGET SNAPSHOT

	2022	2023	Change
Exp	\$ 16,014,271	\$ 18,018,221	\$ 2,003,951
Rev	\$ 58,197,081	\$ 60,276,510	\$ 2,079,429
Net Cost	\$(42,182,811)	\$(42,258,289)	\$ (75,479)
FTE's	-	-	-

## MAJOR CHANGES

- 2.6% increase in the property tax levy
- 22.9% increase in PILOT due to new rate
- 28.3% increase in hotel motel taxes due to COVID recovery but offset by transfer to Tourism Commission
- 53.6% reduction in ARPA funds used for budget stabilization

## EXPENDITURE RESTRAINT PROGRAM

The State shares revenue with municipalities that adopt a budget within imposed limitations. The 2023 revenue is a result of the 2022 budget complying with those limits. Municipal amounts are not available until September 15th.

## COMPUTER EXEMPTION

The State reimburses municipalities based on the value of computer-related equipment within their boundaries. Computers are exempt from property taxation. Municipal amounts are not available until September 15th. This amount was transitioned to a fixed amount.

## PERSONAL PROPERTY AID

Beginning in 2019, the State eliminated personal property taxes on machinery equipment. A state aid was created to offset the lost tax revenue.

## TV FRANCHISE FEES

The City receives 4.0% of the gross revenues received by Time Warner Cable and AT&T that were generated within the City. Until 2020, this had been 5.0% but was reduced by 0.5% as of 01/01/2020 and an additional 0.5% as of 01/01/2021 as mandated by the State of Wisconsin. This 1.0% decrease was replaced with a state shared revenue.

## OTHER GENERAL GOVERNMENT

Miscellaneous revenues such as recycle cartridges and payroll fees are budgeted here.

## UTILITY REIMBURSEMENT

Administrative charges to the Water, Sanitary and Storm Utilities reflecting support staff time spent in the administration of the utility. This includes charges from Comptroller, Treasurer, Human Resources, etc. and is based on a cost allocation model reflecting prior year actuals.

## OTHER LOCAL DEPARTMENTS

This refers to miscellaneous revenues such as rebates, collection fees and bank fee reimbursements.

## OTHER RENTALS

Other rental income not specific to any department is budgeted in this account.

## OTHER MISCELLANEOUS REVENUE

Miscellaneous revenue includes military pay, flex account balances, stale dated checks.

## TRANSFER FROM TIF

Beginning in 2013, a transfer from the Tax Increment Financing Districts was established to recognize administrative time spent in the development and management of TIF districts. This revenue amount is calculated based on an estimate of the amount of time the City Administrator, Mayor, Finance Director, City Attorney and Development Director spent working on TIF-related matters in the prior year. Engineering staff time is directly billed to the TIF on an actual basis and not reflected here.

## TRANSFER FROM THE WATER UTILITY

Payment in Lieu of Taxes by the Water Utility. This is based on a formula developed by the Public Service Commission and is based on the monetary value of water utility assets and the property tax rate.

## APPROPRIATED SURPLUS APPLIED

This revenue reflects the amount of General Fund balance that is used to reduce the property tax levy or can also represent the use of designated fund balance reserves.

## HOTEL MOTEL TAX

A municipality may impose a “room tax” on entities such as hotels, motels, and other establishments that rent short-term lodging. State law controls municipal room tax collection as well as the use of room tax revenues. 2015 Wisconsin Act 55 (Act 55), the 2015-17 Biennial Budget, modified state law regarding the collection and use of a municipal room tax. Wisconsin law requires that certain percentages of room tax revenues must be spent on “tourism promotion and tourism development”, which is defined to mean any of the following if significantly used by transient tourists and reasonably likely to generate paid overnight stays in multiple establishments within a municipality: (1) marketing projects; (2) “transient tourist informational services;” and (3) “tangible municipal development, including a convention center.” The City of Wauwatosa imposes a 7.0% room tax of gross receipts.

## EXPENSES

### COLLECTION WRITE-OFF

An annual appropriation is included here to be used to write-off uncollectable fees and fines owed to the City.

## TRANSFER TO THE AMORTIZATION FUND

The Amortization Fund is a separate component of the City’s unrestricted fund balance intended to be used to insure the City has funds on hand to pay debt service. It has also been used to cash finance projects when it is appropriately funded. Beginning in 2023, the City ceased transferring interest earnings to the Amortization Fund as well as ceased transferring funds from the Amortization Fund to pay for debt service.

## TRANSFER TO DEBT SERVICE

This represents the amount of property tax levy needed to fund the City's annual debt service payments. See the Debt Service narrative for more information.

## TRANSFER TO CAPITAL PROJECTS

This represents the amount of property tax levy to be used to cash finance capital projects in the Capital Projects Fund. It occasionally is used to preserve expenditure capacity for the Expenditure Restraint Aid program.

## TRANSFER TO GENERAL LIABILITY

The amount of property tax levy needed to support the General Liability Fund after charges to departments are calculated. Please see the General Liability narrative for more information.

## TRANSFER TO TOURISM

The amount of hotel/motel revenue that is transferred per state statute to the Tourism Commission. Please see the Tourism narrative for more information.

## TRANSFER TO PARKS

The amount of property tax levy required to support the net cost of the Parks Fund after direct revenues such as room and stadium rentals offset expenditures. See the Parks narrative for more information.

## TRANSFER TO LIBRARY

The amount of property tax levy required to support the net cost of the Library Fund after direct revenues such as reciprocal borrowing aid and book fines offset expenditures. See the Library narrative for more information.

## 2022 BUDGETARY CHANGES

### REVENUES

#### HOTEL/MOTEL ROOM TAX

INCREASE \$253,000

Due to continued recovery from COVID-19 hotel/motel taxes are projected to be \$253,000 over the original budget of \$1,247,000. The impact of this increase is entirely in the Tourism Commission, as the General Fund is limited by state law to the first first \$543,070.

#### CABLE FRANCHISE FEE REVENUE

DECREASE \$9,272

Cable Franchise Fee Revenue is projected to be \$9,272 (2.5%) below the \$368,000 budget due to lower than budgeted projection based on the first six months of receipts.

**OTHER MISCELLANEOUS REVENUES**

INCREASE \$20,000

Other Miscellaneous Revenues is re-estimated up by \$20,000 to \$30,000 for the reimbursement of legal fees associated with the transfer of the Milwaukee County Water Utility assets to the City of Wauwatosa.

**TRANSFER FROM AMORTIZATION FUND**

DECREASE \$2,300,000

This is a budgetary only account used to offset an expenditure to preserve expenditure restraint capacity for qualifying for Expenditure Restraint Aid in future years. It has no overall financial impact. This will be adjusted as the final step in the Budget Adoption process.

**EXPENDITURES****TRANSFER TO TOURISM**

INCREASE \$253,000

The transfer to Tourism is increased to offset the increased hotel/motel revenue described above.

**TRANSFER TO DEBT SERVICE**

REDUCED \$1,021,002

Per the direction from the City's external auditors \$941,355 of debt service for the short term bank loan used to reduce long-term borrowing is reclassified from debt service in the Debt Service Fund to debt service in the Capital Projects Fund. As a result, the transfer to debt service is decreased by this amount and the transfer to Capital Projects Fund is increased accordingly. The remaining amount of the reduction is based on updating the amount of 2022 debt service based on actuals. At the time of the budget, final figures were not yet available.

**TRANSFER TO CAPITAL PROJECTS**

REDUCED \$1,253,645

The table below summarizes the changes to this account:

<b>2022 Original Budget</b>		<b>3,190,000</b>
Remove Expenditure Restraint Contingency	+	(2,300,000)
Add Short Term Bank Loan Debt Service	+	941,355
Add 2023 Police Station Capital Projects	+	105,000
<b>2022 Re-estimated Budget</b>	<b>=</b>	<b>1,936,355</b>

**2023 BUDGETARY CHANGES****REVENUES****PROPERTY TAXES**

INCREASE \$1,284,678

The property tax levy is increased \$1,284,678 to \$49,974,616. This represents a 2.6% increase which is comprised of a 2.0% increase for operating expenditures, as directed by the Financial Resiliency Policy. The policy also allows for an increase of 1.0% for debt service to fund capital improvements. However,

due to the ability to cash finance capital incorporated in the 2022 Budget utilizing a portion of the tax revenue generated by the change in tax status by a portion of the Milwaukee Regional Medical Campus, only 0.6% increase for debt service is proposed.

Levy Increase		
2022 Levy	48,693,938	
Operations Increase	994,226	2.04%
Debt Service increase	286,452	0.59%
Total Increase	1,280,678	2.63%
<b>2023 Levy</b>	<b>49,974,616</b>	<b>2.63%</b>

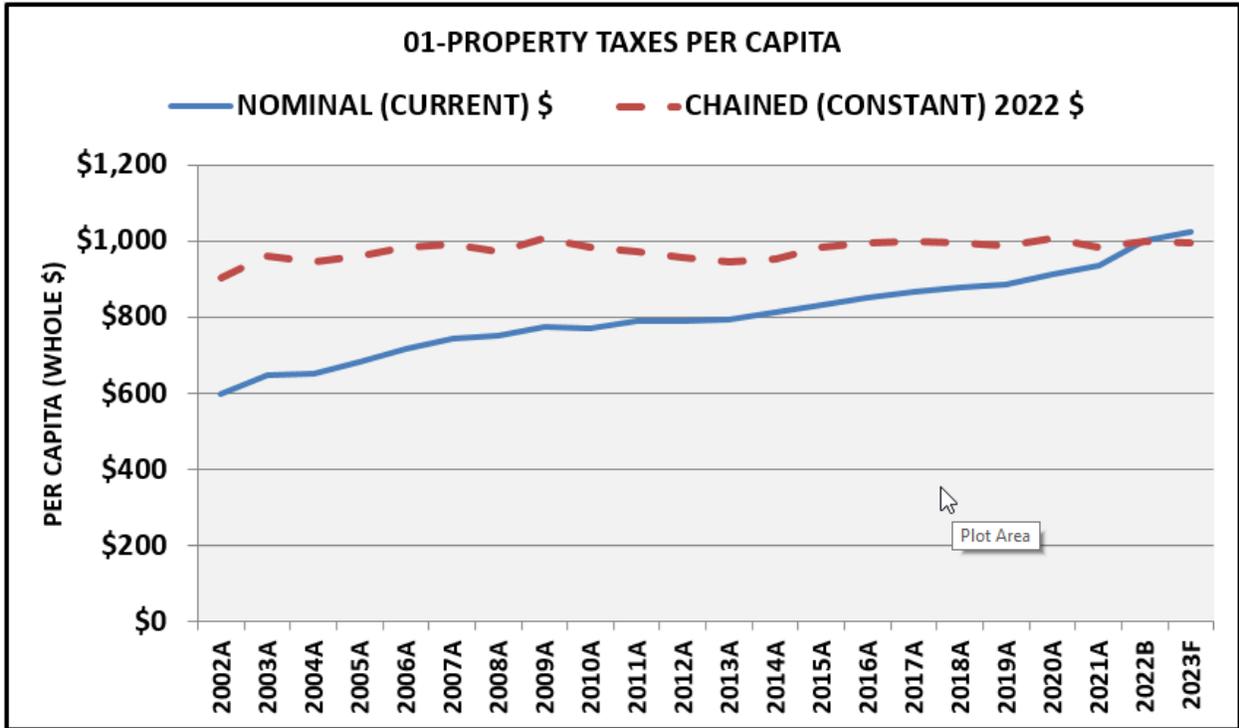
The maximum levy increase allowed by state statute is 3.81% or \$1,854,397. This is made up of 1.72% for net new construction, 1.50% carryover available from 2022 and 0.6% for the increase in debt service. If the City does not fully fund the 2023 carryover (1.5% maximum allowed) then it is using reserve excess levy capacity. As the table below shows.

Allowable Levy Increase		
<b>Net New Construction</b>	837,536	1.72%
<b>TIF Closure</b>	-	0.00%
<b>Debt Service</b>	286,452	0.59%
<b>Prior Year Carryover</b>	730,409	1.50%
<b>Allowable Increase</b>	1,854,397	3.81%
<b>- Actual increase</b>	1,280,678	2.63%
<b>= Available for carryover</b>	<b>573,719</b>	<b>1.15%</b>
<b>Amount of Excess Capacity Used</b>	<b>(175,900)</b>	<b>-0.35%</b>

Assuming adoption of this levy amount, the City will have available \$3,125,166 of excess levy capacity, approximately 6.25% of the 2023 levy. The table below provides a sensitivity analysis to demonstrate how many years are remaining before the City exhausts its remaining excess levy capacity based on assumptions of the average amount of net new construction (NNC). Net new construction has averaged 1.95% since 2014; however, that average since 2019 has been 1.32%. It should be noted that due to the increase in the equalized value a 15% larger dollar amount of net new construction will be needed to achieve the same percentage of growth.

Years of Levy Capacity Available Assuming 2.0% for operations:	
NNC %	Years
0.50%	4.17
0.75%	5.00
1.00%	6.25
1.50%	12.51

Once the excess levy capacity is exhausted, the City's levy growth will not be able to exceed its net new construction. Given historical expenditure growth rates and historical net new construction rates, this would likely result in service level reductions. The table bellows shows the levy per capita adjusted for inflation over time (hashed red line). In 2002 the levy per capita was \$905. Adjusted for inflation, that amount in 2023 is \$994



**PAYMENT IN LIEU OF TAXES**

INCREASE \$108,154

Payments in lieu of taxes increase \$108,154 to \$580,335 largely due to the full adoption of a per-room rate that more accurately captures the City's cost of providing service.

**FRANCHISE FEES**

DECREASE \$20,000

Franchise fee revenue is decreased to \$348,000 due to decreased gross cable revenue.

**HOTEL MOTEL**

INCREASE 353,000

The hotel motel revenue is estimated to increase to \$1,600,000 based on 2022 hotel occupancy and average daily rates. A small increase over 2022 figures is assumed for continued recovery of business travel. However, full recovery of business travel is not assumed. This increase benefits the Tourism Commission as, per state statute, the increase in revenue must be transferred from the General Fund.

	Total Revenue	Allowable Retained Amount	Total Tourism Spend	Total spend as % of Revenue
<b>2017</b>	1,205,791	623,137	582,654	48%
<b>2018</b>	1,512,408	610,212	902,196	60%
<b>2019</b>	1,607,813	586,407	1,021,406	64%
<b>2020</b>	687,079	619,500	67,580	10%
<b>2021</b>	1,373,588	543,070	830,518	60%
<b>2022</b>	1,500,000	543,070	956,930	64%
<b>2023</b>	1,600,000	543,070	1,056,930	66%

**EXPENDITURE RESTRAINT AID**

**INCREASE \$85,774**

Expenditure Restraint Aid, part of the state shared revenue program, increased \$85,774 to \$954,506. This was largely due to a change in the allocation by the state formula based on the number of communities who qualified. It is likely that the number of communities going to referendum had to give up their aid for a year thus increasing the amount of available aid. Staff expect this aid to decrease \$250,000-\$450,000 in 2024 as the City's 2022 equalized value increased 19%.

**TRANSFER FROM AMORTIZATION FUND**

**INCREASE \$700,000**

The transfer from the Amortization fund is used a contingency to preserve expenditure capacity to qualify for the Expenditure Restraint program. This is increased by \$700,000 to \$3,000,000 based on available capacity as the City is allowed to increase expenditures 8.7% but the actual increase is 5.58%. Doing this allows the City to save this extra capacity for future years when its expenditures exceed the allowable amount. It is offset by an equal expenditure reduction below.

**TRANSFER FROM SPECIAL GRANT FUND**

**DECREASE \$400,000**

The City was awarded \$24.6 million American Rescue Plan Act funds. Of this, \$1.6 million is available for general government purposes to offset 2020 lost revenue. \$700,000 was used to stabilize the 2022 Budget by offsetting revenues that have not yet recovered from COVID related decreases. This includes interest earnings, parks rental revenues, and court and parking citations. As these revenues rebound, the APRA funds will be decreases in subsequent budgets. The 2023 Budget reduces this amount by \$400,000 to \$300,000. It should be noted that revenues have largely recovered; however, we were unable to remove the full amount in 2023 so it will likely increase the budget gap in subsequent years. This will be mitigated by reducing the amount of revenue annually from 2024-2026.

## EXPENDITURES

### TRANSFER TO THE AMORTIZATION FUND

INCREASE \$2,511,000

The Transfer to the Amortization Fund increases \$2,511,000 to \$3,000,000. Previously the Amortization Fund had been used a pass through between the General Fund and the Debt Service Fund. To simplify accounting and budgeting and to prevent swings in the General Fund Transfer to the Debt Service Fund which impacts qualifying for Expenditure Restraint Aid, this pass through is no longer budgeted. This decrease is offset by a corresponding increase in the General Fund Transfer to the Debt Service Fund. This decrease of \$489,000 is offset by an increase in \$3,000,000 for the expenditure restraint contingency as described above. In previous years this budget only expense was budgeted in the Transfer to Capital; however, to simplify accounting, it is budgeted in this account moving forward.

### TRANSFER TO CAPITAL PROJECTS

DECREASE \$2,250,000

The Transfer to Capital Projects Fund decreases \$2,250,000 to \$940,000. This is caused by a \$2,300,000 decrease of excess expenditure capacity as described above. It is offset by a \$50,000 increase for Fire Capital projects bringing the total available to cash finance Fire projects and serve as an offset to the eventual expiration of the revenue earned through the Fire Protection Services contract with Milwaukee County to \$370,000.

### TRANSFER TO DEBT SERVICE

INCREASE \$785,178

The transfer to debt service is increased by this amount to make up for the elimination of the Amortization Fund transfer and due to planned levy paid debt services increases. In addition, this figure accounts for updating the amount of 2022 debt service based on actuals since at the time of the budget last year, final figures were not yet available.

### TRANSFER TO GENERAL LIABILITY

INCREASE \$49,594

This transfer is used to balance out the charges from the General Liability Fund to the departments. See the General Liability Narrative for more information.

### TRANSFER TO TOURISM

INCREASE \$353,000

As described above, the increase in hotel motel tax revenue is transferred to the Tourism Commission.

### TRANSFER TO PARKS

INCREASE \$557,428

Please see the Parks Narrative for more information.

### TRANSFER TO LIBRARY

INCREASE \$68,656

Please see the Library Narrative for more information.

**BUDGET SUMMARY TABLE**

Non-Departmental Dept #902					
Expenditures					
	2022				
2021	Adopted	2022		2023	% of
Actual	Budget	Revised	Name	Budget	Change
30,217	59,500	37,500	Other Expenses	27,000	-54.6%
12,483,017	15,954,771	14,069,944	Transfers	17,991,221	12.8%
<b>12,513,234</b>	<b>16,014,271</b>	<b>14,107,444</b>	<b>TOTAL</b>	<b>18,018,221</b>	<b>12.5%</b>
Revenues					
	2022				
2021	Adopted	2022		2023	% of
Actual	Budget	Revised	Name	Budget	Change
47,753,857	50,503,119	50,749,732	Taxes	52,248,951	3.5%
2,983,783	2,949,911	2,949,911	InterGovernment Revenues	3,037,997	3.0%
392,576	372,000	381,272	Public Charges	352,000	-5.4%
156,137	174,851	171,851	InterGovernment Charges	118,462	-32.2%
12,774	10,000	30,000	Miscellaneous	10,000	0.0%
1,573,316	4,187,200	3,020,314	Other Sources	4,509,100	7.7%
<b>52,872,443</b>	<b>58,197,081</b>	<b>57,303,080</b>	<b>TOTAL</b>	<b>60,276,510</b>	<b>3.6%</b>
Net Cost					
<b>(40,359,209)</b>	<b>(42,182,811)</b>	<b>(43,195,636)</b>	<b>TOTAL</b>	<b>(42,258,289)</b>	<b>0.2%</b>

# REMISSION OF TAXES

## PURPOSE

Remission of Taxes is used to pay successful property tax appeals. Typically, these appeals are for prior year valuations that are challenged in court and either litigated or mediated.

When the City must refund a property taxpayer due to a change in their prior year property value, typically due to a court challenge, Wisconsin statutes allow the City to charge the other taxing jurisdictions their share of the refund. That revenue, representing approximately 70% of the total cost of the refund, is known as a chargeback. Chargebacks are typically not budgeted for because property tax appeals are not known at the time the budget is adopted.

## BUDGET SNAPSHOT

	2022	2023	Change
Exp	\$ -	\$ -	\$ -
Rev	\$ -	\$ -	\$ -
Net Cost	\$ -	\$ -	\$ -
FTE's	-	-	-

## 2022 BUDGETARY CHANGES

\$128,628 has been charged to date to this account for property tax appeals. These include mediated settlements approved by the Common Council for the Meijer and Walgreen cases. Approximately 70% will be recovered as chargeback revenue from the other taxing jurisdictions. This revenue should be received in 2023 but is attributable to 2023.

## 2023 BUDGETARY CHANGES

There are no changes to this budget as there are no anticipated property tax refunds at this time.

**BUDGET SUMMARY TABLE**

Remission of Taxes Dept #154					
Expenditures					
2021 Actual	2022 Adopted Budget	2022 Revised	Name	2023 Budget	% of Change
269,699	-	231,885	Operating Expenses	-	0.0%
<b>269,699</b>	<b>-</b>	<b>231,885</b>	<b>TOTAL</b>	<b>-</b>	<b>0.0%</b>
Revenues					
2021 Actual	2022 Adopted Budget	2022 Revised	Name	2023 Budget	% of Change
-	-	-		-	0.0%
<b>-</b>	<b>-</b>	<b>-</b>	<b>TOTAL</b>	<b>-</b>	<b>0.0%</b>
Net Cost					
<b>269,699</b>	<b>-</b>	<b>231,885</b>	<b>TOTAL</b>	<b>-</b>	<b>0.0%</b>

# DEBT SERVICE FUND

## PURPOSE

This fund exists to pay for debt service for the General Fund and Special Revenue Funds including Parks, Tax Increment Financing (exclusive of Lease Revenue Bonds) and General Purpose Equipment.

## DESCRIPTION

General Obligation Debt is typically paid for out of the Debt Service Fund except for that which is funded by the Sanitary, Storm, or Water Utilities.

The table below shows the principal amount of outstanding debt as of 1/1/23 by issuance totaling \$144,625,000 of which \$135,485,000 is General Obligation debt which is backed by the property tax base and \$9,140,000 are Water Revenue Bonds which are backed by water rates.

BUDGET SNAPSHOT			
	2022	2023	Change
Exp	\$ 11,926,622	\$ 12,825,205	\$ 898,583
Rev	\$ 11,776,623	\$ 12,675,204	\$ 898,581
Net Cost	\$ 149,999	\$ 150,001	\$ 2
FTE's	-	-	-

**MAJOR CHANGES**

- 8.7% increase in total outstanding debt with most of the increase supported by Tax Increment District.

<b>Debt Issue (as of 01/01/23)</b>	<b>Outstanding Principal</b>
<b>General Obligation</b>	
2013 GO Bonds	350,000.00
2013 GO Prom Notes	525,000.00
2014 A GO Prom Notes	4,175,000.00
2014 B Taxable GO Prom Notes	1,725,000.00
2015 A GO Bonds	5,075,000.00
2015 B GO Bonds	13,550,000.00
2015 C GO Taxable Bonds	3,700,000.00
2016 GO Bonds	10,340,000.00
2017 GO Prom Notes	9,790,000.00
2018 A GO Bonds Taxable	2,970,000.00
2018 B GO Bonds	7,120,000.00
2018 C GO Prom Notes	4,550,000.00
2019 A GO Bonds	10,780,000.00
2019 B GO Bonds Taxable	1,050,000.00
2020 A GO Bonds	7,555,000.00
2020 B GO Prom Notes	4,055,000.00
2021 A GO Bonds	7,520,000.00
2021 B Prom Notes	2,705,000.00
2021 C Refunding Bonds	11,355,000.00
2022 GO Prom Notes	13,630,000.00
2022 Taxable GO Bonds	12,030,000.00
2022B GO Promissory Note - Bank Loan	935,000.00
<b>Subtotal</b>	<b>\$135,485,000</b>
<b>Water Revenue</b>	
2013 Water Revenue	\$ 400,000
2016 Water Revenue	\$ 3,125,000
2017 Water Revenue	\$ 2,600,000
2018 Water Revenue	\$ 3,015,000
<b>Subtotal</b>	<b>\$9,140,000</b>
<b>Grand Total</b>	<b>\$ 144,625,000</b>

The table below organizes that debt by funding source.

Funding Source	2022	2023	Change
GO Debt - Levy	\$ 52,018,596	\$ 55,119,900	\$ 3,101,304
GO Debt - Parks	\$ 311,404	\$ 210,100	\$ (101,304)
GO Debt - TIF	\$ 23,390,000	\$ 33,030,000	\$ 9,640,000
GO Debt - Sanitary	\$ 16,870,000	\$ 15,660,000	\$ (1,210,000)
GO Debt - Storm	\$ 15,725,000	\$ 13,660,000	\$ (2,065,000)
GO Debt - Water	\$ 14,685,000	\$ 16,280,000	\$ 1,595,000
GO Debt - MADACC	\$ 1,675,000	\$ 1,525,000	\$ (150,000)
Water Revenue	\$ 10,055,000	\$ 9,140,000	\$ (915,000)
<b>TOTAL</b>	<b>134,730,000</b>	<b>144,625,000</b>	<b>9,895,000</b>

It is important to consider the debt capacity of an organization as it compares to stated policy and that of comparable peers. The table below provides this comparison. The Wauwatosa figures are based on debt issued through 1/1/2022. The National Medians are based on 2017 figures reported by Moody's in March 2020.

Debt Profile	Tosa			Debt Policy	National Medians Aaa
	2020	2021	2022		
Total Debt	\$ 123,625,000	\$ 124,675,000	\$ 135,485,000	NA	NA
Total Net Debt	\$ 47,775,426	\$ 52,330,000	\$ 55,330,000	NA	\$ 60,203,731
Total Debt as % of Full Value	1.89%	1.75%	1.64%	4.00%	NA
Direct Net Levy Debt as % of Full Value	0.73%	0.73%	0.67%	NA	0.70%
Debt Burden (All taxing bodies - % of value)	5.79%	5.54%	4.18%	NA	NA
Debt Service (Net) as a % of Expenditures	11.20%	11.18%	11.71%	15.00%	9.70%
Total Debt per capita	\$2,559	\$2,572	\$2,788	NA	NA
Net Debt per capita	\$989	\$1,079	\$1,138	NA	\$1,626

## 2022 BUDGETARY CHANGES

### DEBT SERVICE (EXPENSE)

DECREASE \$1,019,502

Principal and interest payments decrease \$1,019,502. Per the direction from the City's external auditors \$941,355 of debt service for the short term bank loan used to reduce long-term borrowing is reclassified from debt service in the Debt Service Fund to debt service in the Capital Projects Fund. As a result, the transfer to debt service is decreased by this amount and the transfer to Capital Projects Fund is increased accordingly. The remaining amount of the reduction is based on updating the amount of 2022 debt service based on actuals. At the time of the budget, final figures were not yet available.

