

Annual Budget 2024



CITY OF JANESVILLE
Wisconsin's Park Place

ADAPTABILITY. SERVICE.
RESPECT. COMMUNICATION.

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Council President Benson and City Councilmembers:

I am pleased to share that the City Administration and staff have worked diligently with the City Council these past several months to arrive at and submit to you the adopted 2024 City budget.

2023 Budget Accomplishments

Before considering 2024, it is important to reflect on the good work the City has completed under the previous budget. The budget document is a road map for City staff to accomplish the goals of the City Council and the community at large. In 2023, the City achieved several goals using the operating funds allocated by the City Council for operations. Some of the achievements in 2023 include:

1. The installation of a new playground at the corner of Franklin Street and Laurel Avenue.
2. Entering into a TIF development agreement with 800 Myrtle way, LLC to construct a new residential development consisting of 99 multifamily and 120 townhome-style units.
3. Entering into a TIF development agreement with United Alloy, Inc. to create 26 full-time, living wage jobs.
4. The Headworks Project at the Wastewater Treatment Plant was completed, allowing for more efficient treatment of wastewater.

Looking Forward to 2024

The adopted budget is reflective of a commitment to continue a high quality of service to our residents, a slight increase in the Shared Revenue payments from the State of Wisconsin and the high inflationary environment we are currently experiencing. Despite challenges, including the continued cap on our tax levy and expenditures through the state's tax levy cap and expenditure restraint programs, the adopted budget greatly reduces our use of fund balance over 2023. Additionally, budget performance throughout 2023 will likely result in additional funds being added to our reserves, rather than the budgeted fund draw.

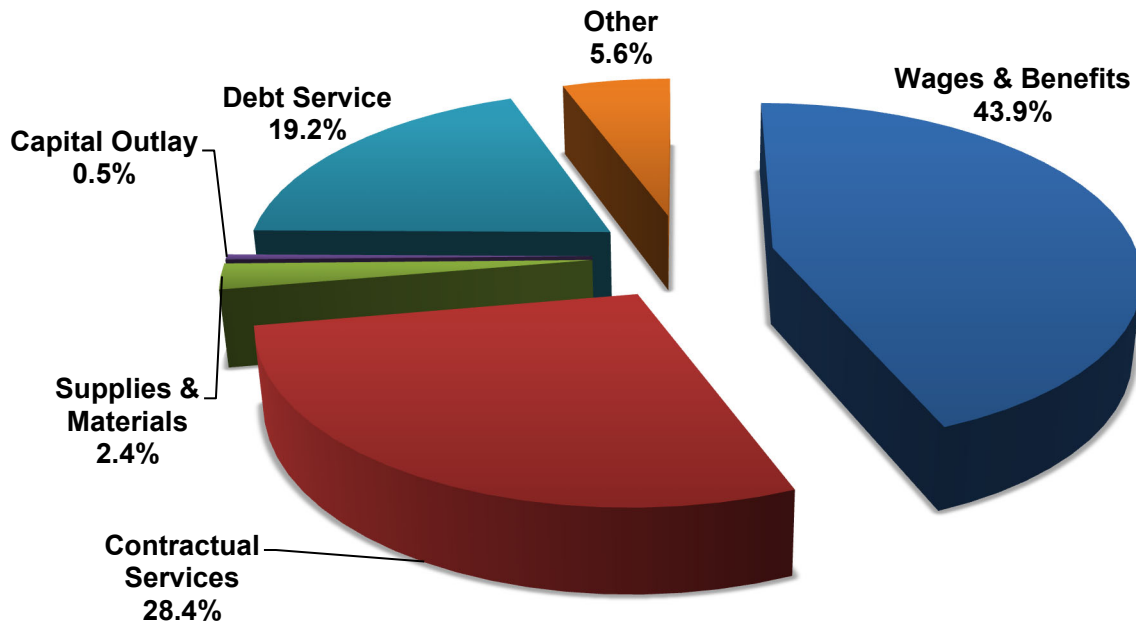
When we began the 2024 budget process in early August, we projected a required fund balance draw of \$885,328. The adopted 2024 General Fund budget is balanced, under the City's Expenditure Restraint Program (ERP) limit, and also reduces the City's draw on the General Fund balance to \$236,983 which is well below the fund draw required for 2023. I cannot reiterate enough how proud I am of the staff's "team approach" and efforts this year to develop this budget for you.

The adopted 2024 City budget met all the budget parameters established by the City Council which included:

Budget Parameters

- ✓ Increase the operating property tax levy to the maximum allowable amount under Wisconsin levy limits law
- ✓ Maintain the City's investment in infrastructure
- ✓ Provide negotiated pay increases to Police, Fire, and Transit union employees
- ✓ Provide a cost of labor adjustment (COLA) to administrative employees to match union employees' COLA
- ✓ Continue the merit pay program for administrative employees
- ✓ Minimize the amount of applied General Fund balance utilized
- ✓ Allocate a proportionate share of the operating property tax levy increase to the Hedberg Public Library (HPL)
- ✓ Implement revenue enhancements and/or cost reductions based on the City Council's feedback from the budget study session held on August 3, 2023
- ✓ Shift capital items from debt financed to cash financed where appropriate

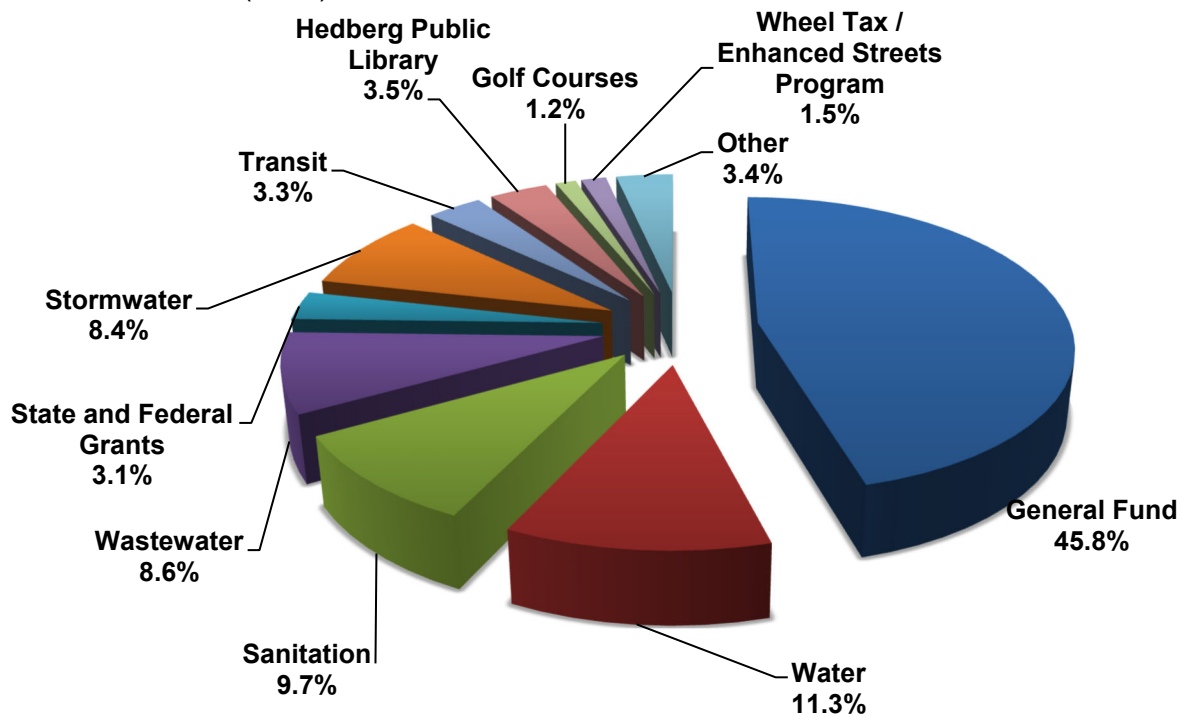
Overview



The adopted 2024 City budget for all funds totals \$127,931,685, which represents an increase of \$2,876,371, or 2.3%, compared to the amended 2023 budget. As shown in the pie chart above, Wages & Benefits represent the largest portion of budgeted expenditures at 43.9%; followed by Contractual Services at 28.4%; and Debt Service at 19.2%.

The adopted 2024 City operating budget for all funds is \$95,503,609, which represents an increase of \$4,497,190, or 4.9%, compared to the amended 2023 budget. Additionally, the adopted 2024 City capital and debt service budgets for all funds total \$32,428,076, which represents a decrease of \$1,620,819, or 4.8%, compared to the amended 2023 budget. This decrease in the capital and debt service budgets is primarily due to an increase in the amended 2023 budget for contingency expenses.

The adopted 2024 City budget is comprised of several funds as represented in the pie chart below. The largest of these funds in terms of expenditures is the General Fund at 45.6% of the overall budget, followed by the Water Utility (11.3%), Sanitation (9.7%), the Wastewater Utility (8.6%), and Stormwater (8.4%).



The table below depicts the financial impact of the adopted 2024 City budget for the average Janesville household:

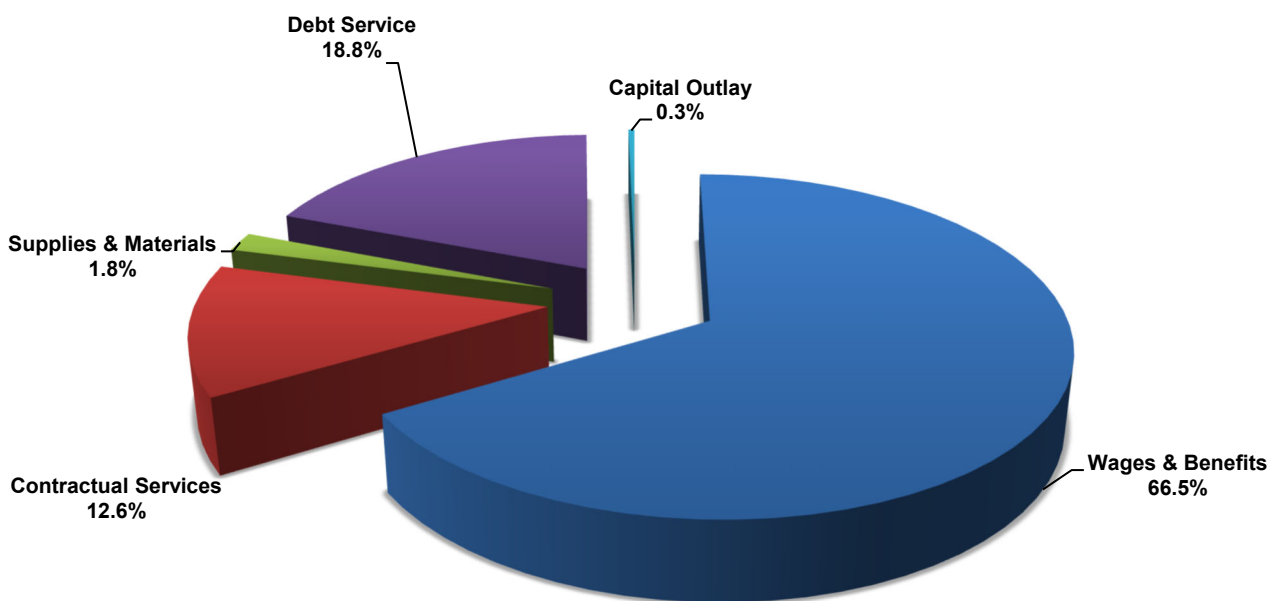
| <u>Funding Source</u> | <u>2023</u> | <u>2024</u> | <u>Change</u> | <u>% Change</u> |
|--|-------------------|-------------------|----------------|-----------------|
| Property Taxes | | | | |
| Operating | \$754.02 | \$812.79 | \$58.77 | 7.8% |
| Debt Service | 326.29 | 325.80 | -0.49 | -0.2% |
| Hedberg Public Library | 101.84 | 106.02 | 4.18 | 4.1% |
| <u>Wheel Tax</u> | <u>80.00</u> | <u>80.00</u> | <u>0.00</u> | <u>0.0%</u> |
| Total Tax Increase | \$1,262.15 | \$1,324.61 | \$62.46 | 4.9% |
| Janesville Municipal Utilities Bill | | | | |
| Water | 276.62 | 276.62 | 0.00 | 0.0% |
| Wastewater | 336.72 | 336.72 | 0.00 | 0.0% |
| Stormwater | 149.80 | 152.60 | 2.80 | 1.9% |
| <u>Solid Waste Management Fee</u> | <u>153.60</u> | <u>168.32</u> | <u>14.72</u> | <u>9.6%</u> |
| Total Utility Increase | \$916.74 | \$934.26 | \$17.52 | 1.9% |

Of note, the median assessed home in Janesville will pay \$62.46 more in property taxes for municipal programs and services in 2024. The average Janesville household will pay \$17.52 more for utility services in 2024.

General Fund

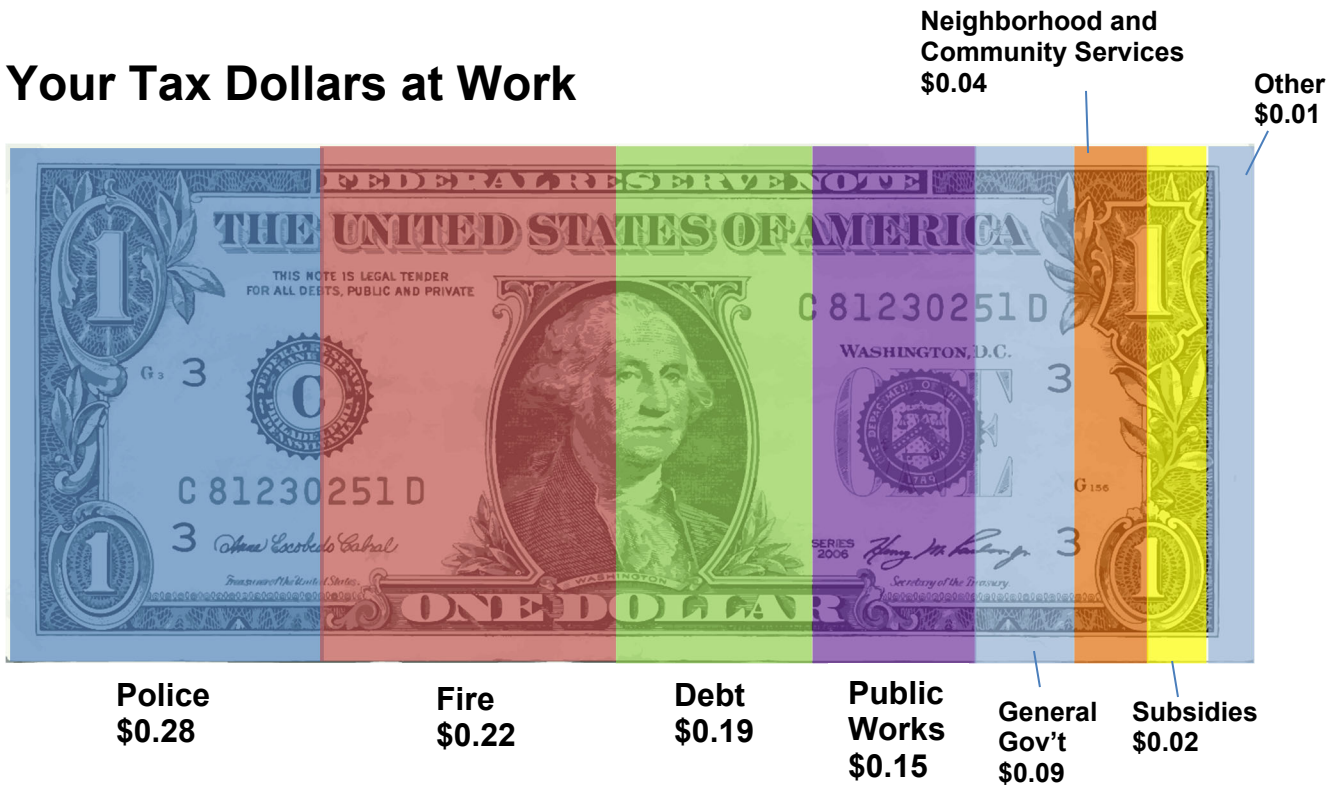
The adopted 2024 General Fund budget anticipates expenditures totaling \$58,325,046, which represents a decrease of \$1,631,079, or 2.7%, compared to the amended 2023 General Fund budget. The adopted 2024 General Fund operating budget totals \$47,346,146, which is a decrease of \$1,250,915 or 2.6%, from the amended 2023 General Fund operating budget. The adopted 2024 General Fund debt service budget totals \$10,978,900, which represents a decrease of \$380,164, or 3.5%, compared to the amended 2023 General Fund debt service budget.

The following pie chart breaks down the adopted 2024 General Fund budget by use of funds and by programs. Most of the programs and services provided from the General Fund are heavily dependent upon human capital. Wages & Benefits represent the largest category of expenditures at 66.5% of the adopted 2024 General Fund budget, followed by Debt Service (18.8%) and Contractual Services (12.6%). Within the adopted 2024 General Fund operating budget, which excludes debt service, personnel costs represent 81.8% of total expenditures.



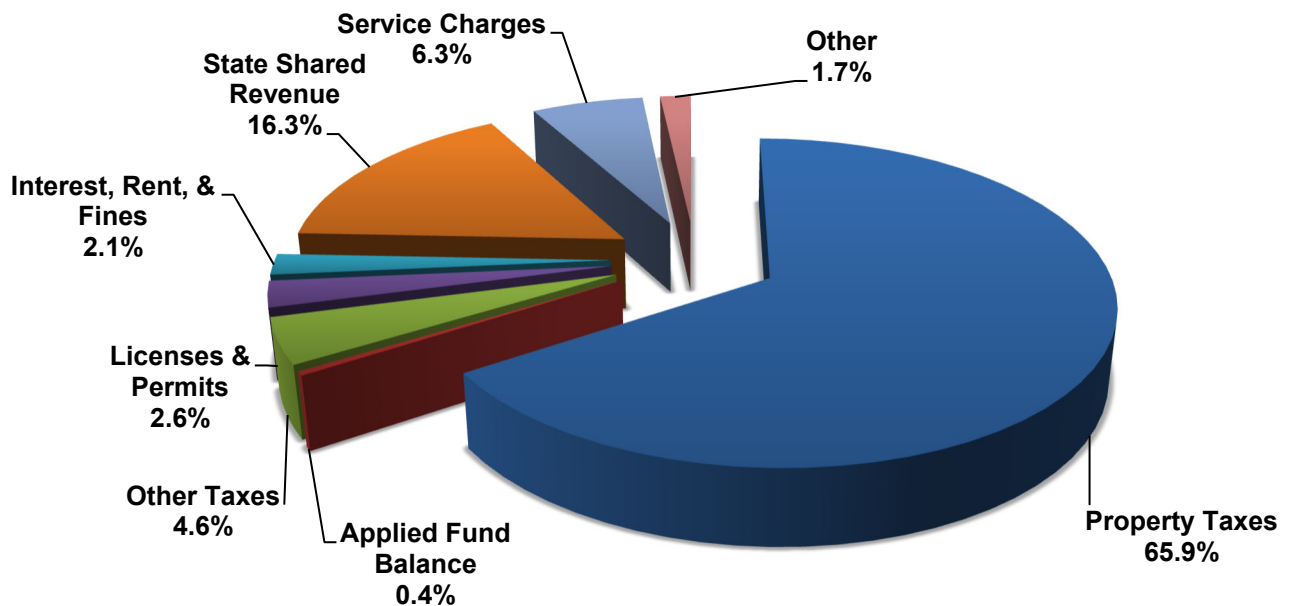
There are a variety of programs and services funded through the General Fund. Public Safety services (Police and Fire) represent the majority of the adopted budget expenditures at 49.9%, followed by Debt Service (18.8%) and Public Works (14.8%). If debt service is excluded, Public Safety represents 61.6% of the adopted 2024 General Fund budget.

Your Tax Dollars at Work



Revenue Changes

The pie chart below illustrates the variety of revenue sources in the General Fund. Property taxes represent the majority of the adopted budget General Fund revenue at 65.9% followed by State Shared Revenue (16.3%) and Service Charges (6.3%).



The adopted 2024 General Fund property tax levy totals \$38,369,046, which represents an increase of \$760,324, or 2.0%, compared to 2023. The property tax levy decreases for the debt service payment in 2024 is \$380,164. The adopted 2024 General Fund budget decreases the amount of applied fund balance utilized to \$236,983.

Non-property tax revenues total \$19,719,017, an increase of \$1,771,661, or 9.9%, from the amended 2023 budget. Non-property tax revenues increase primarily due to an anticipated 14.4% increase in State Shared Revenue and a 57.6% increase in interest, rents, and fines revenue in 2024 which is offset by license and permit revenue reduction of 4.5% and water utility tax revenue reduction of 7.1%.

The following table summarizes major revenue changes in the adopted 2024 General Fund budget:

| Revenues | 2024 |
|------------------------------------|---------------------|
| Property Tax Levy | \$ 760,324 |
| Water Utility PILOT Payment | (134,800) |
| Interest Income | 450,021 |
| Regular Ambulance Transports | 170,000 |
| Intrafacility Ambulance Transports | 77,500 |
| WI GEMT Reimbursement | 400,000 |
| Fire Inspection/reinspection fees | 7,000 |
| Bartender Licenses | (50,056) |
| Room Tax Revenue | 14,400 |
| Recreation Fees | 41,255 |
| Dog License Fees | (15,000) |
| Cable Franchise Fees | (22,000) |
| State Shared Revenues | 819,301 |
| <u>Other</u> | <u>14,015</u> |
| Total Revenue Changes | \$ 2,531,960 |

Program/Expenditure Changes

The adopted 2024 General Fund budget includes a number of significant program and expenditure changes that are identified in the following table:

| Program/Expenditure | 2024 |
|---|---------------------|
| Wages and Wage-Driven Fringe Benefits | \$ 659,939 |
| VOM Cost Increases | 117,496 |
| Computer Maintenance | 60,185 |
| Contractual Services | 173,465 |
| Utilities | 85,693 |
| Send 3 Firefighters to Paramedic School | 166,000 |
| Insurance | 23,715 |
| Training and Professional Development | 49,849 |
| Postage | 10,157 |
| Transit Subsidy | 141,832 |
| Cash Fund Capital Projects | 387,000 |
| Elections | 93,542 |
| New Recreation Supervisor Position | 97,385 |
| New Community Service Officer Position | 13,600 |
| Rural Fire Contracts Offset | (337,618) |
| <u>Other</u> | <u>25,740</u> |
| Total Program/Expenditure Reductions | \$ 1,767,980 |

Water and Wastewater Utilities

The adopted 2024 Water and Wastewater Utilities budget is \$25,473,650, an increase of \$539,725, or 2.2%, from the amended 2023 budget. This increase is primarily due to increased costs for additional chemicals to remove phosphorus from wastewater and increased capital purchases.

Revenue Changes

The adopted 2024 Water Utility budget is based on the revenue requirements and water rates adjustments approved by the Public Service Commission in September of 2019. The adopted 2024 Wastewater Utility budget includes no rate increase for all customer classes.

Program/Expenditure Changes

The adopted 2024 Water and Wastewater Utilities budget includes a number of significant program and expenditure changes that are identified in the following table:

| | |
|--|-------------------|
| Water | |
| Taxes | \$ (114,318) |
| User Fee Capital Projects | 177,724 |
| Wages and Wage-Driven Fringe Benefits | 110,443 |
| Computer Services | 8,440 |
| Insurance | 10,920 |
| Utilities | 12,600 |
| Postage | 12,410 |
| Supplies & Materials | (22,195) |
| Debt Service | 22,881 |
| Other | 50,175 |
| Wastewater | |
| User Fee Capital Projects | (35,000) |
| Debt Service | 35,123 |
| Wages and Wage-Driven Fringe Benefits | 136,416 |
| Supplies & Materials | 58,938 |
| Computer Services | 8,501 |
| Contractor Payments | 35,000 |
| <u>Other</u> | <u>31,667</u> |
| Total Program/Expenditure Changes | \$ 539,725 |

Sanitation Fund

The Sanitation Fund consists of Solid Waste Collection, Solid Waste Disposal, Recycling, and Industrial Waste. The adopted 2024 Sanitation Fund budget totals \$12,446,210, which is a decrease of \$198,252, or 1.6%, from the adopted 2023 budget. This decrease is primarily due to a decreased capital projects transfer.

Revenue Changes

The Sanitary Landfill budget increases tipping fees for solid waste disposal next year based on the recommendation of the landfill financial consultant resulting in an increase of budgeted revenues of \$115,580 in 2024. The City anticipates an increase of \$40,000 in demo landfill fees

as a result of a rate increase and an increase of \$29,500 in recycling revenue in 2024 because of higher prices for recycled material on the international market. The adopted 2024 Sanitation Fund budget does increase the per household solid waste management fee by \$14.09 per year from \$154.23 in 2023 to \$168.32 in 2024.

The following table summarizes major revenue changes in the adopted 2024 Sanitation Fund budget:

| | |
|------------------------------|-------------------|
| Sanitary Landfill | \$ 115,580 |
| Solid Waste Management Fee | 289,018 |
| Demolition Landfill Fee | 40,000 |
| <u>Recycling Program</u> | <u>29,500</u> |
| Total Revenue Changes | \$ 474,098 |

Program/Expenditure Changes

The adopted 2024 Sanitation Fund budget includes a number of significant program and expenditure changes that are identified in the following table:

| | |
|--|---------------------|
| Wages and Wage-Driven Fringe Benefits | \$ 69,960 |
| Increase in Recycling costs | 194,495 |
| Increase in Utility Rates | 5,155 |
| Increase in Computer Maintenance | 8,363 |
| Vehicle & Equipment | 160,278 |
| Decrease in Capital Projects Transfer | (570,000) |
| Debt Service | (9,359) |
| <u>Other</u> | <u>(57,144)</u> |
| Total Program/Expenditure Changes | \$ (198,252) |

Stormwater Utility

The adopted 2024 Stormwater Utility budget is \$10,791,757, an increase of \$2,501,715, or 30.2%, from the amended 2023 budget. This increase is primarily due to increased costs for a transfer to the capital fund account in 2024.

Revenue Changes

The annual stormwater rate is based on an Equivalent Runoff Unit (ERU). Each ERU is equal to 3,200 square feet of impervious surface area (rooftops, patios, driveways, parking lots, loading docks, etc.). The Stormwater Utility proposes a \$2.80, or 1.8%, increase per ERU for an annual stormwater rate of \$152.60 per ERU in 2024.

The financial impact of the adopted stormwater rate increase on the average residential customer will be \$2.80 per year on their Janesville Municipal Utilities bill.

Program/Expenditure Changes

The adopted 2024 Stormwater Utility budget includes a number of significant program and expenditure changes that are identified as follows:

| | |
|--|--------------------|
| Curb & Gutter Replacements | \$ (79,585) |
| Asset Management Software | 4,981 |
| VOM Usage and Charges | 36,754 |
| Debt Service | 220,000 |
| Wages and Wage-Driven Fringe Benefits | 105,250 |
| Transfer to Capital Fund Account | 2,188,250 |
| <u>Other</u> | <u>26,065</u> |
| Total Program/Expenditure Changes | \$2,501,715 |

State and Federal Grants

The State and Federal Grants programs are comprised of the Rent Assistance program, the Community Development Block Grant (CDBG) program, the HOME Investment Partnership Initiative (HOME) program, and the State Lead Hazard Reduction program. All programs and staffing expenditures are covered through program revenues.

Revenue Changes

The adopted 2024 State and Federal Grants budget is \$7,999,609, an increase of \$1,294,619 or 19.3%, from the adopted 2023 budget. This increase is primarily due to increased Housing Payments funding through the Department of Housing and Urban Development and increased American Rescue Plan funds for affordable housing development.

Program/Expenditure Changes

The adopted 2024 State and Federal Grants budget includes a number of significant program and expenditure changes that are identified as follows:

| | |
|---|---------------------|
| Rent Assistance | |
| Computer Maintenance | \$ 43,349 |
| Wage and Wage-Driven Fringe Benefits | (11,411) |
| Increase in Housing Payments | 497,000 |
| Other | (26,992) |
| State and Federal Grants | |
| Assistance to Affordable Housing Developers | 811,050 |
| Wage and Wage-Driven Fringe Benefits | (4,987) |
| Insurance | 3,777 |
| <u>Other</u> | <u>(17,167)</u> |
| Total Program/Expenditure Changes | \$ 1,294,619 |

Janesville Transit System

The Janesville Transit System (JTS) strives to provide reliable, cost-effective public transit oriented to the needs of senior citizens, handicapped persons, students, major employment, and business centers. The adopted 2024 JTS operating budget totals \$4,248,349, which is an increase of \$98,752, or 2.4% from the amended 2023 JTS operating budget. This increase is primarily due to the increase in personnel services costs offset by a decrease in capital outlay in the 2024 JTS operating budget.

Revenue Changes

State Operating Assistance for JTS is projected to decrease to 17.6% of operating expenditures while Federal Operating Assistance is projected to increase to 38.4% of operating expenditures. State and Federal Assistance revenue is projected to total \$2,376,000, an increase of \$78,000, or 3.4%, from the adopted 2023 JTS operating budget. This increase is primarily due to the increase in Federal Assistance.

Operating Revenue is composed of passenger fares, revenue from the sale of advertising on buses and miscellaneous revenue. Operating revenue is projected to be \$521,363, an increase of \$69,647, or 15.4%, from the amended 2023 budget. This increase is primarily due to the Janesville School District sponsoring the Tripper program in 2024.

The Local Operating Subsidy is projected to be \$961,786, an increase of \$127,805, or 15.3%, from the amended 2023 JTS operating budget. This revenue increase is the result of JTS CARES Act and American Rescue Plan Act (ARPA) funds to respond to the COVID-19 pandemic being exhausted.

Program/Expenditure Changes

The adopted 2023 JTS budget provides for the continuation of current service levels.

Golf Courses

The adopted 2024 Golf Courses budget is \$1,585,421, an increase of \$224,850, or 16.4% from the amended 2023 budget. The adopted 2024 Golf Courses budget projects revenues to be \$1,444,254, which is an increase of \$224,891, or 16.5% from 2023. Lastly, the Golf Courses budget does not include any General Fund subsidy in 2024.

Closing

The adopted 2024 City budget maintains service levels and maintains our investment in infrastructure all while minimizing property tax and user fee increases.

The adopted 2024 City budget can be found on the City's website at: <http://budget.ci.janesville.wi.us>.

Lastly, I would like to thank all staff involved in the preparation of this budget. A great deal of thought and time went into each Department's, Division's, and Office's budget requests, not to mention, the subsequent vetting of those requests. I am extremely proud of what the City of Janesville Team has accomplished in this budget submission. I would be remiss if I didn't personally thank our Finance Director, Dave Godek, for his attention to detail and his thorough review. Dave performed exceptionally well, and he was superbly supported by Mandy Price and a wonderful Finance Office team. Together, their budget expertise and advice, coupled with their dedicated work ethic, concluded a challenging yet smooth budgetary process.

Respectfully Submitted,



Kevin M. Lahner
City Manager

The City of Janesville 2023-2027 Strategic Plan serves as the road map over the next five years to guide our community's vision to be

THE COMMUNITY OF CHOICE TO REALIZE

LIFE'S OPPORTUNITIES. The Plan outlines our goals, coupled with objectives and strategies to help us make significant, measurable improvements.

Track the progress of the City's strategic goals by visiting our Park Place Performs! dashboard at

<https://performance.ci.janesville.wi.us/>.

VISION: What we hope to become or achieve as a community.

WISCONSIN'S PARK PLACE: Discover the community of choice to realize life's opportunities.

MISSION: The primary purpose we serve as an organization.

To innovatively provide effective municipal services that are responsive to the needs of residents, businesses, and visitors and delivered in a reliable, efficient manner in order to sustain Janesville as the community of choice.

VALUES: What guides our organization's perspectives and actions.

ADAPTABILITY

We are creative and flexible in response to our community's changing needs.

RESPECT

We embrace diversity, empathy, and collaboration through a foundation of mutual respect.

SERVICE

We serve with kindness, integrity, and professionalism. We are accountable for making ethical and innovative decisions that reflect community-driven goals.

COMMUNICATION

We value transparency through honest and clear communications.

STRATEGIC GOALS

DIVERSION, EQUITY, INCLUSION & BELONGING

To support a workforce that values diversity, promotes equity, fosters inclusion, and cultivates a sense of belonging within the organization and community that we serve.

DOWNTOWN

To position our downtown as a vibrant neighborhood where commerce, culture, entertainment, and history intersect.

ECONOMY

To facilitate continued growth and diversification of our local economy.

FINANCIAL SUSTAINABILITY

To remain a responsible and forward-thinking steward of financial resources.

IMAGE & ENGAGEMENT

To strategically communicate the City's strengths, priorities, and initiatives while maintaining trust and confidence through effective engagement.

INFRASTRUCTURE

To build upon the community's foundation of well-planned, maintained, dependable, and sustainable infrastructure.

PARTNERSHIPS

To embrace and enhance collaboration with local, regional, national, and global stakeholders to realize shared success.

PERFORMANCE CULTURE

To cultivate an organizational environment that empowers an engaged, innovative, and diverse municipal employee base.

SAFE & HEALTHY COMMUNITY

To advance safety and overall well-being of residents and neighborhoods through cooperation and encouraging an active lifestyle.

2024 – 2028 STRATEGIC PLAN OVERVIEW

Each year, the City Council adopts the City of Janesville’s five-year Strategic Plan. This document guides the allocation of resources across the City and is evident throughout the City’s annual budget. The budget is the ultimate policy document adopted by the City Council each year. It identifies how limited resources will be distributed throughout department, division, office, program, and service budgets in order to best meet the priorities of the citizens of Janesville.

The City’s first Strategic Plan was developed in 2014. The process included:

- Developing City of Janesville vision and mission statements;
- Completing SWOT (strengths, weaknesses, opportunities, and threats) and gap (bridging the gap between “where we are” and “where we want to be”) analyses;
- Gathering community feedback on future priorities;
- Developing strategic goals and objectives; and
- Creating annual action plans that contribute towards the achievement of goals and objectives.

The goals, objectives, and action plans established in the Strategic Plan guide the development of department, division, office, program, and service budgets. For instance, the following are examples of some of the tasks from the 2024-2028 Strategic Plan that are included in the adopted 2024 operating budget:

- Implement recommended changes to township Fire/EMS fee structure
- Implement “Stay Interviews” with employees
- Install Govern Open Forms
- Complete a redesign of the City’s Strategic Plan

Additionally, the following are examples of some of the tasks from the 2024-2028 Strategic Plan that are included in the 2024 Major Capital Projects Budget:

- Construction of Cell 7 at the Sanitary Landfill
- Update Riverwalk lighting from West Milwaukee Street to Franklin Street
- Continue lead lateral replacement program
- Implementation of traffic signal safety improvements at the intersections of Five Points and McKinley Street and Center Avenue
- Construct City Service Center renovations Phase 1-b (Vehicle storage expansion and Parks Division storage replacement)

The City’s Strategic Plan can be viewed at www.janesvillewi.gov/strategicplan.

**CITY OF JANESVILLE
GENERAL FUND BUDGET
SUMMARY FOR THE YEARS INDICATED BELOW**

| | Amended 2023 | Adopted 2024 | Amount Increase/ (Decrease) | Percent Increase/ (Decrease) |
|-----------------------------------|----------------------------|----------------------------|--|---|
| REVENUES | | | | |
| General Property Tax | \$37,608,722 | \$38,369,046 | \$760,324 | 2.02% |
| Fund Balance Applied ¹ | 4,400,047 | 236,983 | (4,163,064) | -94.61% |
| Other Taxes | 2,801,100 | 2,680,700 | (120,400) | -4.30% |
| Licenses & Permits | 1,617,183 | 1,544,142 | (73,041) | -4.52% |
| Interest, Rents, & Fines | 780,679 | 1,230,700 | 450,021 | 57.64% |
| State Shared Revenues | 8,694,929 | 9,514,230 | 819,301 | 9.42% |
| Service Charges | 3,023,745 | 3,678,245 | 654,500 | 21.65% |
| Recreation | 891,745 | 933,000 | 41,255 | 4.63% |
| Other & Transfers In | 137,975 | 138,000 | 25 | 0.02% |
| TOTAL REVENUES | <u>\$59,956,125</u> | <u>\$58,325,046</u> | <u>(\$1,631,079)</u> | <u>-2.72%</u> |
| EXPENDITURES | | | | |
| General Government | \$4,941,932 | \$5,396,455 | \$454,523 | 9.20% |
| Public Safety | 28,409,218 | 29,151,169 | 741,951 | 2.61% |
| Public Works | 8,356,366 | 8,626,376 | 270,010 | 3.23% |
| Neighborhood & Community Serv. | 1,992,213 | 2,079,246 | 87,033 | 4.37% |
| Economic Adjustments | 114,750 | 114,850 | 100 | 0.09% |
| Insurance & Other | 699,542 | 540,237 | (159,305) | -22.77% |
| Contingency Account ¹ | 3,174,059 | 0 | (3,174,059) | N/A |
| General Fund Subsidies | 908,981 | 1,437,813 | 528,832 | 58.18% |
| Debt Service | 11,359,064 | 10,978,900 | (380,164) | -3.35% |
| TOTAL EXPENDITURES | <u>\$59,956,125</u> | <u>\$58,325,046</u> | <u>(\$1,631,079)</u> | <u>-2.72%</u> |

1. The adopted 2023 General Fund budget was amended to include \$100,000 for snow removal, \$125,000 for Recreation and \$3,174,059 for contingency.

| City of Janesville - General Fund Balance | | | | |
|--|---------------------|--------------------|---------------------|---------------------|
| | Actual | Amended | Estimated | Adopted |
| | 2022 | Budget | 2023 | Budget |
| | | 2023 | | 2024 |
| Revenue | \$54,322,787 | \$56,557,066 | \$57,294,394 | \$58,325,046 |
| Expenditures | 53,024,854 | 59,956,125 | 56,173,225 | 58,325,046 |
| Net Change in Fund Balance | 1,297,933 | (3,399,059) | 1,121,169 | 0 |
| Fund Balance - Beginning of Year | <u>11,132,340</u> | <u>12,430,273</u> | <u>12,430,273</u> | <u>13,551,442</u> |
| Fund Balance - End of Year | <u>\$12,430,273</u> | <u>\$9,031,214</u> | <u>\$13,551,442</u> | <u>\$13,551,442</u> |

| | Actual | Amended | Estimated | Adopted |
|----------------------------|---------------------|--------------------|---------------------|---------------------|
| | 2022 | Budget | 2023 | Budget |
| | | 2023 | | 2024 |
| Nonspendable Fund Balance | <u>\$325,344</u> | <u>\$1,000,000</u> | <u>\$1,000,000</u> | <u>\$1,000,000</u> |
| Assigned Fund Balance | 1,000,988 | 0 | 0 | 0 |
| Unassigned Fund Balance | <u>11,103,941</u> | <u>8,031,214</u> | <u>12,551,442</u> | <u>12,551,442</u> |
| Unrestricted Fund Balance | <u>\$12,104,929</u> | <u>\$8,031,214</u> | <u>\$12,551,442</u> | <u>12,551,442</u> |
| Total General Fund Balance | <u>\$12,430,273</u> | <u>\$9,031,214</u> | <u>\$13,551,442</u> | <u>\$13,551,442</u> |

| General Fund | | | | |
|-----------------------------------|--------------------|---------------------|---------------------|--------------------|
| Operating Expenditures | \$41,294,919 | \$47,210,706 | 46,601,865 | \$47,346,146 |
| Contingency | 1,444,000 | 3,174,059 | 0 | 0 |
| Debt Service | <u>10,285,935</u> | <u>9,571,360</u> | <u>9,571,360</u> | <u>10,978,900</u> |
| Total Expenditures | <u>51,580,854</u> | <u>\$56,782,066</u> | <u>\$56,173,225</u> | <u>58,325,046</u> |
| Two Months Operating Expenditures | <u>\$6,882,487</u> | <u>\$7,868,451</u> | <u>\$7,766,978</u> | <u>\$7,891,024</u> |

| | | | | |
|--|-------|-------|-------|-------|
| Unrestricted fund balance / operating expense for subsequent year's budget | 25.6% | 17.0% | 26.5% | 26.5% |
|--|-------|-------|-------|-------|

*Council Policy No. 89 established a fund balance policy between 16.7% and 25% of operating expenditures

UNRESTRICTED GENERAL FUND BALANCE

The General Fund's fund balance is generally defined as the excess of assets over liabilities, which have resulted from general City operations. Theoretically, a city could apply this balance in financing the budget for its succeeding year. However, some of the General Fund assets are in non-spendable form, such as inventory, prepaid items, and long-term inter-fund receivables, so these funds are unavailable. The non-spendable fund balance is estimated at \$1,000,000 on December 31, 2023.

The level of the unrestricted fund balance (assigned and unassigned fund balance) is intended to serve as a measure of the financial resources available to mitigate risk. It is prudent to maintain unrestricted fund balance to respond to financial emergencies, such as revenue shortfalls, natural disasters, and unanticipated service cost level increases resulting from inclement winter weather. Ratings agencies such as Standard and Poor's also monitor the City's financial reserves for our credit rating which impacts the cost of borrowed money.

We have projected that the General Fund's unrestricted fund balance will be \$12,551,442 as of December 31, 2023. The proposed 2024 budget includes the use of \$236,983 in applied fund balance to balance the 2024 budget.

Council Policy No. 82 establishes a policy to maintain the General Fund's unrestricted fund balance between 16.7% and 25% of the budgeted General Fund operating expenditures for the subsequent year. The budgeted unrestricted fund balance on December 31, 2023 of \$12,551,442 divided by the budgeted 2024 General Fund operating expenditures of \$47,346,146, yields a ratio of 26.5% which is outside the City Council's policy. The City Council will take up an amendment to the 2023 budget to transfer funds into the capital account and bring the fund balance into compliance with policy.

City of Janesville
FUND BALANCES
December 31, 2022 and 2023

| | Actual 12/31/2022 | Estimated 12/31/2023 |
|--|------------------------------------|---------------------------------------|
| <u>Enterprise Funds:</u> | | |
| Water Utility | \$70,324,776 | \$75,114,109 |
| Wastewater Utility | 61,512,993 | 64,041,501 |
| Storm Water Utility | 12,992,890 | 11,243,647 |
| Transit | <u>13,431,100</u> | <u>13,064,424</u> |
| Total Enterprise Funds * | <u>\$158,261,759</u> | <u>\$163,463,681</u> |
| <u>Internal Service Funds:</u> | | |
| Vehicle Operation & Mtce | \$580,936 | \$688,296 |
| Insurance Fund | <u>7,142,082</u> | <u>7,650,541</u> |
| Total Internal Service Funds* | <u>\$7,723,018</u> | <u>\$8,338,837</u> |
| <u>Special Revenue:</u> | | |
| Golf Courses | \$143,398 | \$174,077 |
| Oakhill Cemetery | 66,105 | 35,877 |
| Hedberg Public Library | 770,933 | 717,094 |
| JATV | 165,381 | 135,955 |
| Janesville Innovation Center (JIC) | (138,813) | (133,812) |
| Housing & Neighborhood Services Grants | 764,826 | 871,876 |
| Sanitation Fund | 5,802,489 | 3,621,179 |
| Special Accounts | 5,759,578 | 5,890,285 |
| TIF Districts | <u>3,286,270</u> | <u>4,984,024</u> |
| Total Special Revenue Funds | <u>\$16,620,167</u> | <u>\$16,296,555</u> |
| <u>Component Unit:</u> | | |
| Housing - Section 8 Rent Assistance | <u>\$180,958</u> | <u>\$185,102</u> |
| <u>Debt Service Fund:</u> | | |
| | <u>\$4,897,425</u> | <u>\$6,085,203</u> |
| <u>Capital Project Fund</u> | | |
| | <u>\$11,518,900</u> | <u>\$8,702,552</u> |
| <u>General Fund</u> | | |
| Nonspendable | \$325,344 | \$1,000,000 |
| Assigned | 1,000,988 | 236,983 |
| Unassigned | <u>11,103,941</u> | <u>12,314,459</u> |
| Total Unrestricted | <u>12,104,929</u> | <u>12,551,442</u> |
| Total General Fund Balance | <u>\$12,430,273</u> | <u>\$13,551,442</u> |

*The balance shown for Enterprise and Internal Service Funds are Net Assets.

**REVENUE SUMMARY
2024 BUDGET**

| | Actual 2022 | Amended Budget 2023 | Estimated 2023 | Adopted Budget 2024 | Amount Increase/ (Decrease) | Percentage Increase/ (Decrease) |
|--|------------------|---------------------------|-------------------|---------------------------|-----------------------------------|---------------------------------------|
| GENERAL FUND | | | | | | |
| GENERAL PROPERTY TAX | | | | | | |
| Real & Personal Property Levy | \$35,362,433 | \$37,608,722 | \$37,722,332 | \$38,369,046 | \$760,324 | 2.02% |
| Fund Balance Applied ¹ | <u>0</u> | <u>4,400,047</u> | <u>0</u> | <u>236,983</u> | <u>(4,163,064)</u> | <u>-94.61%</u> |
| Subtotal | \$35,362,433 | \$42,008,769 | \$37,722,332 | \$38,606,029 | (\$3,402,740) | -8.10% |
| OTHER TAXES | | | | | | |
| Property Tax Refunds | (\$230,761) | (\$25,000) | (\$73,161) | (\$25,000) | \$0 | 0.00% |
| Penalties & Interest | 276,698 | 200,000 | 200,000 | 200,000 | 0 | 0.00% |
| Water Utility Tax | 1,526,141 | 1,909,800 | 1,680,000 | 1,775,000 | (134,800) | -7.06% |
| Mobile Home Fees | 123,392 | 100,000 | 100,000 | 100,000 | 0 | 0.00% |
| Hotel/Motel Tax | 419,352 | 405,000 | 419,355 | 419,400 | 14,400 | 3.56% |
| Wheel Tax | <u>212,860</u> | <u>211,300</u> | <u>211,300</u> | <u>211,300</u> | <u>0</u> | <u>0.00%</u> |
| Subtotal | \$2,327,682 | \$2,801,100 | \$2,537,494 | \$2,680,700 | (\$120,400) | -4.30% |
| LICENSES & PERMITS | | | | | | |
| Gen. Licenses & Permits | \$335,373 | \$294,658 | \$290,572 | \$229,142 | (\$65,516) | -22.23% |
| Cable TV License Fee | 517,190 | 522,000 | 500,000 | 500,000 | (22,000) | -4.21% |
| Community Development Permits | <u>1,443,626</u> | <u>800,525</u> | <u>820,100</u> | <u>815,000</u> | <u>14,475</u> | <u>1.81%</u> |
| Subtotal | \$2,296,189 | \$1,617,183 | \$1,610,672 | \$1,544,142 | (\$73,041) | -4.52% |
| INTEREST, RENTS & FINES | | | | | | |
| Interest on General Investments | (\$171,220) | \$307,079 | \$1,515,000 | \$757,100 | \$450,021 | 146.55% |
| Rental of City Property | 208,775 | 198,600 | 198,600 | 198,600 | 0 | 0.00% |
| Court Fines | 223,554 | 265,000 | 266,500 | 265,000 | 0 | 0.00% |
| Sale of City Property | <u>24,687</u> | <u>10,000</u> | <u>1,932</u> | <u>10,000</u> | <u>0</u> | <u>0.00%</u> |
| City Advertising | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>N/A</u> |
| Subtotal | \$285,796 | \$780,679 | \$1,982,032 | \$1,230,700 | \$450,021 | 57.64% |
| STATE SHARED REVENUES | | | | | | |
| State Shared Revenues | \$5,627,301 | \$5,068,684 | \$5,068,684 | \$5,797,665 | \$728,981 | 14.38% |
| State Highway Aids | 2,807,820 | 2,815,523 | 3,134,653 | 2,897,843 | 82,320 | 2.92% |
| State Payt – Computer Value Reimbursement | 185,928 | 186,040 | 186,956 | 186,040 | 0 | 0.00% |
| State Payt – Personal Property Value Reimbursement | 151,021 | 151,970 | 151,970 | 151,970 | 0 | 0.00% |
| State Payt – Cable TV License Fee Reimbursement | 137,712 | 137,712 | 137,712 | 137,712 | 0 | 0.00% |
| State Payt – Municipal Services | 102,603 | 100,000 | 100,000 | 100,000 | 0 | 0.00% |
| State Aid – Fire Inspections | <u>242,929</u> | <u>235,000</u> | <u>288,471</u> | <u>243,000</u> | <u>8,000</u> | <u>3.40%</u> |
| Subtotal | \$9,255,314 | \$8,694,929 | \$9,068,446 | \$9,514,230 | \$819,301 | 9.42% |
| SERVICE CHARGES | | | | | | |
| Parking Fees | \$19,545 | \$51,620 | \$47,500 | \$51,620 | \$0 | 0.00% |
| Real Estate Search Fees | 84,195 | 89,375 | 0 | 89,375 | 0 | 0.00% |
| Neighborhood and Community Services | 77,370 | 97,000 | 97,000 | 97,000 | 0 | 0.00% |
| Public Works | 159,873 | 70,250 | 0 | 70,250 | 0 | 0.00% |
| Police Department | 36,998 | 40,000 | 40,000 | 40,000 | 0 | 0.00% |
| Fire Department | <u>3,209,071</u> | <u>2,675,500</u> | <u>3,271,376</u> | <u>3,330,000</u> | <u>654,500</u> | <u>24.46%</u> |
| Subtotal | \$3,587,052 | \$3,023,745 | \$3,455,876 | \$3,678,245 | \$654,500 | 21.65% |

REVENUE SUMMARY

2024 BUDGET

| | Actual 2022 | Amended Budget 2023 | Estimated 2023 | Adopted Budget 2024 | Amount Increase/ (Decrease) | Percentage Increase/ (Decrease) |
|---|------------------------|------------------------------------|---------------------------|------------------------------------|--|--|
| RECREATION | | | | | | |
| Recreation Management | <u>\$732,971</u> | <u>\$891,745</u> | <u>\$790,400</u> | <u>\$933,000</u> | <u>\$41,255</u> | <u>4.63%</u> |
| Subtotal | <u>\$732,971</u> | <u>\$891,745</u> | <u>\$790,400</u> | <u>\$933,000</u> | <u>\$41,255</u> | <u>4.63%</u> |
| OTHER REVENUES | | | | | | |
| Wastewater Serv. Charge | <u>\$50,000</u> | <u>\$50,000</u> | <u>\$50,000</u> | <u>\$50,000</u> | <u>\$0</u> | <u>0.00%</u> |
| Miscellaneous | <u>156,582</u> | <u>87,975</u> | <u>77,142</u> | <u>88,000</u> | <u>25</u> | <u>0.03%</u> |
| Subtotal | <u>\$206,582</u> | <u>\$137,975</u> | <u>\$127,142</u> | <u>\$138,000</u> | <u>\$25</u> | <u>0.02%</u> |
| TRANSFERS IN | | | | | | |
| Operating Transfer In | <u>\$268,766</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>N/A</u> |
| Subtotal | <u>\$268,766</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>N/A</u> |
| TOTAL GENERAL FUND WITHOUT | | | | | | |
| PROPERTY TAXES | <u>\$18,960,352</u> | <u>\$17,947,356</u> | <u>\$19,572,062</u> | <u>\$19,719,017</u> | <u>\$1,771,661</u> | <u>9.87%</u> |
| TOTAL GENERAL FUND WITH | | | | | | |
| PROPERTY TAXES | <u>\$54,322,785</u> | <u>\$59,956,125</u> | <u>\$57,294,394</u> | <u>\$58,325,046</u> | <u>(\$1,631,079)</u> | <u>-2.72%</u> |
| ENTERPRISE | | | | | | |
| Transit System | <u>\$4,751,700</u> | <u>\$4,149,597</u> | <u>\$4,444,741</u> | <u>\$4,248,349</u> | <u>\$98,752</u> | <u>2.38%</u> |
| Stormwater Utility | <u>7,496,314</u> | <u>8,290,000</u> | <u>8,883,600</u> | <u>8,654,000</u> | <u>364,000</u> | <u>4.39%</u> |
| Wastewater Utility | <u>12,217,216</u> | <u>11,743,800</u> | <u>12,368,600</u> | <u>11,973,300</u> | <u>229,500</u> | <u>1.95%</u> |
| Water Utility | <u>16,547,351</u> | <u>13,901,475</u> | <u>13,925,800</u> | <u>14,038,375</u> | <u>136,900</u> | <u>0.98%</u> |
| Total Enterprise | <u>\$41,012,581</u> | <u>\$38,084,872</u> | <u>\$39,622,741</u> | <u>\$38,914,024</u> | <u>\$829,152</u> | <u>2.18%</u> |
| SPECIAL REVENUE | | | | | | |
| Golf Courses | <u>\$1,410,305</u> | <u>\$1,362,442</u> | <u>\$1,444,254</u> | <u>\$1,587,333</u> | <u>\$224,891</u> | <u>16.51%</u> |
| Oak Hill Cemetery | <u>178,250</u> | <u>208,000</u> | <u>192,000</u> | <u>216,000</u> | <u>8,000</u> | <u>3.85%</u> |
| Hedberg Public Library | <u>4,207,488</u> | <u>4,215,759</u> | <u>4,211,954</u> | <u>4,336,820</u> | <u>121,061</u> | <u>2.87%</u> |
| JATV Cable Public Access | <u>170,082</u> | <u>172,439</u> | <u>172,339</u> | <u>172,439</u> | <u>0</u> | <u>0.00%</u> |
| Janesville Innovation Center (JIC) | <u>165,461</u> | <u>161,397</u> | <u>135,000</u> | <u>155,000</u> | <u>(6,397)</u> | <u>-3.96%</u> |
| N&CS – Rent Assistance | <u>3,336,017</u> | <u>3,489,650</u> | <u>3,856,800</u> | <u>3,988,500</u> | <u>498,850</u> | <u>14.30%</u> |
| N&CS – State and Federal Grants | <u>1,365,723</u> | <u>2,822,745</u> | <u>1,093,800</u> | <u>3,512,420</u> | <u>689,675</u> | <u>24.43%</u> |
| Sanitation (including Industrial Waste) | <u>11,120,460</u> | <u>10,941,171</u> | <u>10,967,285</u> | <u>11,185,269</u> | <u>244,098</u> | <u>2.23%</u> |
| Wheel Tax / Enhanced Street Rehab Program | <u>1,882,801</u> | <u>1,938,000</u> | <u>1,938,000</u> | <u>1,938,000</u> | <u>0</u> | <u>0.00%</u> |
| Total Special Revenue | <u>\$23,836,587</u> | <u>\$25,311,603</u> | <u>\$24,011,432</u> | <u>\$27,091,781</u> | <u>\$1,780,178</u> | <u>7.03%</u> |
| INTERNAL SERVICE | | | | | | |
| Insurance | <u>\$11,982,779</u> | <u>\$13,066,248</u> | <u>\$0</u> | <u>\$13,066,248</u> | <u>\$0</u> | <u>0.00%</u> |
| Vehicle Operation & Maintenance | <u>5,173,860</u> | <u>5,356,836</u> | <u>5,315,000</u> | <u>5,532,200</u> | <u>175,364</u> | <u>3.27%</u> |
| Prior Service | <u>56,661</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>N/A</u> |
| Total Internal Service | <u>\$17,213,300</u> | <u>\$18,423,084</u> | <u>\$5,315,000</u> | <u>\$18,598,448</u> | <u>\$175,364</u> | <u>0.95%</u> |
| TOTAL NON-GENERAL | | | | | | |
| | <u>\$82,062,468</u> | <u>\$81,819,559</u> | <u>\$68,949,173</u> | <u>\$84,604,253</u> | <u>\$2,784,694</u> | <u>3.40%</u> |

1. The adopted 2023 General Fund budget was amended to include \$100,000 for snow removal, \$125,000 for Recreation and \$3,174,059 for contingency.

