
CITY OF JANESVILLE

WISCONSIN



Transit Services Center photo by City of Janesville



Transit Services Center concept drawing by Angus Young & Associates

2015 ANNUAL BUDGET

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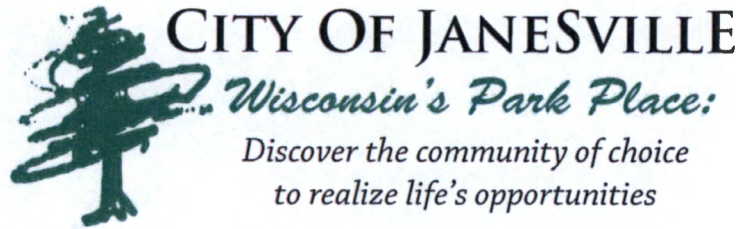
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Council President Severson and City Council Members:

City Administration and staff have worked diligently these past five months to arrive at and submit to you the adopted 2015 City and Library budgets. When we began the process in early August, we faced a shortfall of over \$500,000. Today, I'm pleased to offer to you not only a balanced budget, but one that reduces the City's draw on the fund balance in the amount of \$39,351. As a new City Manager, I approached the process with some caution, not knowing how difficult it would be to reach the end state. I'm pleased to report that the process was absolutely a team effort with great leader participation from across the City and was frankly seamless.

The City Manager's adopted 2015 City and Library budgets meet the budget parameters established as guidance for developing a budget proposal:

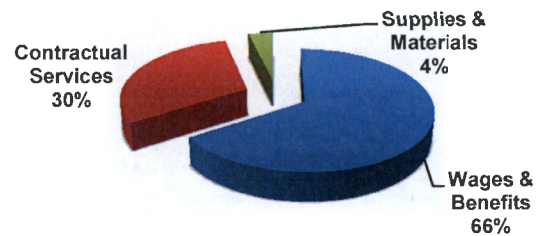
Must-Have

- ✓ Increase the operating property tax levy to maximum allowable amount
- ✓ Maintain or reduce the amount of applied General Fund balance utilized
- ✓ No layoffs
- ✓ No new authorized positions
- ✓ Provide previously-negotiated pay increases to union employees
- ✓ Fully-fund the Associate Planner position that was partially-funded (7 months) in 2014

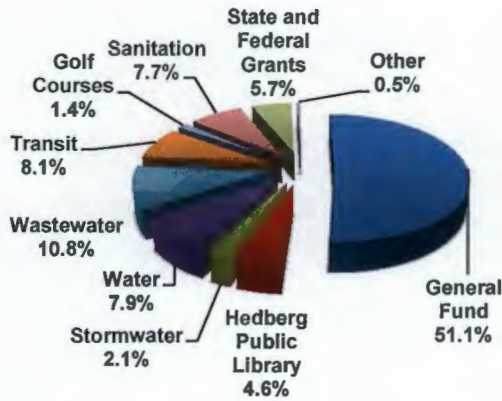
Nice-to-Have

- ✓ Maintain the City's investment in infrastructure
- ✓ Maintain current service levels
- ✓ Continue the merit pay program for administrative employees
- ✓ Provide a 2% COLA to formerly-unionized Department of Public Works employees
- ✗ Provide a 2% COLA to administrative employees

The adopted 2015 City and Library operating budgets for all funds totals \$65,346,231, which represents an increase of \$804,525, or 1.3%, compared to the adopted 2014 budget. As shown in the pie chart to the right, Wages & Benefits represent the largest portion of the operating budget expenditures at 66%, followed by Contractual Services at 30%, and Supplies and Materials at 4%.



Meanwhile, the adopted 2015 City and Library capital and debt service budgets for all funds totals \$21,416,365 which represents an increase of \$2,905,520, or 15.7%, compared to the adopted 2014 budget.



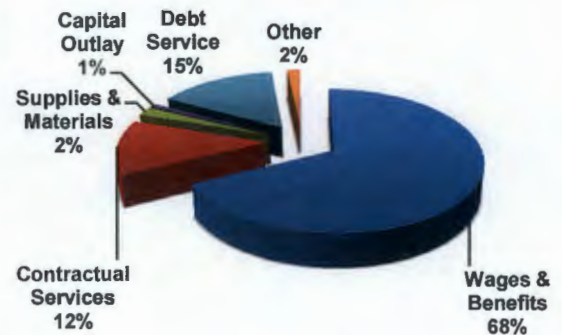
The adopted City and Library budgets are comprised of a number of funds and operating budgets as represented in the pie chart to the left. The largest of these funds in terms of expenditures is the General Fund at 51.1% of the overall operating budget, followed by the Wastewater Utility (10.8%), Transit (8.1%), the Water Utility (7.9%), and the Sanitation Fund (7.7%).

Most of these will be discussed in further detail.

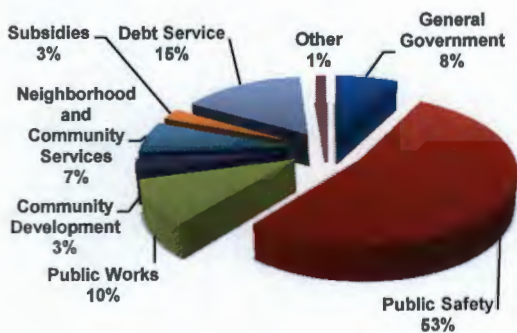
General Fund

The adopted 2015 General Fund budget anticipates expenditures totaling \$44,295,325, which represents an increase of \$1,498,633, or 3.5%, compared to the adopted 2014 General Fund budget. The adopted 2015 General Fund operating budget totals \$37,560,286, which is an increase of \$575,773, or 1.6%, from the adopted 2014 General Fund operating budget. Meanwhile, the adopted 2015 General Fund debt service budget totals \$6,735,039, which represents an increase of \$922,860, or 15.9%, compared to the adopted 2014 General Fund debt service budget. This increase is primarily due to capital projects funded in the 2014 note issue.

The following pie charts break-down the adopted 2015 General Fund budget by use of funds and by programs. Most of the services provided from the General Fund are heavily dependent upon human capital. Wages and Benefits represent the largest category of expenditures at 68% of the adopted 2015 General Fund budget, followed by Debt Service (15%) and Contractual Services (12%).



Within the adopted 2015 General Fund operating budget, which excludes debt service, personnel costs represent 80% of total expenditures.

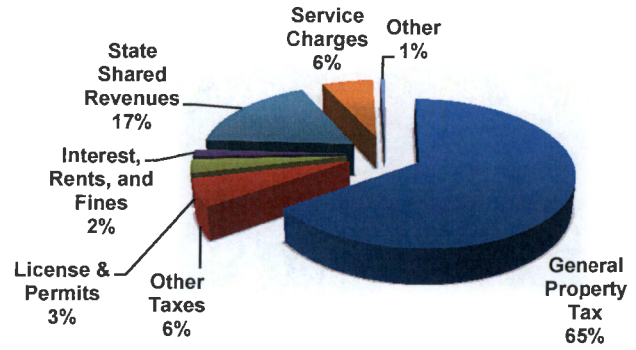


The pie chart to the left illustrates the variety of programs funded through the General Fund. Public Safety (Police and Fire) represents the majority of expenditures at 53%, followed by Debt Service (15%) and Public Works (10%). If debt service is excluded, Public Safety represents 63% of the adopted 2015 General Fund budget.

The City-only portion of the adopted 2015 property tax levy \$1,241,074, or 4.0%, from the adopted 2014 property tax levy. This results in a City-only tax rate of \$8.3401, an increase of 3.7% from 2014. The owner of an average home assessed at \$120,100 can expect their annual property tax bill to increase \$35.75.

Revenue Changes

The pie chart to the right illustrates the variety of revenue sources in the General Fund. Property Taxes represent the majority of adopted General Fund revenue at 65% followed by State Shared Revenue (17%) and Service Charges (6%).



The adopted 2015 General Fund property tax levy totals \$28,411,695, which represents an increase of \$1,158,425, or 4.3%, compared to the adopted 2014 amount. However, the adopted 2015 General Fund budget decreases the amount of applied fund balance utilized to \$635,649, which represents a decrease of \$39,351, or -5.8%, from the adopted 2014 budget.

Non-property tax revenues total \$15,247,981, an increase of \$379,559, or 2.6%, from the adopted 2014 budget. Non-property tax revenue growth is attributed to both increased utilization of user fee-based services and user fee increases for select services. These user fee increases are intended to help offset the cost of providing certain services as well as charge comparable rates to peer communities.

The following summarizes the user fee increases approved with the adopted 2015 General Fund budget:

	Current	Adopted
Real Estate Search Fee	\$30	\$40
Bartender License Fee	\$50	\$60
Ambulance Transport Fees	Varies	Peer Avg.
Community Development Permit Fees		
Minimum Permit Fee	\$50	\$60
Residential Permit Fee	\$0.11 / sqft.	\$0.13 / sqft.
Commercial Permit Fee	\$0.075 / sqft.	\$0.095 / sqft.
Boat Launch Fee		
Daily	\$0	\$6
Annual	\$0	\$30

The following summarizes major revenue changes in the adopted 2015 General Fund budget:

Property Tax Levy	\$ 1,158,425
Seneca Foods Gas Sales	149,000
Ambulance Transport Fees	105,000
Community Development Permits	59,456
Cable TV License Fees	40,000
Bartender License Fees	38,400
Real Estate Search Fees	21,000
Recreation Program Fees	(23,000)
Applied Fund Balance	(39,351)
State Shared Revenue	(46,590)
<u>Other</u>	<u>36,293</u>
Total Revenue Changes	\$ 1,498,633

Program/Expenditure Changes

The adopted 2015 General Fund budget includes a number of significant program and expenditure changes that can be categorized as follows:

Debt Service	\$ 922,860
Wages and Wage-Driven Fringe Benefits	750,212
Police / Fire Step Increases	179,000
Superfund Annual Operating Costs	40,425
Vehicle Operations and Maintenance	32,615
Associate Planner (fully-funded in 2015)	28,836
Utility Increases	17,951
Replace One Less Squad Car	(23,500)
Decrease in WRS Rates	(33,271)
Health Insurance	(48,934)
Elimination of Contingency	(346,477)
<u>Other</u>	<u>(21,084)</u>
Total Program/Expenditure Changes	\$ 1,498,633

Sanitation Fund

The Sanitation Fund consists of Solid Waste Collection, Solid Waste Disposal, and Recycling. The adopted 2015 Sanitation Fund operating budget totals \$5,274,608, which is a decrease of \$446,684, or -7.8%, from the adopted 2014 budget.

Revenue Changes

The adopted 2015 Sanitation Fund budget includes an increase in the per household Solid Waste Collection Fee of \$95.35/year, bringing the total fee to \$120.00/year. Anticipated is a reduction of 23,770 tons in solid waste disposed of at the Sanitary Landfill.

Program/Expenditure Changes

The adopted 2015 Sanitation Fund budget includes a few of significant program and expenditure changes that can be categorized as follows:

DNR Tonnage Fees Due to Less Utilization	\$ (399,300)
Landfill Debt Service Shifted to General Fund	(250,000)
Superfund Site	(26,575)
<u>Other</u>	<u>(9,493)</u>
Total Program/Expenditure Changes	\$ (685,368)

Utilities

The Utilities are comprised of the Water and Wastewater Utilities. The adopted 2015 operating budget for the Water and Wastewater Utilities is \$8,288,501, an increase of \$300,266, or 3.8% from the adopted 2014 budget.

Revenue Changes

The adopted 2015 Water Utility budget includes a 3% inflationary rate increase effective January 1, 2015 that is necessary to maintain the financial health of the fund. Additionally, the adopted 2015 Wastewater Utility budget includes a 6% rate increase effective January 1, 2015 that is necessary to maintain the financial health of the fund and pay for additional work associated with the enhanced street rehabilitation program.

Program/Expenditure Changes

The adopted 2015 Utilities budget includes a number of significant program and expenditure changes that can be categorized as follows:

Water	
Street Repairs for Water Main Breaks	\$ 35,000
Other	177
Wastewater	
Street Rehabilitation Program	182,000
Pre-Treatment Facility Operating Costs	60,000
Facility and Meter Maintenance	71,136
Utility Expenses	(11,108)
<u>Other</u>	<u>(36,939)</u>
Total Program/Expenditure Changes	\$ 300,266

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 Lead Hazard Reduction program. All programs and staffing expenditures are covered through program revenues.

Program/Expenditure Changes

The adopted 2015 State and Federal Grants budget includes a number of significant program and expenditure changes that can be categorized as follows:

Rent Assistance	
Payments for Households Assisted	\$ 151,000
Housing Inspections	(64,530)
Other	(10,904)
State and Federal Grants	
Administration	(10,766)
Housing Programs	65,307
Emergency Assistance Program	(232,000)
Public Service Activities	
Boys & Girls Club	(2,200)
Community Action	6,500
ECHO - Emergency Rent Assistance	(5,800)
Healthnet	(2,000)
The Literacy Connection	1,700
<u>Other</u>	<u>13,593</u>
Total Program/Expenditure Changes	\$ (90,100)

Transit

The adopted 2015 Transit operating budget is \$3,600,927, a decrease of \$131,315, or -3.5% from the adopted 2014 budget. State Operating Assistance for Transit is projected to remain at approximately 24% and Federal Operating Assistance is projected to remain stable at 31%. Total State and Federal Operating Assistance is projected to total \$1,980,500, or 55%. The Local Operating Subsidy is projected to be \$907,262, an increase of \$39,310, or 4.5%, from the adopted 2014 budget. Transit fares were last increased in 2014 and there are no Transit fare increases in 2015.

Stormwater Utility

The adopted 2015 Stormwater Utility operating budget is \$1,582,156, an increase of \$43,248, or 2.8%, from the adopted 2014 budget. A rate decrease of 0.3% is effective January 1, 2015.

Golf Courses

The adopted 2015 Golf Courses operating budget is \$1,253,633, a decrease of \$12,773 or -1.0% from the adopted 2014 budget. Direct costs to operate the two golf courses, including the management contract with KemperSports, are estimated to be \$1,227,623. The adopted 2015 budget projects operating revenues in the amount of \$1,237,677 and a General Fund subsidy of \$14,000, which is \$10,000 less than 2014.

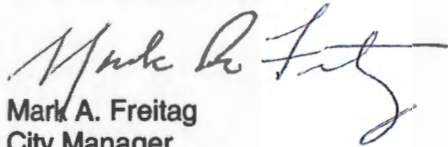
Closing

The adopted 2015 City and Library budgets maintain services levels as well as our investment in infrastructure. Additionally, the adopted 2015 City budget addresses long-term structural concerns in the General Fund budget by reducing the reliance on applied fund balance as well as adjusting user fee rates, where appropriate, to better recover the cost of providing services.

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 and Division's 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 new Finance Director, Tim Allen, for his fresh perspective, new ideas, and his thorough review. He

was superbly supported by Mandy Price and a wonderful Accounting Team. Finally, I must thank Max Gagin for his budgeting expertise and advice, his dedicated work ethic, and his thoughtful reflection on challenges that arose throughout the process.

Respectfully Submitted:

A handwritten signature in cursive script, appearing to read "Mark A. Freitag".

Mark A. Freitag
City Manager

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

	Amended 2014	Adopted 2015	Amount Increase/ (Decrease)	Percent Increase/ (Decrease)
REVENUES				
General Property Tax	\$27,253,270	\$28,411,695	\$1,158,425	4.25%
Fund Balance Applied (a)	1,183,904	635,649	(548,255)	-46.31%
Other Taxes	2,556,107	2,573,000	16,893	0.66%
Licenses & Permits	1,241,100	1,379,956	138,856	11.19%
Interest, Rents, & Fines	682,000	699,000	17,000	2.49%
State Shared Revenues	7,578,715	7,532,125	(46,590)	-0.61%
Service Charges	1,902,700	2,017,200	114,500	6.02%
Recreation	832,800	809,700	(23,100)	-2.77%
Other & Transfers In	<u>75,000</u>	<u>237,000</u>	<u>162,000</u>	<u>216.00%</u>
TOTAL REVENUES	<u>\$43,305,596</u>	<u>\$44,295,325</u>	<u>\$989,729</u>	<u>2.29%</u>
EXPENDITURES				
General Government	3,695,848	3,658,792	(\$37,056)	-1.00%
Public Safety (a)	22,759,659	23,507,344	747,685	3.29%
Public Works (b)	7,368,575	7,001,575	(367,000)	-4.98%
Neighbord & Community Serv.	1,703,248	1,702,411	(837)	-0.05%
Economic Adjustments	95,050	94,750	(300)	-0.32%
Insurance & Other	482,608	484,727	2,119	0.44%
Contingency Account (a)	346,477	0	(346,477)	N/A
General Fund Subsidies	1,041,952	1,110,687	68,735	6.60%
Debt Service	<u>5,812,179</u>	<u>6,735,039</u>	<u>922,860</u>	<u>15.88%</u>
TOTAL EXPENDITURES	<u>\$43,305,596</u>	<u>\$44,295,325</u>	<u>\$989,729</u>	<u>2.29%</u>

(a) The 2014 Contingency budget of \$346,477 is being utilized to fund the 2015 Police and Fire unions negotiated wage increases under the 2013-2015 contract.

(b) The 2014 Amended Budget includes a supplemental appropriation of \$474,320 for Snow Removal.

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 \$500,000 at December 31, 2014.

The level of the unrestricted 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 \$8,489,656 as of December 31, 2014. The adopted 2015 Budget includes \$635,649 of Applied Fund balance to reduce the tax levy. Therefore the resulting unrestricted fund balance is projected to be \$7,854,007.

The City Council has established a policy to maintain the unrestricted General Fund balance between 16.7% and 25% of the budgeted General Fund operating expenditures for the subsequent year. The unrestricted fund balance (assigned and unassigned fund balance) at 12/31/14 of \$7,854,007 divided by the 2015 budgeted operating expenditures of \$37,560,286 yields a ratio of 20.9% which is well within the Council's fund policy.

**City of Janesville
FUND BALANCES
December 31, 2013 and 2014**

	Actual 12/31/2013	Estimated 12/31/2014
<u>Enterprise Funds:</u>		
Water Utility	\$39,199,463	\$39,755,898
Wastewater Utility	54,336,548	54,280,081
Storm Water Utility	5,186,492	5,603,461
Transit	3,145,979	2,725,979
Total Enterprise Funds *	<u>\$101,868,482</u>	<u>\$102,365,419</u>
<u>Internal Service Funds:</u>		
Vehicle Operation & Mtce	\$105,296	(\$91,169)
Insurance Fund	4,194,035	3,925,233
Total Internal Service Funds*	<u>\$4,299,331</u>	<u>\$3,834,064</u>
<u>Special Revenue:</u>		
Industrial Waste	\$6,466	\$6,466
Landfill - Superfund	39,979	39,979
Sanitation Fund	285,042	(328,411)
Oakhill Cemetery	222,114	199,878
Golf Courses	0	3,626
Housing & Neighborhood Services Grants	845,117	850,856
TIF Districts	1,377,151	2,327,651
Library	688,798	661,640
JATV	335,149	357,073
Special Accounts	2,714,274	2,499,274
Total Special Revenue Funds	<u>\$6,514,090</u>	<u>\$6,618,032</u>
<u>Component Unit:</u>		
Housing -Section 8 Rent Assistance	<u>\$288,022</u>	<u>\$357,101</u>
<u>Debt Service Fund:</u>		
	<u>\$628,760</u>	<u>\$1,135,760</u>
<u>Capital Project Fund</u>		
	<u>\$10,200,939</u>	<u>\$10,990,939</u>
<u>General Fund</u>		
Nonspendable	\$901,398	\$500,000
Assigned	675,000	635,649
Unassigned	<u>7,977,241</u>	<u>7,854,007</u>
Total Unrestricted	<u>8,652,241</u>	<u>8,489,656</u>
Total General Fund Balance	<u>\$9,553,639</u>	<u>\$8,989,656</u>

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

General Fund 7-Year Fund Balance History				
	2013	Original Budgeted 2014	Estimated 2014	Budget 2015
Revenue	\$42,168,691	\$42,121,692	\$42,126,313	\$43,659,676
Expenditures	<u>41,653,182</u>	<u>42,796,692</u>	<u>42,690,301</u>	<u>44,295,325</u>
Net change in fund balance	515,509	(675,000)	(563,988)	(635,649)
Fund balance - beg of year	<u>9,038,135</u>	<u>9,553,644</u>	<u>9,553,644</u>	<u>8,989,656</u>
Fund balance - end of year	<u>\$ 9,553,644</u>	<u>\$ 8,878,644</u>	<u>\$ 8,989,656</u>	<u>\$ 8,354,007</u>

General Fund 7-Year Fund Balance Analysis				
	2013	Original Budgeted 2014	Estimated 2014	Budget 2015
Nonspendable Fund Balance	<u>\$901,398</u>	<u>\$500,000</u>	<u>\$500,000</u>	<u>\$500,000</u>
Assigned Fund Balance	\$675,000	\$675,000	\$675,000	\$635,649
Unassigned Fund Balance	<u>7,977,243</u>	<u>7,703,644</u>	<u>7,814,656</u>	<u>7,218,358</u>
Unrestricted Fund Balance	<u>\$8,652,243</u>	<u>\$8,378,644</u>	<u>\$8,489,656</u>	<u>\$7,854,007</u>
Total General Fund Balance	<u>\$9,553,641</u>	<u>\$8,878,644</u>	<u>\$8,989,656</u>	<u>\$8,354,007</u>
General Fund Budget				
Operating Expenditures	\$36,216,110	\$36,984,513	\$36,878,122	\$37,560,286
Debt Service	<u>5,437,077</u>	<u>5,812,179</u>	<u>5,812,179</u>	<u>6,735,039</u>
Total Expenditures	<u>\$41,653,187</u>	<u>\$42,796,692</u>	<u>\$42,690,301</u>	<u>\$44,295,325</u>
Two Months Operating Expenditures	<u>\$6,036,018</u>	<u>\$6,164,086</u>	<u>\$6,146,354</u>	<u>\$6,260,048</u>
Unrestricted fund balance / operating expense for subsequent year's budget	23.5%	22.3%	22.6%	20.9%

Budget policy is between 16.7 and 25%

REVENUE SUMMARY						
2015 BUDGET						
	Actual 2013	Amended Budget 2014	Estimated 2014	Adopted Budget 2015	Amount Increase/ (Decrease)	Percentage Increase/ (Decrease)
GENERAL FUND						
GENERAL PROPERTY TAX						
Real & Personal Property	\$26,610,931	\$27,253,270	\$27,225,000	\$28,411,695	\$1,158,425	4.25%
Fund Balance Applied	<u>(515,504)</u>	<u>1,183,904</u>	<u>563,983</u>	<u>635,649</u>	<u>(548,255)</u>	<u>-46.31%</u>
Subtotal	\$26,095,427	\$28,437,174	\$27,788,983	\$29,047,344	\$610,170	2.15%
OTHER TAXES						
Prior Years Omitted Tax	\$0	\$0	\$0	\$0	\$0	N/A
Penalties & Interest	173,527	178,000	183,000	183,000	5,000	2.81%
Water Utility Tax	1,400,970	1,384,000	1,400,000	1,400,000	16,000	1.16%
Mobile Home Fees	74,192	75,000	75,000	75,000	0	0.00%
Hotel/Motel Tax	424,170	384,107	420,000	380,000	(4,107)	-1.07%
Wheel Tax	<u>531,136</u>	<u>535,000</u>	<u>535,000</u>	<u>535,000</u>	<u>0</u>	<u>0.00%</u>
Subtotal	\$2,603,995	\$2,556,107	\$2,613,000	\$2,573,000	\$16,893	0.66%
LICENSES & PERMITS						
Gen. Licenses & Permits	\$239,755	\$206,800	\$208,800	\$246,200	\$39,400	19.05%
Cable TV License Fee	740,886	660,000	700,000	700,000	40,000	6.06%
Community Development Permits	<u>410,571</u>	<u>374,300</u>	<u>358,940</u>	<u>433,756</u>	<u>59,456</u>	<u>15.88%</u>
Subtotal	\$1,391,212	\$1,241,100	\$1,267,740	\$1,379,956	\$138,856	11.19%
INTEREST, RENTS & FINES						
Interest on General Investments	\$133,950	\$108,000	\$125,000	\$125,000	\$17,000	15.74%
Rental of City Property	168,949	174,000	174,000	174,000	0	0.00%
Court Fines	353,246	375,000	375,000	375,000	0	0.00%
Sale of City Property	<u>49,780</u>	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>	<u>0</u>	<u>0.00%</u>
Subtotal	\$705,925	\$682,000	\$699,000	\$699,000	\$17,000	2.49%
STATE SHARED REVENUES						
State Shared Revenues	\$5,116,410	\$5,075,525	\$5,071,938	\$5,131,407	\$55,882	1.10%
State Payt-Computer Value Reimbursement	122,118	120,000	120,000	120,000	0	0.00%
State Highway Aids	2,270,738	2,148,190	2,148,190	2,040,718	(107,472)	-5.00%
State Payt-Municipal Serv.	106,479	100,000	100,000	100,000	0	0.00%
State Aid-Fire Inspections	<u>139,189</u>	<u>135,000</u>	<u>154,000</u>	<u>140,000</u>	<u>5,000</u>	<u>3.20%</u>
Subtotal	\$7,754,934	\$7,578,715	\$7,594,128	\$7,532,125	(\$46,590)	-0.61%
SERVICE CHARGES						
Parking Fees	\$94,896	\$90,000	\$71,000	\$71,000	(\$19,000)	-21.11%
Real Estate Search Fees	43,915	35,000	42,000	56,000	21,000	60.00%
Nuisance Reinspection Charge	5,200	5,000	5,000	5,000	0	0.00%
Public Works	43,181	30,700	38,000	36,000	5,300	17.26%
Police Department	27,701	40,000	29,850	37,200	(2,800)	-7.00%
Fire Department	<u>1,652,928</u>	<u>1,702,000</u>	<u>1,682,000</u>	<u>1,812,000</u>	<u>110,000</u>	<u>6.46%</u>
Subtotal	\$1,867,821	\$1,902,700	\$1,867,850	\$2,017,200	\$114,500	6.02%

REVENUE SUMMARY						
2015 BUDGET						
	Actual 2013	Amended Budget 2014	Estimated 2014	Adopted Budget 2015	Amount Increase/ (Decrease)	Percentage Increase/ (Decrease)
RECREATION						
Recreation Management	\$691,052	\$742,800	\$691,600	\$719,700	(\$23,100)	-3.11%
Senior Citizens Center	77,590	90,000	85,000	90,000	0	0.00%
Subtotal	\$768,642	\$832,800	\$776,600	\$809,700	(\$23,100)	-2.77%
OTHER REVENUES						
Wastewater Serv. Charge	\$46,845	\$50,000	\$50,000	\$50,000	\$0	0.00%
Miscellaneous	70,986	25,000	33,000	187,000	162,000	648.00%
Subtotal	\$117,831	\$75,000	\$83,000	\$237,000	\$162,000	216.00%
TRANSFERS IN						
Operating Transfer In	\$347,400	\$0	\$0	\$0	\$0	#DIV/0!
Subtotal	\$347,400	\$0	\$0	\$0	\$0	#DIV/0!
TOTAL GENERAL FUND WITHOUT						
PROPERTY TAXES	\$15,557,760	\$14,868,422	\$14,901,318	\$15,247,981	\$379,559	2.55%
TOTAL GENERAL FUND WITH						
PROPERTY TAXES	\$41,653,187	\$43,305,596	\$42,690,301	\$44,295,325	\$989,729	2.29%

REVENUE SUMMARY						
2015 BUDGET						
	Actual 2013	Amended Budget 2014	Estimated 2014	Adopted Budget 2015	Amount Increase/ (Decrease)	Percentage Increase/ (Decrease)
ENTERPRISE						
Transit System	\$3,462,978	\$4,836,242	\$3,506,933	\$6,459,927	\$1,623,685	33.57%
Stormwater Utility	2,050,820	2,045,100	2,065,700	2,060,700	15,600	0.76%
Wastewater Utility	9,460,484	9,108,000	9,021,000	9,741,424	633,424	6.95%
Water Utility	7,696,897	7,948,800	7,634,200	7,844,400	(104,400)	-1.31%
Total Enterprise	\$22,671,179	\$23,938,142	\$22,227,833	\$26,106,451	\$2,168,309	9.06%
SPECIAL REVENUE						
Golf Courses	1,388,215	1,267,219	1,230,288	1,203,183	(64,036)	-5.05%
Oak Hill Cemetery	\$206,168	\$233,500	\$212,150	\$214,000	(\$19,500)	-8.35%
Hedberg Public Library	3,943,665	3,961,768	3,964,668	3,970,146	8,378	0.21%
JATV Cable Public Access	153,497	169,000	186,500	180,582	11,582	6.85%
N&CS - Rental Assistance	2,751,496	2,851,969	2,877,529	2,796,000	(55,969)	-1.96%
N&CS - State and Federal Grants	1,661,583	1,916,247	1,861,182	1,919,678	3,431	0.18%
Industrial Waste	45,395	66,698	44,124	40,425	(26,273)	-39.39%
Sanitation	6,084,919	6,894,600	6,418,862	6,904,884	10,284	0.15%
Total Special Revenue	\$16,234,938	\$17,361,001	\$16,795,303	\$17,228,898	(\$132,103)	-0.76%
INTERNAL SERVICE						
Insurance	\$9,954,081	\$9,899,717	\$9,899,717	\$9,903,028	\$3,311	0.03%
Vehicle Operation & Mtce	4,329,200	4,430,000	4,431,000	4,606,000	176,000	3.97%
Prior Service	67,656	0	0	0	0	#DIV/0!
Total Internal Service	\$14,350,937	\$14,329,717	\$14,330,717	\$14,509,028	\$179,311	1.25%
TOTAL NON-GENERAL						
	\$53,257,054	\$55,628,860	\$53,353,853	\$57,844,377	\$2,215,517	3.98%

**EXPENDITURE SUMMARY
2015 BUDGET**

	Actual 2013	Amended Budget 2014	Estimated 2014	Adopted Budget 2015	Amount Increase/ (Decrease)	Percentage Increase/ (Decrease)
GENERAL GOVERNMENT						
City Council	\$16,263	\$15,889	\$14,946	\$5,856	(\$10,033)	-63.14%
City Manager	329,184	359,019	275,543	464,484	105,465	29.38%
City Assessor	501,696	549,656	488,952	493,436	(56,220)	-10.23%
City Attorney	415,223	431,953	426,150	432,697	744	0.17%
Clerk-Treasurer/Elections	595,252	683,920	670,008	654,308	(29,612)	-4.33%
Economic Development	182,054	158,255	173,049	175,601	17,346	10.96%
Finance	359,951	441,860	413,000	375,951	(65,909)	-14.92%
Human Resources	221,101	244,639	233,218	228,076	(16,563)	-6.77%
Information Technology	<u>652,397</u>	<u>810,657</u>	<u>800,229</u>	<u>828,383</u>	<u>17,726</u>	<u>2.19%</u>
Total General Government	\$3,273,121	\$3,695,848	\$3,495,095	\$3,658,792	(\$37,056)	-1.00%
PUBLIC SAFETY						
Police Department (1)	\$12,688,195	\$12,730,515	\$12,537,586	\$13,020,458	\$289,943	2.28%
Fire Department (1)	<u>10,039,544</u>	<u>10,029,144</u>	<u>9,960,013</u>	<u>10,486,886</u>	<u>457,742</u>	<u>4.56%</u>
Total Public Safety	\$22,727,739	\$22,759,659	\$22,497,599	\$23,507,344	\$747,685	3.29%
PUBLIC WORKS						
Administration						
Engineering	<u>586,277</u>	<u>587,380</u>	<u>601,544</u>	<u>623,564</u>	<u>36,184</u>	<u>6.16%</u>
Subtotal	\$586,277	\$587,380	\$601,544	\$623,564	\$36,184	6.16%
Operations						
Snow Removal (2)	1,674,482	1,672,136	1,672,136	1,290,988	(381,148)	-22.79%
Street Maintenance	\$793,166	\$932,652	\$931,688	\$910,271	(\$22,381)	-2.40%
Weed Control	<u>41,765</u>	<u>38,282</u>	<u>38,700</u>	<u>38,960</u>	<u>678</u>	<u>1.77%</u>
Subtotal	\$2,509,413	\$2,643,070	\$2,642,524	\$2,240,219	(\$402,851)	-15.24%
Park Management (3)	\$1,391,310	\$1,521,750	\$1,409,128	\$1,463,414	(58,336)	-3.83%
Planning / Building and Development	\$948,447	\$1,034,673	\$1,010,208	\$1,104,573	69,900	6.76%
Technical Services						
Parking Facilities	122,014	106,188	114,386	106,309	121	0.11%
Public Buildings	431,161	498,106	473,041	506,510	8,404	1.69%
Traffic Management	<u>\$949,162</u>	<u>\$977,408</u>	<u>\$991,658</u>	<u>\$956,986</u>	<u>(\$20,422)</u>	<u>-2.09%</u>
Subtotal	\$1,502,337	\$1,581,702	\$1,579,085	\$1,569,805	(\$11,897)	-0.75%
Total Public Works	\$6,937,784	\$7,368,575	\$7,242,489	\$7,001,575	(\$367,000)	-4.98%
NEIGHBORHOOD & COMMUNITY SERVICES						
Property Maintenance	\$260,146	\$297,507	\$300,761	\$305,673	\$8,166	2.74%
Recreation						
Administration / Tallman House	85,865	88,852	88,678	92,400	3,548	3.99%
Recreation/Aquatics/Ice Skating Center (4)	1,010,081	1,049,905	1,016,207	1,050,941	1,036	0.10%
Senior Citizens Center	<u>\$254,276</u>	<u>\$266,984</u>	<u>\$255,465</u>	<u>\$253,397</u>	<u>(\$13,587)</u>	<u>-5.09%</u>
Subtotal	\$1,350,222	\$1,405,741	\$1,360,350	\$1,396,738	(\$9,003)	-0.64%
Total Neighborhood & Community	\$1,610,368	\$1,703,248	\$1,661,111	\$1,702,411	(\$837)	-0.05%

**EXPENDITURE SUMMARY
2015 BUDGET**

	Actual 2013	Amended Budget 2014	Estimated 2014	Adopted Budget 2015	Amount Increase/ (Decrease)	Percentage Increase/ (Decrease)
<u>ECONOMIC ADJUSTMENTS</u>						
Economic Adjustments & Sick Payouts	<u>\$120,063</u>	<u>\$95,050</u>	<u>\$94,950</u>	<u>\$94,750</u>	<u>(\$300)</u>	<u>-0.32%</u>
Total Economic Adjustments	\$120,063	\$95,050	\$94,950	\$94,750	(\$306)	(\$0)
<u>INSURANCE</u>						
Workers' Comp, Liability & Property	<u>\$85,860</u>	<u>\$85,901</u>	<u>\$85,902</u>	<u>\$85,901</u>	<u>\$0</u>	<u>0.00%</u>
Total Insurance	\$85,860	\$85,901	\$85,902	\$85,901	\$0	\$0
<u>OTHER</u>						
Refunds & Adjustments	(\$233)	\$200	\$200	\$200	\$0	0.00%
Copy Machine Expense	17,872	24,000	24,000	24,000	0	0.00%
Misc. & Unclassified	<u>438,272</u>	<u>372,507</u>	<u>404,200</u>	<u>374,626</u>	<u>2,119</u>	<u>0.57%</u>
Total Other	\$455,911	\$396,707	\$428,400	\$398,826	\$2,119	0.53%
<u>CONTINGENCY ACCOUNT (1)</u>	\$0	\$346,477	\$346,477	\$0	(\$346,477)	N/A
<u>GENERAL FUND SUBSIDIES/TRANSFERS</u>						
Transit System	\$626,846	\$867,952	\$852,099	\$907,262	39,310	4.53%
Golf Courses	\$154,258	\$24,000	\$24,000	\$14,000	(10,000)	-41.67%
Oak Hill Cemetery	\$75,000	\$75,000	\$75,000	\$74,000	(1,000)	-1.33%
Landfill Superfund	\$0	\$0	\$0	\$40,425	40,425	N/A
Special Assessments	<u>149,161</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	\$1,005,265	\$1,041,952	\$1,026,099	\$1,110,687	\$68,735	6.60%
Total Operating	\$36,216,111	\$37,493,417	\$36,878,122	\$37,560,286	\$66,869	0.18%
<u>RETIREMENT OF INDEBTEDNESS</u>						
General Fund	\$5,437,077	\$5,582,179	\$5,582,179	\$6,255,039	\$672,860	12.05%
G/F Payment of Special Assessment Debt	0	230,000	230,000	230,000	0	N/A
G/F Payment of Sanitation Debt	0	0	0	<u>250,000</u>	<u>250,000</u>	N/A
Total Long-Term Debt	\$5,437,077	\$5,812,179	\$5,812,179	\$6,735,039	<u>\$922,860</u>	<u>15.88%</u>
GRAND TOTAL-GENERAL FUND	<u>\$41,653,188</u>	<u>\$43,305,596</u>	<u>\$42,690,301</u>	<u>\$44,295,325</u>	<u>\$989,729</u>	<u>2.29%</u>

(1) The 2013 budget was amended following union negotiations reducing the Police budget (\$283,950) and Fire budget (\$245,023) creating a Contingency budget of \$528,973 to fund 2014 and 2015 union negotiated increases.