### TRANSFER FROM GENERAL FUND (REVENUE)

DECREASE \$1,021,002

Due largely to the reclassification discussed above, the Transfer from the General Fund is decreased \$1,021,002 to \$6,877,265.

## 2023 BUDGETARY CHANGES

**DEBT SERVICE (EXPENSE)****INCREASE \$898,583**

Debt Service decreases \$898,583 to \$12,825,205. The reason for the increase is due largely to a \$340,167 increase in levy supported debt service as well as a \$620,275 increase in TIF debt service.

**TRANSFER FROM GENERAL FUND (REVENUE)****INCREASE \$785,178**

Due largely the elimination of the Transfer from the Amortization Fund and increasing levy supported debt service, the Transfer from the General Fund is increased \$785,178 to \$8,683,445.

**TRANSFER FROM THE AMORTIZATION FUND (REVENUE)****DECREASE \$489,000**

The Transfer from the Amortization Fund decreases \$489,000 to zero. Previously the Amortization Fund had been used a pass through between the General Fund and the Debt Service Fund. To simplify accounting and budgeting and to prevent swings in the General Fund Transfer to the Debt Service Fund which impacts qualifying for Expenditure Restraint Aid, this pass through is no longer budgeted. This decrease is offset by a corresponding increase in the General Fund Transfer to the Debt Service Fund as described above.

**TRANSFER FROM THE TIF FUND (REVENUE)****INCREASE \$620,275**

Due largely to the borrowing for the new parking structure as part of the Irgens Development at Innovation Campus on Discovery Parkway, the Transfer from the TIF Fund increases \$620,275 to \$3,770,739

**TRANSFER FROM FLEET CAPITAL (REVENUE)****DECREASE \$75,844**

The bond originally issued 10 years ago to pay for the automated garbage trucks was paid off in 2022 so there is no longer a transfer from the Fleet Capital reserve that had been paying this debt service.

**TRANSFER FROM THE HOSPITAL POLICING FUND (REVENUE)****INCREASE \$50,000**

Per the City's contract with the Milwaukee Regional Medical Complex and Children's hospital, \$50,000 is provided annually towards the debt service associated with the remodel of the Police Station that was required to accommodate the additional officers hired to police those entities.

**BUDGET SUMMARY TABLE**

Debt Service Fund #11					
Expenditures					
	2022				
2021	Adopted	2022		2023	% of
Actual	Budget	Revised	Name	Budget	Change
950	1,500	1,500	Operating	-	-100.0%
112,234	52,000	52,000	Services	57,000	9.6%
10,582,307	11,873,122	10,853,620	Fixed Charges	12,768,205	7.5%
<b>10,695,490</b>	<b>11,926,622</b>	<b>10,907,120</b>	<b>TOTAL</b>	<b>12,825,205</b>	<b>7.5%</b>
Revenues					
	2022				
2021	Adopted	2022		2023	% of
Actual	Budget	Revised	Name	Budget	Change
55,687	-	-	Miscellaneous	-	0.0%
13,048,096	11,776,623	10,755,621	Other Sources	12,675,204	7.6%
<b>13,103,783</b>	<b>11,776,623</b>	<b>10,755,621</b>	<b>TOTAL</b>	<b>12,675,204</b>	<b>7.6%</b>
Net Cost					
<b>(2,408,293)</b>	<b>149,999</b>	<b>151,499</b>	<b>TOTAL</b>	<b>150,001</b>	<b>0.0%</b>

# GENERAL LIABILITY

## PURPOSE

This fund provides risk management services that address the City’s general liability and general litigation cost exposures and to procure stable and affordable insurance products that transfer the financial risk at acceptable cost.

## PROGRAMS/SERVICE LINES

The Cities and Villages Mutual Insurance Company provides the city with \$10,000,000 of liability coverage for losses over the self-insured retention level of \$125,000 per occurrence with a \$500,000 aggregate stop loss. The city group purchases employment practices liability insurance through CVMIC which provides \$1,000,000 of coverage with a \$25,000 deductible per event. In addition, \$1,000,000 in internal crime coverage is purchased via CVMIC, which insures the City against embezzlement and theft, forgery, and robbery of City funds. The City also maintains insurance coverage for our volunteers. In 2015, CVMIC added Cyber Liability insurance and the City begin purchasing pollution coverage in 2019.

In 2009, CVMIC paid its first cash dividend payment. The annual dividend for the first twenty years was used to pay the city’s share of debt service. Now that the debt has been retired, the dividend can either be used to provide additional risk management services, reduce premiums, be returned to the city, or a combination of all three. CVMIC’s declared dividend for 2021 payable in 2023 will be \$38,068 a decrease of \$344 from last year.

When claims are incurred, they are paid for out of the general liability budget. At year end, the Finance Department in conjunction with the City Attorney and CVMIC estimate the total of incurred but unpaid claims so that claims are generally charged or accrued in the year they are incurred, regardless of when the claim is actually paid. In subsequent years, departments are charged for the incurred claims based on the previous July-June expenditures as described below, and the General Liability fund is reimbursed.

The City also maintains property insurance for approximately \$136,000,000 of value in buildings, property in the open and non-motorized vehicles. Currently the deductible is \$5,000. Since 2016, the newly formed Municipal Property Insurance Corporation provides this coverage.

	2022	2023	Change
Exp	\$ 451,664	\$ 448,216	\$ (3,448)
Rev	\$ 1,302,825	\$ 1,448,216	\$ 145,391
Net Cost	\$ (851,161)	\$ (1,000,000)	\$ (148,839)
FTE's	-	-	-

## 2023 GOALS

- **Mitigate risk of general liability claims** through training, prevention and awareness

## 2022 BUDGETARY CHANGES

- As of September 20, 2022, 12 General Liability claims had been reported to CVMIC with \$1,500 incurred. While very encouraging, no change is recommended to the adopted budget due to the unpredictable nature of claims. There have been 17 auto-physical claims with just one resulting in an estimated loss of \$20,240.
- Legal services is re-estimated up \$75,000 to \$175,000 based on litigation of on-going claims.
- The graphs below show the number of claims over time, by insurance line and by coverage.



## 2023 BUDGETARY CHANGES

- Insurance premiums are expected to increase over 9% to \$152,569 due to national trends, particularly related to losses incurred by police departments.
- Claims and related legal services are decreased \$25,000 to \$245,000 due to an expected return to normal levels of activity and the fact that the City has reached its deductible amount in several cases.
- This budget does not include flood insurance, which is budgeted directly in the Parks Department budget, or Property insurance which is budgeted directly in departmental budgets.
- Departments are charged for the claims incurred from July 1, 2020 through June 30, 2021. This is a reimbursement to the general liability fund. In 2023, this amount increased by \$128,604 to \$1,436,684 as shown in the table below. (The table includes non-general fund amounts as well).

	2022	2023	Change
Parks		3,885.65	3,885.65
Sanitary	412	15,586	15,174
Storm		-	-
Water	26,067	1,296	(24,771)
Police	200,822	377,569	176,747
Fire	7,409	6,410	(999)
PW Ops	65,645	17,669	(47,976)
Roadway	7,118	-	(7,118)
Traffic		-	-
Electric		-	-
Solid Waste	-	-	-
Forestry	-	685	685
Engineering	607	13,583	12,976
Litigation Reserve	1,000,000	1,000,000	-
<b>Total</b>	<b>1,308,080</b>	<b>1,436,684</b>	<b>128,604</b>

**BUDGET SUMMARY TABLE**

General Liability Fund #18					
Expenditures					
2021 Actual	2022 Adopted Budget	2022 Revised	Name	2023 Budget	% of Change
30,262	34,151	34,151	Wages	36,013	5.5%
4,472	6,769	6,769	Benefits	14,490	114.1%
-	-	-	Other Compensation	144	0.0%
(366,640)	100,328	175,328	Services	75,000	-25.2%
705,934	310,416	310,416	Fixed Charges	322,569	3.9%
<b>374,028</b>	<b>451,664</b>	<b>526,664</b>	<b>TOTAL</b>	<b>448,216</b>	<b>-0.8%</b>
Revenues					
2021 Actual	2022 Adopted Budget	2022 Revised	Name	2023 Budget	% of Change
33,691	38,412	38,412	Miscellaneous	38,068	-0.9%
644,023	1,264,413	1,264,413	Other Sources	1,410,148	11.5%
<b>677,714</b>	<b>1,302,825</b>	<b>1,302,825</b>	<b>TOTAL</b>	<b>1,448,216</b>	<b>11.2%</b>
Net Cost					
<b>(303,686)</b>	<b>(851,161)</b>	<b>(776,161)</b>	<b>TOTAL</b>	<b>(1,000,000)</b>	<b>17.5%</b>

# TAX INCREMENT DISTRICTS

## PURPOSE

Tax Increment Districts (TID) provide funding that enables development or redevelopment of property over a period of time. During the existence of a district the original (base) value of the district is held constant and the taxes paid on that value continue to be distributed to each of the overlaying taxing jurisdictions. The increased (incremental) taxable value of the district is the basis of property tax payments that are 'captured' by the city for the payment of any projects authorized to foster the development. After all financial obligations of the district are met, the district is closed with the then higher current value becoming the basis of taxes paid again to all overlaying taxing jurisdictions.

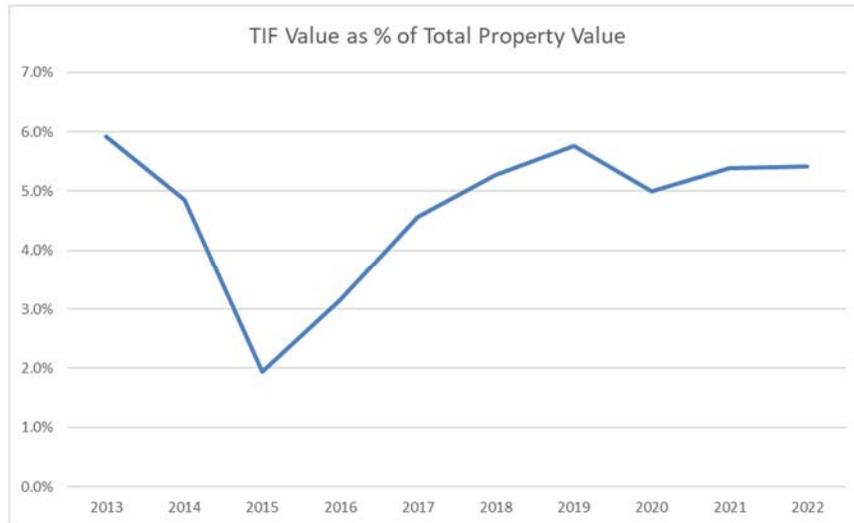
	2022	2023	Change
Exp	\$ 7,423,869	\$ 13,066,509	\$ 5,642,640
Rev	\$ 8,947,439	\$ 12,806,384	\$ 3,858,945
Net Cost	\$ 1,523,570	\$ (260,125)	\$ (1,783,695)
FTE's	-	-	-

Under state law, at the time a district closes half the value impact of the district can be used to increase the levy of the municipality for general purposes including operations or debt service. The other half of the value functionally decreases the property tax burden of all other property tax payers. As an example, the incremental value of TIF #2 represented 3.73 percent of the property value of the City. When it closed, half that value (1.86%) was used to increase the city levy above the otherwise mandated 0% plus net new construction. In current value this would represent approximately \$725,000, or approximately 1.4% of total general fund expenditures. The other 1.86 percent reduced property tax bills. To put this in perspective the average valued home would produce an estimated property tax decrease of approximately \$100, all other things being equal.

The total combined valuation for all TID increments located within the City cannot exceed twelve percent of the equalized value of the City. The calculation of this limitation is as follows:

	2021	2022	\$ Change	% Change
<b>Equalized Value of the City</b>	\$ 7,545,981,900	\$ 9,005,577,400	\$ 1,459,595,500	19%
<b>Maximum Allowable TID Value</b>	\$ 905,517,828	\$ 1,080,669,288	\$ 175,151,460	19%
<b>Current TID Increment Value</b>	\$ 406,395,300	\$ 487,470,200	\$ 81,074,900	20%
<b>Unused TID Value Capacity</b>	\$ 499,122,528	\$ 593,199,088	\$ 94,076,560	19%
<b>TID Increment as % of Total Equalized Property Value</b>	5.4%	5.4%	0.0%	0.5%
<b>Statewide Average</b>	9.3%	9.1%		

\$487,470,200 of TIF increment represents 5.4% of equalized value compared to 12% allowable under state statute compared to the statewide average of 9.1%. The table below shows that since 2013, the City has never exceed 6%.



The following table provides a summary of the changes in TID value by TID from 2021 through 2022. 2022 values are used to determine the increment for the 2023 budget.

	TIF 6	TIF 7	TIF 8	TIF 9
	Innovation Campus	Burleigh Triangle	East State Street	2100 Mayfair
<b>Year Established</b>	2010	2013	2014	2015
<b>Incremental Value</b>	\$ 132,220,000	\$ 182,718,800	\$ 43,008,500	\$ 14,156,400
<b>% of Equalized Value</b>	1.47%	2.03%	0.48%	0.16%
<b>Change in Value from 2021</b>	\$ 14,225,000	\$ 36,255,300	\$ 7,416,600	\$ 1,756,500
<b>% Change in Value</b>	10%	22%	13%	10%
<b>Annual Property Tax Increment</b>	\$ 2,569,823.42	\$ 3,551,316	\$ 835,912	\$ 275,143
<b>12/31/23 Fund Balance</b>	\$ 3,110,005	\$ 276,661	\$ 1,744,281	\$ 64,435

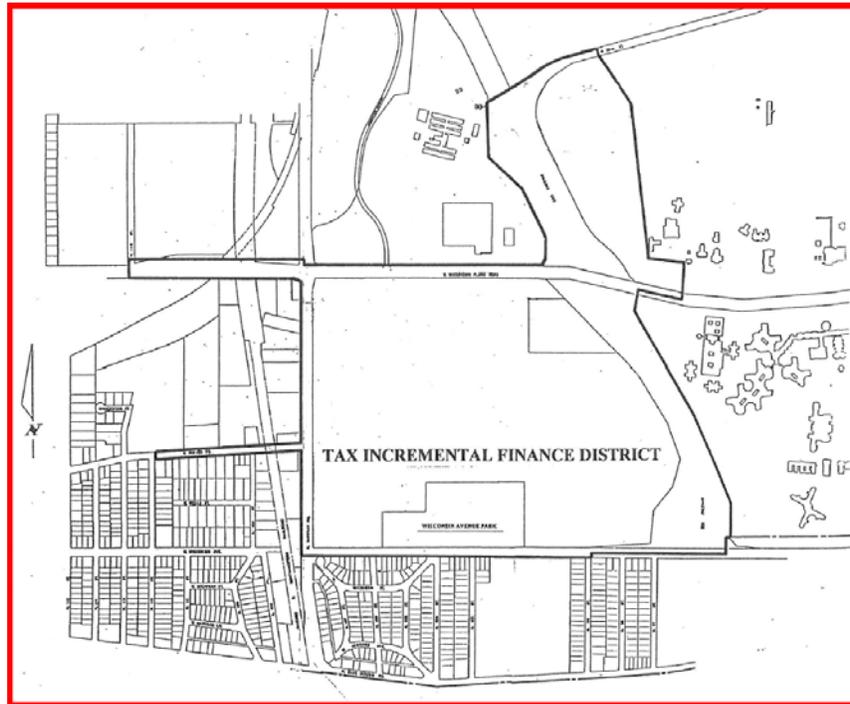
	TIF 10	TIF 11	TIF 12	TIF 13
	Mayfair Reserve	Tosa Village	Mayfair Hotel	Walnut Rd Redev
<b>Year Established</b>	2015	2015	2018	2020
<b>Incremental Value</b>	\$ 38,980,500	\$ 40,705,300	\$ 24,539,300	\$ 11,141,400
<b>% of Equalized Value</b>	0.43%	0.45%	0.27%	0.12%
<b>Change in Value from 2021</b>	\$ 3,879,400	\$ 5,870,900	\$ 697,900	\$ 10,973,300
<b>% Change in Value</b>	10%	13%	1%	333%
<b>Annual Property Tax Increment</b>	\$ 757,624	\$ 791,147	\$ 476,945	\$ 216,544
<b>12/31/23 Fund Balance</b>	\$ 392,844	\$ 36,921	\$ (546,441)	\$ 48,920

## DESCRIPTION

TIF DISTRICT #2 (MILWAUKEE COUNTY RESEARCH PARK) CREATED 1994

## OVERVIEW

TIF 2 was closed in 2015 with a final tax incremental value (total current value less base value) of \$199,356,100. This represented 3.73% of the equalized value of the city and resulted in approximately \$4.8 million in additional tax revenue for all of the overlying taxing jurisdictions, of which the City accounts for approximately 30%. This was a major reason for the reduction in the 2016 municipal tax rate.



## TIF DISTRICT #5 (MAYFAIR MEDICAL) CREATED 2007

### OVERVIEW

The Mayfair Medical building was a pay-as-you-go district wherein the developer financed a parking structure in order to construct a larger and denser facility and is reimbursed those costs out of the tax payment received each year. This district had a base value of \$2,401,800 and closed in 2018 with an incremental of \$14,101,600.

This reflected 0.23% of the City's equalized value so that the City could increase the levy 0.115% and the municipal tax rate would be 0.115% less than it otherwise would.



## TIF DISTRICT #6 (UWM INNOVATION CAMPUS)

### SUMMARY

The City of Wauwatosa created Tax Incremental Finance District Number 6 in 2010 to facilitate the creation of UWM Innovation Campus that will ultimately include an advanced degree engineering school for the University of Wisconsin-Milwaukee. The location is on the former Milwaukee County Grounds that had historically been used for a variety of Milwaukee County Institutional functions for over 150 years. The existing infrastructure was deteriorating and insufficient to meet the needs of the proposed re-use of the site. UWM Innovation Campus is a mixed-use project that currently houses UWM's Accelerator Building (a project that focuses on the development of new manufacturing processes that support existing businesses and create new businesses and jobs), ABB, the Echelon multi-family housing project, and the Marriott Residence Inn.

The district was amended in 2014 to include structured parking as an eligible activity within the campus. The district was also amended in 2015 to add territory and amend the project plan to allow for assistance related to a 155,000 square foot office building with structured parking in the Research Park which is located south of Innovation Campus.

Construction began in 2022 for a two-phase development led by Irgens with phase I consisting of construction of an approximately 70,357 rentable square foot ("RSF") (73,289 gross square foot ("GSF")) office building, with approximately 22 underground parking stalls and an above ground, approximately 633-stall parking ramp. Phase II consists of an approximately 177,690 RSF (185,094 GSF) office building, with approximately 88 underground parking stalls to be constructed in the next five years.

Future project costs beyond 2022 include future parking structures to facilitate additional commercial development.

The incremental value of the district increased \$14,225,000 in 2022 to \$132,220,000. The 12/31/2023 fund balance is estimated to be \$3,105,005.



### 2022 CHANGES

- Proceeds from long-term debt is increased by \$12,013,226 to reflect the amount borrowed to pay for the 633 stall parking structure constructed as part of the Irgens Development. The expense was already budgeted but the revenue had been left out of the fund transfer.

- The payment of the Meadowlands Municipal Revenue Obligation is reduced by \$45,476 to reflect the actual payment.

## 2023 CHANGES

- Revenues increase 0.5% to \$2,573,920 as the increase in value is largely offset by an assumed decrease in the tax rate that results from an increase in equalized value.
- Debt Service increases \$663,125 to \$1,618,469 to finance the 633 stall parking structure as part of the Irgens commercial development.

TIF #06					
Expenditures					
2021 Actual	2022 Adopted Budget	2022 Revised	Name	2023 Budget	2023 / 2022 % of Change
150	150	150	Operating Expenses	150	0.0%
288	-	-	Commodities	-	0.0%
26,094	1,648	110,547	Services	2,095	27.1%
444,711	445,000	399,524	Fixed Charges	411,510	-7.5%
-	-	1,300,000	Other Expenses	-	0.0%
28,859	-	12,000,000	Capital Outlay	-	0.0%
959,457	960,344	960,344	Transfers	1,628,469	69.6%
<b>1,459,559</b>	<b>1,407,142</b>	<b>14,770,565</b>	<b>TOTAL</b>	<b>2,042,224</b>	<b>45.1%</b>
Revenues					
2021 Actual	2022 Adopted Budget	2022 Revised	Name	2023 Budget	2023 / 2022 % of Change
2,605,565	2,551,605	2,551,605	Taxes	2,569,823	0.7%
4,097	4,097	4,097	InterGov Revenues	4,097	0.0%
10,000	-	-	Public Charges	-	0.0%
2,210	6,100	20,000	Miscellaneous	-	-100.0%
-	-	12,013,226	Other Sources	-	0.0%
<b>2,621,873</b>	<b>2,561,802</b>	<b>14,588,928</b>	<b>TOTAL</b>	<b>2,573,920</b>	<b>0.5%</b>
Net Cost					
<b>(1,162,314)</b>	<b>(1,154,660)</b>	<b>181,637</b>	<b>TOTAL</b>	<b>(531,696)</b>	<b>-54.0%</b>

## TIF DISTRICT #7 (BURLEIGH TRIANGLE)

### SUMMARY

This approximately 67-acre district was created in November 2012 to facilitate the redevelopment of the Burleigh Triangle area within the City. The first phase of development is located on the western-most 23-acre parcel and adaptively re-using existing warehouse space to create a 275,000 square foot regional specialty retail center known as Mayfair Collection.

The Common Council approved a term sheet for phase 2 of the project on October 6, 2015 which resulted in additional retail, a grocery store, a hotel, four restaurants, and a parking structure to support phases one and two. A third phase will include additional retail as well as more than 1,000 apartments. Terms for the first 260 apartments and 50,000 sq. ft. of retail were approved on August 2, 2016. Demolition of the Schoenick warehouse took place in 2020-2021 as well as the completion of internal roadways and utilities. The City is currently in negotiations for the acquisition of the necessary private property to complete a roadway under the interstate at the northern tip of the district.

As of January 1, 2022, the incremental value of the district increased \$36,255,300, a 22% increase to \$182,718,800. This increase is largely due to the build-out of the restaurants and other retail space along Burleigh. The fund balance as of 12/31/23 is estimated to be \$271,661.



### 2022 CHANGES

- The payment of the Fiduciary Municipal Revenue Obligation is reduced by \$43,378 to reflect the actual payment.
- Personal Property Aid is reduced \$36,348 to reflect the actual amount received.

### 2023 CHANGES

- Due to an increase in incremental value, tax increment revenue increases 12.1% to \$3,551,316.

- Personal Property Aid decreases 35% to \$66,917 based on the actual amount received in 2022.
- The payment of the Fiduciary Municipal Revenue Obligation is reduced by \$28,300 to \$517,700 based on the 1/1/22 value of the property and an assumed decrease in the equalized tax rate.
- The Transfer to Debt Service decreases \$39,200 to \$1,966,145 based on the established amortization schedules.

TIF #07					
Expenditures					
2021 Actual	2022 Adopted Budget	2022 Revised	Name	2023 Budget	2023 / 2022 % of Change
150	150	150	Operating Expenses	150	0.0%
9,058	13,708	13,708	Services	14,410	5.1%
617,735	746,000	702,622	Fixed Charges	717,700	-3.8%
1,402,089	-	454,407	Capital Outlay	-	0.0%
1,993,695	2,015,345	2,015,345	Transfers	1,981,145	-1.7%
<b>4,022,726</b>	<b>2,775,203</b>	<b>3,186,232</b>	<b>TOTAL</b>	<b>2,713,405</b>	<b>-2.2%</b>
Revenues					
2021 Actual	2022 Adopted Budget	2022 Revised	Name	2023 Budget	2023 / 2022 % of Change
2,928,140	3,167,227	3,167,227	Taxes	3,551,316	12.1%
117,726	117,726	81,378	InterGov Revenues	81,378	-30.9%
769	-	-	Public Charges	-	0.0%
1,326	2,600	8,500	Miscellaneous	-	-100.0%
-	-	-	Other Sources	-	0.0%
<b>3,047,960</b>	<b>3,287,553</b>	<b>3,257,105</b>	<b>TOTAL</b>	<b>3,632,694</b>	<b>10.5%</b>
Net Cost					
<b>974,766</b>	<b>(512,350)</b>	<b>(70,873)</b>	<b>TOTAL</b>	<b>(919,289)</b>	<b>79.4%</b>

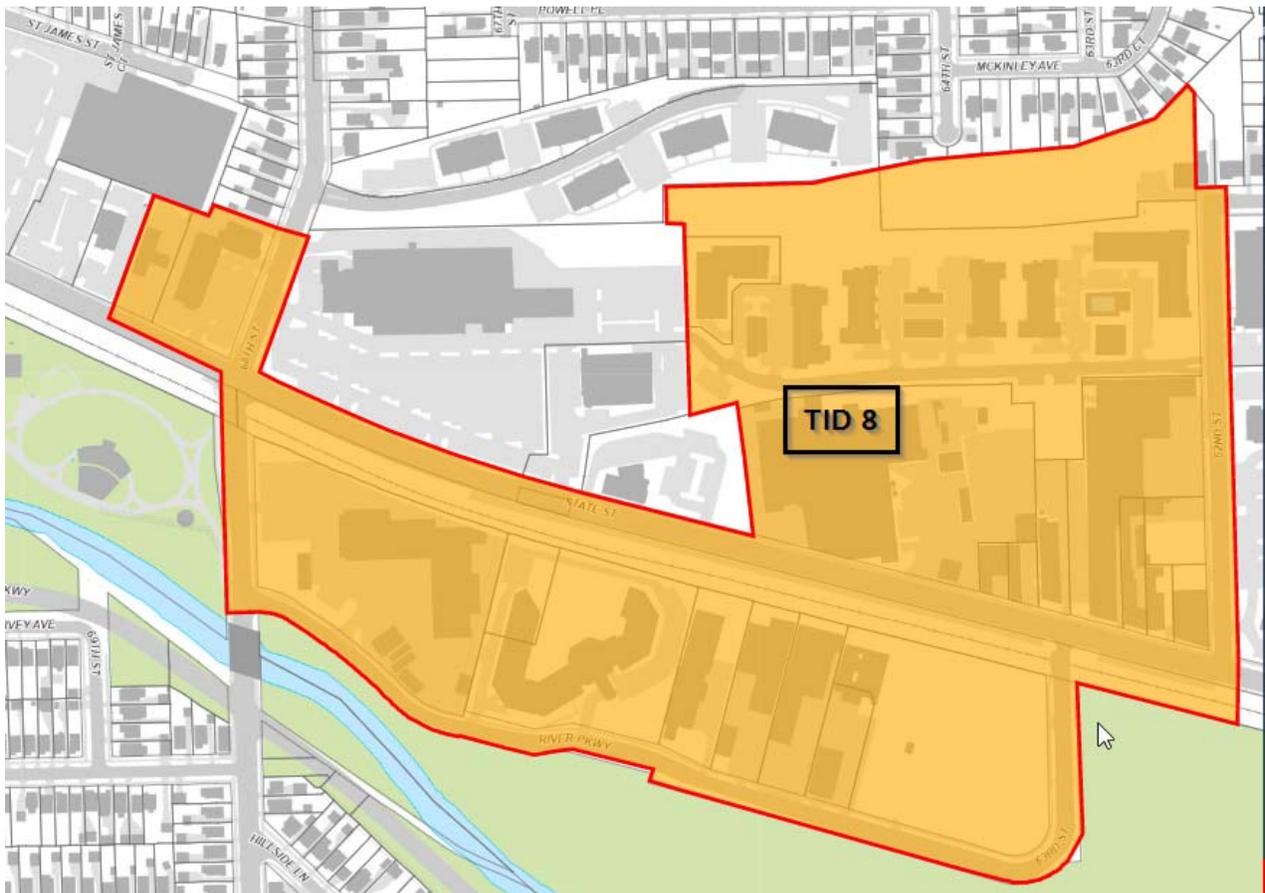
## TIF DISTRICT #8 (STATE STREET OVERLAY)

### SUMMARY

Created in 2014, this overlay district allowed for the closure of TIF 3 while keeping in place a mechanism to continue to facilitate redevelopment along State Street. The initial project included in this TIF is the Tosa Reef Apartments developed by Wangard. The terms with Wangard include funds for environmental remediation as well as a \$1,500,000 Municipal Revenue Obligation equal to 70% of the increment generated by the project. In 2019 a term sheet was completed for the development of phase one of 136-unit rental multi-family apartment and townhomes, the majority of which will be affordable.