**EXPENDITURE SUMMARY
2024 BUDGET**

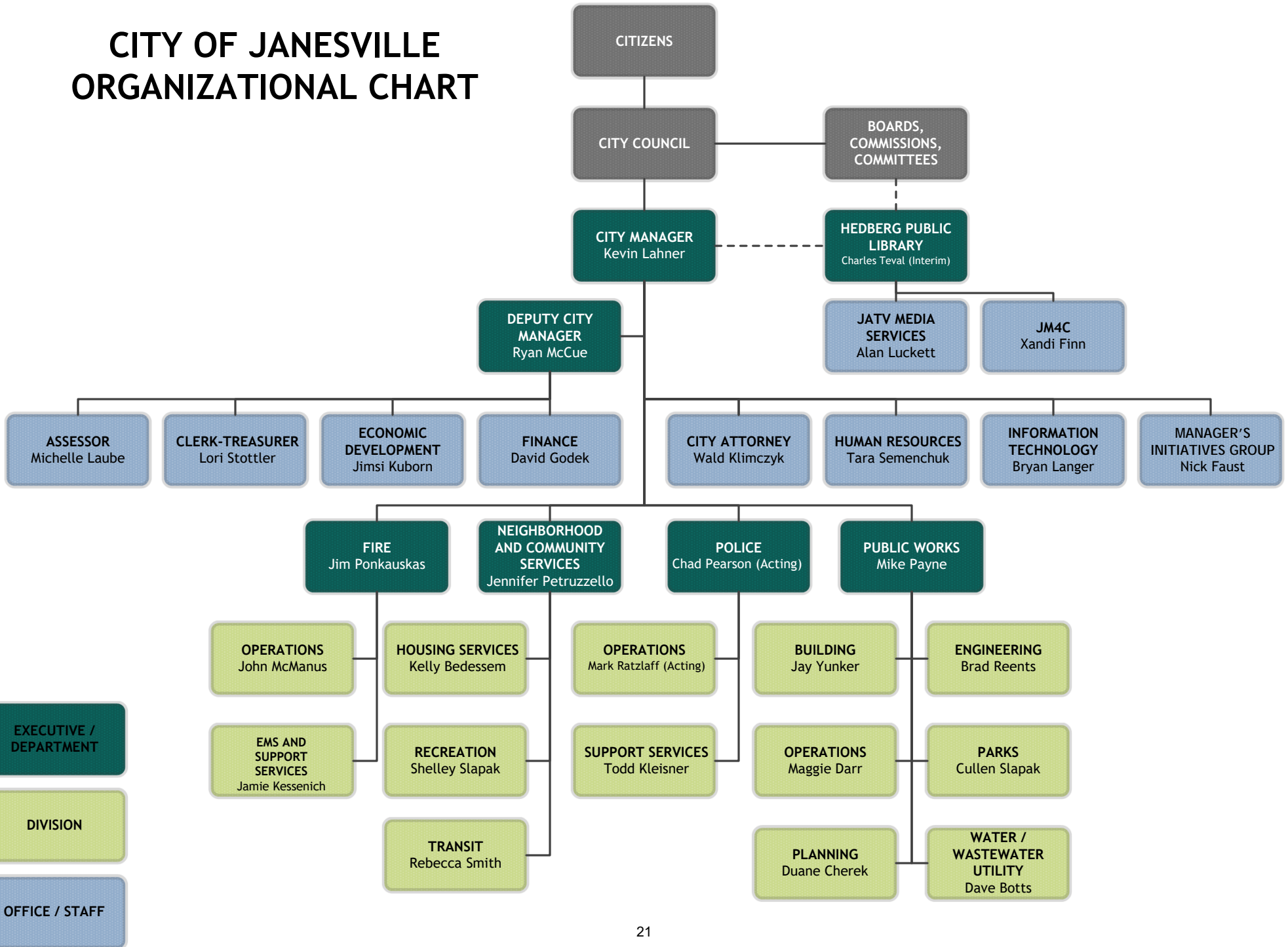
| | Actual 2022 | Amended Budget 2023 | Estimated 2023 | Adopted Budget 2024 | Amount Increase/ (Decrease) | Percentage Increase/ (Decrease) |
|---|------------------------|------------------------------------|---------------------------|------------------------------------|--|--|
| GENERAL GOVERNMENT | | | | | | |
| City Council | \$6,792 | \$7,280 | \$6,728 | \$7,180 | (\$100) | -1.37% |
| City Manager | 497,675 | 587,779 | 534,933 | 709,520 | 121,741 | 20.71% |
| City Assessor | 562,158 | 668,851 | 609,947 | 653,808 | (15,043) | -2.25% |
| City Attorney | 662,133 | 603,359 | 747,081 | 667,574 | 64,215 | 10.64% |
| Clerk-Treasurer/Elections | 649,183 | 659,642 | 638,315 | 786,637 | 126,995 | 19.25% |
| Economic Development | 138,226 | 199,715 | 188,310 | 201,943 | 2,228 | 1.12% |
| Finance | 463,027 | 493,822 | 483,697 | 523,151 | 29,329 | 5.94% |
| Human Resources | 363,466 | 354,335 | 352,055 | 410,225 | 55,890 | 15.77% |
| Information Technology | <u>1,170,829</u> | <u>1,367,149</u> | <u>1,337,291</u> | <u>1,436,417</u> | <u>69,268</u> | <u>5.07%</u> |
| Total General Government | \$4,513,489 | \$4,941,932 | \$4,898,357 | \$5,396,455 | \$454,523 | 9.20% |
| PUBLIC SAFETY | | | | | | |
| Police Department | \$14,684,497 | \$15,699,975 | \$15,565,624 | \$16,119,952 | \$419,977 | 2.68% |
| Fire Department | <u>12,632,791</u> | <u>12,709,243</u> | <u>12,753,567</u> | <u>13,031,217</u> | <u>321,974</u> | <u>2.53%</u> |
| Total Public Safety | \$27,317,288 | \$28,409,218 | \$28,319,191 | \$29,151,169 | \$741,951 | 2.61% |
| PUBLIC WORKS | | | | | | |
| Engineering | <u>\$716,336</u> | <u>\$809,125</u> | <u>\$729,543</u> | <u>\$843,723</u> | <u>\$34,598</u> | <u>4.28%</u> |
| Operations | | | | | | |
| Parking Facilities | 121,461 | 171,196 | 124,282 | 176,520 | 5,324 | 3.11% |
| Public Buildings | 655,744 | 719,220 | 728,124 | 747,626 | 28,406 | 3.95% |
| Snow Removal ¹ | 1,372,521 | 1,665,157 | 1,663,040 | 1,725,799 | 60,642 | 3.64% |
| Street Maintenance | 661,374 | 677,038 | 663,250 | 676,603 | (435) | -0.06% |
| Traffic Management | 1,069,333 | 1,166,759 | 1,160,912 | 1,226,904 | 60,145 | 5.15% |
| Weed Control | <u>38,065</u> | <u>60,014</u> | <u>47,142</u> | <u>60,421</u> | <u>407</u> | <u>0.68%</u> |
| Subtotal | \$3,918,498 | \$4,459,384 | \$4,386,750 | \$4,613,873 | \$154,489 | 3.46% |
| Parks | 1,626,219 | 1,803,478 | 1,795,994 | 1,837,174 | 33,696 | 1.87% |
| Planning & Building and Development | <u>1,281,245</u> | <u>1,284,379</u> | <u>1,218,322</u> | <u>1,331,606</u> | <u>47,227</u> | <u>3.68%</u> |
| Total Public Works | \$7,542,298 | \$8,356,366 | \$8,130,609 | \$8,626,376 | \$270,010 | 3.23% |
| NEIGHBORHOOD & COMMUNITY SERVICES | | | | | | |
| Property Maintenance | \$284,920 | \$314,054 | \$282,700 | \$317,117 | \$3,063 | 0.98% |
| Recreation ¹ | <u>1,411,173</u> | <u>1,678,159</u> | <u>1,623,593</u> | <u>1,762,129</u> | <u>83,970</u> | <u>5.00%</u> |
| Total Neighborhood & Community | \$1,696,093 | \$1,992,213 | \$1,906,293 | \$2,079,246 | \$87,033 | 4.37% |
| ECONOMIC ADJUSTMENTS | | | | | | |
| Economic Adjustments & Sick Payouts | <u>\$38,563</u> | <u>\$114,750</u> | <u>\$62,900</u> | <u>\$114,850</u> | <u>\$100</u> | <u>0.09%</u> |
| Total Economic Adjustments | \$38,563 | \$114,750 | \$62,900 | \$114,850 | \$100 | 0.09% |
| INSURANCE | | | | | | |
| Workers' Comp, Liability & Property | <u>\$107,930</u> | <u>\$103,033</u> | <u>\$103,030</u> | <u>\$89,152</u> | <u>(\$13,881)</u> | <u>-13.47%</u> |
| Total Insurance | \$107,930 | \$103,033 | \$103,030 | \$89,152 | (\$13,881) | -13.47% |
| OTHER | | | | | | |
| Refunds & Adjustments | \$8 | \$1,000 | \$1,000 | \$1,000 | \$0 | 0.00% |
| Copy Machine Expense | 7,685 | 14,000 | 15,000 | 14,000 | 0 | 0.00% |
| Misc. & Unclassified | <u>410,297</u> | <u>581,509</u> | <u>468,800</u> | <u>436,085</u> | <u>(145,424)</u> | <u>-25.01%</u> |
| Total Other | \$417,990 | \$596,509 | \$484,800 | \$451,085 | (\$145,424) | -24.38% |
| CONTINGENCY ACCOUNT¹ | | | | | | |
| | \$0 | \$3,174,059 | \$0 | \$0 | (\$3,174,059) | -100.00% |
| GENERAL FUND SUBSIDIES/TRANSFERS | | | | | | |
| Transit System | \$730,269 | \$833,981 | \$833,981 | \$975,813 | \$141,832 | 17.01% |
| Special Accounts / Capital Projects Fund ³ | 300,000 | 0 | 0 | 387,000 | 387,000 | N/A |
| Special Assessments | <u>75,000</u> | <u>75,000</u> | <u>75,000</u> | <u>75,000</u> | <u>0</u> | <u>0.00%</u> |
| Total Gen. Fund Subsidies/Transfers | \$1,105,269 | \$908,981 | \$908,981 | \$1,437,813 | \$528,832 | 58.18% |
| Total Operating | \$42,738,920 | \$48,597,061 | \$44,814,161 | \$47,346,146 | (\$1,250,915) | -2.57% |
| RETIREMENT OF INDEBTEDNESS | | | | | | |
| General Fund | \$9,805,935 | \$11,109,064 | \$11,109,064 | \$10,728,900 | (\$380,164) | -3.42% |
| G/F Payment of Sanitation Debt | 250,000 | 250,000 | 250,000 | 250,000 | 0 | 0.00% |
| G/F Payment of Special Assessment Debt | <u>230,000</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>N/A</u> |
| Total Long-Term Debt | \$10,285,935 | \$11,359,064 | \$11,359,064 | \$10,978,900 | (\$380,164) | -3.35% |
| GRAND TOTAL-GENERAL FUND | <u>\$53,024,855</u> | <u>\$59,956,125</u> | <u>\$56,173,225</u> | <u>\$58,325,046</u> | <u>(\$1,631,079)</u> | <u>-2.72%</u> |

**EXPENDITURE SUMMARY
2024 BUDGET**

| | Actual 2022 | Amended Budget 2023 | Estimated 2023 | Adopted Budget 2024 | Amount Increase/ (Decrease) | Percentage Increase/ (Decrease) |
|---|------------------------|------------------------------------|---------------------------|------------------------------------|--|--|
| ENTERPRISE | | | | | | |
| Transit System | \$4,751,700 | \$4,149,597 | \$4,444,741 | \$4,248,349 | \$98,752 | 2.38% |
| Stormwater Utility | 5,568,208 | 8,290,042 | 10,721,054 | 10,791,757 | 2,501,715 | 30.18% |
| Wastewater Utility | 10,212,283 | 10,722,710 | 10,514,062 | 10,993,355 | 270,645 | 2.52% |
| Water Utility | 15,630,906 | 14,211,215 | 14,040,043 | 14,480,295 | 269,080 | 1.89% |
| Total Enterprise | \$36,163,097 | \$37,373,564 | \$39,719,900 | \$40,513,756 | \$3,140,192 | 8.40% |
| SPECIAL REVENUE | | | | | | |
| Golf Courses | \$1,307,212 | \$1,360,571 | \$1,413,575 | \$1,585,421 | \$224,850 | 16.53% |
| Oak Hill Cemetery | 202,962 | 239,682 | 222,228 | 220,898 | (18,784) | -7.84% |
| Hedberg Public Library | 4,229,438 | 4,444,027 | 4,265,793 | 4,539,186 | 95,159 | 2.14% |
| JATV Cable Public Access | 194,886 | 214,823 | 201,765 | 208,559 | (6,264) | -2.92% |
| Janesville Innovation Center (JIC) | 208,074 | 178,334 | 129,999 | 155,000 | (23,334) | -13.08% |
| N&CS – Rent Assistance | 3,319,849 | 3,563,617 | 3,852,656 | 4,065,563 | 501,946 | 14.09% |
| N&CS – State and Federal Grants | 1,406,844 | 3,141,373 | 986,750 | 3,934,046 | 792,673 | 25.23% |
| Sanitation (including Industrial Waste) | 10,409,681 | 12,644,462 | 13,148,595 | 12,446,210 | (198,252) | -1.57% |
| Wheel Tax / Enhanced Street Rehab Program | <u>1,938,000</u> | <u>1,938,000</u> | <u>1,938,000</u> | <u>1,938,000</u> | <u>0</u> | <u>0.00%</u> |
| Total Special Revenue | \$23,216,946 | \$27,724,889 | \$26,159,361 | \$29,092,883 | \$1,367,994 | 4.93% |
| INTERNAL SERVICE | | | | | | |
| Insurance | \$10,548,513 | \$13,387,869 | \$12,316,051 | \$13,152,486 | (\$235,383) | -1.76% |
| Prior Service | 56,661 | 0 | 0 | 0 | 0 | N/A |
| Vehicle Operation & Maintenance | 5,142,688 | 5,169,785 | 5,207,640 | 5,504,831 | 335,046 | 6.48% |
| Total Internal Service | \$15,747,862 | \$18,557,654 | \$17,523,691 | \$18,657,317 | \$99,663 | 0.54% |
| GRAND TOTAL–NON–GENERAL | | | | | | |
| | <u>\$75,127,905</u> | <u>\$83,656,107</u> | <u>\$83,402,952</u> | <u>\$88,263,956</u> | <u>\$4,607,849</u> | <u>5.51%</u> |

1. The adopted 2023 General Fund budget was amended to include \$100,000 for snow removal, \$125,000 for Recreation and \$3,174,059 for contingency.

CITY OF JANESVILLE ORGANIZATIONAL CHART



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|---|
| STAFFING TABLE 2024 BUDGET |
|---|

| <u>DEPARTMENT / DIVISION / OFFICE / PROGRAM</u> | <u>POSITIONS</u> |
|---|------------------|
| <i>City Manager</i> | |
| City Manager | 1 |
| Deputy City Manager | 1 |
| Assistant to the City Manager | 1 |
| Communications Specialist | 1 |
| Executive Administrative Assistant | 1 |
| Intern (part-time) | <u>2</u> |
| | <u>7</u> |
| <i>City Assessor</i> | |
| City Assessor | 1 |
| Deputy City Assessor | 1 |
| Property Appraiser | 3 |
| Customer Service Representative | <u>1</u> |
| | <u>6</u> |
| <i>City Attorney</i> | |
| City Attorney | 1 |
| Assistant City Attorney | 1 |
| Administrative Assistant | 1 |
| Legal/HR Support Clerk | <u>1</u> |
| | <u>4</u> |
| <i>Clerk-Treasurer</i> | |
| Clerk-Treasurer | 1 |
| Deputy Clerk-Treasurer | 1 |
| Accounting Clerk | 4 |
| Utility Billing Clerk | 1 |
| Customer Service Representative | 1 |
| Customer Service Representative (part-time) | 2 |
| | <u>10</u> |
| <i>Economic Development</i> | |
| Economic Development Director | 1 |
| Economic Development Coordinator | 2 |
| Administrative Assistant (part-time) | 1 |
| Intern (part-time) | <u>1</u> |
| | <u>5</u> |

| |
|---|
| STAFFING TABLE 2024 BUDGET |
|---|

| <u>DEPARTMENT / DIVISION / OFFICE / PROGRAM</u> | <u>POSITIONS</u> |
|---|------------------|
| <i>Finance</i> | |
| Finance Director | 1 |
| Accounting Manager | 1 |
| Senior Accountant | 1 |
| Accountant | 1 |
| Payroll Specialist | 1 |
| Accounting Clerk | 1 |
| Accounts Payable Clerk | 1 |
| Customer Service Representative | <u>1</u> |
| | <u>8</u> |
| <i>Human Resources</i> | |
| Human Resources Director | 1 |
| Assistant Human Resources Director | 1 |
| HR Generalist | 1 |
| Administrative Assistant | 1 |
| Intern (part-time) | 1 |
| | <u>5</u> |
| <i>Information Technology</i> | |
| Information Technology Director | 1 |
| Network Administrator | 1 |
| Systems Analyst | 1 |
| IT Specialist | 1 |
| IT Support Technician | 2 |
| IT Intern (part-time) | 1 |
| IT Apprentice (part-time) | <u>1</u> |
| | <u>8</u> |

| |
|---|
| STAFFING TABLE 2024 BUDGET |
|---|

| <u>DEPARTMENT / DIVISION / OFFICE / PROGRAM</u> | <u>POSITIONS</u> |
|---|------------------|
| <i>Police Department</i> | |
| Chief of Police | 1 |
| Deputy Chief of Police | 2 |
| Lieutenant | 4 |
| Sergeant | 11 |
| Patrol Officer | 66 |
| Detective | 7 |
| Street Crimes Unit | 6 |
| School Liaison Officer | 2 |
| School Resource Officer | 4 |
| Identification Officer | 2 |
| Court Officer | 1 |
| Administrative Assistant | 1 |
| Police Support Specialist | 1 |
| Records Clerk Supervisor | 1 |
| Police Support Clerk | 1 |
| Records Clerk | 9 |
| Records Clerk (part-time) | 1 |
| Community Services Specialist (part-time) | <u>4</u> |
| | <u>124</u> |
| <i>Fire Department</i> | |
| Fire Chief | 1 |
| Deputy Fire Chief | 2 |
| Fire Marshall | 1 |
| Inspector | 1 |
| Battalion Chief | 3 |
| Captain | 3 |
| Lieutenant | 12 |
| Firefighter/Paramedic | 53 |
| Driver / Operator | 21 |
| Fire Support Specialist | 1 |
| Administrative Assistant | 1 |
| Inspector (part-time) | <u>1</u> |
| | <u>100</u> |

| |
|---|
| STAFFING TABLE 2024 BUDGET |
|---|

| <u>DEPARTMENT / DIVISION / OFFICE / PROGRAM</u> | <u>POSITIONS</u> |
|---|------------------|
| <i>Engineering</i> | |
| Director of Public Works | 1 |
| City Engineer | 1 |
| Assistant City Engineer | 2 |
| Senior Engineer | 1 |
| Civil Engineer | 3 |
| Project Engineer | 2 |
| Facility Construction Manager | 1 |
| GIS Coordinator | 1 |
| GIS Analyst | 1 |
| Senior Engineering Tech | 5 |
| Engineering Tech II | 1 |
| Engineering Support Specialist | 1 |
| Engineering Intern (part-time) | 2 |
| GIS Intern (part-time) | <u>1</u> |
| | <u>23</u> |
| <i>Operations (Streets, Public Buildings, Sanitation, Stormwater, VOM)</i> | |
| Operations Director | 1 |
| Operations Superintendent | 1 |
| Operations Supervisor | 1 |
| Solid Waste Manager | 1 |
| Environmental Compliance Coordinator | 1 |
| Sanitary Landfill Attendant | 1 |
| VOM Supervisor | 1 |
| Equipment and Parts Specialist | 1 |
| Fleet Analyst | 1 |
| Customer Service Specialist | 1 |
| Customer Service Representative | 1 |
| Crew Leader | 5 |
| Mechanic | 5 |
| Operator | 24 |
| Buildings & Traffic Management Supervisor | 1 |
| Senior Building Maintenance Technician | 2 |
| Building Maintenance Technician | 2 |
| Building Maintenance / Compost Cashier | 1 |
| Cashier (part-time) | <u>2</u> |
| | <u>53</u> |

| |
|---|
| STAFFING TABLE 2024 BUDGET |
|---|

| <u>DEPARTMENT / DIVISION / OFFICE / PROGRAM</u> | <u>POSITIONS</u> |
|---|------------------|
| <i>Parks Division</i> | |
| Parks Director | 1 |
| Parks Supervisor | 1 |
| Crew Leader | 3 |
| Operator | 13 |
| Forestry Intern (part-time) | <u>1</u> |
| | <u>19</u> |
| <i>Planning and Building</i> | |
| Building Director | 1 |
| Building Inspector | 2 |
| Electrical Inspector | 1 |
| Plumbing Inspector | 1 |
| Building Inspection Technician | 1 |
| Customer Service Specialist | 1 |
| Planning Director | 1 |
| Senior Planner | 1 |
| Associate Planner | 2 |
| Development Specialist | 1 |
| Administrative Assistant | 1 |
| MPO Intern (part-time) | 1 |
| Erosion Control Intern (part-time)* | <u>1</u> |
| | <u>15</u> |
| <i>Housing Services</i> | |
| Housing Services Director | 1 |
| Administrative Assistant | 1 |
| Housing Programs Specialist | 1 |
| Rent Assistance Housing Specialist | 2 |
| Senior Property Maintenance Specialist | 1 |
| Property Maintenance Inspector | 1 |
| Bldg. & Property Maintenance Inspector | 1 |
| Property Maintenance Specialist (part-time) | <u>1</u> |
| | <u>9</u> |
| <i>Recreation Division</i> | |
| Recreation Director | 1 |
| Recreation Supervisor | 1 |
| Senior Center Supervisor | 1 |
| Recreation Programmer | 3 |
| Ice Arena Supervisor | 1 |
| Administrative Assistant | 1 |
| Intern (part-time) | <u>1</u> |
| | <u>9</u> |

| |
|---|
| STAFFING TABLE 2024 BUDGET |
|---|

| <u>DEPARTMENT / DIVISION / OFFICE / PROGRAM</u> | <u>POSITIONS</u> |
|---|------------------|
| <i>Transit System</i> | |
| Transit Director | 1 |
| Assistant Transit Director | 1 |
| Transit Maintenance Supervisor | 1 |
| Transit Operations Supervisor | 1 |
| Administrative Assistant | 1 |
| Transit Evening Supervisor (part-time) | 2 |
| Mechanic II | 2 |
| Automotive Serviceperson | 2 |
| Bus Driver | 16 |
| Bus Driver (part-time) | 7 |
| Garage Person (part-time) | 2 |
| Custodian (part-time) | <u>1</u> |
| | <u>37</u> |
| <i>Wastewater Utility</i> | |
| Treatment Plant Superintendent | 1 |
| Chief Treatment Plant Operator | 1 |
| Treatment Plant Operator | 8 |
| Chemist/Biologist | 2 |
| Plumbing Technician | 1 |
| Administrative Assistant | 1 |
| Intern (part-time) | <u>1</u> |
| | <u>15</u> |
| <i>Water Utility</i> | |
| Utility Director | 1 |
| Water Superintendent | 1 |
| Water Supervisor | 1 |
| Water Pump Operator | 1 |
| Assistant Water Pump Operator | 1 |
| Crew Leader | 2 |
| Water Operator | 7 |
| Collection System Operator | 4 |
| Customer Service Tech | 4 |
| Administrative Assistant | 1 |
| Customer Service Representative | <u>1</u> |
| | <u>24</u> |

| |
|---|
| STAFFING TABLE 2024 BUDGET |
|---|

| <u>DEPARTMENT / DIVISION / OFFICE / PROGRAM</u> | <u>POSITIONS</u> |
|---|-------------------|
| <i>Oakhill Cemetery</i> | |
| Operator | 1 |
| Cemetery Clerk (part-time) | <u>1</u> |
| | <u>2</u> |
| <i>Hedberg Library</i> | |
| Director | 1 |
| Assistant Director | 1 |
| Dept Heads/Supervisors | 6 |
| Facility and Operations Coordinator | 1 |
| Marketing Manager | 1 |
| Computer Systems Manager | 1 |
| Librarians | 9 |
| Librarians (part-time) | 1 |
| Support Staff | 4 |
| Support Staff (part-time) | 39 |
| Custodians | <u>2</u> |
| | <u>66</u> |
| <i>Janesville Mobilizing 4 Change (JM4C)</i> | |
| Director | 1 |
| Project Coordinator | 1 |
| | <u>2</u> |
| <i>JATV-12</i> | |
| JATV Media Services Director | 1 |
| Production Coordinator | 1 |
| Media Producer (part-time) | 1 |
| Intern (part-time) | <u>2</u> |
| | <u>5</u> |
| <i>Neighborhood and Community Services</i> | |
| Neighborhood & Community Services Director | 1 |
| | <u>1</u> |
| TOTAL STAFF | <u>557</u> |

| |
|---|
| FULL-TIME EQUIVALENTS Comparison of 2023 and 2024 Budget |
|---|

| <u>GENERAL FUND</u> | <u>2023</u> <u>Budgeted FTE</u> | <u>2024</u> <u>Budgeted FTE</u> | <u>Difference</u> |
|---------------------------|------------------------------------|------------------------------------|--------------------|
| City Council | 0.05 | 0.05 | 0.00 |
| City Manager | 4.54 | 4.54 | 0.00 |
| City Assessor | 5.99 | 5.99 | 0.00 |
| City Attorney | 4.00 | 4.00 | 0.00 |
| Clerk-Treasurer | 5.85 | 5.85 | 0.00 |
| Economic Development | 1.83 | 1.83 | 0.00 |
| Finance | 4.38 | 4.38 | 0.00 |
| Human Resources | 3.55 | 3.55 | 0.00 |
| Information Technology | 3.65 | 3.65 | 0.00 |
| Police Department | 120.72 | 120.57 | (0.15) |
| Fire Department | 100.34 | 101.34 | 1.00 |
| Engineering | 6.67 | 6.67 | 0.00 |
| Street Maintenance | 3.26 | 3.26 | 0.00 |
| Snow Removal | 3.59 | 3.59 | 0.00 |
| Weed Control | 0.35 | 0.35 | 0.00 |
| Parks | 13.44 | 13.44 | 0.00 |
| Planning and Building | 10.91 | 10.91 | 0.00 |
| Parking Facilities | 0.45 | 0.45 | 0.00 |
| Public Buildings | 2.49 | 2.49 | 0.00 |
| Traffic Management | 4.53 | 4.53 | 0.00 |
| Property Maintenance | 3.00 | 2.95 | (0.05) |
| Recreation | 17.54 | 18.40 | 0.86 |
| TOTAL GENERAL FUND | <u>321.11</u> | <u>322.77</u> | <u>1.66</u> |

| |
|---|
| FULL-TIME EQUIVALENTS Comparison of 2023 and 2024 Budget |
|---|

| <u>NON-GENERAL FUND</u> | <u>2023</u> <u>Budgeted FTE</u> | <u>2024</u> <u>Budgeted FTE</u> | <u>Difference</u> |
|---------------------------------------|--|--|--------------------------|
| <i><u>Enterprise Funds</u></i> | | | |
| Transit System | 31.84 | 31.81 | (0.03) |
| Stormwater Utility | 15.03 | 15.03 | 0.00 |
| Wastewater Utility | 27.93 | 27.93 | 0.00 |
| Water Utility | 26.89 | 26.89 | 0.00 |
| <i><u>Special Revenue Funds</u></i> | | | |
| Golf Courses | 0.05 | 0.05 | 0.00 |
| Hedberg Public Library | 43.94 | 43.94 | 0.00 |
| JATV-12 | 2.97 | 2.97 | 0.00 |
| Janesville Innovation Center (JIC) | 0.06 | 0.06 | 0.00 |
| Neighborhood Services: | | | |
| Section 8 (Rent Assistance) | 3.23 | 3.23 | 0.00 |
| State and Federal Grants | 3.20 | 3.20 | 0.00 |
| Oakhill Cemetery | 2.64 | 2.64 | 0.00 |
| Police: Grants | 3.19 | 3.19 | 0.00 |
| Sanitation | 23.97 | 23.97 | 0.00 |
| <i><u>Internal Service Funds</u></i> | | | |
| Insurance Fund | 1.90 | 1.90 | 0.00 |
| Vehicle Operation & Maintenance (VOM) | 11.62 | 11.62 | 0.00 |
| <i><u>Other</u></i> | | | |
| Non-General Fund (Development) | 15.26 | 10.07 | (5.19) |
| TOTAL NON-GENERAL FUND | <u>213.72</u> | <u>208.50</u> | <u>(5.22)</u> |
| TOTAL BUDGET | <u>534.83</u> | <u>531.28</u> | <u>(3.56)</u> |

DEPARTMENT: GENERAL GOVERNMENT

DIVISION: CITY COUNCIL

GOAL:

The Janesville City Council is composed of seven members elected at large on a non-partisan basis for two-year overlapping terms. The members serve without compensation. At the regular City Council meetings held on the second and fourth Monday of each month, the City Council establishes City policy on various matters and carries out the business of the City.

Councilmembers also have special meetings to deal with matters of particular importance periodically throughout the year. In addition, each Councilmember serves on one or more committees.

The City Council, along with representatives of Rock County, Milton, and each of the neighboring townships, constitutes the Metropolitan Planning Organization.

RELATES TO STRATEGIC PLAN:

- Strategic Goals – All Strategic Goals

BUDGET VARIANCES

| | |
|----------------|-----------------------------|
| <u>\$500</u> | Economic adjustments |
| 500 | TOTAL PERSONNEL SERVICES |
| 0 | TOTAL CONTRACTUAL SERVICES |
| (600) | TOTAL SUPPLIES & MATERIALS |
| <u>(\$100)</u> | TOTAL INCREASE / (DECREASE) |

REQUIRED RESOURCES

| | 2022 | 2023 | 2023 | 2024 | Budget to Budget |
|---------------------------------|----------------|----------------|----------------|----------------|------------------|
| | Actual | Budget | Estimated | Budget | Incr / (Decr) |
| <u>PERSONNEL SERVICES</u> | | | | | |
| Wages | \$2,652 | \$2,813 | \$2,760 | \$3,246 | \$433 |
| Benefits | <u>804</u> | <u>867</u> | <u>618</u> | <u>934</u> | <u>67</u> |
| Subtotal | 3,456 | 3,680 | 3,378 | 4,180 | 500 |
| <u>CONTRACTUAL SERVICES</u> | | | | | |
| Professional Development | 1,337 | 1,600 | 1,350 | 1,600 | 0 |
| Other Contractual Services | <u>373</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| Subtotal | 1,711 | 1,600 | 1,350 | 1,600 | 0 |
| <u>SUPPLIES & MATERIALS</u> | 1,624 | 2,000 | 2,000 | 1,400 | (600) |
| GRAND TOTAL | <u>\$6,792</u> | <u>\$7,280</u> | <u>\$6,728</u> | <u>\$7,180</u> | <u>(\$100)</u> |

DEPARTMENT: GENERAL GOVERNMENT

DIVISION: CITY MANAGER

GOAL:

To ensure City services are provided to the citizens in a responsive and cost-effective manner.

OBJECTIVES:

- To effectively manage the Administration.
- To make policy proposals and provide the City Council with the necessary information to make informed decisions.
- To foster the economic development of the City.
- To develop and implement plans and programs that will ensure appropriate growth for the City.
- To implement fiscal policies that will ensure the long-term fiscal integrity of the City.

RELATES TO STRATEGIC PLAN:

- Strategic Goals – All Strategic Goals

PROGRAM ACTIVITY STATEMENT:

The City Manager is responsible for all activities of the City Government. This is accomplished through the setting of goals, objectives, and policies, plus direct supervision and review of department and division head activities.

The City Manager represents the City Government in relations with other governmental units. This is accomplished through participation in meetings and conferences with representatives of other governmental units and as a participating member of area and statewide organizations and committees. The City Manager’s Office maintains ongoing communications with elected officials at the county, state, and federal levels.

The City Manager’s Office provides information to assist the City Council in its deliberations and establishment of municipal policy. The City Manager makes specific proposals to the City Council concerning major governmental activities and programs.

The City Manager is involved in establishing economic development strategies, supervising activities, and meeting directly with existing and potential new businesses.

The City Manager oversees the provision of City services to ensure cost-effectiveness and customer satisfaction.

In 2014, the City Manager established a Manager’s Initiatives Group (MIG) to help execute the day-to-day operations of the organization. The MIG is responsible for internal and external strategic communications and developing and executing analytically driven, high-impact products that improve the strategic direction and long-range planning of the City and facilitate the decision-making processes for City leaders.

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|----------------------------|----------------|----------------|-------------------|----------------|
| ACTIVITIES: (Hours) | | | | |
| Leadership and Management | 5,925 | 6,053 | 5,467 | 6,053 |
| Administrative Support | 1,300 | 1,300 | 1,300 | 1,300 |
| Intern Support | <u>0</u> | <u>2,080</u> | <u>0</u> | <u>2,080</u> |
| Total Hours | <u>7,225</u> | <u>9,433</u> | <u>6,767</u> | <u>9,433</u> |

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|-----------------------------------|------------------|------------------|-------------------|------------------|
| ELEMENT COST: | | | | |
| Leadership and Management | \$350,360 | \$421,197 | \$403,124 | \$515,795 |
| Manager's Initiatives Group (MIG) | <u>147,315</u> | <u>166,582</u> | <u>131,809</u> | <u>193,725</u> |
| Total | <u>\$497,675</u> | <u>\$587,779</u> | <u>\$534,933</u> | <u>\$709,520</u> |

BUDGET VARIANCES

| | |
|------------------|--|
| <u>\$43,548</u> | Economic adjustments |
| 43,548 | TOTAL PERSONNEL SERVICES |
| 70,000 | New Strategic Plan development |
| | Increase in membership dues, restored training, added attendance at ICMA |
| 7,813 | Conference |
| <u>380</u> | Expected Utility Increases |
| 78,193 | TOTAL CONTRACTUAL SERVICES |
| 0 | TOTAL SUPPLIES & MATERIALS |
| <u>\$121,741</u> | TOTAL INCREASE / (DECREASE) |

REQUIRED RESOURCES

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget | Budget to Budget Incr / (Decr) |
|---------------------------------|------------------|------------------|-------------------|------------------|-----------------------------------|
| <u>PERSONNEL SERVICES</u> | | | | | |
| Wages | \$340,478 | \$413,268 | \$363,745 | \$449,438 | \$36,170 |
| Benefits | <u>110,567</u> | <u>132,261</u> | <u>117,343</u> | <u>139,639</u> | <u>7,378</u> |
| Subtotal | 451,045 | 545,529 | 481,088 | 589,077 | 43,548 |
| <u>CONTRACTUAL SERVICES</u> | | | | | |
| Utilities | 544 | 510 | 732 | 890 | 380 |
| Postage | 203 | 350 | 350 | 350 | 0 |
| Professional Development | 20,472 | 28,615 | 20,691 | 36,428 | 7,813 |
| Auditing/Consulting | 0 | 0 | 0 | 70,000 | 70,000 |
| Other Contractual Services | 12,532 | 0 | 11,512 | 0 | 0 |
| Advertising | <u>10,126</u> | <u>9,245</u> | <u>8,164</u> | <u>9,245</u> | <u>0</u> |
| Subtotal | 43,877 | 38,720 | 41,449 | 116,913 | 78,193 |
| <u>SUPPLIES & MATERIALS</u> | | | | | |
| | 2,753 | 3,530 | 12,396 | 3,530 | 0 |
| GRAND TOTAL | <u>\$497,675</u> | <u>\$587,779</u> | <u>\$534,933</u> | <u>\$709,520</u> | <u>\$121,741</u> |

DEPARTMENT: GENERAL GOVERNMENT

DIVISION: CITY ASSESSOR

GOAL:

Establish accurate and equitable property assessments to facilitate fair distribution of the property tax.

OBJECTIVES:

- Discover and record changes to parcel counts, ownership, and configurations;
- Discover and record changes to attribute data for taxable and exempt personal property;
- Discover and record changes to attribute data for taxable and exempt real estate parcels;
- Estimate Market Value of real and personal property and annually list in the Assessment Roll;
- Initiate and facilitate property owner participation in the assessment process, reviews and appeals;
- Complete required reporting to the Wisconsin Department of Revenue and City staff; and
- Respond efficiently, effectively, and courteously to inquires and requests for service.

RELATES TO STRATEGIC PLAN:

- Strategic Goals – All Strategic Goals

PROGRAM ACTIVITY STATEMENT:

The assessment function is mandated by State Statute. It is completed using procedures established by the Wisconsin Department of Revenue. Assessment tasks fall into six programs. At the core of the process is maintaining attribute data on more than 28,000 real and personal property parcels. That data is used to complete estimates of property value. Attribute and assessment data are also consumed both locally and globally by myriad users for many purposes. Assessment programs include:

- **Real Property Description** - Assessment staff monitors data sources to discover and record changes to real property parcel counts, ownership, and configurations.
- **Personal Property Data Management** - Staff monitors data sources and completes field inspections to discover and record changes to taxable personal property (business machinery, equipment and supplies and dwellings in mobile home parks).
- **Real Property Data Management** - Staff monitors data sources and completes field inspections to discover and record changes to taxable real property (real estate). This includes review of property tax exemptions and local coordination of the Department of Revenue manufacturing assessment process.
- **Property Valuation** - Staff monitors market data information and prepares estimates of market value for all taxable parcels. Those values are listed in the Assessment Roll, the foundation for the Tax Roll.
- **Review and Appeals** – Staff completes required property owner notifications, facilitates Open Book reviews, and defends values at the Board of Review and subsequent appeal processes.
- **State Reporting** – Staff completes all required reporting to the Wisconsin Department of Revenue.

ACTIVITIES:

Real Estate & Mobile Home Assessments

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|---|----------------|----------------|-------------------|----------------|
| Real Estate (Parcels) | 25,096 | 25,000 | 25,127 | 25,150 |
| Mobile Home (Units) | 429 | 450 | 440 | 450 |
| Personal Property Accounts (#) | 1,950 | 1,950 | 1,825 | 0 |
| New Construction, Permits, Sale Reviews | 2,589 | 4,000 | 3,000 | 3,500 |
| Property Transfers & Split Merges | 2,739 | 3,500 | 2,500 | 3,000 |
| Aggregate Assessment Ratio | 72.6% | 100.0% | 100.0% | 95.0% |

BUDGET VARIANCES

| | |
|-------------------|---|
| \$9,718 | Increase due to staff turnover |
| (23,314) | Decrease in Overtime due to completion of 2023 revaluation |
| <u>22,541</u> | Increase due to staff turnover |
| 8,945 | TOTAL PERSONNEL SERVICES |
| 20 | Increase due to anticipated rising utility costs |
| (21,355) | Decrease due to completion of 2023 Revaluation and removal of Personal Property Tax |
| 1,500 | Increase in Department of Revenue Manufacturing fee |
| 700 | Increase in Govern enhancements due to OpenForms migration |
| <u>(1,683)</u> | Decrease in annual VOM charges |
| (20,818) | TOTAL CONTRACTUAL SERVICES |
| (3,170) | TOTAL SUPPLIES & MATERIALS |
| <u>(\$15,043)</u> | TOTAL DECREASE |

REQUIRED RESOURCES

| | 2022 | 2023 | 2023 | 2024 | Budget to Budget |
|---------------------------------|------------------|------------------|------------------|------------------|-------------------|
| | Actual | Budget | Estimated | Budget | Incr / (Decr) |
| <u>PERSONNEL SERVICES</u> | | | | | |
| Wages | \$366,586 | \$401,856 | \$384,524 | \$411,574 | \$9,718 |
| Overtime | 1,617 | 23,314 | 13,000 | 0 | (23,314) |
| Benefits | <u>148,760</u> | <u>166,131</u> | <u>138,176</u> | <u>188,672</u> | <u>22,541</u> |
| Subtotal | 516,963 | 591,301 | 535,700 | 600,246 | 8,945 |
| <u>CONTRACTUAL SERVICES</u> | | | | | |
| Utilities | 2,195 | 2,740 | 2,740 | 2,760 | 20 |
| Postage | 5,055 | 24,814 | 24,814 | 3,459 | (21,355) |
| Professional Development | 3,541 | 7,798 | 3,495 | 7,798 | 0 |
| Audit & Consulting | 15,691 | 15,000 | 16,000 | 16,500 | 1,500 |
| Other Contractual Services | 2,267 | 6,965 | 6,965 | 7,665 | 700 |
| Vehicle Oper/Maintenance | <u>12,024</u> | <u>13,233</u> | <u>13,233</u> | <u>11,550</u> | <u>(1,683)</u> |
| Subtotal | 40,773 | 70,550 | 67,247 | 49,732 | (20,818) |
| <u>SUPPLIES & MATERIALS</u> | 4,422 | 7,000 | 7,000 | 3,830 | (3,170) |
| GRAND TOTAL | <u>\$562,158</u> | <u>\$668,851</u> | <u>\$609,947</u> | <u>\$653,808</u> | <u>(\$15,043)</u> |

DEPARTMENT: GENERAL GOVERNMENT

DIVISION: CITY ATTORNEY

GOAL:

To ensure that the City Government functions in accordance with the law.

OBJECTIVES:

- To successfully represent the City, its officers, and employees in all litigation.
- To advise the Common Council, other governmental bodies, and City staff regarding the potential legal consequences of past and proposed courses of action.
- To review and prepare ordinances, resolutions, policies, contracts, and other legal documents.
- To vigorously enforce all referred building, fire, and zoning code non-conformities, and other ordinance violations.

RELATES TO STRATEGIC PLAN:

- Strategic Goals – All Strategic Goals

| | 2022 | 2023 | 2023 | 2024 |
|--|--------|--------|-----------|--------|
| | Actual | Budget | Estimated | Budget |

ACTIVITIES: (Hours)

Litigation

| | | | | |
|------------------------------|------------|------------|------------|------------|
| Traffic/Ordinance Violations | 3,900 | 3,900 | 3,900 | 4,000 |
| Code Prosecutions | 940 | 940 | 940 | 940 |
| Collections | 80 | 80 | 80 | 80 |
| Worthless Checks | 60 | 75 | 50 | 50 |
| Other | <u>540</u> | <u>540</u> | <u>540</u> | <u>540</u> |
| Subtotal | 5,520 | 5,535 | 5,510 | 5,610 |

| | | | | |
|-----------------|--------------|--------------|--------------|--------------|
| Advisory | 2,600 | 2,600 | 2,600 | 2,600 |
| Labor Relations | <u>1,150</u> | <u>1,150</u> | <u>1,150</u> | <u>1,150</u> |
| Total | <u>9,270</u> | <u>9,285</u> | <u>9,260</u> | <u>9,360</u> |

ACTIVITIES: (Actions)

Litigation

| | | | | |
|------------------------------|--------------|--------------|--------------|--------------|
| Traffic/Ordinance Violations | 8,300 | 8,600 | 9,000 | 9,500 |
| Code Prosecutions | 10 | 4 | 10 | 15 |
| Collections | 2 | 3 | 3 | 3 |
| Worthless Checks | 14 | 18 | 6 | 10 |
| Other | <u>46</u> | <u>47</u> | <u>47</u> | <u>47</u> |
| Total | <u>8,372</u> | <u>8,672</u> | <u>9,066</u> | <u>9,575</u> |

BUDGET VARIANCES

| | |
|-----------------|--|
| <u>\$12,734</u> | Economic adjustments |
| 12,734 | TOTAL PERSONNEL SERVICES |
| 1,660 | Increase in Professional Development Costs |
| 50,000 | Increased Outside Attorney Fees |
| <u>(194)</u> | Other |
| 51,466 | TOTAL CONTRACTUAL SERVICES |
| 15 | TOTAL SUPPLIES & MATERIALS |
| <u>\$64,215</u> | TOTAL INCREASE / (DECREASE) |

REQUIRED RESOURCES

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget | Budget to Budget Incr / (Decr) |
|---------------------------------|------------------|------------------|-------------------|------------------|-----------------------------------|
| <u>PERSONNEL SERVICES</u> | | | | | |
| Wages | \$332,577 | \$376,842 | \$376,842 | \$373,965 | (\$2,877) |
| Benefits | <u>106,038</u> | <u>119,798</u> | <u>119,798</u> | <u>135,409</u> | <u>15,611</u> |
| Subtotal | 439,649 | 496,640 | 496,640 | 509,374 | 12,734 |
| <u>CONTRACTUAL SERVICES</u> | | | | | |
| Utilities | 839 | 764 | 800 | 800 | 36 |
| Postage | 513 | 780 | 350 | 400 | (380) |
| Professional Development | 2,588 | 2,840 | 3,086 | 4,500 | 1,660 |
| Audit & Consulting | 214,439 | 100,000 | 243,605 | 150,000 | 50,000 |
| Summons & Subpoenas | <u>2,442</u> | <u>1,250</u> | <u>1,600</u> | <u>1,400</u> | <u>150</u> |
| Subtotal | 220,819 | 105,634 | 249,441 | 157,100 | 51,466 |
| <u>SUPPLIES & MATERIALS</u> | | | | | |
| | 1,563 | 1,085 | 1,000 | 1,100 | 15 |
| GRAND TOTAL | <u>\$662,133</u> | <u>\$603,359</u> | <u>\$747,081</u> | <u>\$667,574</u> | <u>\$64,215</u> |

DEPARTMENT: GENERAL GOVERNMENT

DIVISION: CLERK-TREASURER / ELECTIONS

GOAL:

To act as trustee of City funds, custodian of all official City records, and administrator of all elections.

OBJECTIVES:

- To receive and disperse City funds in accordance with procedures established by State Statutes and generally accepted accounting principles.
- To systematically maintain official records and publish meeting and legal notices in accordance with State Statutes.
- To prepare the property tax roll, issue property tax bills and process payments, as required by Chapter 74 of the State Statutes.
- To issue the various licenses authorized by City ordinances and granted by the City Council.
- To provide resources and materials for conducting the primary and general elections.
- To facilitate the Citizens Board of Review.

RELATES TO STRATEGIC PLAN:

- Strategic Goals – All Strategic Goals

PROGRAM ACTIVITY STATEMENT:

The Treasurer's activities involve the establishment of a procedure for processing statements for payments, such as property tax roll, tax bills, special assessment charges, parking fees, delinquent personal property taxes and licenses. The Clerk-Treasurer's Office is responsible for collecting payment of these statements, utility bills, landfill fees and license fees. In connection with the Treasurer's financial responsibilities, payments and checks are prepared, and special assessment tax rolls, notices, bond payments, searches and deferred special assessment rolls are processed. The culmination of these activities results in daily bank deposits, reconciling bank statements, reviewing investments and filing State reports.

The Clerk's activities focus on record preparation, processing, and retention. The types of records that are processed are City Council minutes, legal notices, ordinances, resolutions, codes, and policy statements. The Clerk attends City Council meetings in accordance with State Statute 62.11(b). The Clerk is also responsible for issuing the various licenses required by City ordinances. In addition, all election activities are the responsibility of this office.

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|--------------------------------------|------------------|------------------|-------------------|------------------|
| ACTIVITIES: | | | | |
| Treasury | | | | |
| Receipts (Transactions) | 29,639 | 27,500 | 27,500 | 27,500 |
| Vendor Checks Processed | 3,820 | 3,500 | 3,500 | 3,500 |
| Electronic Funds Transfers Processed | 5,800 | 5,800 | 5,800 | 5,800 |
| Real Estate Searches | 1,754 | 1,500 | 1,498 | 1,500 |
| Clerk | | | | |
| Minutes | 45 | 35 | 54 | 50 |
| Legal Notices | 147 | 125 | 130 | 150 |
| Ordinances/Resolutions | 138 | 150 | 125 | 150 |
| Licenses Processed | 9,252 | 6,000 | 10,858 | 9,000 |
| Elections | | | | |
| Elections (#) | 3 | 2 | 2 | 4 |
| Registered Voters (#) | 37,475 | 40,000 | 36,176 | 40,000 |
| Votes Cast (#) | 44,720 | 12,000 | 25,452 | 65,000 |
| ELEMENT COST: | | | | |
| Clerk-Treasurer | \$512,300 | \$551,710 | \$536,486 | \$581,947 |
| Elections | <u>136,883</u> | <u>107,932</u> | <u>101,829</u> | <u>204,690</u> |
| Total | <u>\$649,183</u> | <u>\$659,642</u> | <u>\$638,315</u> | <u>\$786,637</u> |

BUDGET VARIANCES

| | |
|------------------|--|
| \$74,315 | Increase in poll worker wages (4 elections) |
| <u>11,172</u> | Increase in personnel services due to turnover |
| 85,487 | TOTAL PERSONNEL SERVICES |
| 31,438 | Increase in postage (4 elections) |
| 14,071 | Reduction of legal notice expense due to 2 election cycle |
| <u>(6,826)</u> | Other |
| 38,333 | TOTAL CONTRACTUAL SERVICES |
| <u>3,175</u> | Increased costs of supplies and printing plus office equipment replacement |
| 3,175 | TOTAL SUPPLIES & MATERIALS |
| <u>\$126,995</u> | TOTAL INCREASE / (DECREASE) |

REQUIRED RESOURCES

| | 2022 | 2023 | 2023 | 2024 | Budget to Budget |
|---------------------------------|------------------|------------------|------------------|------------------|------------------|
| | Actual | Budget | Estimated | Budget | Incr / (Decr) |
| <u>PERSONNEL SERVICES</u> | | | | | |
| Wages | \$ 394,918 | \$402,192 | \$393,684 | \$476,507 | \$74,315 |
| Benefits | <u>119,117</u> | <u>127,750</u> | <u>127,750</u> | <u>138,922</u> | <u>11,172</u> |
| Subtotal | 514,035 | 529,942 | 521,434 | 615,429 | 85,487 |
| <u>CONTRACTUAL SERVICES</u> | | | | | |
| Utilities | 1,488 | 1,900 | 1,403 | 1,550 | (350) |
| Postage | 60,823 | 40,925 | 31,073 | 71,655 | 30,730 |
| Professional Development | 3,098 | 7,786 | 5,326 | 7,478 | (308) |
| Audit & Consulting | 44 | 6,580 | 44 | 2,660 | (3,920) |
| Other Contractual Services | 46,808 | 50,433 | 57,359 | 66,170 | 15,737 |
| Vehicle & Equipment | <u>5,888</u> | <u>6,056</u> | <u>5,656</u> | <u>2,500</u> | <u>(3,556)</u> |
| Subtotal | 118,150 | 113,680 | 100,861 | 152,013 | 38,333 |
| <u>SUPPLIES & MATERIALS</u> | 16,998 | 16,020 | 16,020 | 19,195 | 3,175 |
| GRAND TOTAL | <u>\$649,183</u> | <u>\$659,642</u> | <u>\$638,315</u> | <u>\$786,637</u> | <u>\$126,995</u> |

DEPARTMENT: GENERAL GOVERNMENT

OFFICE: ECONOMIC DEVELOPMENT

GOALS:

To diversify Janesville's economic base through:

- Attraction of new businesses to the City
- Business retention programs designed to facilitate economic expansion
- Revitalization and redevelopment of the central business district
- Entrepreneurial support to help new firms start up and flourish
- Development of labor to support existing and new businesses

OBJECTIVES:

- Implement an active economic development strategy designed to attract new industry, facilitate existing industry expansions, and diversify the economy.
- Heighten the awareness, understanding and support of economic development activities within the community.
- Promote redevelopment through implementation of Revolving Loan Funds
- Develop an entrepreneurial support network to encourage the formation of new business enterprises and to help them survive.
- Work in partnership with the private sector to stimulate redevelopment in the downtown area.

RELATES TO STRATEGIC PLAN:

- Strategic Goals – Downtown; Economy; and Safe & Healthy Community

PROGRAM ACTIVITY STATEMENT:

The Economic Development office takes a lead role in fostering a positive business climate in Janesville. The Office focuses efforts to retain local employers and to help them expand. Business attraction is accomplished through marketing and coordination with State and regional development agencies. The office also works to help entrepreneurs start new companies that will employ Janesville residents. The office operates in partnership with the private sector on downtown redevelopment and rehabilitation projects.

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|--|----------------|----------------|-------------------|----------------|
| ACTIVITIES: | | | | |
| Planning & Administration (Hours) | 630 | 630 | 630 | 630 |
| Business Retention & Expansion (Hours) | 640 | 640 | 640 | 640 |
| Business Contacts (#) | 250 | 250 | 250 | 250 |
| Marketing | | | | |
| Rock County 5.0/Janesville Initiatives (Hours) | 135 | 150 | 140 | 140 |
| Business Contacts, Meetings , Prospects (#) | 800 | 800 | 800 | 800 |
| Economic Development Website (Hours) | 180 | 160 | 160 | 150 |
| Website Hits (#) | 12,000 | 16,000 | 17,000 | 13,000 |
| Madison Marketing Strategy (Hours) | 10 | 10 | 20 | 15 |
| Other Activities | | | | |
| General Motors Site (Hours) | 1,350 | 1,350 | 1,350 | 1,350 |
| Brownfield Redevelopment Program (Hours) | 600 | 600 | 600 | 600 |
| Sites Remediated (#) | 2 | 2 | 2 | 2 |
| Downtown Development (Hours) | 1,250 | 1,300 | 1,300 | 1,300 |
| Development Projects Facilitated (#) | 8 | 7 | 8 | 8 |
| EDA Business Incubator (Hours) | 340 | 360 | 360 | 375 |
| Industrial Square Feet Leased | 500,000 | 500,000 | 550,000 | 550,000 |
| Total Hours | 5,135 | 5,200 | 5,200 | 5,200 |

BUDGET VARIANCES

| | |
|----------------|--------------------------------------|
| <u>\$2,208</u> | Economic adjustments |
| 2,208 | TOTAL PERSONNEL SERVICES |
| 50 | Increase in utility costs |
| 90 | Increase in professional development |
| <u>(120)</u> | Decrease in postage |
| 20 | TOTAL CONTRACTUAL SERVICES |
| 0 | TOTAL SUPPLIES & MATERIALS |
| <u>\$2,228</u> | TOTAL INCREASE / (DECREASE) |

REQUIRED RESOURCES

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget | Budget to Budget Incr / (Decr) |
|---------------------------------|------------------|------------------|-------------------|------------------|-----------------------------------|
| <u>PERSONNEL SERVICES</u> | | | | | |
| Wages | \$83,471 | \$143,838 | \$144,700 | \$155,685 | \$11,847 |
| Benefits | <u>15,400</u> | <u>47,597</u> | <u>35,400</u> | <u>37,958</u> | <u>(9,639)</u> |
| Subtotal | 98,871 | 191,435 | 180,100 | 193,643 | 2,208 |
| <u>CONTRACTUAL SERVICES</u> | | | | | |
| Utilities | 124 | 150 | 150 | 200 | 50 |
| Postage | 58 | 220 | 150 | 100 | (120) |
| Professional Development | 2,518 | 6,010 | 6,010 | 6,100 | 90 |
| Audit & Consulting | <u>0</u> | <u>1,000</u> | <u>1,000</u> | <u>1,000</u> | <u>0</u> |
| Subtotal | 38,168 | 7,380 | 7,310 | 7,400 | 20 |
| <u>SUPPLIES & MATERIALS</u> | | | | | |
| | 1,075 | 900 | 900 | 900 | 0 |
| GRAND TOTAL | <u>\$138,226</u> | <u>\$199,715</u> | <u>\$188,310</u> | <u>\$201,943</u> | <u>\$2,228</u> |

DEPARTMENT: GENERAL GOVERNMENT

DIVISION: FINANCE

GOAL:

To ensure timely and accurate financial information using generally accepted accounting principles to internal and external customers, while assuring citizens the department is operating in the most efficient manner.

OBJECTIVES:

- To serve as the financial and budget advisor to the City Manager, department, division, and office heads.
- To manage the City's finances in a positive and progressive manner.
- To maintain general accounting, budget, and payroll systems, which provide timely and accurate financial information.
- To inform the public and our investors of the City's financial condition.

RELATES TO STRATEGIC PLAN:

- Strategic Goals – All Strategic Goals

PROGRAM ACTIVITY STATEMENT:

The Finance Office operates as a “support agency” and provides financial information to all the City departments, divisions, and offices.