(2) The 2014 Snow Removal budget was amended to provide funding for snow removal (\$474,320).

(3) The 2014 Parks budget was amended to provide funding for the forestry program (\$17,082).

(4) The 2014 Aquatics budget was amended to provide funding for the operation of Riverside wading pool (\$17,502).

**EXPENDITURE SUMMARY
2015 BUDGET**

	Actual 2013	Amended Budget 2014	Estimated 2014	Adopted Budget 2015	Amount Increase/ (Decrease)	Percentage Increase/ (Decrease)
ENTERPRISE						
Transit System	\$3,462,978	\$4,836,242	\$3,506,933	\$6,459,927	\$1,623,685	33.57%
Stormwater Utility	2,108,432	2,030,932	1,945,731	2,045,037	14,105	0.69%
Wastewater Utility	8,810,770	8,796,585	8,910,547	9,072,264	275,679	3.13%
Water Utility	<u>7,661,450</u>	<u>6,977,933</u>	<u>7,344,395</u>	<u>7,274,652</u>	<u>296,719</u>	4.25%
Total Enterprise	\$22,043,630	\$22,641,692	\$21,707,606	\$24,851,880	\$2,210,188	9.76%
SPECIAL REVENUE						
Golf Courses	\$1,288,945	\$1,266,406	\$1,226,662	\$1,253,633	(\$12,773)	-1.01%
Oak Hill Cemetery	217,131	247,135	234,386	232,581	(14,554)	-5.89%
Hedberg Public Library	3,861,258	4,011,768	3,991,826	4,015,720	3,952	0.10%
JATV Cable Public Access	213,998	189,000	164,576	178,582	(10,418)	-5.51%
N&CS - Rental Assistance	2,865,664	2,881,694	2,808,450	2,957,260	75,566	2.62%
N&CS - State and Federal Grants	1,527,354	2,196,110	1,855,443	2,019,678	(176,432)	-8.03%
Industrial Waste Disposal	46,391	66,698	44,124	40,425	(26,273)	-39.39%
Sanitation	<u>6,999,023</u>	<u>7,364,344</u>	<u>7,032,315</u>	<u>6,678,976</u>	<u>(685,368)</u>	-9.31%
Total Special Revenue	\$17,019,764	\$18,223,155	\$17,357,782	\$17,376,855	(\$846,300)	-4.64%
INTERNAL SERVICE						
Insurance	\$9,744,672	\$9,913,603	\$10,168,519	\$9,932,045	\$18,442	0.19%
Prior Service	\$67,656	\$0	\$0	\$0	\$0	
Vehicle Operation & Mtce	<u>4,411,548</u>	<u>4,660,279</u>	<u>4,627,465</u>	<u>4,748,502</u>	<u>88,223</u>	<u>1.89%</u>
Total Internal Service	\$14,223,876	\$14,573,882	\$14,795,984	\$14,680,547	\$106,665	0.73%
GRAND TOTAL-NON-GENERAL	<u>\$53,287,270</u>	<u>\$55,438,729</u>	<u>\$53,861,372</u>	<u>\$56,909,282</u>	<u>\$1,470,553</u>	<u>2.65%</u>

**CAPITAL OUTLAY SUMMARY – Non GO Debt Funding Sources
2015 BUDGET**

Description	2015 Adopted Budget
GENERAL FUND	
GENERAL GOVERNMENT	
<u>CITY ATTORNEY</u>	
* Books and Online Legal Research	\$ 9,327
<u>INFORMATION TECHNOLOGY</u>	
* Monitors (4)	\$ 680
* Police Video Editing PC	1,650
* Police Copier/Printer	3,952
* Domain Controller (Zeus)	4,578
* Replacement CADD PCs	5,184
* New World Application Server (Bullet)	6,001
* Pictometry Server (Cujo)	6,195
* O&M Server (Lassie)	6,260
* Print Server (Eddie)	7,041
* Fire MDT Toughbooks	12,156
* Replacement Laptops	13,300
* SQL Database Server (Ace)	18,934
* Police MDT Toughbooks	25,200
* Replacement PCs	39,900
	<u>\$ 151,031</u>
TOTAL GENERAL GOVERNMENT	<u>\$ 160,358</u>
PUBLIC SAFETY	
<u>POLICE DEPARTMENT</u>	
Personal Computer (1)	\$ 1,480
Squad Laptop Computer (1)	4,375
* LiveScan Fingerprint System (1)	15,699
* Police Diesel Truck	34,000
* Police Squad Equipment	4,000
* Patrol Vehicle (6) Replacement	141,000
Total Police Department	<u>\$ 200,554</u>
TOTAL PUBLIC SAFETY	<u>\$ 200,554</u>
TOTAL GENERAL FUND	<u>\$ 360,912</u>

**CAPITAL OUTLAY SUMMARY – Non GO Debt Funding Sources
2015 BUDGET**

Description	2015 Adopted Budget
ENTERPRISE FUNDS	
<u>TRANSIT</u>	
<u>Grant Portion of Transit Assets</u>	
* Purchase/Install Bus Stop Signs	\$ 7,200
* Purchase Shop Equipment	8,000
* Purchase Capital Repair Parts	32,000
* Replace Radio Base Station	40,000
* Replace Shop Service Truck	60,000
* Purchase/Replace Passenger Shelters	68,000
* Replace Video Recording Equipment on Buses	72,000
* Replace 5 Buses	2,000,000
TOTAL TRANSIT	\$ 2,287,200
<u>STORMWATER UTILITY</u>	
<u>Funded by Revenues</u>	
Inframap Software	\$ 4,500
Pole Camera for Sewer Inspections	5,000
TOTAL STORMWATER UTILITY	\$ 9,500
<u>WATER UTILITY</u>	
<u>Funded by User Fee Revenues</u>	
* Network Computers	\$ 1,070
* Excavation and Safety	5,000
* Lawn mower	18,500
Meter Reading Computer	28,500
* Hydrant Replacement	30,000
* 3/4 ton pickup truck. Lift gate w/CNG conversion	35,000
* 1-ton DWR service truck w/CNG conversion (2)	116,000
* Meter Replacement	375,000
TOTAL WATER UTILITY	\$ 609,070
<u>WASTEWATER UTILITY</u>	
<u>Funded by User Fee Revenues</u>	
* Laboratory Equipment	\$ 5,000
* Replacement IT Equipment	6,080
	\$ 11,080
<u>Funded by Replacement Fund</u>	
* Chain for Grit Elevators	\$ 25,000
* Dump Truck to Haul Screenings/Grit to Landfill	63,000
	\$ 88,000
TOTAL WASTEWATER UTILITY	\$ 99,080
TOTAL ENTERPRISE FUNDS	\$ 3,004,850

**CAPITAL OUTLAY SUMMARY – Non GO Debt Funding Sources
2015 BUDGET**

Description	2015 Adopted Budget
SPECIAL REVENUE FUNDS	
<u>HEDBERG PUBLIC LIBRARY</u>	
* Periodicals	\$ 27,000
* Electronic Information Update	35,800
* Audio/Visual	117,400
* Books	249,493
TOTAL HEDBERG LIBRARY	\$ 429,693
<u>JATV-12</u>	
* Studio Equipment	\$ 9,000
AT&T Broadcast Equipment	20,000
TOTAL JATV-12	\$ 29,000
<u>HOUSING AND NEIGHBORHOOD SERVICES</u>	
<u>State & Federal Grants</u>	
* Network Computer	1,050
TOTAL HOUSING AND NEIGHBORHOOD SERVICES	\$ 1,050
<u>SANITATION</u>	
<u>Funded by Revenues</u>	
* Replace Landfill Gas Monitor - GEM	\$ 4,000
* Computer Replacements (3)	4,000
TOTAL SANITATION	\$ 8,000
TOTAL SPECIAL REVENUE FUNDS	\$ 467,743

**CAPITAL OUTLAY SUMMARY – Non GO Debt Funding Sources
2015 BUDGET**

Description	2015 Adopted Budget
INTERNAL SERVICE FUNDS	
<u>VOM</u>	
* Personal Computers (4)	\$ 4,200
Workstations for Mechanics (3)	6,000
* Rear Boom Flail Mower to be Replaced w/ Side Boom Flail Mower	18,000
* Pickup 4WD 1/2 Ton w/ Topper	25,000
* Pickup 2WD 1 Ton	26,000
* Pickup 2WD 3/4 Ton w/ Utility Body & Lift Gate	27,000
* Rear Load Trash Truck for Leaf & Yard Waste Collection (2)	32,000
* Pickup 4WD 3/4 Ton HD w/ Utility Body	39,000
* Pickup 4WD 1 Ton w/ Plow and Dump Body	45,000
* Pickup 4WD 1 Ton Dual Axle w/ Utility Body	55,000
* Miscellaneous small equipment	60,000
* Tractor w/ Loader	65,000
* Loader - Wheeled 3.5 cu. yd.	165,000
* Street Sweeper	184,000
* Backhoe - Tracked	230,000
* Automated Waste Collection Vehicle	245,000
* Dump Truck Bodies & Hoists	338,180
TOTAL VOM	<u>\$ 1,564,380</u>
TOTAL INTERNAL SERVICE FUNDS	<u>\$ 1,564,380</u>
TOTAL NON-GENERAL FUND	<u>\$ 5,036,973</u>

STAFFING TABLE 2015 BUDGET

<u>DEPARTMENT / DIVISION / PROGRAM</u>	<u>POSITIONS</u>
<i>City Manager</i>	
City Manager	1
Deputy City Manager	1
Assistant to the City Manager	1
Management Information Specialist	1
Executive Administrative Assistant	1
Intern (part-time)	<u>2</u>
	<u>7</u>
 <i>City Assessor</i>	
City Assessor	1
Deputy Assessor	1
Property Appraiser I	3
Customer Service Representative	<u>1</u>
	<u>6</u>
 <i>City Attorney</i>	
City Attorney	1
Assistant City Attorney	1
Legal Secretary	1
Legal Customer Service Representative	<u>1</u>
	<u>4</u>
 <i>Clerk-Treasurer</i>	
Clerk-Treasurer	1
Deputy Clerk-Treasurer	1
Accounting Clerk	3
Customer Service Representative	1
Customer Service Representative (part-time)	1
Switchboard/Cashier (part-time)	<u>1</u>
	<u>8</u>
 <i>Economic Development</i>	
Economic Coordinators	<u>2</u>
	<u>2</u>
 <i>Finance</i>	
Finance Director	1
Senior Accountant	1
Accountant	2
Accounting Clerk	1
Administrative Assistant - Payroll	1
Customer Service Representative (part-time)	1
Accounts Payable Clerk (part-time)	<u>1</u>
	<u>8</u>

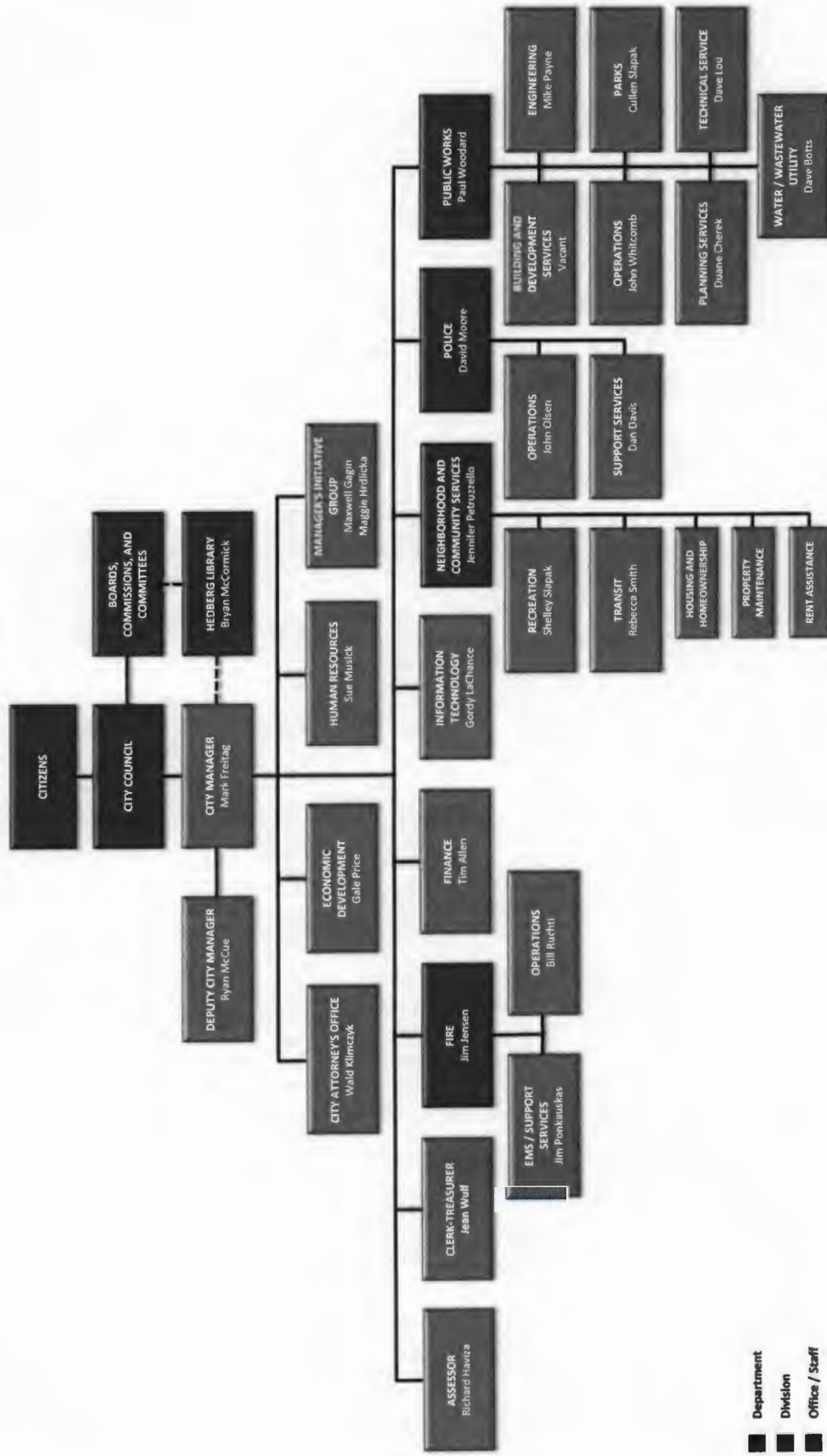
<u>DEPARTMENT / DIVISION / PROGRAM</u>	<u>POSITIONS</u>
<i>Human Resources</i>	
Human Resources Director	1
HR & Benefits Generalist	1
Secretary	1
Safety Manager (part-time)	<u>1</u>
	4
<i>Information Technology</i>	
Information Technology Manager	1
Network Administrator	1
IT Specialist	1
IT Support Technician	1
Systems Analyst	1
IT Intern	1
IT Apprentice	<u>1</u>
	7
<i>Police Department</i>	
Chief of Police	1
Deputy Chief of Police	2
Lieutenant	4
Sergeant	11
Patrol Officer	63
Detective	7
Street Crimes Unit	6
Police School Liaison Officer	2
School Resource Officer	3
Identification Officer	2
Court Officer	1
Secretary	1
Administrative Aide	1
Crime Prevention Specialist	0
Records Supervisor	1
Records Clerk	10
Records Clerk (part-time)	1
Community Services Specialist (part-time)	2
Limited Temporary CSO (part-time)	<u>2</u>
	120
<i>Fire Department</i>	
Fire Chief	1
Deputy Fire Chief	2
Fire Marshall	1
Civilian Inspector	1
Shift Commander	3
Captain	3
Lieutenant	12
Firefighter/Paramedic	48
Driver	21
Administrative Assistant	1
Secretary (part-time)	<u>1</u>
	94

<u>DEPARTMENT / DIVISION / PROGRAM</u>	<u>POSITIONS</u>
<i>Engineering</i>	
Director of Public Works	1
City Engineer	1
Assistant City Engineer	1
Senior Civil Engineer	3
Civil Engineer	2
Support Staff	<u>7</u>
	<u>15</u>
<i>Operations & VOM</i>	
Operations Director	1
Administrative Assistant	1
Foreman	1
VOM Supervisor	1
Customer Service Representative	1
Working Foreman	3
Mechanic	4
Leadman	2
Equipment Operator	9
Laborer	2
Storekeeper	<u>1</u>
	<u>26</u>
<i>Parks Division</i>	
Parks Director	1
Parks Assistant Director	1
Parks Foreman	3
Mechanic	1
Leadman I & II	10
Grounds Maintenance	<u>3</u>
	<u>19</u>
<i>Oakhill Cemetery</i>	
Laborer I	1
Cemetery Caretaker	1
Cemetery Clerk (part-time)	<u>1</u>
	<u>3</u>
<i>Planning, Building and Development</i>	
Building & Development Services Manager	1
Plumbing Inspector	1
Electrical Inspector	1
Building Inspector I	1
Building Inspector II	1
Planning Services Manager	1
Associate Planner	2
Development Specialist/Associate Planner	1
GIS Analyst	1
Development Specialist	1
GIS Coordinator	1
Secretary	<u>2</u>
	<u>14</u>

<u>DEPARTMENT / DIVISION / PROGRAM</u>	<u>POSITIONS</u>
<i>Sanitation Fund</i>	
Assistant Operations Director	1
Solid Waste Manager (part-time)	1
Customer Serviceperson (part-time)	1
Working Foreman	1
Equipment Operator	2
Sanitary Equipment Operator	7
Cashier (part-time)	<u>5</u>
	<u>18</u>
<i>Technical Services</i>	
Facilities Manager	1
Property Technician/Electrician	4
Equipment Operator	1
Maintenance (part-time)	<u>1</u>
	<u>7</u>
<i>Wastewater Utility</i>	
Treatment Plant Superintendent	1
Secretary	1
Chief Waste Treatment Plant Operator	1
Chemist/Biologist	2
Environmental Technician	1
Waste Treatment Plant Operator	8
Sewer Maintenance Worker	<u>2</u>
	<u>16</u>
<i>Water Utility</i>	
Utility Director	1
Water Superintendent	1
Secretary	1
Utility Billing Clerk	2
Water Foreman	1
Working Foreman	1
Pump Operator	1
Waterworks Operator	8
Customer Serviceperson	5
Customer Service Representative	1
Customer Service Representative (part-time)	<u>1</u>
	<u>23</u>
<i>Property Maintenance</i>	
Neighborhood Development Specialist	1
Property Maintenance Specialist	<u>2</u>
	<u>3</u>
<i>Recreation Administration</i>	
Administrative Aide	1
	<u>1</u>
<i>Recreation Division</i>	
Recreation Director	1
Recreation Programmer	1
Ice Center Manager	1
Customer Service Representative	1
	<u>4</u>

<u>DEPARTMENT / DIVISION / PROGRAM</u>	<u>POSITIONS</u>
<i>Senior Citizens Center</i>	
Recreation Coordinator	1
Recreation Programmer	<u>1</u>
	<u>2</u>
<i>Neighborhood and Community Services</i>	
Neighborhood & Community Services Director	1
Housing Rehabilitation Specialist II	1
Housing Financial & Rehab Specialist	1
Property Maintenance Specialist I (PT)	1
Customer Service Clerk (PT)	1
Section 8 Housing Specialist	<u>2</u>
	<u>7</u>
<i>Transit System</i>	
Transit Director	1
Assistant Transit Director	1
Maintenance Supervisor	1
Transit Operations Supervisor	1
Clerk-Dispatcher (part-time)	1
Secretary	1
Mechanic	2
Automotive Serviceperson	2
Bus Driver	15
Bus Driver (part-time)	9
Garage Person (part-time)	2
Custodian (part-time)	<u>1</u>
	<u>37</u>
<i>Hedberg Library</i>	
Director	1
Assistant Director	1
Dept Heads/Supervisors	4
Operations Coordinator	1
Public Information Coordinator	1
Computer Systems Manager	1
Librarians	6
Librarians (part-time)	4
Support Staff	7
Support Staff (part-time)	51
Custodians	<u>2</u>
	<u>79</u>
<i>JATV-12</i>	
Director JATV Media Services	1
Production Assistant (full-time)	1
Production Assistant (part-time)	<u>1</u>
	<u>3</u>
TOTAL STAFF	<u>537</u>

CITY OF JANESVILLE ORGANIZATIONAL CHART
As of 1/12/2015



- Department
- Division
- Office / Staff

FULL-TIME EQUIVALENTS Comparison of 2014 and 2015 Budget

<u>GENERAL FUND</u>	<u>2014</u> <u>Budgeted FTE</u>	<u>2015</u> <u>Budgeted FTE</u>	<u>Difference</u>
City Council	0.05	0.05	0.00
City Manager	2.92	4.74	1.82
City Assessor	6.00	6.00	0.00
City Attorney	4.00	4.00	0.00
Clerk-Treasurer	8.20	7.26	(0.94)
Economic Development	1.85	1.90	0.05
Finance	4.73	4.03	(0.70)
Human Resources	2.55	2.05	(0.50)
Information Technology	2.47	2.45	(0.02)
Police Department	118.51	118.80	0.29
Fire Department	93.89	92.87	(1.02)
Engineering	5.19	5.63	0.44
Street Maintenance	4.44	3.77	(0.67)
Snow Removal	3.49	3.66	0.17
Weed Control	0.28	0.31	0.03
Parks	14.11	13.55	(0.56)
Planning, Building and Development	11.58	12.16	0.58
Parking Facilities	0.41	0.37	(0.04)
Public Buildings	1.75	1.74	(0.01)
Traffic Management	3.92	3.92	0.00
Property Maintenance	2.86	2.86	0.00
Recreation	18.94	18.98	0.04
Senior Citizen Center	<u>2.47</u>	<u>2.37</u>	(0.10)
TOTAL GENERAL FUND	<u>314.61</u>	<u>313.48</u>	<u>(1.13)</u>

FULL-TIME EQUIVALENTS Comparison of 2014 and 2015 Budget

<u>NON-GENERAL FUND</u>	<u>2014</u> <u>Budgeted FTE</u>	<u>2015</u> <u>Budgeted FTE</u>	<u>Difference</u>
<i>Enterprise Funds</i>			
Transit System	34.29	33.31	(0.98)
Stormwater Utility	10.59	11.05	0.46
Wastewater Utility	28.57	26.89	(1.68)
Water Utility	25.96	25.79	(0.17)
<i>Special Revenue Funds</i>			
Golf Course	0.10	0.10	0.00
Hedberg Public Library	47.84	50.44	2.60
JATV-12	2.81	3.28	0.47
Neighborhood Services:			
Section 8 (Rent Assistance)	2.84	2.64	(0.20)
State and Federal Grants	3.93	3.91	(0.03)
Oakhill Cemetery	3.91	3.76	(0.15)
Police: Grants	1.85	1.88	0.02
Sanitation:			
Industrial Waste Disposal	0.22	0.11	(0.11)
Sanitation	20.88	20.71	(0.17)
<i>Internal Service Funds</i>			
Insurance Fund	1.09	1.40	0.31
Vehicle Operation & Maintenance (VOM)	12.32	12.26	(0.06)
<i>Other</i>			
Engineering Non-General Fund	<u>9.52</u>	<u>5.56</u>	<u>(3.96)</u>
TOTAL NON-GENERAL FUND	<u>206.72</u>	<u>203.09</u>	<u>(3.63)</u>
TOTAL BUDGET	<u>521.33</u>	<u>516.57</u>	<u>(4.76)</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 special committees.

The Councilmembers, along with a representative of Rock County and each of the neighboring townships, constitutes the Metropolitan Planning Organization.

BUDGET VARIANCES

\$214	TOTAL PERSONAL SERVICES
(11,247)	Reallocation of Professional Development for the League of Wisconsin Municipalities membership to the City Manager's Office
<u>1,000</u>	SUPPLEMENT: Promotional expenses for Sustainable Janesville Committee Energy Fair
(10,247)	TOTAL CONTRACTURAL SERVICES
0	TOTAL SUPPLIES & MATERIALS
<u>(\$10,033)</u>	TOTAL DECREASE

REQUIRED RESOURCES

	2013	2014	2014	2015	Budget to Budget
	Actual	Budget	Estimated	Budget	Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$2,573	\$1,894	\$1,926	\$2,088	\$194
Benefits	<u>708</u>	<u>603</u>	<u>609</u>	<u>623</u>	<u>20</u>
Subtotal	3,281	2,497	2,535	2,711	214
<u>CONTRACTURAL SERVICES</u>					
Professional Development	11,226	12,277	11,796	1,030	(11,247)
Other Contractual Services	<u>367</u>	<u>0</u>	<u>0</u>	<u>1,000</u>	<u>1,000</u>
Subtotal	11,592	12,277	11,796	2,030	(10,247)
<u>SUPPLIES & MATERIALS</u>	1,390	1,115	615	1,115	0
GRAND TOTAL	<u>\$16,263</u>	<u>\$15,889</u>	<u>\$14,946</u>	<u>\$5,856</u>	<u>(\$10,033)</u>

DEPARTMENT: GENERAL GOVERNMENT

DIVISION: CITY MANAGER

GOAL:

To ensure City services are provided to the citizens in a responsive and cost efficient 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 an appropriate growth pattern for the City.
- To implement fiscal policies that will ensure the long-term fiscal integrity of the City.

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, and 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 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 two Manager’s Initiatives Groups (MIGs) to help execute the day-to-day operations of the organization. MIG I is responsible for internal and external strategic communications and messaging. Additionally, MIG II is responsible for 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.

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
ACTIVITIES: (Hours)				
Leadership and Management	3,411	3,661	3,442	6,157
Secretarial Support	1,414	1,414	1,414	1,414
Intern Support	<u>2,080</u>	<u>1,102</u>	<u>1,102</u>	<u>2,400</u>
Total Hours	<u>6,906</u>	<u>6,178</u>	<u>5,959</u>	<u>9,971</u>

SIGNIFICANT STAFFING AND PROGRAM CHANGES:

In 2014, the City Manager's Office was reorganized to include the Community Information and most former Administrative Services Department programs. This budget provides for continued service levels.

BUDGET VARIANCES

\$90,263	Reallocate 0.55 FTE of the Assistant City Manager position from the Administrative Services Department
49,552	Reallocate 0.65 FTE of the Assistant to the City Manager position from various Departments
19,177	Add 0.62 FTE graduate intern position to offset the elimination of the NIU graduate student contract
(29,650)	Turnover savings
<u>2,234</u>	Other
131,577	TOTAL PERSONAL SERVICES
11,247	Reallocation of professional development for the League of Wisconsin Municipalities membership from the City Council
(23,430)	Elimination of the NIU graduate student contract
(9,000)	Auditing/consulting based upon historic actuals
<u>(4,929)</u>	Other
(26,112)	TOTAL CONTRACTUAL SERVICES
<u>\$105,465</u>	TOTAL INCREASE

REQUIRED RESOURCES

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	Budget to Budget Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$222,817	\$224,682	\$183,019	\$341,985	\$117,303
Benefits	58,463	64,535	45,801	78,809	14,274
Special Payments	<u>7,513</u>	<u>6,300</u>	<u>6,300</u>	<u>6,300</u>	<u>0</u>
Subtotal	288,793	295,517	235,120	427,094	131,577
<u>CONTRACTUAL SERVICES</u>					
Utilities	395	600	361	600	0
Postage	491	955	4,820	955	0
Professional Development	2,027	8,665	7,607	20,327	11,662
Auditing/Consulting	12,000	9,000	0	0	(9,000)
Other Contractual Services	21,528	42,007	22,760	0	(42,007)
Advertising	<u>0</u>	<u>0</u>	<u>0</u>	<u>13,233</u>	<u>13,233</u>
Subtotal	36,441	61,227	35,548	35,115	(26,112)
<u>SUPPLIES & MATERIALS</u>	3,949	2,275	4,875	2,275	0
GRAND TOTAL	<u>\$329,184</u>	<u>\$359,019</u>	<u>\$275,543</u>	<u>\$464,484</u>	<u>\$105,465</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.

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 is 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

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
Real Estate (Parcels)	24,022	24,000	2,435	2,450
Mobile Home (Units)	467	465	465	465
Personal Property Accounts (#)	1,842	1,900	1,900	1,900
New Construction, Permits, Sale Reviews	2,446	2,500	2,500	2,500
Property Transfers & Split Merges	2,463	2,500	2,500	2,500
Aggregate Assessment Ratio	102.8%	100.0%	98.0%	94%

BUDGET VARIANCES

<u>(\$56,757)</u>	Turnover savings
(56,757)	TOTAL PERSONAL SERVICES
(3,000)	Department of Revenue Manufacturing Assessment Fee based on historic actuals
5,000	Add software modifications associated with Department of Revenue reporting requirements
<u>(463)</u>	Other
1,537	TOTAL CONTRACTUAL SERVICES
<u>(1,000)</u>	Other
(1,000)	TOTAL SUPPLIES & MATERIAL
<u>(\$56,220)</u>	TOTAL DECREASE

REQUIRED RESOURCES

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	Budget to Budget Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$324,185	\$348,227	\$316,829	\$327,598	(\$20,629)
Overtime	2,782	0	1,078	0	0
Benefits	<u>138,938</u>	<u>153,975</u>	<u>123,810</u>	<u>117,847</u>	<u>(36,128)</u>
Subtotal	465,906	502,202	441,717	445,445	(56,757)
<u>CONTRACTUAL SERVICES</u>					
Utilities	1,031	850	951	951	101
Postage	3,770	4,566	4,070	4,352	(214)
Professional Development	3,718	7,278	6,642	6,928	(350)
Audit & Consulting	13,358	18,500	14,408	15,500	(3,000)
Other Contractual Services	1,429	960	5,958	5,960	5,000
Advertising	25	0	249	0	0
Vehicle Oper/Maintenance	<u>10,800</u>	<u>10,800</u>	<u>10,800</u>	<u>10,800</u>	<u>0</u>
Subtotal	34,132	42,954	43,078	44,491	1,537
<u>SUPPLIES & MATERIALS</u>	1,657	4,500	4,157	3,500	(1,000)
GRAND TOTAL	<u>\$501,696</u>	<u>\$549,656</u>	<u>\$488,952</u>	<u>\$493,436</u>	<u>(\$56,220)</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.

2013 Actual	2014 Budget	2014 Estimated	2015 Budget
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ACTIVITIES: (Hours)

Litigation

Traffic/Ordinance Violations	3,800	3,780	3,477	3,500
Code Prosecutions	910	930	855	800
Collections	40	180	165	165
Worthless Checks	80	160	147	170
Other	<u>330</u>	<u>230</u>	<u>211</u>	<u>248</u>
Subtotal	5,160	5,280	4,855	4,883

Advisory	2,200	2,090	1,922	1,925
Labor Relations	<u>840</u>	<u>950</u>	<u>874</u>	<u>875</u>
Total	<u>8,200</u>	<u>8,320</u>	<u>7,651</u>	<u>7,683</u>

ACTIVITIES: (Actions)

Litigation

Traffic/Ordinance Violations	10,272	11,000	10,120	10,120
Code Prosecutions	8	30	27	27
Collections	4	30	27	25
Worthless Checks	211	340	312	320
Other	<u>10</u>	<u>20</u>	<u>18</u>	<u>20</u>
Total	<u>10,505</u>	<u>11,420</u>	<u>10,504</u>	<u>10,512</u>

BUDGET VARIANCES

<u>\$5,409</u>	Economic adjustments and turnover
5,409	TOTAL PERSONAL SERVICES
(3,000)	Summons & Subpoenas based on historic actuals
<u>(256)</u>	Other
(3,256)	TOTAL CONTRACTUAL SERVICES
(136)	TOTAL SUPPLIES & MATERIALS
(1,273)	TOTAL CAPITAL OUTLAY
<u>\$744</u>	TOTAL INCREASE

REQUIRED RESOURCES

	2013	2014	2014	2015	Budget to Budget
	Actual	Budget	Estimated	Budget	Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$259,788	\$280,482	\$278,072	\$286,110	\$5,628
Benefits	<u>102,296</u>	<u>109,069</u>	<u>109,069</u>	<u>108,850</u>	(219)
Subtotal	362,084	389,551	387,141	394,960	5,409
<u>CONTRACTUAL SERVICES</u>					
Utilities	779	650	598	600	(50)
Postage	1,310	1,355	1,246	1,246	(109)
Professional Development	3,062	4,597	4,229	4,500	(97)
Auditing & Consulting	29,865	18,000	16,560	18,000	0
Summons & Subpoenas	1,176	5,500	5,060	2,500	(3,000)
Vehicle & Equipment	144	0	0	0	0
Subtotal	36,337	30,102	27,693	26,846	(3,256)
<u>SUPPLIES & MATERIALS</u>	3,352	1,700	1,564	1,564	(136)
<u>CAPITAL OUTLAY</u>	<u>13,450</u>	<u>10,600</u>	<u>9,752</u>	<u>9,327</u>	(1,273)
GRAND TOTAL	<u>\$415,223</u>	<u>\$431,953</u>	<u>\$426,150</u>	<u>\$432,697</u>	<u>\$744</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.

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 Division 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.

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
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ACTIVITIES:

Treasury

Receipts (Transactions)	28,791	29,000	29,000	29,000
Vendor Checks Processed	6,921	7,000	7,000	7,000
Electronic Funds Transfers Processed	2,861	2,800	2,800	2,800
Real Estate Searches	1,463	1,150	1,400	1,400

Clerk

Minutes	35	40	35	40
Legal Notices	78	150	100	100
Ordinances/Resolutions	83	125	125	125
Licenses Processed	8,419	7,900	7,900	8,500

Elections

Elections (#)	2	3	3	2
Registered Voters (#)	35,083	36,000	37,000	37,000
Votes Cast (#)	10,656	33,000	40,000	12,000

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
ELEMENT COST:				
Clerk-Treasurer	\$522,624	\$582,156	\$576,585	\$580,579
Elections	<u>72,628</u>	<u>101,764</u>	<u>93,423</u>	<u>73,729</u>
Total	<u>\$595,252</u>	<u>\$683,920</u>	<u>\$670,008</u>	<u>\$654,308</u>

BUDGET VARIANCES

(27,010)	Pollworker costs for two elections in 2015 versus three elections in 2014
<u>3,717</u>	Economic adjustments
(23,293)	TOTAL PERSONAL SERVICES
(2,546)	Two elections in 2015 versus three elections in 2014
<u>(1,235)</u>	Other
(3,781)	TOTAL CONTRACTUAL SERVICES
(2,538)	TOTAL SUPPLIES & MATERIALS
<u>(\$29,612)</u>	TOTAL DECREASE

REQUIRED RESOURCES

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	Budget to Budget Incr / (Decr)
PERSONAL SERVICES					
Wages	\$ 328,616	\$382,841	\$375,681	\$368,103	(\$14,738)
Benefits	<u>101,369</u>	<u>119,860</u>	<u>120,895</u>	<u>111,305</u>	<u>(8,555)</u>
Subtotal	429,985	502,701	496,576	479,408	(23,293)
CONTRACTUAL SERVICES					
Utilities	1,301	1,150	1,150	1,150	0
Postage	20,070	24,789	24,868	22,243	(2,546)
Professional Development	849	3,595	3,145	3,325	(270)
Auditing/Consulting	1,000	1,500	1,500	1,000	(500)
Insurance	210	420	420	420	0
Other Contractual Services	122,583	125,565	118,331	125,100	(465)
Vehicle & Equipment	<u>6,418</u>	<u>6,600</u>	<u>6,418</u>	<u>6,600</u>	<u>0</u>
Subtotal	152,431	163,619	155,832	159,838	(3,781)
SUPPLIES & MATERIALS					
	12,835	17,600	17,600	15,062	(2,538)
GRAND TOTAL	<u>\$595,252</u>	<u>\$683,920</u>	<u>\$670,008</u>	<u>\$654,308</u>	<u>(\$29,612)</u>

DEPARTMENT: GENERAL GOVERNMENT

DIVISION: 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
- Entrepreneurial support to help new firms start up and flourish
- Revitalization and redevelopment of the central business district

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.
- 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.