A term sheet for a second phase was approved for a 50-unit rental multi-family apartment project, a portion of which shall be designated as affordable housing, with an estimated taxable value of the \$3,750,00. Approximately 10 units are 30%, 20 units are 50%, and 7 units are 60% of Milwaukee County's median income (CMI) along with 13 units of market rate housing. Further, approximately 10 units will be set aside to provide supportive services for individuals and families at 30% of CMI. All units will be non-age-restricted to complement the Phase I development.

The incremental value increased \$7,416,600 to \$43,008,500 in 2022 representing a 13% increase. This is due to completion of the River Parkway Apartments. The fund balance as of 12/31/23 is estimated to be \$1,739,281.



2022 CHANGES

- The Transfer to Capital is reduced from \$600,000 to zero due to delays in the Hart Park improvements east of 68<sup>th</sup> Street. It is rebudgeted in 2023.

2023 CHANGES

- The increment increases \$66,248, 8.6%, to \$835,912 due to the additional increment from the River Parkway project.
- \$435,000 is budgeted per the River Parkway Phase 2 term sheet to be provided to the Developer upon issuance of a certificate of occupancy
- \$1,150,000 is budgeted as a Transfer to Capital for the delayed Hart Park improvements east of 68<sup>th</sup> Street.
- The Municipal Revenue Obligation is increased \$53,508 to \$134,091 reflecting the complete build out of the River Parkway Phase 1 project.

TIF #08					
Expenditures					
2021	2022	2022		2023	2023 / 2022
Actual	Adopted Budget	Revised	Name	Budget	% of Change
150	150	39,450	Operating Expenses	150	0.0%
7,582	1,648	113,842	Services	4,410	167.6%
186,122	80,583	80,583	Fixed Charges	134,091	66.4%
-	-	-	Other Expenses	435,000	0.0%
7,600	-	600,000	Capital Outlay	1,150,000	0.0%
5,000	605,000	5,001	Transfers	1,160,000	91.7%
<b>206,454</b>	<b>687,381</b>	<b>838,876</b>	<b>TOTAL</b>	<b>2,883,651</b>	<b>319.5%</b>
Revenues					
2021	2022	2022		2023	% of
Actual	Adopted Budget	Revised	Name	Budget	Change
636,492	769,664	769,664	Taxes	835,912	8.6%
8,528	8,528	8,528	InterGov Revenues	6,606	-22.5%
10,000	-	-	Public Charges	-	0.0%
1,258	2,300	7,200	Miscellaneous	-	-100.0%
<b>656,277</b>	<b>780,492</b>	<b>785,392</b>	<b>TOTAL</b>	<b>842,518</b>	<b>7.9%</b>
Net Cost					
<b>(449,823)</b>	<b>(93,111)</b>	<b>53,484</b>	<b>TOTAL</b>	<b>2,041,133</b>	<b>-2292.2%</b>

## TIF DISTRICT #9 (THE 2100)

### SUMMARY

The purpose of Tax Incremental Finance District Number 9 is redevelopment of the area included within the district on Mayfair Road North. As part of the redevelopment plan, the 30,000 square foot office building located at 2100 North Mayfair Road was demolished and the parcel was combined with the neighboring located at 2050 North Mayfair Road. The development will consist of the subsequent new construction of an approximate 96 unit multifamily apartment. In addition, additional redevelopment activities are contemplated on the remaining properties within the District.

The objective of the District creation is to facilitate the redevelopment of certain properties within the proposed District as identified from both the private developer and City. The redevelopment is anticipated to create a total of \$10,986,420 in incremental value. The economic feasibility projections are based on the utilization of approximately 11-12 years of the maximum allowed tax increment collection period of 27 years, which is the maximum for blight and rehabilitation TIDs.

The value of the district is \$14,156,400 as of 1/1/2022 exceeding the initial projections. The fund balance as of 12/31/23 is estimated to be \$63,185.

### 2022 CHANGES

- No significant changes

### 2023 CHANGES

- No significant changes



TIF #09					
Expenditures					
2021	2022	2022		2023	2023 / 2022
Actual	Adopted Budget	Revised	Name	Budget	% of Change
150	150	150	Operating Expenses	150	0.0%
882	1,648	1,648	Services	2,095	27.1%
188,344	192,000	178,271	Fixed Charges	177,693	-7.5%
60,563	59,563	59,563	Transfers	58,813	-1.3%
<b>249,938</b>	<b>253,361</b>	<b>239,632</b>	<b>TOTAL</b>	<b>238,751</b>	<b>-5.8%</b>
Revenues					
2021	2022	2022		2023	% of
Actual	Adopted Budget	Revised	Name	Budget	Change
240,161	268,144	268,144	Taxes	275,143	2.6%
249	249	249	InterGov Revenues	249	0.0%
45	300	300	Miscellaneous	-	-100.0%
<b>240,456</b>	<b>268,693</b>	<b>268,693</b>	<b>TOTAL</b>	<b>275,392</b>	<b>2.5%</b>
Net Cost					
<b>9,482</b>	<b>(15,332)</b>	<b>(29,061)</b>	<b>TOTAL</b>	<b>(36,641)</b>	<b>139.0%</b>

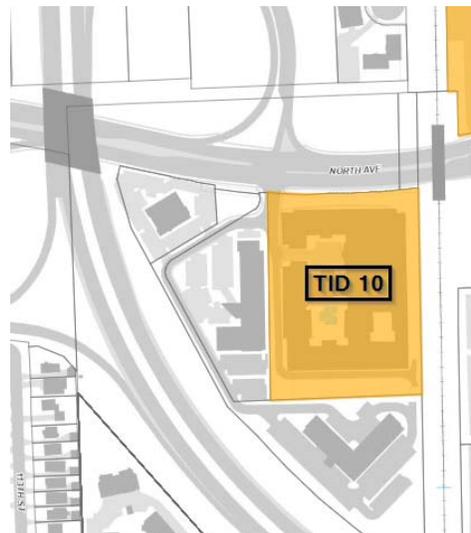
TIF DISTRICT #10 (THE RESERVE AT MAYFAIR)

SUMMARY

Tax Incremental Finance District Number 10 involves the redevelopment and rehabilitation of a site that was formerly occupied by a car dealership and was no longer in use or viable for such. The buildings were obsolete and are not consistent with City's desire to maintain and improve its tax base and provide housing opportunities for employees and workers within the immediate community and greater Milwaukee area. The buildings were demolished and the site environmentally restored.

236 market rate apartment units were developed with 4 stories of apartments surrounding a 5 level concrete parking structure situated on a 4.97 acre site. The site offers frontage on North Avenue just down the street from Mayfair Mall with easy access to employment bases in the greater Milwaukee area.

As a result of the creation of this District, the City projects that



additional land and improvements value of approximately \$27,000,000 will be created as a result of new development, redevelopment, and appreciation in the value of existing properties. The City anticipates making total project expenditures of approximately \$4,900,000 to undertake the projects listed in this Project Plan. This includes a Municipal Revenue Obligation of \$4,500,000 as well as \$400,000 for potential public capital improvements.

Based on the Economic Feasibility Study, this District would be expected to generate sufficient tax increments to recover all project costs by the year 2025; 17 years earlier than the 27 year maximum life of this District. However, the District was amended in 2022 to include the acquisition costs of the Boston Store. This is expected to extend the life of the TID through 2034.

The 2022 value increased 9.9% to \$38,980,500 due to market appreciation. The 12/31/23 fund balance is estimated to be \$391,594.

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#### 2022 CHANGES

- The Municipal Revenue Obligation paid to the Mayfair Reserve developer is reduced by \$36,128 reflecting the actual amount paid.

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#### 2023 CHANGES

- Expenditures and revenues were increased by \$6,000,000 to account for the acquisition of the Boston Store. However, since the time the budget was created it was determined that those funds would be borrowed by the Community Development Authority. The Tax Increment District will pay the debt service for those bonds after the property has been turned over to a private developer.
- The Municipal Revenue Obligation paid to the Mayfair Reserve developer is reduced by \$36,549 to \$610,451 based on the estimated amount.

## TIF #10

### Expenditures

	2022				2023 / 2022
2021	Adopted	2022		2023	% of
Actual	Budget	Revised	Name	Budget	Change
150	150	150	Operating Expenses	150	0.0%
882	1,648	1,648	Services	2,095	27.1%
647,286	647,000	610,872	Fixed Charges	610,451	-5.6%
-	-	-	Capital Outlay	-	0.0%
2,500	333,000	81,250	Transfers	3,750	-98.9%
<b>650,818</b>	<b>981,798</b>	<b>693,920</b>	<b>TOTAL</b>	<b>616,446</b>	<b>-37.2%</b>

### Revenues

	2022				2023 / 2022
2021	Adopted	2022		2023	% of
Actual	Budget	Revised	Name	Budget	Change
370,670	759,050	759,050	Taxes	757,624	-0.2%
-	-	-	InterGov Revenues	-	0.0%
456	1,300	2,200	Miscellaneous	-	-100.0%
<b>371,126</b>	<b>760,350</b>	<b>761,250</b>	<b>TOTAL</b>	<b>757,624</b>	<b>-0.4%</b>

### Net Cost

<b>279,692</b>	<b>221,448</b>	<b>(67,330)</b>	<b>TOTAL</b>	<b>(141,178)</b>	<b>-163.8%</b>
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## TIF DISTRICT #11 (THE VILLAGE)

### SUMMARY

Tax Incremental District Number 11 is a rehabilitation - conservation, district. The City anticipates making total project expenditures of approximately \$14,789,500 to undertake the projects listed in the Project Plan. The City anticipates completing the projects in five phases. The expenditures include a \$3,926,500 Municipal Revenue Obligation to the developer of the State Street Station project as well as \$2,875,000 in public capital construction costs associated with the State Street Reconstruction project. In addition, a municipal revenue obligation of \$1,438,269 was agreed to for the development of Harmonie Square, a 75,600 square foot mixed use development with 7,350 of ground floor retail, 30-32 apartments and 33 public parking stalls.

As a result of the creation of this district, the City projects that additional land and improvements value of approximately \$27,250,000 will be created as a result of new development, redevelopment, and appreciation in the value of existing properties. This additional value will be a result of the improvements made and projects undertaken within the District.

In 2022 a term sheet with the Mandel Company was approved that would result in a multi-family building with 130 rental apartments, 20% of which shall be designated as affordable. A portion of the project would be constructed on the public Blanchard Street parking lot which would be replaced with a 120-space parking structure. The Developer and the City of Wauwatosa have estimated that the taxable value of the Project is expected to be in excess of \$22,100,000.

Incremental value increased 13% to \$40,705,300. The 12/31/2023 fund balance is estimated to be \$36,921.



### 2022 CHANGES

- No significant changes.

### 2023 CHANGES

- A Transfer to Capital for \$3,230,000 which represents the City's contribution towards the parking structure is included but is offset by the same amount in bond proceeds.

- Consulting services increase \$46,500 to pay for a parking study of the Village to help determine how parking in the new parking structure and surrounding area should be organized.
- \$50,000 is included for debt issuance expenses.
- The Transfer to the General Fund is increased \$10,000 as an offset for the loss of revenue from paid parking while the Blanchard Street parking lot is unavailable.
- Property tax increment revenue decreases 5.0% to \$791,147 due to the assumed equalized rate decrease offsetting the increase in value.

TIF #11					
Expenditures					
2021	2022	2022		2023	2023 / 2022
Actual	Adopted Budget	Revised	Name	Budget	% of Change
150	150	150	Operating Expenses	150	0.0%
16,707	1,648	164,748	Services	98,595	5882.7%
420,776	420,777	420,777	Fixed Charges	420,603	0.0%
-	-	-	Capital Outlay	-	0.0%
137,213	137,713	137,713	Transfers	3,376,062	2351.5%
<b>574,846</b>	<b>560,288</b>	<b>723,388</b>	<b>TOTAL</b>	<b>3,895,410</b>	<b>595.3%</b>
Revenues					
2021	2022	2022		2023	% of
Actual	Adopted Budget	Revised	Name	Budget	Change
756,677	753,283	753,283	Taxes	791,147	5.0%
15,068	15,068	9,600	InterGov Revenues	9,600	-36.3%
168	800	1,800	Miscellaneous	-	-100.0%
-	-	-	Other Sources	3,230,000	0.0%
<b>771,913</b>	<b>769,151</b>	<b>764,683</b>	<b>TOTAL</b>	<b>4,030,747</b>	<b>424.1%</b>
Net Cost					
<b>(197,067)</b>	<b>(208,863)</b>	<b>(41,295)</b>	<b>TOTAL</b>	<b>(135,337)</b>	<b>-35.2%</b>

## TIF DISTRICT #12 – MAYFAIR HOTEL

The District is created as a “Rehabilitation - conservation District”. The City anticipates making total project expenditures of approximately \$19,700,000 to undertake the projects listed in this Project Plan.

As a result of the creation of this District, the City projects that additional land and improvements value of approximately \$53,000,000 will be created as a result of new development, redevelopment, and appreciation in the value of existing properties. This additional value will be a result of the improvements made and projects undertaken within the District.



The primary development at this time is the rehabilitation of the former 12-story US Bank building into a 196 room Renaissance Hotel with an estimated value of \$31,175,000. The City provided a Municipal Revenue Obligation totaling \$13,843,674 (approximately \$8.8 million present value) towards this project.

This District would be expected to generate sufficient tax increments to recover all project costs by the year 2040; 7 years earlier than the 27 year maximum life of this District.

The 2022 incremental value increased 1.2% to \$24,539,300. The 12/31/23 fund balance is estimated to be negative \$547,691 due to the cash financing of a portion of the North Avenue reconstruction project which will be earned back over time.



### 2022 CHANGES

- No changes

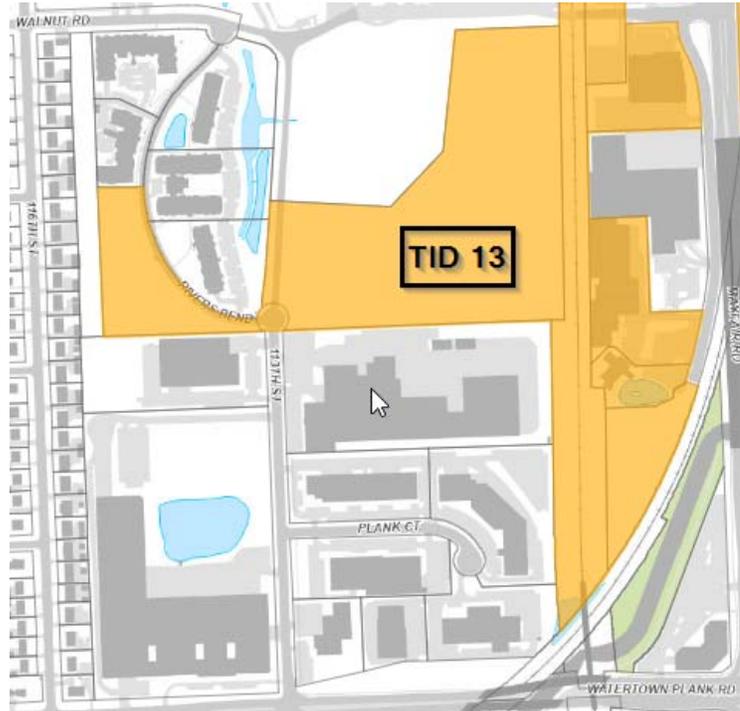
2023 CHANGES

- Increment decreases from \$515,563 to \$476,945 due to the estimated decrease in the equalized tax rate.
- The Transfer to Capital is decreased by \$330,500 as the 2022 budget included a one-time expense for the completed work on North Avenue at Mayfair Road.
- The Municipal Revenue Obligation owed to the Developer is estimated to increase by 7.3% to \$440,070.

TIF #12					
Expenditures					
2021	2022	2022		2023	2023 / 2022
Actual	Adopted Budget	Revised	Name	Budget	% of Change
150	150	150	Operating Expenses	150	0.0%
1,907	1,648	1,648	Services	2,095	27.1%
455,067	410,000	410,000	Fixed Charges	440,070	7.3%
-	-	-	Other Expenses	-	0.0%
-	-	-	Capital Outlay	-	0.0%
14,336	333,000	81,250	Transfers	3,750	-98.9%
<b>471,460</b>	<b>744,798</b>	<b>493,048</b>	<b>TOTAL</b>	<b>446,065</b>	<b>-40.1%</b>
Revenues					
2021	2022	2022		2023	% of
Actual	Adopted Budget	Revised	Name	Budget	Change
283,154	515,563	515,563	Taxes	476,945	-7.5%
-	200	200	Miscellaneous	-	-100.0%
<b>283,154</b>	<b>515,763</b>	<b>515,763</b>	<b>TOTAL</b>	<b>476,945</b>	<b>-7.5%</b>
Net Cost					
<b>188,307</b>	<b>229,035</b>	<b>(22,715)</b>	<b>TOTAL</b>	<b>(30,880)</b>	<b>-113.5%</b>

## TIF DISTRICT #13 – WALNUT ROAD REDEVELOPMENT DISTRICT

Tax Incremental District No. 13 was created in September 2020 comprising approximately 34 acres located between N. Mayfair Road, N. 116<sup>th</sup> Street and W. Walnut Road. The District will be created to pay the costs of infrastructure and developer incentives needed for development. That development initially will include two parcels by Horizon Development Group. In addition to the incremental property value that will be created, the City expects this project will create affordable and workforce housing within the area. This development will contain 71 senior apartments with a mix of 1- and 2-bedroom units renting to residents earning between 30% to 60% of County Median Income (CMI), and an additional 16 apartments will be rented at market rates. Another 14 townhouse-style residences will be developed in separate building as 3 bedroom units catering to the 50% CMI level. This project is estimated to generate \$6.2 million of incremental value.



Future phases are intended to include light manufacturing uses.

The City anticipates the total expenditures required for the entire area to develop are approximately \$40 million which includes costs for soil stabilization and remediation on a former landfill site and railroad underpass. These projects would only be undertaken if future development occurs. The City will expend approximately \$1.9 million for the Walnut Glen development incentive. The District is anticipated to remain open the full 27 years.

2022 increment value increased \$11,141,400, 333% from the prior year due to the nearly all of the Horizon Development occurring in 2021. The 12/31/23 fund balance is projected to be \$47,670.

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### 2022 CHANGES

No significant changes

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### 2023 CHANGES

- Tax increment increases \$212,909 to \$216,544 reflecting the increase in increment due to the construction of the Horizon project.
- A \$133,262 Municipal Revenue Obligation payment is budgeted per the approved Horizon term sheet.

TIF #13					
Expenditures					
2021 Actual	2022 Adopted Budget	2022 Revised	Name	2023 Budget	2023 / 2022 % of Change
150	150	150	Operating Expenses	150	0.0%
1,700	11,248	11,248	Services	2,095	0.0%
-	-	-	Fixed Charges	133,262	0.0%
2,500	2,500	2,500	Transfers	3,750	50.0%
<b>4,350</b>	<b>13,898</b>	<b>13,898</b>	<b>TOTAL</b>	<b>139,257</b>	<b>902.0%</b>
Revenues					
2021 Actual	2022 Adopted Budget	2022 Revised	Name	2023 Budget	2023 / 2022 % of Change
-	3,635	3,635	Taxes	216,544	0.0%
-	<b>3,635</b>	<b>3,635</b>	<b>TOTAL</b>	<b>216,544</b>	<b>5857.2%</b>
Net Cost					
<b>4,350</b>	<b>10,263</b>	<b>10,263</b>	<b>TOTAL</b>	<b>(77,287)</b>	<b>-853.1%</b>

TIF DISTRICT #14 – ABLELIGHT CORNERSTONE VILLAGE DEVELOPMENT

Tax Incremental District No. 14 was created in October 2022 comprising approximately 2 acres located on the southwest corner of North Avenue and Wauwatosa Avenue. The District will be created to pay the costs of development incentives needed through Pay-as-You-Go funding for the construction of a 94-unit apartment and 9,111 square feet of



commercial space to be developed by AbleLight Village and Luther Group. The tenants would include the existing BMO Harris Bank, a retail tenant that would employ individuals with development disabilities and a technology discovery lab that would teach skills to individuals with developmental disabilities throughout the community. In addition, 19 of the apartments will be reserved for individuals with development disabilities affordable at varying levels. This project is estimated to generate \$15.1 million of incremental value.

The project costs included an estimated \$3,350,000 in development incentive issued through a Municipal Revenue Obligation and \$2,826,000 for sidewalk and water main replacement expenses.

Based on the economic feasibility study, the city anticipates the District will generate sufficient tax increment to pay all project costs within 20 of its allowable 27 years.

#### 2022 CHANGES

- As the District was not created until October, no expenses have been charged to the District.

#### 2023 CHANGES

- As the District was created after January 1, 2022, there will be no increment in 2023.
- \$81,300 in services is budgeted for construction and procurement equity monitoring.