Budget Development and Preparation - Responsible for preparing the City's annual capital and operating budgets, as well as helping City departments, divisions, and offices with budget development and analysis. Provide technical expertise and work with City Council and City staff to develop and adopt a structurally-sound operating budget. Implement the adopted budget, analysis of City operations, and development and analysis of fiscal policy.

General Ledger – Project Accounting, Financial Reporting and Budget Monitoring - Responsible for the development, coordination, and implementation of the City's accounting and financial reporting systems. Oversee the utilization of the City's automated financial accounting system. Analyze and interpret accounting data and perform internal accounting functions. Prepare and distribute monthly financial reports to City Council and City staff.

Annual Audit and Annual Comprehensive Financial Report Preparation - Responsible for developing and coordinating the preparation of the City's Annual Comprehensive Financial Report. Serve as liaison to the independent auditors.

Debt Issuance and Management - Provide technical expertise and administrative support for the process of acquiring short-term and long-term promissory notes and bond issues for City capital improvement projects.

Insurance Administration - Responsible for administration of the City's general liability, auto liability, property and other miscellaneous insurance programs and acts as the liaison between the City and the Cities and Villages Mutual Insurance Company (CVMIC). Perform the processing of liability claims made against the City and pursuing claims against others who damage City property.

Payroll Preparation and Reporting - Maintain a reliable, efficient, and effective centralized payroll system for all City departments, divisions, and offices. Includes responsibility for processing and maintaining systems for deductions; billing for employee health and life insurance; deferred compensation; worker's compensation; unemployment compensation; Wisconsin Retirement System; flexible spending; direct deposit; income continuation insurance; as well as a variety of other payroll deductions. Responsible for necessary payroll tax and other payroll related reporting.

Grant Reporting and Compliance - Prepare report on federal and state financial assistance. Work with City

departments, divisions, and offices to understand and achieve compliance with grant reporting requirements. Assist City departments, divisions, and offices in requesting grant funds from oversight agencies.

Accounts Payable and Purchase Order Processing - Ensure that resources are used in compliance with City policies and guidelines. Provide support to City departments, divisions, and offices to process invoices accurately and timely. Maintain accurate vendor records for payment and tax reporting purposes. Retain invoices and other supporting documentation in accordance with City policies.

Utility Rate Studies and Revenue Analysis - Review and maintain water, wastewater, stormwater, VOM, and sanitation rate structures. Prepare and submit rate increase applications to the Public Service Commission, and update Wastewater Utility User Charge System. Prepare capital and operating financial forecasts.

BUDGET VARIANCES

| | |
|-----------------|-----------------------------|
| <u>\$24,909</u> | Economic adjustments |
| 24,909 | TOTAL PERSONNEL SERVICES |
| 100 | Increase in Phone Costs |
| 2,065 | Increase in Training Costs |
| <u>2,220</u> | Increase in Audit Fees |
| 4,385 | TOTAL CONTRACTUAL SERVICES |
| 100 | TOTAL SUPPLIES & MATERIALS |
| <u>\$29,394</u> | TOTAL INCREASE / (DECREASE) |

REQUIRED RESOURCES

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget | Budget to Budget Incr / (Decr) |
|---------------------------------|------------------|------------------|-------------------|------------------|-----------------------------------|
| <u>PERSONNEL SERVICES</u> | | | | | |
| Wages | \$313,353 | \$327,823 | \$313,300 | \$337,100 | \$9,277 |
| Benefits | <u>104,834</u> | <u>120,934</u> | <u>122,900</u> | <u>136,566</u> | <u>15,632</u> |
| Subtotal | 418,187 | 448,757 | 436,200 | 473,666 | 24,909 |
| <u>CONTRACTUAL SERVICES</u> | | | | | |
| Utilities | 641 | 600 | 675 | 700 | 100 |
| Postage | 849 | 1,000 | 900 | 1,000 | 0 |
| Professional Development | 2,745 | 5,685 | 5,812 | 7,750 | 2,065 |
| Audit & Consulting | <u>37,884</u> | <u>36,280</u> | <u>37,390</u> | <u>38,500</u> | <u>2,220</u> |
| Subtotal | 42,119 | 43,565 | 44,777 | 47,950 | 4,385 |
| <u>SUPPLIES & MATERIALS</u> | 2,503 | 1,500 | 2,720 | 1,600 | 100 |
| GRAND TOTAL | <u>\$462,809</u> | <u>\$493,822</u> | <u>\$483,697</u> | <u>\$523,216</u> | <u>\$29,394</u> |

DEPARTMENT: GENERAL GOVERNMENT

DIVISION: HUMAN RESOURCES

GOAL:

To meet the City's human resource needs and focus on recognition of employees as the resource that drives organizational services to the citizens of Janesville.

OBJECTIVES:

- To provide effective personnel services to all City departments, divisions and offices.
- To recruit and retain quality employees in accordance with EEOC standards.
- To support employees by providing effective development and utilization of human resources.

RELATES TO STRATEGIC PLAN:

- Strategic Goals – All Strategic Goals

PROGRAM ACTIVITY STATEMENT:

Recruitment & Selection - Includes managing the steps of a recruitment process from the time a position is authorized to fill through the job offer. Since fall 2012, the City has used an online recruitment software to assist in managing and supporting this program for full-time, part-time, and seasonal positions. Elements of a recruitment process include determining the needs for the position, posting, and advertising a vacancy, reviewing, and referring applications to the hiring manager, recordkeeping, pre-employment testing, interviewing, selecting a finalist, and conducting reference checks.

Labor and Employee Relations - Includes addressing employee issues, labor contract administration with three Union groups, researching salary and benefit information for contract negotiations, advising management staff on employee issues, grievance and interest arbitration, impact bargaining, and employee discipline research and advice.

HR Policies/Benefits/Salary Administration - Includes administration of the City's personnel policies, compensation plans and benefit packages, payroll processing, job classification, development and maintenance of job descriptions, conducting and responding to wage and benefit surveys, retirement, employee orientation, annual employee training program, and employee job performance evaluation.

Health and Wellness - Includes administering the City's self-funded health and dental plans and insured vision plan, maintaining plan documents, providing for premium rate reviews, conducting annual health assessments and eligible employee enrollment, researching and responding to plan questions and concerns, and providing for City stop loss coverage. Claims are processed and paid by a claims administrator.

Worker Compensation - Includes administering the City's self-funded worker compensation program for work-related accidents and injuries. Claims are processed and paid by a claims administrator.

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|--|----------------|----------------|-------------------|----------------|
| ACTIVITIES: | | | | |
| Recruitment & Selection (hours) | 2,964 | 1,820 | 2,028 | 1,924 |
| Job Applications Received (#) | 1,754 | 1,675 | 1,425 | 1,675 |
| Recruitments (#) * | 114 | 100 | 85 | 105 |
| Time to Fill a Position (median # of days) *** | 76 | 75 | 81 | 75 |
| Labor and Employee Relations (Hours) | 2,262 | 1,664 | 1,664 | 1,456 |
| Grievances Filed Last Internal Step (#) | 0 | 0 | 0 | 0 |
| Contracts Under Negotiation (#) | 1 | 2 | 0 | 0 |
| Turnover and Retention (Hours) *** | 678 | 780 | 800 | 780 |
| Resignations (#) | 21 | 23 | 37 | 30 |
| Retirements (#) | 25 | 30 | 32 | 28 |
| Turnover Rate (%) | 8 | 10 | 13 | 9 |
| HR Policies/Benefits/Salary Adm. (Hours) | 2,709 | 2,444 | 2,250 | 2,444 |
| Training Programs (#) ** | 13 | 26 | 25 | 16 |
| Safety Training Programs (#) | 101 | 0 | 16 | 17 |
| Personnel and Payroll Changes (#) | 770 | 770 | 830 | 850 |
| Health and Wellness (Hours) | 2,202 | 1,872 | 1,650 | 2,080 |
| Employee Billing Assistance Requests (#) | 48 | 0 | 45 | 50 |
| Health Assessments Completed (#) | 503 | 500 | 498 | 500 |
| Wellness Initiatives (#) | 1 | 4 | 0 | 4 |
| Worker Compensation (Hours) | 760 | 780 | 770 | 676 |
| Worker Compensation Claims Processed (#) | 95 | 95 | 68 | 70 |

* Includes Seasonal recruitments. In the past, this was indicated as 1 recruitment.

** HR coordinated training

*** Regular full-time and part-time employees only.

BUDGET VARIANCES

| | |
|-----------------|---------------------------------------|
| \$20,254 | Economic adjustments |
| <u>18,648</u> | Change from single to family coverage |
| 38,902 | TOTAL PERSONNEL SERVICES |
| 450 | Increased based on telephone changes |
| 11,629 | National conference; certifications |
| 4,500 | Personnel policy manual review |
| <u>(95)</u> | Decrease based on historical averages |
| 16,484 | TOTAL CONTRACTUAL SERVICES |
| 504 | TOTAL SUPPLIES & MATERIALS |
| <u>\$55,890</u> | TOTAL INCREASE / (DECREASE) |

REQUIRED RESOURCES

| | 2022 | 2023 | 2023 | 2024 | Budget to Budget |
|---------------------------------|------------------|------------------|------------------|------------------|------------------|
| | Actual | Budget | Estimated | Budget | Incr / (Decr) |
| PERSONNEL SERVICES | | | | | |
| Wages | \$237,074 | \$256,020 | \$246,505 | \$276,274 | \$20,254 |
| Benefits | <u>70,466</u> | <u>77,203</u> | <u>81,060</u> | <u>95,851</u> | <u>18,648</u> |
| Subtotal | 307,540 | 333,223 | 327,565 | 372,125 | 38,902 |
| CONTRACTUAL SERVICES | | | | | |
| Utilities | 660 | 750 | 875 | 1,200 | 450 |
| Postage | 222 | 345 | 215 | 250 | (95) |
| Professional Development | 4,342 | 3,321 | 6,650 | 14,950 | 11,629 |
| Audit & Consulting | 1,170 | 5,500 | 5,000 | 10,000 | 4,500 |
| Employee Development | 45,458 | 5,600 | 5,200 | 5,600 | 0 |
| Recruiting Expense | <u>450</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| Subtotal | 52,302 | 15,516 | 17,940 | 32,000 | 16,484 |
| SUPPLIES & MATERIALS | | | | | |
| | 3,624 | 5,596 | 6,550 | 6,100 | 504 |
| GRAND TOTAL | <u>\$363,466</u> | <u>\$354,335</u> | <u>\$352,055</u> | <u>\$410,225</u> | <u>\$55,890</u> |

DEPARTMENT: GENERAL GOVERNMENT

DIVISION: INFORMATION TECHNOLOGY

GOAL:

To optimize the value of information technology for the organization, ultimately ensuring high quality services and information for citizens. Continually innovate through an approach that balances risk management and costs.

OBJECTIVES:

- To introduce innovative technologies, continually improving the City’s processes.
- To purchase and integrate targeted technologies through thoughtful planning and project management.
- To support deployed technologies through responsive assistance and proactive coaching, consulting, and training.
- To turn data into useable information for data-based management decisions.
- To provide a reliable and secure information technology environment.
- To cost effectively manage the City’s information technology resources.

RELATES TO STRATEGIC PLAN:

- Strategic Goals – All Strategic Goals

PROGRAM ACTIVITY STATEMENT:

The Information Technology Division provides planning, maintenance, support, and development for all of the City’s computer and communications technology. This includes the City-wide network, website, links to external entities, servers and databases, personal computers, mobile data terminals, tablets, printers and copiers, telephone system and application software. IT services break out into nine general categories:

- Inter-government Communications
- Internal Communications
- External Communications
- Maintain Servers
- Maintain Hardware
- Maintain Applications
- Develop Technology Solutions
- Regulatory Compliance
- HelpDesk

| | 2022 | 2023 | 2023 | 2024 |
|--|--------|--------|-----------|--------|
| | Actual | Budget | Estimated | Budget |

ACTIVITIES:

| | | | | |
|------------------------------|--------|--------|--------|--------|
| Servers Maintained | 79 | 88 | 88 | 88 |
| Virtual Machines | 70 | 94 | 95 | 100 |
| Mobile Data Terminals | 60 | 61 | 61 | 61 |
| Tablets | 169 | 185 | 205 | 215 |
| Network Computers | 391 | 393 | 393 | 393 |
| Physical Locations Supported | 39 | 41 | 41 | 41 |
| Number of Users | 754 | 768 | 768 | 768 |
| Storage Used (in Gigabytes) | 85,900 | 92,500 | 92,500 | 92,500 |

BUDGET VARIANCES

| | |
|-----------------|--|
| <u>\$6,403</u> | Economic adjustments |
| 6,403 | TOTAL PERSONNEL SERVICES |
| 2,950 | Increase consulting needs for project completion |
| <u>98,471</u> | Increase in licensing Duo, Microsoft, Server/ Network warranty |
| 101,421 | TOTAL CONTRACTUAL SERVICES |
| 0 | TOTAL SUPPLIES & MATERIALS |
| (38,556) | TOTAL CAPITAL OUTLAY |
| <u>\$69,268</u> | TOTAL INCREASE / (DECREASE) |

REQUIRED RESOURCES

| | 2022 | 2023 | 2023 | 2024 | Budget to Budget |
|---------------------------------|--------------------|--------------------|--------------------|--------------------|------------------|
| | Actual | Budget | Estimated | Budget | Incr / (Decr) |
| <u>PERSONNEL SERVICES</u> | | | | | |
| Wages | \$237,819 | \$255,610 | \$237,385 | \$266,873 | \$11,263 |
| Benefits | <u>88,306</u> | <u>97,036</u> | <u>85,216</u> | <u>92,176</u> | <u>(4,860)</u> |
| Subtotal | 326,125 | 352,646 | 322,601 | 359,049 | 6,403 |
| <u>CONTRACTUAL SERVICES</u> | | | | | |
| Utilities | 693 | 1,150 | 1,150 | 1,150 | 0 |
| Postage | 25 | 125 | 125 | 125 | 0 |
| Professional Development | 4,755 | 6,715 | 6,715 | 6,715 | 0 |
| Audit & Consulting | 9,404 | 5,800 | 6,700 | 8,750 | 2,950 |
| Computer Maintenance | <u>646,070</u> | <u>772,693</u> | <u>772,000</u> | <u>871,164</u> | <u>98,471</u> |
| Subtotal | 663,144 | 786,483 | 786,690 | 887,904 | 101,421 |
| <u>SUPPLIES & MATERIALS</u> | | | | | |
| | 1,038 | 1,950 | 2,000 | 1,950 | 0 |
| <u>CAPITAL OUTLAY</u> | | | | | |
| | <u>180,523</u> | <u>226,070</u> | <u>226,000</u> | <u>187,514</u> | <u>(38,556)</u> |
| GRAND TOTAL | <u>\$1,170,829</u> | <u>\$1,367,149</u> | <u>\$1,337,291</u> | <u>\$1,436,417</u> | <u>\$69,268</u> |

DEPARTMENT: GENERAL GOVERNMENT

DIVISION: OTHER GENERAL FUND

GOAL:

To capture miscellaneous General Fund expenses.

RELATES TO STRATEGIC PLAN:

- Strategic Goals – All Strategic Goals

PROGRAM ACTIVITY STATEMENT:

To reflect certain common or shared general costs in one area rather than allocate these costs to the various General Fund departments or divisions.

Economic Adjustments, Sick Payouts, & Vacation Purchases – Annually, administrative and union employees are paid out unused sick days in excess of their respective maximum caps. In addition, administrative employees may purchase extra vacation days off which saves the City salaries/wages and associated benefits.

Insurance – The portion of workers compensation, liability, and property insurance that applies to General Fund departments and divisions.

Refunds and Adjustments – Small property tax assessment or billing corrections.

Copy Machine Expense – Copiers shared by many departments and divisions within the General Fund. The cost of the leases and operating expenses are reflected here and not allocated out to all areas.

Retiree Benefits – Eligible retirees are provided health, dental, and life insurance coverage until they reach age 65. Public safety retirees are eligible for retiree health benefits based upon a WRS retirement. All other employees must meet an age and years of service criteria to be eligible.

Debt Issuance Cost – Debt issuance costs are those associated with the City’s annual borrowing program that include debt issuance consultant costs, bond counsel, S&P bond rating fees, issuance premium or discount, etc.

Transfers – Transfers from the General Fund to other funds to support operating expenditures.

Contingency Account – Unusual and infrequent transactions that occur in the course of business that would be misleading if included in a normal operating budget.

Debt Service Payment – The amount of money required to make payments on the General Fund’s principal and interest on outstanding General Obligation Promissory Notes for the year.

BUDGET VARIANCES

| | |
|--------------------|--|
| <u>(\$145,824)</u> | Decrease in Retiree Insurance Costs |
| (145,824) | TOTAL PERSONNEL SERVICES |
| 500 | Increase in debt issuance expense |
| 528,832 | Increase Transfer Operating Funds to the Capital Account |
| <u>(13,881)</u> | Other |
| 515,451 | TOTAL CONTRACTUAL SERVICES |
| (380,164) | TOTAL DEBT SERVICE PAYMENT |
| <u>(\$10,537)</u> | TOTAL INCREASE / (DECREASE) |

REQUIRED RESOURCES

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget | Budget to Budget Incr / (Decr) |
|-----------------------------|---------------------|---------------------|---------------------|---------------------|-----------------------------------|
| <u>PERSONNEL SERVICES</u> | | | | | |
| Wages | \$64,355 | \$100,000 | \$100,100 | \$100,000 | \$0 |
| Benefits | <u>402,849</u> | <u>561,259</u> | <u>449,200</u> | <u>415,435</u> | <u>(145,824)</u> |
| Subtotal | 467,203 | 661,259 | 549,300 | 515,435 | (145,824) |
| <u>CONTRACTUAL SERVICES</u> | | | | | |
| Debt Issuance Expense | 36,662 | 35,000 | 34,350 | 35,500 | 500 |
| General Expense | 60,618 | 118,033 | 67,080 | 104,152 | (13,881) |
| Transfers | <u>1,105,269</u> | <u>908,981</u> | <u>908,981</u> | <u>1,437,813</u> | <u>528,832</u> |
| Subtotal | 1,202,549 | 1,062,014 | 1,010,411 | 1,577,465 | 515,451 |
| <u>DEBT SERVICE PAYMENT</u> | 10,285,935 | 11,359,064 | 11,359,064 | 10,978,900 | (380,164) |
| <u>GRAND TOTAL</u> | <u>\$11,955,687</u> | <u>\$13,082,337</u> | <u>\$12,918,775</u> | <u>\$13,071,800</u> | <u>(\$10,537)</u> |

DEPARTMENT: PUBLIC SAFETY

DIVISION: POLICE

MISSION STATEMENT:

The Janesville Police Department (JPD) is dedicated to fostering a spirit of cooperation and mutual trust within the community, and is committed to finding new ways to create an atmosphere of safety by:

- Enforcing the law and preserving the peace
- Educating and being open to learning
- Working with the community to solve current and future problems
- Openly communicating with our partners

Our mission is designed to promote an improved standard of living in the City of Janesville

VISION STATEMENT:

The Vision of the Janesville Police Department, in partnership with the community, strives to be a respected, proactive, and innovative law enforcement agency.

VALUE STATEMENT/GUIDING PRINCIPLES:

Team members of the Janesville Police Department value:

- Professionalism – Consistently offering a high quality of service
- Integrity – Being honest and respectful
- Teamwork – Working together and cooperatively
- Innovation – Being creative and utilizing the latest technology and trends
- Transparency – Having open and accessible communication

SERVICE WITH PRIDE, HONOR, COURAGE, AND RESPECT

RELATES TO STRATEGIC PLAN:

- Strategic Goals – Safe & Health Community

PROGRAM ACTIVITY STATEMENT:

The Police Department engages in proactive and reactive activities as it attempts to achieve its overall goal and major objectives. The specific activities, including preventative patrol, traffic enforcement, crime investigation, order maintenance, service response, public contacts, and internal development, are assigned to and carried out through four major elements. Each element is assigned specific areas of responsibility and activities; however, there is some overlap due to the nature of the services provided.

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|------------------------|---------------------|---------------------|---------------------|---------------------|
| ELEMENT COST: | | | | |
| Police Management | \$712,443 | \$756,066 | \$766,440 | \$755,833 |
| Patrol Services | 10,156,027 | 10,813,590 | 10,508,059 | 11,222,451 |
| Investigative Services | 2,884,515 | 3,142,742 | 3,236,214 | 3,080,342 |
| Support Services | <u>931,511</u> | <u>987,577</u> | <u>1,054,911</u> | <u>1,061,326</u> |
| Total | <u>\$14,684,497</u> | <u>\$15,699,975</u> | <u>\$15,565,624</u> | <u>\$16,119,952</u> |

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|----------------------------|----------------|----------------|-------------------|----------------|
| ACTIVITIES: | | | | |
| Patrol (#) | | | | |
| Officer Activity | 60,082 | 65,000 | 62,000 | 65,000 |
| Traffic Citations | 5,304 | 6,000 | 5,600 | 6,000 |
| Traffic Accidents | 1,341 | 1,400 | 1,100 | 1,400 |
| Crossing Guard Locations | 11.0 | 11.0 | 11.0 | 11.0 |
| | | | | |
| Crimes Against Persons | 647 | 600 | 750 | 600 |
| Cleared with an Arrest (%) | 73.3% | 75.0% | 75.0% | 75.0% |
| Crimes Against Property | 2,137 | 2,200 | 1,900 | 2,200 |
| Cleared with an Arrest (%) | 28.7% | 25.0% | 30.0% | 25.0% |
| Crimes Against Society | 1,352 | 1,500 | 1,200 | 1,500 |
| Cleared with an Arrest (%) | 69.5% | 75.0% | 70.0% | 75.0% |
| | | | | |
| Support (#) | | | | |
| Reports Processed | 19,365 | 19,500 | 19,500 | 19,500 |
| Records Requested | 3,793 | 5,000 | 3,800 | 5,000 |
| Parking Tickets Processed | 730 | 1,500 | 1,700 | 1,500 |

BUDGET VARIANCES

| | |
|------------------|---|
| (\$302,500) | Turnover wages savings |
| 489,168 | Increase in wages for step increases and economic adjustments/COLA |
| 31,950 | Increase in overtime due to COLA and reallocation |
| (206,568) | Decrease in health insurance costs due to turnover changes in family plans |
| 48,600 | Benefits for wages and overtime changes |
| 97,810 | Increase in WRS rate |
| 108,670 | Increase in retiree health and life insurance costs |
| <u>8,500</u> | Increase in shoe allowance |
| 275,630 | TOTAL PERSONNEL SERVICES |
| 3,970 | Increase in covert phone service |
| (5,000) | Decrease in attorney fees |
| 50,802 | Increase in liability, workers' compensation, auto, and property insurance premium allocation |
| 52,350 | Increase in computer maint for body camera cloud storage and licensing |
| 2,790 | Increase in computer maint for LEADS online software |
| 4,020 | Increase in vehicle maint for radio maint equipment comes off warranty |
| 8,000 | Increase in squad changeover expenses |
| 27,780 | Increase in VOM expenses |
| <u>(365)</u> | Other |
| 144,347 | TOTAL CONTRACTUAL SERVICES |
| 0 | TOTAL SUPPLIES & MATERIALS |
| 0 | TOTAL CAPITAL OUTLAY |
| <u>\$419,977</u> | TOTAL INCREASE / (DECREASE) |

REQUIRED RESOURCES

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget | Budget to Budget Incr / (Decr) |
|--|---------------------|---------------------|---------------------|---------------------|-----------------------------------|
| <u>PERSONNEL SERVICES</u> | | | | | |
| Wages | \$8,388,446 | \$9,088,078 | \$8,822,140 | \$9,317,936 | \$229,858 |
| Overtime | 580,988 | 371,827 | 710,050 | 403,779 | 31,952 |
| Benefits | 4,236,023 | 4,895,252 | 4,426,795 | 4,899,772 | 4,520 |
| Miscellaneous Benefits | <u>164,488</u> | <u>196,025</u> | <u>196,025</u> | <u>205,325</u> | <u>9,300</u> |
| Subtotal | 13,369,945 | 14,551,182 | 14,155,010 | 14,826,812 | 275,630 |
| <u>CONTRACTUAL SERVICES</u> | | | | | |
| Utilities | 65,021 | 77,540 | 80,900 | 81,530 | 3,990 |
| Postage | 9,634 | 9,000 | 9,000 | 9,500 | 500 |
| Professional Development | 79,403 | 34,930 | 58,460 | 35,175 | 245 |
| Audit & Consulting | 9,137 | 15,000 | 10,000 | 10,000 | (5,000) |
| Insurance | 256,006 | 248,293 | 248,294 | 299,095 | 50,802 |
| Care of Animals | 90,750 | 93,000 | 93,000 | 93,000 | 0 |
| Care of Prisoners | 34,193 | 18,000 | 18,000 | 18,000 | 0 |
| Uniform and Tool Expense | 81,526 | 50,100 | 89,000 | 50,100 | 0 |
| Computer Maintenance | 43,376 | 42,300 | 112,400 | 97,500 | 55,200 |
| Other Contractual Services | 33,231 | 25,600 | 45,200 | 26,200 | 600 |
| Vehicle & Equipment | <u>474,955</u> | <u>444,130</u> | <u>495,360</u> | <u>482,140</u> | <u>38,010</u> |
| Subtotal | 1,177,231 | 1,057,893 | 1,259,614 | 1,202,240 | 144,347 |
| <u>SUPPLIES & MATERIALS</u> | 137,320 | 90,900 | 151,000 | 90,900 | 0 |
| <u>CAPITAL OUTLAY</u> | 0 | 0 | 0 | 0 | 0 |
| GRAND TOTAL | <u>\$14,684,497</u> | <u>\$15,699,975</u> | <u>\$15,565,624</u> | <u>\$16,119,952</u> | <u>\$419,977</u> |

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget | |
|------------------|-----------------|-----------------|-------------------|-----------------|------------|
| REVENUES: | <u>\$36,998</u> | <u>\$40,000</u> | <u>\$40,000</u> | <u>\$40,000</u> | <u>\$0</u> |

DEPARTMENT: PUBLIC SAFETY

DIVISION: FIRE

MISSION:

It is the mission of the Janesville Fire Department (JFD) to hold the needs of our citizens in the highest regard, protecting life and property by providing professional emergency response with integrity, respect, service, and pride. We will provide these services in a cost effective, safe, and effective manner.

OBJECTIVES:

- Assure all fire stations are fully and adequately staffed with trained personnel to respond to all emergencies.
- To realistically pursue best practices by using current processes and structure to enhance service delivery by using technology and data to maximize department resources.
- Continually enhance the department's ability to minimize the impact of disasters and other emergencies involving life and property by implementing internal systems to provide training and certifications for JFD employees to safely work in dangerous environments and enhance JFD capability.
- Strive to maintain the safest environment for ourselves and those we serve by increasing the JFD's ability to manage multiple incidents.
- Provide an effective prevention and community education program that promotes health and safety.
- To ensure department services are provided in a responsive and cost-effective manner.

RELATES TO STRATEGIC PLAN:

- Strategic Goals – Safe & Healthy Community

PROGRAM ACTIVITY STATEMENT:

The Fire Department responds to emergency incidents 24 hours a day with the city limits and the surrounding townships out of five stations. The total area of response is 110 square miles. The JFD is currently staffed by 93-line personnel on three shifts. The remaining seven staff personnel are assigned to the Fire Prevention Bureau and Administration. Department activities include public education, fire investigation, skills & supervisor training, equipment, building and vehicle maintenance. In addition to emergency incidents, the Department provides life safety inspections, emergency events planning, building plan reviews for existing and new construction and a variety of specialty services.

During 2024, an estimated 3,345 Fire & Rescue Incidents and 8,598 Emergency Medical Service (EMS) Incidents will be answered by the Fire Department responding from five stations. All stations have paramedic ambulances, each staffed by two licensed paramedics who respond to both emergency medical and fire related incidents. There will be over 19,600-unit responses for the Department. Approximately 7,948 patients will receive medical assistance from these paramedics. In addition, personnel are cross trained to provide Dive Rescue, Hazardous Materials Response, Technical Rescue, Tactical EMS (TEMS), Small Unmanned Aviation System (SUAS/Drone) services, and Child Safety Seat Inspection.

Approximately 5,600 general and occupancy inspections will be made in 2024. Personnel will do an estimated 1,300 hours of public education instruction. Firefighter/Paramedics receive intensive training each year to maintain their skills and medical licenses needed to provide emergency services. Fire Department personnel perform most of the routine maintenance of their equipment and facilities.

The Fire Department has an Insurance Service Office (ISO) rating of Class 2, with Class 1 as the best class and Class 10 as the worst.

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|---------------------------------|----------------|----------------|-------------------|----------------|
| ACTIVITIES: | | | | |
| Fire & Rescue Incidents | 3,153 | 3,256 | 3,210 | 3,345 |
| EMS Emergency Incidents | 8,107 | 8,374 | 8,252 | 8,598 |
| Total | <u>11,260</u> | <u>11,630</u> | <u>11,462</u> | <u>11,943</u> |
| Facility Transfers | 595 | 600 | 650 | 680 |
| Total Patients | 7,918 | 7,736 | 8,148 | 7,948 |
| Fire Prevention Inspections (#) | | | | |
| General | 3,300 | 3,800 | 3,800 | 3,920 |
| Construction* | 120 | 120 | 120 | 120 |
| Compliance | 1,100 | 1,200 | 1,200 | 1,240 |
| Special Request | 50 | 50 | 50 | 50 |
| Tanks | 125 | 0 | 0 | 0 |
| Occupancy | <u>250</u> | <u>275</u> | <u>275</u> | <u>315</u> |
| Total | <u>4,945</u> | <u>5,445</u> | <u>5,445</u> | <u>5,645</u> |

*Construction includes Alarm, Sprinkler and Plan Reviews

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|----------------------|---------------------|---------------------|---------------------|---------------------|
| ELEMENT COST: | | | | |
| Suppression | \$8,100,635 | \$7,383,765 | \$7,471,627 | \$7,346,999 |
| EMS | 3,244,672 | 4,002,285 | 3,991,596 | 4,333,908 |
| Facilities Transport | 1,333 | 0 | 0 | 0 |
| Prevention | 450,812 | 455,023 | 389,657 | 448,511 |
| Administration | <u>835,339</u> | <u>868,170</u> | <u>900,687</u> | <u>901,799</u> |
| Total | <u>\$12,632,791</u> | <u>\$12,709,243</u> | <u>\$12,753,567</u> | <u>\$13,031,217</u> |

BUDGET VARIANCES

| | |
|------------------|--|
| \$11,803 | Increase in retiree benefits |
| <u>642,468</u> | Economic adjustments |
| 654,271 | TOTAL PERSONNEL SERVICES |
| 10,200 | Increase in professional development |
| (37,311) | Decrease in insurance |
| 12,650 | Increase in new hires due to projected retirements |
| 14,750 | Increase due to increase in EMS revenue |
| <u>14,515</u> | Increase in VOM due to maintenance and fuel expenses |
| 14,804 | TOTAL CONTRACTUAL SERVICES |
| <u>700</u> | Increase in supplies and materials |
| 700 | TOTAL SUPPLIES & MATERIALS |
| 0 | TOTAL CAPITAL |
| <u>(347,801)</u> | TOTAL RURAL FIRE OFFSET INCREASE |
| <u>\$321,974</u> | TOTAL INCREASE/(DECREASE) |

REQUIRED RESOURCES

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget | Budget to Budget Incr / (Decr) |
|--|---------------------|----------------------|----------------------|----------------------|-----------------------------------|
| <u>PERSONNEL SERVICES</u> | | | | | |
| Wages | \$7,777,196 | \$8,273,339 | \$8,074,813 | \$8,609,972 | \$336,633 |
| Overtime | 790,058 | 384,969 | 677,960 | 524,662 | 139,693 |
| Benefits | 3,725,863 | 4,082,555 | 3,954,013 | 4,260,500 | 177,945 |
| Miscellaneous Benefits | <u>158,269</u> | <u>126,625</u> | <u>148,988</u> | <u>126,625</u> | <u>0</u> |
| Subtotal | 12,451,387 | 12,867,488 | 12,855,774 | 13,521,759 | 654,271 |
| <u>CONTRACTUAL SERVICES</u> | | | | | |
| Utilities | 140,377 | 128,168 | 142,774 | 128,168 | 0 |
| Postage | 640 | 2,000 | 1,400 | 2,000 | 0 |
| Professional Development | 15,426 | 46,815 | 21,670 | 57,015 | 10,200 |
| Audit & Consulting | 11,628 | 15,000 | 5,000 | 15,000 | 0 |
| Building Expense | 48,898 | 45,000 | 93,274 | 45,000 | 0 |
| Insurance | 306,878 | 300,905 | 300,905 | 263,594 | (37,311) |
| Uniform & Tool Expense | 52,820 | 54,651 | 62,461 | 67,301 | 12,650 |
| Other Contractual Services | 143,757 | 117,500 | 150,409 | 132,250 | 14,750 |
| Computer Maintenance | 1,065 | 3,800 | 773 | 3,800 | 0 |
| Recruiting Expense | 5,042 | 6,400 | 5,711 | 6,400 | 0 |
| Vehicle & Equipment | <u>344,548</u> | <u>331,281</u> | <u>349,443</u> | <u>345,796</u> | <u>14,515</u> |
| Subtotal | 1,071,080 | 1,051,520 | 1,133,820 | 1,066,324 | 14,804 |
| <u>SUPPLIES & MATERIALS</u> | 83,895 | 101,434 | 75,172 | 102,134 | 700 |
| <u>TRANSFERS</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | 0 |
| <u>CAPITAL OUTLAY</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | 0 |
| GRAND TOTAL | <u>\$13,606,362</u> | <u>\$14,020,442</u> | <u>\$14,064,766</u> | <u>\$14,690,217</u> | <u>\$669,775</u> |
| <u>RURAL FIRE OFFSET</u> | <u>(\$973,571)</u> | <u>(\$1,311,199)</u> | <u>(\$1,311,199)</u> | <u>(\$1,659,000)</u> | <u>(\$347,801)</u> |
| NET TOTAL | <u>\$12,632,791</u> | <u>\$12,709,243</u> | <u>\$12,753,567</u> | <u>\$13,031,217</u> | <u>\$321,974</u> |

TOWNSHIP FIRE PROTECTION:

The estimated 2024 revenue for providing contracted fire protection services to the neighboring towns is \$1,659,000. This is an increase of \$347,801 from 2023. This additional revenue will be used to maintain staffing levels.

EMS/AMBULANCE TRANSPORT REVENUE:

EMS/ambulance transport revenue is projected to be \$2,645,000 for 2024. This is an increase of \$170,000 from the 2023 budget due to increase in service requests. The intra-facility transport program is continuing and will generate an estimated \$210,000 in revenue.

FIRE DEPARTMENT VEHICLE REPLACEMENT:

Funding for replacement vehicles is included in the Major Capital Project budget. Currently, the proposed 2024 Note Issue includes \$598,470 for the remount of two ambulances and the purchase of one fire prevention vehicle.

EMS FUNDING ASSISTANCE PROGRAM:

The Department receives an annual grant payment from the State EMS Funding Assistance Program (FAP). FAP funding may only be used for the purchase of new (additional) paramedic equipment and Emergency Medical Technician training. It cannot be used to displace normally budgeted items, such as replacement equipment or supplies. In August of 2023, funds were used to purchase our software for electronic Patient Care Reporting system ePCRs. The total portion of expense was \$12,340. A one-time payment of \$24,390 was received from the American Rescue Plan Act (ARPA). The total estimated fund balance available in 2023 is \$19,700. In 2024, the Department has plans to withdraw funds out of FAP to supply engines with new EMS response bags.

| 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|----------------|----------------|-------------------|----------------|
|----------------|----------------|-------------------|----------------|

REVENUES:Service Charges

| | | | | |
|-----------------------|---------------|---------------|---------------|---------------|
| EMS | \$2,884,079 | \$2,475,000 | \$3,008,196 | \$2,645,000 |
| Inspections | 51,396 | 4,000 | 21,784 | 11,000 |
| Ambulance Transport | 218,526 | 150,000 | 200,250 | 227,500 |
| ALS Non-Transport Fee | 4,190 | 1,500 | 3,000 | 1,500 |
| Other | <u>50,880</u> | <u>45,000</u> | <u>38,146</u> | <u>45,000</u> |
| Subtotal | \$3,209,071 | \$2,675,500 | \$3,271,376 | \$2,930,000 |

State Aid

| | | | | |
|------------------|------------------|------------------|------------------|------------------|
| Fire Inspections | <u>\$242,929</u> | <u>\$235,000</u> | <u>\$288,471</u> | <u>\$643,000</u> |
|------------------|------------------|------------------|------------------|------------------|

| | | | | |
|-------|--------------------|--------------------|--------------------|--------------------|
| Total | <u>\$3,452,000</u> | <u>\$2,910,500</u> | <u>\$3,559,847</u> | <u>\$3,573,000</u> |
|-------|--------------------|--------------------|--------------------|--------------------|

DEPARTMENT: PUBLIC WORKS

DIVISION: ENGINEERING

GOAL:

To support the growth and development of the City and to build and maintain a first-class infrastructure for the health, welfare, and safety of all its citizens.

OBJECTIVES:

- To provide for maintenance and rehabilitation of utility systems, the street network and community facilities.
- To provide for construction of new public works projects.
- To provide for safe and efficient movement of vehicles and pedestrians.
- To maintain records, maps, and inventories of public improvements.

RELATES TO STRATEGIC PLAN:

- Strategic Goals – Infrastructure

PROGRAM ACTIVITY STATEMENT:

The Engineering Division consists of various professional and technical staff. Engineering Services support a wide variety of functions, some of which are included in and funded by other budgets or funding sources. Required Resources include charges for Engineering Division activities.

Infrastructure Maintenance (Sewer, Water, and Landfill) - Provide required technical direction and project management for improvements to the sewage collection system, the domestic water supply system, and operation of landfill/superfund sites.

Street Rehabilitation (Curbs, Walks, and Bridges) - Provide for the design of roadway improvements on the approximate 343-mile paved street system. The annual street rehabilitation program consists of approximately 12 centerline miles of streets but varies each year based on streets needing full reconstruction or rehabilitation. Sidewalks along the annual street program are inspected for defects and corrected as part of the annual program.

City Buildings and Parks - Provide technical direction and project management of public buildings and park related projects.

Maintain Infrastructure Records and Maps - Maintain long term documentation of construction projects which includes plans, specifications, and as-built drawings for public projects.

Support Economic Development - Provide technical support and project management for new developments and redevelopments within the City. This also includes long range planning and design for future City growth.

Transportation Planning - Provide technical direction and project management for street lights, traffic signs, traffic signals, parking change requests, vision triangles, and coordination of long-term Wisconsin Department of Transportation projects. Engineering staff also advise the Janesville Area Metropolitan Planning Organization.

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|---|----------------|----------------|-------------------|----------------|
| ACTIVITIES (Hours): | | | | |
| Sewer, Water & Landfill | 1,715 | 2,001 | 1,900 | 1,930 |
| Street Rehabilitation (Curbs, Walks, Bridges) | 5,576 | 6,356 | 6,157 | 6,127 |
| City Buildings & Parks | 2,002 | 1,978 | 1,917 | 1,867 |
| Maintain Infrastructure Records / Maps | 1,691 | 1,867 | 1,731 | 1,781 |
| Support Economic Development | 1,058 | 1,369 | 1,363 | 1,363 |
| Transportation Planning | <u>3,144</u> | <u>3,299</u> | <u>3,115</u> | <u>3,115</u> |
| Total | <u>15,184</u> | <u>16,869</u> | <u>16,182</u> | <u>16,182</u> |

BUDGET VARIANCES

| | |
|-----------------|--|
| <u>\$32,260</u> | Economic Adjustments |
| 32,260 | TOTAL PERSONNEL SERVICES |
| 960 | Increase in training and certifications based on inflation |
| <u>1,378</u> | Other |
| 2,338 | TOTAL CONTRACTUAL SERVICES |
| 0 | TOTAL SUPPLIES & MATERIALS |
| <u>\$34,598</u> | TOTAL INCREASE / (DECREASE) |

REQUIRED RESOURCES

| | 2022 | 2023 | 2023 | 2024 | Budget to Budget |
|---------------------------------|------------------|------------------|------------------|------------------|------------------|
| | Actual | Budget | Estimated | Budget | Incr / (Decr) |
| <u>PERSONNEL SERVICES</u> | | | | | |
| Wages | \$511,338 | \$578,480 | \$518,252 | \$609,037 | \$30,557 |
| Overtime | 1,272 | 100 | 261 | 100 | 0 |
| Benefits | 142,844 | 174,214 | 154,777 | 175,917 | 1,703 |
| Miscellaneous Benefits | <u>277</u> | <u>899</u> | <u>821</u> | <u>899</u> | <u>0</u> |
| Subtotal | 655,731 | 753,693 | 674,111 | 785,953 | 32,260 |
| <u>CONTRACTUAL SERVICES</u> | | | | | |
| Utilities | 3,117 | 3,094 | 3,094 | 3,600 | 506 |
| Postage | 4,475 | 4,360 | 4,360 | 4,800 | 440 |
| Professional Development | 16,488 | 18,240 | 18,240 | 19,200 | 960 |
| Recruiting Expense | 2,190 | 0 | 0 | 0 | 0 |
| Audit & Consulting | 7,970 | 10,000 | 10,000 | 10,000 | 0 |
| Vehicle & Equipment | <u>6,398</u> | <u>7,068</u> | <u>7,068</u> | <u>7,500</u> | <u>432</u> |
| Subtotal | 40,636 | 42,762 | 42,762 | 45,100 | 2,338 |
| <u>SUPPLIES & MATERIALS</u> | 9,969 | 12,670 | 12,670 | 12,670 | 0 |
| GRAND TOTAL | <u>\$706,336</u> | <u>\$809,125</u> | <u>\$729,543</u> | <u>\$843,723</u> | <u>\$34,598</u> |

DEPARTMENT: PUBLIC WORKS

DIVISION: OPERATIONS

PROGRAM: PARKING FACILITIES

GOAL:

To provide for the operation and maintenance of publicly owned parking lots and facilities.

OBJECTIVES:

- To assure that all publicly owned parking lots and facilities are clean, safe, and well lighted.
- To promote efficient use of all facilities through effective enforcement of parking regulations.

RELATES TO STRATEGIC PLAN:

- Strategic Goals – Downtown; Infrastructure

PROGRAM ACTIVITY STATEMENT:

The Parking Facilities program provides for the operation and maintenance of 26 parking lots, including the North Parker Drive parking structure, all of which provide parking facilities for 1,833 vehicles. The 2024 budget includes funding for maintenance of the future City-owned portion of the Uptown Janesville parking lot in preparation for the Woodman’s Sports and Convention Center (WSSC), and a deep clean of the downtown parking ramp. The major activities undertaken by this program include sweeping, snow removal, line striping, surface repair, lighting, and facility planning/enforcement.

| | 2022 | 2023 | 2023 | 2024 |
|--|--------|--------|-----------|--------|
| | Actual | Budget | Estimated | Budget |

ACTIVITIES:

Parking Facilities

| | | | | |
|---------------------|-------|-------|-------|-------|
| Spaces (#) | 1,833 | 1,833 | 1,833 | 1,833 |
| Maintenance (Hours) | 230 | 600 | 300 | 500 |

| | 2022 | 2023 | 2023 | 2024 |
|--|--------|--------|-----------|--------|
| | Actual | Budget | Estimated | Budget |

ELEMENT COST:

| | | | | |
|-------------------|------------------|------------------|------------------|------------------|
| Parking Lots | \$40,257 | \$102,288 | \$62,737 | \$94,179 |
| Parking Structure | <u>81,203</u> | <u>68,908</u> | <u>61,545</u> | <u>82,341</u> |
| Total | <u>\$121,460</u> | <u>\$171,196</u> | <u>\$124,282</u> | <u>\$176,520</u> |

BUDGET VARIANCES

| | |
|----------------|--|
| <u>\$3,165</u> | Economic adjustments |
| 3,165 | TOTAL PERSONNEL SERVICES |
| 1,704 | Increase in utilities based on anticipated rate adjustments |
| 10,300 | Increase in contracted parking ramp cleaning rates, and deep clean of parking ramp |
| (10,791) | Decrease in VOM re-distributed to Snow Removal budget |
| <u>746</u> | Other |
| 1,959 | TOTAL CONTRACTUAL SERVICES |
| <u>200</u> | TOTAL SUPPLIES & MATERIALS |
| <u>\$5,324</u> | TOTAL INCREASE / (DECREASE) |

REQUIRED RESOURCES

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget | Budget to Budget Incr / (Decr) |
|--|------------------|------------------|-------------------|------------------|-----------------------------------|
| <u>PERSONNEL SERVICES</u> | | | | | |
| Wages | \$23,080 | \$33,893 | \$25,823 | \$36,535 | \$2,642 |
| Overtime | 1,301 | 3,000 | 2,300 | 3,100 | 100 |
| Benefits | <u>8,791</u> | <u>13,472</u> | <u>7,514</u> | <u>13,895</u> | <u>423</u> |
| Subtotal | 33,173 | 50,365 | 35,637 | 53,530 | 3,165 |
| <u>CONTRACTUAL SERVICES</u> | | | | | |
| Utilities | 30,065 | 26,836 | 28,741 | 28,540 | 1,704 |
| Postage | 92 | 382 | 382 | 400 | 18 |
| Insurance | 3,694 | 3,672 | 3,672 | 4,400 | 728 |
| Other Contractual Services | 46,958 | 46,300 | 28,500 | 56,600 | 10,300 |
| Vehicle & Equipment | <u>6,323</u> | <u>42,541</u> | <u>26,750</u> | <u>31,750</u> | <u>(10,791)</u> |
| Subtotal | 87,131 | 119,731 | 88,045 | 121,690 | 1,959 |
| <u>SUPPLIES & MATERIALS</u> | | | | | |
| | 1,157 | 1,100 | 600 | 1,300 | <u>200</u> |
| GRAND TOTAL | <u>\$121,461</u> | <u>\$171,196</u> | <u>\$124,282</u> | <u>\$176,520</u> | <u>\$5,324</u> |

DEPARTMENT: PUBLIC WORKS

DIVISION: OPERATIONS

PROGRAM: PUBLIC BUILDINGS

GOAL:

To provide for the operation and maintenance of City-owned buildings.

OBJECTIVES:

- To create a safe and pleasant atmosphere in which to conduct the various operations and activities of City Government.
- To maintain and repair all structures to prevent deterioration and thereby protecting a very sizable City investment.
- To operate the various City buildings with emphasis directed toward energy conservation.

RELATES TO STRATEGIC PLAN:

- Strategic Goals – Infrastructure

PROGRAM ACTIVITY STATEMENT:

The Public Buildings program provides for the maintenance and operation of a number of City-owned buildings which are listed below. Approximately 109,700 square feet of building space, excluding the Lincoln Tallman House, is maintained through this budget. The Operations Division performs the routine maintenance and repairs with certain specialty services such as elevator maintenance, janitorial services, etc. being contracted out for most of the buildings. In addition, the City provides a \$45,000 annual subsidy to the Rock County Historical Society (RCHS) for the City-owned Lincoln Tallman House, and also provides \$4,800 annually to RCHS for grounds maintenance.

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|------------------------------|----------------|----------------|-------------------|----------------|
| ACTIVITIES (Sq. Ft.): | | | | |
| City Hall | 44,000 | 44,000 | 44,000 | 44,000 |
| City Services Center | 14,000 | 14,000 | 18,000 | 18,000 |
| Police Services | 23,100 | 23,100 | 23,100 | 23,100 |
| City Storage Building | 22,500 | 22,500 | 22,500 | 22,500 |
| Other Buildings | 2,100 | 2,100 | 2,100 | 2,100 |

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|-----------------------|------------------|------------------|-------------------|------------------|
| ELEMENT COST: | | | | |
| City Hall | \$389,601 | \$449,131 | \$467,669 | \$465,958 |
| City Services Center | 50,151 | 60,276 | 56,787 | 65,477 |
| Police Services | 151,261 | 146,748 | 139,446 | 152,618 |
| City Storage Building | 14,915 | 12,938 | 13,971 | 13,373 |
| Lincoln Tallman House | 49,800 | 49,800 | 50,036 | 49,800 |
| Other Buildings | <u>16</u> | <u>327</u> | <u>215</u> | <u>400</u> |
| Total | <u>\$655,744</u> | <u>\$719,220</u> | <u>\$728,124</u> | <u>\$747,626</u> |

BUDGET VARIANCES

| | |
|------------------|---|
| <u>(\$4,946)</u> | Decrease due to attrition |
| (4,946) | TOTAL PERSONNEL SERVICES |
| 10,468 | Increase based on anticipated utility increases |
| 4,229 | premium allocation |
| 10,925 | Increase in monitoring and software costs, particularly for City Hall |
| <u>(340)</u> | Decrease in VOM re-distributed to Snow Removal budget |
| 25,282 | TOTAL CONTRACTUAL SERVICES |
| <u>8,070</u> | Increase in parts and material costs |
| 8,070 | TOTAL SUPPLIES & MATERIALS |
| <u>\$28,406</u> | TOTAL INCREASE / (DECREASE) |

REQUIRED RESOURCES

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget | Budget to Budget Incr / (Decr) |
|--|-------------------------|-------------------------|-------------------------|-------------------------|-----------------------------------|
| <u>PERSONNEL SERVICES</u> | | | | | |
| Wages | \$153,937 | \$180,478 | \$162,829 | \$177,111 | (\$3,367) |
| Overtime | 1,939 | 1,600 | 3,400 | 1,600 | 0 |
| Benefits | <u>69,289</u> | <u>79,771</u> | <u>68,197</u> | <u>78,192</u> | <u>(1,579)</u> |
| Subtotal | 225,165 | 261,849 | 234,426 | 256,903 | (4,946) |
| <u>CONTRACTUAL SERVICES</u> | | | | | |
| Utilities | 188,826 | 183,055 | 194,847 | 193,523 | 10,468 |
| Postage | 217 | 850 | 500 | 850 | 0 |
| Professional Development | 0 | 1,400 | 1,400 | 1,400 | 0 |
| Building Expense | 2,388 | 7,500 | 7,250 | 7,500 | 0 |
| Insurance | 21,220 | 21,471 | 21,471 | 25,700 | 4,229 |
| Other Contractual Services | 175,383 | 188,575 | 212,010 | 199,500 | 10,925 |
| Vehicle & Equipment | <u>14,375</u> | <u>18,240</u> | <u>16,427</u> | <u>17,900</u> | <u>(340)</u> |
| Subtotal | 402,409 | 421,091 | 453,905 | 446,373 | 25,282 |
| <u>SUPPLIES & MATERIALS</u> | | | | | |
| | 28,170 | 36,280 | 39,793 | 44,350 | 8,070 |
| GRAND TOTAL | <u>\$655,744</u> | <u>\$719,220</u> | <u>\$728,124</u> | <u>\$747,626</u> | <u>\$28,406</u> |

DEPARTMENT: PUBLIC WORKS

DIVISION: OPERATIONS

PROGRAM: SNOW REMOVAL

GOAL:

To provide for the clearing and removal of ice and snow from City streets and to thereby assure safe travel throughout the City at all times during the winter season.

OBJECTIVES:

- To plow all City streets within ten hours after cessation of all snowstorms.
- To treat all arterials, collectors, bus routes, hills, and hazardous intersections with chemicals and to achieve bare pavement conditions at these locations.
- To treat bridges, hazardous hills, and a portion of the arterial street network with liquid, anti-icing chemicals prior to certain storm events.
- To remove snow from the downtown area whenever conditions warrant.
- To clear all sidewalks adjacent to publicly owned land of snow and ice within 72 hours of the cessation of all snowstorms.

RELATES TO STRATEGIC PLAN:

- Strategic Goals – Infrastructure; Safe & Health Community

PROGRAM ACTIVITY STATEMENT:

This program, which includes snow plowing, chemical spreading, snow removal, and sidewalk shoveling, is directly dependent on annual winter weather conditions, which can change from year to year, and are largely unpredictable from one given year to the next.

Winter weather conditions vary greatly from one storm to the next and frequently change even during the course of a storm. Therefore, the methods used to deal with varying conditions must change as weather conditions dictate. A full, City-wide plowing operation will normally be implemented when total snowfall accumulation exceeds two to three inches.

Anti-icing is a proactive snow and ice control activity where a liquid chemical is applied to pavement prior to a winter weather event or when frost conditions are expected. The purpose of this program is to reduce the risk of traffic accidents resulting from slick pavement, particularly in frost situations and during minor snow events. This program targets bridges, hills, and sharp curves throughout the City. When possible and conditions warrant, some main and arterial streets are also treated with anti-icing chemical.

The application of de-icing and/or abrasive materials to streets is an important aspect of ice and snow removal operations after accumulation begins and is the primary method of managing arterial and collector streets with minor accumulation snow events. The application of these chemicals early during a winter weather event helps prevent or reduce the bonding of snow and ice to pavement, which makes plowing and obtaining clear pavement easier.

Snow plowing operations can commence at any hour of the day, depending on the duration of the snow event. Twenty single-axle dump trucks with plows typically carry out routine snow plowing activities, along with two graders, six tandem trucks, three end loaders, and two pickup trucks. All of the City's streets are plowed back as close to the curb as possible.

Sidewalk shoveling involves the process of snow removal from over 20 miles of City sidewalks and bridges after a recordable snowfall. Sidewalk shoveling is accomplished with six Operations and Parks employees, utilizing multi-function tractors with a blower/blade and salt spreader, walk-behind snow blowers, and hand shovels. Equipment maintenance ensures that all equipment necessary to effectively remove or control snow is operable when needed.

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|--------------------------------------|----------------|----------------|-------------------|----------------|
| ACTIVITIES: | | | | |
| Snow Plowing Operations (#) | | | | |
| City-Wide Operations | 6 | 7 | 8 | 8 |
| Chemical Spreading Operations (#) | | | | |
| City-Wide Operations | 2 | 4 | 1 | 5 |
| Partial Operations | 17 | 18 | 24 | 18 |
| Downtown Snow Removal Operations (#) | 0 | 1 | 1 | 1 |
| Salt (Tons Used) | 3,048 | 4,320 | 4,290 | 4,320 |
| Inches of Snow | 32 | 36.0 | 30 | 36.0 |
| Total events | 25 | 30 | 34 | 32 |

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|----------------------|--------------------|--------------------|--------------------|--------------------|
| ELEMENT COST: | | | | |
| Snow Plowing | \$614,150 | \$664,063 | \$689,650 | \$697,671 |
| Chemical Spreading | 645,029 | 700,428 | 799,731 | 827,925 |
| Snow Removal | 33,426 | 74,540 | 59,978 | 76,404 |
| Sidewalk Shoveling | <u>79,916</u> | <u>126,126</u> | <u>113,681</u> | <u>123,799</u> |
| Total | <u>\$1,372,521</u> | <u>\$1,565,157</u> | <u>\$1,663,040</u> | <u>\$1,725,799</u> |

BUDGET VARIANCES

| | |
|------------------|---|
| \$12,079 | Economic adjustments |
| <u>2,000</u> | Increase in overtime |
| 14,079 | TOTAL PERSONNEL SERVICES |
| 3,000 | Increase in training for the LEAD Program |
| 320 | Increase in anticipated utility rates |
| <u>109,423</u> | Increase in VOM re-distributed from other Operations GF budgets |
| 112,743 | TOTAL CONTRACTUAL SERVICES |
| <u>33,820</u> | Increase in 2023/2024 State contract salt prices |
| 33,820 | TOTAL SUPPLIES AND MATERIALS |
| <u>\$160,642</u> | TOTAL INCREASE / (DECREASE) |

REQUIRED RESOURCES

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget | Budget to Budget Incr / (Decr) |
|---------------------------------|--------------------|--------------------|--------------------|--------------------|-----------------------------------|
| <u>PERSONNEL SERVICES</u> | | | | | |
| Wages | \$160,082 | \$231,498 | \$234,364 | \$242,974 | \$11,476 |
| Overtime | 97,613 | 80,900 | 120,440 | 82,900 | 2,000 |
| Benefits | <u>107,455</u> | <u>118,022</u> | <u>121,126</u> | <u>118,625</u> | <u>603</u> |
| Subtotal | 365,150 | 430,420 | 475,930 | 444,499 | 14,079 |
| <u>CONTRACTUAL SERVICES</u> | | | | | |
| Professional Development | 484 | 1,500 | 1,500 | 4,500 | 3,000 |
| Utilities | 8,715 | 9,780 | 9,780 | 10,100 | 320 |
| Other Contractual Services | 7,055 | 4,000 | 3,500 | 4,000 | 0 |
| Vehicle & Equipment | <u>751,777</u> | <u>776,577</u> | <u>841,230</u> | <u>886,000</u> | <u>109,423</u> |
| Subtotal | 768,031 | 791,857 | 856,010 | 904,600 | 112,743 |
| <u>SUPPLIES & MATERIALS</u> | | | | | |
| | 239,340 | 342,880 | 331,100 | 376,700 | <u>33,820</u> |
| GRAND TOTAL | <u>\$1,372,521</u> | <u>\$1,565,157</u> | <u>\$1,663,040</u> | <u>\$1,725,799</u> | <u>\$160,642</u> |

DEPARTMENT: PUBLIC WORKS
DIVISION: OPERATIONS
PROGRAM: STREET MAINTENANCE

GOAL:

To maintain all City roadways in a condition that provides for safe and efficient use by the public.

