



**Department of Finance and Administration**

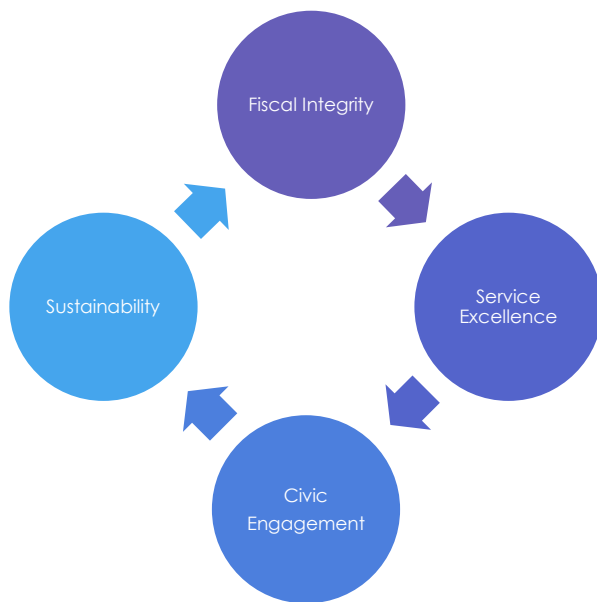
# **2017 Annual Report**

Lynn Galyardt, Director  
Cindy Baker, Accounting Assistant

## Executive Summary

The Department of Finance and Administration is responsible for overseeing the day to day financial and administrative aspects of the Village in accordance with the policies established by the Village Board. The four strategic Values for Outcomes are also used as a guideline to make sure the goals and expectations are being met.

## VALUES FOR OUTCOMES



### **Fiscal Integrity:**

Provide strong current and future financial stability.

### **Civic Engagement:**

Promote public spaces, community values and transparent communications.

### **Service Excellence:**

Provide solution-based innovative services.

### **Sustainability:**

Preserve and promote Village resources.

Here are some statistics from 2017:

- Assisted 1,489 voters in two elections.
- Processed 615 building permits generating \$73,056.32 in revenue.
- Along with the Community Events Committee hosted four successful events for residents - the Fourth of July Parade, the 5k walk/run, the Village Picnic and Fright Night.
- Administered collection of 1,678 tax bills totaling \$16,077,527.64.

## 2017 Highlights

Received the International City/County Management Association (ICMA) Center for Performance Measurement, Certificate of Distinction for Performance Measurement; Government Finance Officers' Association (GFOA) Certificate for Excellence in Financial Reporting, and the GFOA Distinguished Budget Award.

2017 Board of Review was held. The average assessment increase was 2.76%.

Administered both B Bond borrowing Voluntary Municipal Water Projects.

The Village continued to retain its Aa2 bond rating.

Successfully held two Elections.

2016 audit was completed with no material weaknesses.

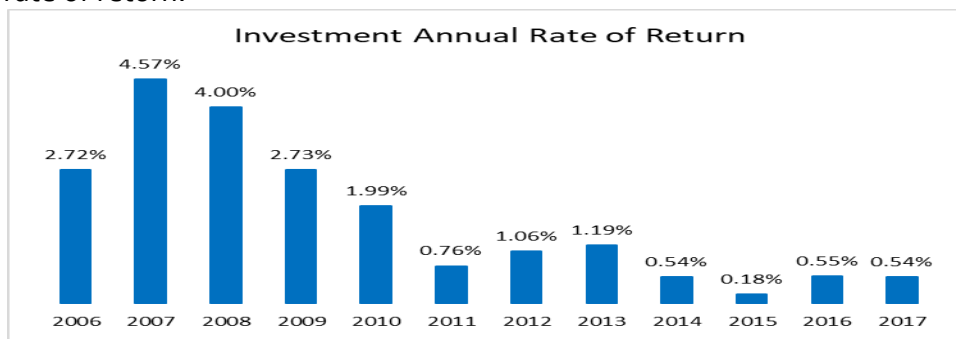
## Financial:

The Village received the following grant funding:

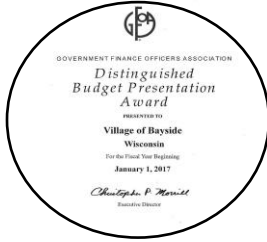
	Funds Awarded	Funding Received
CDBG	5,518.00	5,518.00
WI DOJ Report Management system interface	47,791.00	40,250.00
Household Hazardous Waste Collection	5,560.00	4,600.59
Prescription Drug Collection	3,000.00	3,000.00
Recycling Grant	25,644.53	25,644.53
Police Department Specialized Program Grant	2,732.90	2,732.90
Bullet Proof Vest Grant	3,145.50	3,145.50
Fund for Lake Michigan	75,000.00	25,000.00
<b>Total</b>	<b>168,391.93</b>	<b>109,891.52</b>

The 2018 Budget was approved with a proposed property tax levy increase of 0.5% over 2017.

The Village received \$76,299.28 in investment interest income in 2017, which is \$13,213.24 more than the interest received in 2016. This was primarily due to market expectations of Federal Reserve rate hikes based on continued economic growth, higher inflation expectations, and continued low unemployment rates. The chart below shows the changes in the annual investment rate of return.



## Awards:



The Government Finance Officers Association (GFOA) completed the review of our 2017 Budget document and have issued the Village their Distinguished Budget Award. This is the tenth consecutive year the Village has received this award.

The Village received the Certificate of Achievement for Excellence in Financial Reporting for the Comprehensive Annual Financial Report for the fiscal year ended on December 31, 2016 from the Government Finance Officers Association. This is the sixth consecutive year the Village has received this award.

Last year only 29 municipalities in the State of Wisconsin received this award.



The International City/County Management Association (ICMA) issued the Village their Certificate of Distinction for Performance Measurement. The Village is one of 15 communities world-wide that was recognized in this category.



Center for Digital Government – Overall Government Experience Award, 3rd place.

## Elections:

Two elections were held. The chart below shows the voter turnout by election for the past five years:

Elections					
Voter Turnout Percentage					
	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>
Spring Primary	16.8%	27.04%	n/a	n/a	16.12%
Spring Election	24.97%	68.06%	33.62%	19.25%	9.60%
Primary Recall Election	n/a	n/a	n/a	n/a	n/a
Recall Election	n/a	n/a	n/a	n/a	n/a
Partisan Primary	n/a	26.68%	n/a	32.60%	n/a
General Election	n/a	81.52%	n/a	73.03%	n/a

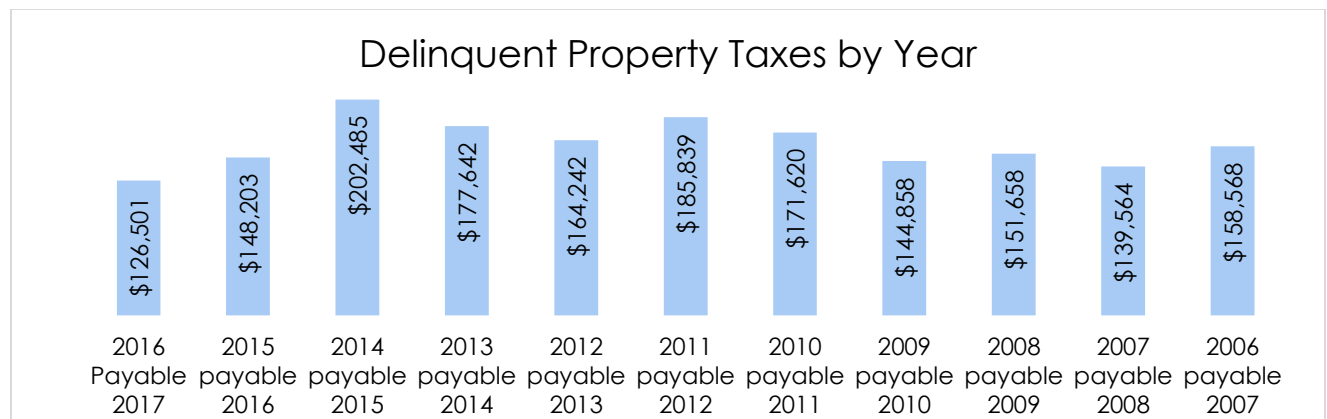
## Property Assessments:

Open Book was held on June 19, 2017 and Board of Review was completed on July 20, 2017. There were no property owners who appeared before the Board. The total municipality increase was 2.76%. The chart below details the changes in assessed values by County.

Milwaukee County	2017	2016	% Change
Residential	\$ 536,855,200	\$ 524,158,000	2.42%
Commercial	\$ 66,311,500	\$ 62,059,300	6.85%
Personal Property	\$ 3,480,000	\$ 3,623,300	-3.95%
Total	\$ 606,646,700	\$ 589,840,600	2.85%
Ozaukee County	2017	2016	% Change
Residential	\$ 25,457,500	\$ 25,274,000	0.73%
Commercial	\$ -	\$ -	0.00%
Personal Property	\$ -	\$ -	0.00%
Total	\$ 25,457,500	\$ 25,274,000	0.73%
<b>Total Municipality</b>	<b>\$ 632,104,200</b>	<b>\$ 615,114,600</b>	<b>2.76%</b>

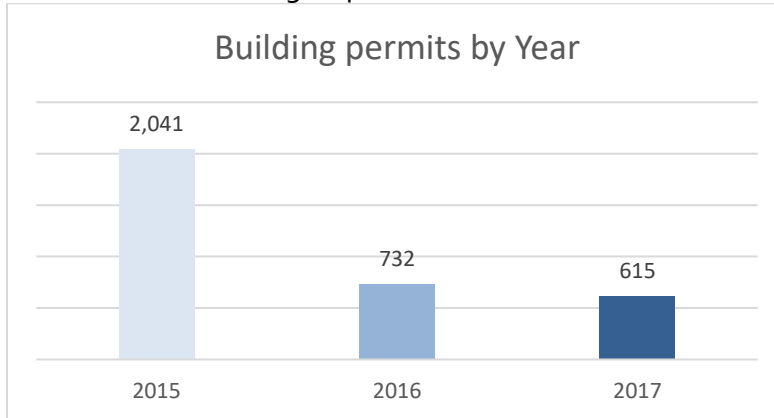
## Property Taxes

There was \$126,501.22 in delinquent tax due from Milwaukee County residents. Of that amount \$2,181.51 is personal property taxes and \$124,319.71 is delinquent real estate property tax. This is a 14.64% decrease over last year's amount of \$148,203. 100% of the Ozaukee County taxes have been received.



## Building Inspections

The building inspection department had a total of 615 various types of permits issued. This amount was down 15.98% from 2016, and a 69.8%. 2017 was the first year the Village transitioned away from an onsite building inspector.



There were a total of 54 projects brought before the Architectural Review Committee in 2017, compared to 48 in 2016.

## Projects, Events and Achievements:

Two Clean Up Day events were held along with 12 mini drop off events.



The annual Bayside 5-K run/walk was held on September 8 with approximately 325 participants. Once again Movies in the Park was held afterwards along with a bonfire. The annual Village Picnic was held the same weekend.



Fright Night was held on October 30 with a DJ, food, hot cider and trick or treat bags.

## 2018 Top Goals

- Efficiently, effectively monitor all Village day to day finances and budget.
- Develop balanced, award winning 2019 budget document (GFOA Award Recognition).
- Prepare and receive the Certificate of Achievement for Excellence in Financial Reporting for the Comprehensive Annual Financial Report.
- Receive the International City/County Management Association (ICMA) Certificate of Excellence for Performance Measurement.
- Apply for and manage grant funding.
- Administer four elections.