TIF #14					
Expenditures					
2021 Actual	2022 Adopted Budget	2022 Revised	Name	2023 Budget	2023 / 2022 % of Change
-	-	-	Operating Expenses	-	0.0%
-	-	361	Services	81,300	0.0%
-	-	-	Fixed Charges	-	0.0%
-	-	-	Transfers	10,000	0.0%
-	-	<b>361</b>	<b>TOTAL</b>	<b>91,300</b>	<b>0.0%</b>
Revenues					
2021 Actual	2022 Adopted Budget	2022 Revised	Name	2023 Budget	2023 / 2022 % of Change
-	-	-	Taxes	-	0.0%
-	-	-	Miscellaneous	-	0.0%
-	-	-	<b>TOTAL</b>	<b>-</b>	<b>0.0%</b>

# BUDGET SUMMARY

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# CITY OF WAUWATOSA

Summary of Receipts & Expenditures for the Years 2020 and 2021,  
Budget Adopted for 2022,  
2022 Estimated and Proposed Budget for 2023

General Fund			2022			2023
	2020 Actual	2021 Actual	Adopted Budget	First 6 Months Actual	Estimated	Adopted Budget
City Tax Rate Per \$ 1,000 of Assessed Valuation						
Debt Service		\$0.92	\$1.14			\$1.25
Library		\$0.40	\$0.41			\$0.42
Parks		0.19	0.12			0.20
Other Municipal Purposes		5.66	5.33			5.35
		\$7.17	\$7.00			\$7.21
		=====	=====			=====
<b>General Fund Revenues:</b>						
General Property Taxes	\$ 44,137,620	\$ 45,461,748	\$ 48,693,938	\$ 48,693,938	\$ 48,693,938	\$ 49,978,616
Other Taxes	\$ 1,553,651	\$ 2,292,107	\$ 1,809,181	\$ 978,783	\$ 2,090,181	\$ 2,270,335
Intergovernmental Revenues	\$ 6,900,103	\$ 7,025,499	\$ 7,141,089	\$ 2,067,052	\$ 7,587,427	\$ 6,895,629
Licenses & Permits	\$ 1,611,746	\$ 1,773,530	\$ 1,532,035	\$ 1,164,009	\$ 2,162,891	\$ 1,617,385
Fines, Forfeits & Penalties	\$ 838,535	\$ 812,623	\$ 1,062,500	\$ 428,101	\$ 987,500	\$ 1,037,500
Public Charges for Services	\$ 2,705,642	\$ 3,130,577	\$ 2,886,894	\$ 1,654,059	\$ 2,982,015	\$ 3,158,190
Intergovernmental Charges	\$ 1,763,620	\$ 1,766,730	\$ 1,532,788	\$ 56,230	\$ 1,529,788	\$ 1,571,147
Miscellaneous Revenue	\$ 2,222,185	\$ 352,972	\$ 535,024	\$ 400,265	\$ 1,359,790	\$ 2,185,374
Special Charges	\$ 12,694	\$ 23,360	\$ 10,000	\$ 11,160	\$ 16,534	\$ 10,000
<b>TOTAL REVENUES</b>	<b>\$ 61,745,796</b>	<b>\$ 62,639,146</b>	<b>\$ 65,203,449</b>	<b>\$ 55,453,598</b>	<b>\$ 67,410,064</b>	<b>\$ 68,724,176</b>
<b>Other Financing Sources</b>						
Proceeds from Sale of Land	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Proceeds from Long-Term Debt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Transfers From Other Funds &amp; Use of Equity</b>						
Revolving Funds - Net	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Redevelopment Authority	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer from Specail Grant Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer from T.I.F.	\$ 22,500	\$ 42,500	\$ 30,000	\$ -	\$ 30,000	\$ 75,000
Transfer from Water Utility	\$ 1,082,417	\$ 1,095,181	\$ 1,157,200	\$ -	\$ 1,157,200	\$ 1,134,100
Transfer from Special Grant	\$ -	\$ 435,636	\$ 700,000	\$ -	\$ 700,000	\$ 300,000
Appropriated Surplus Applied	\$ -	\$ -	\$ -	\$ -	\$ (448,890)	\$ -
Amortization Fund	\$ -	\$ -	\$ 2,300,000	\$ -	\$ 1	\$ 3,000,000
<b>TOTAL REVENUES, TRANS &amp; USE OF EQUITY</b>	<b>\$62,850,713</b>	<b>\$64,212,463</b>	<b>\$69,390,649</b>	<b>\$55,453,598</b>	<b>\$68,848,375</b>	<b>\$73,233,276</b>
<b>Assessed Valuation Including T. I. F. District</b>						
Real Estate	\$ 6,402,599,200	\$ 6,451,812,300	\$ 7,114,855,700			\$ 7,137,048,600
Personal Property	\$ 241,057,400	\$ 222,388,400	\$ 239,789,100			\$ 202,367,200
Assessed Valuation Including TIF District	\$ 6,643,656,600	\$ 6,674,200,700	\$ 7,354,644,800			\$ 7,339,415,800
Less TIF Incremental Valuation	\$ 382,814,168	\$ 334,536,009	\$ 395,953,680			\$ 411,338,194
Assessed Valuation Excluding TIF District	<u>\$ 6,260,842,432</u>	<u>\$ 6,339,664,691</u>	<u>\$ 6,958,691,120</u>			<u>\$ 6,928,077,606</u>
Equalized Valuation Excluding TIF District	\$ 6,166,167,500	\$ 6,520,258,300	\$ 7,139,586,500			\$ 8,519,107,200

CITY OF WAUWATOSA

Summary of Receipts & Expenditures for the Years 2020 and 2021,  
Budget Adopted for 2020,  
2021 Estimated and Proposed Budget for 2023

General Fund - Continued	2020 Actual	2021 Actual	2022			2023
			Adopted Budget	First 6 Months Actual	Estimated	Adopted Budget
<b>General City Expenditures</b>						
General Government	\$ 5,958,896	\$ 5,743,746	\$ 6,399,343	\$ 2,460,635	\$ 6,988,184	\$ 6,541,457
Public Safety	\$ 33,870,499	\$ 34,002,801	\$ 34,379,596	\$ 14,589,975	\$ 34,441,026	\$ 36,081,994
Public Works	\$ 7,824,099	\$ 7,054,548	\$ 7,769,567	\$ 3,753,844	\$ 8,009,553	\$ 7,877,907
Health And Human Services	\$ 1,659,680	\$ 1,994,382	\$ 2,402,818	\$ 1,024,840	\$ 2,669,350	\$ 2,139,237
Conservation & Development	\$ 2,205,169	\$ 2,362,920	\$ 2,349,584	\$ 999,683	\$ 2,484,187	\$ 2,482,501
Non Department	\$ 264,998	\$ 30,217	\$ 134,971	\$ 18,217	\$ 186,131	\$ 118,959
<b>TOTAL OPERATION &amp; MAINT. EXPENDITURES</b>	<b>\$ 51,783,341</b>	<b>\$ 51,188,614</b>	<b>\$ 53,435,878</b>	<b>\$ 22,847,194</b>	<b>\$ 54,778,431</b>	<b>\$ 55,242,055</b>
<b>Add Transfers To Other Funds &amp; Equity Use</b>						
Amortization Fund	\$ 1,817,000	\$ 244,458	\$ 489,000	\$ 211,685	\$ 489,000	\$ 3,000,000
Reserve for Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service Fund	\$ 4,543,871	\$ 6,341,581	\$ 7,898,267	\$ -	\$ 6,877,265	\$ 8,683,445
Capital	\$ 795,419	\$ 753,139	\$ 3,190,000	\$ 890,000	\$ 1,936,355	\$ 940,000
Parks Reserve	\$ 981,009	\$ 1,329,788	\$ 810,336	\$ -	\$ 810,336	\$ 1,367,764
Library	\$ 2,728,984	\$ 2,777,066	\$ 2,812,238	\$ -	\$ 2,812,238	\$ 2,880,894
Tourism	\$ 67,580	\$ 830,518	\$ 703,930	\$ -	\$ 956,930	\$ 1,056,930
Other Funds	\$ -	\$ 71,564	\$ 151,000	\$ -	\$ 287,820	\$ 151,000
Insurance Reserve Funds	\$ 55,000	\$ 134,902	\$ (100,000)	\$ -	\$ (100,000)	\$ (88,812)
Unappropriated Surplus	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL EXPENDITURES, TRANSFERS, &amp; USE OF EQUITY</b>	<b>\$ 62,772,204</b>	<b>\$ 63,671,630</b>	<b>\$ 69,390,649</b>	<b>\$ 23,948,879</b>	<b>\$ 68,848,375</b>	<b>\$ 73,233,276</b>
<b>Equity Adjustments</b>	<b>\$ 10,842</b>	<b>\$ (415,072)</b>				
<b>Net Changes in Fund Balance</b>	<b>\$ 89,351</b>	<b>\$ 125,761</b>	<b>\$ 0</b>	<b>NA</b>	<b>\$ (0)</b>	<b>\$ (0)</b>
<b>Unexpended Balances - December 31</b>						
Nonspendable	\$ 1,759,065	\$ 1,524,314	\$ 1,759,065	\$ -	\$ 1,524,314	\$ 1,524,314
Restricted	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Assigned	\$ 2,059,217	\$ 2,280,409	\$ 2,059,217	\$ -	\$ 2,280,409	\$ 2,280,409
Unassigned	\$ 21,221,148	\$ 21,360,469	\$ 21,449,323	\$ -	\$ 22,942,472	\$ 22,942,472
City GO Indebtedness as of December 31, 2022	\$ 135,305,000					
Scheduled Debt Retirements	\$ 16,670,000					
Proposed Debt Issue <sup>1</sup>	\$ 17,600,000					
<b>CITY GO INDEBTEDNESS AS OF DECEMBER 31, 2023</b>	<b>\$ 136,235,000</b>					

<sup>1</sup> Estimate as 2023 Capital Budget not yet adopted

**CITY OF WAUWATOSA**

Summary of Receipts & Expenditures for the Years 2020 and 2021,  
Budget Adopted for 2022,  
2022 Estimated and Proposed Budget for 2023

	2020 Actual	2021 Actual	2022			2023
			Adopted Budget	First 6 Months Actual	Estimated	Adopted Budget
<b>Debt Service</b>						
TOTAL REVENUES & TRANSFERS	\$ 10,119,842	\$ 13,103,783	\$ 11,776,623	\$ 714,726	\$ 10,755,621	\$ 11,730,211
TOTAL EXPENSES	\$ 10,292,326	\$ 12,853,131	\$ 11,926,622	\$ 3,023,627	\$ 10,907,120	\$ 11,880,212
<b>NET INCOME (LOSS)</b>	\$ (172,484)	\$ 250,652	\$ (149,999)	\$ (2,308,902)	\$ (151,499)	\$ (150,001)
<b>RESERVE BALANCE - DECEMBER 31</b>	\$ 1,780,294	\$ 2,030,946	\$ 1,730,293	\$	\$ 1,879,447	\$ 1,729,446
<b>C.D.B.G. Program Fund</b>						
TOTAL REVENUES & TRANSFERS	\$ 821,508	\$ 1,974,283	\$ 1,200,000	\$ 234,702	\$ 2,258,630	\$ 1,115,283
TOTAL EXPENSES	\$ 913,923	\$ 1,872,114	\$ 1,200,000	\$ 227,859	\$ 2,258,630	\$ 1,115,283
<b>NET INCOME (LOSS)</b>	\$ (92,415)	\$ 102,169	\$ -	\$ 6,843	\$ -	\$ -
<b>RESERVE BALANCE - DECEMBER 31</b>	\$ (107,729)	\$ (5,560)	\$ -	\$	\$ (5,560)	\$ (5,560)
<b>Revolving Fund</b>						
TOTAL REVENUES & TRANSFERS	\$	\$ 108,082	\$	\$ 27,660	\$ 95,250	\$ 32,000
TOTAL EXPENSES	\$	\$ 35,462	\$	\$ 17,452	\$ 120,961	\$
<b>NET INCOME (LOSS)</b>	\$ -	\$ 72,620	\$ -	\$ 10,208	\$ (25,711)	\$ 32,000
<b>RESERVE BALANCE - DECEMBER 31</b>	\$ -	\$ 72,620	\$ -	\$	\$ 46,909	\$ 78,909
<b>Trust &amp; Agency Fund</b>						
TOTAL REVENUES & TRANSFERS	\$ 307,658	\$ 239,204	\$ -	\$ 17,124	\$ 10,600	\$ 10,600
TOTAL EXPENSES	\$ 53,622	\$ 148,283	\$ -	\$ 33,481	\$ 123,534	\$ 36,000
<b>NET INCOME (LOSS)</b>	\$ 254,036	\$ 90,921	\$ -	\$ (16,357)	\$ (112,934)	\$ (25,400)
<b>RESERVE BALANCE - DECEMBER 31</b>	\$ 557,166	\$ 648,087	\$ 276,406	\$	\$ 535,153	\$ 509,753
<b>Health/Life Insurance Reserve</b>						
TOTAL REVENUES & TRANSFERS	\$ 10,280,757	\$ 10,115,686	\$ 10,945,987	\$ 3,475,719	\$ 10,945,987	\$ 11,087,885
TOTAL EXPENSES	\$ 8,890,726	\$ 10,549,707	\$ 11,023,215	\$ 4,459,140	\$ 11,023,215	\$ 11,114,503
<b>NET INCOME (LOSS)</b>	\$ 1,390,031	\$ (434,021)	\$ (77,228)	\$ (983,420)	\$ (77,228)	\$ (26,618)
<b>RESERVE BALANCE - DECEMBER 31</b>	\$ (22,936,948)	\$ (23,370,969)	\$ (23,448,197)	\$	\$ (23,448,197)	\$ (23,474,815)
<b>CASH BALANCE - DECEMBER 31</b>	\$ 6,520,437	\$ 6,577,581	\$ 6,500,353	\$	\$ 6,500,353	\$ 6,473,735
<b>Dental Insurance Reserve</b>						
TOTAL REVENUES & TRANSFERS	\$ 397,888	\$ 408,458	\$ 397,598	\$ 109,903	\$ 397,598	\$ 414,777
TOTAL EXPENSES	\$ 375,440	\$ 379,988	\$ 397,598	\$ 218,858	\$ 397,598	\$ 414,777
<b>NET INCOME (LOSS)</b>	\$ 22,448	\$ 28,470	\$ -	\$ (108,955)	\$ -	\$ -
<b>RESERVE BALANCE - DECEMBER 31</b>	\$ 211,537	\$ 240,007	\$ 211,765	\$	\$ 240,007	\$ 240,007
<b>General Liability Reserve</b>						
TOTAL REVENUES & TRANSFERS	\$ 404,642	\$ 677,714	\$ 1,302,825	\$ 38,412	\$ 1,302,825	\$ 1,448,216
TOTAL EXPENSES	\$ 688,132	\$ 374,028	\$ 451,644	\$ (142,717)	\$ 526,664	\$ 448,216
<b>NET INCOME (LOSS)</b>	\$ (283,490)	\$ 303,686	\$ 851,181	\$ 181,129	\$ 776,161	\$ 1,000,000
<b>RESERVE BALANCE - DECEMBER 31</b>	\$ 3,518,159	\$ 3,821,845	\$ 4,673,026	\$	\$ 4,598,007	\$ 5,598,007
<b>CASH BALANCE - DECEMBER 31</b>	\$ 2,333,706	\$ 2,637,392	\$ 3,413,553	\$	\$ 3,413,554	\$ 4,413,553
<b>Worker's Compensation Reserve</b>						
TOTAL REVENUES & TRANSFERS	\$ 808,338	\$ 825,852	\$ 816,353	\$ 93,352	\$ 816,353	\$ 856,985
TOTAL EXPENSES	\$ 950,424	\$ 815,334	\$ 816,306	\$ 372,259	\$ 816,306	\$ 847,375
<b>NET INCOME (LOSS)</b>	\$ (142,087)	\$ 10,518	\$ 47	\$ (278,907)	\$ 47	\$ 9,610
<b>RESERVE BALANCE - DECEMBER 31</b>	\$ 551,554	\$ 562,072	\$ 521,253	\$	\$ 562,119	\$ 571,729
<b>Fleet Equipment</b>						
TOTAL REVENUES & TRANSFERS	\$ 3,353,178	\$ 3,456,505	\$ 3,428,579	\$ 1,830,813	\$ 3,428,579	\$ 3,659,152
TOTAL EXPENSES	\$ 3,251,420	\$ 3,454,338	\$ 3,487,209	\$ 1,297,819	\$ 3,934,420	\$ 3,794,604
<b>NET INCOME (LOSS)</b>	\$ 101,758	\$ 2,167	\$ (58,630)	\$ 532,994	\$ (505,841)	\$ (135,452)
<b>RESERVE BALANCE - DECEMBER 31</b>	\$ 475,819	\$ 554,893	\$ 496,263	\$	\$ 49,052	\$ (86,400)
<b>Fleet Capital</b>						
TOTAL REVENUES & TRANSFERS	\$ 930,137	\$ 1,077,851	\$ 1,146,400	\$ 1,036,286	\$ 1,039,900	\$ 1,097,565
TOTAL EXPENSES	\$ 1,661,771	\$ 1,596,569	\$ 1,288,004	\$ 348,429	\$ 753,647	\$ 995,000
<b>NET INCOME (LOSS)</b>	\$ (731,634)	\$ (518,718)	\$ 900,855	\$ 687,857	\$ 286,253	\$ 102,565
<b>RESERVE BALANCE - DECEMBER 31</b>	\$ 531,543	\$ 12,825	\$ 1,187,601	\$	\$ 299,078	\$ 401,643

## CITY OF WAUWATOSA

Summary of Receipts & Expenditures for the Years 2020 and 2021,  
Budget Adopted for 2022,  
2022 Estimated and Proposed Budget for 2023

	2020 Actual	2021 Actual	2022		2023	
			Adopted Budget	6 Month Actual	Estimated	Proposed Budget
<b>Municipal Complex Reserve</b>						
TOTAL REVENUES & TRANSFERS	\$ 931,479	\$ 907,044	\$ 863,983	\$ 431,642	\$ 863,983	\$ 871,568
TOTAL EXPENSES	\$ 1,437,312	\$ 911,629	\$ 864,126	\$ 426,433	\$ 916,743	\$ 1,186,567
<b>NET INCOME (LOSS)</b>	\$ (505,833)	\$ (4,585)	\$ (143)	\$ 5,208	\$ (52,760)	\$ (314,999)
<b>RESERVE BALANCE - DECEMBER 31</b>	\$ 713,200	\$ 708,615	\$ 502,601		\$ 655,854	\$ 340,855
<b>Information Systems Reserve</b>						
TOTAL REVENUES & TRANSFERS	\$ 2,420,245	\$ 2,264,506	\$ 2,347,073	\$ 1,257,065	\$ 2,380,602	\$ 2,250,075
TOTAL EXPENSES	\$ 2,242,873	\$ 2,035,133	\$ 2,347,069	\$ 1,087,825	\$ 2,390,959	\$ 2,248,980
<b>NET INCOME (LOSS)</b>	\$ 177,372	\$ 229,372	\$ 4	\$ 169,240	\$ (10,358)	\$ 1,095
<b>RESERVE BALANCE - DECEMBER 31</b>	\$ 1,632,925	\$ 1,641,457	\$ 1,641,461		\$ 1,631,099	\$ 1,632,194
<b>CASH BALANCE - DECEMBER 31</b>	\$ 646,497	\$ 692,236	\$ 2,333,697		\$ 2,323,335	\$ 3,955,530
<b>Information System Equip</b>						
TOTAL REVENUES & TRANSFERS	\$ 171,842	\$ 226,339	\$ 244,733	\$ 248,288	\$ 244,733	\$ 261,973
TOTAL EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000
<b>NET INCOME (LOSS)</b>	\$ 171,842	\$ 226,339	\$ 244,733	\$ 248,288	\$ 244,733	\$ 236,973
<b>RESERVE BALANCE - DECEMBER 31</b>	\$ 741,722	\$ 968,061	\$ 932,096		\$ 1,212,794	\$ 1,449,767
<b>Public Works Building</b>						
TOTAL REVENUES & TRANSFERS	\$ 467,744	\$ 515,911	\$ 514,344	\$ 259,866	\$ 516,844	\$ 508,451
TOTAL EXPENSES	\$ 429,161	\$ 474,926	\$ 516,815	\$ 194,599	\$ 533,086	\$ 508,321
<b>NET INCOME (LOSS)</b>	\$ 38,583	\$ 40,985	\$ (2,471)	\$ 65,267	\$ (16,242)	\$ 130
<b>RESERVE BALANCE - DECEMBER 31</b>	\$ 2,445,216	\$ 2,400,530	\$ 2,398,059		\$ 2,384,288	\$ 2,384,418
<b>CASH BALANCE - DECEMBER 31</b>	\$ 191,654	\$ 235,595	\$ 2,633,654		\$ 2,619,883	\$ 5,004,300
<b>Public Works Capital</b>						
TOTAL REVENUES & TRANSFERS	\$ 57,459	\$ 94,846	\$ 95,158	\$ 95,158	\$ 95,158	\$ 97,802
TOTAL EXPENSES	\$ -	\$ 9,174	\$ -	\$ 2,717	\$ 6,826	\$ 10,000
<b>NET INCOME (LOSS)</b>	\$ 57,459	\$ 85,672	\$ 95,158	\$ 92,442	\$ 88,332	\$ 87,802
<b>RESERVE BALANCE - DECEMBER 31</b>	\$ 69,045	\$ 154,717	\$ 249,875		\$ 243,049	\$ 330,851
<b>Redevelopment Reserve</b>						
TOTAL REVENUES & TRANSFERS	\$ -	\$ 145,824	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENSES	\$ 454,960	\$ 118	\$ 217	\$ -	\$ 217	\$ 224
<b>NET INCOME (LOSS)</b>	\$ (454,960)	\$ 145,706	\$ (217)	\$ -	\$ (217)	\$ (224)
<b>RESERVE BALANCE - DECEMBER 31</b>	\$ 897,923	\$ 1,043,629	\$ 1,043,412		\$ 1,043,412	\$ 1,043,188
<b>Community Development Authority</b>						
TOTAL REVENUES & TRANSFERS	\$ 455,033	\$ 777	\$ 145,000	\$ 20,335	\$ 145,000	\$ 145,000
TOTAL EXPENSES	\$ 580,299	\$ 675,253	\$ 46,379	\$ 37,541	\$ 63,336	\$ 53,038
<b>NET INCOME (LOSS)</b>	\$ (125,266)	\$ (674,476)	\$ 98,621	\$ (17,206)	\$ 81,664	\$ 91,962
<b>RESERVE BALANCE - DECEMBER 31</b>	\$ 1,504,299	\$ 829,823	\$ 928,444		\$ 911,487	\$ 1,003,449

# CITY OF WAUWATOSA

Summary of Receipts & Expenditures for the Years 2020 and 2021,  
Budget Adopted for 2022,  
2022 Estimated and Proposed Budget for 2023

	2020 Actual	2021 Actual	Adopted Budget	2022		2023 Proposed Budget
				6 Month Actual	Estimated	
<b>Tourism</b>						
TOTAL REVENUES & TRANSFERS	\$ 146,031	\$ 904,001	\$ 728,930	\$ 167,207	\$ 989,625	\$ 1,081,930
TOTAL EXPENSES	\$ 738,203	\$ 567,297	\$ 728,930	\$ 305,333	\$ 750,056	\$ 1,088,446
<b>NET INCOME (LOSS)</b>	\$ (592,172)	\$ 336,704	\$ -	\$ (138,126)	\$ 239,569	\$ (6,516)
<b>RESERVE BALANCE - DECEMBER 31</b>	\$ 266,254	\$ 602,958	\$ 602,958	\$ -	\$ 842,527	\$ 836,011
<b>Special Assesments</b>						
TOTAL REVENUES & TRANSFERS	\$ 647,796	\$ 917,239	\$ -	\$ 395,197	\$ 1,218,307	\$ -
TOTAL EXPENSES	\$ 647,796	\$ 917,239	\$ -	\$ -	\$ 1,218,307	\$ -
<b>NET INCOME (LOSS)</b>	\$ -	\$ -	\$ -	\$ 395,197	\$ -	\$ -
<b>RESERVE BALANCE - DECEMBER 31</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Parks Reserve</b>						
TOTAL REVENUES & TRANSFERS	\$ 1,143,494	\$ 1,776,650	\$ 1,129,697	\$ 171,408	\$ 1,134,502	\$ 1,697,965
TOTAL EXPENSES	\$ 1,700,663	\$ 1,224,689	\$ 1,359,132	\$ 564,109	\$ 1,399,907	\$ 1,834,830
<b>NET INCOME (LOSS)</b>	\$ (557,169)	\$ 551,961	\$ (229,435)	\$ (392,701)	\$ (265,405)	\$ (136,865)
<b>RESERVE BALANCE - DECEMBER 31</b>	\$ 630,836	\$ 1,182,797	\$ 702,376	\$ -	\$ 917,392	\$ 780,527
<b>Library</b>						
TOTAL REVENUES & TRANSFERS	\$ 3,019,936	\$ 3,126,100	\$ 3,076,238	\$ 245,282	\$ 3,080,636	\$ 3,178,928
TOTAL EXPENSES	\$ 3,216,219	\$ 2,994,253	\$ 3,076,238	\$ 1,449,311	\$ 3,080,636	\$ 3,178,928
<b>NET INCOME (LOSS)</b>	\$ (196,283)	\$ 131,848	\$ -	\$ -	\$ -	\$ -
<b>RESERVE BALANCE - DECEMBER 31</b>	\$ 1	\$ 131,849	\$ -	\$ -	\$ -	\$ -
<b>Total Tax Incremental Financing</b>						
TOTAL REVENUES & TRANSFERS	\$ 9,173,467	\$ 7,992,759	\$ 8,947,439	\$ 20,883,031	\$ 20,945,449	\$ 18,806,384
TOTAL EXPENSES	\$ 9,070,283	\$ 7,643,652	\$ 7,423,869	\$ 17,953,062	\$ 21,036,921	\$ 17,916,509
<b>NET INCOME (LOSS)</b>	\$ 103,184	\$ 349,107	\$ 1,523,570	\$ 2,929,969	\$ (91,472)	\$ 889,875
<b>RESERVE BALANCE - DECEMBER 31</b>	\$ 3,696,754	\$ 4,107,253	\$ 5,131,751	\$ -	\$ 4,092,781	\$ 4,982,656
<b>District #6</b>						
TOTAL REVENUES & TRANSFERS	\$ 2,537,202	\$ 2,621,872	\$ 2,561,802	\$ 2,621,237	\$ 14,588,928	\$ 2,573,920
TOTAL EXPENSES	\$ 1,555,448	\$ 1,459,560	\$ 1,407,142	\$ 911,020	\$ 14,770,565	\$ 2,042,224
<b>NET INCOME (LOSS)</b>	\$ 981,755	\$ 1,162,312	\$ 1,154,660	\$ 1,710,217	\$ (181,637)	\$ 531,696
<b>RESERVE BALANCE - DECEMBER 31</b>	\$ 1,596,074	\$ 2,758,386	\$ 3,913,046	\$ -	\$ 2,576,749	\$ 3,108,445
<b>District #7</b>						
TOTAL REVENUES & TRANSFERS	\$ 3,624,290	\$ 3,047,960	\$ 3,287,553	\$ 3,047,749	\$ 3,257,105	\$ 3,632,694
TOTAL EXPENSES	\$ 5,118,917	\$ 4,026,255	\$ 2,775,203	\$ 1,774,845	\$ 3,186,232	\$ 2,713,405
<b>NET INCOME (LOSS)</b>	\$ (1,494,627)	\$ (978,295)	\$ 512,350	\$ 1,272,904	\$ 70,873	\$ 919,289
<b>RESERVE BALANCE - DECEMBER 31</b>	\$ (1,087,880)	\$ (714,804)	\$ (202,454)	\$ -	\$ (643,931)	\$ 275,358

<sup>1</sup> Adjusted for internal loan proceeds that are not included in the audited financial statements

## CITY OF WAUWATOSA

Summary of Receipts & Expenditures for the Years 2020 and 2021,  
Budget Adopted for 2022,  
2022 Estimated and Proposed Budget for 2023