OBJECTIVES:

- To provide for the maintenance of a high-quality street surface through immediate pothole repair, annually scheduled crack sealing, joint sealing, chip sealing, and resurfacing or reconstruction of paved streets.
- To maintain a smooth and dust-free running surface for gravel streets and alleys.
- To maintain adequate provisions for stormwater run-off through the repair of curb and gutter and maintenance of drainage ditches as needed.
- To repair pedestrian footpaths as required.
- To provide adequate bridge maintenance.

RELATES TO STRATEGIC PLAN:

- Strategic Goals – Infrastructure; Safe & Healthy Community

PROGRAM ACTIVITY STATEMENT:

The Street Maintenance program provides for maintenance of approximately 343 miles of paved and approximately 1.5 miles of gravel streets and alleys, dependent upon annual development and construction activities. Unpaved street and alley surfaces are graded and graveled annually to maintain a good driving surface. The street maintenance process includes various maintenance activities to help delay the deterioration process of paved streets, including crack sealing, chip sealing, and patching (potholing) activities. Street surfaces must be periodically restored by resurfacing or reconstruction, typically every 25 to 30 years for bituminous pavements and 45 years for concrete pavements. Maintenance must also be performed on portions of the curb and gutter and pedestrian footpaths not assessed to abutting property owners. This program also provides for the maintenance of 19 bridges, including railing maintenance and repair.

The objectives of this program include:

- All utility ditches will be permanently repaired within one year of utility work completion.
- Annual concrete joint sealing of concrete streets will be conducted.
- Annual crack sealing of bituminous streets will be conducted.
- Pavement ratings from the City wide PASER evaluations will be used to determine if crack sealing is necessary.
- Prior to constructing a new street or resurfacing an existing street, the City will install service laterals and replace obsolete or failed service laterals. Non-connection agreements will be obtained from property owners if service laterals are not installed.
- Potholes will be permanently repaired where such patching is appropriate, based upon projected year of resurfacing, workload, and available manpower.

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|--|----------------|----------------|-------------------|----------------|
| ACTIVITIES: | | | | |
| Concrete/Bituminous Street Maintenance | | | | |
| Patch Filling (Tons) | 240 | 195 | 210 | 210 |
| Potholes Filled | 6,968 | 8,000 | 7,000 | 8,000 |
| Crack Sealing (Centerline Miles) | 8.2 | 8.5 | 18.0 | 12.0 |
| Resurfacing/Reconstruction (Miles) | | | | |
| Milling/Resurfacing | 10.2 | 8.9 | 6.8 | 8.3 |
| Reconstruction | 3.5 | 1.9 | 4.1 | 2.3 |
| Shoulder Maintenance | | | | |
| Miles Affected (10 miles total) | 8.0 | 8.0 | 8.0 | 8.0 |
| Gravel Streets | | | | |
| Miles Affected (1.5 miles total) | 1.5 | 1.5 | 1.5 | 1.5 |

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|--------------------------------------|------------------|------------------|-------------------|------------------|
| ELEMENT COST: | | | | |
| Paved Street Maintenance | \$518,721 | \$497,504 | \$491,734 | \$498,079 |
| Bridge Maintenance | 13,970 | 31,225 | 23,800 | 31,440 |
| Gravel Shoulder & Street Maintenance | 7,124 | 21,086 | 18,345 | 17,049 |
| Median Mowing | <u>121,559</u> | <u>127,223</u> | <u>129,371</u> | <u>130,035</u> |
| Total | <u>\$661,374</u> | <u>\$677,038</u> | <u>\$663,250</u> | <u>\$676,603</u> |

BUDGET VARIANCES

| | |
|-----------------|--|
| <u>\$10,341</u> | Economic adjustments |
| 10,341 | TOTAL PERSONNEL SERVICES |
| 3,000 | Increase in contracted weed treatment for additional infrastructure at USH 14 / Hwy 26 |
| <u>(13,776)</u> | Decrease in VOM re-distributed to Snow Removal budget |
| (10,776) | TOTAL CONTRACTUAL SERVICES |
| 0 | TOTAL SUPPLIES & MATERIALS |
| 0 | TRANSFERS |
| <u>(\$435)</u> | TOTAL INCREASE / (DECREASE) |

REQUIRED RESOURCES

| | 2022 | 2023 | 2023 | 2024 | Budget to Budget |
|---------------------------------|------------------|------------------|------------------|------------------|------------------|
| | Actual | Budget | Estimated | Budget | Incr / (Decr) |
| <u>PERSONNEL SERVICES</u> | | | | | |
| Wages | \$202,285 | \$211,657 | \$210,355 | \$220,847 | \$9,190 |
| Overtime | 1,995 | 3,300 | 2,025 | 3,300 | 0 |
| Benefits | <u>91,182</u> | <u>87,805</u> | <u>87,316</u> | <u>88,956</u> | <u>1,151</u> |
| Subtotal | 295,462 | 302,762 | 299,696 | 313,103 | 10,341 |
| <u>CONTRACTUAL SERVICES</u> | | | | | |
| Utilities | 0 | 100 | 50 | 100 | 0 |
| Other Contractual Services | 274,096 | 246,000 | 243,080 | 249,000 | 3,000 |
| Vehicle & Equipment | <u>74,953</u> | <u>96,976</u> | <u>94,076</u> | <u>83,200</u> | <u>(13,776)</u> |
| Subtotal | 349,049 | 343,076 | 337,206 | 332,300 | (10,776) |
| <u>SUPPLIES & MATERIALS</u> | | | | | |
| | 16,864 | 31,200 | 26,348 | 31,200 | 0 |
| <u>TRANSFERS</u> | | | | | |
| | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | 0 |
| GRAND TOTAL | <u>\$661,374</u> | <u>\$677,038</u> | <u>\$663,250</u> | <u>\$676,603</u> | <u>(\$435)</u> |

The Major Capital Programs budget includes \$2,098,000 borrowing for street rehabilitation and \$126,500 for concrete joint sealing activities.

DEPARTMENT: PUBLIC WORKS

DIVISION: OPERATIONS

PROGRAM: TRAFFIC MANAGEMENT

GOAL:

To promote public safety and ease of travel for pedestrians and vehicles on all City streets.

OBJECTIVES:

- To maintain traffic signs, traffic signals, street painting, and street lighting.

RELATES TO STRATEGIC PLAN:

- Strategic Goals – Infrastructure; Safe & Healthy Community

PROGRAM ACTIVITY STATEMENT:

Traffic signs, signals and painting are maintained and installed in a continued effort to meet Federal standards as outlined in the “*Manual on Uniform Traffic Control Devices.*” Most traffic paint requires annual maintenance. Recently reconstructed arterial streets have been painted with an epoxy paint that will last up to five years. Traffic signs are installed and maintained in compliance with federal standards for minimum retro-reflectivity. Traffic signals are currently installed and maintained at 69 signalized intersections where traffic volumes warrant the installation of signals. Streetlights are installed and maintained at intervals of 300 feet on arterial streets and 400 feet on residential streets, including all intersections and dead ends. This budget provides for all electricity used by and all maintenance of “City-owned” lights. The “utility-owned” lights are maintained by two local utilities (Alliant Energy and Rock Electric Coop), and this budget provides for a leased fee for each of them.

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|------------------------------|----------------|----------------|-------------------|----------------|
| ACTIVITIES: | | | | |
| Traffic Signs | | | | |
| Installed/Repaired (#) | 1,914 | 2,500 | 1,750 | 2,000 |
| Traffic Signals | | | | |
| Intersections (#) | 72 | 72 | 69 | 68 |
| Street Painting | | | | |
| Striping (Feet) | 405,419 | 320,000 | 315,000 | 320,000 |
| Street Lighting | | | | |
| Alliant Utilities Lights (#) | 2,135 | 2,143 | 2,129 | 2,135 |
| City Lights (#) | 2,623 | 2,637 | 2,632 | 2,649 |

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|-----------------------|--------------------|--------------------|--------------------|--------------------|
| ELEMENT COST: | | | | |
| Traffic Signs | \$144,848 | \$190,486 | \$179,091 | \$224,505 |
| Traffic Signals | 181,840 | 184,431 | 184,281 | 187,931 |
| Street Painting | 86,420 | 115,940 | 107,302 | 114,727 |
| Street Lighting | 511,406 | 570,101 | 552,550 | 583,172 |
| Right-of-Way Clearing | <u>144,820</u> | <u>105,801</u> | <u>137,688</u> | <u>116,569</u> |
| Total | <u>\$1,069,333</u> | <u>\$1,166,759</u> | <u>\$1,160,912</u> | <u>\$1,226,904</u> |

BUDGET VARIANCES

| | |
|-----------------|---|
| \$13,782 | Increase in overtime and associated benefits for Tour of America's Dairyland race |
| (241) | <u>Economic adjustments</u> |
| 13,541 | TOTAL PERSONNEL SERVICES |
| 16,987 | Increase in electricity for street lights based on anticipated rate adjustments |
| 98 | Increase in liability, workers' compensation, auto, and property insurance |
| <u>21,127</u> | Increase in vehicle and equipment rates |
| 38,212 | TOTAL CONTRACTUAL SERVICES |
| <u>8,392</u> | Increase for technology upgrades and rising parts and materials costs |
| 8,392 | TOTAL SUPPLIES & MATERIALS |
| <u>\$60,145</u> | TOTAL INCREASE / (DECREASE) |

REQUIRED RESOURCES

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget | Budget to Budget Incr / (Decr) |
|--|--------------------|--------------------|--------------------|--------------------|-----------------------------------|
| <u>PERSONNEL SERVICES</u> | | | | | |
| Wages | \$257,642 | \$269,565 | \$278,245 | \$273,275 | \$3,710 |
| Overtime | 11,281 | 9,500 | 11,771 | 21,600 | 12,100 |
| Benefits | <u>113,494</u> | <u>134,618</u> | <u>139,183</u> | <u>132,349</u> | <u>(2,269)</u> |
| Subtotal | 382,417 | 413,683 | 429,199 | 427,224 | 13,541 |
| <u>CONTRACTUAL SERVICES</u> | | | | | |
| Utilities | 442,910 | 479,743 | 479,743 | 496,730 | 16,987 |
| Professional Development | 0 | 450 | 300 | 450 | 0 |
| Insurance | 510 | 602 | 602 | 700 | 98 |
| Other Contractual Services | 0 | 15,000 | 13,125 | 15,000 | 0 |
| Vehicle & Equipment | <u>123,769</u> | <u>132,573</u> | <u>115,000</u> | <u>153,700</u> | <u>21,127</u> |
| Subtotal | 567,188 | 628,368 | 608,770 | 666,580 | 38,212 |
| <u>SUPPLIES & MATERIALS</u> | 119,727 | 124,708 | 122,943 | 133,100 | 8,392 |
| GRAND TOTAL | <u>\$1,069,333</u> | <u>\$1,166,759</u> | <u>\$1,160,912</u> | <u>\$1,226,904</u> | <u>\$60,145</u> |

DEPARTMENT: PUBLIC WORKS

DIVISION: OPERATIONS

PROGRAM: WEED CONTROL

GOAL:

To maintain public rights-of-way adjacent to publicly owned land and median areas in a clean, healthy, and aesthetically pleasing state.

OBJECTIVE:

To control the growth of noxious weeds and the unsightly growth of grass by mowing areas throughout the City, typically mowing four times annually, depending on weather conditions, and to maintain City-owned properties/lots located within residential neighborhoods in an aesthetically pleasing manner.

RELATES TO STRATEGIC PLAN:

- Strategic Goals – Safe & Healthy Community

PROGRAM ACTIVITY STATEMENT:

The Weed Control program involves cutting, mowing, or spraying of grass and weeds along major arterial streets throughout the City and other public open spaces, including vacant City-owned lots. This program typically begins in May of each year and continues as late as October with the majority of work performed in June, July, and August. City crews maintain 22 acres of roadside terraces and public open spaces, and City-owned property/lot maintenance is contracted out to a property maintenance company through the Neighborhood & Community Services Division. Chemicals are occasionally used in locations where normal mowing activity is difficult.

| | 2022 | 2023 | 2023 | 2024 |
|--|--------|--------|-----------|--------|
| | Actual | Budget | Estimated | Budget |

ACTIVITIES:

| | | | | |
|----------------------------|-----|-----|-----|-----|
| Weed Cutting (Hours) | 186 | 581 | 150 | 581 |
| City-Owned Properties/Lots | 22 | 15 | 22 | 20 |

BUDGET VARIANCES

| | |
|----------------|---|
| <u>\$2,035</u> | Economic Adjustments |
| 2,035 | TOTAL PERSONNEL SERVICES |
| 500 | Increase in Neighborhood & Community Services contracted mowing costs |
| <u>(2,128)</u> | Decrease in calculated VOM re-distributed to Snow Removal budget |
| (1,628) | TOTAL CONTRACTUAL SERVICES |
| 0 | TOTAL SUPPLIES & MATERIALS |
| <u>\$407</u> | TOTAL INCREASE / (DECREASE) |

REQUIRED RESOURCES

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget | Budget to Budget Incr / (Decr) |
|---------------------------------|-----------------|-----------------|-------------------|-----------------|-----------------------------------|
| <u>PERSONNEL SERVICES</u> | | | | | |
| Wages | \$11,957 | \$20,337 | \$14,252 | \$22,081 | \$1,744 |
| Overtime | 138 | 200 | 100 | 200 | 0 |
| Benefits | <u>5,780</u> | <u>8,574</u> | <u>5,847</u> | <u>8,865</u> | <u>291</u> |
| Subtotal | 17,874 | 29,111 | 20,199 | 31,146 | 2,035 |
| <u>CONTRACTUAL SERVICES</u> | | | | | |
| Other Contractual Service | 5,682 | 8,000 | 8,000 | 8,500 | 500 |
| Vehicle & Equipment | <u>13,941</u> | <u>18,128</u> | <u>15,943</u> | <u>16,000</u> | <u>(2,128)</u> |
| Subtotal | 19,623 | 26,128 | 23,943 | 24,500 | (1,628) |
| <u>SUPPLIES & MATERIALS</u> | | | | | |
| | 568 | 4,775 | 3,000 | 4,775 | 0 |
| GRAND TOTAL | <u>\$38,065</u> | <u>\$60,014</u> | <u>\$47,142</u> | <u>\$60,421</u> | <u>\$407</u> |

DEPARTMENT: PUBLIC WORKS

DIVISION: PARKS

GOAL:

To provide safe, clean, functional, and attractive park grounds, buildings, and equipment for all park users.

OBJECTIVES:

- To maintain the turf and landscaped areas for all City parks, street boulevards, public buildings, river walkways and the downtown landscape.
- To maintain park pavilions, restrooms, boat ramps and playground equipment.
- To maintain and provide for the preservation of our natural areas.
- To provide adequate maintenance of surfaced and unsurfaced trails.

RELATES TO STRATEGIC PLAN:

- Strategic Goals – Infrastructure; Safe & Healthy Community

PROGRAM ACTIVITY STATEMENT:

The Parks Division is responsible for the maintenance of 64 developed parks within a park system of 2,609 acres. Funding is provided for two supervisory personnel, 16 full-time park maintenance, and seasonal employees. Maintenance of the park system is categorized into a variety of service areas. Grounds Maintenance activities include mowing grass, tree and shrub care, irrigation, weed control, landscape care, litter collection and leaf removal. Building Maintenance activities include daily cleaning of restroom facilities and park pavilions, as well as maintenance to the building structures. Trail activities include sweeping, clearing, mowing, trail signing and maintenance of trail infrastructure. Athletic activities include turf management, maintenance of tennis, volleyball, and basketball courts.

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|--|----------------|----------------|-------------------|----------------|
|--|----------------|----------------|-------------------|----------------|

ACTIVITIES:

Park System

| | | | | |
|---------------------|-------|-------|-------|-------|
| Total Acreage | 2,609 | 2,609 | 2,609 | 2,609 |
| Developed Parks (#) | 64 | 64 | 64 | 64 |

Grounds Maintenance

| | | | | |
|-----------------|-----|-----|-----|-----|
| Mowed (Acres) | 666 | 666 | 666 | 666 |
| Playgrounds (#) | 44 | 44 | 45 | 45 |

Building Maintenance

| | | | | |
|---------------------------|-----|-----|-----|-----|
| Picnic Pavilions (#) | 21 | 21 | 21 | 21 |
| Pavilion Reservations (#) | 541 | 750 | 603 | 620 |

Trails

| | | | | |
|---------------|------|------|------|------|
| Paved (Miles) | 32.5 | 32.5 | 32.5 | 32.5 |
|---------------|------|------|------|------|

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|----------------------|--------------------|--------------------|--------------------|--------------------|
| ELEMENT COST: | | | | |
| Administration | \$216,678 | \$260,757 | \$259,897 | \$268,717 |
| Trails | 50,664 | 44,176 | 36,753 | 40,989 |
| Athletic Fields | 48,175 | 34,011 | 40,191 | 36,062 |
| Grounds Maintenance | 1,057,753 | 1,179,765 | 1,181,983 | 1,207,253 |
| Building Maintenance | 171,899 | 174,066 | 181,861 | 179,604 |
| Natural Areas | 1,073 | 0 | 0 | 0 |
| Forestry | 79,976 | 110,703 | 95,309 | 104,549 |
| Total | <u>\$1,626,219</u> | <u>\$1,803,478</u> | <u>\$1,795,994</u> | <u>\$1,837,174</u> |

BUDGET VARIANCES

| | |
|-----------------|--|
| (\$28,386) | Due to attrition |
| 8,470 | Increase in seasonal employee expenses |
| <u>53,062</u> | Economic Adjustments |
| 33,146 | TOTAL PERSONNEL SERVICES |
| 8,475 | Increase in utilities based on usage |
| 2,400 | Increase in building expense |
| 3,234 | Increase in liability, workers' comp, auto, and property insurance premium |
| (3,516) | Decrease due to less use of portable toilets and dumpster charges |
| <u>(23,593)</u> | Decrease in VOM charges |
| (13,000) | TOTAL CONTRACTUAL SERVICES |
| <u>13,550</u> | Increase due to rising costs |
| 13,550 | TOTAL SUPPLIES & MATERIALS |
| <u>\$33,696</u> | Total Increase /(Decrease) |

REQUIRED RESOURCES

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget | Budget to Budget Incr / (Decr) |
|--|--------------------|--------------------|--------------------|--------------------|-----------------------------------|
| <u>PERSONNEL SERVICES</u> | | | | | |
| Wages | \$646,280 | \$786,002 | \$790,125 | \$826,549 | \$40,547 |
| Overtime | 23,387 | 14,700 | 17,025 | 15,100 | 400 |
| Benefits | <u>285,725</u> | <u>342,456</u> | <u>343,838</u> | <u>334,053</u> | <u>(8,403)</u> |
| Subtotal | 957,454 | 1,145,102 | 1,152,932 | 1,178,248 | 33,146 |
| <u>CONTRACTUAL SERVICES</u> | | | | | |
| Utilities | 131,400 | 118,825 | 120,255 | 127,300 | 8,475 |
| Postage | 3 | 130 | 50 | 130 | 0 |
| Professional Development | 977 | 3,180 | 2,400 | 3,180 | 0 |
| Building Expense | 1,631 | 0 | 2,000 | 2,400 | 2,400 |
| Insurance | 17,152 | 16,975 | 16,975 | 20,209 | 3,234 |
| Other Contractual Services | 13,414 | 24,116 | 21,400 | 20,600 | (3,516) |
| Park Contractual | 16,546 | 12,000 | 12,000 | 12,000 | 0 |
| Vehicle & Equipment | <u>362,773</u> | <u>385,000</u> | <u>357,782</u> | <u>361,407</u> | <u>(23,593)</u> |
| Subtotal | 543,896 | 560,226 | 532,862 | 547,226 | (13,000) |
| <u>SUPPLIES & MATERIALS</u> | 124,868 | 98,150 | 110,200 | 111,700 | 13,550 |
| GRAND TOTAL | <u>\$1,626,219</u> | <u>\$1,803,478</u> | <u>\$1,795,994</u> | <u>\$1,837,174</u> | <u>\$33,696</u> |

DEPARTMENT: PUBLIC WORKS

DIVISIONS: PLANNING DIVISION & BUILDING DIVISION

GOAL:

To plan for the orderly development and redevelopment of the City, the efficient provision of municipal services and to ensure that buildings are constructed and maintained in a manner that protects the health, safety, and welfare of the community's residents.

OBJECTIVES:

- To update and implement the policy recommendations of the Comprehensive Plan.
- To provide needed data, analysis, technical and policy guidance so that policy-makers can make informed short-range and long-range community planning decisions.
- To coordinate the functions of the Janesville Area MPO; an area-wide transportation planning organization that implements federal transportation programming requirements necessary to maintain eligibility for federal highway and transit funds.
- To review plans and inspect construction for compliance with State and local building, HVAC, plumbing, energy and electrical codes, zoning ordinance and site plan requirements.
- To ensure that existing dwelling units and commercial structures are maintained in a safe and sanitary condition, in accordance with applicable codes and ordinances.
- To administer and enforce the Wisconsin Administrative Codes and City Ordinances, which guide the use and development of private property in a manner that has been determined to be beneficial to the health, safety, and welfare of the community.

RELATES TO STRATEGIC PLAN:

- Strategic Goals – Downtown; Economy; Infrastructure

PROGRAM ACTIVITY STATEMENT:

The Divisions provide planning, building, and development services.

Planning Division

The Planning Division element provides professional services to other divisions, the City Administration, several committees, including the City Council, Plan Commission, Historic Commission, and the general public. These services include base map maintenance, socio-economic/demographic data collection and maintenance and technical support, development and maintenance of neighborhood plans and the review, administration and updating of the zoning code and subdivision regulations. Planning Division is also involved in the Comprehensive Planning Program, which is divided into two sub-programs: the mid-range sub-program, which includes the activities of the Metropolitan Planning Organization (MPO) and other three-year to five-year planning efforts, and the long-range sub-program, which involves the development and maintenance of the City's 20-Year Comprehensive Plan.

Building Division

The Building Division element is responsible for monitoring the construction of new building structures, building alterations and other changes to existing buildings within the community, as well as administering and interpreting the zoning, signage and other development codes related to building and site development. Activities include reviewing building, HVAC, electrical and plumbing plans for approval, monitoring, and inspecting all construction, erosion control and periodically re-inspecting completed facilities for changes in use. Staff within this division also serves the Zoning Board of Appeals, Alcohol Licensing Advisory Commission and Historic Commission.

Downtown Development

The Divisions are also heavily engaged in Downtown Development activities, including working with ARISEnow, Downtown Janesville, Inc. and coordinating Downtown improvements and redevelopment initiatives.

Major Activities Undertaken in 2023:

1. Coordinated review and approval of several commercial and industrial projects, land divisions and multi-family housing developments.
2. Completed draft update to the City of Janesville Comprehensive Plan.
3. Completed updates to the City of Janesville Parks & Open Space Plan.
4. Assisted JTS with ridership shares and planning assistance for Beloit-Janesville Express.
5. Adopted 2024-2029 Transportation Improvement Program, 2024 MPO Work Program, and amended the 2023-2028 Transportation Improvement Program and 2023 MPO Work Program.
6. Completed Downtown Parking Study and Downtown Parking Survey.
7. Assisted JTS in Completing an update to the Transit Development Plan.
8. Completed Bicycle Facility Planning Studies for John Paul Rd corridor.
9. Developed materials to support future efforts to create Safe Routes to Schools programs and plans.
10. Developed MOU for return of Bird Scooters to Janesville and provided administrative oversight of Bird Scooters program operating within the City.
11. E-Plan Exam Implementation
12. Online Commercial Building Permits
13. Awarded Certified Local Government Grant to facilitate the placement of three of Janesville's historic school buildings on the National Register of Historic Places.

Major Activities to be Undertaken in 2024:

1. Continued Implementation of Economic Development Strategy
2. Implement Downtown Revitalization Strategy (ARISE).
3. Commence Subdivision and Zoning Ordinance rewrite and remapping of City.
4. Coordinate redevelopment activities for Centennial Industrial Park.
5. Assist Rock County in Janesville Area Water Quality Management Plan (208 Plan) update.
6. Update Sign Code.
7. Continue to promote and diversify housing and residential development activity in the community.
8. Facilitate placement of three of Janesville's historic school buildings on the National Register of Historic Places.
9. Provide on-going assistance to WisDOT for major transportation project improvements.
10. Carry out tasks, projects and programs as established by the Janesville Area MPO in the adopted 2024 Unified Work Program.
11. Implement Residential Online Permitting
12. Implement Online Customer Payment

| | 2022 Actual | 2023 Budget | 2023 Estimate | 2024 Budget |
|-------------------------------------|----------------|----------------|------------------|----------------|
| ACTIVITIES: | | | | |
| Building Division (#) | | | | |
| Construction | | | | |
| Complaints | 97 | 50 | 50 | 50 |
| Other Variances | 1 | 6 | 8 | 8 |
| New Residential | | | | |
| Permits | 668 | 500 | 430 | 450 |
| Inspections | 2,090 | 1,500 | 2,600 | 2,500 |
| Existing Residential | | | | |
| Permits | 2,158 | 2,000 | 1,750 | 1,800 |
| Inspections | 1,815 | 2,000 | 1,800 | 1,850 |
| New Commercial | | | | |
| Permits | 89 | 80 | 65 | 70 |
| Inspections | 906 | 900 | 800 | 825 |
| Existing Commercial | | | | |
| Permits (including all plan review) | 936 | 900 | 800 | 850 |
| Inspections | 1,855 | 1,700 | 1,200 | 1,400 |
| Development Services (#) | | | | |
| Signs | | | | |
| Complaints | 3 | 3 | 6 | 6 |
| Permits | 331 | 200 | 200 | 225 |
| Variances | 2 | 2 | 5 | 5 |
| Inspections | 18 | 25 | 18 | 20 |
| Site Plans/Zoning | | | | |
| Permits | 90 | 65 | 110 | 110 |
| Inspections | 131 | 75 | 75 | 75 |
| Total | | | | |
| Complaints | 100 | 53 | 56 | 56 |
| Permits | 4,272 | 3,745 | 3,355 | 3,505 |
| Variances | 3 | 8 | 13 | 13 |
| Inspections | 6,815 | 6,200 | 6,493 | 6,670 |
| Planning Division (Hours) | | | | |
| Administration | 1,000 | 1,000 | 1,000 | 1,000 |
| Planning Services | 2,000 | 2,000 | 2,000 | 2,000 |
| Current Planning | 2,500 | 2,500 | 2,300 | 2,600 |
| Comprehensive Planning | <u>3,600</u> | <u>3,600</u> | <u>3,800</u> | <u>3,500</u> |
| Total Hours | <u>9,100</u> | <u>9,100</u> | <u>9,100</u> | <u>9,100</u> |

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|----------------------|--------------------|--------------------|--------------------|--------------------|
| ELEMENT COST: | | | | |
| Building Division | \$982,772 | \$922,630 | \$864,618 | \$948,539 |
| Planning Division | <u>298,473</u> | <u>361,749</u> | <u>353,704</u> | <u>383,067</u> |
| Total | <u>\$1,281,245</u> | <u>\$1,284,379</u> | <u>\$1,218,322</u> | <u>\$1,331,606</u> |

BUDGET VARIANCES

| | |
|-----------------|--|
| <u>\$53,619</u> | Economic adjustments |
| 53,619 | TOTAL PERSONNEL SERVICES |
| 1,103 | Increase in Telephone Costs |
| 339 | Increase of 9% for postage |
| 10,710 | LEAD, LDA, and ICC Educode trainings, PAS Removal |
| 660 | Replacement of 3 Adobe Software Subscriptions with 3 Blue Beam subscriptions |
| (20,000) | Removal of Premium Plan Review Costs |
| <u>796</u> | VOM increase |
| (6,392) | TOTAL CONTRACTUAL SERVICES |
| <u>\$47,227</u> | TOTAL INCREASE / (DECREASE) |

REQUIRED RESOURCES

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget | Budget to Budget Incr / (Decr) |
|--|--------------------|--------------------|--------------------|--------------------|-----------------------------------|
| <u>PERSONNEL SERVICES</u> | | | | | |
| Wages | \$784,823 | \$855,577 | \$834,173 | \$901,559 | \$45,982 |
| Overtime | 925 | 3,000 | 3,000 | 3,000 | 0 |
| Benefits | <u>285,210</u> | <u>315,400</u> | <u>306,736</u> | <u>323,037</u> | <u>7,637</u> |
| Subtotal | 1,070,958 | 1,173,977 | 1,143,909 | 1,227,596 | 53,619 |
| <u>CONTRACTUAL SERVICES</u> | | | | | |
| Utilities | 2,957 | 3,442 | 4,180 | 4,545 | 1,103 |
| Postage | 4,581 | 3,776 | 3,536 | 4,115 | 339 |
| Recruiting Expense | 196 | 0 | 0 | 0 | 0 |
| Professional Development | 8,203 | 9,490 | 9,490 | 20,200 | 10,710 |
| Audit & Consulting | 57,965 | 800 | 800 | 800 | 0 |
| Computer Maintenance | 2,593 | 2,180 | 2,180 | 2,840 | 660 |
| Other Contractual Services | 100,825 | 60,800 | 21,000 | 40,800 | (20,000) |
| Vehicle & Equipment | <u>22,320</u> | <u>21,239</u> | <u>24,552</u> | <u>22,035</u> | <u>796</u> |
| Subtotal | 199,640 | 101,727 | 65,738 | 95,335 | (6,392) |
| <u>SUPPLIES & MATERIALS</u> | 10,647 | 8,675 | 8,675 | 8,675 | 0 |
| GRAND TOTAL | <u>\$1,281,245</u> | <u>\$1,284,379</u> | <u>\$1,218,322</u> | <u>\$1,331,606</u> | <u>\$47,227</u> |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| REVENUES: | \$1,443,626 | \$800,525 | \$820,100 | \$815,000 | <u>\$14,475</u> |

DEPARTMENT: NEIGHBORHOOD & COMMUNITY SERVICES

DIVISION: HOUSING SERVICES

PROGRAM: PROPERTY MAINTENANCE

GOAL:

To ensure that residential buildings and property is maintained in a manner that protects the health, safety and welfare of the community’s residents.

OBJECTIVES:

- To ensure that existing dwelling units are maintained in a safe and sanitary condition, in accordance with applicable codes and ordinances.
- To administer and enforce the Wisconsin Administrative Codes and City Ordinances, which guide the use and development of private property in a manner that has been determined to be beneficial to the health, safety and welfare of the community.
- To reduce risk to public health, safety, prosperity, and general welfare.
- To reduce public and private nuisances and potential fire hazards.
- To promote neighborhood stability and occupancy by preserving the condition and appearance of properties.
- To maintain property values and assessments.

RELATES TO STRATEGIC PLAN:

- Strategic Goals – Safe & Healthy Community

PROGRAM ACTIVITY STATEMENT:

The division’s highest priority is responding to health and safety issues. Each complaint requires an investigation or inspection, written report, re-inspection and follow-up. In some cases, violations may result in the issuance of a re-inspection fee, nuisance abatement, the issuance of citations, legal proceedings and/or the issuance of Raze or Repair Orders. In addition, the division is responsible for enforcing the zoning code, the vacant building ordinance as well as other city codes pertaining to the condition and use of private property.

| | 2022 | 2023 | 2023 | 2024 |
|--|--------|--------|-----------|--------|
| | Actual | Budget | Estimated | Budget |

ACTIVITIES:

City Code (#)

Housing-Related

Violations 243 400 300 400

Inspections 662 1,100 800 950

Nuisance

Violations 315 450 400 450

Inspections 756 1,350 750 900

Zoning

Violations 66 125 100 125

Inspections 145 275 350 300

Total

Violations 624 975 800 975

Inspections 1,563 2,725 1,900 2,150

BUDGET VARIANCES

| | |
|----------------|--|
| <u>\$1,444</u> | Cost of Living/Merit Increases |
| 1,444 | TOTAL PERSONNEL SERVICES |
| 900 | Transition to iPhones for field efficiency |
| 180 | Increase in Postage Fees |
| 1,485 | Conference expenses |
| <u>(946)</u> | Decrease in annual VOM charges |
| 1,619 | TOTAL CONTRACTUAL SERVICES |
| 0 | TOTAL SUPPLIES & MATERIALS |
| <u>\$3,063</u> | TOTAL INCREASE / (DECREASE) |

REQUIRED RESOURCES

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget | Budget to Budget Incr / (Decr) |
|--|------------------|------------------|-------------------|------------------|-----------------------------------|
| <u>PERSONNEL SERVICES</u> | | | | | |
| Wages | \$171,333 | \$208,552 | \$180,800 | \$209,795 | \$1,243 |
| Benefits | <u>79,658</u> | <u>92,801</u> | <u>88,100</u> | <u>93,002</u> | <u>201</u> |
| Subtotal | 250,991 | 301,353 | 268,900 | 302,797 | 1,444 |
| <u>CONTRACTUAL SERVICES</u> | | | | | |
| Utilities | 327 | 300 | 1,200 | 1,200 | 900 |
| Postage | 1,664 | 1,420 | 1,400 | 1,600 | 180 |
| Professional Development | 710 | 615 | 600 | 2,100 | 1,485 |
| Audit & Consulting | 21,200 | 0 | 0 | 0 | 0 |
| Other Contractual Services | 0 | 0 | 0 | 0 | 0 |
| Vehicle & Equipment | <u>8,016</u> | <u>8,566</u> | <u>8,800</u> | <u>7,620</u> | <u>(946)</u> |
| Subtotal | 31,917 | 10,901 | 12,000 | 12,520 | 1,619 |
| <u>SUPPLIES & MATERIALS</u> | 1,332 | 1,800 | 1,800 | 1,800 | 0 |
| <u>CAPITAL OUTLAY</u> | <u>680</u> | <u>0</u> | <u>0</u> | <u>0</u> | 0 |
| GRAND TOTAL | <u>\$284,920</u> | <u>\$314,054</u> | <u>\$282,700</u> | <u>\$317,117</u> | <u>\$3,063</u> |

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget | |
|------------------|------------------|------------------|-------------------|------------------|------------|
| REVENUES: | <u>\$ 77,370</u> | <u>\$ 97,000</u> | <u>\$ 97,000</u> | <u>\$ 97,000</u> | <u>\$0</u> |

REVENUE COMMENT: This budget includes re-inspection fees that are assessed to property owners who do not comply with Orders to Correct within the compliance timeline. This fee is intended as a cost recovery item for Property Maintenance Inspection time. In addition, Vacant Building Registration Program fees assessed to property owners as part of the program's cost recovery are included in the revenue line.

DEPARTMENT: NEIGHBORHOOD & COMMUNITY SERVICES

DIVISION: RECREATION

GOAL:

To implement a program of services, activities and facilities that effectively provides recreational and leisure opportunities for the community that contribute to wellness and quality of life.

OBJECTIVES:

- To provide leisure opportunities for adults, youth, teens, seniors, and families to participate in activities such as organized sports, aquatics, ice skating, special events, Senior Center, enrichment, outdoor programming, and instructional programming.
- To provide summer camp opportunities that introduce youth to a host of recreational activities and to assist families in finding quality daycare alternatives.
- To offer programs and teach basic and aquatic lifesaving skills, which will encourage participants to utilize existing recreational facilities provided by the City.
- To offer sports and fitness opportunities for individuals of all ages that aid in quality of life.
- To develop and facilitate programs, events and activities that will stimulate socialization, environmental awareness, encourage family participation, and community enjoyment.
- To conduct general administrative activities, including personnel management, facility management, promotion of programs and services, purchasing and budget management, public event permit review and approvals, special projects, and evaluation of operations.
- To operate activities for youth, adult, seniors, aquatics, and ice skating at a minimum 50% operating ratio overall. The 2024 budget includes an overall operating ratio goal of 56%.

RELATES TO STRATEGIC PLAN: Strategic Goals – Safe & Healthy Community

PROGRAM ACTIVITY STATEMENT:

The Recreation Division consists of Administration, Senior Center, Ice Arena, Aquatics, Youth, and Adult Recreation Programming. Recreation provides a variety of seasonal and year-round activities and facilities for youth, adults, and seniors with an emphasis on quality of life, wellness, play, personal enrichment, instruction, education, socialization, entertainment, athletics, aquatics, and ice skating. Activities include sports leagues, sports instruction, enrichment programs, day camps, middle school recreation nights, swim lessons, hockey, figure skating, family special events, community programming, concerts, fitness, teen programming, and older adult programming. The Recreation Division also provides support and administration for pavilion rentals, public special event permitting management, tournament coordination, and equipment rentals, along with general Division office management. The Recreation Division employs seven full-time professional staff supervising all facilities and programs. Staffing also includes approximately 115 part-time/seasonal employees. Activities and services take place in the schools, parks, Dawson Softball Complex, Rockport Pool, Palmer Pool, Riverside Splash Pad, Lions Beach, Ice Arena, and the Senior Center. Maintenance of these facilities is provided by the Parks and/or Tech Services Divisions and is charged to the Recreation programs/facilities. The Recreation Division actively seeks out partnerships, sponsorships, donations, and the use of shared resources.

| | 2022 | 2023 | 2023 |
|--|--------|--------|-----------|
| | Actual | Budget | Estimated |

PERFORMANCE MEASURES:

Senior Center

| | | | | |
|-------------------------|--------|--------|--------|--------|
| Participants (#) | 23,932 | 36,000 | 32,000 | 36,000 |
| Subsidy per Participant | \$7.13 | \$5.29 | \$5.46 | \$5.16 |
| Operating Ratio | 29.1% | 31.6% | 31.3% | 34.1% |

Adult & Family

| | | | | |
|-------------------------|--------|--------|--------|--------|
| Participants (#) | 44,928 | 47,000 | 60,000 | 65,000 |
| Subsidy per Participant | \$2.21 | \$2.08 | \$2.14 | \$2.60 |
| Operating Ratio | 65.2% | 68.3% | 59.6% | 56.7% |

Youth

| | | | | |
|-------------------------|--------|--------|---------|--------|
| Participants (#) | 16,241 | 20,000 | 17,000 | 20,000 |
| Subsidy per Participant | \$8.06 | \$6.34 | \$10.06 | \$9.88 |
| Operating Ratio | 44.5% | 53.8% | 39.3% | 40.8% |

Aquatics

| | | | | |
|-------------------------|--------|--------|--------|--------|
| Participants (#) | 45,861 | 55,000 | 60,000 | 65,000 |
| Subsidy per Participant | \$5.05 | \$3.62 | \$4.53 | \$3.55 |
| Operating Ratio | 14.6% | 33.1% | 20.9% | 30.0% |

Ice Arena

| | | | | |
|-------------------------|--------|---------|--------|---------|
| Participants (#) | 79,927 | 100,000 | 85,000 | 100,000 |
| Subsidy per Participant | \$0.57 | \$0.47 | \$1.03 | \$0.46 |
| Operating Ratio | 87.9% | 88.0% | 79.5% | 89.2% |

| | 2022 | 2023 | 2023 |
|--|--------|--------|-----------|
| | Actual | Budget | Estimated |

ELEMENT COST:

| | | | | |
|-----------------------------|--------------------|--------------------|--------------------|--------------------|
| Senior Center | \$240,553 | \$278,368 | \$254,060 | \$281,719 |
| Adult and Family Recreation | 285,656 | 309,122 | 317,801 | 391,292 |
| Youth | 236,011 | 274,759 | 281,664 | 333,515 |
| Aquatics | 271,024 | 297,589 | 343,657 | 329,741 |
| Ice Skating Center | <u>377,929</u> | <u>393,321</u> | <u>426,411</u> | <u>425,862</u> |
| Total | <u>\$1,411,173</u> | <u>\$1,553,159</u> | <u>\$1,623,593</u> | <u>\$1,762,129</u> |

BUDGET VARIANCES

| | |
|------------------|--|
| \$26,000 | Increased staffing hours - Rockport Pool |
| (33,000) | Reduction in health benefits due to attrition |
| 97,385 | New Recreation Supervisor Position |
| <u>99,241</u> | Economic adjustments |
| 189,626 | TOTAL PERSONNEL SERVICES |
| 13,265 | Increase in utilities based on usage and estimated utility rate increases for 2024 |
| 4,000 | Increase in building expenses due to increased cost of services and historical actuals |
| 1,935 | Increase in projected insurance costs by facility |
| (1,102) | Decrease in other contractual due to actual historical costs |
| (2,000) | Decrease in concessions cost of goods based on historic actuals |
| 1,000 | Increase in advertising based on increased printing and postage costs |
| (4,748) | VOM rate decreases projected |
| <u>994</u> | Other |
| 13,344 | TOTAL CONTRACTUAL SERVICES |
| <u>6,000</u> | Increase in supplies due to increased cost of goods |
| 6,000 | TOTAL SUPPLIES & MATERIALS |
| <u>\$208,970</u> | TOTAL INCREASE / (DECREASE) |

REQUIRED RESOURCES

| | 2022 | 2023 | 2023 | 2024 | Budget to Budget |
|--|---------------------------|---------------------------|---------------------------|---------------------------|-------------------------|
| | Actual | Budget | Estimated | Budget | Incr / (Decr) |
| <u>PERSONNEL SERVICES</u> | | | | | |
| Wages | \$657,380 | \$775,782 | \$837,940 | \$951,414 | \$175,632 |
| Overtime | 6,222 | 5,350 | 5,750 | 5,350 | 0 |
| Benefits | <u>200,883</u> | <u>235,428</u> | <u>224,989</u> | <u>249,422</u> | <u>13,994</u> |
| Subtotal | 864,486 | 1,016,560 | 1,068,679 | 1,206,186 | 189,626 |
| <u>CONTRACTUAL SERVICES</u> | | | | | |
| Utilities | 205,074 | 199,453 | 212,923 | 212,718 | 13,265 |
| Postage | 1,519 | 1,850 | 1,350 | 1,750 | (100) |
| Professional Development | 7,187 | 8,318 | 9,196 | 8,618 | 300 |
| Building Expense | 37,256 | 31,200 | 41,700 | 35,200 | 4,000 |
| Insurance | 9,762 | 9,708 | 9,708 | 11,643 | 1,935 |
| Computer Maintenance | 3,252 | 2,616 | 2,900 | 3,000 | 384 |
| Other Contractual Services | 93,368 | 95,122 | 95,725 | 94,020 | (1,102) |
| Concessions | 21,727 | 25,000 | 20,000 | 23,000 | (2,000) |
| Advertising | 17,228 | 17,550 | 18,050 | 18,550 | 1,000 |
| Licenses | 5,616 | 7,265 | 7,047 | 7,675 | 410 |
| Vehicle & Equipment | <u>44,693</u> | <u>46,412</u> | <u>42,262</u> | <u>41,664</u> | <u>(4,748)</u> |
| Subtotal | 446,682 | 444,494 | 460,861 | 457,838 | 13,344 |
| <u>SUPPLIES & MATERIALS</u> | 100,005 | 92,105 | 94,053 | 98,105 | 6,000 |
| GRAND TOTAL | <u>\$1,411,173</u> | <u>\$1,553,159</u> | <u>\$1,623,593</u> | <u>\$1,762,129</u> | <u>\$208,970</u> |

REVENUE COMMENT:

Revenues are realized through participant fees based on program and event charges, daily admissions, season pass sales, membership fees, concessions, sponsorships, and facility rentals.

The 2024 revenue budget includes several program fee increases as outlined in the comprehensive fee review conducted in 2023. The 2024 revenue budget increases by approximately \$41,000 from the 2023 budget. The revenue budget factors in fee increases as well as the belief that program and facility numbers continue to grow and reach pre-pandemic numbers.

The Senior Center revenue category increases by \$8,000. The Senior Center has been steadily increasing memberships and program participation upon re-opening from the COVID-19 closure. Additionally, it is known that revenue for trips will increase significantly due to a high revenue return extended trip with good participation. New programming staff recently hired in fall 2023 will allow for fresh ideas for programming and revenue generation. This category includes facility rentals, trips, programming, membership fee and other.

The Adult & Family Recreation revenue category increases by \$10,735. Pavilion rental is increased by \$8,500 to reflect fee increases and increased rentals. Family Programming increases due to fee increases (\$2,000). Brochure advertisements increase due to increased advertisements (\$500). Volleyball, Basketball and Softball combined revenue increases by \$735. Revenue increases are offset by a projected decrease in concessions due to historic actuals (\$1,000). This category includes equipment rental, permits, public event fees, vending machines, concession stands, family special events, ads in Recreation guide/brochure, pavilion rentals, adult sports leagues, and general field reservations.

The Youth revenue category decreases by \$11,880. The ticket flow through program increases by \$300 based off historic actuals. Tot Lot increases by \$500 due to historic actuals and fee increases. Teen Rec Nites increases by \$2,000 as participation continues to increase and fees were increased. Youth Sports decreases slightly (\$180). Kids Count Camp decreases by \$14,500 due to historic actuals as the program is continuing to build back up to pre pandemic numbers and the City has had difficulty in obtaining sufficient staff to fully staff the program. This category includes discount attraction tickets, day camps, one day fun days, Rec Nites, partnership programs, and youth sports.

The Aquatics revenue category increases slightly (\$600). Rockport Pool increases due to fee increases and factors in historic actuals (\$4,000). Swim lessons increases due to fee increases (\$1,000). Other Rockport Revenue increases by \$2,000 due to increased programming. Facility rental decreases slightly by \$700 due to less swim teams in existence as well as factors in fee increases. Palmer Wading Pool decreases slightly due to historic actuals (\$1,000). This budget includes the elimination of the indoor lap swim program (\$4,700). This category includes Rockport Pool admissions, private rentals, programming, season passes and swim lessons, as well as Palmer Pool admissions and season passes, daily fees and passes.

The Ice Arena revenue category increases by \$33,800. The budget includes increases in projected revenue in Public Skate (\$34,000) because of fee increases and continued increases in participation to pre-pandemic numbers. Programming increases by \$2,500 due to increased programming. Ice Rental increases due to an increase in fees and anticipated rentals through additional new group outreach (\$10,000). Pro shop increases by \$1,000. Hockey decreases by \$8,000 based on historic actuals. Figure skating decreases due to decreased participants (\$5,700). This category includes public skate, programming, hockey, ice rentals, figure skating, concessions contract, and limited pro shop.

| | 2022 | 2023 | 2023 | 2024 |
|-----------------------------|------------------|------------------|------------------|------------------|
| | Actual | Budget | Estimated | Budget |
| REVENUE: | | | | |
| Senior Center | \$69,986 | \$88,000 | \$79,500 | \$96,000 |
| Adult and Family Recreation | 186,260 | 211,265 | 189,500 | 222,000 |
| Youth | 105,104 | 147,880 | 110,700 | 136,000 |
| Aquatics | 39,555 | 98,400 | 71,700 | 99,000 |
| Ice Skating Center | <u>332,066</u> | <u>346,200</u> | <u>339,000</u> | <u>380,000</u> |
| Total | <u>\$732,971</u> | <u>\$891,745</u> | <u>\$790,400</u> | <u>\$933,000</u> |

DEPARTMENT: NEIGHBORHOOD & COMMUNITY SERVICES

DIVISION: TRANSIT

GOAL:

To promote and provide a reliable, cost-effective public transit system oriented to the needs of senior citizens, persons with disabilities, students, major employment, and business centers.

OBJECTIVES:

- To serve the greatest number of people to the greatest extent possible with available resources.
- To continually evaluate all aspects of operation in order to improve both its efficiency and effectiveness.
- To provide a preventive maintenance program that keeps 15 of 17 buses available for service at all times.

RELATES TO STRATEGIC PLAN:

- Strategic Goals – Safe & Healthy Community

PROGRAM ACTIVITY STATEMENT:

The Transit program includes six elements: General Administration, Maintenance, Regular Service, Tripper Service, Paratransit Service, and Night Service.

General Administration

General Administration includes all of the activities and functions to supervise and control the operating and maintenance divisions. It also provides for the management of Federal and State Transit grants and related requirements, marketing and public information and management of capital projects.

Maintenance

Maintenance is centered on a strong preventative maintenance program designed to maximize equipment utilization and availability, preserving the City's investment in Transit vehicles and fixed facilities. This includes maintenance of the bus fleet ranging in age from 1 to 17 years, service and support vehicles, Transit Services Center, Downtown Transfer Center, passenger shelters, benches, and bus stop signs throughout the community.

Regular Service

Regular Service includes seven regular year-round routes, including the route between Janesville and Beloit; and the personnel required to operate them for 306 service days. Regular Service is budgeted to maintain current service levels.

Tripper Service

Tripper Service provides extra bus service to supplement Regular Service during hours of peak demand and serves special transportation needs that cannot be adequately addressed by Regular Service. Tripper Service operates on published schedules and is open to the public at all times. The level of service provided by this element fluctuates with demonstrated demand.

Paratransit Service

Paratransit Service meets the requirements of the Americans with Disabilities Act to provide service to individuals with disabilities who cannot utilize the fixed route bus service. JTS contracts for paratransit services.

Night Service

Night Service includes three bus routes that operate for four hours on 254 weekday evenings.

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|---|----------------|----------------|-------------------|----------------|
| ACTIVITIES: | | | | |
| General Administration (Hours) | 9,152 | 9,152 | 9,152 | 9,150 |
| Maintenance (Hours) | 13,808 | 13,808 | 13,808 | 13,808 |
| Regular Service | | | | |
| Mileage | 371,521 | 370,223 | 370,212 | 372,782 |
| Hours | 25,241 | 25,155 | 25,155 | 25,328 |
| Ridership - Paid Fares | 210,732 | 250,000 | 259,000 | 275,000 |
| Ridership - Free Fares | 2,447 | 3,000 | 2,568 | 3,500 |
| Ridership - Transfers | 64,923 | 70,000 | 51,500 | 52,000 |
| Tripper Service | | | | |
| Mileage | 27,863 | 29,502 | 28,489 | 29,342 |
| Hours | 2,507 | 2,655 | 2,580 | 2,750 |
| Ridership - Paid Fares | 38,878 | 42,000 | 53,000 | 55,000 |
| Ridership - Free Fares | 31 | 50 | 20 | 30 |
| Ridership - Transfers | 14,327 | 5,000 | 1,853 | 100 |
| Night Service | | | | |
| Mileage | 43,459 | 43,288 | 43,288 | 43,631 |
| Hours | 3,238 | 3,264 | 3,226 | 3,251 |
| Ridership - Paid Fares | 19,484 | 25,000 | 21,000 | 25,000 |
| Ridership - Free Fares | 72 | 1,000 | 260 | 300 |
| Ridership - Transfers | 1,129 | 5,000 | 3,300 | 4,000 |
| Paratransit Service | | | | |
| Hours | 1,678 | 1,968 | 1,914 | 2,219 |
| Ridership - Paid Fares | 6,163 | 7,000 | 7,168 | 8,312 |
| Total Services: | | | | |
| Ridership - Paid Fares | 275,257 | 324,000 | 340,168 | 363,312 |
| Ridership - Free Fares | 2,550 | 4,050 | 2,848 | 3,830 |
| Ridership - Transfers | 80,379 | 80,000 | 56,653 | 56,100 |
| Ridership - Total Unlinked Passenger Trips | 358,186 | 408,050 | 399,669 | 423,242 |

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|------------------------|--------------------|--------------------|--------------------|--------------------|
| ELEMENT COST: | | | | |
| General Administration | \$966,593 | \$1,071,034 | \$1,045,421 | \$1,062,117 |
| Maintenance | 1,224,742 | 1,119,167 | 1,119,030 | 1,167,973 |
| Regular Service | 1,280,488 | 1,478,713 | 1,294,300 | 1,516,532 |
| Tripper Service | 113,531 | 140,788 | 137,860 | 155,472 |
| Paratransit Service | 117,514 | 133,070 | 133,000 | 162,749 |
| Night Service | <u>143,498</u> | <u>166,825</u> | <u>149,650</u> | <u>183,506</u> |
| Subtotal - Operating | 3,846,366 | 4,109,597 | 3,879,261 | 4,248,349 |
| Capital | <u>905,334</u> | <u>40,000</u> | <u>565,480</u> | <u>0</u> |
| Total | <u>\$4,751,700</u> | <u>\$4,149,597</u> | <u>\$4,444,741</u> | <u>\$4,248,349</u> |

GENERAL FUND IMPACT:

The total Local Operating Assistance from the General Fund equals \$961,786. This is an increase of \$127,805 or 15.32% compared to 2023. The increase in General Fund subsidy is necessary due to having expended the federal Coronavirus Aid, Relief, and Economic Security (CARES) Act grant funds apportioned to the Janesville Transit System (JTS) as part of the federal government’s response to the COVID-19 pandemic.

BUDGET VARIANCES

| | |
|-----------------|---|
| \$15 | Reduction in retiree health plan costs |
| <u>84,482</u> | Economic adjustments |
| 84,497 | TOTAL PERSONNEL SERVICES |
| 4,660 | Increase for utility & onboard cell data adjustments |
| (29,800) | Decrease due to no CBA negotiations in 2024 |
| 8,749 | Increase for grounds maintenance and facility cleaning |
| (5,936) | Reduction in worker compensation fees |
| 149 | Contractual uniform and tool allowance increases |
| 27,438 | License/subscription for MyJTS added, offset by reduction in number of replacement computers. |
| 24,500 | Increase in other contractual services due to paratransit contractual per ride cost and expected ridership increase offset by paratransit agency fare revenue (\$64,848). |
| <u>(732)</u> | VOM usage adjustment |
| 29,028 | TOTAL CONTRACTUAL SERVICES |
| <u>25,227</u> | Increase in fuel costs |
| 25,227 | TOTAL SUPPLIES AND MATERIALS |
| <u>(40,000)</u> | TOTAL CAPITAL OUTLAY |
| <u>\$98,752</u> | TOTAL INCREASE / (DECREASE) |

REQUIRED RESOURCES

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget | Budget to Budget Incr / (Decr) |
|--|---------------------------|---------------------------|---------------------------|---------------------------|-----------------------------------|
| <u>PERSONNEL SERVICES</u> | | | | | |
| Wages | \$1,571,203 | \$1,902,395 | \$1,679,840 | \$2,004,075 | \$101,680 |
| Overtime | 368,531 | 222,678 | 339,340 | 204,719 | (17,959) |
| Benefits | 687,206 | 798,873 | 679,750 | 798,888 | 15 |
| Miscellaneous Benefits | <u>2,700</u> | <u>0</u> | <u>3,755</u> | <u>761</u> | <u>761</u> |
| Subtotal | 2,629,640 | 2,923,946 | 2,702,685 | 3,008,443 | 84,497 |
| <u>CONTRACTUAL SERVICES</u> | | | | | |
| Utilities | 160,460 | 166,340 | 164,000 | 171,000 | 4,660 |
| Postage | 203 | 200 | 195 | 200 | 0 |
| Professional Development | 15,868 | 11,075 | 11,075 | 11,075 | 0 |
| Audit & Consulting | 76,197 | 47,130 | 47,000 | 17,330 | (29,800) |
| Building Expense | 66,419 | 54,319 | 57,500 | 63,068 | 8,749 |
| Insurance | 133,407 | 152,697 | 152,000 | 146,761 | (5,936) |
| Uniform and Tool | 8,989 | 14,978 | 15,400 | 15,127 | 149 |
| Computer Services | 57,193 | 62,479 | 60,000 | 89,917 | 27,438 |
| Other Contractual Services | 126,689 | 223,736 | 215,666 | 248,236 | 24,500 |
| Recruitment/Physicals | 1,275 | 932 | 800 | 932 | 0 |
| Advertising/Promotions | 13,994 | 19,732 | 18,000 | 19,732 | 0 |
| Vehicle Oper/Maintenance | <u>41,014</u> | <u>30,206</u> | <u>26,340</u> | <u>29,474</u> | <u>(732)</u> |
| Subtotal | 701,708 | 783,824 | 767,976 | 812,852 | 29,028 |
| <u>SUPPLIES & MATERIALS</u> | <u>515,018</u> | <u>401,827</u> | <u>408,600</u> | <u>427,054</u> | <u>25,227</u> |
| Total Operations and Maintenance | 3,846,366 | 4,109,597 | 3,879,261 | 4,248,349 | 138,752 |
| <u>CAPITAL OUTLAY</u> | <u>905,334</u> | <u>40,000</u> | <u>565,480</u> | <u>0</u> | <u>(40,000)</u> |
| Subtotal | <u>\$4,751,700</u> | <u>\$4,149,597</u> | <u>\$4,444,741</u> | <u>\$4,248,349</u> | <u>\$98,752</u> |
| Depreciation | <u>841,019</u> | <u>980,056</u> | <u>892,156</u> | <u>988,716</u> | 8,660 |
| GRAND TOTAL | <u>\$5,592,719</u> | <u>\$5,129,653</u> | <u>\$5,336,897</u> | <u>\$5,237,065</u> | <u>\$107,412</u> |

CAPITAL ASSISTANCE:

There is no capital assistance budgeted for the 2024 Transit budget.