PROGRAM ACTIVITY STATEMENT:

The Economic Development division takes a lead role in fostering a positive business climate in Janesville. The Division 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 division also works to help entrepreneurs start new companies that will employ local residents. The division operates in partnership with the private sector on downtown redevelopment projects.

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
ACTIVITIES:				
Planning & Administration - hours	350	500	500	320
Business Retention & Expansion - hours	800	1,600	1,600	1,600
Business Contacts #	55	110	110	110
Marketing				
Rock County 5.0/Janesville Initiatives - hours	200	250	250	200
Business Contacts, meetings , prospects	130	360	360	360
Economic Development Website - hours	90	200	100	100
Website Hits (#)	7,000	8,000	12,000	8,000
Madison Marketing Strategy - hours	50	50	50	40
Other Activities				
General Motors Site - hours	20	5	30	48
Brownfield Redevelopment Program - hours	650	650	650	780
Sites Remediated (#)	0	5	2	4
Downtown Development - hours	75	150	350	400
Development Projects Facilitated (#)	5	8	15	15
EDA Business Incubator - hours	350	400	400	360
Square Feet leased	5,000	8,000	9,529	10,000
Total Hours	2,585	3,805	3,930	3,848

BUDGET VARIANCES

(\$11,119)	Reallocated 0.15 FTE of the Management Analyst position to City Manager
17,558	Reallocated 0.20 FTE of the Economic Development Coordinator from the TIF's
<u>14,037</u>	Economic adjustments
20,476	TOTAL PERSONAL SERVICES
(3,130)	Professional Development based upon historic actuals
(3,130)	TOTAL CONTRACTUAL SERVICES
<u>\$17,346</u>	TOTAL INCREASE

REQUIRED RESOURCES

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	Budget to Budget Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$130,905	\$104,050	\$116,277	\$120,050	\$16,000
Benefits	43,811	45,505	47,972	49,981	4,476
Miscellaneous Benefits	<u>1,065</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Subtotal	175,781	149,555	164,249	170,031	20,476
<u>CONTRACTUAL SERVICES</u>					
Utilities	194	150	150	150	0
Postage	13	50	150	50	0
Professional Development	3,613	7,500	7,500	4,370	(3,130)
Audit & Consulting	0	0	0	0	0
Recruiting Expense	1,472	0	0	0	0
Other Contractual Services	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Subtotal	5,292	7,700	7,800	4,570	(3,130)
<u>SUPPLIES & MATERIALS</u>					
	981	1,000	1,000	1,000	0
<u>GRAND TOTAL</u>	<u>\$182,054</u>	<u>\$158,255</u>	<u>\$173,049</u>	<u>\$175,601</u>	<u>\$17,346</u>

DEPARTMENT: GENERAL GOVERNMENT

DIVISION: FINANCE

GOAL:

To ensure a prompt and efficient system of maintaining the City's financial transactions.

OBJECTIVES:

- To serve as the financial and budget advisor to the City Manager, department and division 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.

PROGRAM ACTIVITY STATEMENT:

The Finance Division operates as a "support agency" and provides financial information to all of the various City departments and divisions.

Budget Development and Preparation - Responsible for preparing the City's annual capital and operating budgets, as well as providing assistance to City Departments with budget development and analysis. Provide technical expertise and work with 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 Council and City staff.

Annual Audit and CAFR Preparation - Responsible for developing and coordinating the preparation of the City's Annual 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 operating and 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 agencies. 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 departments to understand and achieve compliance with grant reporting requirements. Assist departments 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 departments 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, storm water, 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

(\$90,263)	Reallocate 0.55 FTE of the Assistant City Manager position from the former Administrative Services Department
<u>21,926</u>	Economic adjustments and turnover
(68,337)	TOTAL PERSONAL SERVICES
2,940	TOTAL CONTRACTUAL SERVICES
(512)	TOTAL SUPPLIES & MATERIALS
<u>(\$65,909)</u>	TOTAL DECREASE

REQUIRED RESOURCES

	2013	2014	2014	2015	Budget to Budget
	Actual	Budget	Estimated	Budget	Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$ 250,912	\$ 318,336	\$ 295,000	\$ 247,972	(\$70,364)
Benefits	62,965	77,517	74,058	79,544	2,027
Miscellaneous Benefits	<u>836</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Subtotal	314,713	395,853	369,058	327,516	(68,337)
<u>CONTRACTUAL SERVICES</u>					
Utilities	1,011	950	925	700	(250)
Postage	1,192	450	1,700	1,400	950
Professional Development	8,144	7,865	5,337	8,135	270
Auditing/Consulting	<u>31,461</u>	<u>32,380</u>	<u>33,349</u>	<u>34,350</u>	<u>1,970</u>
Subtotal	41,808	41,645	41,311	44,585	2,940
<u>SUPPLIES & MATERIALS</u>	3,429	4,362	2,631	3,850	(512)
GRAND TOTAL	<u>\$359,951</u>	<u>\$441,860</u>	<u>\$413,000</u>	<u>\$375,951</u>	<u>(\$65,909)</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.

OBJECTIVES:

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

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 electronic 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, research 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, employee training, 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 an annual 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.

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
ACTIVITIES:				
Recruitment & Selection (Hours)	1,560	1,560	1,768	1602
Job Applications Received (#)	2,687	2,275	3,000	3000
Recruitments (#)	32	25	*65	65
Labor and Employee Relations (Hours)	1,248	1,248	728	1092
Grievances Filed Step 4 (#)	1	3	0	2
Contracts Under Negotiation (#)	3	2	0	3
HR Policies/Benefits/Salary Adm. (Hours)	1,560	1,560	1,872	2037
Training Programs (#)	40	10	32	38
Safety Training Programs (#)	11	40	41	34
Personnel and Payroll Changes (#)	603	600	610	610
Health and Wellness (Hours)	1,248	1,248	1,248	1383
Significant Health Plan Problems Addressed (#)	20	20	20	20
Worker Compensation (Hours)	624	624	624	1166
Worker Compensation Claims Processed (#)	104	100	95	100

* Includes 29 Seasonal recruitments. In the past this was indicated as 1 recruitment.

BUDGET VARIANCES

(\$20,384)	Safety Manager position is funded by the Insurance Fund in 2015
<u>1,088</u>	Economic adjustments and turnover savings
(19,296)	TOTAL PERSONAL SERVICES
7,873	Service awards not budgeted for in 2014
(4,350)	Citywide training based on historic actuals
<u>10</u>	Other
3,533	TOTAL CONTRACTUAL SERVICES
(800)	TOTAL SUPPLIES & MATERIALS
<u>(\$16,563)</u>	TOTAL DECREASE

REQUIRED RESOURCES

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	Budget to Budget Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$145,003	\$171,875	\$156,135	\$154,547	(\$17,328)
Benefits	<u>36,348</u>	<u>51,164</u>	<u>47,622</u>	<u>49,196</u>	<u>(1,968)</u>
Subtotal	181,351	223,039	203,757	203,743	(19,296)
<u>CONTRACTUAL SERVICES</u>					
Utilities	771	750	750	750	0
Postage	262	250	225	260	10
Professional Development	344	1,725	1,550	1,725	0
Audit & Consulting	3,832	6,000	5,000	6,000	0
Employee Development	7,214	10,875	19,536	14,398	3,523
Recruiting Expense	<u>25,303</u>	<u>0</u>	<u>400</u>	<u>0</u>	<u>0</u>
Subtotal	37,726	19,600	27,461	23,133	3,533
<u>SUPPLIES & MATERIALS</u>					
	2,024	2,000	2,000	1,200	(800)
GRAND TOTAL					
	<u>\$221,101</u>	<u>\$244,639</u>	<u>\$233,218</u>	<u>\$228,076</u>	<u>(\$16,563)</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.

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

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
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ACTIVITIES:

Servers Maintained	33	35	41	41
Virtual Machines	19	27	22	22
Mobile Data Terminals	47	47	47	47
Tablets	19	19	24	24
Network Computers	279	281	286	287
Physical Locations Supported	23	25	27	27
Number of Users	525	525	538	620
Storage Used (in Gigabytes)	10,400	13,000	11,800	13,500

BUDGET VARIANCES

<u>\$4,775</u>	Economic adjustments
4,775	TOTAL PERSONAL SERVICES
32,121	Software maintenance fees and service contract renewals
<u>(1,850)</u>	Other
30,271	TOTAL CONTRACTUAL SERVICES
(1,800)	TOTAL SUPPLIES & MATERIALS
(15,520)	TOTAL CAPITAL OUTLAY
<u>\$17,726</u>	TOTAL INCREASE

REQUIRED RESOURCES

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	Budget to Budget Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$167,188	\$175,980	\$174,484	\$180,576	\$4,596
Benefits	<u>54,971</u>	<u>56,684</u>	<u>56,014</u>	<u>56,863</u>	<u>179</u>
Subtotal	222,159	232,664	230,498	237,439	4,775
<u>CONTRACTUAL SERVICES</u>					
Utilities	1,691	1,900	930	1,900	0
Postage	(5)	105	50	105	0
Professional Development	3,096	8,760	4,840	6,910	(1,850)
Auditing/Consulting	5,144	4,700	3,600	4,700	0
Computer Maintenance	313,047	392,477	390,000	424,598	32,121
Vehical & Equipment	<u>27</u>	<u>400</u>	<u>0</u>	<u>400</u>	<u>0</u>
Subtotal	323,000	408,342	399,420	438,613	30,271
<u>SUPPLIES & MATERIALS</u>	1,073	3,100	3,100	1,300	(1,800)
<u>CAPITAL OUTLAY</u>	<u>106,166</u>	<u>166,551</u>	<u>167,211</u>	<u>151,031</u>	<u>(15,520)</u>
GRAND TOTAL	<u>\$652,397</u>	<u>\$810,657</u>	<u>\$800,229</u>	<u>\$828,383</u>	<u>\$17,726</u>

DEPARTMENT: PUBLIC SAFETY

DIVISION: POLICE

MISSION STATEMENT:

The Janesville Police Department 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

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.

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
ELEMENT COST:				
Police Management	\$589,971	\$607,985	\$607,985	\$604,403
Patrol Services	8,606,047	8,620,128	8,479,798	8,883,787
Investigative Services	2,625,934	2,624,463	2,598,883	2,666,650
Support Services	<u>866,243</u>	<u>877,939</u>	<u>850,920</u>	<u>865,618</u>
Total	<u>\$12,688,195</u>	<u>\$12,730,515</u>	<u>\$12,537,586</u>	<u>\$13,020,458</u>

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
ACTIVITIES:				
Patrol (#)				
Officer Activity	62,466	70,000	65,700	70,000
Traffic Citations	8,550	10,000	9,600	10,000
Traffic Accidents	1,515	1,400	1,475	1,500
Crossing Guard Locations	17.0	17.0	17.0	17.0
Investigative (#)				
Violent Crime Incidents	168	160	170	160
Cleared with an Arrest (%)	59.0%	60.0%	60.0%	60.0%
Property Crime Incidents	1,962	2,300	1,950	2,300
Cleared with an Arrest (%)	32.0%	25.0%	30.0%	25.0%
Prisoners Processed	1,500	1,800	1,600	1,600
Support (#)				
Reports Processed	14,294	15,000	11,000	12,000
Records Requested	4,618	5,000	4,600	5,000
Parking Tickets Processed	2,484	3,200	2,000	3,200
License Applicants Processed	973	710	325	900

BUDGET VARIANCES

\$338,791	Union negotiated salary increases, pay grade changes, and turnover savings
\$8,077	Administrative economic adjustments and turnover savings
<u>(20,219)</u>	Retirement rate, as set by the State
326,649	TOTAL PERSONAL SERVICES
(7,845)	Telephone expenses based on historic actuals
(7,250)	Elimination of the tuition reimbursement program
9,130	Property insurance
(8,000)	Elimination of community surveys
(6,800)	Maintenance for legacy fingerprint system
(6,900)	Reduction in VOM rates
<u>(12,095)</u>	Other
(39,760)	TOTAL CONTRACTUAL SERVICES
(1,500)	TOTAL SUPPLIES & MATERIALS
(23,500)	Replacing six squad cars instead of seven
5,855	Two computers
15,700	LiveScan fingerprint system
<u>6,499</u>	Other
4,554	TOTAL CAPITAL OUTLAY
<u>\$289,943</u>	TOTAL INCREASE

REQUIRED RESOURCES

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	Budget to Budget Incr / (Decr)
PERSONAL SERVICES					
Wages	\$7,142,363	\$7,512,288	\$7,412,211	\$7,851,082	\$338,794
Overtime	343,666	283,700	283,700	291,774	8,074
Benefits	3,818,362	3,531,827	3,451,395	3,505,733	(26,094)
Miscellaneous Benefits	<u>150,349</u>	<u>151,385</u>	<u>151,385</u>	<u>157,260</u>	<u>5,875</u>
Subtotal	11,454,739	11,479,200	11,298,691	11,805,849	326,649
CONTRACTUAL SERVICES					
Utilities	43,816	56,145	50,100	49,460	(6,685)
Postage	5,309	6,000	6,000	5,725	(275)
Professional Development	42,126	40,235	40,360	33,435	(6,800)
Insurance	192,000	198,035	198,035	207,165	9,130
Care of Animals*	0	125,000	125,000	125,000	0
Care of Prisoners*	161,987	21,000	19,000	18,000	(3,000)
Uniform and Tool Expense	41,698	50,500	48,500	46,500	(4,000)
Computer Maintenance	2,223	2,400	2,400	2,400	0
Other Contractual Services	22,517	34,900	33,900	23,650	(11,250)
Vehicle & Equipment	<u>435,423</u>	<u>428,700</u>	<u>427,200</u>	<u>411,820</u>	<u>(16,880)</u>
Subtotal	947,099	962,915	950,495	923,155	(39,760)
SUPPLIES & MATERIALS	80,836	92,400	92,400	90,900	(1,500)
CAPITAL OUTLAY	<u>205,521</u>	<u>196,000</u>	<u>196,000</u>	<u>200,554</u>	<u>4,554</u>
GRAND TOTAL	<u>\$12,688,195</u>	<u>\$12,730,515</u>	<u>\$12,537,586</u>	<u>\$13,020,458</u>	<u>\$289,943</u>
Revenues	\$27,701	\$40,000	\$29,850	\$37,200	

*Care of Animals and Care of Prisoners were separated into 2 different accounts beginning in 2014

DEPARTMENT: PUBLIC SAFETY

DIVISION: FIRE

GOAL:

To protect the lives and property of Janesville citizens and businesses by providing fire prevention services, fire suppression, rescue, and advanced life support emergency medical service.

OBJECTIVES:

- To efficiently respond to fire, rescue, medical and hazardous material emergencies and natural disasters.
- To provide programs that will prevent fire, medical and hazardous material emergencies.
- To ensure department services are provided in a responsive and cost effective manner.

PROGRAM ACTIVITY STATEMENT:

During 2015, an estimated 5,200 Engine responses and 7,000 paramedic calls will be answered by the Fire Department responding from five stations. Four stations have paramedic ambulances, each staffed by two licensed paramedics (Emergency Medical Service, EMS) who respond to both emergency medical and fire alarms. In addition, personnel are cross-trained to provide Dive Rescue, Hazardous Materials Response, Technical Rescue, and Child Safety Seat Inspection.

Approximately 4,500 fire and tank inspections will be made in 2015. Personnel will do an estimated 1,000 hours of public education instruction. Firefighter/Paramedics receive intensive training each year to maintain the skills needed to provide emergency services. Fire Department personnel perform most of the routine maintenance of their equipment and facilities. The Operations Division performs mechanical maintenance of the vehicles.

The Fire Department responds to emergency alarms 24 hours a day out of five stations, which are staffed by 87 personnel on three shifts. The remaining seven personnel are assigned to the Fire Prevention Bureau (3) and Administration (4). Department activities include public instruction, job skills training, equipment, building and vehicle maintenance. In addition to incident response, the Department provides safety inspections and a variety of customer service and other specialty services.

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
ACTIVITIES:				
Suppression Responses (#)				
Emergency	3,980	3,900	4,225	4,275
Non-Emergency	<u>929</u>	<u>800</u>	<u>875</u>	<u>930</u>
Total	<u>4,909</u>	<u>4,700</u>	<u>5,100</u>	<u>5,205</u>
EMS Responses (#)				
Less Engine Assisted	<u>(497)</u>	<u>(450)</u>	<u>(520)</u>	<u>(550)</u>
Total	<u>6,356</u>	<u>6,550</u>	<u>6,628</u>	<u>7,000</u>
Fire Prevention Inspections (#)				
General	2,912	3,088	3,050	3,060
Construction*	200	240	220	225
Compliance	735	600	785	800
Special Request	29	40	30	40
Tanks	200	230	230	235
Occupancy	<u>240</u>	<u>325</u>	<u>300</u>	<u>325</u>
Total	<u>4,316</u>	<u>4,523</u>	<u>4,615</u>	<u>4,685</u>

*Construction includes Alarm, Sprinkler and Plan Reviews

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
ELEMENT COST:				
Suppression	\$6,300,938	\$6,048,427	\$6,012,806	\$6,389,809
EMS	2,730,982	2,859,325	2,899,365	2,925,373
Prevention	423,129	406,098	394,619	436,038
Administration	<u>584,496</u>	<u>715,294</u>	<u>653,223</u>	<u>735,666</u>
Total	<u>\$10,039,544</u>	<u>\$10,029,144</u>	<u>\$9,960,013</u>	<u>\$10,486,886</u>

BUDGET VARIANCES

\$334,989	Union negotiated salary increases and turnover savings
10,605	Administrative economic adjustments and turnover savings
115,000	Vacation pay out not budgeted in 2014
<u>21,343</u>	Other
481,937	TOTAL PERSONAL SERVICES
6,396	Air Cards that are required on 16 vehicle's mobile data computers as a result of the County CAD update
(5,844)	Professional development based on historic actuals
(9,235)	Property insurance
(7,000)	Uniforms and protective gear for two new employees versus four in 2014
8,000	Increase in VOM rates
<u>1,380</u>	Other
(6,303)	TOTAL CONTRACTUAL SERVICES
<u>(12,423)</u>	Expanded agreement with hospitals and the supplying of disposable medical
(12,423)	TOTAL SUPPLIES & MATERIAL
(5,469)	TOTAL RURAL FIRE OFFSET
<u>\$457,742</u>	TOTAL INCREASE

REQUIRED RESOURCES

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	Budget to Budget Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$5,933,710	\$6,245,125	\$6,187,411	\$6,590,699	\$345,574
Overtime	397,475	364,507	396,011	505,000	140,493
Benefits	3,308,692	3,071,816	3,000,732	3,067,686	(4,130)
Miscellaneous Benefits	<u>112,560</u>	<u>4,200</u>	<u>4,200</u>	<u>4,200</u>	<u>0</u>
Subtotal	9,752,436	9,685,648	9,588,354	10,167,585	481,937
<u>CONTRACTUAL SERVICES</u>					
Utilities	74,359	80,583	80,894	90,279	9,696
Postage	1,611	2,174	2,174	2,254	80
Professional Development	22,636	52,738	45,794	46,894	(5,844)
Building Expense	28,294	39,000	39,000	39,000	0
Insurance	213,354	214,786	214,786	205,551	(9,235)
Uniform and Tool Expense	92,242	73,601	73,601	66,601	(7,000)
Computer Maintenance	2,105	3,500	3,500	3,500	0
Recruiting Expense	1,151	6,900	6,900	4,900	(2,000)
Vehicle & Equipment	<u>287,256</u>	<u>287,324</u>	<u>334,543</u>	<u>295,324</u>	<u>8,000</u>
Subtotal	723,008	760,606	801,192	754,303	(6,303)
<u>SUPPLIES & MATERIALS</u>	111,031	129,820	117,397	117,397	(12,423)
GRAND TOTAL	<u>\$10,586,474</u>	<u>\$10,576,074</u>	<u>\$10,506,943</u>	<u>\$11,039,285</u>	<u>\$463,211</u>
<u>RURAL FIRE OFFSET</u>	<u>(\$546,930)</u>	<u>(\$546,930)</u>	<u>(\$546,930)</u>	<u>(\$552,399)</u>	<u>(\$5,469)</u>
NET TOTAL	<u>\$10,039,544</u>	<u>\$10,029,144</u>	<u>\$9,960,013</u>	<u>\$10,486,886</u>	<u>\$457,742</u>

TOWNSHIP FIRE PROTECTION:

Beginning with the 2002 adopted budget, the cost for providing fire protection to the neighboring townships has been reallocated to a Special Revenue Fund. The estimated amount of funding for 2015 is \$552,399. This is an increase of \$5,469 from 2014.

FIRE DEPARTMENT VEHICLE REPLACEMENT:

Vehicles planned for replacement are placed in the Capital Improvements Plan and are funded through the issuance of general obligation promissory notes. Two previously deferred 2003 Medtec ambulances are scheduled for replacement in 2015 at a total cost of \$494,177.

Four vehicles are planned for replacement in 2016. They include a 2000 American LaFrance Rescue-Pumper (deferred from 2015), a 1997 Medtec ambulance, a 2008 Command vehicle, and a 2008 staff car. Six vehicles were recently evaluated and deferred to later years in an effort to reduce financial stress on the capital plan.

PARAMEDIC EQUIPMENT FUND:

The Paramedic Equipment Fund was established as an account for donations received from various citizens, memorials, and organizations. The Department receives an annual payment from the State EMS Funding Assistance Program (FAP), which also goes into this account. 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. The total estimated fund balance available in 2015 is \$54,346. In 2015, the department is considering the purchase of a new power load cot system. The funding for these expenses will come from this account.

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
REVENUES:				
EMS	\$1,493,564	\$1,500,000	\$1,475,000	1,605,000
Inspections	169,352	160,000	179,000	165,000
Ambulance Transport	67,000	142,000	142,000	142,000
Other	<u>62,201</u>	<u>35,000</u>	<u>40,000</u>	<u>40,000</u>
Total	<u>\$1,792,117</u>	<u>\$1,837,000</u>	<u>\$1,836,000</u>	<u>\$1,952,000</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.

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 a landfill/superfund sites.

Street Rehabilitation (Curbs, Walks, and Bridges) - Provide for the design of roadway improvements on our 348-mile (approximately) paved street system. Rehabilitation work is necessary on 14 miles of the system annually to maintain street ratings of "fair" or better. Recent financial trends have allowed for rehabilitation of approximately 5-6 miles of streets per year although in May 2014 the Council approved rehabilitating 12 miles by 2016. Construction services and inspection of sidewalks are included in the Street Maintenance budget.

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 Department of Transportation projects. Engineering staff also advises the Janesville Area Metropolitan Planning Organization.

ACTIVITIES (Hours)	2013	2014	2014	2015
	Actual	Budget	Estimated	Budget
Sewer & Water & Landfill	1,240	1,026	993	1,239
Street Rehabilitation (Curbs, Walks, Bridges)	3,350	3,450	3,506	3,904
City Buildings & Parks	1,650	1,428	1,373	1,403
Maintain Infrastructure Records / Maps	1,150	1,495	1,452	1,262
Support Economic Development	850	686	879	702
Transportation Planning	<u>2,784</u>	<u>2,710</u>	2,592	<u>2,285</u>
Total	<u>11,024</u>	<u>10,795</u>	<u>10,795</u>	<u>10,795</u>

BUDGET VARIANCES

<u>\$36,126</u>	Economic adjustments and turnover costs
36,126	TOTAL PERSONAL SERVICES
58	TOTAL CONTRACTUAL SERVICES
<u>\$36,184</u>	TOTAL INCREASE

REQUIRED RESOURCES

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	Budget to Budget Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$397,288	\$406,739	\$420,903	\$440,058	\$33,319
Overtime	177	2,000	2,000	680	(1,320)
Benefits	133,028	130,481	130,481	134,608	4,127
Miscellaneous Benefits	<u>10</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Subtotal	530,503	539,220	553,384	575,346	36,126
<u>CONTRACTUAL SERVICES</u>					
Utilities	4,846	4,700	4,700	4,700	0
Postage	3,108	2,625	2,625	2,722	97
Professional Development	19,581	19,265	19,265	19,265	0
Audit & Consulting	10,911	7,500	7,500	6,726	(774)
Vehicle & Equipment	<u>5,530</u>	<u>4,395</u>	<u>4,395</u>	<u>5,130</u>	<u>735</u>
Subtotal	43,976	38,485	38,485	38,543	58
<u>SUPPLIES & MATERIALS</u>					
	11,798	9,675	9,675	9,675	0
<u>GRAND TOTAL</u>	<u>\$586,277</u>	<u>\$587,380</u>	<u>\$601,544</u>	<u>\$623,564</u>	<u>\$36,184</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.

OBJECTIVES:

- To plow all City streets within ten hours after cessation of all snow storms.
- 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 storm events.
- To remove snow from the downtown area within 48 hours of the cessation of all snow storms or whenever conditions warrant.
- To clear all sidewalks adjacent to publicly-owned land of snow and ice within 72 hours of the cessation of all snow storms.

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.

Generally, arterials and collectors are treated with chemicals as soon as snow begins to accumulate. It is important to prevent the bonding of packed snow to the street surface so that subsequent plowing and chemical applications will be more effective. Anti-icing of bridges, hazardous hills and a portion of the arterial street network includes treatment with liquid chemicals prior to storm events.

Snow plowing activities can commence at any hour of the day so that streets may be cleared and made passable for the following workday. Nineteen single-axle dump trucks with plows typically carry out routine snow plowing activities, along with three graders, seven tandem trucks and an end loader. All of the City's streets are plowed back as close to the curb as possible.

Snow plowing activities normally begin when snowfall accumulation reaches between two to three inches, whereas chemical spreading operations are used primarily to clear streets when snowfall accumulations are less than three inches in depth. Salt spreaders customarily apply pre-treated salt during chemical spreading operations. Downtown snow removal begins when snowfall accumulations reach the point where pedestrian and vehicular traffic becomes restricted in the downtown areas.

Sidewalk shoveling involves the process of snow removal from 12 miles of City sidewalks and bridges after each and every recordable snowfall. Sidewalk shoveling is accomplished via the use of two motorized sidewalk snow blowers and one two-person sidewalk shoveling crew. Equipment maintenance ensures that all equipment necessary to effectively remove or control snow is operable when needed.

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
ACTIVITIES:				
Snow Plowing Operations (#)				
City-Wide Operations	8.0	7.0	9.0	7.0
Partial Operations	6.0	0.0	10.0	0.0
Chemical Spreading Operations (#)				
City-Wide Operations	12.0	18.0	9.0	18.0
Partial Operations	15.0	0.0	20.0	0.0
Freezing Rain Operations (#)	5.0	0.0	1.0	0.0
Downtown Snow Removal Operations (#)	2	3	2	3
Salt (Tons Used)	9,098	4,000	6,229	4,000
Inches of Snow	49.5	36.0	50.3	36.0

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
ELEMENT COST:				
Snow Plowing	\$634,326	\$486,588	\$616,528	\$534,673
Chemical Spreading	850,961	538,507	847,964	582,494
Snow Removal	82,064	72,881	81,886	70,040
Sidewalk Shoveling	<u>107,131</u>	<u>99,840</u>	<u>125,758</u>	<u>103,781</u>
Total	<u>\$1,674,482</u>	<u>\$1,197,816</u>	<u>\$1,672,136</u>	<u>\$1,290,988</u>

SIGNIFICANT EXPENDITURE, STAFFING AND PROGRAM CHANGES:

Due to severe winter weather in the first part of 2014 and the associated number of action events required, the adopted 2014 budget is expected to be over-expended by approximately \$474,320. Council approved an additional appropriation for this amount.

BUDGET VARIANCES

<u>\$18,015</u>	Economic adjustments
18,015	TOTAL PERSONAL SERVICES
43,500	Higher vehicle operation and maintenance costs
<u>32</u>	Other
43,532	TOTAL CONTRACTUAL SERVICES
<u>31,625</u>	15% increase in the price of salt purchased through the State of Wisconsin
31,625	TOTAL SUPPLIES & MATERIAL
<u>\$93,172</u>	TOTAL INCREASE

REQUIRED RESOURCES

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	Budget to Budget Incr / (Decr)
PERSONAL SERVICES					
Wages	\$206,861	\$193,081	\$207,353	\$207,142	\$14,061
Overtime	119,328	81,000	180,958	81,000	0
Benefits	<u>100,401</u>	<u>97,362</u>	<u>132,977</u>	<u>101,316</u>	<u>3,954</u>
Subtotal	426,590	371,443	521,288	389,458	18,015
CONTRACTUAL SERVICES					
Utilities	497	468	500	500	32
Audit & Consulting	0	1,000	1,000	1,000	0
Other Contractual Services	0	0	0	0	0
Vehicle & Equipment	<u>777,312</u>	<u>567,100</u>	<u>715,526</u>	<u>610,600</u>	<u>43,500</u>
Subtotal	777,808	568,568	717,026	612,100	43,532
SUPPLIES & MATERIALS	470,084	257,805	433,822	289,430	31,625
GRAND TOTAL	<u>\$1,674,482</u>	<u>\$1,197,816</u>	<u>\$1,672,136</u>	<u>\$1,290,988</u>	<u>\$93,172</u>

The Major Capital Projects section includes \$50,000 for implementation of GPS tracking technology on all snow plowing and salt application equipment and includes in-vehicle routing systems and a back-office real-time monitoring system.

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 filling, resurfacing and reconstruction for paved streets and to maintain a smooth and dust-free running surface for gravel streets.
- 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.
- To improve railroad crossings.

PROGRAM ACTIVITY STATEMENT:

The Street Maintenance program provides for maintenance of 348 miles of paved streets and approximately eight to ten miles of gravel streets, dependent upon annual development and construction activities. In addition to the grading and graveling of non-paved street surfaces, which are typically streets that have not yet received resurfacing work, the street maintenance process includes joint and crack cleaning and filling. These activities help to delay the deterioration process. At some point in time, typically every 20 to 25 years for bituminous pavements and 45 years for concrete pavements, the street surfaces must be restored by resurfacing and reconstruction. In addition, maintenance must also be performed on the portion of the curb and gutter and pedestrian footpaths not assessed to abutting property owners. This program also provides for the maintenance of 13 bridges, including railing maintenance and repair.

The objectives of this program include:

- All utility ditches will be permanently repaired within one year of work completion.
- Annual crack sealing of concrete streets will be continued.
- Annual crack sealing of arterial bituminous streets will be continued.
- Seven to eight years after initial construction or resurfacing, street inspections from the PAVER program will be used to determine if crack sealing is necessary.
- Streets will be inspected prior to resurfacing for “bad” spots that might cause premature failure in the surface coat. These areas will be saw-cut and permanently repaired prior to resurfacing.
- 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.

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
ACTIVITIES:				
Concrete/Bituminous Street Maintenance				
Patch Filling (Tons)	550	500	600	500
Crack Sealing (Lane Miles)	3.0	7.0	2.5	6.0
Resurfacing/Reconstruction (Miles)				
Breaking/Rubbelizing	0.5	0.0	0.0	0.0
Milling/Resurfacing	4.5	4.5	5.6	9.5
Reconstruction	0.7	0.8	0.9	1.0
Shoulder Maintenance				
Miles	10.0	10.0	10.0	10.0
Gravel Streets				
Miles	18.0	20.0	15.0	18.0
	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
ELEMENT COST:				
Concrete Streets	\$72,825	\$105,046	\$99,580	\$97,482
Bituminous Streets	159,894	194,628	131,375	182,563
Curb/Gutter/Sidewalk	493	345	344	344
Resurfacing/Reconstruction	470,450	533,050	616,305	530,878
Bridge Maintenance	8,462	17,877	8,400	16,477
Shoulder Maintenance	14,031	12,042	11,290	12,577
Gravel Streets	8,012	11,634	8,779	10,068
Median Mowing	<u>58,999</u>	<u>58,030</u>	<u>55,615</u>	<u>59,882</u>
Total	<u>\$793,166</u>	<u>\$932,652</u>	<u>\$931,688</u>	<u>\$910,271</u>

BUDGET VARIANCES

<u>(\$21,125)</u>	Reallocation of hourly wages based on historic actuals.
(21,125)	TOTAL PERSONAL SERVICES
12,944	Expected increase in asphalt paving units
<u>3,100</u>	Increase in VOM rates
16,044	TOTAL CONTRACTUAL SERVICES
(17,300)	TOTAL SUPPLIES & MATERIALS
<u>(\$22,381)</u>	TOTAL DECREASE

REQUIRED RESOURCES

	2013	2014	2014	2015	Budget to Budget
	Actual	Budget	Estimated	Budget	Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$173,505	\$217,657	\$150,621	\$206,109	(\$11,548)
Overtime	2,615	3,400	2,150	3,400	0
Benefits	<u>65,975</u>	<u>96,839</u>	<u>65,517</u>	<u>87,262</u>	<u>(9,577)</u>
Subtotal	242,095	317,896	218,288	296,771	(21,125)
<u>CONTRACTUAL SERVICES</u>					
Utilities	177	200	200	200	0
Other Contractual Services	431,779	457,056	592,000	470,000	12,944
Vehicle & Equipment	<u>82,301</u>	<u>87,000</u>	<u>71,800</u>	<u>90,100</u>	<u>3,100</u>
Subtotal	514,257	544,256	664,000	560,300	16,044
<u>SUPPLIES & MATERIALS</u>	36,814	70,500	49,400	53,200	(17,300)
GRAND TOTAL	<u>\$793,166</u>	<u>\$932,652</u>	<u>\$931,688</u>	<u>\$910,271</u>	<u>(\$22,381)</u>

DEPARTMENT: PUBLIC WORKS
DIVISION: OPERATIONS
PROGRAM: WEED CONTROL

GOAL:

To maintain public right-of-ways adjacent to publicly-owned land and median areas in a clean, healthful 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 upon weather conditions.

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. 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. The crews maintain 22 acres of roadside terraces and public open spaces. Chemicals are occasionally used in locations where normal mowing activity is difficult.

	2013	2014	2014	2015
	Actual	Budget	Estimated	Budget

ACTIVITIES:

Weed Cutting (Acres)	88	88	88	88
Streets Sprayed (Lane Miles)	100	0	0	100

BUDGET VARIANCES

<u>\$2,936</u>	Economic adjustments and allocation of Laborer III position
2,936	TOTAL PERSONAL SERVICES
(1,258)	Other Contractual Services decrease
(1,000)	VOM rental rate decrease
(2,258)	TOTAL CONTRACTUAL SERVICES
<u>\$678</u>	TOTAL INCREASE

REQUIRED RESOURCES

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	Budget to Budget Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$13,772	\$11,346	\$11,400	\$13,159	\$1,813
Overtime	\$51	\$200	\$200	\$200	\$0
Benefits	<u>5,571</u>	<u>4,361</u>	<u>4,300</u>	<u>5,484</u>	<u>1,123</u>
Subtotal	19,394	15,907	15,900	18,843	2,936
<u>CONTRACTUAL SERVICES</u>					
Other Contractual Service	3,820	2,500	2,500	1,242	(1,258)
Vehicle & Equipment	<u>17,514</u>	<u>19,100</u>	<u>19,100</u>	<u>18,100</u>	<u>(1,000)</u>
Subtotal	21,334	21,600	21,600	19,342	(2,258)
<u>SUPPLIES & MATERIALS</u>					
	1,037	775	1,200	775	0
GRAND TOTAL	<u>\$41,765</u>	<u>\$38,282</u>	<u>\$38,700</u>	<u>\$38,960</u>	<u>\$678</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.
- To maintain athletic fields and courts according to the needs of user groups with acceptable maintenance techniques.

PROGRAM ACTIVITY STATEMENT:

The Parks Division is responsible for the maintenance of 64 developed parks within a park system of 2,590 acres. Funding is provided for two supervisory personnel, 17 park maintenance and 11 seasonal employees to work 60% of the year (April through October) in Parks.

Maintenance of the park system is categorized into five service areas. Grounds Maintenance activities include mowing grass, tree and shrub care, irrigation, weed control, landscape care, litter collection and leaf removal. Grass is mowed on a cycle of every eleven calendar days. Building Maintenance activities include daily cleaning of restroom facilities and park pavilions, as well as maintenance to the building structures. Natural Areas includes activities that preserve and protect our natural resources, which includes noxious weed and invasive tree removal, prairie management, and erosion control. Trail activities include sweeping, clearing, mowing, trail signing and maintenance of trail infrastructure. Athletic Field activities include turf management, maintenance of tennis, volleyball and basketball courts and outdoor ice skating.