	2020 Actual	2021 Actual	2022		2023	
			Adopted Budget	6 Month Actual	Estimated	Proposed Budget
<b>District #8</b>						
TOTAL REVENUES & TRANSFERS	\$ 716,857	\$ 656,278	\$ 780,492	\$ 655,868	\$ 785,392	\$ 842,518
TOTAL EXPENSES	\$ 424,820	\$ 206,454	\$ 687,381	\$ 198,211	\$ 838,876	\$ 1,733,651
<b>NET INCOME (LOSS)</b>	\$ 292,037	\$ 449,824	\$ 93,111	\$ 457,657	\$ (53,484)	\$ (891,133)
<b>RESERVE BALANCE - DECEMBER 31</b>	\$ 1,591,901	\$ 2,041,725	\$ 2,134,836		\$ 1,988,241	\$ 1,097,108
<b>District #9</b>						
TOTAL REVENUES & TRANSFERS	\$ 277,336	\$ 240,455	\$ 268,693	\$ 240,448	\$ 268,693	\$ 275,392
TOTAL EXPENSES	\$ 251,713	\$ 249,938	\$ 253,361	\$ 193,407	\$ 239,632	\$ 238,751
<b>NET INCOME (LOSS)</b>	\$ 25,623	\$ (9,483)	\$ 15,332	\$ 47,041	\$ 29,061	\$ 36,641
<b>RESERVE BALANCE - DECEMBER 31</b>	\$ 7,328	\$ (2,155)	\$ 13,177		\$ 26,906	\$ 63,547
<b>District #10</b>						
TOTAL REVENUES & TRANSFERS	\$ 1,366,851	\$ 371,126	\$ 760,350	\$ 371,039	\$ 761,250	\$ 6,757,624
TOTAL EXPENSES	\$ 801,305	\$ 650,818	\$ 981,798	\$ 648,318	\$ 693,920	\$ 6,616,446
<b>NET INCOME (LOSS)</b>	\$ 565,546	\$ (279,692)	\$ (221,448)	\$ (277,279)	\$ 67,330	\$ 141,178
<b>RESERVE BALANCE - DECEMBER 31</b>	\$ 715,547	\$ 435,855	\$ 214,407		\$ 503,185	\$ 644,363
<b>District #11</b>						
TOTAL REVENUES & TRANSFERS	\$ 638,640	\$ 771,913	\$ 769,151	\$ 771,905	\$ 764,683	\$ 4,030,747
TOTAL EXPENSES	\$ 592,977	\$ 574,846	\$ 560,288	\$ 465,865	\$ 723,388	\$ 3,895,410
<b>NET INCOME (LOSS)</b>	\$ 45,663	\$ 197,067	\$ 208,863	\$ 306,040	\$ 41,295	\$ 135,337
<b>RESERVE BALANCE - DECEMBER 31</b>	\$ (257,890)	\$ (60,823)	\$ 148,040		\$ (19,528)	\$ 115,809
<b>District #12</b>						
TOTAL REVENUES & TRANSFERS	\$ 12,291	\$ 283,154	\$ 515,763	\$ 283,154	\$ 515,763	\$ 476,945
TOTAL EXPENSES	\$ 310,100	\$ 471,460	\$ 744,798	\$ 433,174	\$ 493,048	\$ 446,065
<b>NET INCOME (LOSS)</b>	\$ (297,809)	\$ (188,306)	\$ (229,035)	\$ (150,020)	\$ 22,715	\$ 30,880
<b>RESERVE BALANCE - DECEMBER 31</b>	\$ (443,283)	\$ (631,589)	\$ (860,624)		\$ (608,874)	\$ (577,994)
<b>District #13</b>						
TOTAL REVENUES & TRANSFERS	\$ -	\$ 1,998,589	\$ 3,635	\$ -	\$ 3,635	\$ 216,544
TOTAL EXPENSES	\$ 15,000	\$ 2,002,939	\$ 13,898	\$ 150	\$ 13,898	\$ 139,257
<b>NET INCOME (LOSS)</b>	\$ (15,000)	\$ (4,350)	\$ (10,263)	\$ (150)	\$ (10,263)	\$ 77,287
<b>RESERVE BALANCE - DECEMBER 31</b>	\$ (15,000)	\$ (19,350)	\$ (29,613)		\$ (29,613)	\$ 47,674
<b>District #14</b>						
TOTAL REVENUES & TRANSFERS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ 77,361	\$ 91,300
<b>NET INCOME (LOSS)</b>	\$ -	\$ -	\$ -	\$ -	\$ (77,361)	\$ (91,300)
<b>RESERVE BALANCE - DECEMBER 31</b>	\$ -	\$ -	\$ -		\$ (77,361)	\$ (168,661)

# CITY OF WAUWATOSA

Summary of Receipts & Expenditures for the Years 2020 and 2021,  
Budget Adopted for 2022,  
2022 Estimated and Proposed Budget for 2023

	2020 Actual	2021 Actual	2022			2023
			Adopted Budget	6 Month Actual	Estimated	Proposed Budget
<b>Hospital Policing</b>						
TOTAL REVENUES & TRANSFERS	\$ 502,455	\$ 1,293,951	\$ 2,075,213	\$ 289,472	\$ 2,075,213	\$ 2,723,532
TOTAL EXPENSES	\$ 492,723	\$ 1,267,277	\$ 2,075,219	\$ 852,469	\$ 2,075,219	\$ 2,723,539
<b>NET INCOME (LOSS)</b>	\$ 9,732	\$ 26,674	\$ (6)	\$ (562,997)	\$ (6)	\$ (7)
<b>RESERVE BALANCE - DECEMBER 31</b>	\$ 9,732	\$ 36,406	\$ 36,400		\$ 36,400	\$ 36,393
<b>Special Grant</b>						
TOTAL REVENUES & TRANSFERS	\$ -	\$ 813,064	\$ 700,000	\$ 23,850,811	\$ 22,805,811	\$ 858,343
TOTAL EXPENSES	\$ -	\$ 813,064	\$ 700,000	\$ 656,696	\$ 22,805,811	\$ 858,343
<b>NET INCOME (LOSS)</b>	\$ -	\$ -	\$ -	\$ 23,194,116	\$ (0)	\$ -
<b>RESERVE BALANCE - DECEMBER 31</b>	\$ -	\$ -	\$ -		\$ (0)	\$ (0)
<b>Water</b>						
TOTAL REVENUES & TRANSFERS	\$ 9,477,865	\$ 9,749,016	\$ 10,202,423	\$ 4,186,328	\$ 10,307,209	\$ 13,435,652
TOTAL EXPENSES	\$ 8,721,811	\$ 9,144,812	\$ 10,227,906	\$ 3,380,497	\$ 9,841,914	\$ 10,868,720
<b>NET INCOME (LOSS)</b>	\$ 756,054	\$ 604,204	\$ (25,483)	\$ 805,832	\$ 465,295	\$ 2,566,932
<b>RESERVE BALANCE - DECEMBER 31</b>	\$ 40,048,627	\$ 40,652,831	\$ 40,627,348		\$ 41,118,126	\$ 43,194,280
<b>CASH BALANCE - DECEMBER 31</b>	\$ 6,603,509	\$ 5,695,157	\$ 4,351,635		\$ 5,768,052	\$ 7,807,284
<b>Sanitary Sewer Reserve</b>						
TOTAL REVENUES & TRANSFERS	\$ 10,190,596	\$ 10,381,545	\$ 10,799,204	\$ 4,994,740	\$ 11,442,392	\$ 11,440,424
TOTAL EXPENSES	\$ 7,719,225	\$ 7,394,695	\$ 9,483,357	\$ 2,434,996	\$ 10,770,744	\$ 9,897,457
<b>NET INCOME (LOSS)</b>	\$ 2,471,371	\$ 2,986,850	\$ 1,315,847	\$ 2,559,744	\$ 671,648	\$ 1,542,967
<b>RESERVE BALANCE - DECEMBER 31</b>	\$ 52,505,558	\$ 55,492,408	\$ 55,663,330		\$ 56,164,056	\$ 57,707,023
<b>CASH BALANCE - DECEMBER 31</b>	\$ 13,946,851	\$ 14,134,485	\$ 17,648,310		\$ 13,470,360	\$ 13,551,309
<b>Storm Water Management Resreve</b>						
TOTAL REVENUES & TRANSFERS	\$ 5,859,075	\$ 6,820,442	\$ 6,109,388	\$ 3,047,398	\$ 6,150,657	\$ 6,414,998
TOTAL EXPENSES	\$ 2,874,098	\$ 2,940,978	\$ 3,955,096	\$ 981,649	\$ 4,056,651	\$ 3,923,097
<b>NET INCOME (LOSS)</b>	\$ 2,984,977	\$ 3,879,463	\$ 2,154,292	\$ 2,065,748	\$ 2,094,006	\$ 2,491,901
<b>RESERVE BALANCE - DECEMBER 31</b>	\$ 40,412,083	\$ 44,291,547	\$ 46,445,839		\$ 46,385,553	\$ 48,877,454
<b>CASH BALANCE - DECEMBER 31</b>	\$ 2,926,264	\$ 3,199,871	\$ 4,306,419		\$ 3,122,900	\$ 3,464,355

# 2023 CONSOLIDATED FEE SCHEDULE

The Consolidated Fee Schedule includes all fees charged by City of Wauwatosa Departments. If a service requested is not included on the schedule, it will be provided at the department's discretion based on the availability of resources and will be charged on an hourly basis at a calculated rate to include salary, benefits and overhead

<b>Administration</b>										
Title	Section	Description	2017	2018	2019	2020	2021	2022	2023	Last Update
<b>Room Rentals</b>										
Upper Civic Center, Full Day (Monday-Friday)	R 95-261	Room Rental (8:30 a.m. - 4:30 p.m.)	\$310.00	\$310.00	\$310.00	\$310.00	\$310.00	\$310.00	\$310.00	2017
Upper Civic Center, Partial Day (Monday-Friday)	R 95-261	Room Rental (4 hour rental time)	\$185.00	\$185.00	\$185.00	\$185.00	\$185.00	\$185.00	\$185.00	2017
Lower Civic Center, Full Day (Monday-Friday)	R 95-261	Room Rental (8:30 a.m. - 4:30 p.m.)	\$400.00	\$400.00	\$400.00	\$400.00	\$400.00	\$400.00	\$400.00	2017
Lower Civic Partial Day (Monday - Friday)	R 95-261	Room Rental (4 hour rental time)	\$240.00	\$240.00	\$240.00	\$240.00	\$240.00	\$240.00	\$240.00	2017
Upper and Lower Civic Center, Full Day (Monday-Friday)	R 95-261	Room Rental (8:30 a.m. - 4:30 p.m.)	\$550.00	\$550.00	\$550.00	\$550.00	\$550.00	\$550.00	\$550.00	2017
Upper and Lower Civic Center, Partial Day (Monday-Friday)	R 95-261	Room Rental (4 hour rental time)	\$330.00	\$330.00	\$330.00	\$330.00	\$330.00	\$330.00	\$330.00	2017
Full Closet Storage Area	R 95-252	Annually	\$40.00	\$40.00	\$40.00	\$40.00	\$40.00	\$40.00	\$40.00	1995
One Shelf Storage Area	R 95-252	Annually	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	1995
Recreation	R95-279	Annually	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	1995
<b>Cable</b>										
Common Council Tape	Unknown	Per Tape	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	2002
Committee of the Whole Tape	Unknown	Per Tape	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	2002
<b>Assessors</b>										
Title	Section	Description	2017	2018	2019	2020	2021	2022	2023	Last Update
Property data (via electronic media)		Entire Property database	\$65.00	\$65.00	\$65.00	\$75.00	\$75.00	\$75.00	\$75.00	2020
Property data (via electronic media)		Standardized Reports				\$25.00	\$25.00	\$25.00	\$25.00	2020
Property data (via electronic media)		Customized Report (query set-up fee)				\$75.00	\$75.00	\$75.00	\$75.00	2020
Property data (via electronic media)		Customized Report				\$25.00	\$25.00	\$25.00	\$25.00	2020
<b>Building &amp; Safety Division</b>										
Title	Section	Description	2017	2018	2019	2020	2021	2022	2023	Last Update
Application Fee	15.02.150	All Permit Applications Without Plan Review	\$55.00	\$55.00	\$55.00	\$55.00	\$55.00	\$55.00	\$55.00	2012
<b>Building Plan Examination &amp; Inspection Fees</b>										
<b>Plan Examination Fees</b>										
Commercial - Addition	15.02.150	Per Plan Set	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	2008
Commercial - Administrative Fee (Agent Municipality)	15.02.150	Wis. Stats. Sec. 101.12 (am)	12% of review fee	2009						
Commercial - New	15.02.150	Per Plan Set	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	2008
Commercial - WI Administrative Code Chapter COMM 2		All commercial plan examination as an "Agent Municipality" "Wis. Stats. Sec. 101.12(am)"								
Commercial Alteration	15.02.150	Per Plan Set	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$150.00	\$150.00	2022
Garages - Commercial	15.02.150	Per Plan Set	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	2008
Garages - Residential	15.02.150	Per Plan Set	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
Minimum Examination Fee	15.02.150	Per Plan Set Not Listed Below	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
Multi-Family & Condominiums	15.02.150	Minimum Charge Plus Per Unit	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	2008
Multi-Family & Condominiums	15.02.150	Per Unit	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	2008
One & Two Family-Dwellings - Additions & Alterations	15.02.150	Per Plan Set	\$80.00	\$80.00	\$80.00	\$80.00	\$80.00	\$80.00	\$80.00	1997
One & Two-Family Dwellings - New	15.02.150	Per Plan Set	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	2008
<b>Building Inspection Fees</b>										

# 2023 CONSOLIDATED FEE SCHEDULE

The Consolidated Fee Schedule includes all fees charged by City of Wauwatosa Departments. If a service requested is not included on the schedule, it will be provided at the department's discretion based on the availability of resources and will be charged on an hourly basis at a calculated rate to include salary, benefits and overhead

<b>Building &amp; Safety Division</b>										
<b>Title</b>	<b>Section</b>	<b>Description</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Last Update</b>
Minimum Inspection Fee	15.02.150	Flat Rate	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
Commercial - New & Additions	15.02.150	Per Square Foot	\$0.28	\$0.28	\$0.28	\$0.28	\$0.28	\$0.30	\$0.30	2022
Commercial (Manufacturing or Industrial Buildings)	15.02.150	Per Square Foot	\$0.24	\$0.24	\$0.24	\$0.24	\$0.24	\$0.30	\$0.30	2022
Commercial Alterations	15.02.150	Per \$1,000 Estimated Const.Cost	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	2008
Decks	15.02.150	Flat Rate	\$80.00	\$80.00	\$80.00	\$80.00	\$80.00	\$80.00	\$80.00	2008
Early Start - Footings and Foundations	15.02.150	Residential - Flat Rate	\$175.00	\$175.00	\$175.00	\$175.00	\$175.00	\$175.00	\$175.00	2008
Early Start - Footings and Foundations	15.02.150	Commercial - Flat Rate	\$225.00	\$225.00	\$225.00	\$225.00	\$225.00	\$500.00	\$500.00	2022
Garages - Commercial	15.02.150	Per Square Foot (minimum \$250)	\$0.06	\$0.06	\$0.06	\$0.06	\$0.06	\$0.06	\$0.06	2008
Garages - Residential	15.02.150	Per Square Foot	\$0.30	\$0.30	\$0.30	\$0.30	\$0.30	\$0.30	\$0.30	2008
Moving Buildings	15.02.150	Minimum Charge Plus Square Footage	\$175.00	\$175.00	\$175.00	\$175.00	\$175.00	\$175.00	\$175.00	2008
Moving Buildings	15.02.150	Per Square Foot	\$0.06	\$0.06	\$0.06	\$0.06	\$0.06	\$0.06	\$0.06	2008
Multi-Family & Condominiums	15.02.150	Per Square Foot	\$0.30	\$0.30	\$0.30	\$0.30	\$0.30	\$0.30	\$0.30	2008
One & Two-Family Dwellings	15.02.150	Per Square Foot	\$0.30	\$0.30	\$0.30	\$0.30	\$0.30	\$0.30	\$0.30	2008
Other Alterations & Repairs	15.02.150	Per \$1,000 Estimated Const.Cost	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	2008
Razing Buildings	15.02.150	Minimum Charge (\$1,200 max.)	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
Razing Buildings	15.02.150	Per Square Foot	\$0.06	\$0.06	\$0.06	\$0.06	\$0.06	\$0.06	\$0.06	2008
Residential Alterations	15.02.150	Per \$1,000 Estimated Const.Cost	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	2008
Residing, Reroofing, Fences & Pools	15.02.150	Flat Rate	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
Storage Sheds & Accessory Buildings > 100 sq. ft.	15.02.150	Flat Rate	\$80.00	\$80.00	\$80.00	\$80.00	\$80.00	\$80.00	\$80.00	2022
<b>Miscellaneous Fees</b>										
Appeal to Board of Building and Fire Code Appeals	15.02.150	Flat Rate	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	2008
Bee/Chicken Keeping Fee	9.04.050	Per household fee (one time fee)	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2016
Bee/Chicken Keeping Renewal	9.04.050	Annual Renewal fee	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	2016
Code Compliance Inspection	15.02.150	Per Category	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	1998
File Reports	15.02.150	Flat Rate	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	2008
Inspections - Non Business Hours	15.02.150	Per Hour	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	2008
Land Conservation Fund Fee	24.25.040	Per Square Foot	\$0.20	\$0.20	\$0.20	\$0.20	\$0.20	\$0.20	\$0.20	2005
No Call For Final Inspection - 15 Days of Completion	15.02.150	Flat Rate	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	2008
<b>Recording Charge</b>								Cost + \$10	Cost + \$10	2022
Reinspection Fee-Code Corrections	15.02.150	Each	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	1997
State Seal 1 & 2 Family Dwellings	15.02.150	Flat Rate	Cost + \$10	2008						
<b>Electrical Plan Examination &amp; Inspection Fees</b>										
<b>Plan Examination Fees</b>										
Minimum Examination Fee	15.02.150	Per Plan Set	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
Commercial - New	15.02.150	Per Plan Set	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	2008
Commercial Additions & Alterations	15.02.150	Per Plan Set	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	2008
<b>Electrical Inspection Fees</b>										
Minimum Inspection Fee	15.02.150	Flat Rate	\$70.00	\$70.00	\$70.00	\$70.00	\$70.00	\$70.00	\$70.00	2013
Appliances - Direct Wired	15.02.150	Per Appliance	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	2008
Devices (Switches, receptacles, sensors, etc.)	15.02.150	Each	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	2008
Feeders - 30 amps or larger	15.02.150	Each	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	2013
Fuel Dispensing Pumps	15.02.150	Each	\$40.00	\$40.00	\$40.00	\$40.00	\$40.00	\$40.00	\$40.00	2008

# 2023 CONSOLIDATED FEE SCHEDULE

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<b>Building &amp; Safety Division</b>										
<b>Title</b>	<b>Section</b>	<b>Description</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Last Update</b>
Generators - 1 & 2 Family Residence	15.02.150	Flat Rate	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
Generators - Commercial	15.02.150	Per Kilowatt	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	2013
Low Voltage Devices	15.02.150	Per Unit	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	2013
Luminaires - Direct Wired	15.02.150	Per Fixture	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00	2008
Mechanical - 1 & 2 Family Heating & Cooling Systems	15.02.150	Each	\$70.00	\$35.00	\$35.00	\$35.00	\$35.00	\$35.00	\$35.00	2018
Mechanical - Commercial Heating & Cooling Systems	15.02.150	Each	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
Motors - Each up to 1 Horsepower	15.02.150	Flat Rate	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
Motors - Over 1 Horsepower	15.02.150	Per Horsepower	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00	2008
Outlets	15.02.150	Each	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	2008
Services - 0 through 200 amps	15.02.150	Each	\$70.00	\$70.00	\$70.00	\$70.00	\$70.00	\$100.00	\$100.00	2022
Services - 201 through 1000 amps	15.02.150	Each	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	2013
Services - Each additional 1000 amps	15.02.150	Per 1000 Amps	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	2008
Signal or Communications Devices	15.02.150	Per Unit	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	2013
Signs	15.02.150	Flat Rate	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
Single Install of a 1&2 Family Appliance or Sump Pump	15.02.150	Flat Rate	\$35.00	\$35.00	\$35.00	\$35.00	\$35.00	\$35.00	\$35.00	2013
Swimming Pools, Hot Tubs, Spas & Whirlpools	15.02.150	Each	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
Temporary Services	15.02.150	Each	\$70.00	\$70.00	\$70.00	\$70.00	\$70.00	\$70.00	\$70.00	2013
Transformer, Rectifier, Reactor, Capacitor	15.02.150	\$1.00 per kilowatt (\$300.00 maximum)	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	2015
Utilization Equipment - Direct Wired	15.02.150	Each	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
<b>Miscellaneous Fees</b>										
Appeal to Board of Examiners	15.02.150	Flat Rate	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	2008
File Reports	15.02.150	Flat Rate	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	2008
Inspections-Non Business Hours	15.02.150	Per Hour	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	2008
License - New	15.02.150	Flat Rate	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	2008
License - Renewal	15.02.150	Flat Rate	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	2008
Maintenance License Examination	15.02.150	Per Exam	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	2008
No Call For Final Inspection - 15 Days of Completion	15.02.150	Flat Rate	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	2008
Reinspection Fee-Code Corrections	15.02.150	Each	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	2011
<b>Erosion Plan Examination &amp; Inspection Fees</b>										
<b>Plan Examination Fees</b>										
Commercial - New	15.02.120	Per Plan Set	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	2008
Commercial Additions & Alterations	15.02.120	Per Plan Set	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	2008
Disturbing Unimproved Land	15.02.120	Per Plan Set	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	2008
Minimum Examination Fee	15.02.150	Per Plan Set	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
Multi-Family & Condominiums	15.02.120	Per Plan Set	\$225.00	\$225.00	\$225.00	\$225.00	\$225.00	\$250.00	\$250.00	2022
One & Two Family-Dwellings - Additions & Alterations	15.02.120	Per Plan Set	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
One & Two-Family Dwellings - New	15.02.120	Per Plan Set	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
<b>Erosion Inspection Fees</b>										
Commercial - New	15.02.120	Per 1000 sq. ft. of disturbed area	\$8.00	\$8.00	\$8.00	\$8.00	\$8.00	\$8.00	\$8.00	2008
Commercial Additions & Alterations	15.02.120	Per 1000 sq. ft. of disturbed area	\$8.00	\$8.00	\$8.00	\$8.00	\$8.00	\$8.00	\$8.00	2008
Disturbing Unimproved Land	15.02.120	Per 1000 sq. ft. of disturbed area	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$8.00	\$8.00	2022
Maximum Inspection Fee	15.02.120		\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	2008

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<b>Building &amp; Safety Division</b>										
<b>Title</b>	<b>Section</b>	<b>Description</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Last Update</b>
Minimum Inspection Fee	15.02.120	Flat Rate	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
Multi-Family & Condominiums	15.02.120	Per 1000 sq. ft. of disturbed area	\$8.00	\$8.00	\$8.00	\$8.00	\$8.00	\$8.00	\$8.00	2008
One & Two Family-Dwellings - Additions & Alterations	15.02.120	Per Lot	\$125.00	\$125.00	\$125.00	\$125.00	\$125.00	\$125.00	\$125.00	2008
One & Two-Family Dwellings - New	15.02.120	Per Lot	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$125.00	\$125.00	2022
<b>Miscellaneous Fees</b>										
Appeal to Board of Public Works	15.02.120	Flat Rate	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	2008
File Reports	15.02.120	Flat Rate	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	2008
Inspections - Non Business Hours	15.02.120	Per Hour	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	2008
No Call For Final Inspection - 15 Days of Completion	15.02.120	Flat Rate	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	2008
Reinspection Fee-Code Corrections	15.02.120	Each	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	1997
<b>Mechanical Plan Examination &amp; Inspection Fees</b>										
<b>Plan Examination Fees</b>										
Commercial - New	15.02.120	Per Plan Set	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	2008
Commercial Additions & Alterations	15.02.120	Per Plan Set	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
Garages - Commercial	15.02.120	Per Plan Set	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
Minimum Examination Fee	15.02.120	Per Plan Set	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
One & two family	15.02.120	Per Plan Set	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
<b>Mechanical Inspection Fees</b>										
Commercial & Ind. Exh. Hoods and Exh. Systems	15.02.120	Per Unit	\$125.00	\$125.00	\$125.00	\$125.00	\$125.00	\$125.00	\$125.00	2008
Cooling Systems	15.02.120	Minimum Per Unit (36,000 BTU Max.)	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
Cooling Systems > 36,000 BTU (3 Tons)	15.02.120	Per 12,000 BTU's (\$1,000 Max.)	\$16.00	\$16.00	\$16.00	\$16.00	\$16.00	\$16.00	\$16.00	2008
Ductwork and Distributions systems	15.02.120	Minimum Charge first 4,000 square ft.	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
Ductwork and Distributions systems	15.02.120	Per 100 square feet	\$1.70	\$1.70	\$1.70	\$1.70	\$1.70	\$1.70	\$1.70	2008
Heating Systems	15.02.120	Minimum Per Unit (150,000 BTU Max.)	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
Heating Systems > 150,000 BTU	15.02.120	Per 50,000 BTU's (\$1,000 Max.)	\$16.00	\$16.00	\$16.00	\$16.00	\$16.00	\$16.00	\$16.00	2008
Minimum Inspection Fee	15.02.120	Flat Rate	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
Wood Burning Appliances and Fireplaces	15.02.120	Flat Rate	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
<b>Miscellaneous Fees</b>										
Appeal to Board of Building and Fire Code Appeals	15.02.150	Flat Rate	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	2008
Appeal to BPW for A/C condenser Location	15.02.120	Flat Rate	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	2008
File Reports	15.02.150	Flat Rate	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	2008
Inspections - Non Business Hours	15.02.150	Per Hour	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	2008
No Call For Final Inspection - 15 Days of Completion	15.02.150	Flat Rate	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	2008
Reinspection Fee-Code Corrections	15.02.150	Each	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	1997
<b>Occupancy Inspection &amp; Permit Fees</b>										
Apartments & Hotels	15.02.150	Per Unit	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
Business & Office	15.02.150	Flat Rate	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	2008
Manufacturing	15.02.150	Flat Rate	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	2008
Residences	15.02.150	Flat Rate	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
Temporary Certificate	15.02.150	Flat Rate	\$80.00	\$80.00	\$80.00	\$80.00	\$80.00	\$100.00	\$100.00	2022
<b>Miscellaneous Fees</b>										
Appeal to Board of Examiners	15.02.150	Flat Rate	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	2008

# 2023 CONSOLIDATED FEE SCHEDULE

The Consolidated Fee Schedule includes all fees charged by City of Wauwatosa Departments. If a service requested is not included on the schedule, it will be provided at the department's discretion based on the availability of resources and will be charged on an hourly basis at a calculated rate to include salary, benefits and overhead