REVENUE COMMENT:

Transit System revenue is divided into three major categories: Operating Revenue, Operating Assistance and Capital Assistance. Operating Revenue is composed of passenger fares, revenue from the sale of advertising on buses and miscellaneous revenue. Operating Assistance is a combination of Federal, State and Local Operating Assistance; including payments from the governmental and private sector sponsors of the regional transit service to Beloit, WI and Janesville School District sponsorship of the Tripper Program. Capital Assistance includes Federal Capital Grants and Local Matching Funds.

OPERATING REVENUE:

Due to a fare reduction on January 1, 2018 and economic difficulties stemming from the COVID-19 pandemic, JTS does not recommend any changes to fares for 2024, except for implementing the 2024 paratransit services agency fare to mirror the annual contracted rate. Agency fare adjustments for 2024-2025 were approved by the Council in November 2023.

Actual paid fare ridership was 275,257 in 2022 and is projected to be 340,168 in 2023. Paid fare ridership is expected to be 363,312 in 2024 and represents a 12% increase in ridership, as JTS continues to bounce back from the ridership decreases experienced related to the COVID-19 pandemic.

The 2024 farebox revenue estimate is \$345,649. In addition to farebox revenue, the Transit System is projected to earn \$29,000 from on-bus advertising revenue, and \$10,000 in miscellaneous revenue. A total of \$62,013 in the form of the local funding contributed by the sponsors of the Beloit-Janesville Express service is projected. In addition, the City of Beloit, City of Janesville and Rock County are each providing subsidy to the Beloit-Janesville Express as a means to continue current service levels using federal ARP funds. The Janesville School District will sponsor the Tripper Program for an annual cost of \$63,701.

The Transit System will continue to engage in those marketing and public information efforts possible within budgetary restrictions to stimulate ridership and farebox revenue to attract additional customers and increase operating revenue.

OPERATING ASSISTANCE:

During 2024, the Wisconsin Department of Transportation Operating Assistance is expected to be approximately 17.56%, a 2.77% decrease of the percentage of expenses that was budgeted for award in 2023. State Operating Assistance is expected to total \$746,000, an \$89,000 or 10.66% decrease from the 2023 estimated state funding. This budget also includes a Paratransit Operating grant that is expected to total \$44,000.

Federal Transit Operating Assistance is expected to amount to approximately 38.37% of operating expenses, a 2.76% increase of the percentage of expenses that was budgeted for award in 2023. Total Federal Operating Assistance is expected to be \$1,630,000.

Combined state and federal assistance are expected to total 55.93 % of operating expenses, a 0.01% decrease of the percentage of expenses that was budgeted for award in 2023. This decrease is primarily attributed to an increase in federal funds made available to transit agencies through the passage of the Bipartisan Infrastructure Law (BIL).

This budget does not include CARES Act funds for operations in 2024 as they were expended in 2023. This budget does include federal ARP funds in the amount of \$345,200 to offset the BJE subsidy (\$30,000); reduced fare token program (\$4,200) and general operating assistance. These funds do not require a local

match and were awarded to Janesville Transit System as part of the federal government’s responses to the COVID-19 pandemic.

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|---------------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| REVENUES: | | | | |
| Operating Revenue | | | | |
| Fares | \$353,663 | \$341,737 | \$371,599 | \$345,649 |
| Advertising | 28,393 | 29,000 | 29,000 | 29,000 |
| Beloit-Janesville Express Sponsorship | 71,909 | 64,341 | 64,341 | 62,013 |
| Tripper Sponsorship | 0 | 0 | 20,411 | 63,701 |
| Miscellaneous | <u>45,074</u> | <u>16,638</u> | <u>6,500</u> | <u>21,000</u> |
| Subtotal | 499,039 | 451,716 | 491,851 | 521,363 |
| Operating Assistance | | | | |
| Local Assistance | 730,269 | 833,981 | 586,401 | 961,786 |
| State Paratransit Operations | 41,874 | 41,000 | 43,594 | 44,000 |
| State Assistance | 835,344 | 835,000 | 745,521 | 746,000 |
| Federal Operating | 1,263,640 | 1,463,000 | 1,626,994 | 1,630,000 |
| Federal CARES Grant | 410,000 | 140,500 | 140,500 | 0 |
| Federal ARP Grant | <u>66,200</u> | <u>344,400</u> | <u>244,400</u> | <u>345,200</u> |
| Subtotal | 3,347,327 | 3,657,881 | 3,387,410 | 3,726,986 |
| Capital Assistance | | | | |
| Local Capital | 191,296 | 0 | 22,200 | 0 |
| Federal CARES Grant | 0 | 40,000 | 454,500 | 0 |
| Federal Capital | <u>714,038</u> | <u>0</u> | <u>88,780</u> | <u>0</u> |
| Subtotal | 905,334 | 40,000 | 565,480 | 0 |
| Total | <u>\$4,751,700</u> | <u>\$4,149,597</u> | <u>\$4,444,741</u> | <u>\$4,248,349</u> |

DEPARTMENT: PUBLIC WORKS

DIVISION: STORMWATER UTILITY

GOAL:

To provide a stormwater drainage system with adequate capacity to accommodate major storms while maintaining the quality of stormwater discharged into receiving streams and rivers.

OBJECTIVES:

- To provide routine maintenance of storm sewers, catch basins, curb & gutters, greenbelts, and stormwater basins.
- To sweep the streets in the downtown area eight times annually and residential areas five times annually.
- To effectively manage stormwater to assure compliance with Federal and State regulations.

RELATES TO STRATEGIC PLAN:

- Strategic Goals – Infrastructure

PROGRAM ACTIVITY STATEMENT:

The Stormwater Utility was adopted in 2003. It provides for the collection and conveyance of stormwater within the City through the use of public streets, catch basins, storm sewers, detention/retention basins and greenbelts. The system is comprised of over 161 miles of storm sewers, 15 miles of drainage ways (including greenbelts) and 27 detention/retention basins. The Utility serves all properties within the City and the cost of operation and maintenance is supported through user fees, which are due and payable quarterly on the Janesville Municipal Utilities Bill.

The leaf collection effort begins the first or second week in November and continues for two weeks. Accordingly, all citizens must rake their leaves to the curb prior to leaf collection. The intensive leaf collection effort is a highly visible activity, which requires a great deal of coordination and public information.

This program provides for five sweeping cycles in residential areas with the first and last cycles involving the most intensive effort. The first cycle removes the accumulated debris from the winter and the last cycle follows leaf collection. In addition, catch basins and storm sewers are cleaned routinely and repairs to the collection system are performed as needed. This program also includes maintenance and erosion control activities for the greenbelt system and detention/retention basins.

The City is required to control the quality and quantity of stormwater runoff in accordance with Federal and State requirements. Compliance with the City's erosion control ordinance will require the review and monitoring of stormwater runoff of new developments during construction. In addition, development plans are reviewed for post construction compliance with the City's Stormwater Management Ordinance.

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|-----------------------------------|--------------------|--------------------|---------------------|---------------------|
| ACTIVITIES: | | | | |
| <u>Leaf Collection</u> | | | | |
| Miles | 227 | 227 | 227 | 227 |
| <u>Street Sweeping</u> | | | | |
| Curb (Miles) | 7,775 | 9,142 | 8,000 | 8,000 |
| Residential Cycles (#) | 5 | 5 | 5 | 5 |
| Downtown Cycles (#) | 7 | 8 | 7 | 8 |
| <u>Storm Sewer Maintenance</u> | | | | |
| Storm Sewer Cleaning (Feet) | 20,538 | 22,000 | 21,000 | 22,000 |
| Catch Basin Cleaning (#) | 728 | 1,000 | 750 | 1,000 |
| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
| ELEMENT COST: | | | | |
| Base Component | | | | |
| EPA Permit Compliance | \$45,896 | \$77,267 | \$66,400 | \$46,797 |
| Administration | <u>564,984</u> | <u>731,203</u> | <u>2,881,753</u> | <u>3,025,285</u> |
| Subtotal | 610,881 | 808,470 | 2,948,153 | 3,072,082 |
| Operations | | | | |
| Street Cleaning | 595,881 | 670,022 | 669,832 | 724,800 |
| Storm Sewer Maintenance | 2,191,191 | 2,658,493 | 2,888,674 | 2,871,570 |
| Curb & Gutter Replacement | 1,077,924 | 3,144,692 | 3,144,692 | 2,829,404 |
| Greenbelt/Drainageway Maintenance | 422,046 | 402,794 | 454,142 | 413,698 |
| Flood Control/Response | <u>58</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| Subtotal | 4,287,101 | 6,876,001 | 7,157,340 | 6,839,472 |
| Debt Service | <u>670,227</u> | <u>605,571</u> | <u>615,561</u> | <u>880,203</u> |
| Total | <u>\$5,568,208</u> | <u>\$8,290,042</u> | <u>\$10,721,054</u> | <u>\$10,791,757</u> |

BUDGET VARIANCES

| | |
|--------------------|---|
| <u>\$105,250</u> | Economic Adjustments |
| 105,250 | TOTAL PERSONNEL SERVICES |
| (600) | Training |
| 190 | Audit & Consulting |
| (109) | Decrease in Insurance Premiums |
| 2 | Building Rental |
| 4,981 | Increase in Computer Maintenance due to GIS software |
| (79,585) | Decrease in other contractual services for street rehab program |
| <u>36,754</u> | Increase in VOM usage and charges |
| (38,367) | TOTAL CONTRACTUAL SERVICES |
| 1,950 | TOTAL SUPPLIES & MATERIALS |
| 2,432,882 | TOTAL DEBT SERVICE AND TRANSFERS |
| <u>\$2,501,715</u> | TOTAL INCREASE / (DECREASE) |

REQUIRED RESOURCES

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget | Budget to Budget Incr / (Decr) |
|--|---------------------------|---------------------------|----------------------------|----------------------------|-----------------------------------|
| <u>PERSONNEL SERVICES</u> | | | | | |
| Wages | \$876,624 | \$996,902 | \$1,036,759 | \$1,088,810 | \$91,908 |
| Overtime | 34,914 | 36,200 | 44,060 | 37,000 | 800 |
| Benefits | <u>396,817</u> | <u>422,932</u> | <u>437,973</u> | <u>435,474</u> | <u>12,542</u> |
| Subtotal | 1,308,355 | 1,456,034 | 1,518,792 | 1,561,284 | 105,250 |
| <u>CONTRACTUAL SERVICES</u> | | | | | |
| Professional Development | 1,668 | 1,600 | 1,000 | 1,000 | (600) |
| Audit & Consulting | 3,310 | 3,410 | 3,410 | 3,600 | 190 |
| Insurance | 18,738 | 14,909 | 14,909 | 14,800 | (109) |
| Building Rental | 14,910 | 16,698 | 16,698 | 16,700 | 2 |
| Computer Maintenance | 65,482 | 105,319 | 105,319 | 110,300 | 4,981 |
| Other Contractual Services | 2,793,834 | 5,265,485 | 5,575,645 | 5,185,900 | (79,585) |
| Licenses | 13,000 | 13,000 | 13,000 | 13,000 | 0 |
| Vehicle & Equipment | <u>552,819</u> | <u>674,616</u> | <u>659,141</u> | <u>711,370</u> | <u>36,754</u> |
| Subtotal | 3,463,762 | 6,095,037 | 6,389,122 | 6,056,670 | (38,367) |
| <u>SUPPLIES & MATERIALS</u> | | | | | |
| | <u>124,119</u> | <u>103,400</u> | <u>99,329</u> | <u>105,350</u> | <u>1,950</u> |
| Total Operations and Maintenance | <u>\$4,896,235</u> | <u>\$7,654,471</u> | <u>\$8,007,243</u> | <u>\$7,723,304</u> | <u>\$68,833</u> |
| Principal | 614,000 | 541,250 | 541,250 | 761,250 | 220,000 |
| Interest Expense | 71,960 | 64,321 | 64,321 | 118,953 | 54,632 |
| Debt Issuance Expense | (15,734) | 0 | 9,990 | 0 | 0 |
| Capital | 1,746 | 30,000 | 0 | 0 | (30,000) |
| Transfers | <u>0</u> | <u>0</u> | <u>2,098,250</u> | <u>2,188,250</u> | <u>2,188,250</u> |
| Subtotal | 5,568,208 | 8,290,042 | 10,721,054 | 10,791,757 | 2,501,715 |
| Depreciation | <u>279,862</u> | <u>453,039</u> | <u>453,039</u> | <u>453,039</u> | <u>0</u> |
| GRAND TOTAL | <u>\$5,848,070</u> | <u>\$8,743,081</u> | <u>\$11,174,093</u> | <u>\$11,244,796</u> | <u>\$2,501,715</u> |

Capital Outlay includes the following which are included in the Major Capital Projects budget:

| <u>G.O. NOTE/ASSESSMENTS</u> | <u>TOTAL</u> | <u>UTILITY</u> |
|-------------------------------------|---------------------|-----------------------|
| Walnut Grove Pond & Outfall* | \$165,000 | \$165,000 |
| Subtotal G.O Note/Assessments | <u>\$165,000</u> | <u>\$165,000</u> |

*Funding from Stormwater Land Division Account

OPERATING BUDGET

| | | |
|---------------------------------------|--------------------|--------------------|
| Curb & Gutter Replacements | \$2,750,000 | \$2,750,000 |
| Storm Sewer Cleaning & Televising | 150,000 | 150,000 |
| Storm Sewer Lining & Point Repairs | 320,000 | 320,000 |
| Storm Sewer Replacement & Improvement | 275,000 | 275,000 |
| Storm Structure Rehab & Replacement | 1,260,000 | 1,260,000 |
| Ruger Avenue Reconstruction Design | 33,000 | 33,000 |
| Subtotal Operating Budget | <u>\$4,788,000</u> | <u>\$4,788,000</u> |

| | | |
|-------|--------------------|--------------------|
| Total | <u>\$4,953,000</u> | <u>\$4,953,000</u> |
|-------|--------------------|--------------------|

REVENUE COMMENT:

The Stormwater Utility was adopted in 2003 with an implementation date of October 1, 2003. The annual stormwater rate is per Equivalent Runoff Unit (ERU), which is equal to 3,200 square feet of impervious surface area (rooftops, patios, driveways, parking lots, loading docks, etc.). The annual stormwater rate was \$149.80 per ERU for 2023. The annual stormwater rate is \$152.60 per ERU for 2024. The impact of this increase on the typical residential customer will be an increase of \$0.70 per quarter.

| 2022 | 2023 | 2023 | 2024 |
|--------|--------|-----------|--------|
| Actual | Budget | Estimated | Budget |

REVENUES:

| User Fees | | | | |
|---------------------|--------------------|--------------------|--------------------|--------------------|
| Residential | \$2,789,937 | \$3,106,000 | \$3,102,600 | \$3,181,000 |
| Non-Residential | 5,035,892 | 5,599,000 | 6,003,200 | 5,862,000 |
| Non-Use Credit | (415,987) | (445,000) | (464,600) | (434,000) |
| Late Payment Charge | 47,342 | 20,000 | 77,900 | 20,000 |
| Interest Income | <u>39,132</u> | <u>10,000</u> | <u>164,500</u> | <u>25,000</u> |
| Total | <u>\$7,496,315</u> | <u>\$8,290,000</u> | <u>\$8,883,600</u> | <u>\$8,654,000</u> |

DEPARTMENT: PUBLIC WORKS

DIVISION: WASTEWATER UTILITY

GOAL:

To provide for the safe, healthful, and sanitary collection and disposal of sewage generated by residential, commercial, and industrial sources and to protect the water quality of the Rock River.

OBJECTIVES:

- To provide for the operation and maintenance of a collection system sufficient to handle peak loads and connecting all areas within the corporate limits to the Wastewater Treatment Plant.
- To operate and maintain a Wastewater Treatment Plant capable of handling all sewage generated by the users of the System.
- To provide for the disposal of sludge produced by the treatment plant through environmentally secured methods.
- To maintain an industrial pretreatment program that will establish and monitor maximum contaminant levels in wastewater discharges from our Industrial customers.
- To maintain regular testing of all plant processes to assure smooth operations and the attainment of effluent limitations established by State regulations.

RELATES TO STRATEGIC PLAN:

- Strategic Goals – Infrastructure

PROGRAM ACTIVITY STATEMENT:

The Wastewater Utility program provides for both the collection and the treatment of all sewage waste generated within the City of Janesville. In 2022, the Utility served 24,167 customers who supported the cost of construction, maintenance, and operation of the facilities through user fees, which are due and payable quarterly on a combined Janesville Municipal Utilities Bill including water, wastewater and stormwater billing along with other services. The sewer collection system has been constructed over a long period of time and includes approximately 352.12 miles of sewer mains. Sewer lines are cleaned and inspected by city staff and contractors with special emphasis given to construction projects and known problem areas. Emergency maintenance is provided in the event of sewer backups or plant operation 24 hours a day, seven days a week.

The current wastewater treatment facility was originally built in 1970 and had its first major expansion in 1986. The second major upgrade and expansion was completed in 2011 and increased its design capacity to approximately 20 million gallons per day. In this latest expansion the ability to generate electricity was included. The Plant now uses the methane created in the waste digestion process to power 4 micro turbines that create electricity that will be used to offset the purchase of power needed to operate the plant from the local power provider.

The City operates the plant according to State regulations, which establish the level of treatment required prior to discharge into the Rock River. With the issuance of the most recent operating permit, the Plant was required to reduce the phosphorus in the effluent by April 1, 2022. The improvements were completed and in place prior to the deadline. The City also uses Water Quality Trading by constructing practices on farmlands to reduce the amount of phosphorus running off farmlands. The city receives credit for these practices to offset any amount of Phosphorus that cannot be treated at the plant. The latest major capital improvements were completed in 2022 for chemical addition and monitoring to help with the phosphorus spikes we see from the distribution system. The City is required to sample the strength of the sewage discharge continuously and maintain accurate records.

EPA required Industrial Pretreatment regular monitoring program has been established for certain industrial users to assure pretreatment of wastes of higher concentrations than are normally acceptable for discharge to the treatment plant. As part of the normal plant processes, approximately 56,000 gallons of biosolids (sludge) are produced daily. The biosolids are mechanically dewatered and disposed of on DNR approved agricultural land.

The Conde Street Pretreatment Lagoon is owned and operated by the City, but it was built to provide services for Seneca Foods. The facility consists of two 6 million-gallon lined earthen lagoons that are covered with a plastic membrane that traps the methane under the cover. The methane is captured, cleaned, and sold back to Seneca for use in their boiler that mixes pipeline natural gas and methane. Seneca can spray irrigate their waste from April 15th to November 30th, their wastewater enters the lagoons gets some treatment and is pumped back to Seneca for spray irrigation. During the non-spray months, the lagoons reduce the strength of the waste which comes to the treatment plant for final disposal. This helps reduce the operating cost to Seneca as well as providing a revenue source to the city.

The cleaning and televising of most of the sanitary sewer collection system will be completed primarily by city staff. The larger mains will be cleaned and televised by contractors. The cleaning of sewers is done year-round, cleaning and televising are activities that are done ahead of the street resurfacing program annually to determine if any repairs need to be made ahead of the street project. This work will be done by city staff.

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|-------------------------------|----------------|----------------|-------------------|----------------|
| ACTIVITIES: | | | | |
| Customer Accounts (#) | 24,167 | 24,218 | 24,162 | 24,186 |
| Collection System (Miles) | 352.12 | 352.12 | 352.20 | 352.30 |
| Treatment Plant Operation | | | | |
| Gallons (Billion) | 3.70 | 3.80 | 4.00 | 4.00 |
| Suspd Solids (Pounds/Million) | 6.20 | 6.80 | 6.70 | 6.80 |
| BOD (Pounds/Million) | 7.30 | 7.60 | 7.00 | 7.20 |
| Laboratory Operations (#) | | | | |
| Samples | 6,151 | 6,331 | 6,501 | 6,749 |
| Tests | 18,380 | 19,713 | 19,031 | 20,258 |
| Sludge Disposal | | | | |
| Gallons (Million) | 19.64 | 21.00 | 18.68 | 20.50 |

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|-------------------------------|---------------------|---------------------|---------------------|---------------------|
| ELEMENT COST: | | | | |
| General Administration | \$1,252,824 | \$1,022,015 | \$998,566 | \$1,104,136 |
| Customer Accounts | 244,975 | 268,808 | 264,066 | 279,490 |
| Plant Oper/Maintenance | 2,101,853 | 2,387,023 | 2,355,766 | 2,476,643 |
| Laboratory Operations | 244,631 | 263,775 | 268,280 | 291,956 |
| Sludge Disposal | 519,325 | 602,569 | 587,600 | 620,480 |
| Collection Maintenance | 1,333,350 | 1,494,329 | 1,453,536 | 1,519,530 |
| Meter Maintenance | 466,039 | 436,980 | 436,980 | 436,980 |
| Pretreatment Facility | <u>75,673</u> | <u>84,133</u> | <u>73,765</u> | <u>86,701</u> |
| Total Operation & Maintenance | 6,238,670 | 6,559,632 | 6,438,559 | 6,815,916 |
| Depreciation | 3,107,759 | 3,722,790 | 2,956,344 | 3,102,890 |
| Interest Expense | 470,408 | 525,764 | 442,339 | 554,502 |
| Other Expenses | 9,573 | 7,000 | 2,850 | (7,500) |
| Transfer (In)/ Out | <u>348,966</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| Total Expenses | 10,175,376 | 10,815,186 | 9,840,092 | 10,465,808 |
| Principal Payment | 3,418,332 | 3,518,314 | 3,518,314 | 3,553,437 |
| Capital | <u>2,533,278</u> | <u>1,942,000</u> | <u>1,942,000</u> | <u>2,586,750</u> |
| Grand Total | <u>\$16,126,986</u> | <u>\$16,275,500</u> | <u>\$15,300,406</u> | <u>\$16,605,995</u> |

BUDGET VARIANCES

\$132,035 Economic adjustments

16,973 Add back interns and seasonal increases

(12,592) Decrease due to retiree benefits

136,416 TOTAL PERSONNEL SERVICES

9,764 Increase in utilities used at the plant

8,000 Increase in postage based on projected costs

805 Increase in professional development expenses

8,501 Increase due to computer program maintenance cost increases

3,900 Increase in lift station repairs

10,000 Increase in Wastewater testing cost increases

35,000 Increase due to 72" Spiral repair and Fianl Clarifier #2 repair.

(15,000) Decrease due to estimated use of the landfill will decrease

(40) Other

60,930 TOTAL CONTRACTUAL SERVICES

58,938 Increase based on historic actuals and additional chemicals for Phosphorus removal

58,938 TOTAL SUPPLIES AND MATERIALS

\$256,284 TOTAL INCREASE

REQUIRED RESOURCES

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget | Budget to Budget Incr / (Decr) |
|---|---------------------|---------------------|---------------------|---------------------|-----------------------------------|
| <u>PERSONNEL SERVICES</u> | | | | | |
| Wages | \$1,719,142 | \$1,988,381 | \$1,882,830 | \$2,103,494 | \$115,113 |
| Overtime | 61,044 | 74,100 | 64,858 | 75,900 | 1,800 |
| Benefits | 681,514 | 795,619 | 731,144 | 814,605 | 18,986 |
| Miscellaneous Benefits | <u>(10,661)</u> | <u>5,545</u> | <u>5,600</u> | <u>6,062</u> | <u>517</u> |
| Subtotal | 2,451,039 | 2,863,645 | 2,684,432 | 3,000,061 | 136,416 |
| <u>CONTRACTUAL SERVICES</u> | | | | | |
| Utilities | 602,324 | 556,430 | 572,140 | 566,194 | 9,764 |
| Postage | 34,325 | 25,000 | 30,000 | 33,000 | 8,000 |
| Professional Development | 11,974 | 13,701 | 14,506 | 14,506 | 805 |
| Audit & Consulting | 7,010 | 15,180 | 15,180 | 15,340 | 160 |
| Building Maintenance | 52,867 | 60,541 | 59,765 | 60,541 | 0 |
| Insurance | 108,312 | 106,479 | 106,480 | 106,479 | 0 |
| Computer Services | 172,970 | 149,036 | 149,036 | 157,537 | 8,501 |
| Other Contractual Services | 75,850 | 82,684 | 99,084 | 86,584 | 3,900 |
| Wastewater Testing | 43,599 | 34,000 | 39,000 | 44,000 | 10,000 |
| Sewer TV/Repair | 674,829 | 757,276 | 757,276 | 757,076 | (200) |
| Payment to Contractors | 113,016 | 258,600 | 258,600 | 293,600 | 35,000 |
| Landfill Fees | 22,439 | 45,000 | 45,000 | 30,000 | (15,000) |
| Vehicle Oper/Maintenance | 286,467 | 310,135 | 310,135 | 310,135 | 0 |
| Meter Expense | 463,434 | 432,000 | 432,000 | 432,000 | 0 |
| Subtotal | 2,669,416 | 2,846,062 | 2,888,202 | 2,906,992 | 60,930 |
| <u>SUPPLIES & MATERIALS</u> | <u>769,249</u> | <u>849,925</u> | <u>865,925</u> | <u>908,863</u> | <u>58,938</u> |
| Total Operations and Maintenance | <u>\$5,889,704</u> | <u>\$6,559,632</u> | <u>\$6,438,559</u> | <u>\$6,815,916</u> | <u>\$256,284</u> |
| Principal Payment | 3,418,332 | 3,518,314 | 3,518,314 | 3,553,437 | 35,123 |
| Interest on Debt | 470,408 | 525,764 | 442,339 | 554,502 | 28,738 |
| Debt Issuance Expense | (40,682) | (43,000) | (47,150) | (57,500) | (14,500) |
| Cost of Laterals/Merchandise | 255 | 0 | 0 | 0 | 0 |
| Service Charge | 50,000 | 50,000 | 50,000 | 50,000 | 0 |
| Capital (User Fees & Direct Pay) | <u>75,300</u> | <u>112,000</u> | <u>112,000</u> | <u>77,000</u> | <u>(35,000)</u> |
| Subtotal | 10,212,283 | 10,722,710 | 10,514,062 | 10,993,355 | 270,645 |
| Depreciation | 3,107,759 | 3,722,790 | 2,956,344 | 3,102,890 | (619,900) |
| Transfer (In)/ Out | 348,966 | 0 | 0 | 0 | |
| Capital (Debt Funded) | 2,457,978 | 1,830,000 | 1,830,000 | 2,209,750 | 379,750 |
| Capital (Replacement) | <u>0</u> | <u>0</u> | <u>0</u> | <u>300,000</u> | <u>300,000</u> |
| GRAND TOTAL | <u>\$16,126,986</u> | <u>\$16,275,500</u> | <u>\$15,300,406</u> | <u>\$16,605,995</u> | <u>\$330,495</u> |

Capital Outlay includes improvements to the sanitary sewer collection system, replacement of roof at Wastewater Treatment Plant, pickup truck replacements and various information technology projects. These projects will be funded by General Obligation Notes (\$2,209,750). Replacement of laboratory equipment, minor infrastructure and other smaller capital items will be funded through User Fees (\$377,000). Funding for the Water Quality Trading program and the Study/Design for DAFT upgrade/replacement will come from user fees.

G.O. NOTE/REVENUE BONDS

| | |
|--|--------------------|
| Sanitary Sewer Lining & Point Repair & Grouting | \$885,000 |
| Sanitary Sewer Structure Maintenance | 565,000 |
| Replace Roof - Wastewater Treatment Plant Maintenance Building | 326,000 |
| Private side Lead service replacement | 80,000 |
| Design CSC Renovations Phase II | 23,000 |
| Install Govern Open Forms 2024 | 150,000 |
| IT Strategic Plan | 50,000 |
| Pickup Truck Replacement 3808 | 43,000 |
| Pickup Truck Replacement 3809 | 43,000 |
| GIS Asset Management Plan | 35,000 |
| Replace Main Firewalls | <u>9,750</u> |
| Subtotal | <u>\$2,209,750</u> |

USER FEES/REPLACEMENT FUNDS

| | |
|---|---------------------------|
| Study/Design for DAFT upgrade/Replacement | \$300,000 |
| Network Computers | 2,600 |
| Water Quality Trading costs | 70,000 |
| Laboratory Equipment | 5,000 |
| Safety Equipment | <u>2,000</u> |
| Subtotal | <u>\$377,000</u> |
| Total | <u><u>\$2,586,750</u></u> |

REVENUE COMMENT:

This budget does not include a rate increase for 2024. There was an average 9.26% rate increase across all classes effective January 1, 2023.

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|-------------------------|---------------------|---------------------|---------------------|---------------------|
| REVENUES: | | | | |
| Residential | \$7,439,657 | \$7,761,300 | \$7,679,200 | \$7,669,100 |
| Commercial | 1,912,478 | 2,130,800 | 2,097,400 | 2,039,700 |
| Industrial | 981,305 | 726,300 | 800,300 | 856,700 |
| Public Authority | 260,990 | 260,600 | 254,100 | 246,000 |
| Surcharge | 650,939 | 486,800 | 519,800 | 486,800 |
| Pretreat/Reserve | 24,130 | 35,000 | 30,000 | 35,000 |
| Forfeited | 97,167 | 85,000 | 90,000 | 95,000 |
| Conde Street Facility | 41,665 | 100,000 | 180,000 | 100,000 |
| Misc. Revenue | <u>203,443</u> | <u>145,000</u> | <u>160,000</u> | <u>145,000</u> |
| Subtotal | 11,611,774 | 11,730,800 | 11,810,800 | 11,673,300 |
| Interest Income | 219,757 | 13,000 | 557,800 | 300,000 |
| Capital Contributions | <u>385,685</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| Total | <u>\$12,217,216</u> | <u>\$11,743,800</u> | <u>\$12,368,600</u> | <u>\$11,973,300</u> |
| Operating Cash* 12/31 | \$1,935,296 | \$1,955,133 | \$1,968,467 | \$1,945,550 |
| Debt Service Cash 12/31 | \$3,606,001 | \$1,756,119 | \$4,355,878 | \$4,358,390 |

* Operating Cash is defined as two month's of operating revenue

DEPARTMENT: PUBLIC WORKS

DIVISION: WATER UTILITY

GOAL:

To provide a high-quality potable water supply for domestic, commercial, industrial and fire protection purposes at an adequate pressure and in abundant supply to all geographic locations within the corporate limits.

OBJECTIVES:

- To provide for the operation and maintenance of wells and pumping equipment adequate to produce 32 million gallons of water per day if needed.
- To operate and maintain facilities which will assure treatment meets all State and Federal requirements of all water produced each day.
- To provide for operation and maintenance of the production and distribution system including reservoirs, mains, valves, service laterals, meters, and hydrants that meet State and Federal requirements.

RELATES TO STRATEGIC PLAN:

- Strategic Goals – Infrastructure

PROGRAM ACTIVITY STATEMENT:

The Water Utility was purchased by the City in 1915 and has been expanded continually since. It currently includes eight functioning wells capable of producing a maximum of 32 million gallons of water a day, two surface reservoirs, three pump station reservoirs and a water tower with a combined capacity of 15.8 million gallons, 397.62 miles of distribution mains as reported in GIS, 25,859 and 2,725 fire hydrants as reported in GIS. The entire cost of the construction, operation and maintenance is provided through user fees, which are billed to customers quarterly on a combined Janesville Municipal Utilities Bill including water, fire protection, wastewater, and stormwater along with other services. The amount of consumption is determined based on readings obtained through reading of water meters. The manually read remote devices have been replaced except for locations we do not have access to. The older radio transmitting devices are now being upgraded to better transmitting devices. A new automated meter reading system has been installed and will be used to collect the meter readings providing the Utility with the ability to review hourly water usage at each meter. This information can be shared with the customer to help determine if leaks are occurring in the home.

Water production averages 9.20 million gallons a day, reaching a peak of around 13.08 million gallons during dry periods in the summer season when many customers use water outdoors for various reasons. The City has sufficient capacity to meet the normal non-peak periods with four of the eight production wells. Prior to distribution, the water supply is treated with chlorine and fluoridic acid. A regular daily testing program is conducted, which includes testing for chlorine and fluoride residuals and total coliform bacteria. The distribution system requires continual maintenance to repair leaks, maintain valves, meters, and hydrants, which are conducted routinely, and in case of emergency, coverage is provided 24 hours a day, seven days a week.

By the end of 2021 all known private side lead laterals had been removed. The funding for this program was provided by the DNR as forgivable loans. The city secured the same funding in 2022 to remove private side iron services that were once connected to a public side lead service and has applied for additional funding for a similar program for 2024 and 2025. The plan is to have all the lead and galvanized iron service laterals removed from the distribution system by the end of 2025.

The DNR required the Utility to do a study to determine if our water quality is optimized for water pipe corrosion control. This study was completed in 2021 to determine the best way to optimize our system to reduce lead and copper from entering the home water system. The DNR and EPA believe the most effective way to optimize the system for corrosion control is to add phosphates to the water distribution system. The Utility believes the best action to optimize corrosion control is to remove the source, lead pipes and galvanized iron pipes that were once connected to lead. As noted, this will be accomplished by the end of 2025. The Utility believes our test results will show we are optimized for corrosion control after the lead services have been removed.

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|-----------------------|----------------|----------------|-------------------|----------------|
| ACTIVITIES: | | | | |
| Customer Accounts (#) | 24,462 | 24,493 | 24,474 | 24,483 |
| Pumping | | | | |
| Gallons (Billion) | 3.40 | 3.40 | 3.60 | 3.40 |
| Water Treatment (#) | | | | |
| Samples | 1,300 | 1,500 | 1,200 | 1,500 |
| Tests | 2,400 | 2,800 | 2,200 | 2,800 |
| Distribution (#) | | | | |
| Main Repairs | 120 | 130 | 115 | 130 |
| Service Repairs | 61 | 80 | 85 | 80 |
| Valves Operated | 1,100 | 1,200 | 1,600 | 1,200 |
| Meters Tested | 1,350 | 1,400 | 1,200 | 1,400 |
| Hydrants Flushed | 2,699 | 2,699 | 2,725 | 2,725 |

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|-------------------------------|---------------------|---------------------|---------------------|---------------------|
| ELEMENT COST: | | | | |
| Pumping | \$1,058,202 | \$1,205,418 | \$1,328,936 | \$1,261,137 |
| Water Treatment | 82,856 | 119,852 | 120,579 | 136,468 |
| Distribution | 1,353,467 | 1,600,204 | 1,564,882 | 1,611,406 |
| Customer Accounts | 291,138 | 400,239 | 382,648 | 418,308 |
| Administration | <u>857,497</u> | <u>1,057,740</u> | <u>1,048,728</u> | <u>1,148,649</u> |
| Total Operation & Maintenance | 3,643,160 | 4,383,453 | 4,445,773 | 4,575,968 |
| Depreciation | 5,517,281 | 5,800,603 | 5,900,770 | 6,011,031 |
| Taxes | 1,628,943 | 2,055,132 | 1,816,870 | 1,940,814 |
| Interest Expense | 368,187 | 426,590 | 426,590 | 427,195 |
| Other Expenses | <u>(57,513)</u> | <u>(75,652)</u> | <u>(70,882)</u> | <u>(85,979)</u> |
| Total Expenses | 11,100,058 | 12,590,126 | 12,519,121 | 12,869,029 |
| Principal Repayment | 3,393,013 | 3,369,318 | 3,369,318 | 3,392,199 |
| Capital | <u>7,917,452</u> | <u>6,355,374</u> | <u>6,355,374</u> | <u>5,819,848</u> |
| Grand Total | <u>\$22,410,523</u> | <u>\$22,314,818</u> | <u>\$22,243,813</u> | <u>\$22,081,076</u> |

BUDGET VARIANCES

\$9,374 Add back interns and increase in seasonal
(7,389) Projected turnover
25,972 Increase in retiree health and life insurance costs
82,486 Economic adjustments
110,443 TOTAL PERSONNEL SERVICES

12,600 Increase in utilities based on historic actuals and anticipated rate adjustments
12,410 Increase in projected postage cost
3,159 Increase in professional development to include cost for a national conference
1,375 Increase in audit & consulting for the Utility's annual audit
(298) Decrease in building expenses based on historic actuals
10,920 Increase in Insurance cost based on projections from providers.
8,440 Increase due to software maintenance cost
57,354 Increase due to the required DNR 10 year inspection of Well #10
250 Increase in Meter expenses
(1,443) Decrease in Vehicle maintenance cost
104,767 TOTAL CONTRACTUAL SERVICES

Decrease in supplies and materials for street repairs from broken water mains, Meter reading
(22,195) equipment replacement and Iron water service replacement
(22,195) TOTAL SUPPLIES AND MATERIALS

\$193,015 TOTAL INCREASE

REQUIRED RESOURCES

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget | Budget to Budget Incr / (Decr) |
|--|---------------------|---------------------|---------------------|---------------------|-----------------------------------|
| <u>PERSONNEL SERVICES</u> | | | | | |
| Wages | \$1,568,090 | \$1,830,770 | \$1,759,080 | \$1,940,655 | \$109,885 |
| Overtime | 126,422 | 106,850 | 112,470 | 109,500 | 2,650 |
| Benefits | 667,581 | 840,149 | 918,957 | 837,850 | (2,299) |
| Miscellaneous Benefits | <u>(68,832)</u> | <u>8,929</u> | <u>8,796</u> | <u>9,136</u> | <u>207</u> |
| Subtotal | 2,293,261 | 2,786,698 | 2,799,303 | 2,897,141 | 110,443 |
| <u>CONTRACTUAL SERVICES</u> | | | | | |
| Utilities | 595,039 | 531,580 | 533,000 | 544,180 | 12,600 |
| Postage | 35,950 | 27,300 | 36,100 | 39,710 | 12,410 |
| Professional Development | 8,825 | 11,764 | 11,930 | 14,923 | 3,159 |
| Audit & Consulting | 60,689 | 57,470 | 60,670 | 58,845 | 1,375 |
| Building Expense | 42,100 | 51,099 | 80,912 | 50,801 | (298) |
| Insurance | 78,666 | 70,871 | 78,000 | 81,791 | 10,920 |
| Uniform and Tool Expense | 601 | 1,750 | 1,750 | 1,750 | 0 |
| Computer Services | 161,003 | 168,418 | 169,217 | 176,858 | 8,440 |
| Other Contractual Services | 69,204 | 194,131 | 193,651 | 251,485 | 57,354 |
| Other Contractual Meter Expenses | (181,115) | (172,350) | (177,000) | (172,600) | 250 |
| Vehicle & Equip. Oper/Maintenance | <u>202,526</u> | <u>227,322</u> | <u>225,440</u> | <u>225,879</u> | <u>(1,443)</u> |
| Subtotal | 1,073,489 | 1,169,355 | 1,213,670 | 1,273,622 | 104,767 |
| <u>SUPPLIES & MATERIALS</u> | | | | | |
| | <u>276,410</u> | <u>427,400</u> | <u>432,800</u> | <u>405,205</u> | <u>(22,195)</u> |
| Total Operations and Maintenance | <u>\$3,643,160</u> | <u>\$4,383,453</u> | <u>\$4,445,773</u> | <u>\$4,575,968</u> | <u>\$193,015</u> |
| Principal Repayment | 3,393,013 | 3,369,318 | 3,369,318 | 3,392,199 | 22,881 |
| Interest Expense | 368,187 | 426,590 | 426,590 | 427,195 | 605 |
| Debt Issuance Expense | (83,122) | (84,741) | (89,560) | (94,560) | (9,819) |
| Cost Merchandise & Jobbing | 25,609 | 9,089 | 18,678 | 8,581 | (508) |
| Taxes | 1,628,943 | 2,055,132 | 1,816,870 | 1,940,814 | (114,318) |
| Capital (User Fees & Developer Pay) | <u>6,655,116</u> | <u>4,052,374</u> | <u>4,052,374</u> | <u>4,230,098</u> | <u>177,724</u> |
| Subtotal | 15,630,906 | 14,211,215 | 14,040,043 | 14,480,295 | 269,580 |
| Depreciation | 5,517,281 | 5,800,603 | 5,900,770 | 6,011,031 | 210,428 |
| Capital (G.O. Note/Revenue Bond) | <u>1,262,336</u> | <u>2,303,000</u> | <u>2,303,000</u> | <u>1,589,750</u> | <u>(713,250)</u> |
| GRAND TOTAL | <u>\$22,410,523</u> | <u>\$22,314,818</u> | <u>\$22,243,813</u> | <u>\$22,081,076</u> | <u>(\$233,242)</u> |

Capital Outlay includes improvements to the distribution system in conjunction with the street maintenance program, system improvements and the Water Utility's portion of software/technology projects and vehicle replacement. These projects will be funded through General Obligation Notes (\$1,589,750). Replacement of operating equipment, infrastructure (water meters, hydrants, etc.), and other smaller Utility capital items will be funded through User Fees (\$4,230,098). As a result of the Utility's rate case being approved by the Public Service Commission (PSC) on October 16, 2019, water main replacements will be funded through User Fees (\$3,500,000).

G.O. NOTE

| | |
|--|--------------------|
| Public Side Lead Service Replacements (Street Program) | \$130,000 |
| Water Valve and Structure replacement | 255,000 |
| Street Program Hydrant Replacements | 600,000 |
| Construct Materials Storage Building | 250,000 |
| Replace Roof at Pump Station #2 | 110,000 |
| Install Govern Open Forms 2024 | 150,000 |
| IT Strategic Plan 2024 | 50,000 |
| Replace Main Firewalls | 9,750 |
| Maintain GIS Asset Management Plan | <u>35,000</u> |
| Subtotal | <u>\$1,589,750</u> |

USER FEES/CONTRIBUTIONS

| | |
|--|--------------------|
| Water Main Replacements | \$3,500,000 |
| Design CSC Renovations Phase II | 22,000 |
| Network Computers | 4,598 |
| Meter Replacements | 436,000 |
| Hydrant Replacements | 70,000 |
| Tandom dump truck to replace unit 3920 | 190,000 |
| Excavation Safety Equipment | <u>7,500</u> |
| Subtotal | <u>\$4,230,098</u> |

| | |
|-------|--------------------|
| Total | <u>\$5,819,848</u> |
|-------|--------------------|

REVENUE COMMENT:

This budget does not include any rate increases. The last rate increase occurred in November 2019, pursuant to rate case 2740-WR-110.

A financial indicator used to determine the sufficiency of the Utility's net operating income is the rate of return on investment. The rate of return was 5.60% in 2022 and is estimated to be 3.89% in 2023. The rate of return is projected to be 3.27% for 2024. The rate of return approved in rate case 2740-WR-110 was 5.50%. The utility is conducting a review of cash position, cash flow, and revenues in order to determine a recommendation on submitting a conventional rate case application to the PSC.

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|--------------------------|---------------------|---------------------|---------------------|---------------------|
| REVENUES: | | | | |
| Residential | \$6,080,180 | \$6,168,000 | \$6,069,700 | \$6,127,900 |
| Multi Family Residential | 553,396 | 560,300 | 547,900 | 555,600 |
| Commercial | 2,107,715 | 1,913,100 | 2,065,200 | 2,022,000 |
| Industrial | 2,954,595 | 3,030,200 | 2,990,600 | 3,052,800 |
| Public Authority | 409,274 | 394,500 | 415,400 | 413,400 |
| Private Fire Protection | 79,033 | 80,700 | 79,600 | 80,900 |
| Public Fire Protection | 1,509,118 | 1,514,200 | 1,509,400 | 1,524,000 |
| Forfeited | 95,326 | 103,000 | 90,600 | 96,500 |
| Equipment Rental | 11,253 | 27,000 | 18,600 | 20,000 |
| Merchandise & Jobbing | 34,851 | 25,000 | 27,000 | 28,000 |
| Miscellaneous Revenue | <u>111,532</u> | <u>84,475</u> | <u>98,800</u> | <u>105,275</u> |
| Subtotal | 13,946,273 | 13,900,475 | 13,912,800 | 14,026,375 |
| Interest Income | 24,520 | 1,000 | 13,000 | 12,000 |
| Transfers In | 1,951,248 | 0 | 0 | 0 |
| Capital Contributions | <u>625,310</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| Total | <u>\$16,547,351</u> | <u>\$13,901,475</u> | <u>\$13,925,800</u> | <u>\$14,038,375</u> |
| Rate of Return | 5.60% | 4.10% | 3.89% | 3.27% |
| Operating Cash 12/31 | \$685,855 | \$942,763 | \$571,612 | \$129,692 |
| Debt Service Cash 12/31 | \$0 | \$0 | \$0 | \$0 |

DEPARTMENT: PUBLIC WORKS

DIVISION: PARKS

PROGRAM: GOLF COURSES

GOAL:

To provide facilities and programs to meet the varied golfing needs of the community.

OBJECTIVES:

- To ensure that golfing opportunities are afforded to Janesville residents as efficiently and effectively as possible and at minimal cost to the local taxpayer.
- To ensure that the City's substantial investment in the golf courses is protected through proper maintenance of the grounds and facilities.

RELATES TO STRATEGIC PLAN:

- Strategic Goals – Safe & Healthy Community

PROGRAM ACTIVITY STATEMENT:

The City owns two municipal golf courses: Riverside (18 holes) and Blackhawk (9 holes). The City began leasing its golf courses in 1982. In 2011, the City began a new contract with KemperSports. As owner of the courses, the City pays all of the operational and maintenance costs for the facility and the City receives all of the revenue. KemperSports receives a monthly golf course management fee.

The golf courses traditionally open the first week in April and close the last week in November.

| | 2022 | 2023 | 2023 | 2024 |
|--|--------|--------|----------|--------|
| | Actual | Budget | Estimate | Budget |

ACTIVITIES:

Workload Measures (#)

Rounds Played

| | | | | |
|---------------------|---------------|---------------|---------------|---------------|
| Riverside | 28,523 | 28,515 | 28,708 | 29,267 |
| Blackhawk | <u>19,882</u> | <u>20,512</u> | <u>20,915</u> | <u>21,271</u> |
| Total Rounds Played | 48,405 | 49,027 | 49,623 | 50,538 |

Efficiency Measures

Cost Per Round

| | | | | |
|-----------|---------|---------|---------|---------|
| Riverside | \$39.90 | \$34.46 | \$36.10 | \$39.19 |
| Blackhawk | \$8.51 | \$18.42 | \$18.03 | \$20.61 |

Revenue Per 9 Hole Round

| | | | | |
|-----------|---------|---------|---------|---------|
| Riverside | \$16.76 | \$15.61 | \$15.45 | \$16.83 |
| Blackhawk | \$5.37 | \$5.78 | \$5.71 | \$6.55 |

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|-----------------------|--------------------|--------------------|--------------------|--------------------|
| ELEMENT COST: | | | | |
| Riverside Golf Course | \$1,137,986 | \$982,645 | \$1,036,444 | \$1,147,084 |
| Blackhawk Golf Course | <u>169,226</u> | <u>377,926</u> | <u>377,131</u> | <u>438,337</u> |
| Total | <u>\$1,307,212</u> | <u>\$1,360,571</u> | <u>\$1,413,575</u> | <u>\$1,585,421</u> |

BUDGET VARIANCES

| | |
|------------------|--|
| <u>\$193</u> | Economic adjustments |
| 193 | TOTAL PERSONNEL SERVICES |
| 222,237 | Increase in KemperSports' operating budget |
| <u>2,420</u> | Other |
| 224,657 | TOTAL CONTRACTUAL SERVICES |
| 0 | TOTAL SUPPLIES & MATERIALS |
| <u>\$224,850</u> | TOTAL INCREASE / (DECREASE) |

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|-----------------------|--------------------|--------------------|--------------------|--------------------|
| RECEIPTS: | | | | |
| Green Fees | \$813,648 | \$702,350 | \$727,384 | \$828,343 |
| Cart Rentals | 257,456 | 315,940 | 322,475 | 353,200 |
| Beer/Food/Beverages | 208,143 | 202,266 | 243,766 | 250,540 |
| Pro Shop | 113,276 | 131,214 | 141,659 | 146,200 |
| Range | 6,729 | 7,472 | 7,970 | 9,050 |
| Miscellaneous | <u>11,053</u> | <u>3,200</u> | <u>1,000</u> | <u>0</u> |
| Total from Operations | <u>\$1,410,305</u> | <u>\$1,362,442</u> | <u>\$1,444,254</u> | <u>\$1,587,333</u> |
| Total Riverside | <u>\$1,067,845</u> | <u>\$989,452</u> | <u>\$1,060,250</u> | <u>\$1,143,533</u> |
| Total Blackhawk | <u>\$342,460</u> | <u>\$372,990</u> | <u>\$384,004</u> | <u>\$443,800</u> |

FUND BALANCE:

The Golf Course Special Revenue Fund has estimated fund balances as follows.

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|-----------------------------------|------------------|------------------|-------------------|------------------|
| FUND BALANCE: | | | | |
| Beginning Balance at January 1 | \$40,305 | (\$8,425) | \$143,398 | \$174,077 |
| Revenue | 1,410,305 | 1,362,442 | 1,444,254 | 1,587,333 |
| Expense | <u>1,307,212</u> | <u>1,360,571</u> | <u>1,413,575</u> | <u>1,585,421</u> |
| Total Fund Balance at December 31 | <u>\$143,398</u> | <u>(\$6,554)</u> | <u>\$174,077</u> | <u>\$175,989</u> |

DEPARTMENT: PUBLIC WORKS

DIVISION: PARKS

PROGRAM: OAK HILL CEMETERY

GOAL:

To provide a beautiful, quiet place, sacredly devoted to the interment and repose of the deceased.

OBJECTIVES:

- To provide a full range of cemetery services for the City.
- To provide prompt and accurate information to individuals.
- To provide the community with an attractive, consistently well-maintained cemetery.

RELATES TO STRATEGIC PLAN:

- Strategic Goals – Infrastructure

PROGRAM ACTIVITY STATEMENT:

The cemetery grounds cover approximately 85 acres, containing about 24,000 graves, half of total capacity, and miles of paved roadway. The cemetery grounds contain four buildings: a chapel, an office building, and two buildings used for equipment storage and maintenance operations. This budget includes funds for administration and building and grounds maintenance.

| | 2022 | 2023 | 2023 | 2024 |
|--|--------|--------|-----------|--------|
| | Actual | Budget | Estimated | Budget |

ACTIVITIES:

| | | | | |
|---|-----|-----|----|-----|
| Number of Burials (includes cremations) | 106 | 107 | 97 | 105 |
| Number of Lot Sales | 43 | 75 | 35 | 40 |

BUDGET VARIANCES

| | |
|-------------------|---|
| \$150 | Reduction to OT |
| (17,084) | Reduction due to declined Family Heath |
| <u>4,997</u> | Economic adjustments |
| (11,937) | TOTAL PERSONNEL SERVICES |
| 4,734 | Increase in utilities based on anticipated rate increases |
| (928) | Decrease in Insurance premiums |
| (11,193) | Decrease in vehicle and equipment rates |
| <u>40</u> | Other |
| (7,347) | TOTAL CONTRACTUAL SERVICES |
| 500 | TOTAL SUPPLIES & MATERIALS |
| <u>(\$18,784)</u> | TOTAL INCREASE / (DECREASE) |

REQUIRED RESOURCES

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget | Budget to Budget Incr / (Decr) |
|---------------------------------|------------------|------------------|-------------------|------------------|-----------------------------------|
| PERSONNEL SERVICES | | | | | |
| Wages | \$93,979 | \$108,274 | \$102,742 | \$113,271 | \$4,997 |
| Overtime | 732 | 4,100 | 3,700 | 4,250 | 150 |
| Benefits | <u>24,463</u> | <u>32,171</u> | <u>20,768</u> | <u>15,087</u> | <u>(17,084)</u> |
| Subtotal | 119,173 | 144,545 | 127,210 | 132,608 | (11,937) |
| CONTRACTUAL SERVICES | | | | | |
| Utilities | 20,412 | 19,066 | 22,600 | 23,800 | 4,734 |
| Postage | 0 | 50 | 50 | 50 | 0 |
| Building Expense | 180 | 1,000 | 3,500 | 1,000 | 0 |
| Insurance | 4,094 | 4,358 | 4,358 | 3,430 | (928) |
| Other Contractual Services | 505 | 960 | 1,000 | 1,000 | 40 |
| Advertising | 0 | 500 | 500 | 500 | 0 |
| Vehicle & Equipment | <u>47,091</u> | <u>59,503</u> | <u>53,310</u> | <u>48,310</u> | <u>(11,193)</u> |
| Subtotal | 72,282 | 85,437 | 85,318 | 78,090 | (7,347) |
| SUPPLIES & MATERIALS | 11,507 | 9,700 | 9,700 | 10,200 | 500 |
| GRAND TOTAL | <u>\$202,962</u> | <u>\$239,682</u> | <u>\$222,228</u> | <u>\$220,898</u> | <u>(\$18,784)</u> |

REVENUE:

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|-------------|------------------|------------------|-------------------|------------------|
| Burials | \$125,410 | \$127,000 | \$127,000 | \$135,000 |
| Grave Sales | <u>52,840</u> | <u>81,000</u> | <u>65,000</u> | <u>81,000</u> |
| Total | <u>\$178,250</u> | <u>\$208,000</u> | <u>\$192,000</u> | <u>\$216,000</u> |

FUND BALANCE:

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|-----------------------------------|-----------------|-----------------|-------------------|-----------------|
| Beginning Balance at January 1 | \$90,817 | \$71,951 | \$66,105 | \$35,877 |
| Add: Revenue | 178,250 | 208,000 | 192,000 | 216,000 |
| Less: Expense | <u>202,962</u> | <u>239,682</u> | <u>222,228</u> | <u>220,898</u> |
| Total Fund Balance at December 31 | <u>\$66,105</u> | <u>\$40,269</u> | <u>\$35,877</u> | <u>\$30,979</u> |

DEPARTMENT: HEDBERG PUBLIC LIBRARY

GOAL:

To provide efficient, high-quality, convenient library service to all residents of the City of Janesville.

OBJECTIVES:

- To instill a love of reading and learning in all residents, especially children.
- To provide a space for the community to gather, collaborate, innovate and cultivate ideas.
- To inform people of the materials and services Hedberg Public Library offers to library patrons, to instruct patrons in how to use these resources, and to actively encourage the use of these materials and services.
- To provide access to tools and technology that facilitate learning and exploration.
- To assist elementary and secondary students with information, materials and services that support their formal education assignments and interests.
- To provide prompt and accurate information to individuals, groups, businesses and government.