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
ACTIVITIES:				
Park System				
Total Acreage	2,595	2595	2,595	2595
Developed Parks (#)	64	64	64	64
Grounds Maintenance				
Mowed (Acres)	666	666	666	666
Playgrounds (#)	43	43	43	43
Building Maintenance				
Picnic Pavilions (#)	17	17	17	17
Pavilion Reservations (#)	579	650	601	610
Natural Areas				
Preserved Acreage (#)	805	805	805	805
Trails				
Paved (Miles)	28	30	30	30
Athletic Fields				
Baseball Games (#)	0	0	0	0
Soccer Games (#)	125	175	130	130

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
ELEMENT COST:				
Trails	\$77,202	\$53,223	\$50,179	\$51,612
Athletic Fields	93,161	45,764	55,790	48,980
Grounds Maintenance	936,895	1,138,347	1,020,674	1,099,893
Building Maintenance	192,990	175,639	186,512	164,803
Natural Areas	34,927	48,822	46,178	41,518
Forestry	<u>56,135</u>	<u>59,955</u>	<u>49,795</u>	<u>56,608</u>
Total	<u>\$1,391,310</u>	<u>\$1,521,750</u>	<u>\$1,409,128</u>	<u>\$1,463,414</u>

BUDGET VARIANCES

<u>(\$17,978)</u>	Economic adjustments and turnover savings
(17,978)	TOTAL PERSONAL SERVICES
(8,177)	Urban forestry grant match in amended 2014 budget not (yet) awarded in 2015
(10,000)	Street trees; available funds in Forestry budget
(16,650)	VOM rates
<u>(4,781)</u>	Other
(39,608)	TOTAL CONTRACTUAL SERVICES
(750)	TOTAL SUPPLIES & MATERIALS
<u>(\$58,336)</u>	TOTAL DECREASE

REQUIRED RESOURCES

	2013	2014	2014	2015	Budget to Budget
	Actual	Budget	Estimated	Budget	Incr / (Decr)
PERSONAL SERVICES					
Wages	\$587,118	\$720,779	\$657,092	\$701,649	(\$19,130)
Overtime	25,804	14,300	18,200	14,300	0
Benefits	274,447	286,660	250,555	287,812	1,152
Miscellaneous Benefits	<u>(53)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Subtotal	887,316	1,021,739	925,847	1,003,761	(17,978)
CONTRACTUAL SERVICES					
Utilities	89,585	78,371	71,373	74,427	(3,944)
Postage	230	120	100	120	0
Professional Development	1,287	3,155	1,955	2,600	(555)
Building Expense	3,449	0	1,700	0	0
Insurance	6,516	6,441	6,441	6,159	(282)
Uniform & Tool Expense	1,151	0	0	0	0
Other Contractual Services	28,923	34,929	26,752	26,752	(8,177)
Park Contractual	6,232	22,000	22,000	12,000	(10,000)
Vehicle & Equipment	<u>269,833</u>	<u>291,325</u>	<u>291,325</u>	<u>274,675</u>	<u>(16,650)</u>
Subtotal	407,206	436,341	421,646	396,733	(39,608)
SUPPLIES & MATERIALS	96,788	63,670	61,635	62,920	(750)
GRAND TOTAL	<u>\$1,391,310</u>	<u>\$1,521,750</u>	<u>\$1,409,128</u>	<u>\$1,463,414</u>	<u>(\$58,336)</u>

DEPARTMENT: PUBLIC WORKS

DIVISIONS: PLANNING SERVICES / BUILDING AND DEVELOPMENT SERVICES

GOAL:

To plan for the orderly development and redevelopment of the City and 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 provide support, access and analysis of geospatial data using Geographic Information Systems.
- 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.

PROGRAM ACTIVITY STATEMENT:

The Divisions provide planning, building, and development services.

Planning Services

The Planning Services element provides professional services to other divisions, the City Administration, several committees, including the Plan Commission, Historic Commission and City Council, 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 and updating of the zoning code and subdivision regulations. Planning Services 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.

The Planning Services Division staffs a GIS Coordinator and GIS Analyst who oversee, develop, and maintain the City's base mapping efforts along with creating new features needed by individual departments. The City's GIS system utilizes the latest in GIS technology and provides high-quality spatial data to City departments and the public and offers custom applications like the City's Internet Mapping Website. This mapping website provides more efficient services to our citizens and will continue to evolve as the demands for this information increases.

Building & Development Services

The Building & Development Services 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 electrical and plumbing plans for State plan approval, monitoring and inspecting all construction, erosion control and periodically re-inspecting completed facilities for changes in use. Staff within this division also serve the Zoning Board of Appeals and Historic Commission.

Downtown Development

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

Major Activities Undertaken in 2014:

1. Implementation of GIS & GOVERN
2. Downtown Planning Activities
3. Safe Routes to School Plan Implementation
4. Implement Tallman House Business Plan & Improvement; Grant preparation for additional Tallman House repairs.
5. Review/approval of several commercial redevelopment projects along Milton Avenue.
6. Participation in Interstate 39/90 expansion design and Highway 14/11 Corridor Study Improvements.
7. Successfully hosted Statewide MPO/RPC & WisDOT Transportation Planning Conference.
8. Development of Introduction, Freight and Bicycle/Pedestrian Sections of the 2016-2045 Long Range Transportation Plan.
9. Implemented GIS mobile solutions for operations.
10. Facilitate adoption and implementation of Riverfront Redevelopment Strategy.
11. Processed various zoning code and ordinance amendments.

Major Activities to be Undertaken in 2015:

1. Continued Implementation of Economic Development Strategy
2. Implement Comprehensive Plan
3. Implement Downtown Strategy and assist with Brownfield area-wide planning process.
4. Implement Neighborhood Development Strategy, Subdivision and Zoning Ordinance Updates.
5. Develop Strategic Plan for Parking Plaza Removal and Reuse of Riverfront.
6. Continue advancement of GIS Program
7. Implement Long Range Transportation Plan and Provide Technical Support for Major Studies and Improvements to I 39/90, STH 11 and USH 14.
8. Continue implementation of Google Transit for JTS.
9. Adoption of new floodplain maps as prepared by WDNR and FEMA.
10. Update City of Janesville/Town of Rock Cooperation Boundary Area Plan.

	2013 Actual	2014 Budget	2014 Estimate	2015 Budget
ACTIVITIES:				
Building Services (#)				
Construction				
Complaints	144	130	121	145
Other Variances	11	10	10	7
New Residential				
Permits	323	300	316	340
Inspections	1,067	900	870	980
Existing Residential				
Permits	1,549	1,500	1,510	1600
Inspections	2,512	2,200	2,120	2300
New Commercial				
Permits	129	70	55	70
Inspections	735	700	710	720
Existing Commercial				
Permits (including all plan review)	1,152	1,100	1,070	1200
Inspections	2,140	2,200	2,200	2400
Development Services (#)				
Signs				
Complaints	8	10	6	6
Permits	262	250	270	290
Variances	2	4	5	6
Inspections	80	200	205	225
Site Plans				
Permits	39	35	52	50
Inspections	58	150	95	110
Total				
Complaints	152	140	127	151
Permits	3,454	3,255	3,273	3,550
Variances	13	14	15	13
Inspections	6,592	6,350	6,200	6,735
Planning Services (Hours)				
Administration	1,400	1,200	1,200	1,400
Planning Services	2,600	2,500	2,500	2,400
Current Planning	2,300	2,400	2,400	2,500
Comprehensive Planning	<u>1,800</u>	<u>2,000</u>	<u>2,000</u>	<u>1,800</u>
Total Hours	<u>8,100</u>	<u>8,100</u>	<u>8,100</u>	<u>8,100</u>

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
ELEMENT COST:				
Building & Development Services	\$664,238	\$696,673	\$681,336	\$742,966
Planning Services	<u>284,209</u>	<u>338,000</u>	<u>328,872</u>	<u>361,607</u>
Total	<u>\$948,447</u>	<u>\$1,034,673</u>	<u>\$1,010,208</u>	<u>\$1,104,573</u>

BUDGET VARIANCES

\$30,400	Funded Associate Planner position at 1.0 FTE from .583 FTE
18,908	Reallocated Building Inspector from 0.80 FTE to 1.0 FTE from Neighborhood Services
<u>21,357</u>	Economic adjustments
70,665	TOTAL PERSONAL SERVICES

(765) TOTAL CONTRACTUAL SERVICES

\$69,900 TOTAL INCREASE

REQUIRED RESOURCES

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	Budget to Budget Incr / (Decr)
PERSONAL SERVICES					
Wages	\$639,618	\$701,721	\$685,439	\$755,993	\$54,272
Benefits	<u>237,313</u>	<u>269,602</u>	<u>262,600</u>	<u>285,995</u>	<u>16,393</u>
Subtotal	876,930	971,323	948,039	1,041,988	70,665
CONTRACTUAL SERVICES					
Utilities	2,722	2,500	2,500	2,500	0
Postage	3,082	3,000	3,000	3,000	0
Professional Development	11,147	11,850	11,819	11,085	(765)
Audit & Consulting	537	800	0	800	0
Other Contractual Services	33,383	23,000	22,650	22,800	(200)
Vehicle & Equipment	<u>15,960</u>	<u>16,000</u>	<u>16,000</u>	<u>16,200</u>	<u>200</u>
Subtotal	66,829	57,150	55,969	56,385	(765)
SUPPLIES & MATERIALS					
	4,687	6,200	6,200	6,200	0
GRAND TOTAL	<u>\$948,447</u>	<u>\$1,034,673</u>	<u>\$1,010,208</u>	<u>\$1,104,573</u>	<u>\$69,900</u>
Revenues	\$410,571	\$374,300	\$358,940	\$433,756	

REVENUE COMMENT:

This budget includes an increase to community development permit fees that will offset expenditures by approximately \$59,456.

DEPARTMENT: PUBLIC WORKS

DIVISION: TECHNICAL SERVICES

GOAL:

To perform a wide range of technical services which provide for the maintenance, construction and emergency repair of City-owned facilities and systems in a cost effective, safety conscience and energy efficient manner.

OBJECTIVES:

- To initiate, develop and implement programs that efficiently maintain existing components of all City facilities and Public Works systems.
- To construct new and maintain existing street lighting, traffic signals, underground electrical systems and telephone systems while adhering to all applicable codes.
- To maintain all security, HVAC, communications, plumbing, and electrical at all City Owned facilities including but not limited to water pumping stations, sewer lift stations, and the water treatment facility.
- To maintain parks and recreation facilities including pools.
- To provide inspections and make recommendations for proper repair of existing facilities and systems.
- To provide 24-hour emergency repair of all critical and non-critical service facilities.
- To provide technical guidance and implementation of energy efficient upgrades to mechanical/electrical equipment in existing City Owned facilities.

PROGRAM ACTIVITY STATEMENT:

The Technical Services Division consists of a Facilities Manager, two Master Electricians, two Skilled Technicians in the electrical/mechanical trades, one union equipment operator, and one part-time building maintenance position. The division is also assisted thru the summer months by one temporary full time position. Program elements include work performed for General Fund accounts, Special Fund (Enterprise) accounts and various Construction Fund capital projects. During the construction season, permanent staff is supplemented by contract labor and equipment, as necessary.

Technical Services' construction, maintenance and repair programs extend to all facilities that are owned and operated with General Fund appropriations. These facilities include public buildings, street lights, traffic signals, landfill, parking facilities, park and recreational facilities. The division provides the same construction and maintenance programs for Enterprise Funds, which include Transit, Vehicle Operation & Maintenance (VOM), Stormwater, Water, and Wastewater Utilities. Miscellaneous Construction Funds account for a portion of the division's work activities, such as street construction and special capital projects financed through bond proceeds. The Technical Services Division also provides the administration of the Comprehensive Building Management Program covering all City buildings.

DEPARTMENT: PUBLIC WORKS
DIVISION: TECHNICAL SERVICES
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.

PROGRAM ACTIVITY STATEMENT:
 The Parking Facilities program provides for the operation and maintenance of 18 parking lots in the downtown area providing parking facilities for 1,653 vehicles. This includes the downtown parking plaza, which contains 280 parking spaces, and the North Parker Drive parking structure, which contains 235 parking spaces. Also included is the maintenance of five other parking lots: Hedberg Public Library, 400 Block of River Street, Ice Skating Center, Rotary Gardens, and adjacent to the Janesville Performing Arts Center. These lots include 505 parking spaces. In total, the City maintains 23 parking facilities with a total of 2,158 parking spaces. The major activities undertaken by this program include sweeping, snow removal, line striping, surface repair, street lighting and facility planning.

	2013	2014	2014	2015
	Actual	Budget	Estimated	Budget

ACTIVITIES:

Parking Facilities				
Spaces (#)	2,108	2,108	2,108	2,108
Maintenance (Hours)	1,000	850	945	850

ELEMENT COST:

Maintenance	\$107,387	\$89,098	\$98,478	\$90,246
Facilities Planning	<u>14,626</u>	<u>17,090</u>	<u>15,908</u>	<u>16,063</u>
Total	<u>\$122,014</u>	<u>\$106,188</u>	<u>\$114,386</u>	<u>\$106,309</u>

BUDGET VARIANCES

<u>(\$2,702)</u>	Allocation of hourly wages to other budgets and economic adjustments
(2,702)	TOTAL PERSONAL SERVICES
6,200	VOM rates
<u>(1,567)</u>	Other
4,633	TOTAL CONTRACTUAL SERVICES
(1,810)	TOTAL SUPPLIES & MATERIALS
<u>\$121</u>	TOTAL INCREASE

REQUIRED RESOURCES

	2013	2014	2014	2015	Budget to Budget
	Actual	Budget	Estimated	Budget	Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$33,586	\$26,580	\$29,877	\$24,886	(\$1,694)
Overtime	3,042	3,100	4,988	3,100	0
Benefits	<u>11,444</u>	<u>11,193</u>	<u>13,706</u>	<u>10,185</u>	<u>(1,008)</u>
Subtotal	48,072	40,873	48,571	38,171	(2,702)
<u>CONTRACTUAL SERVICES</u>					
Utilities	21,372	23,384	24,060	22,766	(618)
Postage	741	1,035	600	700	(335)
Insurance	2,144	2,136	2,136	2,022	(114)
Other Contractual Services	5,966	6,500	6,500	6,000	(500)
Vehicle & Equipment	<u>44,865</u>	<u>29,200</u>	<u>31,519</u>	<u>35,400</u>	<u>6,200</u>
Subtotal	75,088	62,255	64,815	66,888	4,633
<u>SUPPLIES & MATERIALS</u>	(1,147)	3,060	1,000	1,250	(1,810)
GRAND TOTAL	<u>\$122,014</u>	<u>\$106,188</u>	<u>\$114,386</u>	<u>\$106,309</u>	<u>\$121</u>

DEPARTMENT: PUBLIC WORKS

DIVISION: TECHNICAL SERVICES

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 so as to prevent deterioration and thereby protecting a very sizable City investment.
- To operate the various City buildings with emphasis directed toward energy conservation.

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 105,700 square feet of building space is provided with an average cost per square foot of \$4.79. The Technical Services Division performs most of the routine maintenance and repairs, although certain specialty services such as elevator maintenance for the Municipal Building and Police Services Center, along with janitorial services for the Municipal Building, Police Services Center, and the City Services Center are performed by private contractors.

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
ACTIVITIES (Sq. Ft.):				
City Hall	44,000	44,000	44,000	44,000
City Services Center	14,000	14,000	14,000	14,000
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

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
ELEMENT COST:				
City Hall	\$246,516	\$293,010	\$274,448	\$295,580
City Services Center	46,089	50,392	45,217	50,111
Police Services	137,619	152,945	146,055	138,845
City Storage Building			6,552	20,332
Other Buildings	<u>937</u>	<u>1,759</u>	<u>769</u>	<u>1,642</u>
Total	<u>\$431,161</u>	<u>\$498,106</u>	<u>\$473,041</u>	<u>\$506,510</u>

SIGNIFICANT PROGRAM CHANGES:

At the end of 2014, the old Transit Center was re-purposed to serve as the Storage Building for the Department of Public Works and the Recreation Division. This transferred the operating costs for the building from the Transit Fund to the General Fund.

BUDGET VARIANCES

\$3,551	Re-purpose of old Transit Center to storage facility
<u>(758)</u>	Other
2,793	TOTAL PERSONAL SERVICES
16,781	Re-purpose of old Transit Center to storage facility
<u>2,330</u>	Other
19,111	TOTAL CONTRACTUAL SERVICES
(14,000)	Non-recurring repairs to the Police Services building in 2014
<u>500</u>	Other
(13,500)	TOTAL SUPPLIES & MATERIALS
<u>\$8,404</u>	TOTAL INCREASE

REQUIRED RESOURCES

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	Budget to Budget Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$80,152	\$97,167	\$83,007	\$99,689	\$2,522
Overtime	1,211	1,600	1,413	1,600	0
Benefits	<u>28,590</u>	<u>31,078</u>	<u>29,228</u>	<u>31,349</u>	<u>271</u>
Subtotal	109,953	129,845	113,648	132,638	2,793
<u>CONTRACTUAL SERVICES</u>					
Utilities	130,350	152,902	153,666	169,941	17,039
Postage	654	500	0	500	0
Professional Development	1,500	1,400	1,400	1,400	0
Building Expense	10,384	10,000	10,000	10,000	0
Insurance	10,206	10,162	9,252	9,968	(194)
Other Contractual Services	132,656	138,111	135,855	141,813	3,702
Vehicle & Equipment	<u>8,736</u>	<u>11,386</u>	<u>9,850</u>	<u>9,950</u>	<u>(1,436)</u>
Subtotal	294,487	324,461	320,023	343,572	19,111
<u>SUPPLIES & MATERIALS</u>	26,721	43,800	39,370	30,300	(13,500)
GRAND TOTAL	<u>\$431,161</u>	<u>\$498,106</u>	<u>\$473,041</u>	<u>\$506,510</u>	<u>\$8,404</u>

DEPARTMENT: PUBLIC WORKS
DIVISION: TECHNICAL SERVICES
PROGRAM: TRAFFIC MANAGEMENT

GOAL:

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

OBJECTIVES:

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

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 lasting 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 72 signalized intersections (the most recent addition of one intersection was installed in 2013) where traffic volumes exceed minimum standards. Street lights 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.

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
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ACTIVITIES:

Traffic Signs

Installed/Repaired (#)	943	1,800	1,200	1,800
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Traffic Signals

Intersections (#)	72	72	73	73
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Street Painting

Striping (Feet)	302,685	405,000	380,000	405,000
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Street Lighting

Alliant Utilities Lights (#)	2,104	2,104	2,104	2,104
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City Lights (#)	2,299	2,299	2,299	2,298
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	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
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ELEMENT COST:

Traffic Signs	\$108,826	\$128,877	\$141,585	\$129,436
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Traffic Signals	181,385	151,435	156,814	150,722
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Street Painting	92,875	95,880	85,015	94,868
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Street Lighting	546,354	561,715	568,939	544,067
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Right-of-Way Clearing	<u>19,722</u>	<u>39,501</u>	<u>39,305</u>	<u>37,893</u>
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Total	<u>\$949,162</u>	<u>\$977,408</u>	<u>\$991,658</u>	<u>\$956,986</u>
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BUDGET VARIANCES

<u>(\$4,554)</u>	Turnover savings and completion of LED street light project in 2014
(4,554)	TOTAL PERSONAL SERVICES
39,914	8% increase in electrical rates
(50,024)	Expected energy savings from upgrading to LED street lights
(5,084)	VOM rates
<u>(22)</u>	Other
(15,216)	TOTAL CONTRACTUAL SERVICES
(652)	TOTAL SUPPLIES & MATERIALS
<u>(\$20,422)</u>	TOTAL DECREASE

REQUIRED RESOURCES

	2013	2014	2014	2015	Budget to Budget
	Actual	Budget	Estimated	Budget	Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$191,531	\$213,899	\$206,933	\$210,826	(\$3,073)
Overtime	5,918	9,500	10,028	9,500	0
Benefits	<u>92,875</u>	<u>93,524</u>	<u>89,408</u>	<u>92,043</u>	<u>(1,481)</u>
Subtotal	290,324	316,923	306,369	312,369	(4,554)
<u>CONTRACTUAL SERVICES</u>					
Utilities	484,147	482,260	498,920	472,150	(10,110)
Professional Development	450	450	450	450	0
Insurance	354	354	354	332	(22)
Other Contractual Services	6,905	9,000	8,930	9,000	0
Vehicle & Equipment	<u>77,113</u>	<u>94,984</u>	<u>94,500</u>	<u>89,900</u>	<u>(5,084)</u>
Subtotal	568,970	587,048	603,154	571,832	(15,216)
<u>SUPPLIES & MATERIALS</u>	89,868	73,437	82,135	72,785	(652)
GRAND TOTAL	<u>\$949,162</u>	<u>\$977,408</u>	<u>\$991,658</u>	<u>\$956,986</u>	<u>(\$20,422)</u>

DEPARTMENT: NEIGHBORHOOD & COMMUNITY SERVICES

DIVISION: NEIGHBORHOOD 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.

PROGRAM ACTIVITY STATEMENT:

The division's first 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 as well as other city codes pertaining to the condition and use of private property.

	2013	2014	2014	2015
	Actual	Budget	Estimated	Budget

ACTIVITIES:

City Code (#)

Housing-Related

Violations 527 450 452 500

Inspections 738 900 760 900

Nuisance

Violations 1,324 1,300 1,272 1,350

Inspections 1,465 1,800 2,408 2,200

Zoning

Violations 233 250 288 300

Inspections 272 350 323 400

Proactive

Inspections 2,337 2,500 2,142 2,500

Total

Violations 2,084 2,000 2,012 2,150

Inspections 4,812 5,550 5,633 6,000

BUDGET VARIANCES

<u>\$8,219</u>	Economic adjustments
8,219	TOTAL PERSONAL SERVICES
(53)	TOTAL CONTRACTUAL SERVICES
<u>\$8,166</u>	TOTAL INCREASE

REQUIRED RESOURCES

	2013	2014	2014	2015	Budget to Budget
	Actual	Budget	Estimated	Budget	Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$161,077	\$187,751	\$190,117	\$195,407	\$7,656
Benefits	<u>67,682</u>	<u>77,750</u>	<u>78,744</u>	<u>78,313</u>	<u>563</u>
Subtotal	228,759	265,501	268,861	273,720	8,219
<u>CONTRACTUAL SERVICES</u>					
Utilities	322	400	400	400	0
Postage	1,291	1,246	1,150	1,193	(53)
Professional Development	926	1,510	1,510	1,510	0
Audit & Consulting	20,400	20,400	20,400	20,400	0
Other Contractual Services	80	250	240	250	0
Vehicle & Equipment	<u>7,200</u>	<u>7,200</u>	<u>7,200</u>	<u>7,200</u>	<u>0</u>
Subtotal	30,219	31,006	30,900	30,953	(53)
<u>SUPPLIES & MATERIALS</u>	1,168	1,000	1,000	1,000	0
GRAND TOTAL	<u>\$260,146</u>	<u>\$297,507</u>	<u>\$300,761</u>	<u>\$305,673</u>	<u>\$8,166</u>

DEPARTMENT: NEIGHBORHOOD & COMMUNITY SERVICES

DIVISION: RECREATION

PROGRAM: ADMINISTRATION AND TALLMAN HOUSE

GOAL:

To provide for the overall direction, coordination and support of all administrative activities of the Recreation Divisions.

OBJECTIVES:

- To develop and implement a program of services and activities that effectively meet the recreational, cultural and leisure needs of the community.
- To establish an effective community relations program that will both communicate the availability of current services and promote the role and importance of leisure and recreational activities within the community.
- To conduct general administrative activities, including personnel management, purchasing and budget preparation/management.
- To evaluate all operations in order to improve efficiency and effectiveness and to prepare reports, as necessary.
- To initiate, develop and carry out special projects, as required.

PROGRAM ACTIVITY STATEMENT:

The Recreation Division consists of Administration, Recreation (including Ice Skating Center and Aquatics), Senior Citizen Center, and Lincoln-Tallman House. Staff is responsible for coordinating, monitoring and managing these components to form a system of services that is responsive to the leisure interests and needs of the community. A portion of the clerical support for the Department is provided for in the Administration budget.

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
ACTIVITIES:				
Athletic Field Reservations	2,952	3,500	3,500	1,750
Equipment Rentals	120	140	180	200
Special Events Permits	124	135	140	140
Lincoln-Tallman House Attendance*	11,000	12,100	12,100	13,310
Cost per Lincoln-Tallman Attendee	\$4.54	\$4.08	\$4.08	\$3.71

*Includes entire Rock County Historical Society Campus

ELEMENT COST:

General Administration	\$35,959	\$39,452	\$39,278	\$43,000
Lincoln-Tallman House	<u>49,905</u>	<u>49,400</u>	<u>49,400</u>	<u>49,400</u>
Total	<u>\$85,865</u>	<u>\$88,852</u>	<u>\$88,678</u>	<u>\$92,400</u>

BUDGET VARIANCES

<u>\$4,018</u>	Economic adjustments
4,018	TOTAL PERSONAL SERVICES
(470)	TOTAL CONTRACTUAL SERVICES
<u>\$3,548</u>	TOTAL INCREASE

REQUIRED RESOURCES

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	Budget to Budget Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$19,436	\$20,936	\$21,557	\$24,053	\$3,117
Benefits	8,788	9,270	9,240	10,171	901
Miscellaneous Benefits	<u>3,117</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	<u>0</u>
Subtotal	31,342	33,206	33,797	37,224	4,018
<u>CONTRACTUAL SERVICES</u>					
Utilities	1,546	1,300	1,300	1,300	0
Postage	645	1,200	800	800	(400)
Professional Development	448	546	781	476	(70)
Other Contractual Services	46,194	45,000	45,000	45,000	0
Vehicle & Equipment	<u>77</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Subtotal	48,909	48,046	47,881	47,576	(470)
<u>SUPPLIES & MATERIALS</u>	5,613	7,600	7,000	7,600	0
GRAND TOTAL	<u>\$85,865</u>	<u>\$88,852</u>	<u>\$88,678</u>	<u>\$92,400</u>	<u>\$3,548</u>

DEPARTMENT: NEIGHBORHOOD & COMMUNITY SERVICES

DIVISION: RECREATION

PROGRAM: RECREATION, AQUATICS AND ICE CENTER

GOAL:

To implement a program of services and activities that effectively meets the recreational and leisure needs of the community.

OBJECTIVES:

- To provide leisure opportunities for adults, youth and families to participate in activities such as organized sports, aquatics, ice skating, special events, enrichment and cultural programs.
- To provide summer camps 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 and activities that will stimulate cultural appreciation, environmental awareness, encourage family participation and community enjoyment.
- To operate activities for youth, adult, aquatics and ice skating at a 50% operating ratio.

PROGRAM ACTIVITY STATEMENT:

Recreation provides a variety of seasonal and year-round activities for youth and adults with an emphasis on personal enrichment, instruction, education, athletics, aquatics and ice skating. Activities include sports leagues, sports instruction, enrichment programs, middle school recreation nights, open swim, swim lessons, hockey, figure skating, family special events, fitness, nature and teen programming. The Recreation Division also provides support for pavilion rentals, public special events, and equipment rentals. Currently, the Recreation Division employs four full-time professional staff. Staffing also includes 200 part-time/seasonal employees. Activities and services take place in the schools, Dawson Park, Palmer Park, Riverside Park, Bond Park, Courthouse Park, Rockport Pool, Lions Beach and the Ice Arena. Maintenance of these facilities is provided by the Parks Division and/or Tech Services Division and is charged to the Recreation programs. The Recreation Division actively seeks out partnerships, sponsorships, and the use of shared resources.

ELEMENT COST:

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
Youth	\$194,152	\$209,809	\$198,600	\$220,804
Adult	270,223	278,874	269,037	269,986
Aquatics	244,320	270,312	241,100	253,431
Ice Skating Center	<u>301,385</u>	<u>290,910</u>	<u>307,470</u>	<u>306,720</u>
Total	<u>\$1,010,081</u>	<u>\$1,049,905</u>	<u>\$1,016,207</u>	<u>\$1,050,941</u>

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
PERFORMANCE MEASURES:				
Youth				
Participants (#)	18,768	18,446	19,861	22,260
Subsidy per Participant	\$2.36	\$1.47	\$2.37	\$2.93
Operating Ratio	77.2%	86.3%	76.3%	70.4%
Adult				
Participants (#)	42,986	42,583	41,902	43,829
Subsidy per Participant	\$1.71	\$0.64	\$1.86	\$1.45
Operating Ratio	72.8%	89.1%	71.1%	76.4%
Aquatics				
Participants (#)	50,147	56,618	46,152	58,384
Subsidy per Participant	\$3.61	\$3.71	\$3.84	\$3.02
Operating Ratio	25.9%	30.0%	26.5%	30.5%
Ice Skating Center				
Participants (#)	83,537	87,000	87,000	87,000
Subsidy per Participant	\$0.24	\$0.37	\$0.26	\$0.30
Operating Ratio	93.3%	89.0%	92.7%	91.5%

BUDGET VARIANCES

<u>(\$835)</u>	Economic adjustments
(835)	TOTAL PERSONAL SERVICES
16,208	Ice Center utilities based on historic actuals
<u>(3,677)</u>	Other
12,531	TOTAL CONTRACTUAL SERVICES
(10,660)	TOTAL SUPPLIES & MATERIALS
<u>\$1,036</u>	TOTAL INCREASE

REQUIRED RESOURCES

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	Budget to Budget Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$480,864	\$497,991	\$472,157	\$500,240	\$2,249
Overtime	3,650	7,800	5,350	7,800	0
Benefits	<u>105,666</u>	<u>108,947</u>	<u>103,940</u>	<u>105,863</u>	<u>(3,084)</u>
Subtotal	590,180	614,738	581,447	613,903	(835)
<u>CONTRACTUAL SERVICES</u>					
Utilities	129,493	137,516	146,614	153,724	16,208
Postage	949	1,900	1,300	1,900	0
Professional Development	6,044	5,885	4,329	4,886	(999)
Building Expense	14,765	17,400	19,150	13,700	(3,700)
Insurance	4,352	4,306	4,308	4,093	(213)
Other Contractual Services	75,125	59,000	65,285	62,875	3,875
Concessions	31,840	30,000	31,000	32,000	2,000
Advertising	10,737	19,000	19,250	18,750	(250)
Licenses	4,203	4,700	4,167	4,710	10
Vehicle & Equipment	<u>46,107</u>	<u>49,400</u>	<u>42,860</u>	<u>45,000</u>	<u>(4,400)</u>
Subtotal	323,614	329,107	338,263	341,638	12,531
<u>SUPPLIES & MATERIALS</u>	96,287	106,060	96,497	95,400	(10,660)
GRAND TOTAL	<u>\$1,010,081</u>	<u>\$1,049,905</u>	<u>\$1,016,207</u>	<u>\$1,050,941</u>	<u>\$1,036</u>

REVENUE COMMENT:

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

Revenue has been increasing annually, but revenue goals have been set high. The 2015 revenue projection reflects a realistic goal. The Recreation Division’s goal is to achieve our revenue budget goal for 2015 through marketing strategies and the addition of new revenue generating programs, such as partnerships, within our existing program budgets.

The Youth revenue category decreases by \$15,500 due to decreases in realized revenue from Rec Nite, partnerships, and youth sports seen over the past years. This is a more realistic revenue goal.

The Adult revenue category decreases by \$16,500 primarily due to lower adult softball team numbers. In addition, a boat launch fee was proposed and included in the 2014 revenue budget but never implemented. These decreases are offset by increases in vending and concession revenue.

The Aquatics revenue category decreases by \$9,500 primarily due to decreases in public swim admissions and season passes at Rockport Pool based on weather and past trends in recent years.

The Ice Skating Center revenue category increases by \$18,500 primarily due to increases in public skate admissions, birthday parties, and figure skating club rentals.

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
REVENUE:				
Youth	\$149,839	\$171,000	\$151,500	\$155,500
Adult	196,686	223,000	191,300	206,400
Aquatics	63,365	86,800	63,800	77,300
Ice Skating Center	<u>281,161</u>	<u>262,000</u>	<u>285,000</u>	<u>280,500</u>
Total	<u>\$691,052</u>	<u>\$742,800</u>	<u>\$691,600</u>	<u>\$719,700</u>

DEPARTMENT: NEIGHBORHOOD & COMMUNITY SERVICES

DIVISION: RECREATION

PROGRAM: SENIOR CITIZEN CENTER

GOAL:

To implement a program of services and activities that effectively meets the recreational, cultural and leisure needs of older adult citizens (50+) in our community.

OBJECTIVES:

- To re-involve the community's older adults in activities, programs and services.
- To develop the skills and talents of older adults.
- To provide opportunities to establish or maintain social contacts and friendships for older adults.
- To operate the Senior Citizens Center at a 25% operating ratio.

PROGRAM ACTIVITY STATEMENT:

The Senior Citizen Center is a multi-purpose facility where older adults, as individuals or groups, come together for services and activities that enhance their dignity, support their independence and encourage them to be involved in community activities. Programs consist of a variety of services and activities that are recreational and educational in nature. Several services are available that provide support in areas specific to the needs of older adults. The Center also serves as a community resource for information on aging and for developing new approaches to aging problems. The Senior Center employs two full-time professional staff and uses seasonal staff as needed. The Center is open 8:00 AM to 4:30 PM, Monday through Friday, and is open several evenings and weekends for classes, building rentals and special events. The Center operates for a total of 275 days and approximately 3,000 hours a year. The Senior Center has a mandatory annual membership fee with approximately 800 members.

2013 Actual	2014 Budget	2014 Estimated	2015 Budget
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PERFORMANCE MEASURES:

Workload Measures (#)

Participants	57,468	62,000	62,000	63,000
Hours Open	3,100	3,100	3,100	3,100
Programs Offered	150	150	150	150

Efficiency Measures

Operating Ratio	30.5%	30.4%	33.3%	35.5%
Subsidy Per Participant	\$3.07	\$2.85	\$2.75	\$2.59

2013 Actual	2014 Budget	2014 Estimated	2015 Budget
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ELEMENT COST:

Senior Programming	\$194,007	\$205,354	\$196,988	\$191,301
Building Maintenance	<u>60,270</u>	<u>61,630</u>	<u>58,477</u>	<u>62,096</u>
Total	<u>\$254,276</u>	<u>\$266,984</u>	<u>\$255,465</u>	<u>\$253,397</u>

BUDGET VARIANCES

<u>(\$13,968)</u>	Turnover savings and economic adjustments
(13,968)	TOTAL PERSONAL SERVICES
1,475	5% electricity rate increase
2,000	Building maintenance based on historic actuals
(3,031)	VOM rates
<u>(13)</u>	Other
431	TOTAL CONTRACTUAL SERVICES
(50)	TOTAL SUPPLIES & MATERIALS
<u>(\$13,587)</u>	TOTAL DECREASE

REQUIRED RESOURCES

	2013	2014	2014	2015	Budget to Budget
	Actual	Budget	Estimated	Budget	Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$116,419	\$122,976	\$118,602	\$110,388	(\$12,588)
Benefits	<u>38,759</u>	<u>40,229</u>	<u>37,810</u>	<u>38,849</u>	<u>(\$1,380)</u>
Subtotal	155,179	163,205	156,412	149,237	(\$13,968)
<u>CONTRACTUAL SERVICES</u>					
Utilities	25,465	27,542	27,729	29,017	\$1,475
Postage	354	400	400	400	\$0
Professional Development	536	1,176	659	1,186	\$10
Building Expense	20,779	15,500	18,000	17,500	\$2,000
Insurance	1,674	1,662	1,662	1,573	(\$89)
Computer Maintenance	1,609	1,530	1,678	1,596	\$66
Other Contractual Services	34,692	34,000	34,000	34,000	\$0
Advertising	1,155	600	600	600	\$0
Vehicle & Equipment	<u>3,010</u>	<u>7,915</u>	<u>4,875</u>	<u>4,884</u>	<u>(\$3,031)</u>
Subtotal	89,273	90,325	89,603	90,756	\$431
<u>SUPPLIES & MATERIALS</u>	9,824	13,454	9,450	13,404	(\$50)
GRAND TOTAL	<u>\$254,276</u>	<u>\$266,984</u>	<u>\$255,465</u>	<u>\$253,397</u>	(\$13,587)

REVENUE COMMENT:

Revenue is generated from fees collected from facility rental, day trips, program activities, and membership fees. These revenues will support 35.5% of the Senior Center costs.