<b>Building &amp; Safety Division</b>										
<b>Title</b>	<b>Section</b>	<b>Description</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Last Update</b>
File Reports	15.02.150	Flat Rate	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	2008
Inspections - Non Business Hours	15.02.150	Per Hour	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	2008
No Call For Final Inspection - 15 Days of Completion	15.02.150	Flat Rate	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	2008
Reinspection Fee-Code Corrections	15.02.150	Each	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	1997
<b>Plumbing Plan Review &amp; Inspection Fees</b>										
<b>Plan Examination Fees</b>										
Commercial	15.02.150	Per Plan Set	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	2008
Minimum Examination Fee	15.02.150	Per Plan Set	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
One & Two-Family Dwellings	15.02.150	Per Plan Set	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
<b>Plumbing Inspection Fees</b>										
Capping or Sealing Water or Sewer Laterals or Outlets	15.02.150	Flat Rate	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
Failure to obtain well or well pump permit	15.02.150	Double the fees set forth								2008
Fire Protection Supply	15.02.150	Flat Rate (First 100 ft.)	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
Fire Protection Supply > 100 ft.	15.02.150	Per Foot	\$0.55	\$0.55	\$0.55	\$0.55	\$0.55	\$0.55	\$0.55	2008
Fixtures	15.02.150	Each	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	2008
Gas Piping New & Extensions	15.02.150	\$10.00/outlet	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	2017
Inspection of Meter Pit	15.02.150	Flat Rate	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
Lawn Sprinkler Systems	15.02.150	Flat Rate	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
Minimum Inspection Fee	15.02.150	Flat Rate	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
New Sewer Connection (Storm or Sanitary)	15.02.150	Each Connection	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
Repairs to any Storm, Sanitary or Water Lateral	15.02.150	Flat Rate	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
Sanitary or Storm Sewer from Curb to Building	15.02.150	Flat Rate (First 100 ft.)	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
Sanitary or Storm Sewer from Curb to Building > 100 ft.	15.02.150	Per Foot	\$0.55	\$0.55	\$0.55	\$0.55	\$0.55	\$0.55	\$0.55	2008
Sanitary or Storm Sewer from Main to Curb	15.02.150	Flat Rate (First 100 ft.)	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
Sanitary or Storm Sewer from Main to Curb > 100 ft.	15.02.150	Per Foot	\$0.55	\$0.55	\$0.55	\$0.55	\$0.55	\$0.55	\$0.55	2008
Single Install of a 1&2 Family Fixture or Sump Pump	15.02.150	Flat Rate	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	2008
Water Distribution System New or Replacement	15.02.150	Flat Rate	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
Water Supply from Curb or Lot Line to Building	15.02.150	Flat Rate (First 100 ft.)	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
Water Supply from Curb or Lot Line to Building > 100 ft.	15.02.150	Per Foot Over 100	\$0.55	\$0.55	\$0.55	\$0.55	\$0.55	\$0.55	\$0.55	2008
Water Supply from Main to Curb or Lot Line	15.02.150	Flat Rate (First 100 ft.)	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
Water Supply from Main to Curb or Lot Line > 100 ft.	15.02.150	Per Foot	\$0.55	\$0.55	\$0.55	\$0.55	\$0.55	\$0.55	\$0.55	2008
Water-Cooled Air Conditioning Unit	15.02.150	Flat Rate	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
Well Abandonment	15.02.150	Flat Rate	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
Well Operation	15.02.150	Yearly User's Fee	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$30.00	\$30.00	2022
Well or Well Pump	15.02.150	Flat Rate	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
<b>Miscellaneous Fees</b>										
Appeal to Board of Public Works	15.02.150	Flat Rate	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	1998
File Reports	15.02.150	Flat Rate	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	2008
Inspections-Non Business Hours	15.02.150	Per Hour	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	2008
No Call For Final Inspection - 15 Days of Completion	15.02.150	Flat Rate	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	2008
Reinspection Fee-Code Corrections	15.02.150	Each	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	1997
<b>Prop. Maint. &amp; Sign Permit Fees</b>										

# 2023 CONSOLIDATED FEE SCHEDULE

The Consolidated Fee Schedule includes all fees charged by City of Wauwatosa Departments. If a service requested is not included on the schedule, it will be provided at the department's discretion based on the availability of resources and will be charged on an hourly basis at a calculated rate to include salary, benefits and overhead

<b>Building &amp; Safety Division</b>										
Title	Section	Description	2017	2018	2019	2020	2021	2022	2023	Last Update
<b>Plan Examination Fees</b>										
Face Change	15.14.110	Each	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
Minimum Examination Fee	15.14.110	Per Plan Set	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
Permanent Signs	15.14.110	Each	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	2008
Sandwich Boards	15.14.110	Each	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
Temporary Signs	15.14.110	Each	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
<b>Inspection Fees</b>										
Billboards (Conditional Use)	15.14.110	Each	\$350.00	\$350.00	\$350.00	\$350.00	\$350.00	\$350.00	\$350.00	2015
Face Change	15.14.110	Each	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
Minimum Inspection Fee	15.14.110	Flat Rate	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
Permanent Signs	15.14.110	Each	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	2008
Sandwich Boards	15.14.110	Each	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	2008
Temporary Signs	15.14.110	Each	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
<b>Miscellaneous Fees</b>										
Admin Charge - Property Maintenance							\$100.00	\$100.00	\$100.00	2021
Appeal to Sign Appeals Board	15.14.110	Flat Rate	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	2008
File Reports	15.14.110	Flat Rate	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	2008
Inspections-Non Business Hours	15.14.110	Per Hour	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	2008
Property Maintenance- Reinspection Fee (1st)	15.32.70	Each	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2013
Property Maintenance- Reinspection Fee (2nd)			\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	2015
Property Maintenance- Reinspection Fee (3rd)			\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	2013
Property Maintenance- Reinspection fee (4th & all subsequent)			\$400.00	\$400.00	\$400.00	\$400.00	\$400.00	\$400.00	\$400.00	2015
Reinspection Fee-Code Corrections	15.14.110	Each	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	1998
<b>Weights and Measures Fees</b>										
Liquid Measure Device	15.00	Per port or meter	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	2008
Scales	15.00	Each	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	2008
Scanner	15.00	Each	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	2008
<b>Building &amp; Safety - Deletions</b>										
Trac Lighting, Plug-in Strip, Wireways, Busways, etc.	15.02.150	Per Foot	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$0.00	\$0.00	2022
Overhanging Signs	15.14.110	Each	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$0.00	\$0.00	2022
<b>City Clerks Office</b>										
Title	Section	Description	2017	2018	2019	2020	2021	2022	2023	Last Update
Absentee Ballot Log	Fee Res.	Per ward	\$7.00	\$7.00	\$7.00	\$7.00	\$7.00	\$7.00	\$7.00	2011
Absentee Ballot Log	Fee Res.	Entire city (24 wards)	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	2011
Amusement Arcade	Fee Res.		\$160.00	\$160.00	\$160.00	\$175.00	\$175.00	\$175.00	\$175.00	2020
Amusement Device	Fee Res.	Each unit	\$40.00	\$40.00	\$40.00	\$50.00	\$50.00	\$50.00	\$50.00	2020
Amusement Distributor						\$400.00	\$400.00	\$400.00	\$400.00	2020
Background Check			\$10.00	\$10.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	2019
Board of Public Works Special Meeting	Fee Res.	Per special meeting request	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	1998

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<b>City Clerks Office</b>										
<b>Title</b>	<b>Section</b>	<b>Description</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Last Update</b>
Class "B" Sports Clubs	State Law		\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	<1992
Commercial Solid Waste & Recycling Collection & Disposal License	Fee Res.	Per Year	\$60.00	\$60.00	\$65.00	\$80.00	\$80.00	\$80.00	\$80.00	2020
Duplicate copy of license	Fee Res.	Per Copy	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00	2009
Duplicate copy of license renewal form (invoice)	Fee Res.	Per Copy	\$2.00	\$2.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	2019
DVD recording of meeting or hearings	Fee Res.		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	2011
Juke Box	Fee Res.		\$25.00	\$25.00	\$25.00	\$35.00	\$35.00	\$35.00	\$35.00	2020
Late Filing fee - Other license applicants	Fee Res.	Submitted <b>June 1</b> or later - flat rate plus percentage of each license held	\$40 plus 20%	2016						
Late Filing fee, administrative	Fee Res.	Certified letter fee	\$6.50	\$6.50	\$6.50	\$6.50	\$6.50	\$6.50	\$6.50	2011
Liquor - Class "A" Beer	Fee Res.		\$150.00	\$150.00	\$150.00	\$175.00	\$175.00	\$300.00	\$300.00	2022
Liquor - "Class A" Liquor	State Law		\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	<1992
Liquor - Class "B" Beer	State Law		\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	<1992
Liquor - Class "B" Beer and/or Wine, Temporary	State Law		\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	<1992
Liquor - "Class B" Liquor	State Law		\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	<1992
Liquor - "Class B" Liquor Reserve Issuance Fee	State Law		\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	1997
Liquor - Class "B" Premier Economic Development Initial Issuance Fee	State Law		\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	2017
Liquor - "Class C" Wine	State Law		\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	2003
Liquor License (Classes A, B, C) Transfer Fee	State Law		\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	<1992
Liquor License (Classes A, B, C) Amendment to Premises Description Fee	State Law							\$25.00	\$25.00	2022
Maps, City	Fee Res.	Per map	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	2008
Massage Establishment	Fee Res.		\$200.00	\$200.00	\$200.00	\$210.00	\$210.00	\$210.00	\$210.00	2020
Massage Technician	Fee Res.		\$70.00	\$70.00	\$70.00	\$80.00	\$80.00	\$80.00	\$80.00	2020
Massage Technician, Conditional	Fee Res.	Six Month License	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2011
Mobile Food Establishment License	8.32.160	Annual Fee			\$60.00	\$60.00	\$60.00	\$60.00	\$60.00	2019
Mobile Food Establishment License (2nd Vehicle)	8.32.160	Annual Fee			\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	2019
Notary Services for non-city business notarial acts	137.01 State Law	Per Act, per page notarized	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	2017
Operator	Fee Res.	Bartender or Seller	\$50.00	\$50.00	\$50.00	\$55.00	\$55.00	\$55.00	\$55.00	2020
Operator, Provisional	125.185(4)	Bartender or Seller	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	2015
Operator, Temporary	Fee Res.	Person selling beer & liquor at Class B event	\$12.00	\$12.00	\$12.00	\$15.00	\$15.00	\$20.00	\$20.00	2022
Pawnbroker	134.71 State Law		\$210.00	\$210.00	\$210.00	\$210.00	\$210.00	\$210.00	\$210.00	1994
Photo Copies	Unknown	Per Sheet	\$0.25	\$0.25	\$0.25	\$0.25	\$0.25	\$0.25	\$0.25	<1992
Pinball Machine	Fee Res.	Per Machine	\$38.00	\$38.00	\$38.00	\$45.00	\$45.00	\$45.00	\$45.00	2020
Pool Table	Fee Res.	Each Table	\$25.00	\$25.00	\$25.00	\$40.00	\$40.00	\$40.00	\$40.00	2020
Precious Metal and Gem Dealer	134.71		\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	2004
Publication Fee - Original	Fee Res.		\$24.00	\$8.00	\$8.00	\$8.00	\$8.00	\$16.00	\$16.00	2022
Publication Fee - Renewal	Fee Res.		\$12.00	\$8.00	\$8.00	\$8.00	\$8.00	\$8.00	\$8.00	2018
Request for temporary extension of licensed premises, per request	Fee Res.	Licensed premises extension	\$50.00	\$50.00	\$50.00	\$75.00	\$75.00	\$75.00	\$75.00	2020
Rush processing fee		fewer than 3 full business days prior to an event, excluding the event day	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	2017
Second Hand Dealer	134.71		\$27.50	\$27.50	\$27.50	\$27.50	\$27.50	\$27.50	\$27.50	2004
Second Hand Dealer - Mail	134.71		\$165.00	\$165.00	\$165.00	\$165.00	\$165.00	\$165.00	\$165.00	2003
Sidewalk Café Permits	Chapter 6.38	New application fee		\$100.00	\$100.00	\$125.00	\$125.00	\$125.00	\$125.00	2020

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<b>City Clerks Office</b>										
Title	Section	Description	2017	2018	2019	2020	2021	2022	2023	Last Update
Sidewalk Café Permits	Renewal Fees	Class 1 0-100 total area (sq. ft)		\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	2018
Sidewalk Café Permits		Class 2: 101-200 total area (sq ft)		\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2018
Sidewalk Café Permits		Class 3: 201-300 total area (sq ft)		\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	2018
Sidewalk Café Permits		Class 4: 301-400 total area (sq ft)		\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	2018
Sidewalk Café Permits		Class 5: 401-500 total area (sq ft)		\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	2018
Sidewalk Café Permits		Class 6: 501-or greater total area (sq ft)		\$225.00	\$225.00	\$225.00	\$225.00	\$225.00	\$225.00	2018
Sidewalk Sale	Fee Sch.		\$40.00	\$40.00	\$40.00	\$50.00	\$50.00	\$50.00	\$50.00	2020
Special Event Permit Application Fee				\$125.00	\$125.00	\$150.00	\$150.00	\$150.00	\$150.00	2020
Street Vendor License Fee	City Code 6.50	Per location or vehicle	\$60.00	\$60.00	\$60.00	\$60.00	\$60.00	\$60.00	\$60.00	2009
Street Vendor License Fee	City Code 6.50	Per additional location or vehicle	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	2009
Successor Agent	State Law		\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	<1992
Tax Exemption Report	70.337		\$30.00	\$30.00	\$35.00	\$35.00	\$35.00	\$35.00	\$35.00	2019
Theater	Fee Res.	Each Seat (\$75.00 minimum)	\$0.45	\$0.45	\$0.45	\$0.55	\$0.55	\$0.55	\$0.55	2020
Tobacco Products	134.65		\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	1999
Transient Dealer Prec-Stones/Metals	6.54		\$350.00	\$350.00	\$375.00	\$375.00	\$375.00	\$375.00	\$375.00	2019
Used Car Dealer	Fee Res.	Each Lot	\$135.00	\$135.00	\$135.00	\$150.00	\$150.00	\$150.00	\$150.00	2020
Vending Machine (City)			\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	2016
Vending Machine (State)	Fee Res.	Per Machine (does not include cigarette machines)	\$15.00	\$15.00	\$15.00	\$25.00	\$25.00	\$25.00	\$25.00	2020
Vending Machine commissary (State)			\$280.00	\$280.00	\$280.00	\$280.00	\$280.00	\$280.00	\$280.00	2011
Wholesaler license	State Law		\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	<1992
<b>City Clerks - Deletions</b>										
Bed and Breakfast Local Fee (moved to Health in 2018)	Fee Res.		<del>\$120.00</del>	<del>\$225.00</del>						2018
Statement of Real Property Status	Unknown	Statement of real property status w/copy of tax bill	\$40.25							2018
Walk Through of Statement of Real Property Status	Unknown		\$75.00							2018
Bowling Lane	Fee Res.	Each Lane	\$20.00	\$20.00	\$20.00	\$30.00	\$30.00			2020
Dance	Fee Res.		\$90.00	\$90.00	\$90.00	\$100.00	\$100.00			2020
Gun or weapon	Fee Res.		\$135.00	\$135.00	\$135.00	\$150.00	\$150.00			2020
Late filing fee-Operator applicants	Fee Res.	applications received from July 1, through December 31	\$15	\$15	\$15	\$15	\$15			2017
Service Station	Fee Res.		\$60.00	\$60.00	\$60.00	\$75.00	\$75.00	\$75.00		2020
<b>Engineering Services</b>										
Title	Section	Description	2017	2018	2019	2020	2021	2022	2023	Last Update
Bicycle Rack Permit	12.04.062	Per Rack by ordinance in 2018		\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2018
Board of Public Works Application		Application fee for appeal or request						\$100.00	\$100.00	2022
Encroachments	12.42.020	Encroachment into right-of-way	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$100.00	\$100.00	2022
House Numbers	12.38.010	House numbers	\$0.75	\$0.75	\$0.75	\$0.75	\$0.75	\$0.75	\$0.75	1995
Number Racks	12.38.010	Racks for house numbers	\$1.50	\$1.50	\$1.50	\$1.50	\$1.50	\$1.50	\$1.50	1995

# 2023 CONSOLIDATED FEE SCHEDULE

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<b>Engineering Services</b>										
Title	Section	Description	2017	2018	2019	2020	2021	2022	2023	Last Update
Plans	12.04.015	Copies of Plans & Specifications	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	2008
Site Plan Parking Lot Permit Application						\$75.00	\$75.00	\$75.00	\$75.00	2020
Site Plan Parking Lot Review and Construction Administration		Hourly fee for time related to plan review and ensuring compliance with approved site and landscaping plans prior to final occupancy					\$90/Hour	\$90/Hour	\$90/Hour	2021
Street Occupancy			\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	<2004
Street Occupancy - Inspection		Inspection fee charged for field inspections	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	2008
<b>Finance Department</b>										
<i>Formerly known as Controller/Treasurer's Office</i>										
Title	Section	Description	2017	2018	2019	2020	2021	2022	2023	Update
Street Occupancy - Reinspection								\$90.00	\$90.00	2022
Street Occupancy Permit Application - Paving		Application fee	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	<2004
Street Occupancy Permit - Paving - Curb Ramp Design	12.04.060	Hourly fee for time related to review of curb ramp design						\$90/Hour	\$90/Hour	2022
Street Occupancy Permit - Utilities- Linear Excavation & Construction	12.04.060	Review fee per each 300 feet of utility installation						\$75.00	\$75.00	2022
Street Occupancy Permit - Utilities-Linear Excavation & Construction	12.04.060	Fee for preparing specific Terms & Conditions						\$75.00	\$75.00	2022
Street Occupancy Permit - Utilities-Linear Excavation & Construction	12.04.060	Review fee for structures associated with pipeline installation. Fee on a per each structure basis.						\$75.00	\$75.00	2022
Street Occupancy Permit - Other								\$75.00	\$75.00	2022
Street Occupancy Permit Application - Storage in the ROW	12.04.060	Permit for storage of dumpster in the street	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	2002
Street Occupancy Permit-Additional fee if obtained after work started	12.04.060		\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	1999
Floodplain Development Permit Application		Application fee for a floodplain development permit						\$180.00	\$180.00	2022
Damage Repairs		20% administrative fee on invoices for damage repairs	20.00%	20.00%	20.00%	20.00%	20.00%	20.00%	20.00%	2014
GCS Tax roll data (via electronic media)		GCS Tax Roll data	\$75.00	NA	NA	NA	NA	NA	NA	2016
Pre-collection Tax Roll Data			\$225.00	NA	NA	NA	NA	NA	NA	2018
<b>Returned Check Fee (paper and electronic)</b>									<b>\$30.00</b>	<b>2023</b>
Statement of Real Property Status-Individual	Unknown	Statement of real property status w/copy of tax bill		\$45.00	\$45.00	\$45.00	\$45.00	\$45.00	\$45.00	2018
Statement of Real Property Status-Subscription		per search		\$40.00	\$40.00	\$40.00	\$40.00	\$40.00	\$40.00	2018
Statement of Real Property Status-Subscription		per 25 searches		\$1000.00	\$1000.00	\$1000.00	\$1000.00	\$1000.00	\$1000.00	2018
Tax Amount Requests (Individual Parcels) Electronic Media		0-100 parcels	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2014
Tax Amount Requests (Individual Parcels) Electronic Media		each additional 100 parcels	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2014
Tax Data-Customized Reports		Flat fee is in addition to data acquisition charges		\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2018
Tax Data-GCS Generic Data Dump - Priority		within 10 days of finalization of tax roll		\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	2018
Tax Data-Standard GCS Reports				\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2018
Walk-Through of Statement of Real Property Status	Unknown			\$80.00	\$80.00	\$80.00	\$80.00	\$80.00	\$80.00	2018
<b>Dog and Cat Licenses</b>										
March 31 or less than 6 months old or within 30 days of Tosa residency	Fee Res.	Male/Female - Unaltered	\$24.00	\$24.00	\$24.00	\$24.00	\$24.00	\$24.00	\$24.00	2009
March 31 or less than 6 months old or within 30 days of Tosa residency	Fee Res.	Male/Female - Altered	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	2009
If 5 months of age after July 1st of license year and unaltered	Fee Res.	Male/Female - Unaltered	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	2009
If 5 months of age after July 1st of license year and altered	Fee Res.	Male/Female - altered	\$6.00	\$6.00	\$6.00	\$6.00	\$6.00	\$6.00	\$6.00	2009
Late fee for unaltered	Fee Res.		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	2009
Late fee for altered	Fee Res.		\$6.00	\$6.00	\$6.00	\$6.00	\$6.00	\$6.00	\$6.00	2009
Replace lost tag	Fee Res.		\$0.25	\$0.25	\$0.25	\$0.25	\$0.25	\$0.25	\$0.25	2001

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<b>Fire Department</b>										
<b>Title</b>	<b>Section</b>	<b>Description</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Last Update</b>
Annual Fire Inspection Fee	14.28.080	Residential (Living unit) 3-4 Family	\$7.50	\$7.50	\$7.50	\$7.50	\$7.50	\$7.50	\$7.50	2009
Annual Fire Inspection Fee		Residential (Living unit) >5 Family	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	2009
Annual Fire Inspection Fee	14.28.080	Hotels & Motels - per room	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	2009
Annual Fire Inspection Fee		Commercial & Industrial - Under 1,000 sq. ft.	\$31.25	\$31.25	\$31.25	\$31.25	\$31.25	\$31.25	\$31.25	2009
Annual Fire Inspection Fee		Commercial & Industrial - 1,001 to 5,000 sq. ft.	\$37.50	\$37.50	\$37.50	\$37.50	\$37.50	\$37.50	\$37.50	2009
Annual Fire Inspection Fee		Commercial & Industrial - 5,001 to 25,000 sq. ft.	\$62.50	\$62.50	\$62.50	\$62.50	\$62.50	\$62.50	\$62.50	2009
Annual Fire Inspection Fee		Commercial & Industrial - 25,001 to 100,000 sq. ft.	\$125.00	\$125.00	\$125.00	\$125.00	\$125.00	\$125.00	\$125.00	2009
Annual Fire Inspection Fee		Commercial & Industrial - 100,001 to 500,000 sq. ft.	\$312.50	\$312.50	\$312.50	\$312.50	\$312.50	\$312.50	\$312.50	2009
Annual Fire Inspection Fee		Commercial & Industrial - 500,000 to 1,000,000 sq.ft.	\$562.50	\$562.50	\$562.50	\$562.50	\$562.50	\$562.50	\$562.50	2009
Annual Fire Inspection Fee		Commercial & Industrial - Over 1,00,000 sq. ft.	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	2009
Annual Fire Inspection Fee		Tax Exempt Place of Assembly - 0 to 50 capacity	\$31.25	\$31.25	\$31.25	\$31.25	\$31.25	\$31.25	\$31.25	2009
Annual Fire Inspection Fee		Tax Exempt Place of Assembly - 51 to 100 capacity	\$62.50	\$62.50	\$62.50	\$62.50	\$62.50	\$62.50	\$62.50	2009
Annual Fire Inspection Fee		Tax Exempt Place of Assembly - 101 and over capacity	\$137.50	\$137.50	\$137.50	\$137.50	\$137.50	\$137.50	\$137.50	2009
Annual Fire Inspection Fee		Day Care Facilities - 0 to 20 capacity	\$31.25	\$31.25	\$31.25	\$31.25	\$31.25	\$31.25	\$31.25	2009
Annual Fire Inspection Fee		Day Care Facilities - 21 to 40 capacity	\$62.50	\$62.50	\$62.50	\$62.50	\$62.50	\$62.50	\$62.50	2009
Annual Fire Inspection Fee		Day Care Facilities - Over 41 capacity	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	2009
Annual Fire Inspection Fee	14.28.080	Health Care Facilities per inpatient occupancy - based on max	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	2009
Annual Fire Inspection Fee	14.28.080	Schools - per school	\$145.00	\$145.00	\$145.00	\$145.00	\$145.00	\$145.00	\$145.00	1999
Annual Fire Inspection Fee	14.28.080	monasteries - per unit	\$6.25	\$6.25	\$6.25	\$6.25	\$6.25	\$6.25	\$6.25	2009
Blasting Permit	14.28.080		\$110.00	\$110.00	\$110.00	\$110.00	\$110.00	\$110.00	\$110.00	2013
Bonfires, outside burning	14.24.070	Fee for bonfires	\$70.00	\$70.00	\$70.00	\$70.00	\$70.00	\$70.00	\$70.00	2013
Cutting & Welding	14.28.080	Temporary use of L.P. or acetylene products for cutting or welding (1 day)	\$35.00	\$35.00	\$35.00	\$35.00	\$35.00	\$35.00	\$35.00	2013
Cutting & Welding		7 days	\$70.00	\$70.00	\$70.00	\$70.00	\$70.00	\$70.00	\$70.00	2013
Cutting & Welding		30 days	\$135.00	\$135.00	\$135.00	\$135.00	\$135.00	\$135.00	\$135.00	2013
Cutting & Welding		Monthly renewal fee per month	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
Cutting & Welding		Renewal per month, max 6 months								
Explosive Transportation Permit	14.28.080	To transport explosives or blasting agents	\$70.00	\$70.00	\$70.00	\$70.00	\$70.00	\$70.00	\$70.00	2013
Fire Alarm Permit	14.28.080	Dwelling	\$70.00	\$70.00	\$70.00	\$70.00	\$70.00	\$70.00	\$70.00	2013
Fire Department Service Fee - Special Events (Fire Engine)		Apparatus-per hour		\$91.00	\$91.00	\$91.00	\$91.00	\$91.00	\$91.00	2018
Fire Department Service Fee - Special Events (Fire Engine)		Crew-per hour		\$93.00	\$93.00	\$93.00	\$93.00	\$93.00	\$93.00	2018
Fire Department Service Fee - Special Events (Paramedic Unit)		Apparatus-per hour		\$41.50	\$41.50	\$41.50	\$41.50	\$41.50	\$41.50	2018
Fire Department Service Fee - Special Events (Paramedic Unit)		Crew-per hour		\$62.43	\$62.43	\$62.43	\$62.43	\$62.43	\$62.43	2018
Fire Department Service Fee - Special Events (Single Paramedic)		Apparatus-per hour		\$14.30	\$14.30	\$14.30	\$14.30	\$14.30	\$14.30	2018
Fire Department Service Fee - Special Events (Single Paramedic)		Crew-per hour		\$31.21	\$31.21	\$31.21	\$31.21	\$31.21	\$31.21	2018
Fire System Installation	14.28.080	For installation of detection and suppression systems other than automatic sprinkler systems, first 10 fixtures	\$135.00	\$135.00	\$135.00	\$135.00	\$135.00	\$135.00	\$135.00	2013
Fire System Installation		Each additional fixture	\$3.50	\$3.50	\$3.50	\$3.50	\$3.50	\$3.50	\$3.50	2008
Fireworks Permit	14.28.080		\$110.00	\$110.00	\$110.00	\$110.00	\$110.00	\$110.00	\$110.00	2013
First aid hose stations & standpipe connections	14.28.080	Fees for the installation of new standpipe system. First six (6) connections	\$135.00	\$135.00	\$135.00	\$135.00	\$135.00	\$135.00	\$135.00	2013
First aid hose stations & standpipe connections		Per additional connection	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	2008
First aid hose stations & standpipe connections		Standpipe system flow test per hour or fraction thereof	\$85 per hour	2013						