RELATES TO STRATEGIC PLAN:

- Strategic Goals – Safe & Healthy Community

PROGRAM ACTIVITY STATEMENT:

The library provides books, periodicals, audiovisual materials and other items on a broad range of subjects to loan to the public. In addition to materials that circulate, the library owns and has access to a great deal of information that patrons can utilize directly or with assistance from library in-house staff. Much of this information is available in electronic format. The Hedberg Public Library Strategic Plan emphasizes our services, the need to create effective partnerships, and the need to communicate the mission and value of the library. In addition, we are meeting our strategic goals in the following ways:

- Assisting individuals and local businesses by answering a wide variety of questions.
- Offering a variety of children's and adult programs that provide information and promote reading at all levels.
- Providing community engagement, such as cooperating with other agencies to meet their information needs, and the delivery of materials to nursing homes and homebound individuals.
- Working with local businesses and non-profit groups to provide programs and services that benefit the community.
- A commitment to being a place in which the public can stay informed not only about library services but about city/local services.
- Offering electronic resources for patrons, including titles through Overdrive, Hoopla and Kanopy.
- Public Service Librarians are embedded in the community, visiting with health-related organizations, businesses, non-profits, government and educational institutions and informing those organizations about our resources and how we can help.

The library operates the HPL Express Branch at Uptown Janesville, hours of operation are 10 am to 4pm, Monday through Saturday. The space is rent free while the library covers the cost of utilities. The library continues to operate a bookmobile that will be used throughout the year, attending events or providing library services to the neighborhoods. The library has an active Friends of the Library 501(c)(3) organization which operates The Ground Floor coffee-shop and provides monetary support to the library.

The Hedberg Public Library is frequently visited by people who live in townships surrounding the Janesville community. Revenue received from Rock County is formula-driven based on this circulation from township residents and in 2022, 18.6% of the circulation of materials was to Rock County residents not living in Janesville.

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|--|----------------|----------------|-------------------|----------------|
| ACTIVITIES: | | | | |
| Circulation of Materials | 465,754 | 460,000 | 466,250 | 469,300 |
| Electronic Circulation, Database Usage | 121,849 | 125,000 | 130,486 | 135,000 |
| Total Physical Attendance | 177,166 | 165,000 | 175,150 | 175,000 |
| Volunteer Hours | 3,923 | 4,100 | 4,090 | 4,100 |
| Programs, Group Visits, Classes, Etc. | 628 | 650 | 660 | 660 |
| Participants in All Group Contacts | 16,537 | 18,000 | 21,250 | 21,500 |

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|----------------------|--------------------|--------------------|--------------------|--------------------|
| ELEMENT COST: | | | | |
| Administration | \$739,434 | \$736,330 | \$706,998 | \$741,064 |
| Community Engagement | 176,515 | 222,270 | 215,475 | 234,758 |
| Operations | 498,251 | 484,945 | 453,795 | 500,641 |
| Public Services | 903,299 | 1,093,547 | 1,045,540 | 1,186,749 |
| Computer Systems | 300,020 | 311,394 | 320,473 | 306,184 |
| Technical Services | 834,126 | 866,721 | 814,412 | 820,729 |
| Youth Services | <u>534,838</u> | <u>484,540</u> | <u>464,820</u> | <u>499,688</u> |
| Operations Subtotal | 3,986,482 | 4,199,747 | 4,021,513 | 4,289,813 |
| Debt Service | <u>242,956</u> | <u>244,280</u> | <u>244,280</u> | <u>249,373</u> |
| Total | <u>\$4,229,438</u> | <u>\$4,444,027</u> | <u>\$4,265,793</u> | <u>\$4,539,186</u> |

BUDGET VARIANCES

| | |
|------------------|--|
| <u>\$112,023</u> | Economic adjustment |
| 112,023 | TOTAL PERSONNEL SERVICES |
| 5,712 | Increase in utilities due to expected rate increases |
| (1,268) | Decrease in conference & professional development to help offset other increased costs |
| 130 | Slight increase in consulting for computer services |
| 1,403 | Increase in Building Maintenance costs |
| (14,511) | Decrease in Prairie Lakes Library System automation charges |
| 2,972 | Slight increase in other contractual services, delivery, materials processing |
| 1,000 | Increase marketing to better promote services after 2023 reduction in funds |
| <u>4,827</u> | Increase reflects new material sorter payment and maintenance |
| 265 | TOTAL CONTRACTUAL SERVICES |
| <u>(3,115)</u> | Decrease in Supplies and Materials overall for in-house book & av processing |
| (3,115) | TOTAL SUPPLIES & MATERIALS |
| <u>5,093</u> | Increase in Hedberg Public Library's Debt Service payment |
| 5,093 | TOTAL TRANSFERS |
| (19,107) | Decrease budget for print, & AV materials to help offset increased costs elsewhere |
| (19,107) | TOTAL CAPITAL OUTLAY |
| <u>\$95,159</u> | TOTAL INCREASE / (DECREASE) |

REQUIRED RESOURCES

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget | Budget to Budget Incr / (Decr) |
|--|--------------------|--------------------|--------------------|--------------------|-----------------------------------|
| <u>PERSONNEL SERVICES</u> | | | | | |
| Wages | \$2,355,311 | \$2,524,412 | \$2,381,300 | \$2,636,298 | \$111,886 |
| Overtime | 0 | 14,000 | 14,000 | 0 | (14,000) |
| Benefits | <u>653,999</u> | <u>707,843</u> | <u>668,732</u> | <u>721,980</u> | <u>14,137</u> |
| Subtotal | 3,009,310 | 3,246,255 | 3,064,032 | 3,358,278 | 112,023 |
| <u>CONTRACTUAL SERVICES</u> | | | | | |
| Utilities | 131,777 | 139,380 | 137,560 | 145,092 | 5,712 |
| Postage | 2,013 | 1,200 | 1,000 | 1,200 | 0 |
| Professional Development | 5,751 | 14,168 | 14,042 | 12,900 | (1,268) |
| Audit & Consulting | 7,300 | 6,370 | 36,370 | 6,500 | 130 |
| Building Expenses | 44,122 | 60,910 | 50,000 | 62,313 | 1,403 |
| Insurance | 38,206 | 34,601 | 34,601 | 34,601 | 0 |
| Computer Maintenance | 143,979 | 148,904 | 146,778 | 134,393 | (14,511) |
| Other Contractual Services | 44,234 | 39,230 | 40,565 | 42,202 | 2,972 |
| Advertising | 3,601 | 2,500 | 2,500 | 3,500 | 1,000 |
| Vehicle & Equipment | <u>67,447</u> | <u>60,344</u> | <u>70,318</u> | <u>65,171</u> | <u>4,827</u> |
| Subtotal | 488,428 | 507,607 | 533,734 | 507,872 | 265 |
| <u>SUPPLIES & MATERIALS</u> | 35,893 | 46,630 | 38,950 | 43,515 | (3,115) |
| <u>TRANSFERS</u> | <u>242,956</u> | <u>244,280</u> | <u>244,280</u> | <u>249,373</u> | <u>5,093</u> |
| <u>CAPITAL OUTLAY</u> | <u>452,853</u> | <u>399,255</u> | <u>384,797</u> | <u>380,148</u> | <u>(19,107)</u> |
| GRAND TOTAL | <u>\$4,229,440</u> | <u>\$4,444,027</u> | <u>\$4,265,793</u> | <u>\$4,539,186</u> | <u>\$95,159</u> |

REVENUE COMMENT:

Revenue includes the Library’s proportionate share of the tax levy increase. County revenue will increase \$50,134. Applied Fund Balance will be used to help cover economic adjustments.

| | 2022 | 2023 | 2023 | 2024 |
|--|--------|--------|-----------|--------|
| | Actual | Budget | Estimated | Budget |

REVENUES:

Tax Levy:

| | | | | |
|------------------------------|--------------------|--------------------|--------------------|--------------------|
| Operations | \$3,302,504 | \$3,302,462 | \$3,302,462 | \$3,370,196 |
| Debt Service | <u>242,956</u> | <u>244,280</u> | <u>244,280</u> | <u>249,373</u> |
| Subtotal | 3,545,460 | 3,546,742 | 3,546,742 | 3,619,569 |
| Applied Fund Balance | 0 | 228,268 | 0 | 202,366 |
| State Exempt Computer Aid | 20,659 | 20,545 | 20,545 | 20,545 |
| Fines & Fees | 35,444 | 25,000 | 22,000 | 23,000 |
| Rock County & Non-Resident | 523,873 | 532,992 | 532,992 | 583,126 |
| Prairie Lakes Library System | 40,000 | 40,000 | 40,000 | 40,000 |
| Miscellaneous | <u>42,052</u> | <u>50,480</u> | <u>49,675</u> | <u>50,580</u> |
| Total | <u>\$4,207,488</u> | <u>\$4,444,027</u> | <u>\$4,211,954</u> | <u>\$4,539,186</u> |

| | 2022 | 2023 | 2023 | 2024 |
|--|--------|--------|-----------|--------|
| | Actual | Budget | Estimated | Budget |

FUND BALANCE:

| | | | | |
|---|------------------|------------------|------------------|------------------|
| Undesignated Beginning Balance at January 1 | \$792,885 | \$687,841 | \$770,933 | \$717,094 |
| Add: Revenue (Without Applied Fund Balance) | 4,207,488 | 4,215,759 | 4,211,954 | 4,336,820 |
| Less: Expenses | <u>4,229,440</u> | <u>4,444,027</u> | <u>4,265,793</u> | <u>4,539,186</u> |
| Total Fund Balance at December 31 | <u>\$770,933</u> | <u>\$459,573</u> | <u>\$717,094</u> | <u>\$514,728</u> |

DEPARTMENT: HEDBERG PUBLIC LIBRARY

DIVISION: PUBLIC, EDUCATION, AND GOVERNMENT (PEG) ACCESS CABLE TELEVISION (JATV)

GOAL:

To provide a forum on cable television and other digital media platforms for Janesville's Public, its Educational Institutions, and local Government (PEG) to express their views, share events, local information, local government programming and entertainment.

OBJECTIVES:

- To promote use of public access television through printed materials, the media (including JATV), social and digital media and speaking engagements.
- To provide training for producers/volunteers on equipment.
- To provide for the loan of equipment to the public for production of access programs.
- To build community involvement in providing a wide variety of quality programs.
- To educate the community about PEG access television to increase viewership.
- To present city government meetings, study sessions and other municipal activities or events.

RELATES TO STRATEGIC PLAN:

- Strategic Goals – Image & Engagement

PROGRAM ACTIVITY STATEMENT:

Janesville Access Television (JATV) is a Public, Educational, and Government Access television station that provides Janesville residents with an opportunity to share and watch local events with the community. JATV may utilize volunteers to create, record, and produce a wide variety of programs. The staff of JATV provides free introductory training to citizens wishing to contribute to program development.

The specific activities of JATV involve overseeing the production of existing programs, encouraging the development of new programs, developing the weekly program schedule, training volunteers, and promoting the PEG access channel to the community. JATV is responsible for purchasing equipment, overseeing the use of equipment, and daily operations of the station. JATV also broadcasts City of Janesville government meetings and various other city informational programs.

JATV is primarily funded through the AT&T U-Verse, TDS Telecom, and Charter Communication's franchise fee for operations, collected in accordance with the Franchise Agreement between the State of Wisconsin, AT&T, TDS, and Charter Communications. Additional funding is provided through grants, donations, duplication services and sales of DVD's.

| | 2022 | 2023 | 2023 | 2024 |
|--|--------|--------|-----------|--------|
| | Actual | Budget | Estimated | Budget |

ACTIVITIES:

Programming Hours Broadcast Total

| | | | | |
|--------------------------------------|---------|---------|---------|---------|
| JATV Produced | 4,330 | 4,000 | 4,465 | 4,400 |
| Locally Produced | 1,029 | 600 | 1,150 | 1,100 |
| Imported Content | 1,105 | 1,200 | 1,053 | 1,050 |
| City of Janesville/Government | 941 | 850 | 1,016 | 1,034 |
| PSA & Community Calendar | 1,357 | 1,318 | 1,076 | 1,200 |
| Videos uploaded for Internet Viewing | 212 | 200 | 185 | 200 |
| Number of online YouTube views | 76,846 | 75,000 | 75,000 | 75,000 |
| Number of online Granicus views | 57,983 | 65,000 | 65,000 | 65,000 |
| Total number of online views | 134,829 | 140,000 | 140,000 | 140,000 |

BUDGET VARIANCES

| | |
|------------------|--|
| <u>(\$1,427)</u> | Reduction/correction in assigned part-time hours |
| (1,427) | TOTAL PERSONNEL SERVICES |
| 1,040 | Wisconsin Media conference attendance |
| (1,920) | Expected reduction in equipment needing repair |
| <u>43</u> | Other |
| (837) | TOTAL CONTRACTUAL SERVICES |
| <u>700</u> | Award plaques, general increase in costs |
| 700 | TOTAL SUPPLIES & MATERIALS |
| <u>(4,700)</u> | Cameras, microphones, fewer major purchases than in 2023 |
| (4,700) | TOTAL CAPITAL OUTLAY |
| <u>(\$6,264)</u> | TOTAL INCREASE / (DECREASE) |

REQUIRED RESOURCES

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget | Budget to Budget Incr / (Decr) |
|----------------------------------|------------------|------------------|-------------------|------------------|-----------------------------------|
| <u>PERSONNEL SERVICES</u> | | | | | |
| Wages | \$144,436 | \$164,239 | \$151,505 | \$160,974 | (\$3,265) |
| Benefits | <u>28,591</u> | <u>31,527</u> | <u>30,900</u> | <u>33,365</u> | <u>1,838</u> |
| Subtotal | 173,027 | 195,766 | 182,405 | 194,339 | (1,427) |
| <u>CONTRACTUAL SERVICES</u> | | | | | |
| Postage | 12 | 100 | 100 | 100 | 0 |
| Professional Development | 1,913 | 1,680 | 1,680 | 2,720 | 1,040 |
| Insurance | 1,000 | 1,000 | 1,000 | 1,000 | 0 |
| Advertising | 0 | 957 | 1,260 | 1,000 | 43 |
| Vehicle & Equipment | <u>0</u> | <u>2,620</u> | <u>2,620</u> | <u>700</u> | <u>(1,920)</u> |
| Subtotal | 2,925 | 6,357 | 6,660 | 5,520 | (837) |
| <u>SUPPLIES & MATERIALS</u> | | | | | |
| | 1,662 | 2,100 | 2,100 | 2,800 | 700 |
| Total Operations and Maintenance | 177,614 | 204,223 | 191,165 | 202,659 | (1,564) |
| <u>CAPITAL OUTLAY</u> | | | | | |
| | <u>17,272</u> | <u>10,600</u> | <u>10,600</u> | <u>5,900</u> | <u>(4,700)</u> |
| GRAND TOTAL | <u>\$194,886</u> | <u>\$214,823</u> | <u>\$201,765</u> | <u>\$208,559</u> | <u>(\$6,264)</u> |

REVENUE COMMENT:

JATV receives a percentage of the franchise fee that Charter and AT&T pay to the City for its operations. Additional funding for JATV comes from state aid, the sale of DVDs, and some grants/gifts.

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|--|------------------|------------------|-------------------|------------------|
| REVENUES: | | | | |
| Operating Funds | \$134,953 | \$137,711 | \$137,711 | \$137,711 |
| State Aid - Cable TV Fee Reimbursement | 34,428 | 34,428 | 34,428 | 34,428 |
| Tape Sales/Fees | 551 | 100 | 200 | 100 |
| Grants & Gifts | <u>150</u> | <u>200</u> | <u>0</u> | <u>200</u> |
| Total | <u>\$170,082</u> | <u>\$172,439</u> | <u>\$172,339</u> | <u>\$172,439</u> |

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|-----------------------------------|------------------|------------------|-------------------|-----------------|
| FUND BALANCE: | | | | |
| Beginning Balance at January 1 | \$190,185 | \$162,623 | \$165,381 | \$135,955 |
| Add: Revenue | 170,082 | 172,439 | 172,339 | 172,439 |
| Less: Expenses | <u>194,886</u> | <u>214,823</u> | <u>201,765</u> | <u>208,559</u> |
| Total Fund Balance at December 31 | <u>\$165,381</u> | <u>\$120,239</u> | <u>\$135,955</u> | <u>\$99,835</u> |

DEPARTMENT: GENERAL GOVERNMENT

DIVISION: JANESVILLE INNOVATION CENTER (JIC)

GOAL:

- Promote entrepreneurial activities within Janesville and Rock County
- Create additional small businesses within the community
- Create additional employment opportunities with growth of small businesses
- Grow small businesses graduation to larger spaces within the City of Janesville

OBJECTIVES:

- Increase the awareness of entrepreneurial activities within Janesville and Rock County
- Provide education, coaching and mentoring for these startup businesses
- Provide business appropriate space for startup industrial and professional service companies
- Develop an entrepreneurial support network to encourage the formation of new business enterprises and to help them survive and further grow

RELATES TO STRATEGIC PLAN:

- Strategic Goals – Economy; Partnerships

PROGRAM ACTIVITY STATEMENT:

The Janesville Innovation Center is a business incubator that was developed by the City of Janesville and is managed and operated under a master lease by Janesville Innovation Center, Inc. The corporation was created by the City of Janesville as a standalone, not for profit 501(c)(3) to operate and manage the facility by providing an opportunity to smaller, locally owned entrepreneurs to be nurtured through their formative years. The building provides smaller scale office and industrial space for these fledgling companies and through the operations manager and members of the Board; they are provided coaching, education, training and mentoring.

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|-----------------------------------|----------------|----------------|-------------------|----------------|
| ACTIVITIES: | | | | |
| Operations and Management (Hours) | 195 | 195 | 195 | 200 |
| Property Management (Hours) | 20 | 30 | 30 | 25 |
| Business Coaching (Hours) | 250 | 220 | 220 | 220 |
| Business Contacts (#) | 38 | 40 | 40 | 50 |
| New JIC Businesses (#) | 1 | 2 | 2 | 3 |
| Graduated JIC Businesses (#) | 1 | 1 | 1 | 1 |

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|----------------------------|------------------|------------------|-------------------|------------------|
| ELEMENT COST: | | | | |
| Operations | \$166,733 | \$148,334 | \$99,999 | \$130,000 |
| Entrepreneurial BD Program | <u>41,341</u> | <u>30,000</u> | <u>30,000</u> | <u>25,000</u> |
| Total | <u>\$208,074</u> | <u>\$178,334</u> | <u>\$129,999</u> | <u>\$155,000</u> |

BUDGET VARIANCES

| | |
|-------------------|---|
| <u>\$294</u> | Economic adjustments |
| 294 | TOTAL PERSONNEL SERVICES |
| (16,380) | Decrease in telephone and internet expenses due to connection to City fiber |
| 600 | Increase in Audit Expenses |
| (200) | Decrease in Utilities |
| 2,400 | Increase in insurance premium for the JIC Board |
| (19,287) | Decrease in Contractual services due to staffing change |
| <u>(2,000)</u> | Decrease in advertising costs due to future changes in contract |
| (34,867) | TOTAL CONTRACTUAL SERVICES |
| (3,761) | TOTAL SUPPLIES & MATERIALS |
| 15,000 | TOTAL TRANSFERS |
| <u>(\$23,334)</u> | TOTAL INCREASE / (DECREASE) |

REQUIRED RESOURCES

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget | Budget to Budget Incr / (Decr) |
|---------------------------------|------------------|------------------|-------------------|------------------|-----------------------------------|
| PERSONNEL SERVICES | | | | | |
| Wages | \$4,774 | \$4,717 | \$4,800 | \$4,968 | \$251 |
| Overtime | 115 | 0 | 0 | 0 | 0 |
| Benefits | <u>1,502</u> | <u>721</u> | <u>780</u> | <u>764</u> | <u>43</u> |
| Subtotal | 6,391 | 5,438 | 5,580 | 5,732 | 294 |
| CONTRACTUAL SERVICES | | | | | |
| Utilities | 47,334 | 48,180 | 46,400 | 31,800 | (16,380) |
| Postage | 353 | 0 | 0 | 0 | 0 |
| Audit & Consulting | 1,489 | 1,200 | 1,700 | 1,800 | 600 |
| Building Expenses | 15,688 | 1,200 | 1,000 | 1,000 | (200) |
| Insurance | 3,883 | 3,600 | 5,800 | 6,000 | 2,400 |
| Other Contractual Services | 91,083 | 88,236 | 42,500 | 68,949 | (19,287) |
| Advertising | 12,416 | 12,000 | 12,000 | 10,000 | (2,000) |
| Revolving Loan Program | 9,821 | 0 | 0 | 0 | 0 |
| Vehicle & Equipment | <u>1,142</u> | <u>1,719</u> | <u>1,719</u> | <u>1,719</u> | <u>0</u> |
| Subtotal | 183,209 | 156,135 | 111,119 | 121,268 | (34,867) |
| SUPPLIES & MATERIALS | 8,474 | 6,761 | 600 | 3,000 | (3,761) |
| TRANSFERS | <u>10,000</u> | <u>10,000</u> | <u>10,000</u> | <u>25,000</u> | <u>15,000</u> |
| GRAND TOTAL | <u>\$208,074</u> | <u>\$178,334</u> | <u>\$129,999</u> | <u>\$155,000</u> | <u>(\$23,334)</u> |

REVENUE COMMENT:

Revenue for the Innovation Center is projected to be lower in 2024 than 2023 as the facility is experiencing higher vacancy rates in 2023. The higher vacancy rate is projected through the entire 2024 year.

| 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|----------------|----------------|-------------------|----------------|
|----------------|----------------|-------------------|----------------|

REVENUES:

| | | | | |
|--|------------------|------------------|------------------|------------------|
| Rental Income | \$155,161 | \$151,397 | \$125,000 | \$130,000 |
| Miscellaneous | 300 | 0 | 0 | 0 |
| Entrepreneurial BD Program - Miscellaneous | 0 | 0 | 0 | 0 |
| Entrepreneurial BD Program - Donations | 0 | 0 | 0 | 0 |
| Entrepreneurial BD Program - Transfer In | <u>10,000</u> | <u>10,000</u> | <u>10,000</u> | <u>25,000</u> |
| Total | <u>\$165,461</u> | <u>\$161,397</u> | <u>\$135,000</u> | <u>\$155,000</u> |

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|---|--------------------|--------------------|--------------------|--------------------|
| FUND BALANCE: | | | | |
| Undesignated Beginning Balance at January 1 | (\$96,200) | (\$90,630) | (\$138,813) | (\$133,812) |
| Add: Revenue (Without Applied Fund Balance) | 165,461 | 161,397 | 135,000 | 155,000 |
| Less: Expenses | <u>208,074</u> | <u>178,334</u> | <u>129,999</u> | <u>155,000</u> |
| Total Fund Balance at December 31 | <u>(\$138,813)</u> | <u>(\$107,567)</u> | <u>(\$133,812)</u> | <u>(\$133,812)</u> |

DEPARTMENT: NEIGHBORHOOD & COMMUNITY SERVICES

DIVISION: HOUSING SERVICES

PROGRAM: RENT ASSISTANCE

GOAL:

To assist households with extremely low-income and very low-income levels in obtaining affordable, decent, safe, and sanitary housing.

OBJECTIVES:

- To provide monthly rental assistance to households with extremely low and very low-income levels.
- To ensure housing is affordable and maintained in a decent, safe, and sanitary condition.
- To carry out a variety of programs to promote and enforce fair housing.

RELATES TO STRATEGIC PLAN:

- Strategic Goals – Safe & Healthy Community

PROGRAM ACTIVITY STATEMENT:

The Housing Choice Voucher (HCV) Rent Assistance program is a locally administered program funded by the U.S. Department of Housing and Urban Development, which pays a portion of the monthly rent and utilities for eligible households.

| | 2022 | 2023 | 2023 | 2024 |
|--|--------|--------|-----------|--------|
| | Actual | Budget | Estimated | Budget |

ACTIVITIES:

| | | | | |
|---------------------------------------|-----|-----|-----|-----|
| Households Assisted (monthly average) | 467 | 490 | 473 | 420 |
| HQS Inspections | 580 | 550 | 590 | 525 |

| | 2022 | 2023 | 2023 | 2024 |
|--|--------|--------|-----------|--------|
| | Actual | Budget | Estimated | Budget |

ELEMENT COST:

| | | | | |
|----------------------|--------------------|--------------------|--------------------|--------------------|
| Administration | \$374,615 | \$478,451 | \$455,490 | \$483,397 |
| Rent Assistance | 2,943,068 | 3,083,000 | 3,395,000 | 3,580,000 |
| Depreciation Expense | <u>2,166</u> | <u>2,166</u> | <u>2,166</u> | <u>2,166</u> |
| Total | <u>\$3,319,849</u> | <u>\$3,563,617</u> | <u>\$3,852,656</u> | <u>\$4,065,563</u> |

BUDGET VARIANCES

| | |
|------------------|--|
| \$16,400 | Increase 0.10 FTE Admin Assistant (includes benefit increase to family insurance) |
| (33,200) | Attrition (2 positions - includes benefit decrease to single insurance for both) |
| <u>5,389</u> | Economic adjustments |
| (11,411) | TOTAL PERSONNEL SERVICES |
| 1,020 | Increase in postage rates |
| (184) | Decrease in insurance premiums |
| (10,010) | Decrease in payments for households porting in from other housing authorities |
| 43,349 | Increase in allocated IT Services, Includes one-time cost to convert software (\$38,000) |
| 497,000 | Increase in housing payments |
| <u>468</u> | Other |
| 531,643 | TOTAL CONTRACTUAL SERVICES |
| 150 | TOTAL SUPPLIES & MATERIALS |
| (18,436) | TOTAL CAPITAL OUTLAY |
| <u>\$501,946</u> | TOTAL INCREASE / (DECREASE) |

REQUIRED RESOURCES

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget | Budget to Budget Incr / (Decr) |
|--|---------------------------|---------------------------|---------------------------|---------------------------|-----------------------------------|
| <u>PERSONNEL SERVICES</u> | | | | | |
| Wages | \$188,852 | \$228,311 | \$243,296 | \$233,657 | \$5,346 |
| Overtime | 1,004 | 0 | 100 | 0 | 0 |
| Benefits | <u>71,451</u> | <u>103,697</u> | <u>85,650</u> | <u>86,940</u> | <u>(16,757)</u> |
| Subtotal | 261,308 | 332,008 | 329,046 | 320,597 | (11,411) |
| <u>CONTRACTUAL SERVICES</u> | | | | | |
| Utilities | 1,947 | 1,694 | 1,400 | 2,000 | 306 |
| Postage | 4,644 | 4,580 | 5,200 | 5,600 | 1,020 |
| Professional Development | 4,571 | 11,233 | 2,460 | 11,000 | (233) |
| Audit & Consulting | 6,267 | 6,500 | 6,500 | 6,700 | 200 |
| Building Expense | 6,549 | 6,973 | 7,000 | 7,000 | 27 |
| Insurance | 2,524 | 2,284 | 2,284 | 2,100 | (184) |
| Computer Maintenance | 22,335 | 25,051 | 23,000 | 68,400 | 43,349 |
| Other Contractual Services | 60,858 | 63,910 | 51,700 | 53,900 | (10,010) |
| Housing Payments | 2,943,068 | 3,083,000 | 3,395,000 | 3,580,000 | 497,000 |
| Advertising | 40 | 740 | 600 | 700 | (40) |
| Vehicle & Equipment | <u>821</u> | <u>792</u> | <u>800</u> | <u>1,000</u> | <u>208</u> |
| Subtotal | 3,053,625 | 3,206,757 | 3,495,944 | 3,738,400 | 531,643 |
| <u>SUPPLIES & MATERIALS</u> | 2,524 | 1,650 | 3,500 | 1,800 | 150 |
| <u>DEPRECIATION</u> | 2,166 | 2,166 | 2,166 | 2,166 | 0 |
| <u>CAPITAL OUTLAY</u> | <u>227</u> | <u>21,036</u> | <u>22,000</u> | <u>2,600</u> | <u>(18,436)</u> |
| TOTAL | <u>\$3,319,849</u> | <u>\$3,563,617</u> | <u>\$3,852,656</u> | <u>\$4,065,563</u> | <u>\$501,946</u> |

REVENUE COMMENT:

Over the past two years, HUD has increased administrative fees payable to greater than 90%. The 2023 estimated budget includes a HUD payment of 97% of our eligible administrative fees and a 95% proration is included in the 2024 budget. Funding for housing assistance payments by HUD is anticipated to increase in 2024 due to an unexpected increase in funding in 2023, which is anticipated to continue with inflationary increases.

Revenues are entirely provided by grants from the United States Department of Housing and Urban Development (HUD).

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|-------------------------------|--------------------|--------------------|--------------------|--------------------|
| REVENUE: | | | | |
| Administrative Fees | \$409,498 | \$404,150 | \$459,300 | \$406,000 |
| Housing Assistance Payments | <u>2,926,519</u> | <u>3,085,500</u> | <u>3,397,500</u> | <u>3,582,500</u> |
| Total Revenue | 3,336,017 | 3,489,650 | 3,856,800 | 3,988,500 |
| Operating Res. Use (Increase) | <u>(16,168)</u> | <u>73,967</u> | <u>(4,144)</u> | <u>77,063</u> |
| Total Resources | <u>\$3,319,849</u> | <u>\$3,563,617</u> | <u>\$3,852,656</u> | <u>\$4,065,563</u> |

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|------------------------------------|------------------|------------------|-------------------|------------------|
| FUND EQUITY: | | | | |
| Administrative Fee Equity* | \$207,149 | \$135,764 | \$208,793 | \$129,230 |
| Housing Assistance Payments Equity | <u>(26,191)</u> | <u>5,107</u> | <u>(23,691)</u> | <u>(21,191)</u> |
| Total Fund Equity at December 31 | <u>\$180,958</u> | <u>\$140,871</u> | <u>\$185,102</u> | <u>\$108,039</u> |

*The Administrative Equity Includes Investment in Capital Assets of \$7,582 at 12/31/22.

DEPARTMENT: NEIGHBORHOOD & COMMUNITY SERVICES

DIVISION: HOUSING

PROGRAM: STATE AND FEDERAL GRANTS

GOAL:

To promote and implement programs to strengthen residential neighborhoods and encourage vibrant, healthy residential areas with safe and affordable housing.

OBJECTIVES:

- To promote the maintenance and rehabilitation of existing housing through homeowner rehabilitation programs and the enforcement of housing and nuisance codes.
- To increase and support home ownership by families with low-income and moderate-income levels.
- To support home ownership and neighborhood stability within neighborhoods through the purchase, rehabilitation and resale of vacant properties and the demolition of blighted properties.
- To facilitate housing development and redevelopment projects.
- To assist in the elimination of lead-based paint and other housing hazards.
- To assist in the elimination of slums and blight.
- To administer the Federal and State Grant programs in an efficient and cost-effective manner.

RELATES TO STRATEGIC PLAN:

- Strategic Goals – Safe & Healthy Community

PROGRAM ACTIVITY STATEMENT:

The Neighborhood & Community Services Department administers funds from the Federal Department of Housing and Urban Development and the State of Wisconsin Department of Administration, Division of Housing.

Emphasis will be on the continued revitalization of Janesville’s residential neighborhoods through the implementation of housing programs that support affordable housing development and the private rehabilitation of owner-occupied housing units, encourage increased home ownership opportunities, and improve the quality of housing through proactive and responsive property maintenance.

| | 2022 | 2023 | 2023 | 2024 |
|--|--------|--------|-----------|--------|
| | Actual | Budget | Estimated | Budget |

ACTIVITIES:

| | | | | |
|---|-------|-------|-------|-------|
| Housing Rehabilitation (Projects/Units) | 15 | 12 | 10 | 15 |
| Homebuyer Assistance (Down Payment & Closing Cost Asst.) | 12 | 19 | 7 | 12 |
| Home Buyer Workshop Participants | 111 | 165 | 165 | 165 |
| Affordable Housing Development/Redevelopment (Projects/Units) | 2 | 23 | 2 | 30 |
| Proactive Property Maintenance Inspections | 1,697 | 1,850 | 1,785 | 1,800 |
| Lead Hazard Reduction (Projects) | 5 | 2 | 2 | 0 |
| Public Service Activities (Individuals Assisted) | 491 | 482 | 315 | 393 |

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|--------------------------------------|------------------------|------------------------|----------------------|------------------------|
| ELEMENT COST: | | | | |
| Administration* | \$178,010 | \$199,813 | \$157,500 | \$252,908 |
| Housing Rehabilitation | 318,693 | 546,165 | 325,600 | 411,179 |
| Homebuyer Assistance | 108,330 | 195,970 | 71,400 | 125,800 |
| Affordable Housing Development/Redev | 217,805 | 1,343,480 | 31,000 | 1,738,500 |
| Proactive Property Maintenance | 93,483 | 108,945 | 107,650 | 106,139 |
| Public Service Activities | 111,524 | 90,000 | 90,000 | 90,000 |
| State Lead Hazard Reduction Program | 156,901 | 60,000 | 83,200 | 0 |
| Neighborhood Public Improvements | 66,981 | 0 | 0 | 0 |
| CDBG - CARES Act | 155,117 | 147,000 | 120,400 | 0 |
| Home - ARP - American Rescue Program | 0 | 450,000 | 0 | 1,209,520 |
| Total | <u>\$1,406,844</u> | <u>\$3,141,373</u> | <u>\$986,750</u> | <u>\$3,934,046</u> |

* General administration includes Administration for the CDBG, HOME and other prior grant programs. General Administration for the CDBG Program is capped at 20% of the current year's allocation and program income. Administration for the HOME Program is capped at 10% of the current year's allocation and program income.

BUDGET VARIANCES

| | |
|------------------|---|
| (\$1,380) | Decrease 0.050 FTE Admin Assistant (includes benefit increase to family insurance) |
| (17,850) | Attrition (1 position - includes benefit decrease to single insurance) |
| <u>14,243</u> | Economic adjustments |
| (4,987) | TOTAL PERSONNEL SERVICES |
| | |
| 811,050 | Increase in Affordable Housing partially offset by decrease in Owner Rehabilitation and Homebuyer Asst. |
| <u>6,596</u> | Other |
| 817,646 | TOTAL CONTRACTUAL SERVICES |
| | |
| (250) | TOTAL SUPPLIES & MATERIAL |
| | |
| (19,736) | TOTAL CAPITAL OUTLAY |
| | |
| <u>\$792,673</u> | TOTAL INCREASE / (DECREASE) |

REQUIRED RESOURCES

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget | Budget to Budget Incr / (Decr) |
|---------------------------------|--------------------|--------------------|-------------------|--------------------|-----------------------------------|
| <u>PERSONNEL SERVICES</u> | | | | | |
| Wages | \$214,366 | \$237,940 | \$182,200 | \$229,303 | (\$8,637) |
| Benefits | <u>97,832</u> | <u>106,623</u> | <u>86,250</u> | <u>110,273</u> | <u>3,650</u> |
| Subtotal | 312,198 | 344,563 | 268,450 | 339,576 | (4,987) |
| <u>CONTRACTUAL SERVICES</u> | | | | | |
| Utilities | 552 | 440 | 1,200 | 1,400 | 960 |
| Postage | 1,569 | 1,745 | 1,700 | 1,700 | (45) |
| Professional Development | 909 | 1,524 | 2,700 | 1,900 | 376 |
| Audit & Consulting | 3,894 | 4,040 | 4,000 | 4,200 | 160 |
| Building Rental | 6,416 | 6,003 | 6,000 | 6,000 | (3) |
| Insurance | 2,326 | 2,023 | 2,000 | 5,800 | 3,777 |
| Computer Maintenance | 10,139 | 12,954 | 12,900 | 15,200 | 2,246 |
| Other Contractual Services | 1,061,900 | 2,743,570 | 664,300 | 3,554,620 | 811,050 |
| Advertising | 160 | 225 | 200 | 200 | (25) |
| Vehicle Oper/Maintenance | <u>1,725</u> | <u>1,650</u> | <u>1,200</u> | <u>800</u> | <u>(850)</u> |
| Subtotal | 1,089,590 | 2,774,174 | 696,200 | 3,591,820 | 817,646 |
| <u>SUPPLIES & MATERIALS</u> | 5,056 | 1,600 | 700 | 1,350 | (250) |
| <u>CAPITAL OUTLAY</u> | 0 | 21,036 | 21,400 | 1,300 | (19,736) |
| GRAND TOTAL | <u>\$1,406,844</u> | <u>\$3,141,373</u> | <u>\$986,750</u> | <u>\$3,934,046</u> | <u>\$792,673</u> |

Program Services

A total of \$1,738,500 is included for development/redevelopment of affordable housing, which is an increase of \$395,020 over 2023 largely due to an increase in HOME funding allocated to affordable housing. HOME-ARP funding in the amount of \$1,209,520 is included for affordable housing development and supportive services. The budget for homeowner rehabilitation programs decreases \$134,986 and reflects a proposed change in structure of the rehabilitation program to fund an exterior rehabilitation program.

Public Service Awards for 2024 total \$90,000 and are as follows: Boys & Girls Club Afterschool Programming (\$10,000), Community Action THRIVE Program (\$10,000), ECHO Emergency Rent Assistance Program (\$40,000), and HealthNet Medical, Dental and Mental Health Care (\$30,000).

Activities funded through the State of Wisconsin Lead Hazard Reduction Program and the CDBG-Coronavirus Aid, Relief and Economic Security (CARES) Act Program concluded in 2023.

REVENUE COMMENT:

Community Development Block Grant (CDBG) revenue for 2024 is anticipated to come from prior year’s grants (\$276,225), 2024 CDBG grant allocation (\$420,375), and 2024 program income (\$139,900).

HOME Investment Partnership (HOME) revenue for 2024 is anticipated to come from prior year’s grants (\$1,015,300), 2024 grant allocation (\$339,100), and 2024 program income (\$100,500). Program income received in 2024 will be allocated in 2025.

Other State and Federal Grant revenue of \$1,209,520 will come from the HOME – American Rescue Program (\$450,000), and program income, including interest and loan repayments to the former Wisconsin Rental Rehabilitation Program (\$11,500).

The balance of the budget is from equity accounts, including prior years’ program income and the CDBG Revolving Loan Fund.

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|---|------------------------|------------------------|------------------------|------------------------|
| REVENUES: | | | | |
| <u>CDBG</u> | | | | |
| Grant Allocation | \$444,470 | \$815,593 | \$529,100 | \$696,600 |
| Program Income | 157,608 | 135,500 | 128,800 | 139,900 |
| CARES Act | <u>216,506</u> | <u>147,000</u> | <u>202,500</u> | <u>0</u> |
| Subtotal | 818,584 | 1,098,093 | 860,400 | 836,500 |
| <u>HOME Consortium</u> | | | | |
| Grant Allocation | 228,962 | 1,108,452 | 68,000 | 1,354,400 |
| Program Income | <u>102,170</u> | <u>100,200</u> | <u>56,500</u> | <u>100,500</u> |
| Subtotal | 331,132 | 1,208,652 | 124,500 | 1,454,900 |
| <u>Other State & Federal Grants</u> | | | | |
| Current Year | 180,172 | 60,000 | 89,600 | 0 |
| Program Income | 13,775 | 6,000 | 19,300 | 11,500 |
| HOME - American Rescue Program | <u>22,060</u> | <u>450,000</u> | <u>0</u> | <u>1,209,520</u> |
| Subtotal | 216,007 | 516,000 | 108,900 | 1,221,020 |
| Total | <u>\$1,365,723</u> | <u>\$2,822,745</u> | <u>\$1,093,800</u> | <u>\$3,512,420</u> |

DEPARTMENT: WHEEL TAX / ENHANCED STREET REHAB PROGRAM

PROGRAM: STREET MAINTENANCE

GOAL:

To maintain all City roadways in a condition that provides for safe and efficient use by the public.

OBJECTIVE:

- To provide for the maintenance of a high-quality street surface through resurfacing and reconstruction for paved streets.

RELATES TO STRATEGIC PLAN:

- Strategic Goals – Infrastructure; Safe & Healthy Community

PROGRAM ACTIVITY STATEMENT:

The Enhanced Street Maintenance program provides for maintenance of a portion of the City’s 348 miles of paved streets. At some point in time, typically every 25 to 30 years for bituminous pavements and 45 years for concrete pavements, the street surfaces must be restored by resurfacing and reconstruction.

| | 2021 Actual | 2022 Budget | 2022 Estimated | 2023 Budget |
|--|----------------|----------------|-------------------|----------------|
|--|----------------|----------------|-------------------|----------------|

ACTIVITIES:

Resurfacing/Reconstruction (Miles)

| | | | | |
|---------------------|------|-----|------|-----|
| Milling/Resurfacing | 10.2 | 9.3 | 10.1 | 8.9 |
| Reconstruction | 2.5 | 2.2 | 3.5 | 1.9 |

| | 2021 Actual | 2022 Budget | 2022 Estimated | 2023 Budget |
|--|----------------|----------------|-------------------|----------------|
|--|----------------|----------------|-------------------|----------------|

ELEMENT COST:

| | | | | |
|----------------------------|------------------|--------------------|--------------------|--------------------|
| Resurfacing/Reconstruction | <u>970,000</u> | <u>1,938,000</u> | <u>1,938,000</u> | <u>1,938,000</u> |
| Total | <u>\$970,000</u> | <u>\$1,938,000</u> | <u>\$1,938,000</u> | <u>\$1,938,000</u> |

WHEEL TAX POLICY:

In 2012, in accordance with Wisconsin Statutes 341.35, the City of Janesville imposed a wheel tax per File Ordinance No. 2011-503 in the amount of \$10 per motor vehicle. The net revenues generated were reported in the General Fund to finance the maintenance of public streets, highways, and for all other transportation-related purposes. 80% of this original fee will be reported in a special revenue fund to cover contractor costs while the other 20% will continue to be reported in the General Fund to cover operating costs such as pothole repair and crack-filling.

In 2015, in accordance with Wisconsin Statutes 341.35, the City of Janesville approved File Ordinance 2015-618, which raised the imposed wheel tax to \$20 per motor vehicle. In 2021, the City of Janesville approved File Ordinance 2021-829, which raised the imposed wheel tax to \$40 per motor vehicle. These incremental increases per motor vehicle are intended to partially finance the increased street rehabilitation program and decrease the City’s reliance on borrowing for this program thereby reducing the debt service associated with the program. The incremental fees are accounted for in a special revenue fund specifically for the enhanced street rehabilitation program.

DEPARTMENT: PUBLIC WORKS

DIVISION: OPERATIONS

PROGRAM: SANITATION

GOAL:

To maintain sanitary conditions throughout the City by providing collection services for trash and recyclable materials, provide for the safe and sanitary disposal of all approved wastes delivered to the City's sanitary landfill, composting facility and clean-fill site, and to provide recycling drop-off collection for tires, appliances, waste oil, residential recyclables and yard waste.

To provide long-term care and remedial system operations for the Janesville Disposal Facilities (JDF), (85, 78, JAB) and to administer the Remedial Actions (RA) for the JDF in accordance with CERCLA, RCRA and WDNR regulations.

OBJECTIVES:

- To provide each residential facility up to four units in size weekly collection of solid waste and bi-weekly collection of recyclables.
- To provide non-residential facilities weekly collection of one large wheeled cart of trash and bi-weekly collection of up to two large wheeled carts of recyclables.
- To construct, operate and maintain a licensed sanitary landfill according to State law, which will include semi-annual groundwater monitoring, daily litter control, gas collection and monitoring, daily cover of all deposits, dust control and odor control.
- To operate and maintain a clean-fill facility for the disposal of specific non-putrescible wastes.
- To operate drop-off recycling programs for single-stream recyclables, tires, appliances, and yard waste.
- To operate a yard waste composting facility.
- To implement one-week curbside collection programs for yard waste in the spring and fall each year.
- To monitor and maintain standards for groundwater, surface water, ambient air, and landfill gas at the JDF now that remedial work is complete.

RELATES TO STRATEGIC PLAN:

- Strategic Goals – Infrastructure; Safe & Healthy Community

PROGRAM ACTIVITY STATEMENT:

The Solid Waste Collection Program provides for weekly collection of solid waste from residential facilities up to four (4) units in size and from commercial facilities for up to 96 gallons in volume. The City utilizes one-person, automated collection vehicles to service approximately 24,795 residential and small commercial facilities under this program.

The City's Recycling Program provides drop off locations for the separate collection of tires and appliances at the Sanitary Landfill and for yard waste at the Composting Facility. It also provides for curbside collection of yard waste for one week in each spring and fall. Curbside collection of household recyclables is provided on a bi-weekly basis to residential facilities up to four units in size. Curbside collection is accomplished utilizing one-person, automated collection vehicles to service approximately 24,795 residential and small commercial facilities on a bi-weekly basis.

The City of Janesville Sanitary Landfill (License #3939) opened on March 7, 2005. The City successfully expanded the capacity of this facility in 2019 and its projected life span is through 2037. The Landfill site is operated in an environmentally secure manner with an emphasis on quality control and concern for adjacent residents. The clean-fill facility was constructed in 1992 as an environmentally acceptable alternative to the Sanitary Landfill for the disposal of brick, building stone, concrete, bituminous pavement, unpainted and untreated wood, wood pallets and brush.

The City of Janesville entered into an agreement with several local companies to pay costs to remediate and care long-term for several disposal facilities south of Black Bridge Road. The US EPA is also party to that agreement in an oversight role. The companies have bought out their liability for long-term care and the City now funds all such activities. Remedial actions were required as a result of hazardous waste treatment activities at the Janesville Ash Beds (JAB) and subsequent disposal of residual ash in two separate landfills. Remedial activities include gas and leachate collection systems operation and maintenance and landfill cap monitoring and maintenance.

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|--|---------------------|---------------------|---------------------|---------------------|
| ACTIVITIES: | | | | |
| Sanitary Landfill (tons) | 180,614 | 175,000 | 181,929 | 175,000 |
| Waste Collection and Recycling Programs | | | | |
| Billable Units | 24,660 | 24,660 | 24,795 | 24,795 |
| Unit Cost Collection/Disposal/Recycling | \$129.66 | \$138.72 | \$138.72 | \$157.35 |
| Temporary Sanitary Landfill Surcharge | \$20.86 | \$15.51 | \$15.51 | \$10.28 |
| Amount Billed/Unit/Year | \$150.52 | \$154.23 | \$154.23 | \$167.63 |
| Tire Recycling | | | | |
| Tons | 129 | 175 | 138 | 140 |
| Contract Processing Cost (per ton) | \$275.00 | \$275.00 | \$360.00 | \$360.00 |
| Appliance & Metal Recycling | | | | |
| Tons | 298 | 450 | 332 | 339 |
| ELEMENT COST: | | | | |
| Solid Waste Collection | \$2,470,665 | \$2,137,614 | \$2,556,881 | \$2,366,002 |
| Solid Waste Disposal | 4,497,564 | 4,923,978 | 4,622,057 | 4,839,230 |
| Recycling Program | 1,277,717 | 1,301,045 | 1,470,497 | 1,538,377 |
| Industrial Waste Superfund Landfills | <u>74,877</u> | <u>67,219</u> | <u>65,709</u> | <u>67,354</u> |
| Subtotal | <u>8,320,823</u> | <u>8,429,856</u> | <u>8,715,144</u> | <u>8,810,963</u> |
| Debt Retirement - Landfill | 1,234,067 | 1,426,423 | 1,426,387 | 1,372,721 |
| Debt Retirement - Collection & Recycling | <u>523,506</u> | <u>349,433</u> | <u>349,433</u> | <u>393,776</u> |
| Subtotal | <u>1,757,573</u> | <u>1,775,856</u> | <u>1,775,820</u> | <u>1,766,497</u> |
| Transfer to Capital Projects Fund | 331,286 | 2,438,750 | 2,657,631 | 1,868,750 |
| Subtotal | <u>2,088,859</u> | <u>4,214,606</u> | <u>4,433,451</u> | <u>3,635,247</u> |
| Total | <u>\$10,409,682</u> | <u>\$12,644,462</u> | <u>\$13,148,595</u> | <u>\$12,446,210</u> |

BUDGET VARIANCES

| | |
|--------------------|---|
| \$86,720 | Economic adjustments |
| 2,300 | Increase in overtime to better align with actuals |
| (19,321) | Decrease in employee and retiree health and life insurance costs |
| <u>251</u> | Other |
| 69,950 | TOTAL PERSONNEL SERVICES |
| 4,018 | Increase in anticipated utility rates |
| 1,365 | Increase in training for required operator DNR certifications |
| (4,947) | Decrease in liability, workers' compensation, auto, and property insurance premium allocation |
| 8,363 | Increase in Sanitation-supported computer and software services and rates |
| 194,495 | Increase in costs of processing/marketing recyclables, tire recycling, and disposal fees for increased curbside residential trash tonnage |
| (23,065) | Decrease in DNR fees associated with anticipated decrease in tonnage |
| <u>160,278</u> | Increase in VOM repairs for the collection program to better reflect actuals |
| 340,507 | TOTAL CONTRACTUAL SERVICES |
| <u>4,350</u> | Increase for replacement of a gas analyzer for the landfill |
| 4,350 | TOTAL SUPPLIES & MATERIALS |
| (33,700) | Decrease in operating budget-funded capital |
| (33,700) | TOTAL CAPITAL OUTLAY |
| (9,359) | Decrease in transfers for the Sanitation Fund's debt service payment |
| (570,000) | Decrease in transfers to the Capital Projects Fund based on 2024 Capital Improvement Plan |
| (579,359) | TOTAL TRANSFERS |
| <u>(\$198,252)</u> | TOTAL INCREASE / (DECREASE) |

REQUIRED RESOURCES

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget | Budget to Budget Incr / (Decr) |
|--|----------------------------|----------------------------|----------------------------|----------------------------|-----------------------------------|
| <u>PERSONNEL SERVICES</u> | | | | | |
| Wages | \$1,254,093 | \$1,481,921 | \$1,397,833 | \$1,568,641 | \$86,720 |
| Overtime | 165,575 | 89,900 | 144,295 | 92,200 | 2,300 |
| Benefits | 586,722 | 653,353 | 605,098 | 634,032 | (19,321) |
| Miscellaneous Benefits | <u>5,153</u> | <u>4,669</u> | <u>4,814</u> | <u>4,920</u> | <u>251</u> |
| Subtotal | 2,011,543 | 2,229,843 | 2,152,040 | 2,299,793 | 69,950 |
| <u>CONTRACTUAL SERVICES</u> | | | | | |
| Utilities | 98,307 | 154,682 | 153,195 | 158,700 | 4,018 |
| Professional Development | 4,662 | 5,495 | 3,120 | 6,860 | 1,365 |
| Audit & Consulting | 35,920 | 75,000 | 61,019 | 75,000 | 0 |
| Building Expense | 8,069 | 7,500 | 1,767 | 7,500 | 0 |
| Insurance | 42,470 | 40,047 | 40,049 | 35,100 | (4,947) |
| Computer Maintenance | 49,153 | 58,497 | 58,577 | 66,860 | 8,363 |
| Other Contractual Services | 1,322,283 | 1,335,805 | 1,559,272 | 1,530,300 | 194,495 |
| DNR Tonnage Fee | 2,255,162 | 2,292,865 | 2,258,598 | 2,269,800 | (23,065) |
| Vehicle & Equipment | <u>2,357,548</u> | <u>2,057,722</u> | <u>2,255,131</u> | <u>2,218,000</u> | <u>160,278</u> |
| Subtotal | 6,173,574 | 6,027,613 | 6,390,728 | 6,368,120 | 340,507 |
| <u>SUPPLIES & MATERIALS</u> | 29,061 | 84,900 | 110,798 | 89,250 | 4,350 |
| <u>CAPITAL OUTLAY</u> | <u>106,644</u> | <u>87,500</u> | <u>61,578</u> | <u>53,800</u> | <u>(33,700)</u> |
| Total Operations and Maintenance | 8,320,822 | 8,429,856 | 8,715,144 | 8,810,963 | 381,107 |
| <u>TRANSFERS</u> | | | | | |
| Debt Retirement | 1,757,573 | 1,775,856 | 1,775,820 | 1,766,497 | (9,359) |
| Transfer to Capital Projects Fund | <u>331,286</u> | <u>2,438,750</u> | <u>2,657,631</u> | <u>1,868,750</u> | <u>(570,000)</u> |
| Subtotal | 2,088,859 | 4,214,606 | 4,433,451 | 3,635,247 | (579,359) |
| GRAND TOTAL | <u>\$10,409,681</u> | <u>\$12,644,462</u> | <u>\$13,148,595</u> | <u>\$12,446,210</u> | <u>(\$198,252)</u> |

MAJOR CAPITAL PROGRAM:

Capital includes the following which are included in the Major Capital Projects budget:

| <u>CAPITAL OUTLAY</u> | <u>Total Capital</u> | <u>G.O. Note</u> | <u>Capital Projects Fund</u> |
|---|--------------------------|--------------------|--------------------------------------|
| Blower / Flare Building Infrastructure Replacement | \$ 575,000 | \$575,000 | \$ - |
| Cell 7 Construction | 2,964,700 | 2,964,700 | 0 |
| Clay Procurement | 1,240,000 | 1,240,000 | 0 |
| CSC Renovations - Construct Phase I.B | 1,498,750 | 0 | 1,498,750 |
| CSC Renovations - Design Phase II | 60,000 | 0 | 60,000 |
| Design & Construct Cell 6 Leachate Recirculation Phase 2 | 200,000 | 0 | 200,000 |
| Design Cell 6 Closure with Portion of Cells 4 & 5 Closure | 60,000 | 0 | 60,000 |
| <u>SCADA System for Landfill Gas Well Fields</u> | <u>50,000</u> | <u>0</u> | <u>50,000</u> |
| Total | <u>\$6,648,450</u> | <u>\$4,779,700</u> | <u>\$1,868,750</u> |

REVENUE COMMENT:

This budget proposes an increase of \$19.32 in the base solid waste management user fee per year, for an annual rate of \$158.04 per billable unit per year in 2024. The temporary sanitary landfill surcharge decreases by \$5.23 to \$10.28 per year in 2024. This brings the total user fee to \$168.32 per billable unit for 2024, which is an increase of \$14.09 per year, or \$3.52 per quarter, from the 2023 user fee.

Sanitation Fund revenue is expected to increase \$244,098 from the 2023 budget due primarily to an increase in the solid waste management user fee assessed to collection customers, as well as increasing the Sanitary Landfill tipping fee for non-contracted waste haulers. The 2024 budget increases the tipping fee from \$41 to \$43 per ton.

Rates for special drop-off recycling programs will increase as follows:

| | <u>2023</u> | <u>2024</u> |
|------------|---|---|
| Tires | \$5 / each | \$7 / each |
| | \$300 / ton for quantities of 5 or more | \$400 / ton for quantities of 5 or more |
| Appliances | \$10 / each | \$15 / each |

These rate changes reflect increased pricing for contracted hauling and recycling.

Fees for the Compost & Clean Fill Facility will increase as follows:

| | <u>2023</u> | <u>2024</u> |
|--|--|---|
| Rate per cubic yard, excluding grass, leaves & garden debris | \$5.50 / cubic yard – Janesville resident \$7 / cubic yard – non-resident | \$6 / cubic yard – Janesville resident \$8 / cubic yard – non-resident |

Rates at the Compost & Clean Fill Facility have not been increased in more than ten years.

Sanitation Fund balance at the end of 2014 was a negative \$259,812. Sanitation Fund balance by the end of 2024 is projected to be a positive \$2,341,410. In 2024, the Sanitation Fund balance will finance \$1,868,750 in improvement projects, reducing the Fund’s reliance on borrowing and saving future rate payers’ in debt service payments.

The Temporary Sanitary Landfill Surcharge was established by City Ordinance and became effective in 2015. The Surcharge was created to recover \$6,635,995 over an approximate 13-year period (\$510,000 annually through 2027). For the 2024 budget, the surcharge will recover 50 percent of the annual \$510,000 which minimizes the solid waste collection customer's rate increase in 2024. The City has reduced the surcharge beginning in 2023 with a goal of completely eliminating it in future years, pending Sanitation Fund performance. By the end of 2024, the surcharge will have recovered approximately \$4,717,500.