	2013	2014	2014	2015
	Actual	Budget	Estimated	Budget

REVENUE:

Facility Rental	\$11,590	\$14,000	\$12,000	\$12,500
Other Revenue	4,927	6,000	6,500	7,000
Day Trips	34,992	35,000	37,500	37,500
Programming	8,387	10,000	8,000	10,000
Membership Fee	<u>17,694</u>	<u>25,000</u>	<u>21,000</u>	<u>23,000</u>
GRAND TOTAL	<u>\$77,590</u>	<u>\$90,000</u>	<u>\$85,000</u>	<u>\$90,000</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, handicapped persons, 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.

PROGRAM ACTIVITY STATEMENT:

The Transit program includes seven elements: General Administration, Maintenance, Regular Service, Tripper Service, Paratransit Service, Night Service, and JMW 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 9 to 13 years, service and support vehicles, Operations and Maintenance facilities, Downtown Transfer Center, passenger shelters, benches and bus stop signs throughout the community. Transit assumed responsibility for the new Transit Services Center at 101 Black Bridge Road in August, 2014. Maintenance costs for that facility are reflected in this budget. Maintenance costs for the old facility at 900 N Parker Drive are now reflected in the General Fund with the re-purpose of the building to the City Storage Building.

Regular Service

Regular Service includes six regular year-round routes, including the route between Janesville and Beloit; and the personnel required to operate them for 305 service days. For 2015, 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.

JMW Service

The Janesville-Milton-Whitewater regional commuter bus service began in April 2012. This includes the contributions of the sponsors of that service.

Paratransit Service

Paratransit Service meets the requirements of the Americans with Disabilities Act to provide service to disabled individuals who cannot utilize the fixed route bus service. This is contracted with Rock County.

Night Service

Night Service includes three bus routes that operate for four hours on 253 weekday evenings.

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
ACTIVITIES:				
General Administration (Hours)	8,341	9,139	9,027	9,027
Maintenance (Hours)				
Scheduled	3,308	3,700	3,502	3,700
Unscheduled	1,073	1,200	1,117	1,200
Emergency	134	150	136	150
Indirect Labor	8,668	9,700	8,660	9,700
Regular Service				
Mileage	395,889	405,100	389,356	389,500
Hours	25,241	26,100	25,241	25,250
Ridership (#)	363,514	362,000	360,567	371,384
Tripper Service				
Mileage	113,370	114,200	99,721	89,268
Hours	6,789	6,720	6,457	5,791
Ridership (#)	46,703	40,000	59,312	59,966
Night Service				
Mileage	43,845	45,750	43,785	44,000
Hours	3,251	3,210	3,251	3,260
Ridership (#)	22,532	20,000	21,613	22,261
Paratransit Service				
Hours	1,621	1,750	1,158	1,400
Ridership (#)	4,630	5,000	3,309	3,300
Total Services:				
Ridership (#)	437,379	427,000	444,801	456,912

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
ELEMENT COST:				
General Administration	\$571,517	\$769,843	\$768,069	\$814,643
Maintenance	1,049,277	1,148,647	1,059,670	1,101,682
Regular Service	1,153,191	1,148,226	1,142,309	1,203,331
Tripper Service	59,364	92,935	86,286	78,558
JMW Service	344,002	355,201	240,108	185,562
Paratransit Service	46,240	70,917	66,420	66,627
Night Service	<u>134,604</u>	<u>146,473</u>	<u>130,789</u>	<u>150,524</u>
Subtotal - Operating	3,358,195	3,732,242	3,493,651	3,600,927
Capital	<u>104,783</u>	<u>1,104,000</u>	<u>13,282</u>	<u>2,859,000</u>
Total	<u>\$3,462,978</u>	<u>\$4,836,242</u>	<u>\$3,506,933</u>	<u>\$6,459,927</u>

GENERAL FUND IMPACT:

General Fund support to the Transit System is \$907,262, an increase of \$39,310.

BUDGET VARIANCES

\$10,000	Overtime to reflect scheduling with current staffing levels
(23,903)	Retiree Insurance
(25,276)	Benefits due to elimination of 0.76 FTE
(37,393)	Reduction in the number of Janesville-Milton-Whitewater routes 0.605 FTE
<u>26,353</u>	Economic adjustments
(50,219)	TOTAL PERSONAL SERVICES
40,866	Increase in utilities, building expense and insurance due to the newer, larger facility
3,205	Professional development due to federal DBE training & Janesville LDA tuition
(83,090)	Reduction in contractual service due to elimination of STRAP Grant
18,218	Advertising for promotion of JTS services & JMW Innovation Express
<u>4,340</u>	Other
(16,461)	TOTAL CONTRACTUAL SERVICES
(55,895)	Fuel expenses for expected mileage with current market fuel rates. Also a reduction in the number of Janesville-Milton-Whitewater routes.
<u>(8,740)</u>	Other
(64,635)	TOTAL MATERIALS AND SUPPLIES
<u>(\$131,315)</u>	TOTAL DECREASE

REQUIRED RESOURCES

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	Budget to Budget Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$1,307,963	\$1,633,978	\$1,532,433	\$1,628,762	(\$5,216)
Overtime	321,207	178,500	273,891	188,500	10,000
Benefits	701,978	739,342	665,092	684,339	(55,003)
Miscellaneous Benefits	<u>(25)</u>	<u>0</u>	<u>60</u>	<u>0</u>	<u>0</u>
Subtotal	2,331,123	2,551,820	2,471,476	2,501,601	(50,219)
<u>CONTRACTUAL SERVICES</u>					
Utilities	38,400	65,580	63,980	89,250	23,670
Postage	202	375	200	375	0
Professional Development	2,591	6,615	10,236	9,820	3,205
Auditing/Consulting	28,582	16,090	16,090	16,250	160
Building Expense	35,739	40,000	40,000	46,978	6,978
Insurance	159,796	176,283	180,637	186,501	10,218
Uniform and Tool	10,794	11,528	11,478	11,267	(261)
Computer Services	14,078	11,866	11,866	13,007	1,141
Other Contractual Services	85,187	175,117	78,068	92,027	(83,090)
Recruitment/Physicals	3,751	960	3,500	960	0
Advertising/Promotions	65,505	47,033	52,033	65,251	18,218
Vehicle Oper/Maintenance	<u>21,682</u>	<u>22,300</u>	<u>20,250</u>	<u>25,600</u>	<u>3,300</u>
Subtotal	466,307	573,747	488,338	557,286	(16,461)
<u>SUPPLIES & MATERIALS</u>	<u>560,765</u>	<u>606,675</u>	<u>533,837</u>	<u>542,040</u>	<u>(64,635)</u>
Total Operations and Maintenance	3,358,195	3,732,242	3,493,651	3,600,927	(131,315)
<u>CAPITAL OUTLAY</u>	<u>104,783</u>	<u>1,104,000</u>	<u>13,282</u>	<u>2,859,000</u>	<u>1,755,000</u>
Subtotal	<u>\$3,462,978</u>	<u>\$4,836,242</u>	<u>\$3,506,933</u>	<u>\$6,459,927</u>	<u>\$1,623,685</u>
Depreciation	<u>417,104</u>	<u>420,000</u>	<u>420,000</u>	<u>570,000</u>	<u>150,000</u>
GRAND TOTAL	<u>\$3,880,082</u>	<u>\$5,256,242</u>	<u>\$3,926,933</u>	<u>\$7,029,927</u>	<u>\$1,773,685</u>

The City's share of Transit Capital Outlay increases by \$351,000 compared to 2014 and includes:

	<u>Total Cost</u>	<u>Local Share</u>	<u>Federal Share</u>
Purchase/Install Bus Stop Signs	\$ 9,000	\$ 1,800	\$ 7,200
Shop Equipment	10,000	2,000	8,000
Purchase Capital Repair Parts	40,000	8,000	32,000
Replace Radio Base Station	50,000	10,000	40,000
Replace Shop Service Truck	75,000	15,000	60,000
Purchase/replace passenger shelters	85,000	17,000	68,000
Replace Video Recording Equipment on Buses	90,000	18,000	72,000
Replace 5 Buses	<u>2,500,000</u>	<u>500,000</u>	<u>2,000,000</u>
Total	<u>\$ 2,859,000</u>	<u>\$ 571,800</u>	<u>\$ 2,287,200</u>

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 Funds; including payments from the 11 governmental and private sector sponsors of the two regional transit services. Capital Assistance includes Federal Capital Grants and Local Matching Funds.

OPERATING REVENUE:

Due to the fare increase in January, 2014, JTS did not recommend a fare increase for 2015. Ridership is projected to be 444,801 in 2014 and is expected to increase three percent in 2015 to 456,912 despite the elimination of one trip each weekday on the Janesville-Milton-Whitewater Innovation Express. The 2015 farebox revenue estimate is \$501,719. In addition to farebox revenue, the Transit System is projected to earn \$25,000 from on-bus advertising revenue, and \$15,000 in miscellaneous revenue.

A total of \$91,200 in the form of the local funding contributed by the sponsors of the Beloit-Janesville Express service and \$49,246 from the sponsors of the Janesville-Milton-Whitewater "Innovation Express" is projected. The Beloit-Janesville Express service is based on a continuation of the current service levels and ridership trends. The Janesville-Milton-Whitewater service reflects the elimination of one trip each weekday and ridership trends.

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 2015, the Wisconsin Department of Transportation Operating Assistance is expected to be approximately 24% of expenses, similar to 2014. State Operating Assistance is expected to total \$864,200.

Federal Transit Operating Assistance is expected to amount to approximately 31% of operating expenses. Total Federal Operating Assistance is expected to be \$1,116,300. Combined state and federal assistance is expected to total 55% of operating expenses, the same as estimated 2014 amounts. This budget also includes funding from a Paratransit Operating grant that is expected to total \$31,000.

The total Local Operating Assistance from the General Fund equals \$907,262. This is an increase of \$39,310 compared to 2014.

CAPITAL ASSISTANCE:

Federal Assistance is expected to cover \$2,287,200 or 80% of the 2015 Capital requests. The remaining \$571,800 will be funded by Local Capital Assistance to fund Capital Outlay requests of \$ \$2,859,000 for routine replacement of various items of equipment. Funding for 5 buses, beginning the replacement of our 9 buses purchased in 2002 which meet Federal replacement criteria is also included, with a local share of \$500,000. This project is contingent upon receipt of a federal Ladders of Opportunity Grant to cover 80% of the cost.

2013	2014	2014	2015
Actual	Budget	Estimated	Budget

REVENUES:

Operating Revenue

Fares	\$460,988	\$562,590	\$481,526	\$501,719
Advertising	25,518	28,000	23,200	25,000
Beloit-Janesville Express Sponsorship	87,492	77,000	93,516	91,200
Janesville-Milton-Whitewater Sponsorship	60,999	104,000	72,992	49,246
Miscellaneous	<u>61,341</u>	<u>15,000</u>	<u>15,000</u>	<u>15,000</u>
Subtotal	696,337	786,590	686,234	682,165

Operating Assistance

Local Assistance	626,846	867,952	852,099	907,262
State Paratransit Operations	25,318	25,000	33,818	31,000
State STRAP	236,020	0	0	0
State Assistance	754,666	895,700	838,500	864,200
Federal Operating	<u>1,019,350</u>	<u>1,157,000</u>	<u>1,083,000</u>	<u>1,116,300</u>
Subtotal	2,662,200	2,945,652	2,807,417	2,918,762

Capital Assistance

Local Capital	65,530	220,800	2,656	571,800
Federal Capital	<u>38,911</u>	<u>883,200</u>	<u>10,626</u>	<u>2,287,200</u>
Subtotal	104,441	1,104,000	13,282	2,859,000

Total	<u>\$3,462,978</u>	<u>\$4,836,242</u>	<u>\$3,506,933</u>	<u>\$6,459,927</u>
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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, greenbelts and detention/retention basins.
- To sweep the streets in the downtown area six times annually and residential areas five times annually.
- To effectively manage stormwater to assure compliance with Federal and State regulations.

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 26 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 a combined water, wastewater and stormwater billing.

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 will be reviewed for post construction compliance with the City's Stormwater Management Ordinance.

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
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ACTIVITIES:

Leaf Collection

Miles	227	227	227	227
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Street Sweeping

Curb (Miles)	7,000	7,200	7,000	7,200
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Residential Cycles (#)	4	5	5	5
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Downtown Cycles (#)	6	6	6	6
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Storm Sewer Maintenance

Storm Sewer Cleaning (Feet)	1,800	1,200	1,000	1,000
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Catch Basin Cleaning (#)	650	500	900	500
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	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
ELEMENT COST:				
Base Component				
EPA Permit Compliance	\$40,678	\$66,785	\$66,052	\$65,199
Administration	<u>294,847</u>	<u>289,834</u>	<u>291,119</u>	<u>295,690</u>
Subtotal	335,525	356,619	357,171	360,889
Operations				
Street Cleaning	441,483	452,736	449,462	460,401
Storm Sewer Maintenance	229,584	166,772	101,899	194,024
Catch Basin Maintenance	219,430	252,742	257,210	257,680
Greenbelt/Drainageway Maintenance	284,975	299,725	262,764	308,462
Flood Control/Response	<u>77,880</u>	<u>10,314</u>	<u>5,200</u>	<u>10,200</u>
Subtotal	1,253,352	1,182,289	1,076,535	1,230,767
Debt Service	<u>519,555</u>	<u>492,024</u>	<u>512,025</u>	<u>453,381</u>
Total	<u>\$2,108,433</u>	<u>\$2,030,932</u>	<u>\$1,945,731</u>	<u>\$2,045,037</u>

BUDGET VARIANCES

\$21,644	Reallocate 0.34 FTE from Cemetery
<u>7,962</u>	Economic adjustments
29,606	TOTAL PERSONAL SERVICES
15,000	Increase in contracted Storm Sewer repairs
(1,920)	Reduction in EPA Permit compliance
<u>(413)</u>	Other
12,667	TOTAL CONTRACTUAL SERVICES
975	TOTAL MATERIALS AND SUPPLIES
<u>\$43,248</u>	TOTAL INCREASE

REQUIRED RESOURCES

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	Budget to Budget Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$565,306	\$617,541	\$578,378	\$642,132	\$24,591
Overtime	46,317	36,400	35,300	36,400	0
Benefits	<u>245,200</u>	<u>263,171</u>	<u>245,707</u>	<u>268,186</u>	<u>5,015</u>
Subtotal	856,822	917,112	859,385	946,718	29,606
<u>CONTRACTUAL SERVICES</u>					
Professional Development	5,050	5,450	5,450	5,450	0
Audit & Consulting	16,830	27,910	27,910	25,990	(1,920)
Insurance	12,157	11,961	11,961	12,387	426
Building Rental	0	9,000	9,000	8,161	(839)
Computer Maintenance	6,808	6,750	6,750	6,750	0
Other Contractual Services	145,440	30,500	29,500	45,500	15,000
Licenses	8,000	8,000	8,000	8,000	0
Vehicle & Equipment	<u>419,737</u>	<u>434,600</u>	<u>406,200</u>	<u>434,600</u>	<u>0</u>
Subtotal	614,022	534,171	504,771	546,838	12,667
<u>SUPPLIES & MATERIALS</u>					
	117,561	87,625	69,550	88,600	975
Total Operations and Maintenance	1,588,405	1,538,908	1,433,706	1,582,156	43,248
Principal	470,000	447,000	467,000	410,000	(37,000)
Interest Expense	38,556	45,024	45,025	43,381	(1,643)
Debt Issuance Expense	10,999	0	0	0	0
Capital	<u>472</u>	<u>0</u>	<u>0</u>	<u>9,500</u>	<u>9,500</u>
Subtotal	2,108,433	2,030,932	1,945,731	2,045,037	14,105
Depreciation	<u>163,011</u>	<u>170,000</u>	<u>170,000</u>	<u>170,000</u>	<u>0</u>
GRAND TOTAL	<u>\$2,271,443</u>	<u>\$2,200,932</u>	<u>\$2,115,731</u>	<u>\$2,215,037</u>	<u>\$14,105</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>	<u>ASSESSMENTS</u>
Monterey Dam Structural Repairs	\$ 250,000	\$ 250,000	\$ -
Storm Sewer Repairs/Improvement:	690,000	690,000	-
Manhole Maint	60,000	60,000	-
Storm Sewer Enhancements	220,000	220,000	-
Subtotal G.O Note/Assessments	<u>1,220,000</u>	<u>1,220,000</u>	<u>-</u>

OPERATING BUDGET

Pole Camera for Sewer Inspections	5,000	5,000	-
Inframap Software	4,500	4,500	-
Subtotal Operating Budget	<u>9,500</u>	<u>9,500</u>	<u>-</u>

Total \$ 2,459,000 \$ 2,459,000 \$ -

REVENUE COMMENT:

The Stormwater Utility was adopted in 2003 with an implementation date of October 1, 2003. The annual stormwater rate for 2014 was \$39.64 per 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 proposed annual stormwater rate for 2015 is \$39.52 per ERU. The impact of this on the typical residential customer will be a decrease \$0.12 per quarter, or 0.30%.

2013	2014	2014	2015
Actual	Budget	Estimated	Budget

REVENUES:

User Fees				
Residential	\$788,059	\$786,000	\$789,000	\$787,000
Non-Residential	1,383,883	1,379,000	1,402,000	1,398,000
Non-Use Credit	(132,712)	(134,000)	(139,000)	(138,000)
Late Payment Charge	11,176	13,500	13,500	13,500
Interest Income	<u>413</u>	<u>600</u>	<u>200</u>	<u>200</u>
Total	<u>\$2,050,820</u>	<u>\$2,045,100</u>	<u>\$2,065,700</u>	<u>\$2,060,700</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 within the City.
- 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 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.

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 2015, the Utility will serve 24,322 customers who support the cost of construction, maintenance and operation of the facilities through user fees, which are due and payable quarterly on a combined city services bill including water, wastewater and stormwater billing. The sewer collection system has been constructed over a long period of time and includes approximately 319 miles of sewer mains. Sewer lines are cleaned regularly with special emphasis given to known problem areas. Emergency maintenance is provided in the event of sewer backups 24 hours a day, seven days a week.

The wastewater treatment facility was originally built in 1970 and had its first major expansion in 1986. The second major upgrade and expansion is completed and has increased its design capacity to approximately 20 million gallons per day. The City operates the plant according to State regulations, which establish the level of treatment required prior to discharge into the Rock River. The City is required to sample the strength of the sewage discharge continuously and maintain accurate records. A regular monitoring program has been established for certain industrial users so as 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 50,000 gallons of biosolids (sludge) are produced daily. The biosolids are mechanically dewatered and disposed of on DNR approved agricultural land.

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
ACTIVITIES:				
Administration (Hours)	11,565	11,565	11,565	11,565
Customer Accounts (#)	24,326	24,327	24,322	24,322
Collection System (Miles)	319	319	319	319
Treatment Plant Operation				
Gallons (Billion)	4.89	5.25	4.90	5.00
Suspd Solids (Pounds/Million)	7,239	7,500	7,539	7,500
BOD (Pounds/Million)	7,052	7,000	7,921	7,500
Laboratory Operations (#)				
Samples	6,363	6,410	6,551	6,514
Tests	19,341	19,963	19,806	19,859
Sludge Disposal				
Gallons (Million)	17.44	17.13	17.76	17.55

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
ELEMENT COST:				
General Administration	\$899,747	\$907,847	\$877,758	\$864,437
Customer Accounts	236,499	255,883	244,928	260,432
Plant Oper/Maintenance	1,461,955	1,627,045	1,562,280	1,719,851
Laboratory Operations	193,844	206,328	213,841	221,841
Sludge Disposal	398,467	468,230	457,657	468,470
Collection Maintenance	808,200	973,538	1,081,640	1,090,293
Meter Maintenance	314,013	334,198	334,200	352,834
Pretreatment Facility	<u>0</u>	<u>0</u>	<u>0</u>	<u>60,000</u>
Total Operation & Maintenance	4,312,726	4,773,069	4,772,304	5,038,158
Depreciation	3,223,734	3,517,000	3,462,000	3,540,000
Interest Expense	778,945	778,376	778,163	755,790
Other Expenses	<u>264,700</u>	<u>65,000</u>	<u>65,000</u>	<u>65,000</u>
Total Expenses	8,580,105	9,133,445	9,077,467	9,398,948
Principal Payment	3,259,358	3,173,000	3,259,000	3,202,236
Capital	<u>1,927,635</u>	<u>4,288,140</u>	<u>4,271,160</u>	<u>1,069,080</u>
Grand Total	<u>\$13,767,098</u>	<u>\$16,594,585</u>	<u>\$16,607,627</u>	<u>\$13,670,264</u>

BUDGET VARIANCES

<u>\$1,504</u>	Economic adjustments and turnover savings
1,504	TOTAL PERSONAL SERVICES
(11,108)	Utilities based on historic actuals
(46,840)	Consulting project completed in 2014
182,000	Enhanced street maintenance program
52,500	Treatment plant maintenance -- Chlorine Bridge and Digester
18,636	Meter maintenance and replacement
60,000	Conde Street Anaerobic Pre-Treatment Lagoon placed into service
<u>11,889</u>	Other
267,077	TOTAL CONTRACTUAL SERVICES
(3,492)	TOTAL SUPPLIES AND MATERIALS
<u>\$265,089</u>	TOTAL INCREASE

REQUIRED RESOURCES

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	Budget to Budget Incr / (Decr)
PERSONAL SERVICES					
Wages	\$1,476,334	\$1,555,269	\$1,540,366	\$1,569,777	\$14,508
Overtime	39,027	50,600	50,141	50,600	0
Benefits	667,260	675,597	693,663	660,303	(15,294)
Miscellaneous Benefits	<u>5,188</u>	<u>4,200</u>	<u>4,899</u>	<u>6,490</u>	<u>2,290</u>
Subtotal	2,187,809	2,285,666	2,289,069	2,287,170	1,504
CONTRACTUAL SERVICES					
Utilities	531,002	599,412	557,076	588,304	(11,108)
Postage	25,475	30,400	24,500	25,500	(4,900)
Professional Development	9,604	16,720	15,150	14,195	(2,525)
Auditing/Consulting	6,807	74,820	83,295	27,980	(46,840)
Building Maintenance	25,488	31,027	28,527	30,074	(953)
Insurance	79,142	81,167	81,166	74,578	(6,589)
Computer Services	42,744	48,695	46,051	45,376	(3,319)
Other Contractual Services	109,717	109,500	81,100	129,925	20,425
Wastewater Testing	17,136	21,000	15,750	21,000	0
Sewer TV/Repair	372,958	482,000	560,000	664,000	182,000
Payment to Contractors	0	72,500	62,500	125,000	52,500
Landfill Fees	35,900	45,000	47,500	45,000	0
Vehicle Oper/Maintenance	183,466	116,550	138,910	126,300	9,750
Meter Expense	314,013	334,198	334,200	352,834	18,636
General Expenses - Pretreatment	<u>0</u>	<u>0</u>	<u>0</u>	<u>60,000</u>	<u>60,000</u>
Subtotal	1,753,450	2,062,989	2,075,725	2,330,066	267,077
SUPPLIES & MATERIALS	<u>371,467</u>	<u>424,414</u>	<u>407,510</u>	<u>420,922</u>	<u>(3,492)</u>
Total Operations and Maintenance	<u>\$4,312,726</u>	<u>\$4,773,069</u>	<u>\$4,772,304</u>	<u>\$5,038,158</u>	<u>\$265,089</u>
Principal Payment	3,259,358	3,173,000	3,259,000	3,202,236	29,236
Interest on Debt	778,945	778,376	778,163	755,790	(22,586)
Debt Issuance Expense	71,543	15,000	15,000	15,000	0
Cost of Laterals/Merchandise	0	0	0	0	0
Service Charge	46,845	50,000	50,000	50,000	0
Other - Special Assessment Loss	146,312	0	0	0	0
Capital (User Fees & Direct Pay)	<u>195,041</u>	<u>7,140</u>	<u>36,080</u>	<u>11,080</u>	<u>3,940</u>
Subtotal	8,810,771	8,796,585	8,910,547	9,072,264	275,679
Depreciation	3,223,734	3,517,000	3,462,000	3,540,000	23,000
Capital (Debt Funded)	1,732,594	4,199,000	4,153,080	970,000	(3,229,000)
Capital (Replacement)	<u>0</u>	<u>82,000</u>	<u>82,000</u>	<u>88,000</u>	<u>6,000</u>
GRAND TOTAL	<u>\$13,767,098</u>	<u>\$16,594,585</u>	<u>\$16,607,627</u>	<u>\$13,670,264</u>	<u>(\$2,924,321)</u>

Capital Outlay includes improvements to the sanitary sewer collection system and the Wastewater Utility's portion of software/technology projects. These projects will be funded by General Obligation Notes and/or Special Assessments (\$970,000). Replacement of laboratory equipment, vehicles, minor infrastructure and other smaller capital items will be funded through User Fees (\$11,080). \$88,000 in eligible assets will be funded through the Replacement Fund.

G.O. NOTE/REVENUE BONDS

Sanitary Sewer Lining	\$ 825,000
Inflow/Infiltration Reduction Program	125,000
Technology Projects	<u>20,000</u>
Subtotal	<u>\$ 970,000</u>

USER FEES/GRANT FUNDS

Replacement of IT Equipment	\$ 6,080
Laboratory Equipment	<u>5,000</u>
Subtotal	<u>\$ 11,080</u>

REPLACEMENT FUND

Chain for Grit Elevators	\$ 25,000
Dump Truck to Haul Screenings/Grit to Landfill	<u>63,000</u>
Subtotal	<u>\$ 88,000</u>
Total	<u>\$ 1,069,080</u>

REVENUE COMMENT:

This budget includes a 5.9% rate increase effective January 1, 2015. The impact of this increase on the typical residential customer will be \$4.65 per quarter. This increase is necessary to maintain the financial health of the Wastewater Utility and fund additional work associated with the enhanced street repair project.

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
REVENUES:				
Residential	\$5,936,033	\$6,110,000	\$5,985,000	\$6,525,298
Commercial	1,428,074	1,463,000	1,456,000	1,536,833
Industrial	450,766	417,000	425,000	463,202
Public Authority	238,995	230,000	225,000	240,591
Surcharge	625,022	364,000	370,000	394,500
Pretreat/Reserve	48,760	34,000	48,000	49,000
Forfeited	82,013	90,000	100,000	95,000
Electricity Generation	224,801	175,000	210,000	222,000
Misc. Revenue	<u>149,839</u>	<u>175,000</u>	<u>190,000</u>	<u>175,000</u>
Subtotal	9,184,305	9,058,000	9,009,000	9,701,424
Interest Income	65,487	50,000	12,000	40,000
Capital Contributions	<u>210,692</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	<u>\$9,460,484</u>	<u>\$9,108,000</u>	<u>\$9,021,000</u>	<u>\$9,741,424</u>
Operating Cash 12/31	1,530,717	\$1,509,667	\$1,501,500	\$1,616,904
Debt Service Cash 12/31	1,177,893	\$277,256	\$231,086	\$253,842

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.
- To operate and maintain facilities which will assure adequate treatment and purification of all water produced each day.
- To provide for operation and maintenance of an adequate distribution system including reservoirs, mains, service laterals, meters and hydrants.

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 reservoirs and a water tower with a combined capacity of 14.5 million gallons, 368 miles of distribution mains, 27,049 meters and 2,581 fire hydrants. The entire cost of the construction, operation and maintenance is provided through user fees, which are billed to customers quarterly on a combined water, wastewater and stormwater billing. The amount of consumption is determined on the basis of readings obtained through field reading of water meters.

Water production averages 11 million gallons a day, reaching a peak of around 17 million gallons during dry periods in the summer season when many customers water their lawns. 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 fluoric 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.

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
ACTIVITIES:				
Administration (Hours)	9,641	9,641	9,641	9,641
Customer Accounts (#)	24,489	24,484	24,527	24,565
Pumping				
Gallons (Billion)	3.30	3.60	3.55	3.55
Water Treatment (#)				
Samples	1,275	1,275	1,000	1,000
Tests	2,572	2,572	2,200	2,200
Distribution (#)				
Main Repairs	114	120	150	120
Service Repairs	108	150	128	140
Valves Operated	1,114	1,634	1,100	1,200
Meters Tested	1,187	1,400	1,200	1,400
Hydrants Flushed	2,542	2,572	2,572	2,572

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
ELEMENT COST:				
Pumping	\$960,451	\$996,845	\$988,296	\$1,000,916
Water Treatment	86,462	133,430	102,595	111,757
Distribution	1,047,311	1,139,705	1,318,602	1,185,139
Customer Accounts	228,613	243,679	238,586	249,143
Administration	<u>747,875</u>	<u>701,507</u>	<u>724,747</u>	<u>703,388</u>
Total Operation & Maintenance	3,070,712	3,215,166	3,372,826	3,250,343
Depreciation	1,749,151	1,635,000	1,767,940	1,699,284
Taxes	1,481,809	1,493,170	1,542,229	1,562,871
Interest Expense	350,098	352,745	347,358	316,748
Other Expenses	<u>238,717</u>	<u>59,742</u>	<u>47,412</u>	<u>46,120</u>
Total Expenses	6,890,487	6,755,823	7,077,765	6,875,366
Principal Repayment	2,025,564	1,495,000	1,495,000	1,489,500
Capital	<u>2,353,762</u>	<u>1,387,110</u>	<u>1,575,570</u>	<u>2,674,270</u>
Grand Total	<u>\$11,269,813</u>	<u>\$9,637,933</u>	<u>\$10,148,335</u>	<u>\$11,039,136</u>

BUDGET VARIANCES

\$31,079	Reallocation of 0.33 FTE Foreman from Wastewater and construction
<u>(2,732)</u>	Economic adjustments and turnover savings
28,347	TOTAL PERSONAL SERVICES
(12,308)	Utilities due to anticipation of less electricity used in pumping
4,350	Add LEAD training for Water Superintendent
(4,840)	Consulting due to completion of projects in 2014
(38,000)	Contractual services due to completed projects
30,290	Upgraded video storage requirements for six wells
24,325	Reservoir cleaning and inspections
(4,145)	Reallocate meter expenses to Wastewater Utility
<u>(5,042)</u>	Other
(5,370)	TOTAL CONTRACTUAL SERVICES
5,500	Maintenance items for facilities
(15,000)	Water treatment chemicals
35,000	Asphalt street repairs due to water main breaks
(5,100)	Repair parts for hydrants
<u>(8,200)</u>	Other
12,200	TOTAL SUPPLIES AND MATERIALS
<u>\$35,177</u>	TOTAL INCREASE

REQUIRED RESOURCES

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	Budget to Budget Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$1,272,972	\$1,351,010	\$1,405,522	\$1,402,177	\$51,167
Overtime	95,361	99,000	170,122	99,000	0
Benefits	478,754	482,337	511,358	459,517	(22,820)
Miscellaneous Benefits	<u>6,449</u>	<u>4,200</u>	<u>4,375</u>	<u>4,200</u>	<u>0</u>
Subtotal	1,853,535	1,936,547	2,091,377	1,964,894	28,347
<u>CONTRACTUAL SERVICES</u>					
Utilities	505,064	579,841	571,739	566,225	(13,616)
Postage	25,681	29,870	26,400	29,070	(800)
Professional Development	10,705	15,887	15,250	20,647	4,760
Auditing/Consulting	60,718	45,020	40,090	40,180	(4,840)
Building Expense	37,228	39,653	36,728	37,153	(2,500)
Insurance	50,376	48,693	48,692	48,693	0
Uniform and Tool Expense	4,631	4,750	4,630	4,750	0
Computer Services	39,331	46,795	46,042	49,376	2,581
Other Contractual Services	78,072	41,706	52,878	53,251	11,545
Vehicle Oper/Maintenance	<u>143,641</u>	<u>128,650</u>	<u>124,550</u>	<u>126,150</u>	<u>(2,500)</u>
Subtotal	955,446	980,865	966,999	975,495	(5,370)
<u>SUPPLIES & MATERIALS</u>					
Total Oper/Maintenance	<u>261,732</u>	<u>297,754</u>	<u>314,450</u>	<u>309,954</u>	<u>12,200</u>
Principal Repayment	3,070,712	3,215,166	3,372,826	3,250,343	35,177
Interest Expense	2,025,564	1,495,000	1,495,000	1,489,500	(5,500)
Debt Issuance Expense	350,098	352,745	347,358	316,748	(35,997)
Cost Merchandise & Jobbing	53,816	20,000	20,000	20,000	0
Taxes	184,901	39,742	27,412	26,120	(13,622)
Capital (User Fees & Developer Pay)	1,481,809	1,493,170	1,542,229	1,562,871	69,701
Subtotal	<u>494,550</u>	<u>362,110</u>	<u>539,570</u>	<u>609,070</u>	<u>246,960</u>
Depreciation	7,661,450	6,977,933	7,344,395	7,274,652	296,719
Capital (G.O. Note/Revenue Bond)	1,749,151	1,635,000	1,767,940	1,699,284	64,284
	<u>1,859,212</u>	<u>1,025,000</u>	<u>1,036,000</u>	<u>2,065,200</u>	<u>1,040,200</u>
GRAND TOTAL	<u>\$11,269,813</u>	<u>\$9,637,933</u>	<u>\$10,148,335</u>	<u>\$11,039,136</u>	<u>\$1,401,203</u>

Capital Outlay includes improvements to the distribution system due to the increase in the Street maintenance program as well as the Water Utility's portion of software/technology projects. These projects will be funded through General Obligation Notes and/or Special Assessments (\$2,065,200). Replacement of operating equipment, infrastructure (water meters, hydrants, etc.), vehicles, building restoration, and other smaller Utility capital items will be funded through User Fees (\$609,070).

G.O. NOTE

Undersized Main Replacement	\$ 1,069,200
Lead Service Replacement	150,000
Valve & Manhole Rehab/Replacement	51,000
Technology Projects	20,000
Water Distribution system expansion-Mackinac Dr.	25,000
Main St Water Main replacement	750,000
Subtotal	<u>\$ 2,065,200</u>

USER FEES/CONTRIBUTIONS

Network Computers	\$ 1,070
Meter Replacement	375,000
Hydrant Replacement	30,000
Excavation Safety	5,000
Meter Reading Computer	28,500
Lawn mower	18,500
1-ton DWR service truck w/CNG conversion	58,000
1-ton DWR service truck w/CNG conversion	58,000
3/4 ton pickup truck. Lift gate w/CNG conversion	35,000
Subtotal	<u>\$ 609,070</u>

Total	<u>\$ 2,674,270</u>
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REVENUE COMMENT:

The budget includes a proposed 3% Simplified Rate Case increase effective 1/19/2015. This inflationary rate increase is necessary to maintain the financial condition of the Water Utility.

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 2.54% in 2013 and is estimated to be 4.58% in 2014. The 20.93% rate increase approved in the 2012 operating budget implemented on 1/1/2013 was intended to yield a rate of return of 5.35%. The rate of return for 2015 is projected to be 5.70%.

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
REVENUES:				
Residential	\$3,313,483	\$3,832,000	\$3,450,000	\$3,565,000
Multi Family Residential	\$0	\$0	\$308,000	\$321,400
Commercial	1,163,756	1,200,000	897,000	925,600
Industrial	1,455,678	1,326,000	1,405,000	1,449,000
Public Authority	267,885	289,000	290,000	298,400
Private Fire Protection	53,830	56,000	52,000	56,000
Public Fire Protection	1,013,250	1,018,800	1,020,000	1,025,000
Forfeited	48,203	60,000	63,400	60,000
Equipment Rental	62,507	50,000	70,000	50,000
Merchandise & Jobbing	30,280	60,000	10,700	30,000
Miscellaneous Revenue	<u>76,757</u>	<u>57,000</u>	<u>60,100</u>	<u>60,000</u>
Subtotal	7,485,629	7,948,800	7,626,200	7,840,400
Interest Income	14,654	0	8,000	4,000
Transfers In	0	0	0	0
Capital Contributions	<u>196,614</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	<u>\$7,696,897</u>	<u>\$7,948,800</u>	<u>\$7,634,200</u>	<u>\$7,844,400</u>
Rate of Return	2.54%	5.58%	4.58%	5.70%
Operating Cash 12/31	(\$1,692,957)	(\$1,433,627)	(\$1,403,152)	(\$833,404)
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.

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. Starting January 1, 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.