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<b>Fire Department</b>										
<b>Title</b>	<b>Section</b>	<b>Description</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Last Update</b>
Gaseous Storage Permit	14.28.080	Propane or other gaseous storage site fee	\$40.00	\$40.00	\$40.00	\$40.00	\$40.00	\$40.00	\$40.00	1997
Gaseous Storage Permit		<100 gallons no fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	<1992
Gaseous Storage Permit		100 - 1,000 gallons	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	2008
Gaseous Storage Permit		Per each 1,000 gallons	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	<1992
Motor Vehicle Exhibition	14.28.080	First three vehicles	\$90.00	\$90.00	\$90.00	\$90.00	\$90.00	\$90.00	\$90.00	2013
Motor Vehicle Exhibition		Every Additional vehicle	\$40.00	\$40.00	\$40.00	\$40.00	\$40.00	\$40.00	\$40.00	2008
Permit Fee Application	14.28.080	Fire permit application prior to permit issuance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	2013
Permit for storage & handling of flammable / combustible fluids	14.28.080	Storage, handling or use of flammable & combustible liquids	\$70.00	\$70.00	\$70.00	\$70.00	\$70.00	\$70.00	\$70.00	2013
Permit Re-Inspection Fee	14.28.080	Fee for re-inspection - administrative	\$70.00	\$70.00	\$70.00	\$70.00	\$70.00	\$70.00	\$70.00	2008
Roofing Activities Using Hot Tar	14.28.080	Hot Roofing	\$35.00	\$35.00	\$35.00	\$35.00	\$35.00	\$35.00	\$35.00	2013
Roofing Activities Using Hot Tar		7 days	\$70.00	\$70.00	\$70.00	\$70.00	\$70.00	\$70.00	\$70.00	2013
Roofing Activities Using Hot Tar		30 days	\$135.00	\$135.00	\$135.00	\$135.00	\$135.00	\$135.00	\$135.00	2013
Roofing Activities Using Hot Tar		Monthly renewal fee per month (max 6 months)	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
Sprinkler System Fee	14.28.080	Fees for the installation of new sprinkler system & for additions and alterations. For the first 250 heads.	\$135.00	\$135.00	\$135.00	\$135.00	\$135.00	\$135.00	\$135.00	2013
Sprinkler System Fee		For each additional 100 or fraction thereof	\$35.00	\$35.00	\$35.00	\$35.00	\$35.00	\$35.00	\$35.00	2008
Tank Modification Permit (City)	14.28.080	Modification of any flammable or combustible tank system - per system	\$135.00	\$135.00	\$135.00	\$135.00	\$135.00	\$135.00	\$135.00	2013
Tank Modification Permit (State)	14.28.080	State Fee +< 1,100 gallons	\$195.00	\$195.00	\$195.00	\$195.00	\$195.00	\$195.00	\$195.00	2013
Tank Modification Permit (State)	14.28.080	State Fee 1,101-48,000	\$410.00	\$410.00	\$410.00	\$410.00	\$410.00	\$410.00	\$410.00	2013
Tank Modification Permit (State)	14.28.080	State Fee 48,001-80,000	\$485.00	\$485.00	\$485.00	\$485.00	\$485.00	\$485.00	\$485.00	2013
Tank Modification Permit (State)	14.28.080	State Fee 80,001-120,000	\$665.00	\$665.00	\$665.00	\$665.00	\$665.00	\$665.00	\$665.00	2013
Tank Modification Permit (State)	14.28.020	State Fee > 120,000 gallons	\$995.00	\$995.00	\$995.00	\$995.00	\$995.00	\$995.00	\$995.00	2013
Tank Removal Permit	14.28.080	Tank removal or abandonment - per tank	\$135.00	\$135.00	\$135.00	\$135.00	\$135.00	\$135.00	\$135.00	2013
Tent Permit		400 sq ft or greater		\$35.00	\$35.00	\$35.00	\$35.00	\$35.00	\$35.00	2018
Tent Permit		after hours inspection/testing		\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2018
Tent Permit		re-inspection fee		\$70.00	\$70.00	\$70.00	\$70.00	\$70.00	\$70.00	2018
Tent Permit	14.28.080	Required for tents in excess of 400 sq. ft. per tent	\$35.00	\$35.00	\$35.00	\$35.00	\$35.00	\$35.00	\$35.00	2008
Variance/Waiver Fee	14.28.080	Fee for variance, waiver or position statement	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	2013
<b>Paramedic/Rescue Squad Fees</b>										
Adenosine			\$99.63	\$99.63	\$99.63	\$99.63	\$99.63	\$99.63	\$99.63	2017
Alarm Fee for response to false alarm	14.28.120	(1-2 responses)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	2012
Alarm Fee for response to false alarm	14.28.120	(3-4 responses)	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	2013
Alarm Fee for response to false alarm	14.28.120	(5+ responses)	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	2013
ALS supplies			\$88.80	\$88.80	\$88.80	\$88.80	\$88.80	\$88.80	\$88.80	2017
Basic supplies (various)			\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2009
Cervical Immobilization		Includes collar, head bed, backboard	\$125.00	\$125.00	\$125.00	\$125.00	\$125.00	\$125.00	\$125.00	2012
Combi-Tube			\$40.00	\$40.00	\$40.00	\$40.00	\$40.00	\$40.00	\$40.00	1999
CPAP masks			\$49.81	\$49.81	\$49.81	\$49.81	\$49.81	\$49.81	\$49.81	2017
CPR Training Fee		per student training fee	\$70.00	\$70.00	\$70.00	\$70.00	\$70.00	\$70.00	\$70.00	2017
Cyano-kits			\$1000.61	\$1000.61	\$1000.61	\$1000.61	\$1000.61	\$1000.61	\$1000.61	2017
Defibrillation			\$111.54	\$111.54	\$111.54	\$111.54	\$111.54	\$111.54	\$111.54	2017
D-Fibrillator Pads			\$85.00	\$85.00	\$85.00	\$85.00	\$85.00	\$85.00	\$85.00	2006

# 2023 CONSOLIDATED FEE SCHEDULE

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<b>Fire Department</b>										
<b>Title</b>	<b>Section</b>	<b>Description</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Last Update</b>
Disposable Bag Valve Masks			\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	1999
Drugs Group - 3		Morphine, Narcan, Normal Saline	\$53.06	\$53.06	\$53.06	\$53.06	\$53.06	\$53.06	\$53.06	2017
Drugs, Group - 1		Albuteral, Amioderone (30 Mg), Atropine, Benadryl, Heparin Sodium by IV, Lasix, Lidocaine, Ativan, Versed, Sodium Chloride, Solumendrol (up to 40 Mg), Terbutaline, Diazepam, Dextrose 50%, Nitro Spray SL, Normal Saline (capped), D50, D5W	\$35.74	\$35.74	\$35.74	\$35.74	\$35.74	\$35.74	\$35.74	2017
Drugs, Group-2		Calcium Chloride, Epinephrine, (IM or IV, not by Epi- Pen), Dopamine, Lidocaine, Sodium, Bicarbonate	\$41.15	\$41.15	\$41.15	\$41.15	\$41.15	\$41.15	\$41.15	2017
EKG			\$111.54	\$111.54	\$111.54	\$111.54	\$111.54	\$111.54	\$111.54	2017
EMS Supplies (BLS)		Fee for supplies used by providing rescue squad services								
Epinephrine by EPI-PEN			\$106.13	\$106.13	\$106.13	\$106.13	\$106.13	\$106.13	\$106.13	2017
E-Z IO			\$133.10	\$133.10	\$133.10	\$133.10	\$133.10	\$133.10	\$133.10	2017
Fire Extinguisher training		per person training fee	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	2017
Glucagon, up to 1 Mg			\$99.63	\$99.63	\$99.63	\$99.63	\$99.63	\$99.63	\$99.63	2017
Intubation			\$83.38	\$83.38	\$83.38	\$83.38	\$83.38	\$83.38	\$83.38	2017
IV and supplies			\$67.14	\$67.14	\$67.14	\$67.14	\$67.14	\$67.14	\$67.14	2017
Lift Assist Fee		Per lift assist at senior living facility			\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	2019
Mileage (per mile)	R-03-151	Per mile charge	\$17.02	\$17.02	\$17.02	\$17.02	\$17.02	\$17.02	\$17.02	2017
Oxygen and supplies			\$83.38	\$83.38	\$83.38	\$83.38	\$83.38	\$83.38	\$83.38	2017
Oxygen with basic supplies (various)			\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	2009
Paramedic Squad Fee (ALS)		Fee for cost incurred by providing paramedic services								
Paramedic Squad Fee (ALS)		Paramedic service and/or treatment without transport (resident)	\$138.61	\$138.61	\$138.61	\$138.61	\$138.61	\$138.61	\$138.61	2017
Paramedic Squad Fee (ALS)		resident)	\$189.51	\$189.51	\$189.51	\$189.51	\$189.51	\$189.51	\$189.51	2017
Paramedic Squad Fee (ALS)		Non-invasive service and/or treatment without transport (resident)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	2012
Paramedic Squad Fee (ALS)		resident)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	2012
Paramedic Squad Fee (ALS)		Invasive service and/or treatment without transport (resident)	\$138.61	\$138.61	\$138.61	\$138.61	\$138.61	\$138.61	\$138.61	2017
Paramedic Squad Fee (ALS)		Invasive service and/or treatment without transport (non-resident)	\$194.92	\$194.91	\$194.91	\$194.91	\$194.91	\$194.91	\$194.91	2017
Paramedic Squad Fee (ALS)		Paramedic service with transport Level-ALS-1 (resident)	\$769.45	\$1650.00	\$1650.00	\$1650.00	\$1650.00	\$1650.00	\$1650.00	2018
Paramedic Squad Fee (ALS)		Paramedic service with transport Level-ALS-2 (resident)	\$845.75	\$1650.00	\$1650.00	\$1650.00	\$1650.00	\$1650.00	\$1650.00	2018
Paramedic Squad Fee (ALS)		Paramedic service with transport Level-ALS-1 (non- resident)	\$867.41	\$1650.00	\$1650.00	\$1650.00	\$1650.00	\$1650.00	\$1650.00	2018
Paramedic Squad Fee (ALS)		Paramedic service with transport Level-ALS-2 (non- resident)	\$1000.61	\$1650.00	\$1650.00	\$1650.00	\$1650.00	\$1650.00	\$1650.00	2018
Rescue Squad Fee (BLS)-costs incurred by providing rescue services	R-03-151	Mileage Fee (per mile)	\$14.50	\$14.50	\$14.50	\$14.50	\$14.50	\$14.50	\$14.50	2010
Rescue Squad Fee (BLS)-costs incurred by providing rescue services	R-03-151	Resident Transport Fee	\$448.97	\$448.97	\$448.97	\$448.97	\$448.97	\$448.97	\$448.97	2017
Rescue Squad Fee (BLS)-costs incurred by providing rescue services	R-03-151	Non-resident Transport Fee	\$557.54	\$557.54	\$557.54	\$557.54	\$557.54	\$557.54	\$557.54	2017
Solumedrol, 41-125 Mg			\$64.98	\$64.98	\$64.98	\$64.98	\$64.98	\$64.98	\$64.98	2017
Spinal Immobilization			\$138.61	\$138.61	\$138.61	\$138.61	\$138.61	\$138.61	\$138.61	2017
Triage barcode wristbands			\$3.25	\$3.25	\$3.25	\$3.25	\$3.25	\$3.25	\$3.25	2017

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<b>Health Department</b>										
Title	Section	Description	2017	2018	2019	2020	2021	2022	2023	Last Update
HEPA Vac (bag cost)		Bag for vacuum cleaner to clean dust from remodeling to reduce potential lead poisoning.	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	2016
HEPA Vac Rental (per day)		Rental of vacuum cleaner to clean dust from remodeling to reduce potential lead poisoning.	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	2012
Inspection - Health Excessive	Fee-Res	Escalating fee after the first compliance - re-inspection up to \$200 per inspection	\$150.00	\$150.00	\$150.00	\$160.00	\$160.00	\$160.00	\$160.00	2020
Inspection - Health Other (i.e. State traveling ag license)		Per inspection - Events or situations where the health department does not license but needs to inspect	\$30.00	\$30.00	\$30.00	\$40.00	\$40.00	\$40.00	\$40.00	2020
Inspection - Health Preinspection Fee	Fee-Res	first time applicants only	\$365.00	\$365.00	\$365.00	\$375.00	\$375.00	\$375.00	\$375.00	2020
License - Expedited Processing Fee (includes plan review new/remodel & change of owner)		Licenses requested within 3 days of establishment opening or temporary event are subject to additional fee	10% of license fee or \$5 whichever is greater	10% of license fee or \$5 whichever is greater	10% of license fee or \$5 whichever is greater	10% of license fee or \$5 whichever is greater	10% of license fee or \$5 whichever is greater	10% of license fee or \$5 whichever is greater	10% of license fee or \$5 whichever is greater	2015
License - Health Late Fee			10% of license fee or \$5 whichever is greater	10% of license fee or \$5 whichever is greater	10% of license fee or \$5 whichever is greater	10% of license fee or \$5 whichever is greater	10% of license fee or \$5 whichever is greater	10% of license fee or \$5 whichever is greater	10% of license fee or \$5 whichever is greater	2015
TB Skin Tests		Tuberculosis skin testing (routine); and citizens in contact with TB cases								
TB Skin Tests		-Residents	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	2015
TB Skin Tests		-Non Residents	\$40.00	\$40.00	\$40.00	\$40.00	\$40.00	\$40.00	\$40.00	2017
Vaccine - Annual Flu (some grant restrictions on vaccine charges)		Flu vaccination	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	2015
Vaccine - One-time fee (excludes vaccine & administration) - some grant restrictions on vaccine charges		Worksites with 10+ employees	\$50.00 per visit	2016						
Vaccine - State provided (some grant restrictions on vaccine charges)		Residents who meet criteria (Appendix B)	Free	2016						
Vaccine - State provided (some grant restrictions on vaccine charges)		Non-residents who meet criteria (Appendix B)	\$20 / vaccine	2016						
<b>Food and Lodging</b>		<b>Food sales at an organized event such as founders days, community festivals, farmers markets, festivals, fairs, etc. over a single day or multiple days, not necessarily consecutive</b>								
Bed and Breakfast Local Fee	Fee Res.		\$120.00	\$225.00	\$225.00	\$235.00	\$235.00	\$235.00	\$235.00	2020
Food, Temporary Event - Restaurant and Retail Food		Temporary restaurant licenses that allows for multiple (including non-consecutive) days of operations	\$175.00	\$175.00	\$175.00	\$185.00	\$185.00	\$185.00	\$185.00	2020
Food, Temporary Event - Wauwatosa processing retail		multiple (including non-consecutive) days of operations	\$175.00	\$175.00	\$175.00	\$185.00	\$185.00	\$185.00	\$185.00	2016
Retail Food Establishment - Serving Meals: Complex			\$680.00	\$690.00	\$700.00	\$710.00	\$710.00	\$710.00	\$710.00	2020
Retail Food Establishment - Serving Meals: Simple			\$360.00	\$370.00	\$380.00	\$390.00	\$390.00	\$390.00	\$390.00	2020
Retail Food Establishment - Serving Meals: Moderate			\$520.00	\$530.00	\$540.00	\$550.00	\$550.00	\$550.00	\$550.00	2020
Retail Food Establishment - Limited Food Service: Pre-packaged			\$200.00	\$210.00	\$220.00	\$230.00	\$230.00	\$230.00	\$230.00	2020
Retail Food Establishment - Not Serving Meals: Complex			\$745.00	\$755.00	\$765.00	\$775.00	\$775.00	\$775.00	\$775.00	2020
Retail Food Establishment - Not Serving Meals: Moderate			\$415.00	\$425.00	\$435.00	\$445.00	\$445.00	\$445.00	\$445.00	2020
Retail Food Establishment - Not Serving Meals: Simple			\$305.00	\$315.00	\$320.00	\$330.00	\$330.00	\$330.00	\$330.00	2020
Retail Food Establishment - Not Serving Meals: Simple			\$170.00	\$180.00	\$190.00	\$200.00	\$200.00	\$200.00	\$200.00	2020
Retail Food Establishment - Not Serving Meals: Pre-packaged			\$140.00	\$150.00	\$160.00	\$170.00	\$170.00	\$170.00	\$170.00	2020
Hotel/Motel - Local - (City fee)	Fee Res.	Per Room	\$8.00	\$8.00	\$8.00	\$9.00	\$9.00	\$9.00	\$9.00	2020
Hotel/Motel - State (100 - 199 Rooms)	Fee Res.	Per Sleeping Room	\$385.00	\$350.00	\$360.00	\$370.00	\$370.00	\$370.00	\$370.00	2020
Hotel/Motel - State (1-30 rooms)	Fee Res.	Per Sleeping Room	\$225.00	\$225.00	\$235.00	\$245.00	\$245.00	\$245.00	\$245.00	2020
Hotel/Motel - State (200+ Rooms)	Fee Res.		\$550.00	\$550.00	\$560.00	\$570.00	\$570.00	\$570.00	\$570.00	2020

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<b>Health Department</b>										
<b>Title</b>	<b>Section</b>	<b>Description</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Last Update</b>
Hotel/Motel - State (31 - 99 Rooms)	Fee Res.	Per Sleeping Room	\$305.00	\$305.00	\$315.00	\$325.00	\$325.00	\$325.00	\$325.00	2020
Micro Market (2 or more)	State Law	Must be in the same building		\$60.00	\$60.00	\$60.00	\$60.00	\$60.00	\$60.00	2018
Micro Market (one)	State Law			\$40.00	\$40.00	\$40.00	\$40.00	\$40.00	\$40.00	2018
Rooming House License	Fee Res.		\$105.00	\$105.00	\$115.00	\$125.00	\$125.00	\$125.00	\$125.00	2020
<b>Other</b>										
Per Waterslide or pool slide in excess of 2 per basin		Permit Fee-Annual	\$150.00	\$150.00	\$155.00	\$165.00	\$165.00	\$165.00	\$165.00	2020
Per Waterslide or pool slide in excess of 2 per basin		Pre-Inspection Fee (once - first time applicants only)	\$150.00	\$150.00	\$155.00	\$165.00	\$165.00	\$165.00	\$165.00	2020
Rooming House License	Fee Res.		\$105.00	\$105.00	\$115.00	\$125.00	\$125.00	\$125.00	\$125.00	2020
Swimming Pool (per pool)		Permit Fee-Annual	\$150.00	\$150.00	\$155.00	\$165.00	\$165.00	\$165.00	\$165.00	2020
Swimming Pool (per pool)		Pre-Inspection Fee (once - first time applicants only)	\$150.00	\$150.00	\$155.00	\$165.00	\$165.00	\$165.00	\$165.00	2020
Water Attraction (Per attraction)		Permit Fee (Annual)	\$175.00	\$175.00	\$180.00	\$190.00	\$190.00	\$190.00	\$190.00	2020
Water Attraction (Per attraction)		Pre-Inspection Fee (once - first time applicants only)	\$175.00	\$175.00	\$180.00	\$190.00	\$190.00	\$190.00	\$190.00	2020
Water Attraction with up to 2 pool slides/waterslides per basin		Permit Fee-Annual	\$250.00	\$250.00	\$255.00	\$265.00	\$265.00	\$265.00	\$265.00	2020
Water Attraction with up to 2 pool slides/waterslides per basin		Pre-Inspection Fee (once - first time applicants only)	\$250.00	\$250.00	\$255.00	\$265.00	\$265.00	\$265.00	\$265.00	2020
<b>Heath Department Deletions</b>										
TB Skin Tests		--on-demand --by appointment only								2017
Food/Restaurant - Additional Area		Additional Area	\$200.00	\$200.00	\$210.00	\$220.00	\$220.00			2020
Mobile Restaurant License						\$175.00	\$175.00			2020
Less than \$20,000	Fee-Res.	No Food Processing, Sells Non-potentially hazardous food, Annual Sales >\$20,000	\$60.00	\$60.00	\$60.00					2017
\$20,001 - \$30,000	Fee-Res.	No Food Processing, Sells Non-potentially hazardous food, Annual Sales \$20,001 - \$30,000	\$115.00	\$115.00	\$145.00					2017
\$30,001 - \$100,000	Fee-Res.	No Food Processing, Sells Non-potentially hazardous food, Annual Sales \$30,001 - \$100,000	\$150.00	\$150.00	\$150.00					2017
\$100,001 - \$200,000	Fee-Res.	No Food Processing, Sells Non-potentially hazardous food, Annual Sales \$100,001 - \$200,000	\$215.00	\$215.00	\$215.00					2017
\$200,001 - \$1,000,000	Fee-Res.	No Food Processing, Sells Non-potentially hazardous food, Annual Sales \$200,001 - \$1,000,000	\$280.00	\$280.00	\$280.00					2017
Per pool/whirlpool										2017
<b>Library</b>										
<b>Title</b>	<b>Section</b>	<b>Description</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Last Update</b>
Computer Printers	State Statute	Per black and white copy	\$0.10	\$0.10	\$0.10	\$0.10	\$0.10	\$0.10	\$0.10	1982
Computer Printers	State Statute	Per color copy	\$0.25	\$0.25	\$0.25	\$0.25	\$0.25	\$0.25	\$0.25	2006
Fax (Each Additional Page)*						\$1.00	\$1.00	\$1.00	\$1.00	<2014
Fax (First Page)*						\$1.75	\$1.75	\$1.75	\$1.75	<2014
Non-county Resident Access Card	State Statute	Access Card for non-county residents	\$100.00	\$100.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	2019
Overdue Explore Pass Fee		per day, per item						\$10.00	\$10.00	2022
Photocopies	State Statute	per black and white copy	\$0.10	\$0.10	\$0.10	\$0.10	\$0.10	\$0.10	\$0.10	1982

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<b>Library</b>										
Title	Section	Description	2017	2018	2019	2020	2021	2022	2023	Last Update
Photocopies	State Statute	per color copy			\$0.25	\$0.25	\$0.25	\$0.25	\$0.25	2019
Replacement Item Fee	State Statute	Actual cost of item	\$2.50	\$2.50	Item Cost	2019				
Sale Bags - Canvas								\$7.25	As Marked	2023
Sale Bags - Plastic*						\$0.75	\$0.75	\$0.75	As Marked	2023
Sale Books & Other Items	State Statute	Used and Donated Items: Books, Magazines, CD's, DVD's, etc. - Priced as marked	\$0.50	\$0.50	\$0.50	\$1.00	\$1.00	As Marked	As Marked	2022
Sale Earphones*						\$2.00	\$2.00	\$2.00	As Marked	2023
Sale USB Drive*						\$6.00	\$6.00	\$6.00	As Marked	2023
*Not included in versions of fee schedule prior to 2020										
<b>Library Deletions</b>										
Overdue Fees	State Statute	Per day per item - \$5.00 ceiling	\$0.20	\$0.20	\$0.20	\$0.20	\$0.20	\$0.20	\$0.20	2013
Overdue Laptop Fee		per hour						\$1.00	\$1.00	2022
Overdue DVD Fees		Per day per item	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$0.20		2022
Replacement Library Card*						\$0.25	\$0.25	\$0.00		2022
<b>Municipal Court</b>										
Title	Section	Description	2017	2018	2019	2020	2021	2022	2023	Last Update
Audio Recording of court session			\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	<2014
Certified copy of disposition			\$2.00	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00	2014
Copies		Black and White Copies	\$0.25	\$0.25	\$0.25	\$0.02	\$0.02	\$0.02	\$0.02	2020
Copies		Color Copies				\$0.05	\$0.05	\$0.05	\$0.05	2020
Record Requests - Bulk		\$35 plus \$5 per 1,000 records	\$35.00	\$35.00	\$35.00	\$35.00	\$35.00	\$35.00	\$35.00	2015
<b>Parks - Facilities Rental</b>										
Title	Section	Description	2017	2018	2019	2020	2021	2022	2023	Last Update
<b>HALL RENTALS</b>										
*4 hour minimum rental required for Booking Window A or B; 8 hour minimum rental required for Booking Window C.										
** Half rate rentals allowed to Wauwatosa Civic Groups (defined below) or renters with 10 or more rentals of the same room in the same calendar year.										
Entire building (excluding non-rental areas)	R2 97-60	Full day (10:00am-10:00pm) - Resident & Non-Resident	\$2,300.00	\$2,300.00	\$2,450.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	2020
Firefly Room	R2 97-60	Hourly rate, <del>4 hour minimum</del> - Resident & Non Resident*	\$150.00	\$150.00	\$45.00	\$45.00	\$45.00	\$45.00	\$45.00	2019
Firefly Room	R2 97-60	Full day (10:00am-10:00pm) - Resident & Non-Resident	\$300.00	\$300.00	\$315.00	\$315.00	\$315.00	\$315.00	\$450.00	2023
Firefly Room and Kitchen	R2 97-60	Hourly rate, <del>4 hour minimum</del> , Resident & Non Resident*	\$300.00	\$300.00	\$65.00	\$65.00	\$65.00	\$65.00	\$65.00	2019
Firefly Room and Kitchen	R2 97-60	Full day (10:00am-10:00pm) - Resident & Non-Resident	\$450.00	\$450.00	\$455.00	\$455.00	\$455.00	\$455.00	\$650.00	2023
Garden Room	R2 97-60	Hourly rate, <del>4 hour minimum</del> - Resident & Non Resident*			\$45.00	\$45.00	\$45.00	\$45.00	\$45.00	2019
Garden Room	R2 97-60	Full day (10:00am-10:00pm) - Resident & Non-Resident	\$300.00	\$300.00	\$315.00	\$315.00	\$315.00	\$315.00	\$450.00	2023
Picnic Area - Large (non-refundable)	R2 97-60	Full Day (10:00am - 10:00pm) - Resident	\$300.00	\$300.00	\$350.00	\$350.00	\$350.00	\$350.00	\$350.00	2019
Picnic Area - Small (non-refundable)	R2 97-60	Full Day (10:00am - 10:00pm) - Resident and Non-Resident	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	2017