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|--|---------------------|---------------------|---------------------|---------------------|
| REVENUES: | | | | |
| Sanitary Landfill | | | | |
| Green County | \$667,429 | \$630,000 | \$661,500 | \$640,000 |
| Janesville Residential Waste | 755,884 | 765,000 | 731,000 | 765,000 |
| John's Hauling | 582,538 | 705,029 | 786,250 | 890,000 |
| Waste Management | 1,116,960 | 1,165,000 | 1,153,000 | 1,096,000 |
| Nieuwenhuis Disposal | 364,750 | 400,689 | 396,800 | 409,500 |
| City of Beloit | 422,794 | 425,250 | 409,500 | 432,000 |
| All Other Accounts | 2,462,922 | 2,100,758 | 2,033,849 | 2,107,000 |
| Wastes Used as Daily Cover | 154,405 | 169,169 | 151,566 | 131,250 |
| Landfill Gas Agreement | <u>34,169</u> | <u>40,000</u> | <u>45,248</u> | <u>45,725</u> |
| | 6,561,851 | 6,400,895 | 6,368,713 | 6,516,475 |
| Demolition Landfill | 136,719 | 110,000 | 153,795 | 150,000 |
| Recycling Program | | | | |
| State Recycling Grant | 226,051 | 225,000 | 226,157 | 225,000 |
| Curbside Collection | 33,444 | 10,000 | 0 | 0 |
| Appliance/Metal Recycling | 108,602 | 70,000 | 89,758 | 110,000 |
| Tire Recycling | 31,786 | 52,500 | 33,586 | 50,000 |
| Bins Sales/Cart Service Fees | <u>22,181</u> | <u>10,000</u> | <u>20,000</u> | <u>12,000</u> |
| | 422,064 | 367,500 | 369,501 | 397,000 |
| Resident Waste Management Fee | <u>3,749,826</u> | <u>3,812,776</u> | <u>3,825,276</u> | <u>4,101,794</u> |
| Transfer Landfill Debt to General Fund | <u>250,000</u> | <u>250,000</u> | <u>250,000</u> | <u>20,000</u> |
| | 250,000 | 250,000 | 250,000 | 20,000 |
| Total Revenue - Sanitation Fund | <u>\$11,120,460</u> | <u>\$10,941,171</u> | <u>\$10,967,285</u> | <u>\$11,185,269</u> |

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|---|--------------------|--------------------|--------------------|--------------------|
| FUND BALANCE: | | | | |
| Undesignated Beginning Balance at January 1 | \$5,091,710 | \$5,424,550 | \$5,802,489 | \$3,621,179 |
| Add: Revenue | 11,120,460 | 10,941,171 | 10,967,285 | 11,185,269 |
| Less: Expenses | <u>10,409,681</u> | <u>12,644,462</u> | <u>13,148,595</u> | <u>12,446,210</u> |
| Total Fund Balance at December 31 | <u>\$5,802,489</u> | <u>\$3,721,259</u> | <u>\$3,621,179</u> | <u>\$2,360,238</u> |

DEPARTMENT: GENERAL GOVERNMENT

DIVISION: INSURANCE FUND

GOAL:

To limit the loss of City resources resulting from accidents, catastrophes, and health care costs.

OBJECTIVES:

- To prevent accidents and injuries to City employees and those persons who use City services.
- To define the City's capacity for risk retention.
- To provide a cost-effective means of transferring risk by utilizing insurance.

RELATES TO STRATEGIC PLAN:

- Strategic Goals – All Strategic Goals

PROGRAM ACTIVITY STATEMENT:

In response to the continued spiraling premium increases for Workers' Compensation insurance, on January 1, 1989 the City implemented a Workers' Compensation limited self-insurance program with an annual aggregate stop-loss provision. Since the inception of this program, the City has been successful in reducing the number and severity of Workers' Compensation incidences. This has been accomplished through the development and implementation of a worker's safety and training program. The City has had a part time Risk Manager since 2015. The 2022 budget increased this to a fulltime position that will be responsible for both risk management and wellness initiatives. The position is being retitled Safety and Wellness Coordinator.

The City continues its membership with the Cities and Villages Mutual Insurance Company (CVMIC) for liability insurance. The CVMIC policy provides a \$100,000 self-insurance retention per incident, with a \$400,000 aggregate annual retention. This insurance program applies to general, auto, and public employees' liability risks.

Municipally-owned buildings and their contents have been insured with the Municipal Property Insurance Company (MPIC). Such property is insured for its replacement value with a deductible provision.

In 2005, the City consolidated three (3) health plans (two HMO's and a self-funded plan) into a single self-funded plan with Dean Health Systems as the City's exclusive provider for an initial five-year period 2005-2010. The City's initial contract was extended through 2016. In 2016, the City solicited proposals from health care providers and selected Dean Health Systems to continue providing services to the City workforce for a five-year period 2017-2021. In 2021, the City extended the contract with Dean Health Systems through 2024.

The City's goal is to provide excellent health care at an affordable cost. With one overall risk pool, administrative costs decrease because of using a single plan administrator and the ability to negotiate the cost of "in network" procedures. Qualified employees and certain retirees are able to choose one of the following options; EPO (exclusive provider organization) and Choice (freedom of choice) plan. Each provides different levels of coverage, deductibles, and participant co-pays.

The Insurance Fund functions as an Internal Service Fund and all related element costs are charged to the City's other funds and their respective individual accounts. Therefore, in theory, the Insurance Fund will experience revenues equal to its budgeted expenditures.

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|------------------------------------|---------------------|---------------------|---------------------|---------------------|
| ELEMENT COST: | | | | |
| Risk Management | \$117,001 | \$227,082 | \$144,126 | \$143,927 |
| Liability Insurance | 351,688 | 261,900 | 0 | 261,900 |
| Workers' Compensation | 334,495 | 614,200 | 592,388 | 465,700 |
| Property/Other Insurance | 407,244 | 294,274 | 330,110 | 338,159 |
| Health, Dental, & Vision Insurance | 8,979,373 | 11,675,413 | 10,934,427 | 11,627,800 |
| Flex Benefits | <u>308,712</u> | <u>315,000</u> | <u>315,000</u> | <u>315,000</u> |
| Subtotal | 10,498,513 | 13,387,869 | 12,316,051 | 13,152,486 |
| Transfers | <u>50,000</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| Total | <u>\$10,548,513</u> | <u>\$13,387,869</u> | <u>\$12,316,051</u> | <u>\$13,152,486</u> |

BUDGET VARIANCES

| | |
|--------------------|---|
| (\$30,745) | Decrease in Benefits |
| <u>(52,410)</u> | Due to Attrition |
| (83,155) | TOTAL PERSONNEL SERVICES |
| 165 | Anticipated Postage Increase |
| (194,615) | Decrease in health, dental, and vision insurance costs based on historic actuals and employees' coverages |
| 40,987 | Increase in EAP and Wellness Program Costs |
| <u>735</u> | Other |
| (152,728) | TOTAL CONTRACTUAL SERVICES |
| <u>500</u> | Increase in Wellness Program Initiatives |
| 500 | TOTAL SUPPLIES & MATERIAL |
| <u>(\$235,383)</u> | TOTAL INCREASE / (DECREASE) |

REQUIRED RESOURCES

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget | Budget to Budget Incr / (Decr) |
|---------------------------------|----------------------------|----------------------------|----------------------------|----------------------------|-----------------------------------|
| PERSONNEL SERVICES | | | | | |
| Wages | \$93,742 | \$131,436 | \$80,442 | \$79,276 | (\$52,160) |
| Benefits | 39,141 | 62,303 | 30,072 | 31,558 | (30,745) |
| Miscellaneous Benefits | <u>18</u> | <u>250</u> | <u>0</u> | <u>0</u> | <u>(250)</u> |
| Subtotal | 132,900 | 193,989 | 110,514 | 110,834 | (83,155) |
| CONTRACTUAL SERVICES | | | | | |
| Utilities | 221 | 200 | 176 | 200 | 0 |
| Postage | 1,835 | 1,635 | 1,635 | 1,800 | 165 |
| Professional Development | 0 | 15,875 | 15,000 | 15,900 | 25 |
| Audit & Consulting | 167,287 | 100,700 | 96,440 | 101,000 | 300 |
| Building Expense | 4,114 | 4,618 | 4,618 | 4,618 | 0 |
| Insurance | 10,136,697 | 13,000,674 | 12,016,224 | 12,806,059 | (194,615) |
| Uniform and Tool Expense | 0 | 0 | 0 | 0 | 0 |
| Computer Maintenance | 0 | 0 | 0 | 0 | 0 |
| Taxes | 2,787 | 2,790 | 3,003 | 3,200 | 410 |
| Other Contractual Services | 40,860 | 54,613 | 54,423 | 95,600 | 40,987 |
| Recruiting Expense | 10,314 | 10,000 | 10,000 | 10,000 | 0 |
| Vehicle and Equipment | <u>238</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| Subtotal | 10,364,353 | 13,191,105 | 12,201,519 | 13,038,377 | (152,728) |
| SUPPLIES & MATERIALS | | | | | |
| | 1,260 | 2,775 | 4,018 | 3,275 | 500 |
| Subtotal | 10,498,513 | 13,387,869 | 12,316,051 | 13,152,486 | (235,383) |
| TRANSFERS | | | | | |
| | <u>50,000</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| GRAND TOTAL | <u>\$10,548,513</u> | <u>\$13,387,869</u> | <u>\$12,316,051</u> | <u>\$13,152,486</u> | <u>(\$235,383)</u> |

DEPARTMENT: PUBLIC WORKS

DIVISION: OPERATIONS

PROGRAM: VEHICLE OPERATION & MAINTENANCE

GOAL:

To provide for the maintenance, repair, replacement and operating services for City-owned vehicles and equipment utilized in the delivery of services to the citizens of Janesville.

OBJECTIVES:

- To maintain a cost-effective preventative maintenance program.
- To provide prompt and efficient service to all City departments.
- To provide adequate and timely replacement of vehicles and equipment.

RELATES TO STRATEGIC PLAN:

- Strategic Goals – All Strategic Goals

PROGRAM ACTIVITY STATEMENT:

The Vehicle Operation and Maintenance (VOM) program is responsible for the maintenance, repair, replacement and operating services for the City’s vehicles and equipment with certain specific exceptions. These services are provided both to the centralized motor pool fleet of Public Works vehicles and to vehicles utilized by certain other City departments. The VOM Fund was established to ensure that there would be sufficient capital available to replace each vehicle in the VOM fleet and to charge each program according to actual usage.

The garage portion of the City Services Center is also maintained through this program. In addition, several support programs provide for most field operations, including dispatching, field service for disabled vehicles, maintaining the stockroom inventory, dispensing parts and materials, and fueling vehicles.

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|-----------------------------------|----------------|----------------|-------------------|----------------|
| ACTIVITIES: | | | | |
| General Administration (Hours) | 7,995 | 7,995 | 8,006 | 7,995 |
| Vehicle Maintenance (#) | | | | |
| Scheduled Work Orders | 629 | 700 | 646 | 700 |
| Unscheduled Work Orders (Repairs) | <u>2,054</u> | <u>2,100</u> | <u>2,204</u> | <u>2,100</u> |
| Subtotal | 2,683 | 2,800 | 2,850 | 2,800 |
| | | | | |
| Direct Labor (Hours) | 7,567 | 10,321 | 8,556 | 10,321 |
| Indirect Labor (Hours) | <u>3,825</u> | <u>3,440</u> | <u>2,006</u> | <u>3,440</u> |
| Subtotal | 11,392 | 13,761 | 10,562 | 13,761 |
| | | | | |
| Facility Maintenance (Hours) | 439 | 350 | 406 | 350 |
| Support Programs (Hours) | <u>2,591</u> | <u>2,054</u> | <u>2,054</u> | <u>2,054</u> |
| | | | | |
| Total Hours | <u>22,417</u> | <u>24,160</u> | <u>21,028</u> | <u>24,160</u> |

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|--------------------------|--------------------|--------------------|--------------------|--------------------|
| ELEMENT COST: | | | | |
| General Administration | \$532,264 | \$572,351 | \$568,450 | \$556,663 |
| Vehicle Maintenance | 2,948,206 | 2,958,698 | 2,862,631 | 3,058,147 |
| Facility Maintenance | 196,033 | 204,153 | 202,337 | 213,024 |
| Support Programs | <u>96,185</u> | <u>82,283</u> | <u>79,222</u> | <u>84,997</u> |
| Subtotal Operating | 3,772,688 | 3,817,485 | 3,712,640 | 3,912,831 |
| Capital Replacement Fund | <u>1,370,000</u> | <u>1,352,300</u> | <u>1,495,000</u> | <u>1,592,000</u> |
| Total | <u>\$5,142,688</u> | <u>\$5,169,785</u> | <u>\$5,207,640</u> | <u>\$5,504,831</u> |

BUDGET VARIANCES

| | |
|------------------|---|
| \$3,948 | Economic Adjustments |
| 600 | Increase in overtime budget |
| <u>(15,135)</u> | Decrease in employee and retiree health and life insurance costs |
| (10,587) | TOTAL PERSONNEL SERVICES |
| 6,339 | Increase in utilities based on anticipated rate increases |
| (23,390) | Decrease in liability, workers' compensation, auto, and property insurance premium allocation |
| 5,049 | Increase in VOM-supported software expenses |
| 6,135 | Increase in facility-related contracted services to reflect current market pricing |
| <u>42,500</u> | Increase in sublet vehicle and equipment repairs to better reflect actuals |
| 36,633 | TOTAL CONTRACTUAL SERVICES |
| 67,500 | Increase in fuel and parts prices, and required repairs due to vehicle replacement delays |
| 67,500 | TOTAL SUPPLIES & MATERIALS |
| 241,500 | Increase in transfers to the Capital Projects Fund due to anticipated vehicle and equipment replacement revenue |
| 241,500 | TRANSFERS |
| 0 | TOTAL CAPITAL OUTLAY |
| <u>\$335,046</u> | TOTAL INCREASE / (DECREASE) |

REQUIRED RESOURCES

| | 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget | Budget to Budget Incr / (Decr) |
|--|--------------------|--------------------|--------------------|--------------------|-----------------------------------|
| <u>PERSONNEL SERVICES</u> | | | | | |
| Wages | \$696,303 | \$754,558 | \$734,863 | \$758,506 | \$3,948 |
| Overtime | 41,429 | 25,100 | 27,800 | 25,700 | 600 |
| Benefits | <u>311,571</u> | <u>332,923</u> | <u>323,050</u> | <u>317,788</u> | <u>(15,135)</u> |
| Subtotal | 1,049,302 | 1,112,581 | 1,085,713 | 1,101,994 | (10,587) |
| <u>CONTRACTUAL SERVICES</u> | | | | | |
| Utilities | 76,817 | 68,011 | 72,052 | 74,350 | 6,339 |
| Professional Development | 669 | 9,750 | 7,706 | 9,750 | 0 |
| Building Expense | 71,102 | 90,000 | 80,000 | 90,000 | 0 |
| Insurance | 118,242 | 118,390 | 118,390 | 95,000 | (23,390) |
| Uniform and Tool Expense | 7,778 | 10,000 | 9,000 | 10,000 | 0 |
| Computer Maintenance | 35,556 | 49,562 | 42,128 | 54,611 | 5,049 |
| Other Contractual Services | 24,361 | 19,065 | 28,150 | 25,200 | 6,135 |
| Vehicle & Equipment | <u>298,747</u> | <u>195,826</u> | <u>245,750</u> | <u>238,326</u> | <u>42,500</u> |
| Subtotal | 633,272 | 560,604 | 603,365 | 597,237 | 36,633 |
| <u>SUPPLIES & MATERIALS</u> | 2,080,956 | 2,144,800 | 2,022,250 | 2,212,300 | 67,500 |
| <u>TRANSFERS</u> | 1,370,000 | 1,350,500 | 1,495,000 | 1,592,000 | 241,500 |
| <u>CAPITAL OUTLAY</u> | <u>9,158</u> | <u>1,300</u> | <u>1,312</u> | <u>1,300</u> | <u>0</u> |
| GRAND TOTAL | <u>\$5,142,688</u> | <u>\$5,169,785</u> | <u>\$5,207,640</u> | <u>\$5,504,831</u> | <u>\$335,046</u> |

Historical Fuel Purchases and Costs

| | | 2020 | 2021 | 2022 | 2023 Budget | 2024 Budget |
|-----------------|-----------------------------|------------|------------|------------|----------------|----------------|
| Diesel | Gallons | 193,299 | 210,269 | 192,477 | 195,000 | 200,000 |
| | Total Cost | \$ 315,986 | \$ 505,751 | \$ 756,435 | \$ 760,500 | \$ 790,000 |
| | Avg. Cost/Gallon | \$ 1.63 | \$ 2.41 | \$ 3.93 | \$ 3.90 | \$ 3.95 |
| Gasoline | Gallons | 96,525 | 94,684 | 98,023 | 100,000 | 100,000 |
| | Total Cost w/Fed Tax Reimb. | \$ 146,384 | \$ 235,779 | \$ 325,436 | \$ 329,000 | \$ 335,000 |
| | Avg. Cost/Gallon | \$ 1.52 | \$ 2.49 | \$ 3.32 | \$ 3.29 | \$ 3.35 |

REVENUE COMMENT:

The VOM Fund derives its revenue primarily from departmental users of VOM's services, including the General Fund, Sanitation, Utilities and other miscellaneous sources. The following table reflects the sources of revenue for the Fund.

| 2022 Actual | 2023 Budget | 2023 Estimated | 2024 Budget |
|----------------|----------------|-------------------|----------------|
|----------------|----------------|-------------------|----------------|

REVENUE:

| | | | | |
|-------------------------------|--------------------|--------------------|--------------------|--------------------|
| Vehicle Repair | \$2,129,176 | \$2,160,673 | \$2,030,000 | \$2,208,000 |
| Equipment Rental - Operations | 1,574,343 | 1,589,848 | 1,730,000 | 1,687,200 |
| Replacement - Capital | 1,380,878 | 1,566,315 | 1,495,000 | 1,592,000 |
| Miscellaneous | <u>89,463</u> | <u>40,000</u> | <u>60,000</u> | <u>45,000</u> |
| Total | <u>\$5,173,860</u> | <u>\$5,356,836</u> | <u>\$5,315,000</u> | <u>\$5,532,200</u> |

VEHICLE and EQUIPMENT REPLACEMENT SCHEDULE - 2024

| <u>Year</u> | <u>Equip#</u> | <u>Type</u> | <u>Net Price</u> | <u>Age</u> |
|-----------------------------|---------------|--|---------------------|------------|
| 2018 | 0562 | Laser Survey w/ GPS | \$28,500 | 6 |
| 2009 | 4021 | Dump Truck - Single Axle w/ 65 Gal Prewet | \$225,000 | 15 |
| 2009 | 4022 | Dump Truck - Single Axle w/ 65 Gal Prewet | \$225,000 | 15 |
| 2009 | 4023 | Dump Truck - Single Axle w/ 65 Gal Prewet | \$225,000 | 15 |
| 2007 | 4125 | Backhoe - Loader Wheeled 4WD | \$170,000 | 17 |
| 2017 | 4292 | Utility Vehicle - Landfill | \$23,500 | 7 |
| 2023 | 4452 | CASE 721G Upgrade to CASE 821 | \$80,000 | 1 |
| 2014 | 4456 | Loader - Skidsteer Tracked | \$76,000 | 10 |
| 2012 | 4708 | Pickup - 4WD Compact | \$45,000 | 12 |
| 2009 | 4795 | Trailer - Dump 6'x10' Deckover w/ Charger | \$11,000 | 15 |
| 2012 | 4902 | Pickup - 4WD 1 ton HD w/ Aux Fuel Tank ET | \$48,000 | 12 |
| | | Plows, Salt Spreaders, and Other Attachments | \$ 212,500 | |
| | | Miscellaneous Small Equipment | <u>\$ 60,000</u> | |
| TOTAL CAPITAL OUTLAY | | | \$ 1,429,500 | |

| | 2022 Actual | 2023 Estimated | 2024 Budget |
|--------------------------------------|---------------------------|---------------------------|---------------------------|
| OPERATING CASH: | | | |
| Beginning Cash Balance | \$320,350 | \$205,926 | \$313,286 |
| Operating Revenue | 3,792,983 | 3,820,000 | 3,940,200 |
| Operating & Maintenance Expenditures | 3,763,530 | 3,712,640 | 3,912,831 |
| <u>Adjust for Changes</u> | <u>(143,877)</u> | <u>0</u> | <u>0</u> |
| Cash Balance Operating | \$205,926 | \$313,286 | \$340,655 |
| CAPITAL REPLACEMENT CASH: | | | |
| Beginning Cash Balance | \$2,200,708 | \$2,211,586 | \$2,210,274 |
| Replacement Revenue | 1,380,878 | 1,495,000 | 1,592,000 |
| <u>Capital Outlay</u> | <u>1,370,000</u> | <u>1,496,312</u> | <u>1,429,500</u> |
| Cash Balance Capital Replacement | \$2,211,586 | \$2,210,274 | \$2,372,774 |
| TOTAL CASH | <u>\$2,417,512</u> | <u>\$2,523,560</u> | <u>\$2,713,429</u> |

CITY-WIDE: MAJOR CAPITAL PROJECTS

GOAL:

To provide major capital projects with a life expectancy of at least three (3) years that are necessary to maintain the City's infrastructure and provide City services. To implement these projects over time utilizing debt with a goal of stabilizing the City's debt service to control the impact on property taxes.

OBJECTIVES:

- To provide a water, wastewater, stormwater, and waste management program that is cost-effective, meets the needs of the City, and complies with all State and Federal environmental regulations.
- To provide public improvements through Tax Increment Financing programs to facilitate industrial development.
- To upgrade existing or provide new infrastructure to meet the demands created by City growth.
- To provide those buildings and other special purpose facilities required to support the City's service program.
- To provide recreational and park facilities and parkland required to meet the recreational needs of the community.
- To provide parking facilities, and land or building acquisitions and demolitions necessary to ensure the orderly growth and high-quality character of the community.

RELATES TO STRATEGIC PLAN:

- Strategic Goals – All Strategic Goals

City of Janesville
2024 Capital Improvement Plan

| Project | General Fund Note | Federal / State Aid | Other Sources | Total |
|--|----------------------|------------------------|--------------------|---------------------|
| Capital Equipment | \$2,622,736 | \$0 | \$993,500 | \$3,616,236 |
| Construct six new pickleball courts at Riverside Park | \$507,236 | \$0 | \$0 | \$507,236 |
| Develop plan to install surveillance cameras in City facilities - Phase 1 | \$50,000 | \$0 | \$0 | \$50,000 |
| Election equipment/voting booth replacement | \$40,000 | \$0 | \$0 | \$40,000 |
| Extend Metropolitan Area Network (MAN) 2024 - Phase 7 | \$575,000 | \$0 | \$0 | \$575,000 |
| Fire Department Vehicle Replacement Schedule | \$561,000 | \$0 | \$48,000 | \$609,000 |
| Firefighter gear ensemble replacement | \$45,000 | \$0 | \$0 | \$45,000 |
| Install Govern Open Forms 2024 | \$100,000 | \$0 | \$300,000 | \$400,000 |
| Wastewater Pick Up Truck Replacements | \$0 | \$0 | \$86,000 | \$86,000 |
| JPD vehicle replacement | \$0 | \$0 | \$335,000 | \$335,000 |
| Maintain City network to adapt to evolving technologies -IT | \$200,000 | \$0 | \$100,000 | \$300,000 |
| Maintain GIS Asset Management Plan | \$25,000 | \$0 | \$105,000 | \$130,000 |
| Purchase body camera equipment and storage | \$500,000 | \$0 | \$0 | \$500,000 |
| Replace Main firewalls | \$19,500 | \$0 | \$19,500 | \$39,000 |
| Construct and Improve Streets | \$3,204,000 | \$12,219,500 | \$5,461,000 | \$20,884,500 |
| Center Avenue DOT Reconditioning (Nicolet to McKinley) | \$64,500 | \$11,955,500 | \$23,000 | \$12,043,000 |
| Conduct major concrete joint/panel repairs | \$126,500 | \$0 | \$0 | \$126,500 |
| Crack sealing | \$0 | \$0 | \$231,000 | \$231,000 |
| Curb and Gutter Replacement Program | \$0 | \$0 | \$2,750,000 | \$2,750,000 |
| Design E. Memorial Drive and Ramps (Rock River Bridge to Harding Street) | \$0 | \$264,000 | \$136,000 | \$400,000 |
| Design Mt. Zion MSID (Milton to Pontiac) | \$155,000 | \$0 | \$100,000 | \$255,000 |
| Design Ruger reconstruction (STP) Randall to Lexington Sidewalk Program | \$250,000 | \$0 | \$33,000 | \$283,000 |
| Street Rehabilitation Program - Work toward improving all collector/arterial streets with a PASER rating of 4 or lower and all local streets with a PASER rating of 3 or lower | \$325,000 | \$0 | \$250,000 | \$575,000 |
| | \$2,283,000 | \$0 | \$1,938,000 | \$4,221,000 |
| Economic Development | \$100,000 | \$0 | \$1,675,000 | \$1,775,000 |
| Collect city-wide orthophoto imagery | \$0 | \$0 | \$25,000 | \$25,000 |
| Innovation Park - Phase 1 - Extend Sanitary Sewer | \$0 | \$0 | \$1,650,000 | \$1,650,000 |
| Maintain programs that assist in the elimination of blighted properties - 2024 | \$100,000 | \$0 | \$0 | \$100,000 |
| Landfill | \$0 | \$0 | \$5,089,700 | \$5,089,700 |
| Design & Construct Landfill Cell 6 Second Phase Leachate Recirculation System | \$0 | \$0 | \$200,000 | \$200,000 |
| Design Landfill Cell 6 Closure with Portion of Cells 4 & 5 Closure | \$0 | \$0 | \$60,000 | \$60,000 |
| Explore SCADA system for landfill gas well fields | \$0 | \$0 | \$50,000 | \$50,000 |
| Landfill blower / flare building and infrastructure replacement | \$0 | \$0 | \$575,000 | \$575,000 |
| Landfill Cell 7 construction | \$0 | \$0 | \$2,964,700 | \$2,964,700 |
| Landfill clay procurement | \$0 | \$0 | \$1,240,000 | \$1,240,000 |

| Project | General Fund Note | Federal / State Aid | Other Sources | Total |
|---|--------------------|---------------------|---------------------|---------------------|
| Parks and Public Grounds | \$1,695,000 | \$0 | \$0 | \$1,695,000 |
| Annual golf course improvements | \$70,000 | \$0 | \$0 | \$70,000 |
| Annual playground replacement - 2024 | \$60,000 | \$0 | \$0 | \$60,000 |
| Design riverwalk lighting update from Milwaukee to Center | \$50,000 | \$0 | \$0 | \$50,000 |
| Implement results of aquatics facilities evaluation - Palmer Park Phase 2 | \$1,465,000 | \$0 | \$0 | \$1,465,000 |
| Traxler Park Restroom and Pavillion Roof Replacement | \$50,000 | \$0 | \$0 | \$50,000 |
| Public Buildings and Grounds | \$1,841,348 | \$0 | \$3,817,000 | \$5,658,348 |
| Complete planned, unassigned smaller building projects and emergency building repairs | \$0 | \$0 | \$25,000 | \$25,000 |
| Construct CSC Renovations Phase I-b (vehicle storage expansion & Parks storage replacement) | \$661,348 | \$0 | \$3,597,000 | \$4,258,348 |
| Construct CSC Renovations Phase I-a (vehicle | \$575,000 | \$0 | \$0 | \$575,000 |
| Design CSC Renovations Phase II (vehicle maintenance | \$305,000 | \$0 | \$195,000 | \$500,000 |
| Fire Department Building Improvements 2024 | \$250,000 | \$0 | \$0 | \$250,000 |
| Replace roof at Fire Station #5 | \$50,000 | \$0 | \$0 | \$50,000 |
| Stormwater Improvements | \$0 | \$0 | \$2,005,000 | \$2,005,000 |
| Storm sewer cleaning & televising - 2024 | \$0 | \$0 | \$150,000 | \$150,000 |
| Storm sewer lining & point repairs - 2024 | \$0 | \$0 | \$320,000 | \$320,000 |
| Storm sewer replacement - 2024 | \$0 | \$0 | \$275,000 | \$275,000 |
| Storm structure/inlet maintenance - 2024 | \$0 | \$0 | \$1,260,000 | \$1,260,000 |
| Wastewater | \$0 | \$0 | \$2,795,000 | \$2,795,000 |
| Sanitary sewer cleaning and televising | \$0 | \$0 | \$40,000 | \$40,000 |
| Sanitary Sewer Lining, Point Repairs, and Grouting | \$0 | \$0 | \$885,000 | \$885,000 |
| Sanitary sewer structure maintenance | \$0 | \$0 | \$1,200,000 | \$1,200,000 |
| Wastewater Treatment Plant - DAFT system improvements - Design | \$0 | \$0 | \$300,000 | \$300,000 |
| Wastewater Treatment Plant Roof Replacement - Construction | \$0 | \$0 | \$340,000 | \$340,000 |
| Wastewater Treatment Plant Roof Replacement - Pretreatment Building - Design | \$0 | \$0 | \$30,000 | \$30,000 |
| Water | \$0 | \$1,843,112 | \$5,650,000 | \$7,493,112 |
| Center Avenue water main replacement | \$0 | \$1,843,112 | \$675,000 | \$2,518,112 |
| Construction of a Materials Storage Building on the Water Utility Office Site | \$0 | \$0 | \$250,000 | \$250,000 |
| Execute fire hydrant replacement program | \$0 | \$0 | \$600,000 | \$600,000 |
| Execute lead water service lateral replacement program 2024 | \$0 | \$0 | \$210,000 | \$210,000 |
| Replace Roof at Pump Station #2 | \$0 | \$0 | \$110,000 | \$110,000 |
| Secure a potential water tower site | \$0 | \$0 | \$50,000 | \$50,000 |
| Water main improvements/replacements | \$0 | \$0 | \$3,500,000 | \$3,500,000 |
| Water structure & valve replacement | \$0 | \$0 | \$255,000 | \$255,000 |
| Total | \$9,463,084 | \$14,062,612 | \$27,486,200 | \$51,011,896 |

PROJECT DESCRIPTIONS

Capital Equipment

Capital Equipment Projects Total: \$3,616,236

Construct six new pickleball courts at Riverside Park \$507,236

The project will include 6 new pickleball courts, a sidewalk connecting the existing parking lot and new pickleball courts, and concrete between pickleball courts.

Develop a plan to install surveillance cameras in City facilities - Phase 1 \$50,000

Develop a plan to install cameras in City facilities, including City Hall (2024), Central Fire Station (2024), City Services (2026), etc.

Election equipment/voting booth replacement \$40,000

Replace current voting booths that are at the end of their useful life.

Extend Metropolitan Area Network (MAN) 2024 - Phase 7 \$575,000

Design and extend the city-owned fiber loop from Fire Station No. 5 (Newport Avenue) to Fire Station No. 4 (E. Milwaukee Street). The project will be funded with General Fund borrowing (\$575,000).

Fire Department Vehicle Replacement Schedule \$609,000

In 2024, the patient care modules for two 2016 ambulances will be refurbished and remounted on new chassis. Additionally, a 2012 inspectors' vehicle will be replaced. This vehicle replacement will be funded by General Fund borrowing of \$609,000 and \$48,000 in appropriations.

Firefighter gear ensemble replacement \$45,000

Research shows that firefighters have a higher risk of cancer than the general public due to their exposure to carcinogens. Gear must be decontaminated after use at a fire to limit this exposure. This best practice requires firefighters to have a second set of turnout gear to utilize when laundering their primary set of turnout gear. General Fund borrowing in 2024 will include \$45,000 to purchase turnout gear to work towards each firefighter having a primary and secondary set of turnout gear. This annual cost will proactively keep the City's firefighters safer.

Install Govern Open Forms 2024 \$400,000

Finish migrating the Assessor's Office from Windows Platform to Open Forms. Begin the evaluation of the implementation of the Open Forms platform in other divisions and offices.

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|--|-----------|
| JPD vehicle replacement | \$335,000 |
| <p>Prior to 2020, JPD's replacement of squad vehicles was included in the police department's operating budget. The City Council directed staff to include squad replacements in the capital budget. In 2024, the police department will replace eight squad vehicles and related equipment.</p> | |
| Maintain City network to adapt to evolving technologies - IT Strategic Plan | \$300,000 |
| <p>The IT Strategic Plan for 2024 includes the following projects: Transition backup offsite storage from the bank vault to either cloud or offline storage - \$30K. Design phase 7 of the Metropolitan Area Network (MAN) fiber deployment - \$55K. Move to next-generation Artificial intelligence (AI) based endpoint protection instead of traditional virus protection as required by cyber insurance - \$105K. Install an AI closed captioning appliance instead of using a live captioning service, which saves money over time - \$68K. Start work on designing the City network to utilize Zero Trust architecture to improve cyber resilience and protection - \$20K. Mitigate findings from the CVMIC Security Assessment that will be conducted in 2024 - \$22K.</p> | |
| Maintain GIS Asset Management Plan | \$130,000 |
| <p>The City's GIS staff within the Engineering Division worked with ArcGIS to develop a strategic roadmap for GIS and asset management improvements. Staff developed a detailed five-year plan to upgrade capabilities for all departments within the city using GIS technology, pending allocation of budgetary resources. In 2024, staff will continue implementing the ArcGIS Enterprise Discovery & Implementation Plan. The 2024 projects will be funded through General Fund borrowing (\$25,000), Water Utility Fund borrowing (\$35,000), Wastewater Utility Fund borrowing (\$35,000), and the Stormwater operating budget (\$35,000).</p> | |
| Purchase body camera equipment and storage | \$500,000 |
| <p>JPD's contract expires in 2024; this project is to replace equipment and renew the storage contract. Extend the contract for two years. The previous contract was for five years.</p> | |
| Replace main firewalls | \$39,000 |
| <p>Take advantage of new technology by replacing main firewalls and ensuring Cisco support is available.</p> | |
| Replace two pickup trucks in the Wastewater Utility | \$86,000 |
| <p>Purchase two replacement pickup trucks for the Wastewater Utility.</p> | |

Construct and Improve Streets

Construct and Improve Streets Projects Total: \$20,884,500

Center Avenue DOT Reconditioning (Nicolet to McKinley) \$12,043,000

In 2024, the Wisconsin DOT will hire a contractor to recondition Center Avenue with new concrete curb and gutter and concrete pavement in the following locations:

1. Nicolet Street to approximately 500 feet north of State Street
2. WSOR Bridge B-53-154 to Rock River Bridge B-53-153
3. Rock River Bridge B-53-153 to McKinley Street

Construction in 2024 will include a deck seal at WSOR Bridge B-53-154 and concrete overlay, joint replacement, and surface repairs at Rock River Bridge B-53-153.

In 2025, the Wisconsin DOT will hire a contractor to mill and overlay Center Avenue from approximately 500 feet north of State Street to WSOR Bridge B-153-154.

The project will be funded by General Fund Borrowing (\$64,500), Federal/State Aid (\$11,955,000), and Special Assessments (\$23,000).

Conduct major concrete joint/panel repairs \$126,500

Many concrete streets need joint repair. Joint repair minimizes further deterioration of concrete streets and extends their useful life. General Fund borrowing of \$126,500 is proposed to complete concrete joint repairs in 2024.

Crack sealing \$231,000

Crack sealing is necessary to reduce water infiltration into the pavement with the intent to extend the life cycle of the roadway. Beginning in 2023, some funding was re-distributed from the chip sealing program to crack sealing, thus, the program went from \$135,000 to \$231,000 annually. This is funded by the GF Street Maintenance operating budget.

Curb and Gutter Replacement Program \$2,750,000

Curb and gutter replacement costs in 2024 are projected to total \$2,750,000 and will be used for replacing damaged curb and gutter as well as eliminating areas of water ponding in conjunction with the street rehabilitation program. The project will be funded by the Stormwater Utility Fund and Public Works Reimbursable - Plumbers Ditch Repair.

Design E. Memorial Drive and Ramps (Rock River Bridge to Harding Street) \$400,000

The city received an STP-U Bipartisan Infrastructure Law allocation through the Janesville Area MPO. The design scope will include the reconstruction of E. Memorial Drive from the Rock River Bridge to Harding Street and the adjacent ramps. Construction is anticipated to occur in 2027. The City intends to use a TIF Note (\$136,000) to fund the local share for the design. State/Federal Aid for design will be \$264,000.

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| Design Mt. Zion MSID (Milton to Pontiac) | \$255,000 |
| <p>The City will begin the design of the Mt. Zion MSID Project (Milton Avenue to Pontiac Avenue). The project will include street reconstruction, utility rehabilitation/replacement, and traffic signal improvements along the corridor. The design will be funded with General Fund borrowing (\$155,000) and TIF borrowing (\$100,000). Construction will occur in 2026.</p> | |
| Design Ruger reconstruction (STP) Randall to Lexington | \$283,000 |
| <p>The Janesville Area Metropolitan Planning Organization allocated WisDOT STP-Urban funding to reconstruct Ruger Avenue from Randall Avenue to Lexington Drive. Construction is planned in 2026. Design funding will include General Fund Borrowing (\$250,000) and Stormwater Utility Operating Budget (\$33,000).</p> | |
| Sidewalk Program | \$575,000 |
| <p>In 2024, new and replacement sidewalks total \$575,000. The sidewalk program will be funded with General Fund borrowing (\$325,000) and Special Assessments (\$250,000). Replacement sidewalks will address deteriorated sidewalks and/or sidewalks with other safety deficiencies. This includes sidewalk maintenance in coordination with the annual street rehabilitation program.</p> | |
| Street Rehabilitation Program - Work toward improving all collector/arterial streets with a PASER rating of 4 or lower and all local streets with a PASER rating of 3 or lower | \$4,221,000 |
| <p>This program includes funds to maintain City streets and make various other improvements to the street network, such as intersection and railroad crossing improvements. In 2024, the program will rehabilitate approximately 10 miles of streets at an estimated total cost of \$4,221,000 (General Fund borrowing - \$2,283,000 and Wheel Tax - \$1,938,000).</p> | |

Economic Development

Economic Development Projects Total: \$1,775,000

Collect city-wide orthophoto imagery \$25,000

The city partners with Rock County to collect orthophoto imagery of the city approximately every four years. The last orthophoto imagery flight was conducted in 2020. The cost is estimated to be \$25,000. The project will be funded by water utility operating funds (\$5,417), wastewater utility operating funds (\$5,417), stormwater utility operating funds (\$5,417), MPO allocation (\$6,250), and TIF funds (\$2,500).

Innovation Park - Phase 1 - Extend Sanitary Sewer \$1,650,000

The city will extend sanitary sewer to the city-owned industrial lands purchased under the Option 1 - Donaldson Land agreement. The new gravity sanitary sewer will extend from USH 51 to the southern border of the city-owned industrial land. Additional infrastructure improvements will be scheduled and implemented as development occurs. A TIF Note (\$1,650,000) will be used to fund this project.

Maintain programs that assist in the elimination of blighted properties \$100,000

There is a need to strengthen residential neighborhoods and encourage vibrant, healthy residential areas with safe and affordable housing. Housing Services proposes to use \$100,000 in General Fund borrowing to purchase, demolish, rehabilitate, or maintain vacant, blighted, and/or tax foreclosed properties. Funds will be used to stem residential blight and support decent, safe, affordable housing opportunities.

Landfill

Landfill Projects Total: \$5,089,700

Design & Construct Landfill Cell 6 Second Phase Leachate Recirculation System \$200,000

The Wisconsin Department of Natural Resources requires operating landfills to implement leachate recirculation to aid in the compaction and decomposition of landfill solid waste. This project proposes \$200,000 using the Sanitation Capital Projects Fund to complete phase two of the necessary infrastructure in Cell 6 of the Sanitary Landfill.

Design Landfill Cell 6 Closure with Portion of Cells 4 & 5 Closure \$60,000

The Wisconsin Department of Natural Resources requires the closure of landfill cells that no longer accept waste. Closure is currently programmed for 2025 and will include installing a cap and gas collection infrastructure. In 2024, the City will design this project using the Sanitation Capital Projects Fund.

Explore SCADA system for landfill gas well fields \$50,000

In 2024, the landfill will explore implementing SCADA technology on the landfill gas

system for remote monitoring and emergency callout scenarios. The City currently uses a web portal provided by Ameresco for these functions; the City's LFGTE agreement with Ameresco ends in 2024. Originally scheduled for 2023 and deferred, the City intends to use \$50,000 from the Sanitation Capital Projects Fund for this project.

Landfill blower / flare building and infrastructure replacement \$575,000

In 2024, the City is proposing to use \$575,000 in Sanitation Fund GO Bonds to upgrade the landfill gas flare and building to meet the future capacity of the gas system.

Landfill Cell 7 construction \$2,964,700

Funding of \$2,967,700 is planned to construct Cell 7 of the Sanitary Landfill. Construction of the next phase of the expanded landfill is required for operational filling reasons. The City intends to utilize Sanitation Fund GO Bonds for this project.

Landfill clay procurement \$1,240,000

The City currently has an insufficient quantity of landfill-quality clay on hand in preparation for construction projects required in the next several years. In 2023/2024, the City intends to purchase enough clay to construct Cell 7 of the landfill, complete Cell 6 and a portion of Cells 4 & 5 closure, and have clay on hand for smaller landfill projects. This clay purchase will cost up to \$1.58 million, with up to \$1.24 million funded by Sanitation Fund G.O. bonds.

Parks and Public Grounds

Parks and Public Grounds Projects Total: \$1,695,000

Annual golf course improvements \$70,000

When the City of Janesville took over the operation of the golf courses, it acquired aged equipment and infrastructure from the previous lessee. The City will renovate tee boxes on the Par 3 holes at Riverside (\$56,000) and replace tee box signs (\$14,000) throughout Riverside.

Annual playground replacement \$60,000

To keep playgrounds in safe operating condition, the City needs to maintain an annual replacement of playgrounds (\$60,000), funded by General Fund Borrowing. The specific playground to be replaced has not been identified yet.

Design Riverwalk lighting update from Milwaukee to Center \$50,000

In 2024, the City will design the replacement of east Riverwalk lighting from W. Milwaukee Street to Centerway. The design will be funded with General Fund borrowing (\$50,000). Construction is anticipated to occur in 2025.

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| Implement results of aquatics facilities evaluation - Palmer Park Phase 2 | \$1,465,000 |
| <p>Palmer Wading Pool was originally constructed in 1936. A 2021 Aquatics Technical Evaluation determined that the pool has reached the end of its useful life. Significant leaks have been detected in the concrete vessel, off-season heaving has further compromised the vessel, the return or supply piping to the pool building is leaking, and safety issues were identified. The mechanical building is in poor condition, and mechanical systems have exceeded their useful life. Planning for a replacement facility is in process and may include a splash pad, hybrid zero-depth vessel with splash pad, or hybrid zero-depth activity pool with play structure and new mechanical/bathhouse. General fund borrowing of \$1,600,000 would constitute phase two or second year of borrowing for the project for the design and construction of a new aquatics vessel and associated building.</p> | |

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| Traxler Park Restroom and Pavilion Roof Replacement | \$50,000 |
| <p>In 2024, the City will replace roofs at the Traxler Park Restroom and the Lion's Pavilion. General Fund Borrowing (\$50,000) will fund the proposed project.</p> | |

Public Buildings and Grounds

Public Buildings and Grounds Projects Total: \$5,658,348

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| Complete planned, unassigned smaller building projects and emergency building repairs | \$25,000 |
| <p>The city owns and operates numerous aging facilities that require planned maintenance and emergency repairs throughout the year. In 2024, the city proposes Public Building Operating Funds (\$25,000) to proactively and reactively address building needs that arise.</p> | |

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| Construct CSC Renovations Phase I-b (vehicle storage expansion & Parks storage replacement) | \$4,258,348 |
| <p>The City Services Center was initially constructed in 1993 and has significant shortfalls, such as a failing roof and mechanicals and inadequate space to store vehicles and equipment. In 2023, the city began construction of Phase 1, including a vehicle storage area expansion and a new cold storage building while addressing inadequacies within the facility. Funding for Phase 1 is split over two years, and the 2024 CIP will include General Fund Borrowing (\$661,348), Sanitation Capital Projects fund (\$1,498,750) and Stormwater Utility Capital Projects fund (\$2,098,250).</p> | |

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| Construct CSC Renovations Phase II-a (vehicle maintenance shop, central stores, vehicle wash bay) | \$575,000 |
| <p>In 2025, the City will begin constructing City Service Center Renovations Phase II. Phase II will include renovations to the vehicle maintenance shop, central storeroom, and a wash bay. Funding for Phase II is split over two years, and the 2024 CIP will include General Fund Borrowing (\$575,000).</p> | |

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| Design CSC Renovations Phase II (vehicle maintenance shop) | \$500,000 |
| <p>The city will begin design for City Service Center Renovations Phase II. Phase II will include renovations to the vehicle maintenance shop, central storeroom, and a wash bay. Construction of Phase II is planned for 2025. The design of Phase II will total \$500,000 and will be funded by General Fund borrowing (\$305,000), Water Note (\$22,000), Wastewater Note (\$23,000), Sanitation Operating Budget (\$60,000) and Stormwater Utility Operating Budget (\$90,000).</p> | |
| Fire Department Building Improvements 2024 | \$250,000 |
| <p>The fire department operates six facilities that require planned maintenance and emergency repairs throughout the year. In 2015, department staff, along with staff from the Engineering Division, evaluated all six facilities, noting nearly one million dollars in repairs. In 2024, the department proposes a General Fund borrowing of \$250,000 to proactively and reactively address building needs. 2024 Projects include:</p> <ul style="list-style-type: none"> Replace phone cabling with Cat 6 for VOIP phones at Stations 4 and 5. Upgrade lighting to more energy-efficient lighting at Stations 2,4 and 5. Replace the concrete driveway & parking area at Station 5. Repair drywall throughout Stations 2 and 5. | |
| Replace the roof at Fire Station #5 | \$50,000 |
| <p>The fire department operates six facilities that require planned maintenance, including roof replacement. In 2024, the department proposes a General Fund borrowing of \$50,000 to replace the roof at Station 5. This facility was constructed in 1997, and this will be the first scheduled roof replacement.</p> | |
| Stormwater | |
| Stormwater Projects Total: | \$2,005,000 |
| Storm sewer cleaning & televising | \$150,000 |
| <p>Storm sewer cleaning and televising totaling \$150,000 have been identified for 2024. The annual sewer televising program will identify segments along streets proposed for rehabilitation that require storm sewer system repairs. The Stormwater Utility operating budget (\$150,000) will fund costs.</p> | |
| Storm sewer lining & point repairs | \$320,000 |
| <p>Storm sewer lining and point repair projects totaling \$320,000 have been identified for 2024. The annual sewer televising program will identify segments along streets proposed for rehabilitation that require storm sewer system repairs. The Stormwater Utility operating budget will fund this project.</p> | |
| Storm sewer replacement | \$275,000 |
| <p>This program includes storm sewer replacements required as part of the City's street rehabilitation program. The program will be funded by the stormwater utility operating funds.</p> | |

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| Storm structure/inlet maintenance | \$1,260,000 |
| <p>Rehabilitating or replacing structures in conjunction with the street rehabilitation program prevents future failures after a new street surface has been placed. In 2024, the storm structure/inlet maintenance cost will be funded by the Stormwater Utility operating budget (\$1,260,000). Some structures only need repairs to the upper portion, while others need total replacement.</p> | |
| Wastewater | |
| Wastewater Projects Total: | \$2,795,000 |
| Sanitary sewer cleaning and televising | \$40,000 |
| <p>Sanitary sewer cleaning and televising projects totaling \$40,000 have been identified for 2024 and will be funded through the Wastewater operating budget. The sanitary sewer cleaning and televising program will identify segments that require system repairs.</p> | |
| Sanitary Sewer Lining, Point Repairs, and Grouting | \$885,000 |
| <p>This program supports an ongoing effort to prevent water inflow and infiltration into the sanitary sewer by sewer lining, point repairs, and grouting. In 2024, this program will be funded by Wastewater Utility borrowing (\$885,000).</p> | |
| Sanitary sewer structure maintenance | \$1,200,000 |
| <p>The city will complete sanitary sewer structure improvements and repairs as part of the annual street rehabilitation program. A total cost of \$1,200,000 is proposed for 2024, with funding from Wastewater Utility Fund borrowing (\$565,000) and Wastewater Utility Operating Funds (\$635,000).</p> | |
| Wastewater Treatment Plant - DAFT system improvements - Design | \$300,000 |
| <p>This project is to evaluate the DAFT system and determine the appropriate upgrade to the system.</p> | |
| Wastewater Treatment Plant Roof Replacement - Construction | \$340,000 |
| <p>This project is to replace the roof and repair the parapet on the Service Building at the Wastewater Treatment Plant. A Wastewater Note (\$340,000) will be used to fund the project.</p> | |
| Wastewater Treatment Plant Roof Replacement - Pretreatment Building - Design | \$30,000 |
| <p>The roof on the Pretreatment Building at the Treatment Plant has reached its useful life. This project is to design for the replacement of the roof for the Pretreatment Building. The design will be funding using the Wastewater Operating Budget (\$30,000). Construction is planned for 2025.</p> | |

Water Utility

Water Utility Projects Total: \$7,493,112

Center Avenue water main replacement \$2,518,112

The public water main and public side lead services will be replaced along Center Avenue as part of the Wisconsin DOT Center Avenue Rehabilitation project. Water main and public side lead services will be replaced from Wolcott Street to approximately 600 feet north of State Street and from Riverside Street to McKinley Street. The water main replacement will be funded by a Water Utility Note (\$675,000) and Federal ARPA funds (\$1,843,112).

Construction of a Materials Storage Building on the Water Utility Office Site \$250,000

This project will construct a cold storage building on the current Water Utility office site. The building will be used to house water main repair materials and supplies needed throughout the year.

Execute fire hydrant replacement program \$600,000

Before 2020, the replacement of fire hydrants as part of the annual street rehabilitation program was funded through borrowing for water mains. Due to the Public Service Commission's rate case in 2019 and the subsequent shift of borrowing for water mains to cash financing these projects, the City will borrow \$600,000 in the Water Utility Fund in 2024 to fund this program.

Execute lead water service lateral replacement program 2024 \$210,000

The city is aggressively removing lead water service lines to avoid the addition of chemicals to our water distribution system. This project is to remove public side services within and outside of the City's street rehabilitation program limits. It will be funded through Water Utility borrowing (\$130,000) and Wastewater Utility (\$80,000) borrowing.

Replace Roof at Pump Station #2 \$110,000

In 2024, the city will replace the roof at Pump Station No. 2. The project will be funded with Water Utility borrowing (\$110,000).

Secure a potential water tower site \$50,000

Several years ago, the need for a water tower was identified on the City's northeast side as development continues. Water Utility borrowing (\$50,000) is proposed for the City to purchase an option on a property in order to reserve the land for when the water tower is needed.

Water main improvements/replacements \$3,500,000

This program replaces undersized water mains (1-1/2 inch to 4-inch) with larger mains or mains experiencing an abnormal number of water main breaks in the distribution system. Replacement is done in coordination with street rehabilitation projects. Since 2020, these replacements have been financed through the Water

Utility operating budget.

Water structure & valve replacement \$255,000

Prior to street reconstruction, the condition of the water structures and valves are evaluated. Old, deteriorated structures and nonfunctioning valves are rehabilitated or replaced before the street work. This helps ensure the long-term integrity of the street so that a newer street surface will not be excavated due to a failing structure or valve. This is completed in conjunction with the annual street rehabilitation program and will cost \$255,000 in 2024, funded by Water Utility Fund borrowing.