	2013 Actual	2014 Budget	2014 Estimate	2015 Budget
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ACTIVITIES:

Workload Measures (#)

Rounds Played

Riverside	32,336	36,027	33,925	34,513
Blackhawk	<u>21,064</u>	<u>21,951</u>	<u>21,288</u>	<u>21,612</u>
Total Rounds Played	53,400	57,978	55,213	56,125

Season Passes Sold		407	384	394
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Efficiency Measures

Cost Per Round

Riverside	\$34.00	\$25.86	\$26.45	\$26.66
Blackhawk	\$8.99	\$15.26	\$15.47	\$15.43

Revenue Per 9 Hole Round

Riverside	\$13.04	\$0.00	\$11.83	\$11.88
Blackhawk	\$3.62	\$0.00	\$4.15	\$4.17

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
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ELEMENT COST:

Riverside Golf Course	\$1,099,507	\$931,506	\$897,326	\$920,113
Blackhawk Golf Course	<u>189,438</u>	<u>334,900</u>	<u>329,336</u>	<u>333,520</u>
Total	<u>\$1,288,945</u>	<u>\$1,266,406</u>	<u>\$1,226,662</u>	<u>\$1,253,633</u>

BUDGET VARIANCES

<u>\$2,448</u>	Economic adjustments
2,448	TOTAL PERSONAL SERVICES
(15,373)	Reduced payroll and other costs to match lower revenues
<u>152</u>	other
(15,221)	TOTAL CONTRACTUAL SERVICES
<u>(\$12,773)</u>	TOTAL DECREASE

REQUIRED RESOURCES

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	Budget to Budget Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$10,092	\$5,843	\$5,921	\$5,930	\$87
Benefits	<u>3,292</u>	<u>2,275</u>	<u>2,604</u>	<u>4,636</u>	<u>2,361</u>
Subtotal	13,384	8,118	8,525	10,566	2,448
<u>CONTRACTUAL SERVICES</u>					
Utilities	2,147	3,600	3,600	3,600	0
Professional Development	0	357	357	357	0
Audit & Consulting	0	5,000	5,000	5,000	0
Building Expense	0	600	600	600	0
Insurance	1,699	1,235	259	1,187	(48)
Other Contractual Services	1,264,639	1,242,996	1,203,821	1,227,623	(15,373)
Park Contractual	0	2,000	2,000	2,000	0
Vehicle & Equipment	<u>6,183</u>	<u>2,000</u>	<u>2,000</u>	<u>2,200</u>	<u>200</u>
Subtotal	1,274,668	1,257,788	1,217,637	1,242,567	(15,221)
<u>SUPPLIES & MATERIALS</u>					
	894	500	500	500	0
GRAND TOTAL	<u>\$1,288,946</u>	<u>\$1,266,406</u>	<u>\$1,226,662</u>	<u>\$1,253,633</u>	(\$12,773)
Revenues	\$1,388,215	\$1,267,219	\$1,230,288	\$1,251,677	

Revenue projections were provided by KemperSports. An increase in greens fees and pass rates of 0-3% is proposed, as approved by the Golf Course Advisory Committee. In addition, a General Fund subsidy of \$14,000 is included in the proposed budget.

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
RECEIPTS:				
Green Fees	640,801	647,983	626,703	641,335
Cart Rentals	248,677	257,249	255,418	259,248
Beer/Food/Beverages	207,396	214,210	207,489	213,898
Pro Shop	128,026	114,974	108,678	113,357
Range	7,696	6,600	6,486	6,810
Miscellaneous	<u>1,361</u>	<u>2,203</u>	<u>1,514</u>	<u>3,029</u>
Sub-Total from Operations	1,233,957	1,243,219	1,206,288	1,237,677
General Fund Subsidy	<u>154,258</u>	<u>24,000</u>	<u>24,000</u>	<u>14,000</u>
Grand Total	<u>\$1,388,215</u>	<u>\$1,267,219</u>	<u>\$1,230,288</u>	<u>\$1,251,677</u>
Total Riverside	<u>\$965,485</u>	<u>\$926,342</u>	<u>\$890,917</u>	<u>\$918,776</u>
Total Blackhawk	<u>\$268,471</u>	<u>\$316,877</u>	<u>\$315,371</u>	<u>\$318,901</u>

FUND BALANCE:

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

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
FUND BALANCE:				
Beginning Balance at January 1	(\$104,789)	(\$5,520)	(\$5,520)	(\$1,894)
Revenue	1,388,215	1,267,219	1,230,288	1,251,677
Expense	<u>1,288,946</u>	<u>1,266,406</u>	<u>1,226,662</u>	<u>1,253,633</u>
Total Fund Balance at December 31	<u>(\$5,520)</u>	<u>(\$4,707)</u>	<u>(\$1,894)</u>	<u>(\$3,850)</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.

PROGRAM ACTIVITY STATEMENT:

The cemetery grounds cover approximately 90 acres, containing about 24,000 graves, half of total capacity, and roughly 13 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.

	2013	2014	2014	2015
	Actual	Budget	Estimated	Budget

ACTIVITIES:

Number of Burials (includes cremations)	98	115	115	115
Number of Lot Sales	62	85	53	56

BUDGET VARIANCES

(\$12,940) FTE shift to Storm Water Utility budget

(12,940) TOTAL PERSONAL SERVICES

(1,614) TOTAL CONTRACTUAL SERVICES

(\$14,554) TOTAL DECREASE

REQUIRED RESOURCES

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	Budget to Budget Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$109,543	\$124,856	\$114,280	\$117,642	(\$7,214)
Overtime	4,809	4,400	5,400	4,400	0
Benefits	<u>39,411</u>	<u>40,270</u>	<u>40,157</u>	<u>34,544</u>	<u>(5,726)</u>
Subtotal	153,762	169,526	159,837	156,586	(12,940)
<u>CONTRACTUAL SERVICES</u>					
Utilities	10,228	11,624	11,280	11,460	(164)
Postage	28	160	160	160	0
Professional Development	99	950	0	0	(950)
Building Expense	541	4,000	2,000	4,000	0
Insurance	3,518	3,450	3,684	3,450	0
Uniform & Tool Expense	98	0	0	0	0
Other Contractual Services	0	1,000	1,000	1,000	0
Advertising	418	500	500	500	0
Vehicle & Equipment	<u>43,643</u>	<u>47,725</u>	<u>47,725</u>	<u>47,225</u>	<u>(500)</u>
Subtotal	58,574	69,409	66,349	67,795	(1,614)
<u>SUPPLIES & MATERIALS</u>	4,795	8,200	8,200	8,200	0
GRAND TOTAL	<u>\$217,131</u>	<u>\$247,135</u>	<u>\$234,386</u>	<u>\$232,581</u>	<u>(\$14,554)</u>

REVENUE COMMENT:

The budgeted revenue from Cemetery activities is \$140,000 and the General Fund annual operating subsidy decreases slightly to \$74,000.

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
REVENUE:				
Burials	\$84,470	\$88,500	\$89,150	\$90,000
Grave Sales	46,500	65,000	43,000	45,000
Interest Income	198	5,000	5,000	5,000
Transfer - General Fund Subsidy	<u>75,000</u>	<u>75,000</u>	<u>75,000</u>	<u>74,000</u>
Total	<u>\$206,168</u>	<u>\$233,500</u>	<u>\$212,150</u>	<u>\$214,000</u>

It is estimated the Cemetery will have a remaining fund balance of \$188,315 as of December 31, 2014, and a balance of \$169,734 at December 31, 2015.

FUND BALANCE:	2013	2014	2015
	Actual	Estimated	Budget
Beginning Balance at January 1	\$221,515	\$210,551	\$188,315
Revenue	206,168	212,150	214,000
Expense	<u>217,131</u>	<u>234,386</u>	<u>232,581</u>
Total Fund Balance at December 31	<u>\$ 210,551</u>	<u>\$188,315</u>	<u>\$169,734</u>

DEPARTMENT: HEDBERG PUBLIC LIBRARY

GOAL:

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

OBJECTIVES:

- 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 instill a love of reading and learning in all residents, especially children.
- To assist elementary and secondary students with information, materials and services that support their formal education assignments and interests.
- To provide materials for reading, listening and viewing, which educate, entertain and improve life skills.
- To provide prompt and accurate information to individuals, groups, businesses and government.

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
- Working with local schools to provide resources, programming assistance, and computer training
- Offering a wide variety of children's and adult programs that provide information and promote reading at all levels
- Providing community outreach services, 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 as well
- Offering a range of computer training classes with a variety of skill levels for the public, training that will help the patron find a job, research an issue, write a Word document, enroll or work on school activities, or even set up an email account.

The Hedberg Public Library is open Monday through Sunday, 68 hours per week. 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 the resource Library for the Arrowhead Library System and is frequently visited by people who live outside Janesville. Revenue received from Rock County is formula-driven based on circulation from township residents and in 2013, 13.26% of the circulation of materials was to township residents.

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
ACTIVITIES:				
Total Circulation	1,098,377	1,150,000	1,065,426	1,150,000
Total Attendance	716,468	750,000	714,324	715,000
Registered Patrons (Total)	64,841	71,000	68,000	70,000
Programs, Group Visits, Classes, Etc.	848	750	1,100	1,000
Participants in All Group Contacts	31,093	23,000	30,500	30,000
Volunteers (Hours)	7,324	7,500	7,286	7,500
ELEMENT COST:				
Administration	\$474,688	\$634,327	\$620,302	\$722,916
Circulation Services	474,937	499,965	511,399	531,449
Operations	494,965	477,866	461,916	420,373
Information Services	640,072	583,304	578,269	567,148
Computer Systems	241,433	238,623	240,373	244,522
Technical Services	740,723	755,106	753,056	840,598
Youth Services	<u>566,506</u>	<u>610,532</u>	<u>614,466</u>	<u>496,903</u>
Operations Subtotal	3,633,324	3,799,723	3,779,781	3,823,909
Debt Service	<u>227,934</u>	<u>212,045</u>	<u>212,045</u>	<u>191,811</u>
Total	<u>\$3,861,258</u>	<u>\$4,011,768</u>	<u>\$3,991,826</u>	<u>\$4,015,720</u>

BUDGET VARIANCES

<u>\$113,165</u>	Economic adjustments
113,165	TOTAL PERSONAL SERVICES
14,725	Computer Maintenance increase (costs associated with the RockCat automation consortium and the sorter)
(10,991)	Other
3,734	TOTAL CONTRACTUAL SERVICES
(4,806)	TOTAL SUPPLIES & MATERIALS
(20,234)	TOTAL TRANSFERS
(87,907)	TOTAL CAPITAL OUTLAY
<u>\$3,952</u>	TOTAL INCREASE

REQUIRED RESOURCES

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	Budget to Budget Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$2,002,697	\$2,101,925	\$2,124,009	\$2,198,740	\$96,815
Overtime	370	0	0	0	0
Benefits	<u>513,396</u>	<u>547,036</u>	<u>547,036</u>	<u>563,386</u>	<u>16,350</u>
Subtotal	2,516,463	2,648,961	2,671,045	2,762,126	113,165
<u>CONTRACTUAL SERVICES</u>					
Utilities	122,641	145,345	120,020	133,350	(11,995)
Postage	8,591	11,780	8,649	10,500	(1,280)
Professional Development	14,128	23,355	20,660	25,365	2,010
Audit & Consulting	7,814	5,400	7,400	7,400	2,000
Building Expenses	174,827	80,823	85,823	86,383	5,560
Insurance	31,544	32,638	32,638	31,377	(1,261)
Computer Maintenance	118,365	130,725	135,500	145,450	14,725
Other Contractual Services	41,414	42,302	45,502	42,365	63
Advertising	6,193	5,150	5,000	5,000	(150)
Vehicle & Equipment	<u>70,802</u>	<u>70,240</u>	<u>63,740</u>	<u>64,302</u>	<u>(5,938)</u>
Subtotal	596,319	547,758	524,932	551,492	3,734
<u>SUPPLIES & MATERIALS</u>					
	67,141	85,404	77,204	80,598	(4,806)
<u>TRANSFERS</u>					
	<u>227,934</u>	<u>212,045</u>	<u>212,045</u>	<u>191,811</u>	<u>(20,234)</u>
<u>CAPITAL OUTLAY</u>					
	<u>453,402</u>	<u>517,600</u>	<u>506,600</u>	<u>429,693</u>	<u>(87,907)</u>
GRAND TOTAL	<u>\$3,861,258</u>	<u>\$4,011,768</u>	<u>\$3,991,826</u>	<u>\$4,015,720</u>	<u>\$3,952</u>

REVENUE COMMENT:

The tax levy for 2015 will increase about \$27,673 to help offset economic adjustments. Other revenues stay relatively flat for 2015.

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
REVENUES:				
Tax Levy:				
Operations	\$2,976,318	\$2,989,591	\$2,989,591	\$3,037,498
Debt Service	<u>225,318</u>	<u>212,045</u>	<u>212,045</u>	<u>191,811</u>
Subtotal	3,201,636	3,201,636	3,201,636	3,229,309
Applied Funds	0	50,000	50,000	45,765
State Exempt Computer Aid	14,636	19,000	19,000	19,000
Fines & Fees	101,598	110,000	115,000	113,000
Rock County & Non-Resident	474,469	470,632	470,632	446,637
Arrowhead Library System	100,000	100,000	100,000	100,000
Miscellaneous	<u>51,327</u>	<u>60,500</u>	<u>58,400</u>	<u>62,200</u>
Total	<u>\$3,943,665</u>	<u>\$4,011,768</u>	<u>\$4,014,668</u>	<u>\$4,015,911</u>

	2013 Actual	2014 Estimated	2015 Budget
FUND BALANCE:			
Undesignated Beginning Balance at January 1	\$606,390	\$688,797	\$661,639
Add: Revenue (Without Applied Fund Balance)	3,943,665	3,964,668	3,970,146
Less: Expenses	<u>3,861,258</u>	<u>3,991,826</u>	<u>4,015,720</u>
Total Fund Balance at December 31	<u>\$688,797</u>	<u>\$661,639</u>	<u>\$616,065</u>

DEPARTMENT: HEDBERG PUBLIC LIBRARY

DIVISION: PUBLIC ACCESS CABLE TELEVISION (JATV)

GOAL:

To provide a forum on cable television for individuals and groups to express their views on community issues, share events and information, and provide entertainment.

OBJECTIVES:

- To promote use of public access television through printed materials, the media (including JATV) and speaking engagements.
- To provide training for producers/volunteers on camcorder and editing equipment.
- To provide for the loan of camcorder 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 public access television to increase viewership.

PROGRAM ACTIVITY STATEMENT:

Janesville Access Television (JATV) is a public access television station that provides Janesville residents with an opportunity to share local events with the community. JATV utilizes volunteers to create, tape, and produce a wide variety of programs. The staff of JATV provides free training to citizens wishing to contribute to program development. JATV also provides and maintains a community calendar that offers free promotion of public events.

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 public access channel to the community. JATV is responsible for purchasing equipment, overseeing the use of equipment, and daily operations. Since February 2005, the station is responsible for broadcasting City Council meetings.

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

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
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ACTIVITIES:

Programming (Hours)

Programs	7,746	6,800	7,260	6,800
Community Calendar	1,014	1,960	1,500	1,960
Total Programs (#)	2,373	1,900	2,200	1,900
Locally Produced	1,351	1,200	1,300	1,200
Imported	1,022	700	1,000	700
New Programs (#)	594	600	600	600
Locally Produced	392	460	400	400
Imported	202	140	200	240
Videos uploaded for Internet viewing	237	200	200	200
Number of views online	153,105	100,000	130,000	100,000

BUDGET VARIANCES

<u>\$7,542</u>	Economic adjustments
7,542	TOTAL PERSONAL SERVICES
(1,350)	TOTAL CONTRACTUAL SERVICES
(960)	TOTAL SUPPLIES & MATERIALS
(15,650)	TOTAL CAPITAL OUTLAY
<u>(\$10,418)</u>	TOTAL DECREASE

REQUIRED RESOURCES

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	Budget to Budget Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$103,738	\$115,339	\$115,339	\$121,112	\$5,773
Benefits	<u>14,827</u>	<u>15,901</u>	<u>15,901</u>	<u>17,670</u>	<u>1,769</u>
Subtotal	118,565	131,240	131,240	138,782	7,542
<u>CONTRACTUAL SERVICES</u>					
Utilities	0	550	0	0	(550)
Postage	14	50	25	50	0
Professional Development	925	3,500	2,725	2,900	(600)
Audit & Consulting	0	200	0	0	(200)
Insurance	976	1,000	1,000	1,000	0
Advertising	2,165	1,200	800	1,200	0
Vehicle & Equipment	<u>0</u>	<u>400</u>	<u>250</u>	<u>400</u>	<u>0</u>
Subtotal	4,080	6,900	4,800	5,550	(1,350)
<u>SUPPLIES & MATERIALS</u>	22,643	6,210	1,900	5,250	(960)
Total Operations and Maintenance	145,288	144,350	137,940	149,582	5,232
<u>CAPITAL OUTLAY</u>	<u>68,710</u>	<u>44,650</u>	<u>26,636</u>	<u>29,000</u>	<u>(15,650)</u>
GRAND TOTAL	<u>\$213,998</u>	<u>\$189,000</u>	<u>\$164,576</u>	<u>\$178,582</u>	<u>(\$10,418)</u>

REVENUE COMMENT:

Operating funds from Charter/AT&T have increased slightly since 2013. With the elimination of the PEG fee, JATV no longer receives annual revenue from Charter/AT&T for Capital Funds. Additional funding for JATV comes from donations, tape sales, programming fees, and from the Friends of JATV.

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
REVENUES:				
Charter - Operating Funds	\$185,942	\$165,000	\$185,000	\$178,582
Charter - Capital Funds	(37,431)	0	0	0
Tape Sales/Fees	791	1,000	1,000	1,000
Grants & Gifts	4,243	1,500	500	500
Friends of JATV	0	1,500	0	500
Taxable Program Revenue	(48)	0	0	0
Total	<u>\$153,497</u>	<u>\$169,000</u>	<u>\$186,500</u>	<u>\$180,582</u>

	2013 Actual	2014 Estimated	2015 Budget
FUND BALANCE:			
Beginning Undesignated Balance at January 1	\$161,288	\$206,928	\$255,488
Add: Revenue	153,497	186,500	180,582
Less: Expenses	213,998	164,576	178,582
Change in Designated Fund Balance	<u>106,141</u>	<u>26,636</u>	<u>29,000</u>
Undesignated Fund Balance at December 31	206,928	255,488	286,488
Designated for Capital Expenditures	<u>128,221</u>	<u>101,585</u>	<u>72,585</u>
Designated Fund Balance	<u>128,221</u>	<u>101,585</u>	<u>72,585</u>
Total Fund Balance at December 31	<u>\$335,149</u>	<u>\$357,073</u>	<u>\$359,073</u>

DEPARTMENT: NEIGHBORHOOD & COMMUNITY SERVICES

DIVISION: HOUSING

PROGRAM: RENT ASSISTANCE

GOAL:

To assist extremely low-income and very low-income households, including elderly and handicapped individuals, in obtaining affordable, decent, safe and sanitary housing.

OBJECTIVES:

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

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 low income households.

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
ACTIVITIES:				
Households Assisted (monthly avg.)	510	494	506	537
HQS Inspections - Initial	593	600	596	360
HQS Inspections - Reinspections	167	160	142	100

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
ELEMENT COST:				
Administration	\$270,951	\$289,764	\$281,307	\$278,860
Rent Assistance	2,590,365	2,587,530	2,522,923	2,674,000
Depreciation Expense	<u>4,348</u>	<u>4,400</u>	<u>4,220</u>	<u>4,400</u>
Total	<u>\$2,865,664</u>	<u>\$2,881,694</u>	<u>\$2,808,450</u>	<u>\$2,957,260</u>

BUDGET VARIANCES

(\$16,688)	Transferred .20 FTE Building Inspector to Building and Development Services
(2,000)	Overtime
<u>11,331</u>	Economic adjustments
(7,357)	TOTAL PERSONAL SERVICES
(1,521)	Postage based on historic actuals
4,155	Activation of inspection module in the rent assistance program software to facilitate a revised inspection program
86,470	Increased number of households assisted
<u>(3,191)</u>	Other
85,913	TOTAL CONTRACTUAL SERVICES
(850)	TOTAL SUPPLIES & MATERIAL
<u>(2,140)</u>	Two computers replaced in 2014; none in 2015
(2,140)	TOTAL CAPITAL OUTLAY
<u>\$75,566</u>	TOTAL INCREASE

REQUIRED RESOURCES

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	Budget to Budget Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$156,643	\$162,435	\$161,902	\$158,214	(\$4,221)
Benefits	<u>69,625</u>	<u>74,423</u>	<u>73,752</u>	<u>71,287</u>	<u>(3,136)</u>
Subtotal	226,268	236,858	235,654	229,501	(7,357)
<u>CONTRACTUAL SERVICES</u>					
Utilities	878	800	800	800	0
Postage	4,790	6,596	5,000	5,075	(1,521)
Professional Development	2,402	3,236	1,939	3,539	303
Audit & Consulting	5,569	5,600	5,600	5,800	200
Building Expense	10,520	8,483	8,483	7,307	(1,176)
Insurance	2,248	2,272	2,272	1,854	(418)
Computer Maintenance	9,354	8,629	8,629	12,784	4,155
Other Contractual Services	4,844	9,300	7,000	8,200	(1,100)
Housing Payments	2,590,365	2,587,530	2,522,923	2,674,000	86,470
Advertising	809	2,200	1,600	1,400	(800)
Vehicle & Equipment	<u>562</u>	<u>700</u>	<u>500</u>	<u>500</u>	<u>(200)</u>
Subtotal	2,632,341	2,635,346	2,564,746	2,721,259	85,913
<u>SUPPLIES & MATERIALS</u>	2,707	2,950	2,100	2,100	(850)
<u>DEPRECIATION</u>	4,348	4,400	4,220	4,400	0
<u>CAPITAL OUTLAY</u>	<u>0</u>	<u>2,140</u>	<u>1,730</u>	<u>0</u>	<u>(2,140)</u>
TOTAL	<u>\$2,865,664</u>	<u>\$2,881,694</u>	<u>\$2,808,450</u>	<u>\$2,957,260</u>	<u>\$75,566</u>

REVENUE COMMENT:

Administrative fees were increased by HUD in 2014, resulting in an administrative fee proration of approximately 79% (up from 69%) of the amount we are eligible to receive. An administrative fee proration of 75% is anticipated for 2015. Housing assistance payments by HUD are anticipated to decline by approximately 2% (\$61,514) for 2015.

Administrative fees of \$273,000 offset administrative and depreciation expenses of \$283,260, with the balance of \$10,260 coming from administrative fee equity. Housing Assistance Payments (\$2,523,000) and the planned use of operating reserve (\$151,000) are used to provide direct rent assistance to clients.

Revenues are entirely provided by the United States Department of Housing and Urban Development.

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
REVENUE:				
Administrative Fees	\$264,538	\$267,455	\$284,015	\$273,000
Housing Assistance Payments	<u>2,486,958</u>	<u>2,584,514</u>	<u>2,593,514</u>	<u>2,523,000</u>
Total Revenue	2,751,496	2,851,969	2,877,529	2,796,000
Operating Res.Use (Increase)	<u>114,168</u>	<u>29,725</u>	<u>(69,079)</u>	<u>161,260</u>
Total Resources	<u>\$2,865,664</u>	<u>\$2,881,694</u>	<u>\$2,808,450</u>	<u>\$2,957,260</u>
FUND EQUITY:				
Administrative Fee Equity*	\$129,553	\$102,844	\$128,041	\$117,781
Housing Assistance Payments Equity	<u>158,469</u>	<u>155,453</u>	<u>229,060</u>	<u>78,060</u>
Total Fund Equity at December 31	<u>\$288,022</u>	<u>\$258,297</u>	<u>\$357,101</u>	<u>\$195,841</u>

*The Administrative Equity Includes Investment in Capital Assets of \$33,803 at 12/31/13.

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 owner occupied and rental housing rehabilitation programs and the enforcement of housing and nuisance codes.
- To increase and support home ownership among low-income and moderate-income families.
- To support homeownership and neighborhood stability within neighborhoods most impacted by home foreclosures through the purchase, rehabilitation and resale of vacant foreclosed properties and the demolition of blighted properties.
- To facilitate 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.

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 the private rehabilitation of owner occupied and rental property units, encourage increased home ownership opportunities, and improve the quality of housing through proactive and responsive property maintenance. In 2015, emphasis will also be placed on the implementation of a Lead Hazard Control and Healthy Homes Grant.

	2013	2014	2014	2015
	Actual	Budget	Estimated	Budget

ACTIVITIES:

Owner Rehabilitation Projects	4	16	6	15
Rental Rehabilitation Units	9	13	13	13
Home Buyer Workshop Participants	147	140	140	140
Home Ownership Down Payment Asst.	34	42	22	42
Home Ownership Rehabilitation	13	10	7	15
Neighborhood Stabilization Projects	6	4	5	0
Lead Hazard Reduc/Healthy Homes Projects	0	20	15	22
Blight Elimination Projects	0	8	0	10

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
ELEMENT COST:				
Administration*				
General Administration	\$158,913	\$136,124	\$132,095	\$134,746
Neighborhood Development	41,399	21,435	46,391	10,303
Lead Hazard 2013-2016	<u>20,675</u>	<u>60,011</u>	<u>57,880</u>	<u>61,755</u>
Subtotal	220,986	217,570	236,366	206,804
Program Services				
Neighborhood	40,879	59,784	33,515	62,611
Housing	816,379	1,594,456	1,288,489	1,659,763
Community Development	370,090	232,000	204,773	0
Public Service**	79,020	92,300	92,300	90,500
Lead Hazard 2013-2016	<u>22,334</u>	<u>350,830</u>	<u>293,177</u>	<u>381,562</u>
Subtotal	1,306,368	1,978,540	1,619,077	1,812,874
Total	<u>\$1,527,354</u>	<u>\$2,196,110</u>	<u>\$1,855,443</u>	<u>\$2,019,678</u>

* General administration includes Administration for the Neighborhood Stabilization Program and Neighborhood Stabilization 3 Program, as well as the CDBG, HOME and prior lead grant programs. Administration for Neighborhood Development includes other neighborhood revitalization and stabilization activities. General Administration for the CDBG Program and Neighborhood Development 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.

** Activities that benefit low-income and moderate-income individuals.

SIGNIFICANT EXPENDITURES, STAFFING AND PROGRAM CHANGES:

Administration

The budget for Program Administration decreases \$10,766 primarily due to the conclusion of the CDBG-Emergency Assistance Program in 2014 and significant reduction in Neighborhood Stabilization Program activities.

BUDGET VARIANCES: ADMINISTRATION

<u>(\$6,963)</u>	Reallocated .10 FTE Assistant to the City Manager position to the City Manager's Office budget
(5,367)	Reallocated .05 FTE to the Leisure Services Administration budget
6,000	Home Program downpayment and closing costs. City is taking over this program from Community Action
<u>4,691</u>	Economic Adjustments
(1,639)	TOTAL PERSONAL SERVICES
(3,100)	Home Buyers Workshop contractual services based on 2014 spending
(1,200)	CDBG administrative advertising based on 2014 spending
<u>(1,807)</u>	Other
(6,107)	TOTAL CONTRACTUAL SERVICES
<u>(3,000)</u>	No supplies planned for the Lead Hazard Demonstration Grant
(3,000)	TOTAL SUPPLIES & MATERIAL
(20)	TOTAL CAPITAL OUTLAY
<u>(\$10,766)</u>	TOTAL INCREASE / (DECREASE)

REQUIRED RESOURCES: ADMINISTRATION

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	Budget to Budget Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$132,339	\$131,886	\$150,425	\$126,868	(\$5,018)
Overtime	1,296	0	2,123	6,000	6,000
Benefits	<u>55,684</u>	<u>51,814</u>	<u>57,461</u>	<u>49,193</u>	<u>(2,621)</u>
Subtotal	189,318	183,700	210,009	182,061	(1,639)
<u>CONTRACTUAL SERVICES</u>					
Utilities	415	400	400	400	0
Postage	1,540	1,500	1,462	1,500	0
Professional Development	974	1,860	1,485	1,965	105
Auditing/Consulting	3,506	3,500	3,500	3,600	100
Building Rental	10,520	12,556	12,556	10,833	(1,723)
Insurance	1,504	1,534	1,534	1,168	(366)
Equipment Maintenance	2,458	1,350	1,350	1,427	77
Other Contractual Services	3,522	4,100	1,000	1,000	(3,100)
Advertising/Promotions	<u>1,319</u>	<u>2,000</u>	<u>1,000</u>	<u>800</u>	<u>(1,200)</u>
Subtotal	25,757	28,800	24,287	22,693	(6,107)
<u>SUPPLIES & MATERIALS</u>					
	5,911	4,000	1,000	1,000	(3,000)
<u>CAPITAL OUTLAY</u>					
	0	1,070	1,070	1,050	(20)
ADMINISTRATION TOTAL					
	<u>\$220,986</u>	<u>\$217,570</u>	<u>\$236,366</u>	<u>\$206,804</u>	<u>(\$10,766)</u>

Program Services

The budget for Program Services has a net decrease of \$165,666. It provides for increases in the service level for neighborhood activities, rental rehabilitation, home ownership, housing services delivery, and lead hazard reduction, and; reductions in the service level for owner occupied rehabilitation, neighborhood stabilization, community development activities, and other CDA allocations (public service activities).

BUDGET VARIANCES: PROGRAM SERVICES

<u>\$2,827</u>	Pro-active code enforcement and demolition assistance grants
2,827	TOTAL NEIGHBORHOOD
(98,165)	Owner Rehabilitation
173,965	Rental Rehabilitation
171,921	Home Ownership
1,854	Housing Service Delivery
(215,000)	Neighborhood Stabilization
<u>30,732</u>	Lead Hazard Reduction
65,307	TOTAL HOUSING
	Grant activities under the CDBG-Emergency Assistance Program were
<u>(232,000)</u>	completed in 2014
(232,000)	TOTAL COMMUNITY DEVELOPMENT
(2,200)	Boy's and Girl's Club to provide afterschool programming
6,500	Community Action's Skills Enhancement and Fatherhood Initiative
(5,800)	ECHO's emergency rent assistance program
(2,000)	HealthNet of Rock County to provide primary medical care for those without insurance
<u>1,700</u>	Literacy Connection to provide one-on-one adult literacy education
(1,800)	TOTAL OTHER CDA ALLOCATIONS
<u>(\$165,666)</u>	TOTAL (DECREASE)

REQUIRED RESOURCES: PROGRAM SERVICES

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	Budget to Budget Incr / (Decr)
Neighborhood					
Code Enforcement	\$40,879	\$39,784	\$33,515	\$42,611	\$2,827
Blight Elimination	<u>0</u>	<u>20,000</u>	<u>0</u>	<u>20,000</u>	<u>0</u>
Subtotal	40,879	59,784	33,515	62,611	2,827
Housing					
Owner Rehabilitation	80,102	281,536	109,529	183,371	(98,165)
Rental Rehabilitation	52,664	164,035	251,120	338,000	173,965
Home Ownership	286,048	462,629	318,968	634,550	171,921
CDBG Housing Service Delivery	115,311	115,426	116,653	117,280	1,854
Neighborhood Stabilization Program	257,639	220,000	201,165	5,000	(215,000)
Energy Efficiency	3,577	0	0	0	0
Lead Hazard 2013-2016	<u>21,038</u>	<u>350,830</u>	<u>291,054</u>	<u>381,562</u>	<u>30,732</u>
Subtotal	816,379	1,594,456	1,288,489	1,659,763	65,307
Community Development					
CDBG Emergency Assistance Program	<u>370,090</u>	<u>232,000</u>	<u>204,773</u>	<u>0</u>	<u>(232,000)</u>
Subtotal	370,090	232,000	204,773	0	(232,000)
Other CDA Allocations					
Boys & Girls Club ⁽¹⁾	3,400	4,200	4,200	2,000	(2,200)
Community Action (1)	0	0	0	6,500	6,500
ECHO Emergency Rent ⁽¹⁾	38,050	47,800	47,800	42,000	(5,800)
Healthnet ⁽¹⁾	33,070	34,000	34,000	32,000	(2,000)
The Literacy Connection ⁽¹⁾	<u>4,500</u>	<u>6,300</u>	<u>6,300</u>	<u>8,000</u>	<u>1,700</u>
Subtotal	79,020	92,300	92,300	90,500	(1,800)
PROGRAM TOTAL	<u>\$1,306,368</u>	<u>\$1,978,540</u>	<u>\$1,619,077</u>	<u>\$1,812,874</u>	<u>(\$165,666)</u>

⁽¹⁾ Public service activities allocated by CDA which benefit low and moderate income individuals.

REVENUE COMMENT:

Community Development Block Grant (CDBG) funding for 2015 is budgeted to remain constant at \$468,976, \$124,325 remaining from prior grants, and with program income rising to \$113,000.

Overall funding under the Neighborhood Stabilization Programs (NSP) is estimated to decrease down to \$5,000 with minor grant activity related to land-banked properties continuing in 2015, and the balance of grant activities concluding in 2014.

HOME Consortium funding for Janesville is budgeted to increase in 2015, with a constant annual allocation of \$163,158 for Janesville, \$481,302 remaining from prior grants (including reallocations from other Consortium members) and \$105,000 estimated in program income.

Current year grants, under other State and Federal Grant Programs, include the Lead Hazard Reduction/Healthy Homes Grant Program. Program income consists of rental property owner's match under the lead grant and minor amounts under the Wisconsin Rental Energy Program, and the Wisconsin Rental Rehabilitation Program.

The balance of the budget is from equity accounts, including prior years' program income and the Revolving Loan Fund for home improvement loans.

Neighborhood & Community Services, State & Federal Grants

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
REVENUES:				
<u>CDBG</u>				
Formula Allocation	\$405,918	\$614,962	\$549,885	\$593,301
Program Income	<u>148,676</u>	<u>100,590</u>	<u>134,000</u>	<u>113,000</u>
Subtotal	554,594	715,552	683,885	706,301
<u>NSP</u>				
Formula Allocation	\$98,375	\$185,000	\$176,167	\$5,000
Program Income	<u>215,958</u>	<u>0</u>	<u>51,807</u>	<u>0</u>
Subtotal	314,333	185,000	227,974	5,000
<u>CDBG- Emergency Assistance Prog.</u>	372,367	232,000	204,773	0
<u>HOME Consortium</u>				
Formula Allocation	143,280	320,765	264,393	644,460
Program Income	<u>134,045</u>	<u>91,000</u>	<u>105,000</u>	<u>105,000</u>
Subtotal	277,325	411,765	369,393	749,460
<u>Other State & Federal Grants</u>				
Current Year	131,426	350,830	351,057	443,317
Program Income	<u>11,538</u>	<u>21,100</u>	<u>24,100</u>	<u>15,600</u>
Subtotal	142,964	371,930	375,157	458,917
Total	<u>\$1,661,583</u>	<u>\$1,916,247</u>	<u>\$1,861,182</u>	<u>\$1,919,678</u>

DEPARTMENT: PUBLIC WORKS
DIVISION: OPERATIONS
PROGRAM: INDUSTRIAL WASTE DISPOSAL

GOAL:

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 monitor and maintain standards for groundwater, surface water, ambient air and landfill gas at the JDF now that remedial work is complete.

PROGRAM ACTIVITY STATEMENT:

The City of Janesville entered a Potentially Responsible Party (PRP) agreement with General Motors Corporation, Tecumseh Products Company, Gillette Company, Ashland Chemical and Stokely-Van Camp (Armstrong Chemical) to pay costs to remediate the JDF in accordance with a Consent Decree signed with the EPA. Several diminimus companies paid a premium to buy out their liability for JDF remediation and forego any future liability from either the EPA or signatories to the PRP agreement. 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 the 78 and 85 sites. Also, certain hazardous wastes were directly disposed in the 78 and 85 sites. The City has the responsibility to administer all activities associated with remedial actions.

The remedial actions include long-term care requirements for a 30-year period starting in 1997 (15 years remain), except only 11 years remain for groundwater monitoring, which started in 1993. Further activities include continued legal consultation for matters to insure conformance with the Consent Decree.

Remedial activities in 2012 include operating and maintaining the gas extraction and leachate disposal systems and continued groundwater and gas system monitoring. Remedial activities in the future include systems operation and maintenance and long-term care of the facility.