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<b>Parks - Facilities Rental</b>										
Title	Section	Description	2017	2018	2019	2020	2021	2022	2023	Last Update
Picnic Area - Farmers Market Event	R2 97-60	Hourly rate							\$6.25	2023
Riverview Room	R2 97-60	Hourly rate, <b>4-hour minimum</b> - Resident	\$300.00	\$300.00	\$80.00	\$80.00	\$80.00	\$80.00	\$80.00	2019
Riverview Room	R2 97-60	Hourly rate, <b>4-hour minimum</b> - Non-Resident	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	2015
Riverview Room	R2 97-60	Full Day (10:00am - 10:00pm) - Resident	\$550.00	\$550.00	\$560.00	\$560.00	\$560.00	\$560.00	\$800.00	2023
Riverview Room	R2 97-60	Full Day (10:00am - 10:00pm) - Non-Resident	\$750.00	\$750.00	\$700.00	\$700.00	\$700.00	\$700.00	\$1000.00	2023
Root Commons	R2 97-60	Hourly rate, Resident & Non Resident					\$10.00	\$10.00	\$10.00	2021
Rotary Stage	R2 97-60	Half day, 0-5 hours, Resident & Non-Resident				\$250.00	\$250.00	\$250.00	\$250.00	2020
Rotary Stage	R2 97-60	Half day, 0-5 hours, Non-Profit				\$180.00	\$180.00	\$180.00	\$180.00	2020
Rotary Stage	R2 97-60	Full day, more than 5 hours, Resident & Non-Resident				\$400.00	\$400.00	\$400.00	\$400.00	2020
Rotary Stage	R2 97-60	Full day, more than 5 hours, Non-Profit				\$300.00	\$300.00	\$300.00	\$300.00	2020
Tosa Room	R2 97-60	Hourly rate, <b>4-hour minimum</b> , Resident *	\$750.00	\$750.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	2019
Tosa Room	R2 97-60	Hourly rate, <b>4-hour minimum</b> , Non-Resident *	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	2019
Tosa Room	R2 97-60	Full Day (10:00am - 10:00pm) - Resident	\$1,300.00	\$1,300.00	\$1,400.00	\$1,400.00	\$1,400.00	\$1,400.00	\$2,000.00	2023
Tosa Room	R2 97-60	Full Day (10:00am - 10:00pm) - Non-Resident	\$1,700.00	\$1,700.00	\$1,750.00	\$1,750.00	\$1,750.00	\$1,750.00	\$2,500.00	2023
Barricade Delivery & Removal - Park Facilities Event	7.64	1-25 barricades delivered & picked up by DPW							\$120.00	2023
Barricade Rental - Park Facilities Event	7.64	Fee per barricade							\$2.00	2023
Refuse/Recycling Delivery and Removal - Park Facilities Event	7.64	Up to 6 refuse and 6 recycle carts delivered by DPW							\$120.00	2023
Refuse/Recycling Delivery and Removal - Park Facilities Event	7.64	Up to 12 refuse and 12 recycle carts delivered by DPW							\$180.00	2023
Refuse/Recycling Cart Rental - Park Facilities Event	7.64	Fee per garbage or recycling cart							\$5.00	2023
DPW Labor Rate - Straight Time	7.64	DPW Labor Rate - Straight Time (2 hour minimum)							\$45.00	2023
DPW Labor Rate - Overtime	7.64	DPW Labor Rate - Overtime (2 hour minimum)							\$67.50	2023
DPW Labor Rate - Double Time	7.64	DPW Labor Rate - Double Time (2 hour minimum)							\$90.00	2023
<b>ATHLETIC FACILITIES</b>										
Chestnut St Commons Athletic Field (Light Athletics Only)		Per Hour				\$20.00	\$20.00	\$20.00	\$20.00	2020
Field & Track Rate (Non Wauwatosa School District-WSD)		Per Hour				\$125.00	\$125.00	\$125.00	\$125.00	2020
Field & Track Rate - WSD		Per Hour				\$85.00	\$85.00	\$85.00	\$85.00	2020
Field & Track practice field - WSD	R2 97-60	Per Day	\$85.00	\$85.00	\$85.00	\$85.00	\$85.00	\$85.00	\$100.00	2023
Field & Track Weekday Morning Half Rate	R2 97-60	Per Hour, Monday-Friday, 7:00am-12:00pm							\$50.00	2023
Locker-Shower Rooms (Non-WSD)	R2 97-60	Hourly rate for any additional use	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	2011
Locker-Shower Rooms (Practice) - WSD	R2 97-60	Flat Fee	\$85.00	\$85.00	\$85.00	\$85.00	\$85.00	\$85.00	\$85.00	2011
Locker-Shower Rooms (Non-Practice) - WSD	R2 97-60	Flat Fee							\$250.00	2023
Locker-Shower Rooms - WSD	R2 97-60	Hourly rate for any additional use	\$85.00	\$85.00	\$85.00	\$85.00	\$85.00	\$85.00	\$85.00	2011
Scoreboard with Operator	R2 97-60	Per Hour Rate (3 Hour Minimum)	\$80.00	\$80.00	\$80.00	\$80.00	\$80.00	\$80.00	\$80.00	2010
Stadium Lights	R2 97-60	Per Hour	\$25.00	\$25.00	\$25.00	\$35.00	\$35.00	\$35.00	\$35.00	2020
Press Box	R2 97-60	Flat Rate	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2011
Stadium Rental-Non WSD		Per Hour	\$225.00	\$225.00	\$225.00	\$225.00	\$225.00	\$225.00	\$240.00	2023
Stadium Rental-WSD		Per Hour	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$205.00	2023
Wauwatosa Youth Sports (defined below***) Stadium Field	R2 97-60	Per Hour							\$80.00	2023
Ball Diamond (includes use of diamond, bases put out)										
Ball Diamond - All Other Renters	R2 97-60	Per Hour	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	2012
Ball Diamond - WSD	R2 97-60	Per Hour	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	2012

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<b>Parks - Facilities Rental</b>										
Title	Section	Description	2017	2018	2019	2020	2021	2022	2023	Last Update
Diamond prep performed during regular work hours (no guarantee for condition)	R2 97-60	Flat Rate	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	2015
Diamond prep prepared during overtime hours	R2 97-60	Flat Rate	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	2015
Softball Diamond Lights	R2-97-60	Per Hour				\$35.00	\$35.00	\$35.00	\$35.00	2020
Tennis Reservation Fee - Residents & Non Residents -Singles	R2 97-60	Per hour/per court - rate before tax	\$6.00	\$6.00	\$6.00	\$6.00	\$8.00	\$8.00	\$8.00	2021
Tennis Reservation Fee - Leagues - Residents & Non Residents	R2 97-60	Per hour/per court - 2 court minimum - rate before tax	\$8.00	\$8.00	\$8.00	\$8.00	\$8.00	\$8.00	\$8.00	2017
Tennis Reservation Fee - <b>WSD</b>	R2 97-60	Per hour/per court	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00	2011
Sand Volleyball Court Fee - Residents & Non Residents	R2 97-60	Per hour/per court -rate before tax	\$12.00	\$12.00	\$12.00	\$15.00	\$15.00	\$15.00	\$15.00	2020
Post Event Clean-up Fine		Flat Fee Per Outdoor Rental Event When Venue Not Returned Clean							\$1000.00	2023
**Civic Group is defined as a community-based company, club, committee, association, corporation, or any other organization or group of persons acting in concert which is composed of persons who are members thereof on a voluntary basis and which is primarily established to further educational, charitable, religious, cultural, or local economic development purposes.										
***Wauwatosa Youth Sports Organization is defined as a nonprofit organization who is based in the City of Wauwatosa and at least 50% of the organization's participants must be Wauwatosa residents.										
<b>Parks - Deletions</b>										
<b>Field &amp; Track Rate (Other High Schools)</b>		<b>Per Hour-</b>				<b>\$110.00</b>	<b>\$110.00</b>	<b>\$110.00</b>	<b>\$110.00</b>	<b>2020</b>
Riverview Room	R2 97-60	3-Hour Rental	\$175.00							2017
	R2 97-60	Hourly rate	\$60.00							2017
Firefly Room	R2 97-60	3-Hour Rental	\$100.00							2017
	R2 97-60	Hourly rate	\$35.00							2017
Garden Room	R2 97-60	3-Hour Rental	\$100.00							2017
	R2 97-60	Hourly rate	\$35.00							2017
Firefly Room and Kitchen	R2 97-60	Hourly rate	\$100.00	\$100.00						2017
Garden Room	R2 97-60	3-Hour Rental	\$150.00	\$150.00	\$45.00					2019
Park View Room (meetings only, no food allowed)	R2 97-60	3-Hour Rental	\$75.00	\$75.00	\$15.00					2019
Entire first floor	R2 97-60	Hourly rate, 4 hour minimum, Resident	\$1,350.00	\$1,350.00	\$250.00					2019
Entire first floor	R2 97-60	Hourly rate, 4 hour minimum, Non-Resident	\$450.00	\$450.00	\$350.00					2019
Entire first floor	R2 97-60	Full day--Resident	\$2,000.00	\$2,000.00	\$1,750.00					2019
Entire first floor	R2 97-60	Full day--Non-resident	\$2,300.00	\$2,300.00	\$2,450.00					2019
Entire building (excluding non-rental areas)	R2 97-60	Hourly rate, 4 hour minimum, Resident	\$1,500.00	\$1,500.00	\$350.00					2019
Entire building (excluding non-rental areas)	R2 97-60	Hourly rate, 4 hour minimum, Non-Resident	\$500.00	\$500.00	\$450.00					2019
Entire building (excluding non-rental areas)	R2 97-60	Full day--Non-resident	\$2,800.00	\$2,800.00	\$3,150.00					2019
Small Picnic Area (non-refundable)	R2 97-60	Whole Day (Non-Resident)	\$75.00							2017
Large Picnic Area (non-refundable)	R2 97-60	Whole Day (Non-Resident)	\$300.00							2017
Tennis Reservation Fee - Non-Resident-Singles	R2 97-60	Per hour/per court - rate includes tax	\$6.00	\$6.00	\$6.00					2017
Tennis Reservation Fee - Leagues - Non-Resident	R2 97-60	Per hour/per court - 2 court minimum - rate before tax	\$8.00	\$8.00	\$8.00					2017
Sand Volleyball Court Fee - Non-Resident	R2 97-60	Per hour/per court - rate before tax	\$12.00	\$12.00	\$12.00					2017
<b>Park View Room (meetings only, no food allowed)</b>	<b>R2 97-60</b>	<b>Hourly rate, 4 hour minimum, Resident &amp; Non-Resident</b>	<b>\$75.00</b>	<b>\$75.00</b>	<b>\$15.00</b>	<b>\$15.00</b>	<b>\$15.00</b>	<b>\$15.00</b>	<b>\$15.00</b>	<b>2019</b>
<b>Park View Room (meetings only, no food allowed)</b>	<b>R2 97-60</b>	<b>Full day--Resident &amp; non-resident</b>	<b>\$75.00</b>	<b>\$75.00</b>	<b>\$105.00</b>	<b>\$105.00</b>	<b>\$105.00</b>	<b>\$105.00</b>	<b>\$105.00</b>	<b>2019</b>
<b>Field Rate (Non-High School Renters)</b>	<b>R2 97-60</b>	<b>Per Hour-</b>	<b>\$100.00</b>	<b>2011</b>						
<b>Field Rate (Tosa East &amp; Other High Schools)</b>	<b>R2 97-60</b>	<b>Per Hour</b>	<b>\$85.00</b>	<b>2011</b>						
<b>Track Rate (Non-High School Renters)</b>		<b>Per Hour-</b>				<b>\$100.00</b>	<b>\$100.00</b>	<b>\$100.00</b>	<b>\$100.00</b>	<b>2020</b>

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<b>Parks - Facilities Rental</b>										
Title	Section	Description	2017	2018	2019	2020	2021	2022	2023	Last Update
Track Rate (Tosa East & Other High Schools)		Per Hour				\$85.00	\$85.00	\$85.00	\$85.00	2020
Baseball Field Rental (Activities other than Baseball)	R2-97-60	Per hour	\$85.00	\$85.00	\$85.00	\$85.00	\$85.00	\$85.00	\$85.00	2011

<b>Planning</b>										
Title	Section	Description	2017	2018	2019	2020	2021	2022	2023	Last Update
Amendments to planned development application	24.16.050		\$400.00	\$400.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	2019
Appeals to Board of Zoning Appeals	24.16.060	Zoning Appeals	\$250.00	\$250.00	\$350.00	\$350.00	\$350.00	\$350.00	\$350.00	2019
Application for land divisions	24.62.040		\$150.00	\$150.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	2019
Applications for certified survey maps	24.62.010		\$500.00	\$500.00	\$600.00	\$600.00	\$600.00	\$600.00	\$600.00	2019
Applications for conditional uses	24.16.040		\$350.00	\$350.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	2019
Board of Public Works Exception	24.11.010		\$100.00	\$100.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	2019
Final subdivision plat application	17.04.010				\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	2019
Planned development-preliminary	24.16.050		\$1,200.00	\$1,200.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	2019
Planned Unit Development approval extension									\$500.00	2023
Planned developments-final	26.16.050	Up to one-acre	\$800.00	\$800.00	\$1000.00	\$1000.00	\$1000.00	\$1000.00	\$1000.00	2019
Pre-application Meeting									\$150.00	2023
Preliminary subdivision plat application	24.62.010				\$1000.00	\$1000.00	\$1000.00	\$1000.00	\$1000.00	2019
Request for adjournment of Public Hearing	24.62.010		\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	2014
Tax Increment Financing Application Fee			\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	2014
Zoning Letters - specialized	24.62.040		\$100.00	\$100.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	2019
Zoning map amendment application	24.16.030	Zoning district amendment	\$500.00	\$500.00	\$600.00	\$600.00	\$600.00	\$600.00	\$600.00	2019
Zoning text amendment application	24.16.020	Zoning regulation amendment	\$500.00	\$500.00	\$600.00	\$600.00	\$600.00	\$600.00	\$600.00	2019

<b>Police Department</b>										
Title	Section	Description	2017	2018	2019	2020	2021	2022	2023	Last Update
Administrative	Unknown	For Processing of bail collected for other law enforcement agencies	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2017
Alarm	7.08.005	Registration Fee	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	2017
Alarm		Registration Late Fee	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2012
Alarm		Fee for response to false alarm (2 to 3 calls)	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	2017
Alarm		Fee for response to false alarm (4 to 7 calls)	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	2017
Alarm		Fee for response to false alarm (8 + calls)	\$450.00	\$450.00	\$450.00	\$450.00	\$450.00	\$450.00	\$450.00	2017
Bicycle Licenses	11.48.100	Lifetime bicycle license	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	1996
Copies of Audio Cassette Tapes, Videotapes, audio or data CDs	Unknown	Recovery of police time, material	\$25.00	\$25.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	2019
Copies of Reports, per page (bw / color) 2019 rate change reflected in 2020		Recovery of police time, material			.02 / .05	.02 / .05	.02 / .05	.02 / .05	.02 / .05	2019
Copies of Reports - Postage and Handling		Fee may be waived if a self-addressed, stamped envelope is provided by requestor				\$2.00	\$2.00	\$2.00	\$2.00	2020
Fingerprinting (Non-resident)		Fee for fingerprinting of persons required for employment, licensing, adoption, etc. -Per Card (excludes alcohol)	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	2008

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<b>Police Department</b>										
Title	Section	Description	2017	2018	2019	2020	2021	2022	2023	Last Update
Fingerprinting (Resident)		Fee for fingerprinting of persons required for employment, licensing, adoption, etc. -Per Card (excludes alcohol)	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	2008
Handicapped Parking <i>Rate correction (2017) reflected in 2020</i>		If paid within 10 days	\$165.00	\$165.00	\$165.00	\$165.00	\$165.00	\$165.00	\$165.00	2017
Handicapped Parking		If paid after 10 days but before 28 days	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	2017
Handicapped Parking		If paid after 28 days but before 58th day	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	2017
Parking - All Prohibited		If paid within 10 days	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	2017
Parking - All Prohibited		If paid after 10 days but before 28 days	\$55.00	\$55.00	\$60.00	\$60.00	\$60.00	\$60.00	\$60.00	2019
Parking - All Prohibited		If paid after 28 days but before 58th day	\$80.00	\$80.00	\$95.00	\$95.00	\$95.00	\$95.00	\$95.00	2019
Parking - All Prohibited		After 58 days	\$100.00	\$100.00	\$125.00	\$125.00	\$125.00	\$125.00	\$125.00	2019
Police Department Service Fee - Special Events		Parade, march, run/walk, bike/foot race on street or sidewalk. SMALL/MEDIUM EVENTS		\$50.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	2019
Police Department Service Fee - Special Events		Parade, march, run/walk, bike/foot race on street or sidewalk. LARGE EVENTS			\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	2019
Police Department Service Fee - Special Events		Additional fee based on OT								2018
Seller's Permit	6.48.050	Fee for processing and issuance of direct seller's Permit	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	2008
Snow Emergency		If paid within 10 days	\$45.00	\$45.00	\$45.00	\$45.00	\$45.00	\$45.00	\$45.00	2017
Snow Emergency		If paid after 10 days but before 28 days	\$65.00	\$65.00	\$65.00	\$65.00	\$65.00	\$65.00	\$65.00	2017
Snow Emergency		If paid after 28 days but before 58th day	\$90.00	\$90.00	\$90.00	\$90.00	\$90.00	\$90.00	\$90.00	2017
Snow Emergency		After 58 days	\$110.00	\$110.00	\$110.00	\$110.00	\$110.00	\$110.00	\$110.00	2017
Vehicle Towed		Forfeiture plus tow charges								<2014
<b>Public Works Department</b>										
Title	Section	Description	2017	2018	2019	2020	2021	2022	2023	Last Update
Excavations - Price for pavement repairs	12.04.140	Asphalt per square yard	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	2004
Excavations - Price for pavement repairs	12.04.140	Concrete pavement per square yard	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	2004
Excavations - Price for pavement repairs	12.04.140	Concrete base per square yard	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	2004
Excavations - Price for pavement repairs	12.04.140	Brick pavers per square foot	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	2004
Excavations - Price for pavement repairs	12.04.140	Stone-gravel per square yard	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	2004
Excavations - Miscellaneous Maintenance Charges	12.04.140	Concrete sidewalk (includes removal) per square foot	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	2004
Excavations - Miscellaneous Maintenance Charges	12.04.140	Concrete curb and gutter (includes removal) per linear foot	\$130.00	\$130.00	\$130.00	\$130.00	\$130.00	\$130.00	\$130.00	2004
<b>PERMITS:</b>										
Overnight parking in the municipal parking lots		\$2.50 for 1 night, \$5.00 for multiple nights	\$2.50/\$5.00	\$2.50/\$5.00	\$2.50/\$5.00	\$2.50/\$5.00	\$2.50/\$5.00	\$2.50/\$5.00	\$2.50/\$5.00	2009
Overnight parking Hart Park Lane	11.32.300	Monthly permit for Hart Park Lane	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	2015
Special Privilege Permit	12.32.030	Establishment of loading zones (Up to 30 Feet)	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	2008
Special Privilege Permit	12.32.030	Per lineal foot in excess of thirty feet	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	2008
Special Privilege Permit	12.32.030	Installation Fee	@ cost	2008						
Parking Permit for Blanchard St. Lot		Per Quarter (plus tax)	\$45.00	\$45.00	\$45.00	\$45.00	\$45.00	\$45.00	\$45.00	2016
Planting of new tree	12.08.130		\$160.00	\$160.00	\$160.00	\$160.00	\$160.00	\$160.00	\$160.00	2016
Snow Removal Setup Charge	12.24.121	Setup Fee	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	2011
Snow Removal Charge	12.24.120	Per lineal foot up to 30 feet	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	1999
Snow Removal Charge	12.24.120	Per lineal foot in excess of thirty feet	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00	2003

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<b>Public Works Department</b>										
Title	Section	Description	2017	2018	2019	2020	2021	2022	2023	Last Update
Trimming & Brush Removal Setup Charge	12.08.020	Setup Fee							\$120.00	2023
Trimming & Brush Removal Hourly Labor Rate	12.08.020	Per hour							\$45.00	2023
<b>SPECIAL EVENTS:</b>										
Barricade Delivery & Removal - Special Events	12.40.015	Barricades picked up & returned by resident				\$60.00	\$60.00	\$60.00	\$60.00	2020
Barricade Delivery & Removal - Special Events	12.40.015	1-25 barricades delivered & picked up by DPW				\$120.00	\$120.00	\$120.00	\$120.00	2020
Barricade Delivery & Removal - Special Events	12.40.015	More than 25 barricades delivered & picked up by DPW				\$180.00	\$180.00	\$180.00	\$180.00	2020
Barricade Delivery & Removal - Special Events	12.40.015	fee per barricade			\$1.50	\$2.00	\$2.00	\$2.00	\$2.00	2020
Extra Tipping Fee (Garbage & Recycling)		based on actual labor and equipment			actual cost	2019				
Refuse/Recycling Delivery and Removal - Special Events		2 refuse and 2 recycle carts delivered by DPW				\$120.00	\$120.00	\$120.00	\$120.00	2020
Refuse/Recycling Delivery and Removal - Special Events		6 refuse and 6 recycle carts delivered by DPW				\$120.00	\$120.00	\$120.00	\$120.00	2020
Refuse/Recycling Delivery and Removal - Special Events		12 refuse and 12 recycle carts delivered by DPW				\$180.00	\$180.00	\$180.00	\$180.00	2020
Refuse/Recycling Delivery and Removal - Special Events		fee per garbage or recycling cart			\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	2019
DPW Labor Rate - Straight Time	7.50.070	DPW Labor Rate - Straight Time (2 hour minimum)							\$45.00	2023
DPW Labor Rate - Overtime	7.50.070	DPW Labor Rate - Overtime (2 hour minimum)							\$67.50	2023
DPW Labor Rate - Double Time	7.50.070	DPW Labor Rate - Double Time (2 hour minimum)							\$90.00	2023
DPW Traffic Control Vehicle (staged vehicle only)	7.50.070	Per vehicle							\$25.00	2023
DPW Vehicle with Operator	7.50.070	Equipment charges will be calculated using the most current year's equipment rate per hour cost established by the Wisconsin Department of Transportation.							actual cost	2023
<b>WASTE / RECYCLE:</b>										
Annual Yard Waste Only Drop Off Permit			\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	2016
City and County of Milwaukee Logs and/or Brush (Should be time & material plus 25% for engineering design and overhead)	8.24	Per Ton	\$55.00	\$55.00	\$55.00	\$55.00	\$55.00	\$55.00	\$55.00	2010
Curbside collection, up to four (4) bulky household items	8.24	Does NOT include TV's or appliances					\$75.00	\$75.00	\$75.00	2021
Curbside collection, additional bulky item after first four (4)	8.24	Each item - does NOT include TV's or appliances			\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	2019
Curbside collection, appliance or TV		First Item (Appliance or TV only)					\$75.00	\$75.00	\$75.00	2021
Curbside collection, appliance or TV (additional)		Each additional					\$30.00	\$30.00	\$30.00	2021
Drop off center and curbside collection / recycling fee - large televisions		Projection and wood cabinet televisions			\$30.00	\$30.00	\$45.00	\$45.00	\$45.00	2021
Drop-off center and curbside appliance recycling fee	8.25.250	per appliance (refrigerators, air conditioners, heat pumps, furnaces, dehumidifiers, dishwashers, microwaves, washers, water heaters, and stoves and ranges)	\$25.00	\$25.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	2019
Drop-off Center and curbside collection / recycling fee - televisions and electronics		Tube & flat screen televisions, computer monitors & laptops	\$25.00	\$25.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	2019
Drop-off center tire recycling fee	8.25.250	Passenger auto and small truck (Per tire)	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	2010
Drop-off center tire recycling fee	8.25.250	Large truck and equipment (Per tire)	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	2010
Refuse/Construction Debris Drop-Off Fee		Drop Off Per Cubic Yards								2021
• 1 Cubic yard or less							\$8.00	\$8.00	\$8.00	2021
• 1-3 Cubic Yards							\$20.00	\$20.00	\$20.00	2021
• 3-6 Cubic Yards							\$30.00	\$30.00	\$30.00	2021
• 6-10 Cubic Yards							\$50.00	\$50.00	\$50.00	2021
• 10-18 Cubic Yards							\$90.00	\$90.00	\$90.00	2021
One-time dump permit - recycling, yard waste or scrap metal	8.25.250	Drop off Center Fee per vehicle	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	2015
Pickup of two garbage carts at one residence		per year			\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	2019
Recycling: Backyard Pick-ups		per year	\$100.00	\$100.00	\$180.00	\$180.00	\$180.00	\$180.00	\$180.00	2019

# 2023 CONSOLIDATED FEE SCHEDULE

The Consolidated Fee Schedule includes all fees charged by City of Wauwatosa Departments. If a service requested is not included on the schedule, it will be provided at the department's discretion based on the availability of resources and will be charged on an hourly basis at a calculated rate to include salary, benefits and overhead

<b>Public Works Department</b>										
<b>Title</b>	<b>Section</b>	<b>Description</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Last Update</b>
Special Pick-up, trip charge	8.24	for Prentice truck, Friday pickups			\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	2019
Special Pick-up, unbundled brush and branches	8.24	per grapple load	\$55.00	\$55.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	2019
Special Pick-up, uncut rolls of carpeting/padding	8.24	Each roll or piece of carpeting			\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	2019
Return Trip - Garbage or Recycle		Late set out or inaccessible cart					\$25.00	\$25.00	\$25.00	2021
Replacement Cart - Garbage or Recycle		Amount is before tax					\$55.00	\$70.00	\$70.00	2022
Additional Recycle Cart at residence		One time fee for second recycle cart - before tax					\$55.00	\$70.00	\$70.00	2022
Replacement Cart - Garbage or Recycle (small)		64 gallon						\$35.00	\$35.00	2022
<b>Public Works - Deletions</b>										
Barricade Delivery Fee		1 to 25		\$50.00						2018
		26 to 76		\$75.00						2018
		76 to 100		\$100.00						2018
Barricade Delivery & Removal - Special Events	12.40.015				\$400.00					2019
Numbers of Refuse/Recycling Containers Rented		1 to 5		\$50.00						2018
		6 to 10		\$100.00						2018
		11 to 15		\$150.00						2018
		16 to 20		\$200.00						2018
Delivery fee				\$100.00						2018
Pick up fee				\$100.00						2018
Trash Disposal (Tipping Fee)		1 to 10		\$50.00						2018
		10 to 20		\$100.00						2018
Annual Recycling Fee (Dump Permit)	8.25.250	Annual fee for use of Recycling Center	\$20.00	\$20.00	n/a					2019
Curbside collection, trip charge		Wednesday pick-ups			\$60.00	\$60.00	\$60.00			2019
Curbside collection, trip charge		Wednesday pick-ups			\$60.00	\$60.00	\$60.00			2019
<b>Purchasing</b>										
<b>Title</b>	<b>Section</b>	<b>Description</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>		<b>Last Update</b>
Voluminous specifications		Per page	0.25	0.25	0.25	0.25	0.25	0.25	0.25	2002