Projects: 60 \$51,011,896

**CAPITAL OUTLAY SUMMARY – Non-GO Debt Funding Sources
2024 BUDGET**

| Description | Proposed 2024 Budget |
|---|-------------------------|
| GENERAL FUND | |
| GENERAL GOVERNMENT | |
| <u>INFORMATION TECHNOLOGY</u> | |
| * Engineering/Finance PC | 3,900 |
| * Fire MDT Toughbooks CF-20 | 11,424 |
| * ERP Database Server (Toto) | 21,500 |
| * Wastewater Treatment Plant Server (Sniff) | 21,500 |
| * Monitors (2) | 960 |
| * Police MDT Toughbooks | 35,440 |
| * Replacement Laptops | 7,590 |
| * Replacement PCs | 63,700 |
| * Print Server (Eddie) | 21,500 |
| TOTAL GENERAL GOVERNMENT | <u>\$187,514</u> |
| TOTAL GENERAL FUND | |
| | <u>\$187,514</u> |
| ENTERPRISE FUNDS | |
| TRANSIT | |
| <u>Grant Portion of Transit Assets</u> | |
| * Replace Support Vehicle | <u>\$40,000</u> |
| TOTAL TRANSIT | <u>\$40,000</u> |
| STORMWATER UTILITY | |
| <u>Funded by User Fee Revenues</u> | |
| * Curb & Gutter Replacements | \$2,750,000 |
| * Storm Sewer Cleaning & Televising | 150,000 |
| * Storm Sewer Lining & Point Repairs | 320,000 |
| * Storm Sewer Enhancements | 275,000 |
| * Storm Structure Rehab & Replacement | 1,260,000 |
| Ruger Avenue Reconstruction Design | 33,000 |
| TOTAL STORMWATER UTILITY | <u>\$4,788,000</u> |

**CAPITAL OUTLAY SUMMARY – Non-GO Debt Funding Sources
2024 BUDGET**

| Description | Proposed 2024 Budget |
|--|-------------------------|
| WATER UTILITY | |
| <u>Funded by User Fee Revenues</u> | |
| * Water Main Replacements | \$3,500,000 |
| * Computer Equipment | 4,598 |
| * Meter Replacement | 436,000 |
| * Hydrant Replacement | 70,000 |
| * Tandom dump truck to replace unit 3920 | 190,000 |
| * Excavation Safety Equipment | 7,500 |
| Desgin CSC Rennovation Phase II | <u>22,000</u> |
| TOTAL WATER UTILITY | <u>\$4,230,098</u> |
| WASTEWATER UTILITY | |
| <u>Funded by User Fee Revenues/Replacement Funds</u> | |
| * Study/Design far DAFT Upgrade/Replacement | \$300,000 |
| * Design Pretreatment Building Roof Replacement | \$30,000 |
| * Network Computers | \$2,600 |
| * Water Quality Trading costs | 70,000 |
| * Laboratory Equipment | 5,000 |
| * Safety Equipment | <u>2,000</u> |
| TOTAL WASTEWATER UTILITY | <u>\$409,600</u> |
| TOTAL ENTERPRISE FUNDS | <u>\$9,467,698</u> |
| SPECIAL REVENUE FUNDS | |
| HEDBERG PUBLIC LIBRARY | |
| * A to Z Food America | \$670 |
| * Foundation Directory Online | 3,240 |
| * Gale Business Insights Essential | 4,255 |
| * Hoopla | 79,025 |
| * Kanopy | 4,500 |
| * Mango | 7,215 |
| * Morningstar | 5,310 |
| * Newspaper Archive WI | 1,695 |
| * Novelist Plus | 3,858 |

**CAPITAL OUTLAY SUMMARY – Non-GO Debt Funding Sources
2024 BUDGET**

| Description | Proposed 2024 Budget |
|---|---------------------------|
| HEDBERG PUBLIC LIBRARY (CONT.) | |
| * Overdrive Advantage | \$3,000 |
| * Reference Solutions | 9,700 |
| * Tumblebooks | 839 |
| * Value Line | 6,391 |
| * Youth Services Apps | 250 |
| * Magazine and Newspaper Subscriptions | 22,000 |
| * Music CD's, Audiobooks, DVD's | 47,000 |
| * Purchase New Books, Adult and Children | <u>151,200</u> |
| * Computer Replacement | <u>30,000</u> |
| TOTAL HEDBERG LIBRARY | <u>\$380,148</u> |
| JATV-12 | |
| * Manfrotto Tripod | \$500 |
| * Microphone Boom Stand with Counterweight | 200 |
| * PC Build | 2,000 |
| * RODE Wireless GO II | 300 |
| * Software License | 600 |
| * Sony FDR-AX43A Camcorder | 2,000 |
| * 6-Track Portable Recorder | 300 |
| TOTAL JATV-12 | <u>\$5,900</u> |
| NEIGHBORHOOD SERVICES | |
| * Rent Assistance Computer Replacement | \$2,600 |
| * State and Federal Grants Computer Replacement | <u>1,300</u> |
| TOTAL NEIGHBORHOOD SERVICES | <u>\$3,900</u> |
| SANITATION | |
| * CSC Renovations - Construct Phase I.B | \$1,498,750 |
| * CSC Renovations - Design Phase II | \$60,000 |
| * Design & Construct Cell 6 Leachate Recirculation Phase 2 | 200,000 |
| * Design Cell 6 Closure with Portion of Cells 4 & 5 Closure | 60,000 |
| * SCADA System for Landfill Gas Well Fields | <u>50,000</u> |
| TOTAL SANITATION | <u>\$1,868,750</u> |
| TOTAL SPECIAL REVENUE FUNDS | <u>\$2,258,698</u> |

**CAPITAL OUTLAY SUMMARY – Non–GO Debt Funding Sources
2024 BUDGET**

| Description | Proposed 2024 Budget |
|--|----------------------------|
| INTERNAL SERVICE FUNDS | |
| VOM | |
| * Laser Survey w/ GPS | \$28,500 |
| * Dump Truck - Single Axle w/ 65 Gal Prewet | 225,000 |
| * Dump Truck - Single Axle w/ 65 Gal Prewet | 225,000 |
| * Dump Truck - Single Axle w/ 65 Gal Prewet | 225,000 |
| * Backhoe - Loader Wheeled 4WD | 170,000 |
| * Utility Vehicle - Landfill | 23,500 |
| * CASE 721G Upgrade to CASE 821 | 80,000 |
| * Loader - Skidsteer Tracked | 76,000 |
| * Pickup - 4WD Compact | 45,000 |
| * Trailer - Dump 6'x10' Deckover w/ Charger | 11,000 |
| * Pickup - 4WD 1 ton HD w/ Aux Fuel Tank ET | 48,000 |
| * Plows, Salt Spreaders, and Other Attachments | 212,500 |
| * Miscellaneous Small Equipment | <u>60,000</u> |
| TOTAL VOM | <u>\$1,429,500</u> |
| TOTAL INTERNAL SERVICE FUNDS | <u>\$1,429,500</u> |
| TOTAL NON-GENERAL FUND | <u>\$13,155,896</u> |

CITY OF JANESVILLE, WISCONSIN

Computation of Legal Debt Margin

December 31, 2023

| | |
|---|-------------------------------|
| Equalized Value of Real and Personal Property | <u><u>\$8,093,961,800</u></u> |
| Debt Limit, Five (5) Percent of Equalized Valuation (Wisconsin Statutory Limitation) | <u><u>\$404,698,090</u></u> |
| Amount of Debt Applicable to Debt Limitation: Total General Obligation Debt | |
| Applicable to Debt Limit at December 31, 2023 (24.74% of Legal Limit) | <u>100,110,000 *</u> |
| Remaining Legal Debt Margin | <u><u>\$304,588,090</u></u> |

* Does not include Wastewater Utility Revenue Debt in the amount of \$12,516,907

* Does not include Water Utility Revenue Debt in the amount of \$364,517

**General Obligation Debt Service for 2024 and
Total Outstanding Indebtedness as of December 31, 2023**

| Original Amount | 2024 | | 2024 Principal & Interest | Outstanding as of 12/31/2023 | | | | |
|---|-----------|---|---------------------------------|------------------------------|---------------------|----------------------|---------------------|----------------------|
| | Principal | Interest | | Principal | Interest | Total | | |
| Water Utility | | | | | | | | |
| 2014 L.T. Note | 2,210,000 | Water Utility Improvements | 350,000 | 1,750 | 351,750 | 350,000 | 1,750 | 351,750 |
| 2014A L.T. Note | 1,400,000 | Water Utility Improvements | 150,000 | 750 | 150,750 | 150,000 | 750 | 150,750 |
| 2015 L.T. Note | 3,001,000 | Water Utility Improvements | 295,000 | 13,275 | 308,275 | 590,000 | 17,700 | 607,700 |
| 2016 L.T. Note | 4,333,000 | Water Utility Improvements | 425,000 | 19,050 | 444,050 | 1,165,000 | 32,650 | 1,197,650 |
| 2017 L.T. Note | 3,985,000 | Water Utility Improvements | 390,000 | 36,900 | 426,900 | 1,425,000 | 79,125 | 1,504,125 |
| 2018 L.T. Note | 4,879,000 | Water Utility Improvements | 490,000 | 65,850 | 555,850 | 2,440,000 | 182,400 | 2,622,400 |
| 2019 L.T. Note | 3,788,000 | Water Utility Improvements | 380,000 | 60,800 | 440,800 | 2,280,000 | 210,900 | 2,490,900 |
| 2019 L.T. Note | 61,000 | Water - Distribution System Expansion- SA | 12,000 | 480 | 12,480 | 24,000 | 660 | 24,660 |
| 2020 L.T. Note | 880,000 | Water Utility Improvements | 88,000 | 9,763 | 97,763 | 610,000 | 36,606 | 646,606 |
| 2020 L.T. Note | 220,000 | Water - Distribution System Expansion- SA | 45,000 | 1,740 | 46,740 | 131,000 | 3,245 | 134,245 |
| 2021 L.T. Note | 1,722,000 | Water Utility Improvements | 179,000 | 20,160 | 199,160 | 1,261,000 | 83,055 | 1,344,055 |
| 2021 L.T. Note | 52,000 | Water - Distribution System Expansion- SA | 6,000 | 615 | 6,615 | 39,000 | 2,433 | 41,433 |
| 2022 L.T. Note | 1,249,750 | Water Utility Improvements | 144,750 | 34,795 | 179,545 | 1,078,500 | 145,195 | 1,223,695 |
| 2023 L.T. Note | 2,143,000 | Water Utility Improvements | 298,000 | 86,943 | 384,943 | 2,143,000 | 407,843 | 2,550,843 |
| Water Utility Total | | | \$ 3,252,750 | \$ 352,871 | \$ 3,605,621 | \$ 13,686,500 | \$ 1,204,312 | \$ 14,890,812 |
| Wastewater Utility | | | | | | | | |
| 2014 L.T. Note | 2,434,000 | Wastewater Utility Improvements | 225,000 | 1,125 | 226,125 | 225,000 | 1,125 | 226,125 |
| 2015 L.T. Note | 776,000 | Wastewater Utility Improvements | 75,000 | 2,775 | 77,775 | 130,000 | 3,600 | 133,600 |
| 2016 L.T. Note | 1,108,000 | Wastewater Utility Improvements | 105,000 | 4,650 | 109,650 | 285,000 | 7,950 | 292,950 |
| 2017 L.T. Note | 1,054,000 | Wastewater Utility Improvements | 100,000 | 9,450 | 109,450 | 365,000 | 20,325 | 385,325 |
| 2018 L.T. Note | 1,515,000 | Wastewater Utility Improvements | 145,000 | 18,525 | 163,525 | 690,000 | 49,200 | 739,200 |
| 2019 L.T. Note | 1,035,000 | Wastewater Utility Improvements | 105,000 | 15,250 | 120,250 | 580,000 | 50,250 | 630,250 |
| 2019 L.T. Note | 32,000 | Sanitary Sewer System Expansion- SA | 6,000 | 240 | 6,240 | 12,000 | 330 | 12,330 |
| 2020 L.T. Note | 1,982,000 | Wastewater Utility Improvements | 198,000 | 22,238 | 220,238 | 1,384,000 | 83,844 | 1,467,844 |
| 2020 L.T. Note | 174,000 | Sanitary Sewer System Expansion- SA | 36,000 | 1,380 | 37,380 | 104,000 | 2,570 | 106,570 |
| 2021 L.T. Note | 3,367,000 | Wastewater Utility Improvements | 344,000 | 39,495 | 383,495 | 2,470,000 | 162,448 | 2,632,448 |
| 2021 L.T. Note | 105,000 | Sanitary Sewer System Expansion- SA | 11,000 | 1,280 | 12,280 | 80,000 | 5,240 | 85,240 |
| 2022 L.T. Note | 1,331,250 | Wastewater Utility Improvements | 146,250 | 37,325 | 183,575 | 1,155,000 | 157,675 | 1,312,675 |
| 2023 L.T. Note | 2,725,000 | Wastewater Utility Improvements | 380,000 | 110,544 | 490,544 | 2,725,000 | 516,844 | 3,241,844 |
| Wastewater Utility Total | | | \$ 1,876,250 | \$ 264,277 | \$ 2,140,527 | \$ 10,205,000 | \$ 1,061,401 | \$ 11,266,401 |
| Storm Sewer Utility Improvements | | | | | | | | |
| 2014 L.T. Note | 254,000 | Storm Sys. Imps., GIS & CADD Enhancements | 15,000 | 75 | 15,075 | 15,000 | 75 | 15,075 |
| 2015 L.T. Note | 427,000 | Storm Improvements | 45,000 | 2,025 | 47,025 | 90,000 | 2,700 | 92,700 |
| 2016 L.T. Note | 973,000 | Storm Improvements | 85,000 | 3,750 | 88,750 | 230,000 | 6,400 | 236,400 |
| 2018 L.T. Note | 1,472,000 | Storm Improvements | 150,000 | 18,150 | 168,150 | 680,000 | 47,700 | 727,700 |
| 2020 L.T. Note | 1,418,000 | Storm Improvements | 145,000 | 15,800 | 160,800 | 985,000 | 59,725 | 1,044,725 |
| 2021 L.T. Note | 931,000 | Storm Improvements | 90,000 | 11,525 | 101,525 | 715,000 | 48,737 | 763,737 |
| 2022 L.T. Note | 6,250 | Storm Improvements | 1,250 | 175 | 1,425 | 5,000 | 350 | 5,350 |
| 2023 L.T. Note | 1,665,000 | Storm Improvements | 230,000 | 67,453 | 297,453 | 1,665,000 | 320,453 | 1,985,453 |
| Storm Sewer Utility Improvements Total | | | \$ 761,250 | \$ 118,953 | \$ 880,203 | \$ 4,385,000 | \$ 486,140 | \$ 4,871,140 |
| WRS Internal Service | | | | | | | | |
| 2013A L.T. Note | 561,000 | WRS Prior Service Costs | 52,000 | 2,098 | 54,098 | 101,000 | 2,797 | 103,797 |
| WRS Internal Service Total | | | \$ 52,000 | \$ 2,098 | \$ 54,098 | \$ 101,000 | \$ 2,797 | \$ 103,797 |
| Library | | | | | | | | |
| 2013A L.T. Note | 343,000 | WRS Prior Service Costs | 31,000 | 1,273 | 32,273 | 61,000 | 1,701 | 62,701 |
| 2018 L.T. Note | 383,000 | Library Roof Replacement | 40,000 | 4,950 | 44,950 | 185,000 | 13,125 | 198,125 |
| 2019 L.T. Note | 600,000 | Library Transformation Project | 60,000 | 9,000 | 69,000 | 340,000 | 30,000 | 370,000 |
| 2020 L.T. Note | 1,019,000 | Library HVAC Unit Replacement | 90,000 | 13,150 | 103,150 | 790,000 | 50,525 | 840,525 |
| Library Total | | | \$ 221,000 | \$ 28,373 | \$ 249,373 | \$ 1,376,000 | \$ 95,351 | \$ 1,471,351 |
| Sanitation - Waste Management | | | | | | | | |
| 2016 L.T. Note | 2,000,000 | Landfill Ph. 4 - Construction | 200,000 | 8,900 | 208,900 | 545,000 | 15,250 | 560,250 |
| 2016 L.T. Note | 50,000 | Landfill Ph. 2 - Leachate Recirculation | 5,000 | 250 | 5,250 | 15,000 | 450 | 15,450 |
| 2017 L.T. Note | 1,342,000 | Closure - Phase 3 | 135,000 | 12,585 | 147,585 | 487,000 | 27,135 | 514,135 |
| 2017 L.T. Note | 1,000,000 | Clay Procurement | 100,000 | 9,330 | 109,330 | 361,000 | 20,115 | 381,115 |
| 2017 L.T. Note | 375,000 | Steel-Wheel Compactor Upgrade | 38,000 | 3,540 | 41,540 | 137,000 | 7,635 | 144,635 |
| 2017 L.T. Note | 285,000 | Paving Improvements | 29,000 | 2,685 | 31,685 | 104,000 | 5,790 | 109,790 |
| 2017 L.T. Note | 250,000 | Landfill Expansion Permit Process | 25,000 | 2,325 | 27,325 | 90,000 | 5,010 | 95,010 |
| 2017 L.T. Note | 109,000 | Extend Metropolitan Area Network | 11,000 | 1,035 | 12,035 | 40,000 | 2,220 | 42,220 |
| 2017 L.T. Note | 75,000 | Waste Collection Carts | 7,000 | 675 | 7,675 | 26,000 | 1,470 | 27,470 |
| 2018 L.T. Note | 150,000 | Superfund Site Remediation | 15,000 | 1,875 | 16,875 | 70,000 | 4,950 | 74,950 |
| 2019 L.T. Note | 2,000,000 | Landfill Expansion Cell 6 | 224,000 | 25,760 | 249,760 | 1,036,000 | 77,280 | 1,113,280 |
| 2019 L.T. Note | 860,000 | Waste/Recycling Collection Vehicle Replacement | 96,000 | 11,040 | 107,040 | 444,000 | 33,120 | 477,120 |
| 2020 L.T. Note | 2,357,000 | Landfill Expansion Cell 6 - Final Construction | 258,000 | 32,018 | 290,018 | 1,967,000 | 117,734 | 2,084,734 |
| 2020 L.T. Note | 854,000 | Waste/Recycling Collection Vehicle Replacement | 91,000 | 11,605 | 102,605 | 712,000 | 42,798 | 754,798 |
| 2020 L.T. Note | 235,000 | Clean-Fill and Compost Site Rehabilitation | 26,000 | 3,203 | 29,203 | 197,000 | 11,816 | 208,816 |
| 2020 L.T. Note | 179,000 | Compost Site Attendant's Office | 20,000 | 2,425 | 22,425 | 149,000 | 8,903 | 157,903 |
| 2021 L.T. Note | 700,000 | Landfill Cell 4 Intermediate Cover, Gas System Install & Imps | 85,000 | 7,800 | 92,800 | 504,000 | 27,055 | 531,055 |
| 2021 L.T. Note | 612,000 | Waste/Recycling Collection Vehicle Replacement | 75,000 | 6,825 | 81,825 | 441,000 | 23,783 | 464,783 |
| 2022 L.T. Note | 963,000 | Replace Sanitary Landfill Compactor | 103,580 | 27,110 | 130,690 | 842,550 | 117,674 | 960,224 |
| 2022 L.T. Note | 6,250 | IT Strategic Plan 2018-2022 | 670 | 175 | 845 | 5,450 | 761 | 6,211 |
| 2023 L.T. Note | 379,000 | Waste Collection Vehicle | 50,000 | 15,429 | 65,429 | 379,000 | 72,003 | 451,003 |
| Sanitation - Waste Management Total | | | \$ 1,594,250 | \$ 186,589 | \$ 1,780,839 | \$ 8,552,000 | \$ 622,951 | \$ 9,174,951 |

**General Obligation Debt Service for 2024 and
Total Outstanding Indebtedness as of December 31, 2023**

| Original Amount | 2024 | | 2024 Principal & Interest | Outstanding as of 12/31/2023 | | | | |
|---|-----------|--|---------------------------------|------------------------------|---------------------|----------------------|---------------------|----------------------|
| | Principal | Interest | | Principal | Interest | Total | | |
| TIF Districts & Land Acquisition | | | | | | | | |
| 2014 L.T. Note | 635,000 | TIF #25 | 70,000 | 350 | 70,350 | 70,000 | 350 | 70,350 |
| 2016 L.T. Note | 200,000 | TIF #35- Shine Medical Technologies | 20,000 | 900 | 20,900 | 55,000 | 1,550 | 56,550 |
| 2017 L.T. Note | 1,213,000 | TIF #36 - Town Square W. Side Impr. | 123,000 | 11,655 | 134,655 | 450,000 | 25,110 | 475,110 |
| 2017 L.T. Note | 402,000 | TIF #36 - Jackson St. Lighting Impr. | 41,000 | 3,885 | 44,885 | 150,000 | 8,370 | 158,370 |
| 2017 L.T. Note | 185,000 | TIF #36 - W. Milwaukee St. Rehab | 19,000 | 1,785 | 20,785 | 69,000 | 3,825 | 72,825 |
| 2017 L.T. Note | 40,000 | TIF #36 - E. Milwaukee St. Bridge Rehab | 4,000 | 390 | 4,390 | 15,000 | 855 | 15,855 |
| 2017 L.T. Note | 30,000 | TIF #36 - Court St. Two-Way | 3,000 | 285 | 3,285 | 11,000 | 615 | 11,615 |
| 2018 L.T. Note | 2,023,000 | TIF #36 - Town Square W. Side Impr. Phase 2 | 193,000 | 28,965 | 221,965 | 1,062,000 | 81,690 | 1,143,690 |
| 2018 L.T. Note | 1,397,000 | TIF #36 - River Street Reconstruction | 135,000 | 20,025 | 155,025 | 735,000 | 56,415 | 791,415 |
| 2018 L.T. Note | 757,000 | TIF #36 - E. Milwaukee St. Bridge Rehab | 73,000 | 10,815 | 83,815 | 397,000 | 30,465 | 427,465 |
| 2018 L.T. Note | 483,000 | TIF #36 - Court St. Two-Way | 47,000 | 6,915 | 53,915 | 254,000 | 19,470 | 273,470 |
| 2018 L.T. Note | 136,000 | TIF #37 - Water & Sewer Expansion for Redev. | 15,000 | 2,025 | 17,025 | 75,000 | 5,625 | 80,625 |
| 2018 L.T. Note | 70,000 | TIF #36 - Downtown Wayfinding Signage | 7,000 | 1,005 | 8,005 | 37,000 | 2,835 | 39,835 |
| 2019 Tax L.T. Note | 3,015,000 | TIF #35- Shine Medical Technologies | 385,000 | 56,154 | 441,154 | 2,545,000 | 194,676 | 2,739,676 |
| 2019 L.T. Note | 933,000 | TIF #36 - E. Milwaukee St. Bridge Rehab | 93,000 | 13,890 | 106,890 | 525,000 | 46,170 | 571,170 |
| 2019 L.T. Note | 195,000 | TIF #36 - 20 E. Court St. Demolition | 19,000 | 2,920 | 21,920 | 110,000 | 9,885 | 119,885 |
| 2019 L.T. Note | 80,000 | TIF #36 - Blain Gilbertson Family Heritage Bridge | 8,000 | 1,190 | 9,190 | 45,000 | 3,945 | 48,945 |
| 2020 L.T. Note | 2,143,000 | TIF #36 - ARISE - E. Side Town Square Impr. | 15,000 | 35,000 | 50,000 | 2,110,000 | 194,125 | 2,304,125 |
| 2020 L.T. Note | 435,000 | TIF #25 - Kennedy Road Rehabilitation | 105,000 | 1,050 | 106,050 | 105,000 | 1,050 | 106,050 |
| 2020 Tax L.T. Bond | 3,370,000 | TIF #38 - Developer Incentive | 150,000 | 57,308 | 207,308 | 3,125,000 | 556,339 | 3,681,339 |
| 2020 Tax L.T. Bond | 140,000 | TIF #38 - Utility Extension | 5,000 | 2,440 | 7,440 | 130,000 | 25,550 | 155,550 |
| 2021 Tax L.T. Bond | 1,777,000 | TIF #36 - ARISE - Milwaukee St. Reconditioning | 175,000 | 21,900 | 196,900 | 1,360,000 | 92,500 | 1,452,500 |
| 2023 L.T. Note | 1,090,000 | TIF #36 - Reconstruction of E. Milwaukee St (Main to Atwood) | 25,000 | 44,341 | 69,341 | 1,090,000 | 342,741 | 1,432,741 |
| TIF Districts & Land Acquisition Total | | | \$ 1,730,000 | \$ 325,192 | \$ 2,055,192 | \$ 14,525,000 | \$ 1,704,156 | \$ 16,229,156 |

| | | | | | | | | |
|--------------------------------------|---------|-------------------------------------|-------------------|------------------|-------------------|---------------------|-------------------|---------------------|
| Special Assessment Fund | | | | | | | | |
| 2018 L.T. Note | 494,000 | DPW Infrastructure Improvements | 98,000 | 1,470 | 99,470 | 98,000 | 1,470 | 99,470 |
| 2018 L.T. Note | 60,000 | DPW Infrastructure Improvements | 12,000 | 180 | 12,180 | 12,000 | 180 | 12,180 |
| 2019 L.T. Note | 229,000 | DPW Infrastructure Improvements | 51,000 | 1,820 | 52,820 | 96,000 | 2,495 | 98,495 |
| 2019 L.T. Note | 196,000 | DPW Infrastructure Improvements | 40,000 | 1,510 | 41,510 | 77,000 | 2,065 | 79,065 |
| 2020 L.T. Note | 390,000 | DPW Infrastructure Improvements | 79,000 | 3,130 | 82,130 | 232,000 | 5,860 | 237,860 |
| 2021 L.T. Note | 218,000 | ARISE- Milwaukee St. Reconditioning | 42,000 | 2,525 | 44,525 | 169,000 | 5,808 | 174,808 |
| 2021 L.T. Note | 168,000 | DPW Infrastructure Impr. | 33,000 | 1,950 | 34,950 | 131,000 | 4,455 | 135,455 |
| 2022 L.T. Note | 288,600 | DPW Sidewalk Program | 73,600 | 9,622 | 83,222 | 288,600 | 24,347 | 312,947 |
| 2023 L.T. Note | 460,000 | Sidewalk Program | - | 20,955 | 20,955 | 460,000 | 69,040 | 529,040 |
| 2023 L.T. Note | 106,000 | Reconstruction of E. Milwaukee St | - | 4,240 | 4,240 | 106,000 | 15,480 | 121,480 |
| Special Assessment Fund Total | | | \$ 428,600 | \$ 47,402 | \$ 476,002 | \$ 1,669,600 | \$ 131,200 | \$ 1,800,800 |

| | | | | | | | | |
|---------------------------|-----------|---|---------|--------|---------|-----------|---------|-----------|
| GENERAL CITY | | | | | | | | |
| General Government | | | | | | | | |
| 2013A L.T. Note | 2,111,000 | WRS Prior Service Costs | 192,000 | 7,893 | 199,893 | 378,000 | 10,544 | 388,544 |
| 2014 L.T. Note | 250,000 | IT Strategic Plan | 43,000 | 180 | 43,180 | 43,000 | 180 | 43,180 |
| 2014 L.T. Note | 45,000 | IT - Complete PH II & III of ERP | 7,000 | 35 | 7,035 | 7,000 | 35 | 7,035 |
| 2014 L.T. Note | 25,000 | Enterprise GIS Program Develop | 3,000 | 15 | 3,015 | 3,000 | 15 | 3,015 |
| 2014 L.T. Note | 16,000 | Replacement of CADD system | 3,000 | 15 | 3,015 | 3,000 | 15 | 3,015 |
| 2015 L.T. Note | 118,000 | IT Strategic Plan | 11,000 | 375 | 11,375 | 18,000 | 480 | 18,480 |
| 2016 L.T. Note | 288,000 | City Hall- Boiler Replacement | 25,000 | 1,110 | 26,110 | 68,000 | 1,900 | 69,900 |
| 2016 L.T. Note | 205,000 | IT Tech Improvements | 18,000 | 800 | 18,800 | 49,000 | 1,370 | 50,370 |
| 2016 L.T. Note | 30,000 | IT Extend Metropolitan Area Network | 3,000 | 130 | 3,130 | 8,000 | 220 | 8,220 |
| 2017 L.T. Note | 660,000 | City Hall - Elevator Modernization | 61,000 | 5,775 | 66,775 | 223,000 | 12,465 | 235,465 |
| 2017 L.T. Note | 303,000 | IT Extend Metropolitan Area Network | 28,000 | 2,700 | 30,700 | 104,000 | 5,790 | 109,790 |
| 2017 L.T. Note | 209,000 | IT Tech Improvements | 19,000 | 1,815 | 20,815 | 70,000 | 3,930 | 73,930 |
| 2017 L.T. Note | 50,000 | City Hall Roof Replace/Chambers Renov. | 5,000 | 465 | 5,465 | 18,000 | 990 | 18,990 |
| 2017 L.T. Note | 47,000 | Roof Repairs | 4,000 | 390 | 4,390 | 15,000 | 855 | 15,855 |
| 2017 L.T. Note | 40,000 | City Hall Deck / Upper Garage Ceiling Repr. | 4,000 | 360 | 4,360 | 14,000 | 750 | 14,750 |
| 2017 L.T. Note | 8,000 | IT Tech Improvements - Govern/New World | 1,000 | 45 | 1,045 | 2,000 | 60 | 2,060 |
| 2018 L.T. Note | 1,353,000 | City Hall - Roof Replace/Council Chambers Renov. | 141,000 | 15,315 | 156,315 | 581,000 | 38,745 | 619,745 |
| 2018 L.T. Note | 165,000 | IT Tech Improvements | 17,000 | 1,875 | 18,875 | 71,000 | 4,755 | 75,755 |
| 2018 L.T. Note | 126,000 | IT Extend Metropolitan Area Network | 13,000 | 1,395 | 14,395 | 53,000 | 3,525 | 56,525 |
| 2018 L.T. Note | 80,000 | Miscellaneous Public Buildings Improvements | 8,000 | 900 | 8,900 | 34,000 | 2,280 | 36,280 |
| 2018 L.T. Note | 60,000 | Mobile Workforce Implementation | 6,000 | 660 | 6,660 | 25,000 | 1,665 | 26,665 |
| 2018 L.T. Note | 25,000 | City Hall - Permanent EOC (Design) | 3,000 | 285 | 3,285 | 11,000 | 675 | 11,675 |
| 2018 L.T. Note | 25,000 | Roof Repairs | 3,000 | 285 | 3,285 | 11,000 | 675 | 11,675 |
| 2018 L.T. Note | 18,000 | Council Vote Cast System | 2,000 | 210 | 2,210 | 8,000 | 510 | 8,510 |
| 2019 L.T. Note | 2,200,000 | City Hall - Concrete Plaza Improvements | 222,000 | 31,370 | 253,370 | 1,196,000 | 103,605 | 1,299,605 |
| 2019 L.T. Note | 200,000 | IT Tech Improvements | 20,000 | 2,840 | 22,840 | 108,000 | 9,400 | 117,400 |
| 2019 L.T. Note | 25,000 | Miscellaneous Public Buildings Improvements | 3,000 | 330 | 3,330 | 13,000 | 1,120 | 14,120 |
| 2020 L.T. Note | 650,000 | City Hall - Concrete Plaza Improvements | 68,000 | 6,768 | 74,768 | 425,000 | 24,869 | 449,869 |
| 2020 L.T. Note | 242,000 | Roof Replacements | 25,000 | 2,553 | 27,553 | 160,000 | 9,396 | 169,396 |
| 2020 L.T. Note | 240,000 | IT Tech Improvements | 25,000 | 2,488 | 27,488 | 156,000 | 9,114 | 165,114 |
| 2020 L.T. Note | 60,000 | Sign Shop Technology Improvement | 6,000 | 623 | 6,623 | 39,000 | 2,276 | 41,276 |
| 2020 L.T. Note | 50,000 | Emergency Public Building Repairs | 5,000 | 510 | 5,510 | 32,000 | 1,850 | 33,850 |
| 2020 L.T. Note | 38,000 | Election Equipment | 4,000 | 410 | 4,410 | 26,000 | 1,505 | 27,505 |
| 2021 L.T. Note | 440,000 | Design CSC Phase 1 & Extend Metropolitan Area Network | 56,000 | 4,860 | 60,860 | 312,000 | 18,720 | 330,720 |
| 2021 L.T. Note | 408,000 | Install Govern Open Forms & Telework Implementation | 52,000 | 4,535 | 56,535 | 291,000 | 17,513 | 308,513 |
| 2021 L.T. Note | 350,000 | IT Strategic Plan 2018-2022 & GIS Asset Manag. Plan | 44,000 | 3,865 | 47,865 | 248,000 | 14,888 | 262,888 |
| 2021 L.T. Note | 335,000 | City Hall - Fire Alarm System (Design/Construction) | 42,000 | 3,730 | 45,730 | 239,000 | 14,435 | 253,435 |
| 2021 L.T. Note | 250,000 | Comprehensive planning & zoning/subdivision ordinance updates | 32,000 | 2,755 | 34,755 | 177,000 | 10,623 | 187,623 |
| 2021 L.T. Note | 145,000 | Roof Replacements & N. Parker Drive Parking Ramp Maint. | 18,000 | 1,590 | 19,590 | 102,000 | 6,150 | 108,150 |
| 2021 L.T. Note | 60,000 | Emergency Public Building Repairs | 8,000 | 685 | 8,685 | 44,000 | 2,663 | 46,663 |

**General Obligation Debt Service for 2024 and
Total Outstanding Indebtedness as of December 31, 2023**

| Original Amount | 2024 | | 2024 Principal & Interest | Outstanding as of 12/31/2023 | | | | |
|-----------------------------------|-----------|---|---------------------------------|------------------------------|---------------------|----------------------|---------------------|----------------------|
| | Principal | Interest | | Principal | Interest | Total | | |
| General Government (cont.) | | | | | | | | |
| 2022 L.T. Note | 810,000 | Extend Metropolitan Area Network (MAN) 2022 - Phase 6 | 112,000 | 22,090 | 134,090 | 676,000 | 80,985 | 756,985 |
| 2022 L.T. Note | 450,000 | Install Govern Open Forms | 62,000 | 12,250 | 74,250 | 375,000 | 44,965 | 419,965 |
| 2022 L.T. Note | 310,000 | IT Strategic Plan 2018-2022 & GIS Asset Manag. Plan | 45,000 | 8,440 | 53,440 | 259,000 | 30,710 | 289,710 |
| 2022 L.T. Note | 155,000 | Replace Badge server, Upgrade Fire alerting systems, Upgrade permit so | 21,000 | 4,210 | 25,210 | 129,000 | 15,605 | 144,605 |
| 2022 L.T. Note | 140,000 | Emergency Public Building Repairs & Smaller Building Repairs | 19,000 | 3,820 | 22,820 | 117,000 | 14,130 | 131,130 |
| 2022 L.T. Note | 140,000 | Replace roofs at Traxler Park, Youth Sports Complex, Riverside Golf Cou | 19,000 | 3,820 | 22,820 | 117,000 | 14,130 | 131,130 |
| 2022 L.T. Note | 10,000 | Recreation Wireless Internet | 1,000 | 260 | 1,260 | 8,000 | 1,040 | 9,040 |
| 2023 L.T. Note | 2,751,000 | Construct CSC Reonovations Ph 1A | 399,000 | 123,917 | 522,917 | 2,751,000 | 521,957 | 3,272,957 |
| 2023 L.T. Note | 100,000 | IT Install Govern Open Forms | 14,000 | 3,712 | 17,712 | 100,000 | 18,292 | 118,292 |
| 2023 L.T. Note | 100,000 | Programs the Elimatte Blighted Properties | 14,000 | 3,721 | 17,721 | 100,000 | 17,986 | 117,986 |
| General Government Total | | | \$ 1,956,000 | \$ 299,178 | \$ 2,255,178 | \$ 10,017,000 | \$ 1,100,354 | \$ 11,117,354 |
| Public Safety | | | | | | | | |
| 2014 L.T. Note | 3,000,000 | Fire Station #1 - Construction Yr. 4 | 428,000 | 2,140 | 430,140 | 428,000 | 2,140 | 430,140 |
| 2014 L.T. Note | 574,000 | Public Safety Equip - Fire Vehicle Replace | 83,000 | 415 | 83,415 | 83,000 | 415 | 83,415 |
| 2014 L.T. Note | 410,000 | Replacement of Fire SCBA | 60,000 | 300 | 60,300 | 60,000 | 300 | 60,300 |
| 2015 L.T. Note | 3,000,000 | Central Fire Station | 297,000 | 9,705 | 306,705 | 472,000 | 12,330 | 484,330 |
| 2015 L.T. Note | 465,000 | Fire - Vehicle Replacement | 44,000 | 1,440 | 45,440 | 70,000 | 1,830 | 71,830 |
| 2015 L.T. Note | 85,000 | Police - SWAT Equipment | 8,000 | 270 | 8,270 | 13,000 | 345 | 13,345 |
| 2016 L.T. Note | 569,000 | Fire - Vehicle Replacement | 49,000 | 2,170 | 51,170 | 133,000 | 3,710 | 136,710 |
| 2016 L.T. Note | 500,000 | Central Fire Station | 43,000 | 1,910 | 44,910 | 117,000 | 3,270 | 120,270 |
| 2016 L.T. Note | 101,000 | Police - SWAT Equipment & Video Equip. | 9,000 | 390 | 9,390 | 24,000 | 660 | 24,660 |
| 2017 L.T. Note | 525,000 | Fire Engine | 49,000 | 4,635 | 53,635 | 179,000 | 9,975 | 188,975 |
| 2017 L.T. Note | 156,000 | Fire - Vehicle Replacement | 15,000 | 1,395 | 16,395 | 54,000 | 2,970 | 56,970 |
| 2018 L.T. Note | 449,000 | Fire - Vehicle Replacement | 47,000 | 5,085 | 52,085 | 193,000 | 12,855 | 205,855 |
| 2018 L.T. Note | 140,000 | Cardiac Monitor/ Defibrillator Replacement | 15,000 | 1,605 | 16,605 | 61,000 | 4,095 | 65,095 |
| 2019 L.T. Note | 206,000 | Fire - Vehicle Replacement | 20,000 | 2,920 | 22,920 | 111,000 | 9,660 | 120,660 |
| 2019 L.T. Note | 200,000 | Police Department Body Worn Camera Replacement | 20,000 | 2,840 | 22,840 | 108,000 | 9,400 | 117,400 |
| 2019 L.T. Note | 145,000 | Police Services Building HVAC Replacement | 15,000 | 2,100 | 17,100 | 80,000 | 6,955 | 86,955 |
| 2019 L.T. Note | 80,000 | Fire - Facility Upgrades | 8,000 | 1,190 | 9,190 | 45,000 | 3,945 | 48,945 |
| 2020 L.T. Note | 648,000 | Fire - Vehicle Replacement | 67,000 | 6,750 | 73,750 | 424,000 | 24,890 | 448,890 |
| 2020 L.T. Note | 582,000 | Hospital Surge Shelter | 61,000 | 6,075 | 67,075 | 381,000 | 22,353 | 403,353 |
| 2020 L.T. Note | 515,000 | Police Department Pistol Range Improvements | 54,000 | 5,370 | 59,370 | 338,000 | 19,695 | 357,695 |
| 2020 L.T. Note | 294,000 | Police Department Vehicle Replacement | 31,000 | 3,053 | 34,053 | 192,000 | 11,186 | 203,186 |
| 2020 L.T. Note | 215,000 | Fire - Turnout Gear Replacement | 22,000 | 2,228 | 24,228 | 140,000 | 8,199 | 148,199 |
| 2020 L.T. Note | 90,000 | Police Department Body Worn Camera Replacement | 9,000 | 960 | 9,960 | 60,000 | 3,555 | 63,555 |
| 2021 L.T. Note | 443,000 | Replace JPD & JFD Portable and Mobile Radios | 56,000 | 4,890 | 60,890 | 314,000 | 18,780 | 332,780 |
| 2021 L.T. Note | 405,000 | Fire - Training Center & Emergency Generators at Fire Stations | 51,000 | 4,475 | 55,475 | 287,000 | 17,268 | 304,268 |
| 2021 L.T. Note | 313,000 | Police Department Vehicle Replacement | 40,000 | 3,475 | 43,475 | 223,000 | 13,423 | 236,423 |
| 2021 L.T. Note | 250,000 | Fire Department Building Improvements | 32,000 | 2,755 | 34,755 | 177,000 | 10,623 | 187,623 |
| 2021 L.T. Note | 60,000 | Update Police Services Building Security System | 8,000 | 685 | 8,685 | 44,000 | 2,663 | 46,663 |
| 2022 L.T. Note | 493,000 | Fire Department Vehicle Replacement Schedule 2022 | 68,000 | 13,430 | 81,430 | 411,000 | 49,275 | 460,275 |
| 2022 L.T. Note | 450,000 | Defense and Arrest Tactics (DAAT) Training Facility | 62,000 | 12,250 | 74,250 | 375,000 | 44,965 | 419,965 |
| 2022 L.T. Note | 345,500 | Purchase Equipment - Fifth Ambulance | 48,500 | 9,420 | 57,920 | 288,500 | 34,415 | 322,915 |
| 2022 L.T. Note | 299,000 | Police Department Vehicle Replacement | 41,000 | 8,130 | 49,130 | 249,000 | 29,915 | 278,915 |
| 2022 L.T. Note | 250,000 | Fire Department Building Improvements | 35,000 | 6,810 | 41,810 | 209,000 | 25,145 | 234,145 |
| 2022 L.T. Note | 45,000 | Firefighter gear ensemble replacement 2022 | 8,000 | 1,220 | 9,220 | 38,000 | 4,350 | 42,350 |
| 2023 L.T. Note | 852,000 | Fire Department Vehicle Replacement Schedule 2023 | 123,000 | 31,523 | 154,523 | 852,000 | 155,023 | 1,007,023 |
| 2023 L.T. Note | 345,000 | Defense and Arrest Tactics (DAAT) Training Facility | 50,000 | 12,764 | 62,764 | 345,000 | 62,719 | 407,719 |
| 2023 L.T. Note | 335,000 | Police Department Vehicle Replacement | 49,000 | 12,381 | 61,381 | 335,000 | 60,961 | 395,961 |
| 2023 L.T. Note | 200,000 | Replace Tasers for Police Officers | 29,000 | 7,396 | 36,396 | 200,000 | 36,236 | 236,236 |
| 2023 L.T. Note | 118,000 | Fire Department Building Improvements | 17,000 | 4,367 | 21,367 | 118,000 | 21,522 | 139,522 |
| 2023 L.T. Note | 30,000 | Firefighter Gear Replacement 2023 | 4,000 | 1,110 | 5,110 | 30,000 | 5,690 | 35,690 |
| Public Safety Total | | | \$ 2,175,500 | \$ 202,025 | \$ 2,377,525 | \$ 8,261,500 | \$ 767,703 | \$ 9,029,203 |
| Public Works | | | | | | | | |
| 2014 L.T. Note | 2,260,000 | DPW Infrastructure Impr. | 301,000 | 1,505 | 302,505 | 301,000 | 1,505 | 302,505 |
| 2014 L.T. Note | 1,610,000 | Pretreatment Facility - GF Portion | 158,000 | 825 | 158,825 | 158,000 | 825 | 158,825 |
| 2014 L.T. Note | 500,000 | Replace Street Lights with LEDs | 73,000 | 365 | 73,365 | 73,000 | 365 | 73,365 |
| 2014 L.T. Note | 30,000 | Traffic Signal & Street Light Replacement | 3,000 | 15 | 3,015 | 3,000 | 15 | 3,015 |
| 2015 L.T. Note | 4,511,000 | DPW Infrastructure Impr. | 428,000 | 14,010 | 442,010 | 681,000 | 17,805 | 698,805 |
| 2015 L.T. Note | 130,000 | Landfill Ph. 2- Leachate Recirculation | 15,000 | 675 | 15,675 | 30,000 | 900 | 30,900 |
| 2015 L.T. Note | 35,000 | Traffic Signal Red LED Light Replacements | 3,000 | 105 | 3,105 | 5,000 | 135 | 5,135 |
| 2015 L.T. Note | 20,000 | Traffic Signal and Streetlight Replace | 2,000 | 60 | 2,060 | 3,000 | 75 | 3,075 |
| 2015 L.T. Note | 17,000 | GPS for Snowplowing Equipment | 2,000 | 60 | 2,060 | 3,000 | 75 | 3,075 |
| 2016 L.T. Note | 4,254,000 | Construct and Improve Streets | 368,000 | 16,340 | 384,340 | 1,001,000 | 27,970 | 1,028,970 |
| 2016 L.T. Note | 1,500,000 | Parking Plaza Removal | 130,000 | 5,760 | 135,760 | 353,000 | 9,850 | 362,850 |
| 2016 L.T. Note | 86,000 | Traffic Signal Red LED Light Replacements | 7,000 | 310 | 7,310 | 19,000 | 530 | 19,530 |
| 2016 L.T. Note | 72,000 | Traffic Signal and Pedestrian Signals | 6,000 | 260 | 6,260 | 16,000 | 440 | 16,440 |
| 2016 L.T. Note | 42,000 | Transit- Bus Technology Improvements | 4,000 | 180 | 4,180 | 11,000 | 310 | 11,310 |
| 2016 L.T. Note | 25,000 | Public Works- Work Order System | 2,000 | 100 | 2,100 | 6,000 | 180 | 6,180 |
| 2017 L.T. Note | 4,014,000 | DPW Infrastructure Impr. | 375,000 | 35,415 | 410,415 | 1,368,000 | 76,140 | 1,444,140 |
| 2017 L.T. Note | 196,000 | Transit Buses | 18,000 | 1,710 | 19,710 | 66,000 | 3,690 | 69,690 |
| 2017 L.T. Note | 100,000 | Property Acquisitions | 9,000 | 885 | 9,885 | 34,000 | 1,890 | 35,890 |
| 2017 L.T. Note | 77,000 | Traffic Signal and Pedestrian Signals | 7,000 | 675 | 7,675 | 26,000 | 1,470 | 27,470 |
| 2017 L.T. Note | 65,000 | Transit Service/Utility Truck | 6,000 | 570 | 6,570 | 22,000 | 1,230 | 23,230 |
| 2018 L.T. Note | 4,110,000 | DPW Infrastructure Impr. | 427,000 | 46,455 | 473,455 | 1,762,000 | 117,510 | 1,879,510 |
| 2018 L.T. Note | 298,000 | DPW Two-Way Radio System Update | 31,000 | 3,345 | 34,345 | 127,000 | 8,475 | 135,475 |
| 2018 L.T. Note | 278,000 | Transit Bus Annunciation/ GPS System | 29,000 | 3,105 | 32,105 | 118,000 | 7,830 | 125,830 |
| 2018 L.T. Note | 250,000 | Transit Buses | 26,000 | 2,850 | 28,850 | 108,000 | 7,230 | 115,230 |
| 2018 L.T. Note | 65,000 | Traffic Signal and Pedestrian Signals | 6,000 | 690 | 6,690 | 26,000 | 1,800 | 27,800 |
| 2018 L.T. Note | 64,000 | Marsh Creek & Spring Brook Pedestrian Bridges | 6,000 | 720 | 6,720 | 27,000 | 1,845 | 28,845 |
| 2018 L.T. Note | 15,000 | Parking Ramp Maintenance | 1,000 | 165 | 1,165 | 6,000 | 420 | 6,420 |
| 2019 L.T. Note | 5,885,000 | DPW Infrastructure Impr. | 594,000 | 83,980 | 677,980 | 3,201,000 | 277,260 | 3,478,260 |

**General Obligation Debt Service for 2024 and
Total Outstanding Indebtedness as of December 31, 2023**

| Original Amount | 2024 | | 2024 Principal & Interest | Outstanding as of 12/31/2023 | | | | |
|--|------------|--|---------------------------------|------------------------------|----------------------|-----------------------|----------------------|-----------------------|
| | Principal | Interest | | Principal | Interest | Total | | |
| Public Works (cont.) | | | | | | | | |
| 2019 L.T. Note | 325,000 | Transit Buses | 32,000 | 4,670 | 36,670 | 178,000 | 15,305 | 193,305 |
| 2019 L.T. Note | 80,000 | Traffic Signal Safety Improvements | 8,000 | 1,190 | 9,190 | 45,000 | 3,945 | 48,945 |
| 2019 L.T. Note | 25,000 | Traffic Signal and Pedestrian Signals | 3,000 | 330 | 3,330 | 13,000 | 1,120 | 14,120 |
| 2019 L.T. Note | 15,000 | Parking Ramp Maintenance | 2,000 | 170 | 2,170 | 7,000 | 565 | 7,565 |
| 2020 L.T. Note | 4,739,000 | Construct and Improve Streets | 493,000 | 49,428 | 542,428 | 3,105,000 | 181,754 | 3,286,754 |
| 2020 L.T. Note | 492,000 | Salt Brine Manufacturing System | 51,000 | 5,115 | 56,115 | 321,000 | 18,803 | 339,803 |
| 2020 L.T. Note | 287,000 | Transit Buses | 30,000 | 3,000 | 33,000 | 188,000 | 11,030 | 199,030 |
| 2020 L.T. Note | 80,000 | Traffic Signal Safety Improvements | 8,000 | 848 | 8,848 | 53,000 | 3,129 | 56,129 |
| 2020 L.T. Note | 60,000 | Variable Message Boards | 6,000 | 623 | 6,623 | 39,000 | 2,276 | 41,276 |
| 2020 L.T. Note | 25,000 | Traffic Signal and Pedestrian Signals | 3,000 | 248 | 3,248 | 16,000 | 944 | 16,944 |
| 2021 L.T. Note | 5,390,000 | Construct and Improve Streets | 682,000 | 59,735 | 741,735 | 3,833,000 | 230,258 | 4,063,258 |
| 2021 L.T. Note | 99,000 | Transit Buses | 13,000 | 1,120 | 14,120 | 72,000 | 4,275 | 76,275 |
| 2021 L.T. Note | 80,000 | Traffic Signal and Pedestrian Signals | 10,000 | 855 | 10,855 | 55,000 | 3,253 | 58,253 |
| 2021 L.T. Note | 30,000 | Investigate feasibility of landfill solar project | 4,000 | 325 | 4,325 | 21,000 | 1,208 | 22,208 |
| 2022 L.T. Note | 3,721,400 | Construct and Improve Streets | 516,400 | 101,368 | 617,768 | 3,104,400 | 372,050 | 3,476,450 |
| 2022 L.T. Note | 265,000 | North Parker Drive Parking Ramp Maintenance Phase 2 | 30,000 | 7,310 | 37,310 | 220,000 | 27,085 | 247,085 |
| 2022 L.T. Note | 60,000 | Evaluate and install a park space for youth living in downtown housing | 8,000 | 1,630 | 9,630 | 50,000 | 6,085 | 56,085 |
| 2023 L.T. Note | 1,876,000 | Construct and Improve Streets | 272,000 | 78,893 | 350,893 | 1,876,000 | 350,333 | 2,226,333 |
| 2023 L.T. Note | 85,000 | Sidewalk Program | 12,000 | 3,148 | 15,148 | 85,000 | 15,588 | 100,588 |
| 2023 L.T. Note | 250,000 | Annual Parks Paving Projects | 37,000 | 9,233 | 46,233 | 250,000 | 45,373 | 295,373 |
| 2023 L.T. Note | 155,000 | Traffic Signal and Pedestrian Signals | 22,000 | 5,732 | 27,732 | 155,000 | 28,752 | 183,752 |
| Public Works Total | | | \$ 5,279,400 | \$ 556,103 | \$ 5,835,503 | \$ 23,240,400 | \$ 1,890,898 | \$ 25,131,298 |
| Leisure Services | | | | | | | | |
| 2014 L.T. Note | 25,000 | Splash Pad Feasibility Study | 3,000 | 15 | 3,015 | 3,000 | 15 | 3,015 |
| 2015 L.T. Note | 326,000 | Splash Pad | 31,000 | 1,005 | 32,005 | 49,000 | 1,275 | 50,275 |
| 2015 L.T. Note | 40,000 | Playground Replacement | 4,000 | 120 | 4,120 | 6,000 | 150 | 6,150 |
| 2016 L.T. Note | 90,000 | Golf Course Equipment | 8,000 | 360 | 8,360 | 22,000 | 620 | 22,620 |
| 2016 L.T. Note | 40,000 | Playground Replacement | 3,000 | 130 | 3,130 | 8,000 | 220 | 8,220 |
| 2017 L.T. Note | 755,000 | Ice Arena Dehumidification Impr. | 70,000 | 6,630 | 76,630 | 256,000 | 14,280 | 270,280 |
| 2017 L.T. Note | 80,000 | Playground Replacement | 8,000 | 690 | 8,690 | 27,000 | 1,485 | 28,485 |
| 2017 L.T. Note | 75,000 | Golf Course Equipment | 7,000 | 675 | 7,675 | 26,000 | 1,470 | 27,470 |
| 2017 L.T. Note | 70,000 | Bike Trail - Repair/Replace | 7,000 | 645 | 7,645 | 25,000 | 1,365 | 26,365 |
| 2017 L.T. Note | 50,000 | Dawson Softball Facility Improvements | 5,000 | 465 | 5,465 | 18,000 | 990 | 18,990 |
| 2017 L.T. Note | 25,000 | Ice Arena Impr. | 2,000 | 210 | 2,210 | 8,000 | 480 | 8,480 |
| 2018 L.T. Note | 145,000 | ARISE Fitness Court, Pickleball Courts | 15,000 | 1,635 | 16,635 | 62,000 | 4,140 | 66,140 |
| 2018 L.T. Note | 85,000 | Bike Trail - Repair/Replace | 9,000 | 975 | 9,975 | 37,000 | 2,475 | 39,475 |
| 2018 L.T. Note | 70,000 | Northeast Regional Trail- Sandhill to Rotamer (Design) | 7,000 | 795 | 7,795 | 30,000 | 2,040 | 32,040 |
| 2018 L.T. Note | 65,000 | Playground Replacement & Traxler Park Bleachers | 7,000 | 735 | 7,735 | 28,000 | 1,860 | 29,860 |
| 2018 L.T. Note | 60,000 | Aquatic Vessels Caulking & Painting | 6,000 | 660 | 6,660 | 25,000 | 1,665 | 26,665 |
| 2018 L.T. Note | 60,000 | Ice Arena Dehumidification Impr. | 6,000 | 660 | 6,660 | 25,000 | 1,665 | 26,665 |
| 2018 L.T. Note | 55,000 | Dawson Softball Electrical Updates | 6,000 | 660 | 6,660 | 25,000 | 1,665 | 26,665 |
| 2018 L.T. Note | 25,000 | Indoor Sports Facility Feasibility Study | 3,000 | 285 | 3,285 | 11,000 | 675 | 11,675 |
| 2019 L.T. Note | 280,000 | Northeast Regional Trail- Sandhill to Rotamer | 28,000 | 3,960 | 31,960 | 151,000 | 13,060 | 164,060 |
| 2019 L.T. Note | 150,000 | Golf Course Irrigation System Replacement | 15,000 | 2,120 | 17,120 | 81,000 | 6,885 | 87,885 |
| 2019 L.T. Note | 60,000 | Sandstone Drive Park | 6,000 | 900 | 6,900 | 34,000 | 3,000 | 37,000 |
| 2019 L.T. Note | 50,000 | Bike Trail - Repair/Replace | 5,000 | 740 | 5,740 | 28,000 | 2,445 | 30,445 |
| 2019 L.T. Note | 40,000 | Playground Replacement | 4,000 | 580 | 4,580 | 22,000 | 1,890 | 23,890 |
| 2019 L.T. Note | 25,000 | Indoor Sports Facility Schematic Design | 3,000 | 330 | 3,330 | 13,000 | 1,120 | 14,120 |
| 2019 L.T. Note | 20,000 | Ice Arena Dehumidification Impr. | 2,000 | 290 | 2,290 | 11,000 | 945 | 11,945 |
| 2020 L.T. Note | 107,000 | Golf Course Capital Equipment | 12,000 | 1,113 | 13,113 | 71,000 | 4,031 | 75,031 |
| 2020 L.T. Note | 60,000 | Playground Replacement | 6,000 | 623 | 6,623 | 39,000 | 2,276 | 41,276 |
| 2020 L.T. Note | 50,000 | Senior Center HVAC Unit Replacement (Design) | 5,000 | 510 | 5,510 | 32,000 | 1,850 | 33,850 |
| 2020 L.T. Note | 35,000 | Aquatics Facilities Evaluation | 4,000 | 360 | 4,360 | 23,000 | 1,370 | 24,370 |
| 2021 L.T. Note | 645,000 | Senior Center HVAC Upgrade Senior Center | 80,000 | 7,145 | 87,145 | 458,000 | 27,558 | 485,558 |
| 2021 L.T. Note | 177,000 | Golf Course Capital Equipment & Mower for Park Fleet | 22,000 | 1,950 | 23,950 | 125,000 | 7,530 | 132,530 |
| 2021 L.T. Note | 120,000 | Playground Replacement | 15,000 | 1,325 | 16,325 | 85,000 | 5,128 | 90,128 |
| 2021 L.T. Note | 95,000 | Park Improvements - Playground at Schneider, Monterey Imp. | 12,000 | 1,060 | 13,060 | 68,000 | 4,105 | 72,105 |
| 2021 L.T. Note | 90,000 | Dawson Softball General Imps & Replace Nets | 11,000 | 985 | 11,985 | 63,000 | 3,823 | 66,823 |
| 2021 L.T. Note | 30,000 | Palmer Concession Stand Upgrades | 4,000 | 325 | 4,325 | 21,000 | 1,208 | 22,208 |
| 2021 L.T. Note | 20,000 | Develop a Recreation Division Master Plan | 3,000 | 250 | 3,250 | 16,000 | 1,000 | 17,000 |
| 2022 L.T. Note | 175,000 | Complete design of replacement aquatic facility in Palmer Park | 25,000 | 4,760 | 29,760 | 146,000 | 17,420 | 163,420 |
| 2022 L.T. Note | 120,000 | Playground Replacement | 17,000 | 3,270 | 20,270 | 100,000 | 11,795 | 111,795 |
| 2022 L.T. Note | 111,000 | Golf Course Capital Equipment & Improvements | 17,000 | 3,010 | 20,010 | 93,000 | 11,035 | 104,035 |
| 2023 L.T. Note | 1,535,000 | Implement Results of Aquatics Facility in Palmer Park Ph. 1 | 222,000 | 56,777 | 278,777 | 1,535,000 | 279,342 | 1,814,342 |
| 2023 L.T. Note | 60,000 | Palmer Park Mountain Bike Course | 9,000 | 2,210 | 11,210 | 60,000 | 11,030 | 71,030 |
| 2023 L.T. Note | 60,000 | Playground Replacement | 9,000 | 2,210 | 11,210 | 60,000 | 11,030 | 71,030 |
| 2023 L.T. Note | 40,000 | Resurface Palmer Park Tennis Courts # 1-3 | 6,000 | 1,473 | 7,473 | 40,000 | 7,353 | 47,353 |
| 2023 L.T. Note | 25,000 | Golf Course Capital Equipment & Improvements | 4,000 | 928 | 4,928 | 25,000 | 4,208 | 29,208 |
| Leisure Services Total | | | \$ 753,000 | \$ 116,553 | \$ 869,553 | \$ 4,091,000 | \$ 480,971 | \$ 4,571,971 |
| TOTAL GENERAL CITY & DPW IMPROVEMENTS | | | \$ 10,163,900 | \$ 1,173,860 | \$ 11,337,760 | \$ 45,609,900 | \$ 4,239,925 | \$ 49,849,825 |
| GRAND TOTAL GENERAL OBLIGATION DEBT | | | \$ 20,080,000 | \$ 2,499,616 | \$ 22,579,616 | \$ 100,110,000 | \$ 9,548,232 | \$ 109,658,232 |
| Wastewater Utility Revenue | | | | | | | | |
| CWF #4335-09 | 27,212,000 | Wastewater Utility Improvements | 1,625,333 | 203,794 | 1,829,127 | 10,291,438 | 677,522 | 10,968,960 |
| CWF #4335-10 | 986,325 | Wastewater Utility Improvements | 51,854 | 10,211 | 62,066 | 451,404 | 44,683 | 496,087 |
| Wastewater Utility Revenue Total | | | \$ 1,677,187 | \$ 214,005 | \$ 1,891,192 | \$ 10,742,842 | \$ 722,205 | \$ 11,465,047 |
| Water Utility Revenue | | | | | | | | |
| SDWL #5119-01 | 2,150,000 | Water Utility Improvements | 139,450 | 1,649 | 141,099 | 139,450 | 1,649 | 141,099 |
| Water Utility Revenue Total | | | \$ 139,450 | \$ 1,649 | \$ 141,099 | \$ 139,450 | \$ 1,649 | \$ 141,099 |
| TOTAL LONG-TERM DEBT | | | \$ 21,896,637 | \$ 2,715,270 | \$ 24,611,907 | \$ 110,992,292 | \$ 10,272,086 | \$ 121,264,378 |