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
ELEMENT COST:				
Gas System Operation	\$4,924	\$30,922	\$8,748	\$10,125
Maintenance	35,631	100	20,000	20,000
Construction Administration	3,108	9,983	7,076	3,662
Quality Control	0	14,420	0	0
Leachate Disposal	2,727	6,273	5,800	3,138
Legal	0	5,000	2,500	3,500
Total	<u>\$46,391</u>	<u>\$66,698</u>	<u>\$44,124</u>	<u>\$40,425</u>

BUDGET VARIANCES

(6,651)	Reclassified Operations Director, Civil Engineer and two Electrician/Property Technicians a total of .11 FTE's
<u>103</u>	Other
(6,548)	TOTAL PERSONAL SERVICES
(5,500)	Utilities based on historic actuals
(4,000)	Fewer Consulting services required
(6,420)	Contractual Services for groundwater monitoring costs
(1,800)	Reduced usage of City's vehicles and equipment
<u>(405)</u>	Other
(18,125)	TOTAL CONTRACTUAL SERVICES
(1,600)	TOTAL SUPPLIES & MATERIAL
<u>(\$26,273)</u>	TOTAL DECREASE

REQUIRED RESOURCES

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	Budget to Budget Incr / (Decr)
PERSONAL SERVICES					
Wages	\$4,980	\$13,745	\$9,400	\$7,094	(\$6,651)
Overtime	77	0	0	0	0
Benefits	<u>1,877</u>	<u>4,827</u>	<u>3,206</u>	<u>4,930</u>	<u>103</u>
Subtotal	6,934	18,572	12,606	12,024	(6,548)
CONTRACTUAL SERVICES					
Utilities	1,485	8,513	7,500	3,013	(5,500)
Professional Development	0	405	100	0	(405)
Audit & Consulting	0	7,500	2,500	3,500	(4,000)
Insurance	142	163	163	163	0
Other Contractual Services	36,115	27,945	21,200	21,525	(6,420)
Vehicle & Equipment	<u>1,714</u>	<u>2,000</u>	<u>55</u>	<u>200</u>	<u>(1,800)</u>
Subtotal	39,456	46,526	31,518	28,401	(18,125)
SUPPLIES & MATERIALS	0	1,600	0	0	(1,600)
GRAND TOTAL	<u>\$46,391</u>	<u>\$66,698</u>	<u>\$44,124</u>	<u>\$40,425</u>	<u>(\$26,273)</u>
REVENUE					
Transfer from Trust Fund	<u>\$45,395</u>	<u>\$66,698</u>	<u>\$44,124</u>	<u>\$40,425</u>	

The Superfund Agency Fund accounts for receipts from industrial responsible parties and the City of Janesville to cover costs for Industrial Waste Disposal Fund activities. In 2011, funds were received from General Motors which will be used to cover costs in 2012 and 2013. In future years, funding will be paid from the Sanitation Fund or General Fund.

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
SUPERFUND AGENCY FUND:				
Beginning Fund Balance	\$145,661	\$100,434	\$100,434	\$56,310
Additions to Fund Balance:				
Interest Income	168	0	0	0
Other Revenue (Industry)	0	0	0	0
Transfers -Sanitation Reserved Funds	<u>0</u>	<u>88,835</u>	<u>0</u>	<u>67,000</u>
Subtotal	168	88,835	0	67,000
Reductions in Fund Balance:				
Transfer- Industrial Waste	<u>45,395</u>	<u>66,698</u>	<u>44,124</u>	<u>40,425</u>
Ending Fund Balance	<u>\$100,434</u>	<u>\$122,571</u>	<u>\$56,310</u>	<u>\$82,885</u>

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 and yard waste.

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 waste 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.

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 23,700 collection carts 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 23,700 collection carts on a bi-weekly basis.

The City of Janesville Sanitary Landfill (License #3939) opened on March 7, 2005. The capacity of the Landfill is 4.715 million cubic yards, with a life expectancy through 2027 with current waste flows. 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.

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
ACTIVITIES:				
Sanitary Landfill (tons)	128,192	110,500	88,330	86,730
Waste Collection and Recycling Programs				
Billable Units	23,732	23,677	23,775	23,800
Amount Billed/Unit/Year	\$58.00	\$95.35	\$95.35	\$119.49
Tire Recycling				
Tons	189	180	180	180
Contract Processing Cost (per ton)	\$150.00	\$175.00	\$150.00	\$150.00
Appliance Recycling				
Tons	266	500	300	300
Net Operating Cost (per ton)	(\$227.41)	(\$96.40)	(\$162.00)	(\$162.00)
	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
ELEMENT COST:				
Solid Waste Collection	\$1,154,901	\$1,609,531	\$1,660,327	\$1,637,426
Solid Waste Disposal	3,645,007	3,279,706	2,955,264	2,768,456
Recycling Program	<u>702,131</u>	<u>832,055</u>	<u>796,548</u>	<u>868,726</u>
Subtotal	<u>5,502,039</u>	<u>5,721,292</u>	<u>5,412,139</u>	<u>5,274,608</u>
Debt Retirement - Landfill	985,467	1,054,927	1,054,927	1,095,368
Landfill Debt Transferred to General Fund	0	0	0	(250,000)
Debt Retirement - Automated Collection	285,517	295,125	295,125	292,575
Transfer for Long Term Care Escrow	226,000	226,000	226,000	226,000
Reserve transfer for Superfund Site	<u>0</u>	<u>67,000</u>	<u>44,124</u>	<u>40,425</u>
Subtotal	<u>1,496,984</u>	<u>1,643,052</u>	<u>1,620,176</u>	<u>1,404,368</u>
Total	<u>\$6,999,023</u>	<u>\$7,364,344</u>	<u>\$7,032,315</u>	<u>\$6,678,976</u>

BUDGET VARIANCES

<u>(\$17,998)</u>	Economic adjustments and turnover savings
(17,998)	TOTAL PERSONAL SERVICES
10,000	Consulting
47,400	Contractual Services
(399,300)	Lower DNR tonnage fees due to lower landfill waste flow
(56,000)	VOM rates
<u>(1,986)</u>	Other
(399,886)	TOTAL CONTRACTUAL SERVICES
	Lower landfill waste flow results in reduced need for limerock and other road
<u>(26,800)</u>	maintenance materials
(26,800)	TOTAL SUPPLIES & MATERIAL
<u>(2,000)</u>	Replace computers and landfill gas monitor - GEM
(2,000)	TOTAL CAPITAL OUTLAY
(250,000)	Consistent with City Council direction, landfill debt service will be shifted from the Sanitation Fund to the General Fund to help balance the Sanitation Fund
<u>11,316</u>	Other
(238,684)	TOTAL TRANSFERS
<u>(\$685,368)</u>	TOTAL DECREASE

REQUIRED RESOURCES

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	Budget to Budget Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$1,012,846	\$1,023,097	\$976,230	\$1,057,747	\$34,650
Overtime	104,029	66,182	74,300	66,282	100
Benefits	550,279	526,551	505,631	473,803	(52,748)
Miscellaneous Benefits	<u>4,563</u>	<u>4,200</u>	<u>4,200</u>	<u>4,200</u>	<u>0</u>
Subtotal	1,671,716	1,620,030	1,560,361	1,602,032	(17,998)
<u>CONTRACTUAL SERVICES</u>					
Utilities	183,349	148,560	144,810	146,860	(1,700)
Postage	6	100	0	0	(100)
Professional Development	1,508	3,565	3,163	2,265	(1,300)
Audit & Consulting	(6,003)	20,000	12,000	30,000	10,000
Building Expense	1,628	3,000	2,000	2,000	(1,000)
Insurance	24,914	24,619	24,619	28,023	3,404
Uniform and Tools	1,311	0	1,300	0	0
Computer Maintenance	7,417	5,642	5,600	5,578	(64)
Other Contractual Services	172,162	775,000	797,835	822,400	47,400
Advertising	0	1,226	1,200	0	(1,226)
Licenses	1,842,674	1,500,450	1,351,151	1,101,150	(399,300)
Vehicle & Equipment	<u>1,528,683</u>	<u>1,522,800</u>	<u>1,454,500</u>	<u>1,466,800</u>	<u>(56,000)</u>
Subtotal	3,757,650	4,004,962	3,798,178	3,605,076	(399,886)
<u>SUPPLIES & MATERIALS</u>	66,156	86,300	43,600	59,500	(26,800)
<u>CAPITAL OUTLAY</u>	<u>6,517</u>	<u>10,000</u>	<u>10,000</u>	<u>8,000</u>	<u>(2,000)</u>
Operation and Maintenance Expenditures	5,502,039	5,721,292	5,412,139	5,274,608	(446,684)
<u>TRANSFERS</u>					
Debt Retirement	1,270,984	1,350,052	1,350,052	1,387,943	37,891
Landfill Debt Transferred to General Fun	0	0	0	(250,000)	(250,000)
Long Term Care Escrow	226,000	226,000	226,000	226,000	0
Reserve Transfer for Superfund Site	<u>0</u>	<u>67,000</u>	<u>44,124</u>	<u>40,425</u>	<u>(26,575)</u>
	1,496,984	1,643,052	1,620,176	1,404,368	(238,684)
GRAND TOTAL	<u>\$6,999,023</u>	<u>\$7,364,344</u>	<u>\$7,032,315</u>	<u>\$6,678,976</u>	<u>(\$685,368)</u>

MAJOR CAPITAL PROGRAM:

The Major Capital Programs budget contains borrowing of \$80,000 to replace the two stationary compactor systems at the Sanitary Landfill. This includes the compactors and fabrication of new chutes, receiver boxes, and pavement.

REVENUE COMMENT:

This budget proposes an increase in the base solid waste management user fee of \$3.13 per year, for an annual rate of \$98.48 per billable unit per year in 2015. Beginning in 2015, and based upon City Council direction, the user fee will be increased an additional \$21.52 per year per billable unit to pay for landfill debt service. This brings the total user fee for 2015 to \$120.00 per billable unit.

Between 2015 and the end of the useful life of the landfill (currently projected at 2027), the objective is to recover a total of \$6,635,995 through the user fee to pay for landfill debt service.

Total Sanitation revenue is expected to increase \$10,284 from 2014 Budget.

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
REVENUES:				
Sanitary Landfill				
Advance Disposal	\$ 86,835	\$ 88,000	\$ 350,000	\$ 280,000
Green County	270,060	273,000	301,000	301,000
Janesville Residential Waste	0	525,000	541,000	547,000
John's Hauling	367,990	525,000	420,000	420,000
Rock Disposal	339,115	420,000	280,000	280,000
Sherman Sanitation	632,730	665,000	0	0
Town & Country	1,056,790	0	0	0
Waste Management	442,715	490,000	508,000	508,000
All Other Accounts	719,286	718,000	844,117	850,000
Wastes Used as Daily Cover	241,563	229,000	268,000	268,000
Landfill Gas Agreement	<u>57,109</u>	<u>75,000</u>	<u>50,000</u>	<u>50,000</u>
	4,214,193	4,008,000	3,604,302	3,504,000
Demolition Landfill	24,431	150,000	90,000	90,000
Recycling Program				
State Recycling Grant	226,958	227,000	226,958	227,000
Curbside Collection	146,996	170,000	150,000	150,000
Appliance/Metal Recycling	61,869	50,000	50,000	50,000
Tire Recycling	24,944	27,000	27,000	27,000
Bins Sales/Cart Service Fees	<u>3,935</u>	<u>5,000</u>	<u>3,000</u>	<u>3,000</u>
	464,703	479,000	456,958	457,000
Resident Waste Management Fee	<u>1,381,593</u>	<u>2,257,600</u>	<u>2,267,602</u>	<u>2,853,884</u>
Total Revenue - Sanitation Fund	<u>\$6,084,919</u>	<u>\$6,894,600</u>	<u>\$6,418,862</u>	<u>\$6,904,884</u>

INCOME STATEMENT:

The Income Statement shows expenditures and revenue for the Sanitation Fund from 2011 through 2015 Proposed.

	Actual 2013	Budget 2014	Estimated 2014	Proposed 2015
<u>Revenues</u>				
Solid Waste Disposal- User Fees	\$ 4,238,624	\$ 4,158,000	\$ 3,694,302	\$ 3,594,000
Solid Waste Collection- User Fees	1,381,593	2,257,600	2,267,602	2,853,884
Recycling-Material Sales/User Fees	237,744	252,000	230,000	230,000
Recycling-State Grant	226,958	227,000	226,958	227,000
Total Revenue	\$ 6,084,919	\$ 6,894,600	\$ 6,418,862	\$ 6,904,884
<u>Expenditures</u>				
Solid Waste Collection	\$ 1,154,901	\$ 1,609,531	\$ 1,660,327	\$ 1,637,426
Solid Waste Disposal	3,645,007	3,279,706	2,955,264	2,768,456
Recycling	702,131	832,055	796,548	868,726
Total Expenditures	\$ 5,502,039	\$ 5,721,292	\$ 5,412,139	\$ 5,274,608
Net Operating Income (Loss)	\$ 582,880	\$ 1,173,308	\$ 1,006,723	\$ 1,630,276
<u>Transfers</u>				
Transfer In- Health Insurance Rebate	\$ -	\$ -	\$ -	\$ -
Transfer for DNR Escrow Site 3939	(226,000)	(226,000)	(226,000)	(226,000)
Transfer to Superfund (from reserve)	0	(67,000)	(44,124)	(40,425)
Transfer for Debt Service - Landfill	(985,467)	(1,054,927)	(1,054,927)	(1,095,368)
Transfer for Debt Service - Auto Coll.	(285,517)	(295,125)	(295,125)	(292,575)
Transfer to G/F	0	0	0	250,000
Total Transfers	\$ (1,496,984)	\$ (1,643,052)	\$ (1,620,176)	\$ (1,404,368)
Revenues over Expenditures (deficit)	\$ (914,104)	\$ (469,744)	\$ (613,453)	\$ 225,908
Fund Balance January 1	\$ 1,199,146	\$ 285,042	\$ 285,042	\$ (328,411)
Fund Balance December 31	\$ 285,042	\$ (184,702)	\$ (328,411)	\$ (102,503)

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.

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 intends to extend 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 are insured with the State of Wisconsin Insurance Fund. 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, which has been extended to 2015. The goal was to continue 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; one of two EPO’s (exclusive provider organization), a PPO (preferred provider organization) and Basic (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 accounting funds and their respective individual accounts. Therefore, in theory, the Insurance Fund will experience revenues equal to its budgeted expenditures.

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
ELEMENT COST:				
Risk Management	\$86,378	\$107,006	\$65,660	\$127,067
Liability Insurance	243,797	351,646	351,646	319,500
Workers' Compensation	507,586	359,071	453,185	451,000
Property/Other Insurance	165,432	188,214	190,006	178,028
Health, Dental & Vision Insurance	8,321,166	8,757,666	8,955,000	8,696,450
Flex Benefits	<u>158,914</u>	<u>150,000</u>	<u>153,022</u>	<u>160,000</u>
Subtotal	9,483,272	9,913,603	10,168,519	9,932,045
Transfers	<u>261,400</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	<u>\$9,744,672</u>	<u>\$9,913,603</u>	<u>\$10,168,519</u>	<u>\$9,932,045</u>

BUDGET VARIANCES

<u>\$6,175</u>	Economic adjustments for PT Risk Manager and portions of other personnel
6,175	TOTAL PERSONAL SERVICES
<u>12,267</u>	Normal fluctuation of number of employees with family, single, and no coverage
12,267	TOTAL CONTRACTUAL SERVICES
<u>\$18,442</u>	TOTAL INCREASE

REQUIRED RESOURCES

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	Budget to Budget Incr / (Decr)
PERSONAL SERVICES					
Wages	\$99,154	\$65,779	\$41,816	\$78,006	\$12,227
Benefits	\$35,165	\$28,068	\$18,365	\$26,216	(\$1,852)
Miscellaneous Benefits	<u>3,388</u>	<u>4,200</u>	<u>2,500</u>	<u>0</u>	<u>(4,200)</u>
Subtotal	137,707	98,047	62,681	104,222	6,175
CONTRACTUAL SERVICES					
Utilities	282	250	250	250	0
Postage	35	10	0	10	0
Professional Development	1,525	1,810	0	1,810	0
Audit & Consulting	91,511	105,950	104,300	105,950	0
Insurance	9,242,183	9,015,761	9,311,288	9,028,028	12,267
Computer Maintenance	0	0	0	0	0
Other Contractual Services	325	680,000	680,000	680,000	0
Recruiting Expense	<u>9,035</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>	<u>0</u>
Subtotal	9,344,895	9,813,781	10,105,838	9,826,048	12,267
SUPPLIES & MATERIALS					
Subtotal	671	1,775	0	1,775	0
TRANSFERS					
Subtotal	9,483,272	9,913,603	10,168,519	9,932,045	18,442
TRANSFERS	<u>261,400</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
GRAND TOTAL	<u>\$9,744,672</u>	<u>\$9,913,603</u>	<u>\$10,168,519</u>	<u>\$9,932,045</u>	<u>\$18,442</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 of the City divisions.
- To provide adequate and timely replacement of vehicles and equipment.

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 other City divisions. The VOM Fund was established to insure 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.

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
ACTIVITIES:				
General Administration (Hours)	7,900	8,300	8,200	8,300
Vehicle Maintenance (#)				
Scheduled Work Orders	659	750	750	750
Unscheduled Work Orders (Repairs)	<u>2,147</u>	<u>2,100</u>	<u>2,100</u>	<u>2,100</u>
Subtotal	2,806	2,850	2,850	2,850
Direct Labor (Hours)	6,825	8,000	7,800	8,000
Indirect Labor (Hours)	<u>3,000</u>	<u>3,700</u>	<u>3,500</u>	<u>3,700</u>
Subtotal	9,825	11,700	11,300	11,700
Facility Maintenance (Hours)	825	750	650	750
Support Programs (Hours)	<u>2,200</u>	<u>2,300</u>	<u>2,300</u>	<u>2,300</u>
Total Hours	<u>20,750</u>	<u>23,050</u>	<u>22,450</u>	<u>23,050</u>

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
ELEMENT COST:				
General Administration	\$457,005	\$414,960	\$435,882	\$427,504
Vehicle Maintenance	2,327,674	2,465,114	2,431,400	2,474,601
Facility Maintenance	170,846	189,777	183,965	197,204
Support Programs	<u>84,523</u>	<u>83,428</u>	<u>86,860</u>	<u>84,813</u>
Subtotal Operating	3,040,048	3,153,279	3,138,107	3,184,122
Capital	<u>1,371,500</u>	<u>1,507,000</u>	<u>1,489,358</u>	<u>1,564,380</u>
Total	<u>\$4,411,548</u>	<u>\$4,660,279</u>	<u>\$4,627,465</u>	<u>\$4,748,502</u>

BUDGET VARIANCES

<u>\$13,684</u>	Economic adjustments
13,684	TOTAL PERSONAL SERVICES
10,000	Cleaning of the vehicle storage and maintenance areas of the City Services Center
4,000	Tools; none were budgeted in 2014
(8,000)	Non-City provided services spending for other contractual services
<u>(3,741)</u>	Other
2,259	TOTAL CONTRACTUAL SERVICES
<u>14,900</u>	Lubricants and other supplies based on historic actuals
14,900	TOTAL SUPPLIES & MATERIAL
<u>57,380</u>	Expected vehicle and equipment purchases
57,380	TOTAL CAPITAL OUTLAY
<u>\$88,223</u>	TOTAL INCREASE

REQUIRED RESOURCES

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget	Budget to Budget Incr / (Decr)
PERSONAL SERVICES					
Wages	\$563,687	\$645,325	\$637,500	\$657,156	\$11,831
Overtime	35,525	25,400	25,100	25,400	0
Benefits	<u>281,188</u>	<u>263,153</u>	<u>287,450</u>	<u>265,006</u>	<u>1,853</u>
Subtotal	880,400	933,878	950,050	947,562	13,684
CONTRACTUAL SERVICES					
Utilities	49,633	59,100	54,450	57,100	(2,000)
Professional Development	720	4,050	4,076	4,050	0
Audit & Consulting	0	0	0	0	0
Building Expense	73,531	80,000	80,000	90,000	10,000
Insurance	91,568	85,011	85,011	82,913	(2,098)
Uniform and Tool Expense	17,008	9,000	13,000	13,000	4,000
Computer Maintenance	21,082	18,000	18,000	18,357	357
Other Contractual Services	20,224	27,000	17,500	19,000	(8,000)
Vehicle & Equipment	<u>141,017</u>	<u>168,700</u>	<u>150,220</u>	<u>168,700</u>	<u>0</u>
Subtotal	414,782	450,861	422,257	453,120	2,259
SUPPLIES & MATERIALS	1,744,788	1,768,540	1,765,800	1,783,440	14,900
TRANSFERS	1,371,500	0	0	0	0
CAPITAL OUTLAY	<u>77</u>	<u>1,507,000</u>	<u>1,489,358</u>	<u>1,564,380</u>	<u>57,380</u>
GRAND TOTAL	<u>\$4,411,548</u>	<u>\$4,660,279</u>	<u>\$4,627,465</u>	<u>\$4,748,502</u>	<u>\$88,223</u>

Historical Fuel Purchases and Costs

		2013 Actual	2014 Budget	2015 Budget
Diesel	Gallons	178,328	162,000	160,000
	Total Cost	\$ 622,596	\$ 583,200	\$ 579,200
	Avg. Cost/Gallon	\$ 3.49	\$ 3.60	\$ 3.62
Gasoline	Gallons	100,940	106,000	106,000
	Total Cost w/Fed Tax Reimb.	\$ 329,267	\$ 365,700	\$ 376,300
	Avg. Cost/Gallon	\$ 3.26	\$ 3.45	\$ 3.55

VEHICLE and EQUIPMENT REPLACEMENT SCHEDULE - 2015

<u>Year</u>	<u>Equip#</u>	<u>Type</u>	<u>Net Price</u>	<u>Age</u>
2001	516	Pickup 4WD 1/2 Ton w/ Topper	\$ 25,000	14
2001	701	Pickup 4WD 3/4 Ton HD w/ Utility Body	39,000	14
1995	4003	Pickup 2WD 3/4 Ton w/ Utility Body & Lift Gate	27,000	20
1999	4703	Pickup 2WD 1 Ton	26,000	16
2000	4724	Pickup 4WD 1 Ton Dual Axle w/ Utility Body	55,000	15
2007	4717	Pickup 4WD 1 Ton w/ Plow and Dump Body	45,000	8
2011	4396	Automated Waste Collection Vehicle	245,000	4
1986	4303	Rear Load Trash Truck for Leaf & Yard Waste Collection	16,000	29
1991	4305	Rear Load Trash Truck for Leaf & Yard Waste Collection	16,000	24
1996	4126	Backhoe - Tracked	230,000	19
2002	4287	Tractor w/ Loader	65,000	13
2000	4289	Rear Boom Flail Mower to be Replaced w/ Side Boom Flail Mower	18,000	15
1999	4451	Loader - Wheeled 3.5 cu. yd.	165,000	16
2004	4606	Street Sweeper	184,000	11
		Plows, salt spreaders and other attachments	-	
		Miscellaneous small equipment	60,000	
		SUBTOTAL CAPITAL OUTLAY	\$ 1,216,000	
		CAPITAL CARRYOVER FROM 2014		
		Dump Truck Bodies & Hoists	338,180	
		TOTAL CAPITAL CARRYOVER	\$ 338,180	
		TOTAL CAPITAL OUTLAY	\$ 1,554,180	

REVENUE COMMENT:

The VOM Fund derives its revenue primarily from four (4) sources: General Fund, Sanitation, Utilities and other miscellaneous sources. Revenue increases \$176,000 from the 2014 budget primarily due increases in rental rates for equipment. The following table reflects the sources of revenue for the Fund.

	2013 Actual	2014 Budget	2014 Estimated	2015 Budget
REVENUE:				
Vehicle Repair	\$802,384	\$780,000	\$800,000	\$825,000
Equipment Rental - Operations	1,945,682	2,000,000	2,000,000	2,050,000
Replacement - Capital	1,550,000	1,600,000	1,600,000	1,700,000
Miscellaneous	<u>31,134</u>	<u>50,000</u>	<u>31,000</u>	<u>31,000</u>
Total	<u>\$4,329,200</u>	<u>\$4,430,000</u>	<u>\$4,431,000</u>	<u>\$4,606,000</u>

	2013 Actual	2014 Estimated	2015 Budget
OPERATING CASH:			
Beginning Cash Balance	\$10,636	\$13,309	\$6,202
Operating Revenue	3,042,721	3,131,000	3,256,000
O & M Expenditures	3,040,048	3,138,107	3,194,322
Adjust for Changes	<u>0</u>	<u>0</u>	<u>0</u>
Cash Balance Operating	\$13,309	\$6,202	\$67,880
CAPITAL REPLACEMENT CASH:			
Beginning Cash Balance	\$401,789	\$1,077,962	\$888,604
Replacement Revenue	1,507,202	1,300,000	1,350,000
Capital Outlay	<u>831,029</u>	<u>1,489,358</u>	<u>1,554,180</u>
Cash Balance Capital Replacement	\$1,077,962	\$888,604	\$684,424
TOTAL CASH	<u>\$1,091,271</u>	<u>\$894,806</u>	<u>\$752,304</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 leisure service 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.

PROJECT STATEMENTS:

- (a) When the City of Janesville took over operation of the golf courses it acquired an aged fleet of maintenance equipment from the previous lessee. Reliable maintenance equipment is critical to the operation of the golf courses. In 2015, funding in the amount of \$155,000 is proposed to continue the replacement of maintenance equipment and fund other capital improvements to the golf courses.
- (b) Currently, Janesville's industrial parks are not formally named or recognized. As a component of an effort to better promote and expand economic opportunity in Janesville, the Economic Development Department will undertake an effort to "brand" – through unique naming and signage – each of the City's existing industrial parks.
- (c) As the City's Economic Development landscape continues to evolve, it is critical to establish a well-defined organizational approach to attract, retain, and expand the local employment, tax and knowledge base. A Comprehensive Economic Development Marketing Study will identify targets and priorities that foster the community's economic wellbeing, and the resulting strategy will serve as a guide for the department's future marketing efforts.
- (d) Major Arterials and Connecting Highways. N Main Street improvements will be designed from Centerway to St. Lawrence Avenue under the STP-Urban program. The total project costs are estimated to be \$3,373,080 with \$2,060,864 provided in Federal STP funds and a local share of \$487,216 with General Fund GO Note, \$765,000 with Water Utility GO Note, and \$60,000 special assessments.
- (e) Proposed for 2015 is the fifth year of funding for a plan to close gaps in the existing sidewalk network consistent with the recommendations of the Sidewalk Task Force. The total project costs are estimated to be \$350,000 (General Fund - \$100,000; Assessable - \$250,000).
- (f) Street Rehabilitation and Reconstruction includes funds to maintain of City streets and make various other improvements to the street network such as intersection improvements. In 2015, the City anticipates borrowing \$1,763,847 for the proposed street program.

- (g) This program supports newly-developing areas by expanding sanitary sewers within the defined City of Janesville sewer boundary area. These costs are typically recovered through assessments from the benefitting property owners.
- (h) Janesville has approximately 300 miles of pipes of various sizes and materials in the sanitary sewer collection system. The 2015 budget proposes \$825,000 of funding which will line approximately 3.5 miles of sanitary sewer mains. This represents approximately 1% of the sewer system compared to a benchmark of 3.6% in proactive utilities.
- (i) This item addresses unanticipated system deficiencies in the sanitary sewer collection system as they become known. The repairs are typically unexpected and not in coordination with the street rehabilitation program.
- (j) Prior to street reconstruction, the condition of the water manholes and valves in the street are evaluated. Old, deteriorated manholes are either rehabilitated or replaced prior to the street work. This helps insure the long term integrity of the street so that a newer street surface would not have to be dug up shortly after the work to replace a failing manhole. For 2015, \$51,000 is proposed for this program.
- (k) Undersize main replacements totaling \$1,242,000 are proposed for 2015. This program is needed to replace undersized water mains (replace 1-1/2 inch and 4-inch mains with 6 inch mains) in the distribution system. There are approximately 10 miles of undersized mains in the system. Replacement is done in coordination with street restoration projects.
- (l) In 2005, the Water Utility implemented a lead services replacement program within the City. This program is similar to the iron service replacement activities the City has historically undertaken. The actual cost of this program will vary from year to year based upon the number of lead services under streets that are being reconstructed in any given year. Currently, there are about 2,200 lead services in the City. Funds anticipated for 2015 are (\$150,000).
- (m) Curb and Gutter Replacement and Reconstruction totals \$1,300,000 and will be used for replacing damaged curb and gutter as well as eliminate areas of water ponding in conjunction with the street reconstruction and resurfacing programs. This amount assumes an increase in the amount of annual street maintenance and reconstruction.
- (n) Replacement Sidewalk totals \$117,000 (General Fund - \$57,000; Assessable - \$60,000). This will be used to replace deteriorated sidewalks and/or sidewalks with other safety deficiencies and includes sidewalk that cross city owned property (greenbelts, parks, etc.) and other miscellaneous costs typically paid for by the city at-large.
- (o) Rehabilitating or replacing manholes in conjunction with street resurfacing and reconstruction projects prevents future failures of the structures after a new street surface has been placed. In 2015, funding in the amount of \$60,000 is proposed. Some manholes only need repairs to the upper portion and while other manholes need total replacement.
- (p) Storm sewer repair projects totaling \$690,000 have been included for 2015. The annual sewer televising program will identify segments along streets proposed for rehabilitation, which require storm sewer system repairs.
- (q) In 2015, \$220,000 has been included for anticipated storm sewer enhancements.

- (r) East Milwaukee Street will be rehabilitated from Sumac Drive to Wright Road in 2015. This project will be completed in conjunction with the WDOT Local Road Improvement Program. The total 2015 project costs are estimated at \$425,000 (General Fund - \$272,737; WDOT – (152,263).
- (s) The Wisconsin Department of Natural Resources (WDNR) is requiring operating landfills to implement leachate recirculation to aid in the compaction and decomposition of landfill waste. In 2015, \$275,000 is proposed to begin the implementation.
- (t) The stationary compactors near the landfill scale house are scheduled for replacement along with the control system and roll off storage containers. \$80,000 has been included in 2015 to replace these components.
- (u) Jackson Street Bridge is scheduled for replacement in 2014-2015. The total cost is estimated at \$3,802,291, with and 80% federal share of \$3,041,857 and a 20% local share of \$760,434.
- (v) This supports an ongoing effort to prevent water inflow and infiltration into the sanitary sewer. It requires about \$125,000 annually. This program focused on sanitary sewer manholes in the past but has recently shifted to sewer laterals.
- (w) This project corrects structural deficiencies of the Monterey Dam. The City of Janesville and WDNR have agreed to complete the necessary repairs by Fall 2015. The project design began in 2014.
- (x) The Milwaukee Street Bridge is scheduled for rehabilitation in 2018 through the Wisconsin Department of Transportation. The local share for design is anticipated in 2015 at an estimated cost of \$50,000.
- (y) The Wastewater utility operating budget includes \$365,000 for rehabilitating or replacing manholes in coordination with the annual street rehabilitation.
- (z) The parking plaza exhibits structural deficiencies requiring the center portion of the plaza to be closed to vehicles and pedestrians for safety reasons. The DNR has indicated they will not issue required permits to the City to allow repair and / or improvements to the parking plaza as the DNR believes parking vehicles over the Rock River creates negative environmental impacts. Further deterioration of the structure is anticipated as this facility is near the end of its useful life. The City will be working with a consultant in 2015 for the demolition of the parking plaza which is anticipated for 2016.
- (aa) The City purchased riverfront properties at 51 and 55 S. River Street with the intent to demolish both buildings and create public greenspace. This project totals \$190,000 and a WDNR grant will assist with environmental clean-up of the sites.
- (bb) In 2015, two 2003 Medtec ambulances are scheduled for replacement. These vehicles are beyond their estimated service life and require excessive maintenance. Funding for a 2000 American LaFrance rescue-pumper, also needing replacement, has been deferred until 2016.
- (cc) The central fire station and administrative offices (Fire Station #1) was constructed in 1957 and no longer meets the space or operational needs of the Fire Department. The total estimated project cost is \$9,000,000 with \$4,400,000 already secured. In 2015, \$3,000,000 will be borrowed. The remaining balance of project funding for 2016 is \$1,600,000.

- (dd) The City will continue implementation of the Information Technology Strategic Plan. This plan addresses improving the efficiency of City services and providing citizen satisfaction through the use of information technology. In 2015, funds are requested from the General Fund (\$250,000), Water Utility (\$50,000) and Wastewater Utility (\$50,000), to obtain consulting services and purchase hardware and software for the implementation of specific citywide information technology priority projects.
- (ee) This project will complete the implementation of the Govern ERP initial project. Specifically, it will implement the remainder of the customer portal (eGov) and enable citizens to view building services and utility billing information in addition to the current property information. It will link to the recently-activated credit card payment system. This project was part of the initial plan but deferred because the utility billing portion was more expensive than originally anticipated.
- (ff) When Govern was selected for our ERP program, the intent was to install the .NET version. This version uses web browsers instead of the current system that requires installation and maintenance of a client on each workstation. This conversion only implements the framework, but is needed to maintain the web components of the system. There will be follow-on projects to convert the individual Govern modules (CAMA, building services, billing, etc). Moving to .NET saves considerable labor during the frequent upgrades to the software.
- (gg) Re-organization of the reference/information desk back to a central location, including relocation of patron computers, additional space for reference/business resources, new carpeting in main traffic areas of library. Prepping for installation of central stairwell from circulation workroom to lower level work areas.
- (hh) Major downtown and neighborhood planning efforts have recommended that the City become more active in the acquisition of vacant and/or blighted properties in the downtown and older residential neighborhoods. Available Community Development Block Grant funds are not sufficient for this effort. Funding in the amount of \$100,000 is proposed to create a pool of funds for such property acquisitions.
- (ii) Establishing real-time GPS technology on snow plowing equipment will provide both real-time and post-event data which will be utilized to improve efficiency of operations and utilization of chemicals. Implementation includes GPS tracking units and subscription services, plow function and salt application sensors, in-cab interface and back-office monitoring systems. It may be possible to provide public access to locational information so residents can visually observe the progress of each winter weather action event in real time. Benefits of implementing this system include optimizing route efficiency, more efficient allocation of equipment during action events, turn-by-turn route instructions for operators via in-cab display, and real-time monitoring of chemical application rates.
- (jj) In 1996, the City began a program to renovate/replace playground equipment in neighborhood parks. To date, renovations have been completed at 33 neighborhood parks at a cost of approximately \$40,000 for each neighborhood park. The renovation/replacement of playground equipment will continue in 2015, with improvements proposed for park TBD.
- (kk) All tasers will be out of warranty and beyond recommended life cycle by end of 2015. Current tasers are an older model and no longer supported with parts / repair.
- (ll) Provide night vision equipment (\$224,000), digital hearing protection (\$20,000), weapon suppressors (\$26,000), and protective gas masks (\$7,000).

- (mm) A splash pad is proposed for Riverside Park to replace the existing wading pool. The goal is to maintain an aquatic feature at Riverside Park with lower annual operating costs. In 2014, \$25,000 was approved for the design. For 2015, \$325,000 is proposed for equipment and construction.
- (nn) This funding will serve to replace the aging underground electrical services, underground circuits, above ground equipment, and to relocate poles that are being damaged on a regular basis in order to prevent future damage. This should reduce outages and repair costs by reducing the number of underground faults caused by age, building and utility construction, rodent damage and end of life failures. Relocating poles that are being damaged on a regular basis and are quite often damaged during hit & run accidents which the City is not reimbursed for, which should reduce operating costs.
- (oo) The City owns 36 traffic controllers that are no longer serviceable. This funding replaces 27 of 36 over a three-year period at nine each year. The nine that aren't being replaced are those that WisDOT will be taking over responsibility for until the end of the I-39/90 Alt Route Project. At that time, a decision will need to be made as to except the WisDOT controllers which are a different type, or purchase nine new controllers of our type.
- (pp) Labor and material expenses to replace approx. 860 red LED traffic signals with new LEDs. The red traffic signals were upgraded to LED in 2002. They have now reached their end of life. The rate of failure has been steady increasing to the current point of averaging two per week.
- (qq) The initial purchase of the current fleet of buses began in 2002; these buses will be eligible for replacement in 2014. A total of eight buses are schedule for replacement. 2015, up to five buses are scheduled for replacement at a total cost of \$2.5 million, with \$2.0 million coming from Federal Section 5339 funding and \$500,000 from City bonding.
- (rr) JTS currently has more than 300 bus stop signs, many of them extremely worn. Funds would provide for on-going replacement of existing signs, some of which are more than 15 years old and provide the opportunity to install signs in newer service areas. Bus stop signs are a simple program, but are vital to providing high-quality customer service.
- (ss) JTS owns 18 passenger shelters, many of which date back to 1980 (34 years in service). JTS would purchase approximately 8 shelters to replace those that have come to the end of their useful life. Having quality passenger shelters available helps provide a high-quality customer experience to riders.
- (tt) Program to complete FCC narrowband compliance for Transit radio system. Total cost of with \$40,000 coming from Federal Section 5339 funding and \$10,000 from City bonding.
- (uu) Replacement of a 1998 shop service/utility vehicle which is beyond the end of its projected 15 year service life. Cost includes 1 ton heavy duty truck chassis cab, service/utility body, air compressor and other special-purpose vehicle mounted equipment for use as a shop/utility vehicle. Total cost \$75,000 with \$60,000 coming from Federal Section 5339 funding and \$15,000 from City bonding.
- (vv) JTS would purchase six-camera video recording systems for each of our seventeen (17) revenue services buses. The current bus security/video recording system uses out-of-date hard drive technology and is only marginally operationally on only a selection of buses. The recording system is extremely inefficient when tapes need to be reviewed and tapes cannot be stored/saved adequately.

- (ww) Funding is included for several small Transit capital (\$46,800 in City bonding) including replacement of video security recording equipment on buses (\$90,000) which has reached the end of its service life and is no-longer repairable, as well as video storage capability to meet State records-retention requirements; bus stop signs (\$9,000), shop equipment (\$10,000), capital repair parts (\$40,000), and passenger shelters (\$85,000). Transit projects are funded with \$187,200 coming from Federal Section 5339 funding and \$46,800 from City bonding.

- (xx) This water main extension will loop two long dead end water mains and provide greater reliability of the water distribution system for an existing developed portion of the City. The Water Utility is seeking an easement to allow this extension to be completed as the required location is currently undeveloped and adjacent to the City limits.

	Division / Department	Project Title	TOTAL
a	City Manager	Golf Course Capital	155,000
b	Economic Development	Industrial Park Signage	60,000
c		Comprehensive Economic Development Marketing Strategy	30,000
d	Engineering	N. Main Street Resurfacing - Centerway to St. Lawrence	3,373,080
e		PTCP - New Sidewalk	350,000
f		Street Rehabilitation and Reconstruction	2,295,000
g		Collection System Expansion	100,000
h		Sanitary Sewer Lining	825,000
i		Collection System Reinforcement	100,000
j		Water Manhole Replacement	51,000
k		Water Main Improvements/Replacements	1,242,000
l		Lead Service Replacement	150,000
m		Curb & Gutter Replacement	1,300,000
n		Replacement Sidewalks	117,000
o		Storm Manhole Maintenance	60,000
p		Storm Sewer Improvements/Repairs	690,000
q		Storm Sewer Enhancements	220,000
r		E. Milwaukee Street Resurfacing - Sumac Dr. to Wright Rd.	425,000
s		Landfill Phase 2 - Leachate Recirculation	275,000
t		Replace Landfill Stationary Compactors and Containers	80,000
u		Jackson Street Bridge Replacement	3,802,291
v		Inflow/Infiltration Reduction Program	125,000
w		Monterey Dam Structural Repairs	250,000
x	Milwaukee Street Bridge Rehabilitation	239,629	
y	Sanitary Sewer Improvements/Repairs	365,000	
z	Parking Plaza Removal	125,000	
aa		51 / 55 S. River Street Demolition	190,000

	Division / Department	Project Title	TOTAL
bb	Fire	2015-2019 JFD Vehicle Replacement Project	494,177
cc		Central Fire Station	3,000,000
dd	Information Technology	IT Strategic Plan 2015-2019	300,000
ee		Complete Phase II and III of ERP	80,970
ff		Govern .NET Conversion	29,620
gg	Library	Library : Remodeling, carpet replacement	140,000
hh	Neighborhood Services	Property Acquisitions (Neighborhood and Downtown)	100,000
ii	Operations	GPS for Snowplowing Equipment	50,000
jj	Parks	Playground Replacement	40,000
kk	Police	Replace Tasers	58,565
ll		Replace SWAT Gear	277,267
mm	Recreation	Splash Pad	325,000
nn	Tech Services	Determine the expected Life Cycle of Traffic Signal and Street Lighting Infrastructure and to Replace as Necessary	20,000
oo		Replace Legacy Traffic Controllers, No Longer Serviceable	17,000
pp		Replace LED Traffic Signals - Reds Only	35,000
qq	Transit	Replace five (5) JTS buses	500,000
rr		Replace Bus Stop Signs	1,800
ss		Replace Passenger Shelters	17,000
tt		Replace Radio Base Station and System Components	10,000
uu		Replace Shop Truck	15,000
ww		Replace Video Recording Equipment on Buses	18,000
ww		Shop Equipment and Repair Parts: Major Tools, Engines, Transmissions, A/C Compressors	10,000
xx	Water	Water Main Extension - Mackinac Drive	25,000
Total for All		Projects: 50	\$22,559,399

CITY OF JANESVILLE, WISCONSIN

Computation of Legal Debt Margin

December 31, 2014

Equalized Value of Real and Personal Property	<u>\$4,005,876,500</u>
Debt Limit, Five (5) Percent of Equalized Valuation (Wisconsin Statutory Limitation)	<u>\$200,293,825</u>
Amount of Debt Applicable to Debt Limitation: Total General Obligation Debt	
Applicable to Debt Limit at December 31, 2014 (40.15% of Legal Limit)	<u>80,425,000</u> *
Remaining Legal Debt Margin	<u>\$119,868,825</u>

* Does not include Wastewater Utility Revenue Debt in the amount of \$26,267,855

* Does not include Water Utility Revenue Debt in the amount of \$1,977,195

General Obligation Debt Service for 2015 and
Total Outstanding Indebtedness as of December 31, 2014

			2015		2015 Principal & Interest	12/31/2014		
			Principal	Interest		Principal	Interest	Total
Water Utility								
2007 L.T. Note	1,375,000	Water Utility Impr.	75,000	8,344	83,344	225,000	15,094	240,094
2008 L.T. Note	3,050,000	Water Utility Impr.	190,000	27,963	217,963	770,000	64,238	834,238
2009 L.T. Note	2,145,000	Water Utility Impr.	200,000	30,150	230,150	1,005,000	86,725	1,091,725
2010 L.T. Note	970,000	Water Utility Impr.	100,000	13,225	113,225	600,000	45,862	645,862
2011 L.T. Note	2,510,000	Water Utility Impr.	220,000	55,525	275,525	2,305,000	263,062	2,568,062
2011A L.T. Note	310,000	Water Utility Impr.	25,000	5,237	30,237	265,000	16,794	281,794
2012 L.T. Note	1,170,000	Water Utility Impr.	90,000	21,350	111,350	1,135,000	97,400	1,232,400
2012A L.T. Note	440,000	Water Utility Impr.	35,000	8,275	43,275	440,000	37,925	477,925
2013 L.T. Note	900,000	Water Utility Impr.	5,000	20,887	25,887	895,000	115,256	1,010,256
2013A L.T. Note	85,000	Water Utility Impr.	-	945	945	85,000	3,305	88,305
2014 L.T. Note	2,210,000	Water Utility Impr.	192,000	38,204	230,204	2,210,000	240,799	2,450,799
2014A L.T. Note	1,400,000	Water Utility Impr.	173,000	26,477	199,477	1,400,000	135,857	1,535,857
Water Utility Total			\$ 1,305,000	\$ 256,582	\$ 1,561,582	\$ 11,335,000	\$ 1,122,317	\$ 12,457,317
Wastewater Utility								
2007 L.T. Note	3,850,000	Wastewater Utility Impr.	300,000	33,825	333,825	910,000	61,500	971,500
2008 L.T. Note	1,885,000	Wastewater Utility Impr.	110,000	16,369	126,369	450,000	37,972	487,972
2009 L.T. Note	765,000	Wastewater Utility Impr.	60,000	9,525	69,525	315,000	27,812	342,812
2010 L.T. Note	525,000	Wastewater Utility Impr.	50,000	6,612	56,612	300,000	22,931	322,931
2011 L.T. Note	191,000	Wastewater Utility Impr.	200,000	30,500	230,500	1,400,000	124,250	1,524,250
2012 L.T. Note	1,580,000	Wastewater Utility Impr.	146,000	19,890	165,890	1,104,000	84,530	1,188,530
2013 L.T. Note	1,515,000	Wastewater Utility Impr.	145,000	29,650	174,650	1,365,000	151,800	1,516,800
2013A L.T. Note	241,000	Wastewater Utility Impr.	119,000	298	119,298	119,000	298	119,298
2014 L.T. Note	2,434,000	Wastewater Utility Impr.	251,000	47,709	298,709	2,434,000	231,904	2,665,904
2014A L.T. Note	290,000	Wastewater Utility Impr.	144,000	5,644	149,644	290,000	7,834	297,834
Wastewater Utility Total			\$ 1,525,000	\$ 200,022	\$ 1,725,022	\$ 8,687,000	\$ 750,831	\$ 9,437,831
Storm Sewer Utility Improvements								
2009 L.T. Note	1,045,000	Storm Improvements	95,000	14,250	109,250	475,000	41,088	516,088
2010 L.T. Note	1,125,000	Storm Sys. Imps., ERP & GIS enhancements	100,000	16,281	116,281	725,000	57,078	782,078
2012 L.T. Note	480,000	Storm Improvements	45,000	6,525	51,525	360,000	28,575	388,575
2013A L.T. Note	221,000	Greenbelt Xings - Drainage Str.	149,000	373	149,373	149,000	373	149,373
2014 L.T. Note	254,000	Storm Sys. Imps., GIS & CADD enhancement	21,000	5,352	26,352	254,000	22,572	276,572
Storm Sewer Utility Improvements Total			\$ 410,000	\$ 42,781	\$ 452,781	\$ 1,963,000	\$ 149,686	\$ 2,112,686
WRS Internal Service								
2013A L.T. Note	561,000	WRS Prior Service Costs	51,000	9,394	60,394	561,000	66,130	627,130
WRS Internal Service Total			\$ 51,000	\$ 9,394	\$ 60,394	\$ 561,000	\$ 66,130	\$ 627,130
Library								
2007 L.T. Note	125,000	Bldg. Maint., Renovations	10,000	888	10,888	25,000	1,450	26,450
2008 L.T. Note	225,000	Bldg. Maint., Renovations, Technology	15,000	2,175	17,175	60,000	5,007	65,007
2010 L.T. Note	85,000	Bldg Maint., Computer Replacements	15,000	761	15,761	40,000	2,393	42,393
2011 L.T. Note	150,000	Bldg Maint., Computer Replacements	25,000	1,250	26,250	75,000	1,750	76,750
2012 L.T. Note	95,000	Bldg Maint., Computer Replacements	20,000	900	20,900	60,000	1,700	61,700
2013A L.T. Note	343,000	WRS Prior Service Costs	31,000	5,735	36,735	343,000	40,265	383,265
2014A L.T. Note	25,000	Soffit Repairs, Automation/Computers	10,000	533	10,533	25,000	758	25,758
Library Total			\$ 126,000	\$ 12,242	\$ 138,242	\$ 628,000	\$ 53,323	\$ 681,323

General Obligation Debt Service for 2015 and
Total Outstanding Indebtedness as of December 31, 2014

	2015		2015 Principal & Interest	12/31/2014				
	Principal	Interest		Principal	Interest	Total		
Sanitation - Waste Management								
2007 L.T. Note	480,000	Compactor	51,000	5,629	56,629	152,000	10,106	162,106
2007 L.T. Note	300,000	Constr. of Phase II (Yr 1)	32,000	3,470	35,470	94,000	6,215	100,215
2007 L.T. Note	60,000	Horizontal Gas Collection Sys.	6,000	667	6,667	18,000	1,207	19,207
2007 L.T. Note	150,000	Maint. Facility/Fuel Tank	16,000	1,735	17,735	47,000	3,108	50,108
2008 L.T. Note	300,000	Constr. of Phase II (Yr 2)	30,000	4,350	34,350	120,000	10,013	130,013
2008 L.T. Note	30,000	Horizontal Gas Collection Sys.	3,000	435	3,435	12,000	1,001	13,001
2008 L.T. Note	135,000	Maint. Facility/Fuel Tank	12,000	2,365	14,365	63,000	5,574	68,574
2009 L.T. Note	270,000	Constr. of Phase II (Final)	27,000	4,050	31,050	135,000	11,678	146,678
2009 L.T. Note	160,000	Horizontal Gas Collection Sys.	16,000	2,400	18,400	80,000	6,920	86,920
2009 L.T. Note	1,180,000	Ph III - Leachate Upgrade	118,000	17,700	135,700	590,000	51,035	641,035
2009 L.T. Note	140,000	Scale/Scale house Replacement	14,000	2,100	16,100	70,000	6,055	76,055
2010 L.T. Note	240,000	Odor Remediation Project	25,000	3,306	28,306	150,000	11,466	161,466
2011 L.T. Note	200,000	Gas Collection Upgrades & Ph. 1 Closure	25,000	3,813	28,813	175,000	15,531	190,531
2012 L.T. Note	3,150,000	Automated Waste Collection Equipment	255,000	37,575	292,575	2,070,000	164,925	2,234,925
2012 L.T. Note	1,600,000	Landfill Closure Ph. 1	160,000	23,200	183,200	1,280,000	101,600	1,381,600
2013A L.T. Note	525,000	Site Const - Yr 3	51,000	127	51,127	51,000	127	51,127
2014A L.T. Note	82,000	Site Const - Yr 4	41,000	1,626	42,626	82,000	2,241	84,241
2014A L.T. Note	122,000	Closure - Phase 5	61,000	2,420	63,420	122,000	3,335	125,335
2014A L.T. Note	150,000	LT Care Financial Responsibility	75,000	2,975	77,975	150,000	4,100	154,100
Sanitation - Waste Management Total			\$ 1,018,000	\$ 119,943	\$ 1,137,943	\$ 5,461,000	\$ 416,237	\$ 5,877,237
TIF Districts & Land Acquisition								
2007 L.T. Note	70,000	TIF #22	10,000	1,113	11,113	30,000	2,013	32,013
2008 L.T. Note	590,000	TIF #22	-	25,075	25,075	590,000	87,763	677,763
2008 L.T. Note	325,000	TIF #26	40,000	4,769	44,769	135,000	11,184	146,184
2009 L.T. Note	210,000	TIF #24	25,000	3,225	28,225	110,000	8,950	118,950
2009 L.T. Note	315,000	TIF #27	30,000	5,025	35,025	165,000	14,837	179,837
2009 L.T. Note	100,000	TIF #34	10,000	1,500	11,500	50,000	4,325	54,325
2009B L.T. Note	5,095,000	TIF #22	800,000	72,695	872,695	2,675,000	146,743	2,821,743
2010 L.T. Note	190,000	TIF #26	25,000	4,050	29,050	175,000	10,162	185,162
2010 L.T. Note	865,000	TIF #23	100,000	15,500	115,500	600,000	55,650	655,650
2011 L.T. Note	850,000	TIF #22	125,000	10,050	135,050	565,000	24,250	589,250
2011A L.T. Note	390,000	TIF #25	80,000	2,600	82,600	170,000	3,500	173,500
2012 L.T. Note	400,000	TIF #25	-	8,000	8,000	400,000	39,000	439,000
2012A L.T. Note	660,000	TIF #26	-	13,200	13,200	660,000	80,500	740,500
2013 L.T. Note	350,000	TIF #21	35,000	7,650	42,650	350,000	39,700	389,700
2013 Trust Loan	2,085,000	TIF #35	-	100,037	100,037	2,085,000	467,326	2,552,326
2014 L.T. Note	176,000	TIF #21	26,000	3,737	29,737	176,000	13,862	189,862
2014 L.T. Note	635,000	TIF #25	60,000	12,220	72,220	635,000	62,420	697,420
2014 L.T. Note	1,683,000	TIF #22	243,000	35,797	278,797	1,683,000	132,997	1,815,997
TIF Districts & Land Acquisition Total			\$ 1,609,000	\$ 326,243	\$ 1,935,243	\$ 11,254,000	\$ 1,205,182	\$ 12,459,182
Special Assessment Fund								
2009 L.T. Note	760,000	DPW Infrastructure Impr.	160,000	2,400	162,400	160,000	2,400	162,400
2010 L.T. Note	285,000	DPW Infrastructure Impr.	60,000	1,900	61,900	125,000	2,550	127,550
2011 L.T. Note	435,000	DPW Infrastructure Impr.	90,000	4,500	94,500	270,000	8,100	278,100
2012 L.T. Note	285,000	DPW Infrastructure Impr.	64,000	4,360	68,360	266,000	10,620	276,620
2013 L.T. Note	400,000	DPW Infrastructure Impr.	80,000	7,200	87,200	400,000	20,000	420,000
2014 L.T. Note	418,000	DPW Infrastructure Impr.	-	9,922	9,922	418,000	34,342	452,342
Special Assessment Fund Total			\$ 454,000	\$ 30,282	\$ 484,282	\$ 1,639,000	\$ 78,012	\$ 1,717,012

General Obligation Debt Service for 2015 and
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			2015		2015 Principal & Interest	12/31/2014		
			Principal	Interest		Principal	Interest	Total
GENERAL CITY								
General Government								
2007 L.T. Note	134,000	Gen'l Bldg. Repairs	14,000	1,557	15,557	42,000	2,818	44,818
2007 L.T. Note	100,000	Tech. Enhancements	11,000	1,179	12,179	32,000	2,101	34,101
2008 L.T. Note	350,000	ERP Phase II	35,000	5,075	40,075	140,000	11,681	151,681
2008 L.T. Note	500,000	Gen'l Bldg. Repairs	50,000	7,250	57,250	200,000	16,688	216,688
2008 L.T. Note	25,000	GIS Enhancements	3,000	435	3,435	12,000	1,001	13,001
2008 L.T. Note	250,000	Municipal Building - Relocate Server Room	25,000	3,625	28,625	100,000	8,344	108,344
2008 L.T. Note	200,000	Tech. Enhancements	20,000	2,900	22,900	80,000	6,675	86,675
2009 L.T. Note	250,000	Gen'l Bldg. Repairs	24,000	3,600	27,600	120,000	10,380	130,380
2009 L.T. Note	250,000	Tallman House	24,000	3,600	27,600	120,000	10,380	130,380
2010 L.T. Note	995,000	Gen'l Bldg. Repairs, Tallman House	127,000	11,906	138,906	562,000	40,300	602,300
2011 L.T. Note	200,000	Gen'l Bldg. Repairs	20,000	3,750	23,750	167,000	15,995	182,995
2011 L.T. Note	60,000	Oakhill Cemetery - Capital Projects	6,000	1,097	7,097	49,000	4,669	53,669
2011 L.T. Note	50,000	City Service Center- Storage Building	5,000	915	5,915	41,000	3,882	44,882
2011 L.T. Note	300,000	Tallman House	30,000	5,535	35,535	249,000	23,257	272,257
2011 L.T. Note	120,000	Technology Enhancements	25,000	750	25,750	50,000	1,000	51,000
2012 L.T. Note	280,000	Gen'l Bldg. Repairs	28,000	4,140	32,140	228,000	18,260	246,260
2012 L.T. Note	185,000	Tallman House	19,000	2,755	21,755	152,000	12,065	164,065
2012 L.T. Note	125,000	Technology Enhancements	25,000	1,125	26,125	75,000	2,125	77,125
2012A L.T. Note	6,000	Gen'l Bldg. Repairs	-	120	120	6,000	480	6,480
2013 L.T. Note	350,000	Technology Enhancements	70,000	4,900	74,900	280,000	11,200	291,200
2013 L.T. Note	145,000	City Service Center- Fuel Island	2,000	3,228	5,228	141,000	17,888	158,888
2013 L.T. Note	72,000	Oakhill Cemetery - Maintenance	1,000	1,623	2,623	70,000	9,244	79,244
2013 L.T. Note	50,000	Tallman House	1,000	1,103	2,103	48,000	6,134	54,134
2013A L.T. Note	2,111,000	WRS Prior Service Costs	193,000	35,324	228,324	2,111,000	248,525	2,359,525
2013A L.T. Note	20,000	Gen'l Bldg. Repairs	10,000	25	10,025	10,000	25	10,025
2013A L.T. Note	88,000	Municipal Bldg. - 1st Floor	44,000	110	44,110	44,000	110	44,110
2014 L.T. Note	161,000	Technology Enhancements	21,000	3,271	24,271	161,000	13,776	174,776
2014 L.T. Note	90,000	Election Equipment	18,000	2,021	20,021	90,000	5,711	95,711
2014 L.T. Note	250,000	IT Strategic Plan	14,000	4,588	18,588	250,000	27,348	277,348
2014A L.T. Note	40,000	Gen'l Bldg. Repairs	21,000	768	21,768	40,000	1,053	41,053
2014A L.T. Note	20,000	Tallman House Tuck Pointing	11,000	376	11,376	20,000	511	20,511
2014A L.T. Note	70,000	Tech. - CAMA Software	37,000	1,339	38,339	70,000	1,835	71,835
2014A L.T. Note	20,000	Tech. Enhancements	11,000	376	11,376	20,000	511	20,511
General Government Total			\$ 945,000	\$ 120,366	\$ 1,065,366	\$ 5,780,000	\$ 535,970	\$ 6,315,970
Public Safety								
2007 L.T. Note	190,000	Police Communication Sys.	20,000	2,180	22,180	59,000	3,913	62,913
2007 L.T. Note	350,000	Station #1	37,000	4,071	41,071	110,000	7,289	117,289
2007 L.T. Note	70,000	Vehicles	8,000	845	8,845	23,000	1,498	24,498
2008 L.T. Note	60,000	Police Pistol Range Renovation	6,000	870	6,870	24,000	2,002	26,002
2008 L.T. Note	125,000	Public Safety Equip.-Police Squads/Fire Act	12,000	1,740	13,740	48,000	4,005	52,005
2008 L.T. Note	35,000	Public Safety Network (T1 for Fire)	4,000	580	4,580	16,000	1,335	17,335
2008 L.T. Note	500,000	Station #1	50,000	7,250	57,250	200,000	16,687	216,687
2009 L.T. Note	65,000	Public Safety Equipment - Police	6,000	900	6,900	30,000	2,595	32,595
2010 L.T. Note	25,000	Public Safety Equip - GIS Enhancements	5,000	50	5,050	5,000	50	5,050
2011 L.T. Note	500,000	Fire Station #1 - Construction Yr. 3	50,000	9,285	59,285	416,000	39,252	455,252
2011 L.T. Note	1,000,000	Public Safety Equip - Fire Vehicle Replace	97,000	18,603	115,603	832,000	78,726	910,726
2011 L.T. Note	800,000	Public Safety Equip- Public Safety Radios	79,000	14,858	93,858	665,000	62,864	727,864
2012 L.T. Note	80,000	Public Safety Equip- Records Management	8,000	1,180	9,180	65,000	5,170	70,170
2012A L.T. Note	58,000	Ambulance/Pumper	-	1,160	1,160	58,000	4,640	62,640
2012A L.T. Note	370,000	Police Services Constr. - Yr 2 Funding	-	7,400	7,400	370,000	29,680	399,680
2013 L.T. Note	1,250,000	Public Safety Equip - Quint Fire Truck	13,000	27,927	40,927	1,215,000	155,761	1,370,761
2013 L.T. Note	125,000	Public Safety Equip - Ambulance	1,000	2,827	3,827	122,000	16,051	138,051
2013A L.T. Note	28,000	Ambulance	14,000	35	14,035	14,000	35	14,035
2013A L.T. Note	142,000	Police Services Constr. - Yr 3 Funding	71,000	177	71,177	71,000	177	71,177
2014 L.T. Note	410,000	Replacement of Fire SCBA	24,000	7,493	31,493	410,000	44,858	454,858
2014 L.T. Note	574,000	Public Safety Equip - Fire Vehicle Replace	33,000	10,505	43,505	574,000	62,860	636,860
2014 L.T. Note	3,000,000	Fire Station #1 - Construction Yr. 4	174,000	54,950	228,950	3,000,000	328,445	3,328,445
2014A L.T. Note	16,000	Intersection Pre-emption Units	8,000	313	8,313	16,000	433	16,433
2014A L.T. Note	30,000	Station #1 Land Acquis.	16,000	572	16,572	30,000	782	30,782
2014A L.T. Note	228,000	Police Services Constr. - Yr 4 Funding	120,000	4,371	124,371	228,000	5,991	233,991
Public Safety Total			\$ 856,000	\$ 180,142	\$ 1,036,142	\$ 8,601,000	\$ 875,099	\$ 9,476,099

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Total Outstanding Indebtedness as of December 31, 2014

	2015		2015 Principal & Interest	12/31/2014		
	Principal	Interest		Principal	Interest	Total
Public Works						
2007 L.T. Note	475,000	5,539	56,539	150,000	9,926	159,926
2007 L.T. Note	1,554,000	18,129	185,129	491,000	32,484	523,484
2008 L.T. Note	1,250,000	18,125	143,125	500,000	41,719	541,719
2008 L.T. Note	780,000	11,310	89,310	312,000	26,033	338,033
2008 L.T. Note	195,000	2,755	21,755	76,000	6,341	82,341
2008 L.T. Note	70,000	1,015	8,015	28,000	2,336	30,336
2008 L.T. Note	25,000	435	3,435	12,000	1,001	13,001
2008 L.T. Note	1,495,000	21,538	171,538	595,000	49,319	644,319
2009 L.T. Note	2,900,000	43,815	333,815	1,459,000	126,553	1,585,553
2009 L.T. Note	598,000	9,225	71,225	308,000	26,477	334,477
2009 L.T. Note	332,000	4,722	35,722	157,000	13,699	170,699
2009 L.T. Note	1,455,000	20,722	157,722	690,000	59,838	749,838
2010 L.T. Note	1,675,000	22,270	183,770	1,009,000	76,761	1,085,761
2010 L.T. Note	200,000	2,645	22,645	120,000	9,172	129,172
2010 L.T. Note	325,000	4,298	36,798	195,000	14,906	209,906
2011 L.T. Note	2,405,000	43,310	293,310	1,962,000	179,785	2,141,785
2011 L.T. Note	140,000	2,263	22,263	120,000	6,481	126,481
2011A L.T. Note	246,000	3,462	13,462	150,000	14,981	164,981
2012 L.T. Note	125,000	1,885	14,885	104,000	8,255	112,255
2012 L.T. Note	310,000	5,180	25,180	274,000	25,140	299,140
2012 L.T. Note	100,000	1,490	11,490	82,000	6,610	88,610
2012 L.T. Note	20,000	290	2,290	16,000	1,270	17,270
2012 L.T. Note	2,020,000	29,885	234,885	1,648,000	131,135	1,779,135
2012A L.T. Note	85,000	340	340	17,000	1,370	18,370
2012A L.T. Note	155,000	620	620	31,000	2,490	33,490
2012A L.T. Note	89,000	360	360	18,000	1,440	19,440
2012A L.T. Note	132,000	2,640	2,640	132,000	10,560	142,560
2013 L.T. Note	2,666,000	55,293	183,293	2,503,000	284,969	2,787,969
2013 L.T. Note	435,000	9,718	14,718	423,000	54,211	477,211
2013 L.T. Note	37,000	7,000	7,530	30,000	1,240	31,240
2013 L.T. Note	20,000	422	1,422	19,000	2,199	21,199
2013 L.T. Note	1,050,000	20,615	122,615	948,000	106,282	1,054,282
2013 L.T. Note	1,000,000	19,500	119,500	900,000	99,750	999,750
2013 L.T. Note	80,000	1,560	9,560	72,000	7,980	79,980
2013A L.T. Note	147,000	175	70,175	70,000	175	70,175
2013A L.T. Note	250,000	63	25,063	25,000	63	25,063
2013A L.T. Note	90,000	23	9,023	9,000	23	9,023
2013A L.T. Note	50,000	12	5,012	5,000	12	5,012
2013A L.T. Note	10,000	2	1,002	1,000	2	1,002
2014 L.T. Note	2,260,000	42,200	197,200	2,260,000	239,755	2,499,755
2014 L.T. Note	30,000	572	2,572	30,000	3,152	33,152
2014 L.T. Note	500,000	9,150	38,150	500,000	54,610	554,610
2014 L.T. Note	1,610,000	31,410	191,410	1,610,000	155,485	1,765,485
2014A L.T. Note	12,000	235	6,235	12,000	325	12,325
2014A L.T. Note	16,000	313	8,313	16,000	433	16,433
2014A L.T. Note	18,000	352	9,352	18,000	488	18,488
2014A L.T. Note	20,000	392	10,392	20,000	542	20,542
2014A L.T. Note	30,000	572	16,572	30,000	782	30,782
2014A L.T. Note	38,000	728	20,728	38,000	998	38,998
2014A L.T. Note	50,000	964	26,964	50,000	1,324	51,324
2014A L.T. Note	196,000	3,760	106,760	196,000	5,155	201,155
Public Works Total	\$ 2,869,000	\$ 476,829	\$ 3,345,829	\$ 20,441,000	\$ 1,906,037	\$ 22,347,037

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			2015		2015 Principal & Interest	12/31/2014		
			Principal	Interest		Principal	Interest	Total
Leisure Services								
2007 L.T. Note	1,000,000	Aquatics Facility Impr.	109,000	11,766	120,766	319,000	21,126	340,126
2007 L.T. Note	72,000	Renovate Playgrounds/Equip.	8,000	845	8,845	23,000	1,497	24,497
2008 L.T. Note	35,000	Renovate Playgrounds/Equip.	3,000	435	3,435	12,000	1,001	13,001
2008 L.T. Note	500,000	Youth Sports	50,000	7,250	57,250	200,000	16,687	216,687
2009 L.T. Note	1,150,000	Ice Arena	114,000	17,100	131,100	570,000	49,305	619,305
2009 L.T. Note	35,000	Renovate Playgrounds/Equip.	3,000	450	3,450	15,000	1,297	16,297
2009 L.T. Note	500,000	Youth Sports	54,000	8,290	62,290	276,000	23,775	299,775
2010 L.T. Note	140,000	Renovate Playground Equip., Bike Trail	14,000	1,852	15,852	84,000	6,421	90,421
2010 L.T. Note	100,000	Golf Course - Operating Equipment	10,000	1,323	11,323	60,000	4,586	64,586
2011 L.T. Note	40,000	Renovate Playground Equip.	4,000	733	4,733	33,000	3,066	36,066
2011 L.T. Note	50,000	Skateboard Park	5,000	915	5,915	41,000	3,883	44,883
2011 L.T. Note	195,000	Palmer Park - Parking Lot	19,000	3,660	22,660	163,000	15,625	178,625
2011 L.T. Note	100,000	Golf Course - Operating Equipment	10,000	1,840	11,840	82,000	7,870	89,870
2012 L.T. Note	40,000	Renovate Playground Equip.	4,000	600	4,600	33,000	2,690	35,690
2012 L.T. Note	110,000	Parking Imps. at Youth Sports Complex	11,000	1,635	12,635	90,000	7,225	97,225
2012 L.T. Note	60,000	Palmer Park - Tennis Courts Reconstruction	6,000	890	6,890	49,000	3,900	52,900
2012 L.T. Note	200,000	Golf Course - Operating Equipment	20,000	2,960	22,960	163,000	13,090	176,090
2012 L.T. Note	50,000	Repair/Replace Bike Trail	5,000	745	5,745	41,000	3,245	44,245
2012 L.T. Note	100,000	Traxler Lagoon Sidewalk & Railing Replace.	10,000	1,490	11,490	82,000	6,550	88,550
2012 L.T. Note	780,000	Ice Arena Renovation	79,000	11,535	90,535	636,000	50,645	686,645
2012 L.T. Note	150,000	Ice Arena/Aquatics Renovation	15,000	2,215	17,215	122,000	9,825	131,825
2012A L.T. Note	85,000	Bike Trail Impr.	-	360	360	18,000	1,440	19,440
2012A L.T. Note	60,000	Renovate Playgrounds/Equip.	-	240	240	12,000	960	12,960
2012A L.T. Note	90,000	Tennis Courts - Palmer Park	-	360	360	18,000	1,440	19,440
2012A L.T. Note	55,000	Golf Course- Riverside Irrigation System	-	1,100	1,100	55,000	4,450	59,450
2013 L.T. Note	200,000	Golf Course Equipment	40,000	2,800	42,800	160,000	6,400	166,400
2013 L.T. Note	90,000	Youth Sports Complex- Building Maint.	1,000	2,015	3,015	88,000	11,163	99,163
2013 L.T. Note	70,000	Camden Playground Renovation	1,000	1,570	2,570	68,000	8,890	76,890
2013 L.T. Note	50,000	Bike Trail - Repair/Replace	1,000	1,103	2,103	48,000	6,134	54,134
2013 L.T. Note	50,000	Dawson Softball Facility Renovation	1,000	1,102	2,102	48,000	6,134	54,134
2013 L.T. Note	50,000	Aquatics Renovation	1,000	1,102	2,102	48,000	6,134	54,134
2013 L.T. Note	40,000	Renovate Playgrounds/Equip.	1,000	900	1,900	39,000	5,095	44,095
2013A L.T. Note	190,000	Bike Trail Impr.	19,000	48	19,048	19,000	48	19,048
2013A L.T. Note	30,000	Renovate Playgrounds/Equip.	3,000	7	3,007	3,000	7	3,007
2014 L.T. Note	25,000	Splash Pad Feasibility Study	2,000	471	2,471	25,000	2,576	27,576
2014 L.T. Note	200,000	Golf Course Equipment	40,000	4,491	44,491	200,000	12,691	212,691
2014A L.T. Note	6,000	Renovate Playgrounds/Equip.	3,000	117	3,117	6,000	163	6,163
2014A L.T. Note	20,000	Youth Sports Complex Pavilion	11,000	376	11,376	20,000	511	20,511
2014A L.T. Note	52,000	Aquatics Facility Impr.	27,000	1,003	28,003	52,000	1,378	53,378
2014A L.T. Note	54,000	Bike Trail - Rockport Park to Lock Lomond	28,000	1,042	29,042	54,000	1,432	55,432
Leisure Services Total			732,000	98,736	830,736	4,075,000	330,355	4,405,355
TOTAL GENERAL CITY			\$ 5,402,000	\$ 876,073	\$ 6,278,073	\$ 38,897,000	\$ 3,647,461	\$ 42,544,461
TOTAL DPW IMPROVEMENTS & GENERAL CITY			\$ 5,402,000	\$ 876,073	\$ 6,278,073	\$ 38,897,000	\$ 3,647,461	\$ 42,544,461
GRAND TOTAL GENERAL OBLIGATION DEBT			\$ 11,900,000	\$ 1,873,562	\$ 13,773,562	\$ 80,425,000	\$ 7,489,179	\$ 87,914,179
Wastewater Utility Revenue								
CWF #4335-02	1,100,828	Wastewater Utility Impr.	62,485	12,208	74,693	475,177	47,153	522,330
CWF #4335-03	518,676	Wastewater Utility Impr.	33,083	1,560	34,643	67,185	2,085	69,270
CWF #4335-04	1,128,073	Wastewater Utility Impr.	70,685	4,814	75,499	217,701	8,721	226,422
CWF #4335-05	284,140	Wastewater Utility Impr.	17,222	2,458	19,680	91,380	6,944	98,324
CWF #4335-07	2,032,973	Wastewater Utility Impr.	109,737	24,396	134,133	1,086,406	119,622	1,206,028
CWF #4335-09	26,462,000	Wastewater Utility Impr.	1,342,137	490,034	1,832,171	23,463,320	3,983,431	27,446,751
CWF #4335-10	986,325	Wastewater Utility Impr.	41,887	20,298	62,185	866,685	188,611	1,055,296
Wastewater Utility Revenue Total			\$ 1,677,236	\$ 555,768	\$ 2,233,004	\$ 26,267,854	\$ 4,356,567	\$ 30,624,421
Water Utility Revenue								
SDWL #5119-01	2,150,000	Water Utility Impr.	112,994	28,418	141,412	1,258,095	154,502	1,412,597
SDWL #5119-02	1,336,937	Water Utility Impr.	71,508	18,792	90,300	719,101	92,562	811,663
Water Utility Revenue Total			\$ 184,502	\$ 47,210	\$ 231,712	\$ 1,977,196	\$ 247,064	\$ 2,224,260
TOTAL LONG-TERM DEBT			\$ 13,761,738	\$ 2,476,540	\$ 16,238,278	\$ 108,670,050	\$ 12,092,810	\$ 120,762,860